



**AGENDA
COMMON COUNCIL**

Tuesday, September 18, 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
Theresa Meyer, Alderman, 1st District
Bob Grandi, Alderman, 2nd District
Ryan Heft, Alderman, 2nd District
Steve Rauch, Alderman, 3rd District
Jon Schultz, Council President, Alderman, 3rd District
Thomas Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

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. Preusker)*
 - A. To approve the Common Council Minutes for September 4, 2018.
6. **Letters and Communications** - There are none.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** *(T. Bauman)*
 - A. To approve Reports 1-4 as presented.
9. **Payment of Prepaids and Vouchers** *(S. Kott)*

A. Approval of Prepaids and Vouchers for bills accrued through September 18, 2018:

Total Prepaid:	\$150,749.92
Total Vouchers:	\$198,311.27
Grand Total:	\$349,061.19

10. **Licenses**

- A. To approve Operator Licenses as submitted. (*T. Meyer*)
- B. To approve the Denial of an Operator's License. (*B. Grandi*)

11. **Special Events** (*R. Heft*)

- A. To approve the Special Event Permit Applications for the 2018 Catholic Central Homecoming Parade, Autumn Rib Festival, and Ice Festival.

12. **Appointments and Nominations** - There are none.

13. **PUBLIC HEARINGS:**

- A. **Public Hearing** - To hear comments and concerns regarding a rezone request for property located at S. Kane Street (at Industrial Drive). (*S. Rauch*)

14. **RESOLUTIONS:** None

15. **ORDINANCES:** None

16. **MOTIONS:**

- A. **Motion 18-912** - To approve a revision to the City of Burlington Employee Handbook. (*J. Schultz*)

17. **ADJOURN INTO CLOSED SESSION** (*T. Preusker*)

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.

- Discussion regarding Echo Lake Developers Agreement.

18. **RECONVENE INTO OPEN SESSION** (*T. Bauman*)

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

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

20. **ADJOURNMENT** (*S. Kott*)

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: September 18, 2018

SUBJECT: Common Council Minutes for September 4, 2018.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the September 4, 2018 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the September 4, 2018 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the September 18, 2018 Common Council meeting.

Attachments

CC Min



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

**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, September 4, 2018**

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

Mayor Hefty called the Common Council meeting to order at 6:59 p.m.. Roll Call - Present: Mayor Hefty, Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker. Excused: Todd Bauman.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Director of Administrative Services Megan Watkins, Public Works Director Peter Riggs, Building Inspector Gregory Guidry, Library Director Joe Davies, Intern Nick Faust.

2. **Pledge of Allegiance**

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

4. **Chamber of Commerce Representative and Rescue Squad Representative**

5. **Approval of Minutes**

A motion was made by Alderman Schultz with a second by Alderman Kott to approve the August 21, 2018 Common Council minutes. With all in favor the motion carried.

6. **Letters and Communications:**

A motion was made by Alderman Preusker with a second by Alderman Grandi to approve communication from Alderman Todd Bauman regarding his absence at the September 4, 2018 Committee of the Whole and Common Council meetings. With all in favor the motion carried.

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

- Alderman Rauch stated that there was some flooding issues at LaValle and inquired as to whether or not there were any more flooding issues in the City due to the recent rainfalls. Director Riggs responded that there was mainly localized flooding due to storm drains not being cleared; however, any potential issues have since cleared.
- Administrator Walters introduced and welcomed intern Nicholas Faust.
- Director Riggs introduced Jackie Macewicz of CN railroad to give an update on the siding extension. Macewicz reviewed a PowerPoint presentation and stated that everything was on track and going fairly well. Alderman Grandi inquired about the train horns. Macewicz stated that the trains are required to blow their horns when there is work being done on the tracks and that the Nestle spur is not in a quiet zone, therefore residents may also be hearing horns blow in that direction as well.

8. **Reports**

A motion was made by Alderman Kott with a second by Alderman Meyer to approve Reports 1-5. With all in favor, the motion carried.

9. **Payment of Prepaids and Vouchers**

A motion was made by Alderman Meyer with a second by Alderman Grandi to approve prepaids and vouchers as presented. Roll Call: Aye - 7. Nay - 0.

10. **PUBLIC HEARINGS:**

Mayor Hefty called a Public Hearing to order at 7:13 p.m. 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.

A motion was made by Alderman Grandi, with a second by Alderman Heft to close the public hearing. With all in favor, the public hearing closed at 7:14 p.m.

11. **Licenses**

A motion was made by Alderman Heft with a second by Alderman Schultz to approve Operator's licenses as presented and a Taxi-cab renewal application submitted by Cynthia Hansen dba Cruzin Transportation. With all in favor, the motion carried.

12. **Appointments and Nominations**

A motion was made by Alderman Rauch with a second by Alderman Preusker to appoint Ken Morrison to the Historic Preservation Committee. With all in favor, the motion carried.

13. **RESOLUTIONS:**

- A. **Resolution 4916(18)** - Approval of a Preliminary Plat for the proposed Glen at Stonegate Subdivision, Addition No. II.

A motion was made Alderman Schultz with a second by Alderman Kott. With all in favor, the motion carried.

- B. **Resolution 4917(19)** - Approval of a Work Order For Baxter & Woodman, INC. to Prepare Preliminary and Final Compliance Alternatives Plans for Phosphorus and WPDES Permit Renewal Assistance Engineering Services for the Not-to-Exceed Amount of \$18,350.

A motion was made by Alderman Preusker with a second by Alderman Heft. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

- C. **Resolution 4918(20)** - To approve the Application for an Urban Non-Point Source and Storm Water Management Program Planning Grant for the Purpose of Funding Urban Storm Water Planning With the Wisconsin Department of Natural Resources.

A motion was made by Alderman Kott with a second by Alderman Meyer. With all in favor, the motion carried.

14. **ORDINANCES:**

- A. **Ordinance 2040(6)** - To consider amending the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 332 Milwaukee Avenue from Commercial to Medium Residential Density.

A motion was made by Alderman Meyer with a second by Alderman Preusker. With all in favor, the motion carried.

15. **MOTIONS:**

- A. **Motion 18-911** - To approve a petition from Cynthia and Aubrey McGaughy to forgo installing a required ADA Restroom at 225 E. Jefferson street also known as 2 Fancie Gals.

A motion was made by Alderman Grandi with a second by Alderman Heft. Discussion ensued.

Alderman Schultz motioned/Alderman Rauch seconded, to amend Motion 8-911 to allow a five year extension for the addition of an ADA restroom. Roll Call Vote: Aye - 4. Nay - 3 (Kott, Heft, Preusker). The motion carried.

Roll Call Vote to approve Motion 18-911 as amended: Aye - 5. Nay - 2 (Kott, Heft). The motion carried.

16. **ADJOURNMENT**

A motion was made by Alderman Heft with a second by Alderman Rauch to adjourn the meeting. With all in favor, the meeting adjourned at 7:52 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



DATE: September 18, 2018

SUBJECT: REPORTS 1-4

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:
Historic Preservation Commission Minutes 7-26-18
Plan Commission Minutes 8-14-18
Police and Fire Commission Minutes 9-4-18
Committee of the Whole Minutes 9-4-18

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 18, 2018 Common Council meeting.

Attachments

- HPC Minutes
 - Plan Minutes
 - PFC Minutes
-



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, July 26, 2018**

The meeting was called to order by Chairman Darrel Eisenhardt at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Maria Veronico; and Commissioner Kevin O’Brien were present. Commissioner Frank Capra and Commissioner Daniel Colwell were excused.

CITIZEN COMMENTS

Judith Schulz stated the May 24, 2018 minutes had her address wrong and should be 533 Milwaukee Avenue instead of 525 Milwaukee Avenue. Ms. Schulz commented historic photos should be submitted with the Certificate of Appropriateness application. Ms. Schulz explained that for a more historic look on the second story windows, paint the white vinyl framing and sash or metal frames of the windows, it would cut down on the harsh white edges and lines.

Commissioner Daniel Colwell is present at 6:31 pm.

APPROVAL OF MINUTES

Commissioner Wagner stated on page 3 of the minutes second bullet point, it states “angle the windows inside”, but should read “angle the ceiling inside”. Commissioner Wagner further stated there was a typo two bullet points down from there, and should read “the owner” not “they owner”. Commissioner Veronico moved, and Aldermanic Representative Kott seconded to approve the minutes of May 24, 2018 with the corrections.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

A. 525 Milwaukee Avenue – Commercial Investment Properties Corp.

1. Certificate of Appropriateness and Façade Grant extension

- Chairman Eisenhardt introduced and opened this item for discussion.
- Doug Harris, owner, explained this project has to be completed in a sequential order. Mr. Harris asked if he could get another 6-8 week extension for the upper façade. Mr. Harris further explained contractors are backed-up due to the wet spring. Commissioner O’Brien questioned if the 8 week extension was enough time. Mr. Harris replied that it would be enough time since the time would start from September 23, 2018.
- There were no further comments.

- Commissioner Colwell moved, and Commissioner Wagner seconded to approve the Certificate of Appropriateness and Façade Grant extensions with a completion date of November 23, 2018.
- All were in favor and the motion carried.

NEW BUSINESS

A. 420, 428, 436 N. Pine Street – Itzin’s Shoes & Repairs

1. Certificate of Appropriateness and Sign Permit to paint and install an awning

- Chairman Eisenhardt introduced and opened this item for discussion.
- David Schmalfeldt, owner, explained the roofs at 420, 428, and 436 N. Pine Street will be removed in order to install an awning across all three addresses. There is glass under the roof at 420 N. Pine Street, which will be staying. Mr. Schmalfeldt stated there is possibly brick under the roof at 428 and 436 N. Pine Street, but not sure. Aldermanic Representative Kott stated that originally at 420 N. Pine Street the roof is where the transom windows were, and now it will be raised up. Commissioner Wagner asked what kind of materials are being proposed for the light area above the transom windows, also known as the sign band. Mr. Schmalfeldt answered he was not sure until the roof comes down. Commissioner Wagner further asked what will be done with the three windows at 420 N. Pine Street. Mr. Schmalfeldt responded the windows will be either repainted or replaced with approved historic colors. Commissioner Wagner commented that BW Surveying next door has a sign band that is broken up with verticals, but does not see that as part of this design concept. Commissioner Wagner asked if the verticals is an option to divide the transom at 420 N. Pine Street.
- Gregory Guidry, Building Inspector, reminded Mr. Schmalfeldt the awning had to remain 2 feet back from the curb.
- Ms. Schulz asked if there were plans to open up the windows to full height on the second floor. Mr. Schmalfeldt answered not at this time.
- There were no further comments.
- Commissioner O’Brien moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness and Sign Permit for the painting of the front façade and installing the awning.
- All were in favor and the motion carried.

2. Façade Grant application to paint and install an awning

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt stated if the grant is approved, it should not exceed \$7,000 since there are two separate buildings.
- Aldermanic Representative Kott asked if the total was an estimate or if it could change. Mr. Schmalfeldt replied it is a tight estimate.
- There were no further comments.
- Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to approve the Façade Grant, but not to exceed \$7,000.
- Commissioner Colwell asked if the motion had to be contingent upon ensuring that the color of the awning at 420 N. Pine Street is consistent with the historic guidelines. Aldermanic Representative Kott and Commissioner O'Brien replied no, since Mr. Schmalfeldt had mentioned he was not going to deviate from the historic color chart.
- Roll call: Aldermanic Representative Susan Kott; Commissioner Steve Wagner; Commissioner Maria Veronico; Commissioner Kevin O'Brien; Commissioner Daniel Colwell; and Chairman Darrel Eisenhardt.
- All were in favor and the motion carried.

B. 164 E. Washington Street - Jivilee

1. Certificate of Appropriateness and Sign Permit to improve the front and two side of the façade, and install a sign

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry stated according to the ordinance and historic guidelines, awnings can be made of cloth/canvas or other approved materials, and in the past cloth/canvas awnings were traditionally used. Mr. Guidry further stated metal was not mentioned in either recognized ordinances. Tanya Fonesca, Graef, explained a cloth/canvas awning was used to avoid plastic; however, the cloth/canvas awning fades quickly and tears easily. The metal awning could be appropriate since the imagery is historic in nature and would not fade. Aldermanic Representative Kott and Commissioner O'Brien stated they agree with the metal awning, because cloth awnings look awful once it starts to fade. Commissioner Wagner was concerned about setting precedent of approving materials that are not in the ordinance and would feel comfortable if more information of the awning and brackets were provided that are being used, besides an imagery. Commissioner Wagner stated he realizes this item is going before Plan Commission for approval with specifics, but do Commissioners have any say as to what the brackets look like prior to their consideration. Bob Riggs, contractor, stated Burli Signs is designing a few different types of brackets, cloth and metal awnings for the historic board to

see before installation. Commissioner O'Brien commented that in most cases applicants present the materials. Andrew Lynch, on behalf of Wendy Lynch, explained they are in the process of purchasing the property, but if they do not have confidence of approval, then they will pass on the offer. Commissioner Wagner questioned if Mr. Lynch had time to come back in a month with materials. Mr. Riggs asked if there could be a special meeting. Aldermanic Representative Kott mentioned that with the photos submitted, only improvements would be made to the city. Commissioner Colwell stated it is exciting to see the new look, however, would like something more concrete regarding plans.

- Ms. Fonesca, questioned what the general use for the overall ground floor is. Ms. Fonesca stated a Conditional Use Permit is required for the VRBO suites. Stephanie Heft, representative, answered it is an extension for the Mercantile Hall for cocktail parties, dinner rehearsals, and other social events, with food being catered in. Mr. Guidry informed the applicants that a fire sprinkler may be required for the VRBO suites, which is up to the Fire Department.
- Ms. Fonesca stated before bringing this to the Plan Commission, an approval with conditions can be made tonight, as long as this body feels that this project is appropriate. Ms. Fonesca further stated plans can be brought back before the Commissioners as a staff update. Commissioner O'Brien explained with the awning situation the Commissioners would like to see samples before approval, and could have a special meeting to speed up the process. Commissioner O'Brien stated he knows that information is required for the back-lighting of the signs.
- Ms. Schulz stated by looking at the photos, the canvas awning is more appropriate for the historic look.
- Mr. Guidry stated there is a burnt window in the back on the second floor that was not addressed and the tuck-pointing should get repaired. Ms. Heft replied that all windows are being replaced.
- There were no further comments.
- Aldermanic Representative Kott moved, and Commissioner Colwell seconded to approve the Certificate of Appropriateness and Sign Permit to improve the front and two sides of the façade, and install a sign, subject to the Commission receiving more information regarding the light fixtures, lighting for the blade sign, window replacement, awning, tuck-pointing plan, and the window that was not listed.
- All were in favor and the motion carried.

C. 413 N. Pine Street – The Urb Garden

1. Certificate of Appropriateness to demolish the building, install a gated entry, and create a usable outdoor area in the rear of the building

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry stated there has been no detail on engineering drawings.
- Shad Branen, owner, explained the rear was torn down after the fire and was determined not feasible to restore. The plans are for an outdoor green space and to use as much of the brick to create a one-story wall. Ms. Heft commented the iron gateway is 4 feet tall and open to the public. Commissioner Colwell stated a conditional approval could be given once more information is provided.
- Commissioner Wagner asked if a historic building can be torn down. Ms. Fonesca, answered yes, there is nothing in the code that prohibits a demolition, even though it is not ideal, sometimes it is necessary. Commissioner Wagner stated this will change the look of downtown but likes the idea of open corridors. The Commissioners agrees that it will look much better with the changes.
- Ms. Schulz stated the ordinance should state something about needing an engineering statement that a building is un-structurally sound. Ms. Heft and Mr. Branen commented the first idea was to save the front of the façade, but the walls required too much support. Ms. Heft stated the “1895” will be put into the brick wall, by the gate. Commissioner Wagner stated moving forward we should add language to the ordinance regarding razing buildings.
- Ms. Fonesca explained more formalized drawings will be submitted, which will go before the Plan Commission for a Conditional Use Permit and Site Plan for the outdoor seating area. Ms. Fonesca stated this topic could be brought back before the Historic Commissioners with the detailed plans.
- There were no further comments.
- Aldermanic Representative Kott moved, and Commissioner O’Brien seconded to approve the Certificate of Appropriateness to demolish the building, install a gated entry, and create a usable outdoor area in the rear of the building, subject to Plan Commission approval and applicant to come back to the next historic meeting with the Plan Commission decision, and more specifics with the plans.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status

- Chairman Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt stated Round 8 has the remaining balance of \$49,680.96 with \$7,000 pending.

Commissioner Wagner questioned if there were any liaisons on the historic committee to keep an ear on the branding committee for the image of Burlington. Commissioner Wagner stated if the City is talking about branding Burlington, and adding benches and planters in the historic district, it would be great to be a part of that conversation. Commissioner O'Brien and Aldermanic Representative Kott responded they are not that far into the process.

Commissioner O'Brien mentioned that a letter or guide should be sent out to each bank and realtor to notify their clients to come for approval prior to any work being started on their new business. Chairman Eisenhardt stated not everyone has a bank or realtor. Barb Bakshis, Fox River State Bank, stated she is involved with the branding committee. Ms. Bakshis explained the branding is strictly the overall image of the City, and that the City wants Burlington to be the community that people come for a re-location or expansion to their business. Ms. Bakshis further explained the timeline affects building restoration, since few funds are available and the use is limited. The City would like to have owners buy and renovate them quickly. Ms. Bakshis stated she feels there are too many steps and obstacles to go through; Development Review Committee (DRC), Historic Preservation Commission, and Plan Commission meetings. Commissioner O'Brien stated in the last couple years the commission has bent over backwards to allow owners extensions and make things work. Commissioner O'Brien commented that they would like the owner to come for approval after the building is purchased. Ms. Bakshis stated when significant change and use of the building is desired, lots of unseen time can be added for completion. Chairman Eisenhardt commented that the Jivilee and The Urb Garden are unusual circumstances, and received conditional approvals.

Ms. Fonesca stated she has been asked to work with this committee regarding revisions to signage and other codes, to make it user friendly and streamline the verbiage. Mr. Guidry recommended that the Commissioners go through the guidelines, and come back with questions.

ADJOURNMENT

Aldermanic Representative Kott moved, and Commissioner Veronico seconded to adjourn the meeting at 7:47 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



Minutes
City of Burlington Plan Commission
August 14 2018, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Aldermen Tom Preusker; Bob Grandi; and Commissioner Art Gardner were present. Commissioners Chad Redman; Andy Tully; and John Ekes were excused.

APPROVAL OF MINUTES

Alderman Preusker moved, and Alderman Grandi seconded to approve the minutes of July 10, 2018. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

Barb Bakshis, Fox River State Bank, stated there is an economic limit to what can be financed when purchasing old buildings in the downtown area. It is a challenge to bring the buildings up to code since there are so many restrictions in the historic district, as a result the city could see more empty buildings.

OLD BUSINESS

A. Consideration to recommend approval to the Common Council of a Certified Survey Map application from GMX Real Estate Group, LLC for property located at 1054 Milwaukee Avenue, subject to Graef's August 7, 2018 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained the applicant proposes to move the lot line and purchase more land for the development extension to the south, in order to meet the dimensions and requirements.
- Alderman Preusker asked if the size and number of stalls are not what the city requires. Ms. Fonesca replied the city has a larger and higher requirement than most communities, but there is a balance with the shared parking lot.
- Alderman Grandi asked Carina Walters, City Administrator, maybe the Certified Survey Map could be on the Committee of the Whole and Common Council meeting the same night, so it does not delay the project. Ms. Walters responded that is a possibility.
- There were no further comments.

Alderman Grandi moved, and Commissioner Gardner seconded to approve the Certified Survey Map.

All were in favor and the motion carried.

B. Public Hearing to hear public comments regarding a Conditional Use application from GMX Real Estate Group, LLC for property located at 1054 Milwaukee Avenue to allow for drive-thru window, two outdoor seating areas, a reduced landscape and parking ratio requirement, and signage on four sides of the building.

- Mayor Hefty opened the Public Hearing at 6:37 pm.
- There were no comments.

Alderman Preusker moved, and Alderman Grandi seconded to close the Public Hearing at 6:38 pm.

All were in favor and the motion carried.

C. Consideration to approve a Conditional Use and Site Plan application from Andrew Goodman for property located at 1054 Milwaukee Avenue to allow for a drive-thru window, two outdoor seating areas, a reduced landscape and parking ratio requirement, signage on four side of the building, and to construct a 6,200 square foot multi-tenant commercial building, subject to Graef's August 7, 2018, Kapur & Associates' July 25, 2018 and Fire Department's August 6, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Alderman Grandi stated the landscape had decreased significantly more than originally presented, from 25% to 18%. Ms. Fonesca explained there was a change in the Site Plan with one retail business and two restaurant occupants, which needed more space. Ms. Fonesca stated since it was an improvement to the property, it was appropriate to reduce the landscaping. Gregory Guidry, Building Inspector, commented that there is still landscape around the perimeter that is not part of the calculation.
- Alderman Grandi questioned if there was a visual of the final look. Mike Colombo, JTS Architects, stated the brick color will match the surrounding buildings as requested. Alderman Preusker asked if there could be a gable roof. Ms. Fonesca commented at the June 12, 2018 meeting the Commissioners had not requested a gable roof. Mr. Colombo responded this design is the same as most communities, as well as the grouping of tenants and material used.
- Alderman Grandi stated on Graef's review it states that signage beyond 8 square feet should be considered, and asked what the maximum size was. Ms. Fonesca answered the building will be viewed from three sides, and needed signs in the rear of the building. Mr. Guidry replied it is 1.40 square feet per 1 linear foot of exterior storefront wall width. Mr. Colombo explained since there is an angled street there are many areas to see the building from. Alderman Preusker stated this community has been waiting a long time for something like this and would like to see a gable roof, since this location is an entry way into the city. Alderman Preusker further stated he would like to see landscape incorporated by the patio. Mr. Colombo replied that a gable roof cannot hide the rooftop units, and that is not an attractive look. Mr. Colombo explained once the patio, landscape, and umbrellas are added it will improve the look. Ms. Walters commented this building will probably be complimentary to the other strip mall with Jimmy Johns, Great Clips, Athletico Physical Therapy, and AT&T. Andrew Goodman, JTS Architects, stated they have accomplished the building wrap around concept

previously requested by the Plan Commission. Mr. Guidry mentioned that Kapur & Associates and the Fire Department give a conditional approval.

- There were no further comments.

Alderman Preusker moved, and Alderman Grandi seconded to approve the Conditional Use and Site Plan for a multi-tenant commercial building.

All were in favor and the motion carried.

NEW BUSINESS

A. Public Hearing to hear public comments regarding a Conditional Use application from Square One Investments for property located at 616 Droster Avenue, to allow for a cold storage building for storage of heating, ventilation, and air conditioning (HVAC) units.

- Mayor Hefty opened the Public Hearing at 6:57 p.m.
- There were no comments.

Alderman Preusker moved, and Commissioner Gardner seconded to close the Public Hearing at 6:58 p.m.

All were in favor and the motion carried.

B. Consideration to approve a Conditional Use and Site Plan application for property located at 616 Droster Avenue to allow for a cold storage building for storage of heating, ventilation, and air conditioning (HVAC) units.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca explained a formal Site Plan for the cold storage building is required to be submitted and reviewed by staff, since it is lacking the lighting improvements and clarification of the apron for the driveway. Commissioner Gardner stated he would like to see detailed plans to make an accurate decision. Mr. Guidry explained this project has been delayed for about three months, and the applicant was hoping to be taken off the agenda after the packets were sent out. Mr. Guidry also explained plans will need to be submitted before approval by staff. Alderman Preusker stated he would like to see the final building plans. Steve Hanson, owner, stated he has hired a structural engineer to work on submitting the plans. Mr. Hanson explained it will be a steel pole building with four overhead doors, steel siding, and steel roof to match the existing building.
- There were no further comments.

Commissioner Gardner moved, and Alderman Preusker seconded to table the Conditional Use and Site Plan until detailed plans are submitted.

All were in favor and the motion carried.

C. Consideration to recommend approval of a Preliminary Plat for Stonegate Subdivision, Addition II, subject to Graef's August 7, 2018, Kapur & Associates' June 28, 2018, and Fire Department's August 6, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca, explained Phase I has 63 single-family homes, and now an additional 30 lots in Phase II is proposed to be developed. The Preliminary Plat has to have approval prior to the Final Plat, which has more detail. Ms. Fonesca stated in her report on page 2 that states "lots 83-94", should read "83-93". Alderman Preusker asked why there are 93 lots and only 63 homes. Ms. Fonesca answered that Phase I has 63 homes, and now Phase II will be 30 homes. Alderman Preusker was questioning what kind of protection the city has for unimproved roads and other infrastructure, and what the policy is for having no parks. Ms. Walters responded staff is working on a developer's agreement requiring a letter of credit, issued by the bank, which outlines the infrastructure for assurances that the city receives the money to finish roads or other issues if there are problems. Ms. Fonesca explained there are few options regarding the parks: ask the developer to dedicate a smaller site, or a payment in lieu of, which could be used to purchase additional park plans or maintenance. Ms. Walters stated the payment could also be placed in the park development fund for the Park Board. Mr. Guidry questioned if a park could be privately owned by a Home Owners Association. Ms. Fonesca replied, they could be, but was not sure on the city's park regulations. Alderman Preusker commented he felt we should revisit the park regulations such as payment in lieu of, ordinances, and policies. Alderman Preusker further mentioned that sometimes a Home Owners Association dissolves and then the city has no recourse of action. Ms. Walters stated staff recommends approval for the Preliminary Plat, but there will be more information provided prior to a final approval. Alderman Preusker asked what size the lots are. Ms. Fonesca replied the building areas are consistently sized, and the lots are anywhere from 10,000 to 57,000 square feet.
- There were no further comments.

Alderman Grandi moved, and Commissioner Gardner seconded to approve the Preliminary Plat.

Randy Rosenmerkel, 2240 Stonegate Road, President of Home Owners Association (HOA), clarified this is Phase III and not Phase II. Ms. Fonesca corrected Mr. Rosenmerkel that there was an original Phase with 30 lots, Phase I with 33 lots and now Phase II with 30 lots. Mr. Rosenmerkel explained he would like the new owners to stay within the HOA Covenants so the subdivision does not look like a junkyard over the years, and have matching light poles and mailboxes. Mr. Rosenmerkel stated the parks could be maintained with the association fees. Mr. Rosenmerkel commented there have been issues with final grading and suggested putting up a bond to be able to have recourse.

All were in favor and the motion carried.

D. Public Hearing to hear public comments regarding a Conditional Use application from Wendy Lynch for property located at 413 N. Pine Street, to be used as an outdoor seating area.

- Mayor Hefty opened the Public Hearing at 7:26 p.m.
- Ms. Fonesca explained the Historic Preservation Commissioners approved to demolish the building since the structural integrity is no longer there, and use the outdoor space for Mercantile Hall and 164 E. Washington Street. Shad Branen, owner, stated the two contractors and a structural engineer who reviewed the building said the rear was destroyed by the fire and the front was not worthwhile, so he wanted to expand the rear to use as a green space and courtyard.
- There were no further comments.

Alderman Preusker moved, and Alderman Grandi seconded to close the Public Hearing at 7:30 p.m.

All were in favor and the motion carried.

E. Consideration to approve a Conditional Use and Site Plan application from Wendy Lynch for property located at 413 N. Pine Street, to deconstruct and reconstruct the building that is unsalvageable due to fire damage, subject to Graef's August 7, memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Commissioner Gardner stated he is excited and welcomes the addition, and likes the creativity of reusing the brick. Alderman Pruesker commented how Lake Geneva has a few little gardens, and this will be just like one of these beautiful gardens. Alderman Grandi stated he agrees, and is also excited for the 164 E. Washington Street project.
- Mayor Hefty thanked Mr. Branen Ms. Lynch, and Stephanie Heft in creating the plans.
- There were no further comments.

Commissioner Gardner moved, and Alderman Preusker seconded to approve the Conditional Use and Site Plan.

All were in favor and the motion carried.

F. Public Hearing to hear public comments regarding a Conditional Use application from Wendy Lynch for property located at 164 E. Washington Street, to use the second-story as Vacation Rentals by Owner (VRBO).

- Mayor Hefty opened the Public Hearing at 7:32 p.m.
- There were no comments.

Alderman Grandi moved, and Commissioner Gardner seconded to close the Public Hearing at 7:33 p.m.

All were in favor and the motion carried.

G. Consideration to approve a Conditional Use application from Wendy Lynch for property located at 164 E. Washington Street to use a second-story as Vacation Rentals by Owner (VRBO) suites, subject to Graef's August 7, 2018 and Fire Department's August 6, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Stephanie Heft, on behalf of Wendy Lynch, explained the upstairs will be a 1 bedroom unit and 1 bathroom unit. The first floor space will be used for showers, dinner parties, and more, which will have access to the green space and an indoor/outdoor bar. Commissioner Gardner asked what the timeline was for completion. Ms. Heft replied the green space will be completed before the end of the year.
- Alderman Preusker stated he likes the VRBO concept, but asked if all lodging was to be licensed with the State for taxes purposes. Alderman Grandi responded our duty was just to inform the owner that a license is needed by the State. Alderman Preusker commented he feels the project should be put on hold until they receive the VRBO license. Ms. Walters stated staff recommends moving forward, and the license is something that can be obtained in the future. Alderman Preusker stated he would approve, provided the owner provides the license from the State prior to opening the business. Commissioner Gardner replied that he is sure the owner will obtain any license that is required. Commissioner Gardner mentioned that this topic is starting to drift away from the Conditional Use that is on the agenda.
- There were no further comments.

Commissioner Gardner moved, and Alderman Preusker seconded to approve the VRBO suites.

All were in favor and the motion carried.

H. Public Hearing to hear public comments regarding a Conditional Use application from Susan Myres for property located at 448 S. Pine Street, to operate an art, painting studio, and retail business.

- Mayor Hefty opened the Public Hearing at 7:47 p.m.
- Susan Myres, owner, explained currently she has a shop in Lake Geneva and wanted to expand and come to Burlington. Ms. Myres stated she uses recycled parts to create home décor, and teaches class. Ms. Myres further stated the fire inspection is up to code.
- There were no further comments.

Alderman Grandi moved, and Commissioner Gardner seconded to close the Public Hearing at 7:49 p.m.

All were in favor and the motion carried.

I. Consideration to approve a Conditional Use application from Susan Myres for property located at 448 S. Pine Street, to operate an art, painting studio, and retail business, subject to Graef's August 7, 2018 and Fire Department's August 6, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Gregory Guidry, Building Inspector, stated the Fire Department approves.
- There were no further comments.

Alderman Preusker moved, and Commissioner Gardner seconded to approve the Conditional Use.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Preusker moved, and Commissioner Gardner seconded to adjourn the meeting at 7:51 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

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



MINUTES

City of Burlington Police and Fire Commission
Burlington Fire Department
165 W. Washington Street, Burlington, Wisconsin
September 4, 2018

1. Call to Order:

Commissioner Hintz called the meeting to order at 6:05 p.m.

2. Roll Call:

Commissioners in attendance: Peter Hintz, Jeff Erickson, Kevin Morrow, Mark McMullen, and Police Chief Mark Anderson. Commissioner Joe Busch and Fire Chief Alan Babe were excused.

3. Public Comments:

None.

4. Approval of Minutes

The minutes from the August 14, 2018 PFC meeting was approved on a motion to approve by Commissioner McMullen, seconded by Commissioner Morrow all ayes motion carried.

5. Police Chief Business

A. A motion by Commissioner Morrow and seconded by Commissioner McMullen to accept the testing and selection process for Police Officer Hiring process all ayes carried the motion.

B. A motion by Commissioner Erickson and seconded by Commissioner Morrow to accept the testing and hiring process for Police Sergeant all ayes carried the motion.

6. Fire Chief Business

Convened into closed Session pursuant to section 19.85 (1) (c) Wisconsin Statutes for conducting employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility on a motion by Commissioner McMullen and seconded by Commissioner Morrow all ayes carried the motion at 6:28p.m.

We reconvened into open session on a motion by Commissioner Erickson and seconded by Commissioner Morrow all ayes carried the motion at 6:51p.m.

Jose Estrada was added to the Fire department Eligibility List on a motion by Commissioner Morrow and seconded by Commissioner McMullen all ayes carried the motion.

7. Police and Fire Commission Business

PFC Rules and Regulations updates were tabled until next month's meeting on a motion by Commissioner Hintz and seconded by Commissioner Erickson all ayes carried the motion.

8. Adjourn

Motion by Commissioner Erickson to adjourn seconded by Commissioner McMullen; motion carried all ayes at 6:54p.m.

Respectfully submitted,
Commissioner Erickson, Secretary



DATE: September 18, 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 September 18, 2018:

Total Prepaid:	\$150,749.92
Total Vouchers:	\$198,311.27
Grand Total:	\$349,061.19

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$39,296.24 Johns Disposal Service Inc. - Contracted Residential Monthly Billing for Garbage/Recycle
2. \$28,801.73 Ascent Aviation Group, Inc. - 100LL Aviation Gasoline
3. \$24,304.70 Revere Electric Supply Co. - Cast Iron & Steel Poles for Calumet Street Lighting Project
4. \$22,904.00 Peck & Weis - Draw #2 on Option #3 of Generator Quote #6532
5. \$20,000.00 Rustic Road Landscaping LLC - Payment for Martin Square Work

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$349,061.19.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 18, 2018 Common Council meeting.

Attachments

Prepaid 08-31-18

Prepaid 09-07-18

Vouchers 09-18-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100434312000						
100-434312-000 OPERATOR LICENSES	PFITZENMEIER, BRANDON	PARTIAL REFUND OPERATOR LICENSES	1.061332	08/28/2018	18.00	08/31/2018
Total 100434312000:					18.00	
100454591000						
100-454591-000 PARK DEPT	WINGREEN, SCOTT	PARK RESERVATION DEPOSIT	2.011570	08/28/2018	100.00	08/31/2018
100-454591-000 PARK DEPT	GRANDI, MELISSA	PARK RESERVATION DEPOSIT	3.087687	06/11/2018	100.00	08/31/2018
Total 100454591000:					200.00	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004AUG18	08/23/2018	323.73	08/31/2018
Total 100515132220:					323.73	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	262767138908	08/21/2018	48.28	08/31/2018
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	4338163400	08/19/2018	335.10	08/31/2018
Total 100515132225:					383.38	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004AUG18	08/23/2018	196.55	08/31/2018
Total 100515141220:					196.55	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	4338163400	08/19/2018	201.07	08/31/2018
Total 100515141225:					201.07	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	1461-190-073	1461190073AUG18	08/23/2018	42.57	08/31/2018
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877AUG18	08/24/2018	1,793.96	08/31/2018
Total 100525211220:					1,836.53	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	4338163400	08/19/2018	536.16	08/31/2018
100-525211-225 POLICE - TELEPHONE	AT & T	831-000-7991 401	6577333400	08/11/2018	24.37	08/31/2018
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22560763	08/15/2018	87.00	08/31/2018
Total 100525211225:					647.53	
100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	DONERITE JANITORIAL SERV I	DONERITE BILLING POLICE	3229	08/20/2018	675.00	08/31/2018
Total 100525211299:					675.00	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057AUG18	08/20/2018	1,403.51	08/31/2018
Total 100525220220:					1,403.51	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004AUG18	08/23/2018	57.81	08/31/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525231220:					57.81	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174JUL18	08/09/2018	412.29	08/31/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345AUG18	08/23/2018	750.38	08/31/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671AUG18	08/22/2018	30.39	08/31/2018
Total 100535321220:					1,193.06	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 08/18	08/19/2018	81.56	08/31/2018
Total 100535321225:					81.56	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409AUG18	08/16/2018	186.43	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802AUG18	08/22/2018	15.71	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542AUG18	08/22/2018	22.96	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152AUG18	08/21/2018	234.72	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266AUG18	08/09/2018	37.86	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060AUG18	08/22/2018	125.81	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064AUG18	08/17/2018	24.20	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318AUG18	08/21/2018	28.27	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5406-087-899	5406087899AUG18	08/17/2018	83.37	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181JUL18	08/20/2018	58.43	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733AUG18	08/22/2018	136.95	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943JUL18	08/21/2018	15.71	08/31/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558JUL18	08/20/2018	19.76	08/31/2018
Total 100535321261:					990.18	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939JUL18	08/17/2018	50.22	08/31/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345AUG18	08/23/2018	375.20	08/31/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671AUG18	08/22/2018	15.20	08/31/2018
Total 10055551220:					440.62	
10055551225						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 08/18	08/19/2018	40.78	08/31/2018
Total 10055551225:					40.78	
251555511220						
251-555511-220 UTILITIES	WE ENERGIES	0810-148-657	0810148657AUG18	08/24/2018	1,221.79	08/31/2018
251-555511-220 UTILITIES	WE ENERGIES	5852-857-487	5852857487AUG18	08/23/2018	21.62	08/31/2018
Total 251555511220:					1,243.41	
251555511225						
251-555511-225 TELEPHONE	AT & T	171-798-6300 001 (split)	4338163400	08/19/2018	268.08	08/31/2018
Total 251555511225:					268.08	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576AUG18	08/22/2018	13,478.70	08/31/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285JUL18	08/19/2018	26.35	08/31/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215AUG18	08/22/2018	149.82	08/31/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087AUG18	08/22/2018	55.51	08/31/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525AUG18	08/23/2018	3,163.40	08/31/2018
Total 621575740220:					16,873.78	
621575740222						
621-575740-222 GAS	WE ENERGIES	0862-239-067	0862239067AUG18	08/22/2018	782.41	08/31/2018
621-575740-222 GAS	WE ENERGIES	2663-378-614	2663378614JUL18	08/22/2018	15.27	08/31/2018
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199AUG18	08/22/2018	12.94	08/31/2018
Total 621575740222:					810.62	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP - POST OFFICE	2018AUG	08/31/2018	80.20	08/31/2018
Total 621575740310:					80.20	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	WWOA	WWOA 52ND ANNUAL CONFERENCE (SPLIT)	091518	08/28/2018	470.00	08/31/2018
Total 621575740330:					470.00	
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355AUG18	08/22/2018	3,940.56	08/31/2018
622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864AUG18	08/24/2018	2,713.81	08/31/2018
622-506220-000 POWER	WE ENERGIES	3267-293-366	3267293366AUG18	08/22/2018	605.86	08/31/2018
622-506220-000 POWER	WE ENERGIES	3457-108-505	3457108505AUG18	08/24/2018	4,301.60	08/31/2018
622-506220-000 POWER	WE ENERGIES	6271-254-861 (split)	6271254861AUG18	08/22/2018	2,453.38	08/31/2018
622-506220-000 POWER	WE ENERGIES	7255-465-187	7255465187AUG18	08/22/2018	167.73	08/31/2018
622-506220-000 POWER	WE ENERGIES	8682-353-384 (split)	8682353384AUG18	08/23/2018	3,841.44	08/31/2018
Total 622506220000:					18,024.38	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355AUG18	08/22/2018	10.83	08/31/2018
622-506230-000 SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861AUG18	08/22/2018	9.57	08/31/2018
622-506230-000 SUPPLIES	WE ENERGIES	6499-874-589	6499874589AUG18	08/22/2018	13.78	08/31/2018
622-506230-000 SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384AUG18	08/23/2018	9.57	08/31/2018
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303AUG18	08/23/2018	9.57	08/31/2018
Total 622506230000:					53.32	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 08/18	08/19/2018	81.55	08/31/2018
Total 622509210000:					81.55	
622509260000						
622-509260-000 EMPLOYEE REIMBURSEME	WWOA	WWOA 52ND ANNUAL CONFERENCE (SPLIT)	091518	08/28/2018	300.00	08/31/2018
Total 622509260000:					300.00	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345AUG18	08/23/2018	750.38	08/31/2018
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671AUG18	08/22/2018	30.39	08/31/2018
Total 622509350000:					780.77	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	100LL AVIATION GASOLINE	548327	08/22/2018	28,801.73	08/31/2018
Total 623575740200:					28,801.73	
802525211392						
802-525211-392 MISC DONATIONS	RUSTIC ROAD LANDSCAPING L	PAYMENT FOR MARTIN SQUARE WORK	15.001040	08/28/2018	20,000.00	08/31/2018
Total 802525211392:					20,000.00	
Grand Totals:					96,477.15	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100444411000						
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2018AUG	09/04/2018	1,461.06	09/07/2018
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2018AUG	09/04/2018	914.35	09/07/2018
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE AUG	2018AUG	09/04/2018	7,425.61	09/07/2018
Total 100444411000:					9,801.02	
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	BONNER, SHANE; CASE: 15CM2123	15CM2123	08/31/2018	235.00	09/07/2018
100-454521-001 BOND FEES	GREENFIELD POLICE DEPT	SANCHEZ, NALLELI; CASE: 181349	181349	08/31/2018	124.00	09/07/2018
100-454521-001 BOND FEES	Town of Burlington Clerk of Court	SZYMZNKIEWICZ, ROBERT; CASE: D8582195	D8582195	08/31/2018	159.00	09/07/2018
100-454521-001 BOND FEES	HOWARD, BRITTANY	PAID WRONG MUNICIPALITY	HOWARD	08/31/2018	80.00	09/07/2018
100-454521-001 BOND FEES	KENOSHA COUNTY JOINT SER	BOSTICK, DONALD; CASE: 016TR15600 AND 01	016TR15600 & 01	09/05/2018	401.00	09/07/2018
Total 100454521001:					999.00	
100454591000						
100-454591-000 PARK DEPT	ARDAGH	SECURITY DEPOSIT REFUND	2.011552	09/04/2018	100.00	09/07/2018
100-454591-000 PARK DEPT	FLORES, LAURA	SECURITY DEPOSIT REFUND	2.011569	09/04/2018	100.00	09/07/2018
Total 100454591000:					200.00	
100515131330						
100-515131-330 MAYOR-TRAVEL	DINERS CLUB COMMERCIAL	Chula Vista - Mayor	5799 08/18	08/28/2018	82.00	09/07/2018
100-515131-330 MAYOR-TRAVEL	DINERS CLUB COMMERCIAL	League of WI Municipalities	5799 08/18	08/28/2018	185.00	09/07/2018
100-515131-330 MAYOR-TRAVEL	DINERS CLUB COMMERCIAL	Chula Vista - Mayor	5799 08/18	08/28/2018	82.00	09/07/2018
Total 100515131330:					349.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 767-1389 327 6	262767138908 201	08/28/2018	263.40	09/07/2018
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	46.32	09/07/2018
Total 100515132225:					309.72	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	EIG* Constant Contract (ongoing)	5799 08/18	08/28/2018	5.00	09/07/2018
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Amazon - HDMI	5799 08/18	08/28/2018	7.85	09/07/2018
Total 100515132310:					12.85	
100515132330						
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Southeastern WI Housing Summit	5799 08/18	08/28/2018	50.00	09/07/2018
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	2018 ICMA Annual Conference	6992 08/18	08/28/2018	750.00	09/07/2018
100-515132-330 ADMIN - INSVC TRAINING &	DINERS CLUB COMMERCIAL	Cheaptickets.com	6992 08/18	08/28/2018	225.37	09/07/2018
Total 100515132330:					1,025.37	
100515140330						
100-515140-330 CLERK - TRAINING & TRAV	DINERS CLUB COMMERCIAL	Radisson Hotel	5914 08/18	08/28/2018	164.00	09/07/2018
Total 100515140330:					164.00	
100515141225						
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	46.37	09/07/2018
Total 100515141225:					46.37	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Napoli Restaurant - Budget Partners	5864 08/18	08/28/2018	153.41	09/07/2018
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Walmart - Budget Partners	5864 08/18	08/28/2018	83.55	09/07/2018
Total 100515141310:					236.96	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Mileage Reimbursement	083118	08/31/2018	42.51	09/07/2018
Total 100515141330:					42.51	
100515141399						
100-515141-399 FINANCE - MISC. EXPENSE	DINERS CLUB COMMERCIAL	Jimmy Johns	5864 08/18	08/28/2018	154.21	09/07/2018
100-515141-399 FINANCE - MISC. EXPENSE	DINERS CLUB COMMERCIAL	Walmart	5864 08/18	08/28/2018	25.50	09/07/2018
100-515141-399 FINANCE - MISC. EXPENSE	DINERS CLUB COMMERCIAL	Walmart	5864 08/18	08/28/2018	19.20	09/07/2018
100-515141-399 FINANCE - MISC. EXPENSE	DINERS CLUB COMMERCIAL	Napoli Restaurant - Budget Partners	5864 08/18	08/28/2018	112.21	09/07/2018
Total 100515141399:					311.12	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	DINERS CLUB COMMERCIAL	Subway - Food for Poll Workers	5914 08/18	08/28/2018	67.59	09/07/2018
Total 100515142310:					67.59	
100525211225						
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	483.85	09/07/2018
Total 100525211225:					483.85	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Police Dept	869297630835	09/01/2018	2,540.78	09/07/2018
Total 100525211240:					2,540.78	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	DINERS CLUB COMMERCIAL	Amazon	2208 08/18	08/28/2018	221.05	09/07/2018
Total 100525211244:					221.05	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Amazon - Thermal Printer Paper Rolls	2208 08/18	08/28/2018	441.12	09/07/2018
Total 100525211310:					441.12	
100525211311						
100-525211-311 POLICE - COMP SOFTWARE	DINERS CLUB COMMERCIAL	Amazon - USB Standalone Eraser Dock	5781 08/18	08/28/2018	221.73	09/07/2018
Total 100525211311:					221.73	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Hinterland, Green Bay	5781 08/18	08/28/2018	90.74	09/07/2018
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Hyatt regency, Green Bay	5781 08/18	08/28/2018	322.26	09/07/2018
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Meadowbrook, Racine	5781 08/18	08/28/2018	15.75	09/07/2018
Total 100525211330:					428.75	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	DINERS CLUB COMMERCIAL	Il Tollway	2208 08/18	08/28/2018	8.00	09/07/2018
100-525211-381 POLICE - INVESTIGATIONS	DINERS CLUB COMMERCIAL	Walmart	5781 08/18	08/28/2018	18.13	09/07/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211381:					26.13	
100525220159						
100-525220-159 FIRE - CLOTHING ALLOWA	DINERS CLUB COMMERCIAL	EmbroidMe	8038 08/18	08/28/2018	72.99	09/07/2018
Total 100525220159:					72.99	
100525220225						
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	94.82	09/07/2018
Total 100525220225:					94.82	
100525220240						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Fire Dept	869297630835	09/01/2018	660.96	09/07/2018
Total 100525220240:					660.96	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	DINERS CLUB COMMERCIAL	LDV	8038 08/18	08/28/2018	16.10	09/07/2018
Total 100525220310:					16.10	
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	15.00	09/07/2018
Total 100525231225:					15.00	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	SAFEBUILT, LLC	Code Enforcement - Site Visits	0051259-IN	07/31/2018	880.00	09/07/2018
Total 100525231298:					880.00	
100525231324						
100-525231-324 BLDG INSP - MEMBERSHIP	BIASEW	BIASEW MEMBERSHIP DUES	2018DUES	09/04/2018	50.00	09/07/2018
Total 100525231324:					50.00	
100525231330						
100-525231-330 BLDG INSP - TRAVEL	GUIDRY, GREGORY	Per Diem - League of Wis Municipalities	091818	09/05/2018	98.00	09/07/2018
Total 100525231330:					98.00	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Bldg Insp	869297630835	09/01/2018	29.38	09/07/2018
Total 100525231372:					29.38	
100535321157						
100-535321-157 Inservice Training	DINERS CLUB COMMERCIAL	ATA Automotive Training Authority	5849 08/18	08/28/2018	209.00	09/07/2018
Total 100535321157:					209.00	
100535321225						
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	80.78	09/07/2018
Total 100535321225:					80.78	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Street Dept	869297630835	09/01/2018	2,557.51	09/07/2018
Total 100535321240:					2,557.51	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268AUG18	08/23/2018	55.83	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4432-157-647	4432157647AUG18	08/28/2018	18,512.84	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732AUG18	08/24/2018	253.30	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539AUG18	08/23/2018	168.01	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041AUG18	08/23/2018	157.38	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426AUG18	08/23/2018	218.80	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119AUG18	08/23/2018	207.39	09/07/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345AUG18	08/23/2018	79.37	09/07/2018
Total 100535321261:					19,652.92	
100535321354						
100-535321-354 STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528AUG18	08/24/2018	473.07	09/07/2018
Total 100535321354:					473.07	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568AUG18	08/23/2018	33.49	09/07/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714AUG18	08/23/2018	315.67	09/07/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3243-370-777	3243370777AUG18	08/26/2018	20.78	09/07/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543AUG18	08/26/2018	30.47	09/07/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899AUG18	08/23/2018	45.95	09/07/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188AUG18	08/23/2018	106.84	09/07/2018
Total 10055551220:					553.20	
10055551240						
100-555551-240 PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Parks Dept	869297630835	09/01/2018	1,390.11	09/07/2018
Total 10055551240:					1,390.11	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	RACINE COUNTY TREASURER	617 N Pine 206-03-19-32-017-000	RES4912(14)*	08/21/2018	6,194.59	09/07/2018
Total 100565639399:					6,194.59	
251555511225						
251-555511-225 TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	3031 08/18	08/28/2018	62.50	09/07/2018
Total 251555511225:					62.50	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	FACEBK	3031 08/18	08/28/2018	5.00	09/07/2018
251-555511-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	Office Super Savers	6861 08/18	08/28/2018	115.12	09/07/2018
Total 251555511310:					120.12	
251555511327						
251-555511-327 MATERIALS	SCHOLASTIC LIBRARY PUBLIS	LIBRARY MATERIALS	17630436	08/24/2018	159.84	09/07/2018
Total 251555511327:					159.84	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
453565616830						
453-565616-830 Disaster Expenditure	AT & T	262 767-1904 046 8	262767190408 201	08/28/2018	688.00	09/07/2018
Total 453565616830:					688.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357AUG18	08/28/2018	67.31	09/07/2018
Total 621575740220:					67.31	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357AUG18	08/28/2018	9.57	09/07/2018
Total 621575740222:					9.57	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9813332596	08/23/2018	27.65	09/07/2018
Total 621575740225:					27.65	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 WWTP	869297630835	09/01/2018	1,010.09	09/07/2018
Total 621575740240:					1,010.09	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	DINERS CLUB COMMERCIAL	Contractor Orientation	5849 08/18	08/28/2018	25.00	09/07/2018
621-575740-330 SEWER - INSRVC TRNG & T	DINERS CLUB COMMERCIAL	WWOA	5849 08/18	08/28/2018	50.00	09/07/2018
Total 621575740330:					75.00	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919AUG18	08/26/2018	10.23	09/07/2018
622-506230-000 SUPPLIES	WE ENERGIES	1473-005-365	1473005365AUG18	08/28/2018	10.38	09/07/2018
Total 622506230000:					20.61	
622509040000						
622-509040-000 UNCOLLECTIBLE ACCOUNT	JACOBS, CHAD & TONYA	refund of overpayment on water bill	18.1092.02	09/04/2018	155.85	09/07/2018
Total 622509040000:					155.85	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Water Dept	869297630835	09/01/2018	593.64	09/07/2018
Total 622509330000:					593.64	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 757 0907 307 4	262757090708	08/25/2018	138.24	09/07/2018
Total 623575740225:					138.24	
875232000						
875-232000 MUNICIPAL COURT DEP	RIVADENEYRA, ANEL	Restitution	DQ80DH993N (2)	09/05/2018	187.00	09/07/2018
Total 875232000:					187.00	
Grand Totals:					54,272.77	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net	Date Paid
					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
100160000						
100-160000 PREPAID EXPENDITURES	DIGICORP	Email Filtering	324804	08/29/2018	123.00	
100-160000 PREPAID EXPENDITURES	DIGICORP	Digicorp - Pre-Paid Block Time	324893	08/31/2018	15,000.00	
Total 100160000:					15,123.00	
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Zoning	325434	08/30/2018	55.08	
Total 100515111399:					55.08	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	PITNEY BOWES	MUNI SUPPLIES	1009092956	08/23/2018	10.90	
100-515121-310 MUNI COURT - OFFICE SUP	PITNEY BOWES	MUNI SUPPLIES	1009108189	08/24/2018	3.35	
100-515121-310 MUNI COURT - OFFICE SUP	PITNEY BOWES	MUNI SUPPLIES	3306960257	09/01/2018	69.57	
Total 100515121310:					83.82	
100515132211						
100-515132-211 ADMIN - PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Nicholas, Faust	165210757	08/09/2018	106.00	
Total 100515132211:					106.00	
100515132247						
100-515132-247 ADMIN - COMPUTER REPLA	DIGICORP	HP Elitedesk 800 desktop computer	324864	08/31/2018	1,658.00	
Total 100515132247:					1,658.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	EHLERS INVESTMENT PARTNE	Continuing Disclosure Fee (split)	77860	09/10/2018	1,900.00	
100-515132-298 ADMIN - CONTRACT SERVI	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	1,058.94	
100-515132-298 ADMIN - CONTRACT SERVI	CARLSON DETTMANN CONSUL	Job Evaluation/Classification (split)	113025	09/04/2018	250.00	
Total 100515132298:					3,208.94	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1360378	08/29/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1362669	09/05/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Copies (split)	AR64414	08/31/2018	163.36	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	ADMIN SUPPLIES	1009092956	08/23/2018	12.11	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	BLDG INSPECTION	1009092956	08/23/2018	10.90	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	ADMIN SUPPLIES	1009108189	08/24/2018	3.72	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	BLDG INSPECTION	1009108189	08/24/2018	3.37	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	ADMIN SUPPLIES	3306960257	09/01/2018	77.30	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	BLDG INSPECTION	3306960257	09/01/2018	69.61	
100-515132-310 ADMIN - OFF SUPP-POSTA	MINUTEMAN PRESS OF BURLI	business cards	35858	08/30/2018	59.00	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	898626	08/31/2018	29.28	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies (split)	903269	09/07/2018	9.25	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	903270	09/07/2018	26.24	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies	903273	09/07/2018	38.94	
Total 100515132310:					509.02	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	082918CH	08/29/2018	5.85	
Total 100515132399:					5.85	

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100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	PITNEY BOWES	CLERK	1009092956	08/23/2018	10.90	
100-515140-310 CLERK - OFFICE SUPPLIES	PITNEY BOWES	CLERK	1009108189	08/24/2018	3.35	
100-515140-310 CLERK - OFFICE SUPPLIES	PITNEY BOWES	CLERK	3306960257	09/01/2018	69.57	
Total 100515140310:					83.82	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	EHLERS INVESTMENT PARTNE	Continuing Disclosure Fee (split)	77860	09/10/2018	1,900.00	
Total 100515141298:					1,900.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Copies (split)	AR64414	08/31/2018	143.41	
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR64414	08/31/2018	59.87	
100-515141-310 FINANCE - OFFICE SUPP/P	PITNEY BOWES	FIN SUPPLIES	1009092956	08/23/2018	10.90	
100-515141-310 FINANCE - OFFICE SUPP/P	PITNEY BOWES	FIN SUPPLIES	1009108189	08/24/2018	3.35	
100-515141-310 FINANCE - OFFICE SUPP/P	PITNEY BOWES	FIN SUPPLIES	3306960257	09/01/2018	69.57	
100-515141-310 FINANCE - OFFICE SUPP/P	MINUTEMAN PRESS OF BURLI	business cards	35858	08/30/2018	49.00	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	Office Supplies	898625	08/31/2018	11.33	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	Office Supplies	903271	09/07/2018	302.77	
Total 100515141310:					650.20	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	PITNEY BOWES	ELECTIONS	1009092956	08/23/2018	10.90	
100-515142-310 ELECTIONS - OPERATION S	PITNEY BOWES	ELECTIONS	1009108189	08/24/2018	3.35	
100-515142-310 ELECTIONS - OPERATION S	PITNEY BOWES	ELECTIONS	3306960257	09/01/2018	69.57	
Total 100515142310:					83.82	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Town of Burlington/Spring Brook Drive	16100-020D 2	08/31/2018	75.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Cassie Hoffman Prosecution	16100-076D 10	08/31/2018	293.35	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Rick McGaughy Complaint	17100-048D 9	08/31/2018	375.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2018	18100-000D 8	08/31/2018	1,665.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Stonegate Addition 2	18100-049D 4	08/31/2018	75.00	
Total 100515161220:					2,483.35	
100515161272						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2018	18100-099D 8	08/31/2018	5,460.00	
Total 100515161272:					5,460.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 903	426534	08/17/2018	68.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 903	427360	09/04/2018	74.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	MENARDS	Menards Acct 32120263	71599	08/24/2018	61.44	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #242 MAINTENANCE SUPPLIES	318	08/30/2018	33.09	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	AMSOIL 5W-20 SYNTHETIC	353	09/08/2018	68.70	
Total 100525211242:					305.23	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	VIEVU	LE5 - Body Worn Video Camera	30636	08/28/2018	916.00	
Total 100525211244:					916.00	

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100525211247						
100-525211-247 POLICE - REPAIR-MTCE BL	MENARDS	Menards Acct 32120263	71464	08/22/2018	225.44	
Total 100525211247:					225.44	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	VORPAGEL SERVICE INC.	Mid-Cooling Service per agreement	42737	08/23/2018	1,197.50	
100-525211-248 POLICE - REP & MAINT BUIL	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	1,210.22	
Total 100525211248:					2,407.72	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	081818PD	08/18/2018	5.85	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	082218PD	08/22/2018	25.28	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	082418PD	08/24/2018	5.85	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	090518PD	09/05/2018	15.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	091018PD	09/10/2018	15.34	
100-525211-310 POLICE - OFF SUPP-POSTA	PITNEY BOWES	POLICE SUPPLIES	1009092956	08/23/2018	10.90	
100-525211-310 POLICE - OFF SUPP-POSTA	PITNEY BOWES	POLICE SUPPLIES	1009108189	08/24/2018	3.35	
100-525211-310 POLICE - OFF SUPP-POSTA	PITNEY BOWES	POLICE SUPPLIES	3306960257	09/01/2018	69.57	
100-525211-310 POLICE - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	Office Supplies (split)	903269	09/07/2018	18.50	
100-525211-310 POLICE - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	TONER	904110	09/07/2018	498.00	
Total 100525211310:					667.98	
100525211330						
100-525211-330 POLICE - TRAVEL	NAPOLI'S PIZZA RESTAURANT	NAPOLI'S - Crossing Guard Training Lunch	058715	08/22/2018	115.41	
Total 100525211330:					115.41	
100525211347						
100-525211-347 POLICE - FIREARM SUPP/R	MENARDS	Menards Acct 32120263 - Credit	71577	08/24/2018	40.53-	
100-525211-347 POLICE - FIREARM SUPP/R	MENARDS	Menards Acct 32120263	71578	08/24/2018	8.69	
Total 100525211347:					31.84-	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	REINEMANS, INC.	cut key	150549	08/31/2018	3.78	
Total 100525211381:					3.78	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	ORGANIZATION DEVELOPMEN	ODC - Professional Service FD	12352	08/31/2018	600.00	
100-525220-157 FIRE - INSERVICE TRAININ	VFIS, INC.	ETC Seminars - Ref: 45-700	58761	09/06/2018	145.00	
100-525220-157 FIRE - INSERVICE TRAININ	CONWAY SHIELDS	Star of Life Decal	0427360-IN	08/20/2018	52.00	
Total 100525220157:					797.00	
100525220159						
100-525220-159 FIRE - CLOTHING ALLOWA	CONWAY SHIELDS	6" Shield	0427375-IN	08/20/2018	65.00	
Total 100525220159:					65.00	
100525220211						
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Lind, John D	165579092	08/22/2018	113.00	
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Mason, Ronnie	165579930	08/20/2018	113.00	
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Volbrecht, Troy	165762809	08/23/2018	163.00	

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Total 100525220211:					389.00	
100525220240						
100-525220-240	FIRE - FUEL, OIL, LUBRICA	WATERFORD OIL COMPANY, IN	DIESEL - Gleason Fire	292053	08/31/2018	201.91
Total 100525220240:					201.91	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	CLOVER LEAF TRUCK SERVIC	V#925 Labor and Parts	023670	08/20/2018	551.89
100-525220-242	FIRE - REPAIR & MAINT VE	LOIS TIRE SHOP,INC.	V #954	425644	08/03/2018	6,325.36
100-525220-242	FIRE - REPAIR & MAINT VE	LOIS TIRE SHOP,INC.	V #941	427505	09/06/2018	64.69
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	V#941 supplies	150050	08/23/2018	2.96
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	V#925 Supplies	150143	08/24/2018	32.37
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	V#925 Supplies	150147	08/24/2018	32.37
100-525220-242	FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	Break Cleaner	1-348363	09/10/2018	16.74
Total 100525220242:					7,026.38	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	degreaser	99385	08/23/2018	78.25
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	Sheild Solutions - Gear Clean	99389	08/23/2018	129.00
100-525220-244	FIRE - REPAIR MAINT EQUI	MENARDS	Menards Acct 32120264	71491	08/22/2018	382.92
100-525220-244	FIRE - REPAIR MAINT EQUI	REINEMANS, INC.	409 cleaner	150002	08/22/2018	16.17
100-525220-244	FIRE - REPAIR MAINT EQUI	REINEMANS, INC.	dish soap	150071	08/23/2018	7.45
100-525220-244	FIRE - REPAIR MAINT EQUI	GIANT INDUSTRIES, LLC	D2 BIOLOGICAL SOLUTION	23-80018	08/23/2018	378.00
100-525220-244	FIRE - REPAIR MAINT EQUI	GIANT INDUSTRIES, LLC	D2 BIOLOGICAL SOLUTION	24-80018	08/24/2018	378.00
100-525220-244	FIRE - REPAIR MAINT EQUI	GIANT INDUSTRIES, LLC	D2 BIOLOGICAL SOLUTION	27-80018	08/27/2018	378.00
Total 100525220244:					1,747.79	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1360370	08/29/2018	78.34
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply - cleaning supplies	12407	08/30/2018	219.04
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Menards Acct 32120264	72472	09/04/2018	22.90
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Menards Acct 32120264	72565	09/05/2018	103.79
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Menards Acct 32120264	73052	09/11/2018	34.40
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	Building Supplies	149557	08/14/2018	32.00
100-525220-248	FIRE - REPAIR MAINT BLDG	SOLOFRA PLUMBING & HEATIN	Rodding	81596	09/07/2018	106.25
100-525220-248	FIRE - REPAIR MAINT BLDG	KUCHENBECKER ELECTRIC	Install bunk area surface wire mold, wiring	2987	09/05/2018	512.00
100-525220-248	FIRE - REPAIR MAINT BLDG	BUMPER TO BUMPER BURLING	Oil Dri	1-347733	08/27/2018	51.96
100-525220-248	FIRE - REPAIR MAINT BLDG	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	756.39
Total 100525220248:					1,917.07	
100525220275						
100-525220-275	FIRE - VOLUNTEER FIRE D	NAPOLI'S PIZZA RESTAURANT	NAPOLIS - FIRE DEPT.	058716	08/23/2018	228.34
Total 100525220275:					228.34	
100525220298						
100-525220-298	FIRE- CONTRACT SERVICE	MALEK & ASSOCIATES CONSU	Plan Review for Menards	5824	09/04/2018	235.00
Total 100525220298:					235.00	
100525220310						
100-525220-310	FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Copies (split)	AR64414	08/31/2018	21.81
100-525220-310	FIRE - OFFICE SUPPLIES	REINEMANS, INC.	UPS Delivery	150460	08/30/2018	12.40
100-525220-310	FIRE - OFFICE SUPPLIES	PITNEY BOWES	FIRE	1009092956	08/23/2018	10.90

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100-525220-310 FIRE - OFFICE SUPPLIES	PITNEY BOWES	FIRE	1009108189	08/24/2018	3.35	
100-525220-310 FIRE - OFFICE SUPPLIES	PITNEY BOWES	FIRE	3306960257	09/01/2018	69.57	
100-525220-310 FIRE - OFFICE SUPPLIES	COMPLETE OFFICE OF WISCO	Office Supplies (split)	903269	09/07/2018	18.50	
Total 100525220310:					136.53	
100525220389						
100-525220-389 FIRE - PROTECTIVE CLOTH	EAGLE ENGRAVING	Fireground ID Tags	2018-3944	08/30/2018	11.25	
Total 100525220389:					11.25	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	Plan Reviews	201872	08/31/2018	285.00	
100-525231-298 BLDG INSP - CONTRACT	SAFEBUILT, LLC	Code Enforcement - Site Visits	0051793-IN	08/31/2018	880.00	
100-525231-298 BLDG INSP - CONTRACT	CARLSON DETTMANN CONSUL	Job Evaluation/Classification (split)	113025	09/04/2018	250.00	
Total 100525231298:					1,415.00	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	MINUTEMAN PRESS OF BURLI	business cards	35858	08/30/2018	59.00	
Total 100525231310:					59.00	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1360378	08/29/2018	34.69	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1362669	09/05/2018	36.98	
Total 100535321159:					71.67	
100535321242						
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	DPW tire repair	424968	07/19/2018	12.50	
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 52	427208	08/30/2018	181.44	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347800	08/28/2018	34.65	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347801	08/28/2018	135.27	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347960	08/31/2018	28.94	
100-535321-242 STREETS - REP MAINT VE	RD'S TRUCK SERVICE INC.	Unit 520 - Parts (split)	00044993	08/15/2018	148.60	
Total 100535321242:					541.40	
100535321244						
100-535321-244 STREETS - REP MAINT EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 107	427422	09/05/2018	15.00	
100-535321-244 STREETS - REP MAINT EQ	REINEMANS, INC.	Pole Saw	150363	08/29/2018	274.48	
Total 100535321244:					289.48	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1362669	09/05/2018	31.66	
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1362670	09/05/2018	12.81	
Total 100535321248:					44.47	
100535321261						
100-535321-261 STREETS - LIGHTING	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	1,210.22	
Total 100535321261:					1,210.22	
100535321298						
100-535321-298 STREETS - CONTRACT SER	REVERE ELECTRIC SUPPLY C	Calumet Project Street Lighting CN	S3614885.002	08/24/2018	265.30	
100-535321-298 STREETS - CONTRACT SER	REVERE ELECTRIC SUPPLY C	Calumet Project Street Lighting CN	S3614885.004	08/30/2018	24,304.70	

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100-535321-298 STREETS - CONTRACT SER	REVERE ELECTRIC SUPPLY C	Calumet Project Street Lighting CN	S3614885.006	08/31/2018	7,044.35	
100-535321-298 STREETS - CONTRACT SER	REVERE ELECTRIC SUPPLY C	Calumet Project Street Lighting CN	S3614885.008	08/31/2018	687.75	
100-535321-298 STREETS - CONTRACT SER	ORKIN COMMERCIAL SERVICE	Wasp Treatment Parkview Dr	177593595	08/13/2018	225.00	
Total 100535321298:					32,527.10	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	RICHTER'S MARKETPLACE	Coffee purchases	9/1/2018	09/01/2018	15.97	
Total 100535321310:					15.97	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	SHOP SUPPLIES	603129	08/24/2018	144.00	
100-535321-350 STREETS - REP MAINT SUP	ELKHORN CHEMICAL & PACKA	park/shop supplies	603319	08/31/2018	79.11	
100-535321-350 STREETS - REP MAINT SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW SUPPLIES	6581268	08/31/2018	165.48	
100-535321-350 STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	1-347971	08/31/2018	5.04	
100-535321-350 STREETS - REP MAINT SUP	OTTO PAAP CO, INC	Stock Items Street/Park	130933	08/28/2018	119.85	
Total 100535321350:					513.48	
100535321351						
100-535321-351 STREETS - MAINT CURB,G	ASPHALT CONTRACTORS, INC	cold patch	218304	08/25/2018	1,038.35	
Total 100535321351:					1,038.35	
100535321352						
100-535321-352 STREETS - REP MAINT STO	GLEASON REDI-MIX	6 bag full air	268571	08/17/2018	55.00	
Total 100535321352:					55.00	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT AUGUST	1203	09/01/2018	720.38	
Total 100545430298:					720.38	
100555551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1360378	08/29/2018	34.69	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1362669	09/05/2018	36.98	
Total 100555551159:					71.67	
100555551220						
100-555551-220 PARKS - UTILITIES	BURLINGTON WATER DEPT.	hyd meter for Bushnell Park	081812	08/30/2018	459.98	
Total 100555551220:					459.98	
100555551242						
100-555551-242 PARKS - REPAIR MAINT VE	LOIS TIRE SHOP,INC.	DPW tire repair	424968	07/19/2018	12.50	
100-555551-242 PARKS - REPAIR MAINT VE	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 52	427208	08/30/2018	181.44	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347800	08/28/2018	34.64	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347801	08/28/2018	135.26	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#507 parts (split)	1-347960	08/31/2018	28.94	
100-555551-242 PARKS - REPAIR MAINT VE	RD'S TRUCK SERVICE INC.	Unit 520 - Parts (split)	00044993	08/15/2018	148.59	
Total 100555551242:					541.37	
100555551244						
100-555551-244 PARKS - REPAIR MAINT EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 107	427422	09/05/2018	15.00	
100-555551-244 PARKS - REPAIR MAINT EQ	REINDERS INC	Tail Light Lens	1752729-00	08/29/2018	27.37	

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100-555551-244	PARKS - REPAIR MAINT EQ	REINEMANS, INC.	Pole Saw	150363	08/29/2018	274.48
100-555551-244	PARKS - REPAIR MAINT EQ	OTTO PAAP CO, INC	Otto Paap - Park Dept parts	130973	08/29/2018	16.53
Total 10055551244:						333.38
10055551248						
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1362669	09/05/2018	31.66
100-555551-248	PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1362670	09/05/2018	6.40
Total 10055551248:						38.06
10055551265						
100-555551-265	PARKS - FESTIVAL EXPENS	REINEMANS, INC.	rodeo caution tape	150097	08/24/2018	19.78
100-555551-265	PARKS - FESTIVAL EXPENS	MINUTEMAN PRESS OF BURLI	Rodeo - site map lamination	35773	08/23/2018	45.00
Total 10055551265:						64.78
10055551298						
100-555551-298	PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A-165473	08/27/2018	180.00
Total 10055551298:						180.00
10055551310						
100-555551-310	PARKS - OFFICE SUPP, PO	RICHTER'S MARKETPLACE	Coffee purchases	9/1/2018	09/01/2018	7.99
Total 10055551310:						7.99
10055551345						
100-555551-345	PARKS - RECREATION SUP	GERBER LEISURE PRODUCTS,	Parts for Echo Park	5278	08/23/2018	939.00
Total 10055551345:						939.00
10055551350						
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	SHOP SUPPLIES	603129	08/24/2018	144.00
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	park supplies	603129-1	08/28/2018	92.70
100-555551-350	PARKS - REPAIR/MTCE SUP	ELKHORN CHEMICAL & PACKA	park/shop supplies	603319	08/31/2018	79.11
100-555551-350	PARKS - REPAIR/MTCE SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW SUPPLIES	6581268	08/31/2018	165.47
100-555551-350	PARKS - REPAIR/MTCE SUP	REINDERS INC	Echo Restoration	2908005-00	08/23/2018	196.45
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Echo Park restroom repair	150227	08/27/2018	2.69
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	1-347971	08/31/2018	5.03
100-555551-350	PARKS - REPAIR/MTCE SUP	OTTO PAAP CO, INC	Stock Items Street/Park	130933	08/28/2018	119.85
Total 10055551350:						805.30
100555561298						
100-555561-298	FORESTRY-CONTRACT SE	WACHTEL TREE SCIENCE	Trunk injection for Emerald Ash Borer	45694	08/28/2018	10,935.00
100-555561-298	FORESTRY-CONTRACT SE	STUMP GRINDING 4 LESS, LLC	ground multiple stumps	2883	08/27/2018	3,768.75
Total 100555561298:						14,703.75
100565641298						
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.00	0099242	08/22/2018	560.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.02 Historic Preservation	0099243	08/22/2018	3,567.38
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.16 - 857 Milw Ave	0099244	08/22/2018	1,781.25
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.23 - 454 S. Pine St	0099245	08/22/2018	573.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.25 - 381 Market St	0099246	08/22/2018	573.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.01	0099362	08/31/2018	593.75

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Total 100565641298:					7,648.38	
100565641310						
100-565641-310 PLAN COMM - SUPPLIES, P	PITNEY BOWES	PLANNING	1009092956	08/23/2018	10.90	
100-565641-310 PLAN COMM - SUPPLIES, P	PITNEY BOWES	PLANNING	1009108189	08/24/2018	3.35	
100-565641-310 PLAN COMM - SUPPLIES, P	PITNEY BOWES	PLANNING	3306960257	09/01/2018	69.57	
Total 100565641310:					83.82	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	210599	08/24/2018	8,587.92	
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Garbage Dumpster Recycle	212469	08/30/2018	248.59	
Total 100575710297:					8,836.51	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	210599	08/24/2018	30,708.32	
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Garbage Dumpster	212469	08/30/2018	248.60	
Total 100575710298:					30,956.92	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	983.31	
Total 251555511247:					983.31	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	PITNEY BOWES	LIBRARY SUPPLIES	1009092956	08/23/2018	10.90	
251-555511-310 OFFICE SUPPLIES, POSTA	PITNEY BOWES	LIBRARY SUPPLIES	1009108189	08/24/2018	3.35	
251-555511-310 OFFICE SUPPLIES, POSTA	PITNEY BOWES	LIBRARY SUPPLIES	3306960257	09/01/2018	69.57	
Total 251555511310:					83.82	
453565616830						
453-565616-830 Disaster Expenditure	MENARDS	Flood Replacement Items	71161	08/18/2018	224.84	
453-565616-830 Disaster Expenditure	MENARDS	Flood Replacement Items	71162	08/18/2018	321.82	
453-565616-830 Disaster Expenditure	MENARDS	Flood Replacement Items	71844	08/27/2018	167.98	
453-565616-830 Disaster Expenditure	PECK & WEIS HEATING	Footings & Poured Walls	904781	08/14/2018	2,600.00	
453-565616-830 Disaster Expenditure	PECK & WEIS HEATING	Final Draw on Option #3 Quote	905509	07/26/2018	22,904.00	
453-565616-830 Disaster Expenditure	AMAZON CAPITAL SERVICES, I	SMART SECURITY CAMERA	16XV-QLTW-LDWJ	09/04/2018	749.99	
453-565616-830 Disaster Expenditure	AMAZON CAPITAL SERVICES, I	WIFI VIDEO SECURITY IP CAMERA	1CMH-1JTX-YRCX	09/06/2018	99.99	
Total 453565616830:					27,068.62	
465515132800						
465-515132-800 CITY ADMINISTRATOR	TOUCHBOARDS	Clear Touch PC Module	0710353-IN	09/05/2018	802.68	
Total 465515132800:					802.68	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1360380	08/29/2018	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1362672	09/05/2018	87.08	
Total 621575740159:					170.18	
621575740242						
621-575740-242 REPAIR,MAINTENANCE VE	MENARDS	WWTP supplies	71533	08/23/2018	11.68	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740242:					11.68	
621575740244						
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1360380	08/29/2018	13.44
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1360381	08/29/2018	134.27
621-575740-244	REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1362672	09/05/2018	13.44
621-575740-244	REPAIRS,MAINT EQUIPMEN	CULLIGAN OF BURLINGTON	WWTP Solar Salt	204234	08/27/2018	33.75
621-575740-244	REPAIRS,MAINT EQUIPMEN	MENARDS	WWTP supplies	71999	08/29/2018	12.97
621-575740-244	REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	trailer pulley	150761	09/06/2018	7.19
621-575740-244	REPAIRS,MAINT EQUIPMEN	TRACTOR SUPPLY CREDIT PLA	TRACTOR SUPPLY 6035301200098372 WWTP CH	200399849	07/31/2018	15.97
621-575740-244	REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	10022852	08/31/2018	22.95
Total 621575740244:					253.98	
621575740248						
621-575740-248	PLANT OPERATION	ENERGENECS, INC.	ENERGENECS INC WWTP SCREEN BAGS	0036578-IN	08/23/2018	446.28
621-575740-248	PLANT OPERATION	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	1,361.50
Total 621575740248:					1,807.78	
621575740249						
621-575740-249	LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1360381	08/29/2018	93.46
621-575740-249	LABORATORY	CULLIGAN OF BURLINGTON	deionization rental service	8/31/2018	08/31/2018	42.25
Total 621575740249:					135.71	
621575740298						
621-575740-298	CONTRACT SERVICE	WISCONSIN CENTRAL	WI CENTRAL PRIVATE GRADE CROSSING	9500190061	09/04/2018	100.00
Total 621575740298:					100.00	
621575740310						
621-575740-310	OFFICE SUPPLIES, POSTA	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS (split)	804477	08/28/2018	215.45
621-575740-310	OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Coffee purchases	9/1/2018	09/01/2018	15.98
621-575740-310	OFFICE SUPPLIES, POSTA	DIGICORP	wwtp HP Prodesk Desktop	324865	08/31/2018	1,232.00
Total 621575740310:					1,463.43	
621575740371						
621-575740-371	REG/PERMITS/OUTSIDE TE	ENVIRONMENTAL CONSULTIN	Acute & Chronic Test Battery	3057	08/29/2018	1,450.00
Total 621575740371:					1,450.00	
622503460000						
622-503460-000	METERS & LABOR	CORE & MAIN LP	Meter inventory	J248962	08/22/2018	336.17
Total 622503460000:					336.17	
622506230000						
622-506230-000	SUPPLIES	WELDERS SUPPLY COMPANY	300 CF Reconstituted Air	10021045	08/22/2018	50.56
Total 622506230000:					50.56	
622506250000						
622-506250-000	MAINTENANCE-SUPPLIES	MENARDS	#7 concrete pad work	68398	07/13/2018	2.49
622-506250-000	MAINTENANCE-SUPPLIES	MENARDS	#7 concrete pad work	69177	07/23/2018	179.77
622-506250-000	MAINTENANCE-SUPPLIES	MENARDS	#7 concrete pad work	69291	07/24/2018	26.88
622-506250-000	MAINTENANCE-SUPPLIES	MENARDS	#11 supplies	72083	08/30/2018	4.93

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622-506250-000 MAINTENANCE-SUPPLIES	REINEMANS, INC.	#9 ball bearings	150503	08/31/2018	10.32	
Total 622506250000:					224.39	
622506310000						
622-506310-000 CHEMICALS	HAWKINS, INC	LPC-4	4347325	08/21/2018	452.28	
Total 622506310000:					452.28	
622506530000						
622-506530-000 METERS, REPAIRS & TESTI	BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80024409	08/31/2018	190.55	
Total 622506530000:					190.55	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO WATER DEPT	IMIL1360379	08/29/2018	33.71	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO WATER DEPT	IMIL1362671	09/05/2018	33.71	
Total 622509030000:					67.42	
622509210000						
622-509210-000 OFFICE SUPPLY	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS (split)	804477	08/28/2018	215.46	
622-509210-000 OFFICE SUPPLY	PITNEY BOWES	WATER SUPPLIES	1009092956	08/23/2018	10.90	
622-509210-000 OFFICE SUPPLY	PITNEY BOWES	WATER SUPPLIES	1009108189	08/24/2018	3.35	
622-509210-000 OFFICE SUPPLY	PITNEY BOWES	WATER SUPPLIES	3306960257	09/01/2018	69.57	
Total 622509210000:					299.28	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1362670	09/05/2018	12.81	
622-509350-000 GENERAL PLANT-SUPPLIE	RICHTER'S MARKETPLACE	Coffee purchases	9/1/2018	09/01/2018	15.96	
622-509350-000 GENERAL PLANT-SUPPLIE	HONEYWELL INTERNATIONAL I	Charges for ESPC M&V Services	5245614538	09/01/2018	983.31	
Total 622509350000:					1,012.08	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	BURLINGTON DEVELOPMENT	Repairs/Maintenance	2018SEPT	09/01/2018	26.26	
Total 623575740242:					26.26	
623575740245						
623-575740-245 REPAIR,MAINTENANCE GR	HUGHES ELECTRIC, INC	Grass Mowing at Airport	11385	09/04/2018	4,182.00	
623-575740-245 REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	300	09/01/2018	2,465.00	
Total 623575740245:					6,647.00	
623575740265						
623-575740-265 Airport Fly-In	PATS SERVICES, INC	Pats Services - Bieneman Road	A-165085	08/24/2018	370.00	
Total 623575740265:					370.00	
623575740298						
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	2018SEPT	09/01/2018	257.01	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	2018SEPT	09/01/2018	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	2018SEPT	09/01/2018	120.42	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	2018SEPT	09/01/2018	55.00	
Total 623575740298:					468.40	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
623575740310						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	2018SEPT	09/01/2018	119.40	
Total 623575740310:					119.40	
82255551800						
822-555551-800 DeRozier Fund Expenses	MENARDS	acct: 32120261 for Senior Center	70543	08/10/2018	17.97	
822-555551-800 DeRozier Fund Expenses	VORPAGEL SERVICE INC.	Installation of Supply Register	43242	08/22/2018	750.00	
Total 82255551800:					767.97	
Grand Totals:					198,311.27	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: September 18, 2018

SUBJECT: LICENSES - To approve Operator Licenses as submitted.

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 have submitted an application for an Operator's License:

- Behl, Gregory Scott
- Carlson, Dawn Marie
- Gast, Kim Kristine
- Giovanni, Dylan Thomas
- Gustafson, Wendi Sue
- Hultin, Ethan James
- Jurgensmier, Dakotah Marie
- McCourt, Jon Patrick
- Shroat, Christina L.
- Singh, Navjot
- Stardy, Melissa Ann
- Stephens, Melissa Rosanne
- Thomas, Alyssa Marie

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 Operator's Licenses submitted.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 18, 2018 Common Council meeting.



DATE: September 18, 2018

SUBJECT: LICENSES - To approve the Denial of an Operator's License.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Denial of License Applications

Upon review of the application and background check by the City of Burlington Police Department, it is recommended to Council, not to approve the application for an operator's license to sell and/or serve fermented malt beverages and intoxicating liquors, based on Wisconsin State Statute 125.04(5)(b) related to licensing requirements specifies:

“Criminal offenders. No license or permit related to alcohol beverages, subject to §111.321, 111.322 and 111.335, may be issued under this chapter to any person who has habitually been a law offender or has been convicted of a felony unless the person has been duly pardoned.”

The application is being recommended for denial because the following individual has been identified as a felony offender: Brandon S. Pfitzenmeier

Mr. Pfitzenmeier has been notified via certified mail of the recommendation to Council to deny his application at this evening's Common Council meeting. A copy of the letter is attached for your review. Also, confidential information pertaining to the applicant's background has been distributed prior to this evening's meeting.

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.

RECOMMENDATION:

Staff recommends that Council approve the Denial of an Operator's License.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the September 21, 2018 Common Council meeting.

Attachments

Denial Letter



CITY OF BURLINGTON

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

Wednesday, August 29, 2018

Mr. Brandon Pfitzenmeier
218B W. Chestnut Street
Burlington, WI 53105

Subject: Denial of Operator's License

Dear Mr. Pfitzenmeier,

Upon review of your application and background check by the City of Burlington Police Department, it will be recommended to Council at the September 21, 2018 Common Council meeting, not to approve your application for a license to sell and/or serve fermented malt beverages and intoxicating liquors, based on Wisconsin State Statute 125.04(5)(b) that relate to licensing requirements, which specifies:

“Criminal offenders. No license or permit related to alcohol beverages, subject to §111.321, 111.322 and 111.335, may be issued under this chapter to any person who has habitually been a law offender or has been convicted of a felony unless the person has been duly pardoned.”

Your application is being denied because you have been identified as a felony offender. If you have any questions regarding this matter please contact Chief Mark Anderson at 262-342-1100. You will be refunded what was paid toward the Operator's License application, minus any fees and costs incurred to the City to process your background check.

Sincerely,

Diahnn Halbach
City Clerk
City of Burlington

Cc: Attorney John Bjelajac, Burlington City Attorney
Mark Anderson, Burlington Chief of Police



DATE: September 18, 2018

SUBJECT: SPECIAL EVENTS - Catholic Central Homecoming Parade, Autumn Fest, and Ice Festival

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

A Special Event Permit is required for any planned extraordinary occurrence on the public right-of-way or public premises, including but not limited to parades, processions, bicycle or foot races, and festivals. Prior to Council approval, applications must be approved by the Police Department, Fire Department, Department of Public Works, Building Inspection, and Health Department if food is being served.

The following application(s) have been submitted for approval of a Special Event Permit:

Organization: Catholic Central High School

Event: Homecoming Parade

Date: Thursday, September 20, 2018

Location: Route to begin in parking lot by Randolph to Chandler, to Kane, to Duane, back up to Randolph returning to the parking lot

Time: 6 p.m. - 6:30 p.m. (floats line up at 5:30 in parking lot)

Notes: 5-8 floats, 4-6 cars

Organization: City of Burlington

Event: Autumn Rib Festival

Date: Saturday, October 20, 2018

Location: Wehmhoff Square Park - (closure of Perkins from library parking to Washington St. / closure of Washington from Perkins to Pine)

Time: 12 p.m. - 5:30 p.m. (set up to begin at 9 a.m.)

Notes: Festival with music, ribs, beer and vendors

Organization: City of Burlington

Event: Burlington Ice Festival and National Ice Sculpting Competition

Date: December 15 & 16, 2018

Location: Wehmhoff Square Park

Time: All Day Event (set up to begin at 7 a.m.)

Notes: Ice carving contest, horse-drawn wagon rides through downtown, reindeer and vendors

BUDGET/FISCAL IMPACT:

There is no fee to apply for a Special Event Permit, however, the applicant shall pay a fee based on a rate as set by the Common Council per man-hour for City services as determined in the application review and approval process. These costs will be assessed on an individual basis and billed directly to the applicant by the corresponding department.

RECOMMENDATION:

Staff recommends that Council approve the Special Event applications as submitted.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the September 18, 2018 Common Council meeting.

Attachments

CCHS Homecoming Parade

2018 Autumn Rib Festival

Autumn Fest Flyer

2018 Ice Festival



Special Event Permit Application

Date of Application: 8/30/18

Permit Number: _____

SUMMARY OF EVENT

Event Title: Homecoming Parade - Catholic Central Date of Event: 9/20/18

Event Location: Catholic Central High School

Nature of Event: Festival Parade Bike Race/Ride Foot Race/Run March/Processional
 Rally Circus Demonstration Other: _____

Site Plan Requirement: All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must include location, any street closures, barricades, race/parade routes, stages, alcohol sale location, tents, etc.

Certificate of Insurance must be attached before permit can be issued.

Description of Event: Describe what you are planning so that reviewing officials can determine whether city services will be needed.

CCHS Homecoming Parade

Anticipated Attendance (participants, staff, vendors, crowd, etc.): 5-8 Floats + 4-6 Cars.

Is this a multi-day event? Yes No

If so, how many days? _____

Start Date: _____ End Date: _____

EVENT ORGANIZER INFORMATION

Applicant Name: Jennifer Robson

Group Represented: Catholic Central High School

Address: 148 McHenry St Burlington WI 53105

Phone: 262 496 1558 Email: JRobson@cchsnet.org

Person In Charge of Event: Jennife Robson

On-Site Contact: Jennifer Robson On-Site Phone: 262 496 1558

Billing Address: 148 McHenry St Burlington WI 53105

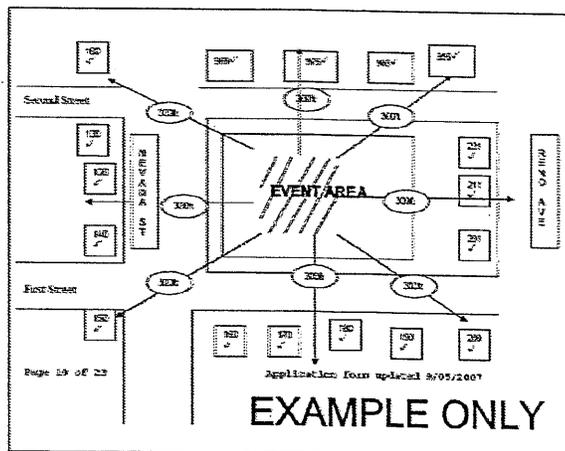
DETAILED EVENT INFORMATION

Event Set Up Date: 9/20/18 Time: 5:30 PM
 Start Time For Event: 6:00 a.m./p.m. End Time For Event: 6:30 a.m./p.m.
 Alcohol Being Served*? Yes No Licensed Agent: _____
**An application for a Temporary Class "B"/"Class B" Retailer's License must be submitted and approved to serve alcohol.*
 Barricades Needed*? Yes No Amount Needed & Locations: For streets
**This may result in a fee*
 Will A Temporary Structure or Tent Be On-Site? Yes No Does the Tent have Sidewalls? Yes No
 Police Services Requested*? Yes No
 Hours & Dates Police Services Needed: _____
**This may result in a fee*
 Trash Receptacles Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*
 Person(s) Responsible for Clean Up After the Event: CCHS High School
 Picnic Tables Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*
 Will Your Event Involve Live Performances, Loud Speakers or a DJ*? Yes No
**Per Section 219-2A(7) of the Municipal Code, loudspeaker or sound-amplifying devices shall not be used between the hours of 10 PM to 8 AM and privileges may be revoked if the volume becomes a nuisance.*

IMPACTED NEIGHBOR NOTIFICATION

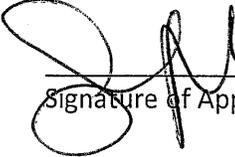
The Event Organizer shall notify all residences and businesses within any street closure or lane restriction area of the upcoming event. Notification shall include the following information:

- Event name
- Dates and times of event
- A brief description of the event
- Any closure areas
- Where attendees will be parking



AFFIDAVIT OF APPLICANT

I, the undersigned applicant, or authorized agent thereof, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the City of Burlington to approve the Special Event and other permits herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the City of Burlington in the conduct of the Special Event described herein.

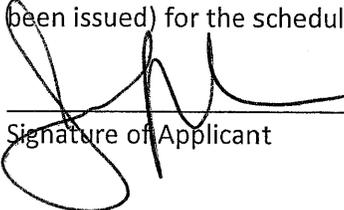


Signature of Applicant

8/30/18

Date of Signature

I/We, the undersigned, agree to abide by all City Ordinances and the rules and regulations which are made part of this permit application and hereby release, discharge, hold harmless and agree to defend the City of Burlington, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled event, the conduct or actions of any individual participating in or attending the scheduled event, the issuance of the Road Closing Permit or the closing of any road (whether or not a Permit has been issued) for the scheduled event.

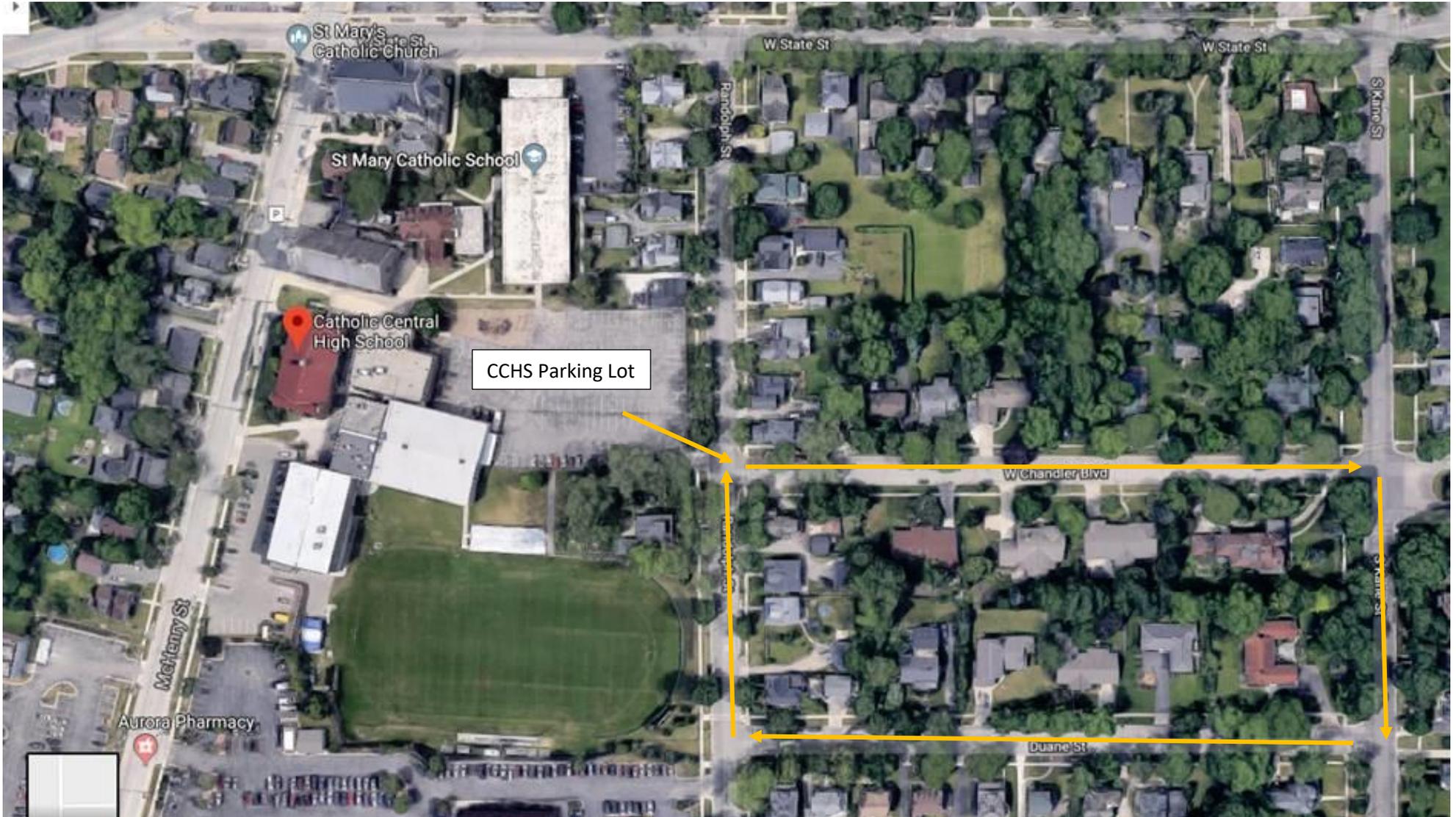


Signature of Applicant

8/30/18

Date of Signature

Parade Route: CCHS parking lot to Randolph to W. Chandler Blvd., right on S. Kane, right on Duane, right on Randolph, back to CCHS parking lot.



CITY OF BURLINGTON STAFF USE ONLY

POLICE DEPARTMENT REVIEW

Approval Recommended: YES NO

Estimated Police Hours Required: _____ Estimated Fee for Police Service: _____

Reviewed By: _____ Date: _____

Comments and/or Stipulations for Event:

Handwritten in blue ink: "I do not need"

PUBLIC WORKS DEPARTMENT REVIEW

Approval Recommended: YES NO

Estimated Public Works Hours Required: _____ Estimated Fee for Public Works Service: _____

Reviewed By: _____ Date: _____

Comments and/or Stipulations for Event:

Handwritten in blue ink: "I do not need"

FIRE DEPARTMENT REVIEW

Approval Recommended: YES NO

Estimated Fire Dept. Hours Required: _____ Estimated Fee for Fire Dept. Service: _____

Reviewed By: _____ Date: _____

Comments and/or Stipulations for Event:

(Empty box for comments)



Special Event Permit Application

Date of Application: Aug. 13, 2018

Permit Number: _____

SUMMARY OF EVENT

Event Title: Autumn Fest Date of Event: Oct. 20, 2018

Event Location: Wehmhoff Square Park - 355 N. Pine

Nature of Event: Festival Parade Bike Race/Ride Foot Race/Run March/Processional
 Rally Circus Demonstration Other: _____

Site Plan Requirement: All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must include location, any street closures, barricades, race/parade routes, stages, alcohol sale location, tents, etc.

Certificate of Insurance must be attached before permit can be issued.

Description of Event: Describe what you are planning so that reviewing officials can determine whether city services will be needed.

• Festival with music, ribs, alcohol, and vendors
• Closure of Perkins from library parking lot to Washington St.
• Closure of Washington from Perkins Blvd to Pine St.

Anticipated Attendance (participants, staff, vendors, crowd, etc.): _____

Is this a multi-day event? Yes No If so, how many days? _____

Start Date: _____ End Date: _____

EVENT ORGANIZER INFORMATION

Applicant Name: Mayor Jeannie Hefty

Group Represented: City of Burlington

Address: 300 N. Pine Street

Phone: 262.342.1161 Email: mayer@burlington-wi.gov

Person In Charge of Event: Jeannie Hefty

On-Site Contact: Jeannie Hefty On-Site Phone: _____

Billing Address: N/A

DETAILED EVENT INFORMATION

Event Set Up Date: 10/20/18 Time: 9:00 am

Start Time For Event: ~~12:00~~ 12:00 a.m./ p.m. End Time For Event: 5:30 a.m./ p.m.

Alcohol Being Served*? Yes No Licensed Agent: TBD

**An application for a Temporary Class "B"/"Class B" Retailer's License must be submitted and approved to serve alcohol.*

Barricades Needed*? Yes No Amount Needed & Locations: Enough to close off streets

**This may result in a fee*

Will A Temporary Structure or Tent Be On-Site? Yes No Does the Tent have Sidewalls? Yes No

Police Services Requested*? Yes No

Hours & Dates Police Services Needed: _____

**This may result in a fee*

Trash Receptacles Needed*? Yes No Amount Needed & Locations several throughout park

**This may result in a fee*

Person(s) Responsible for Clean Up After the Event: Burlington Fire Dept ? Volunteers

Picnic Tables Needed*? Yes No Amount Needed & Locations Several throughout park

**This may result in a fee*

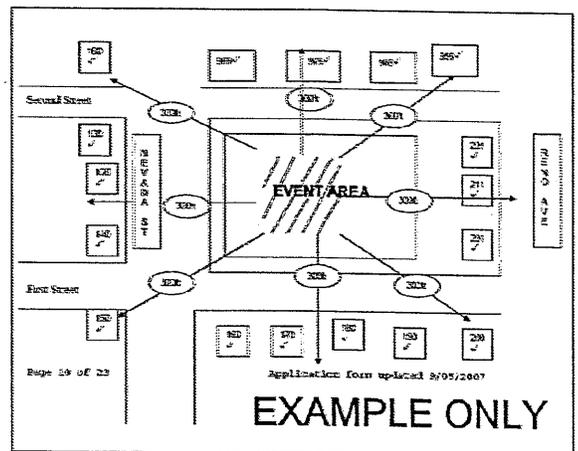
Will Your Event Involve Live Performances, Loud Speakers or a DJ*? Yes No

**Per Section 219-2A(7) of the Municipal Code, loudspeaker or sound-amplifying devices shall not be used between the hours of 10 PM to 8 AM and privileges may be revoked if the volume becomes a nuisance.*

IMPACTED NEIGHBOR NOTIFICATION

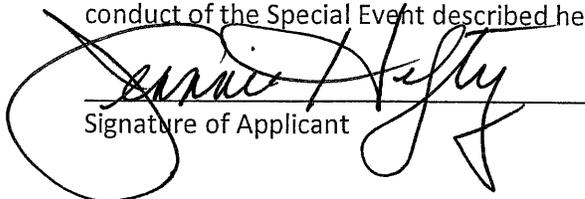
The Event Organizer shall notify all residences and businesses within any street closure or lane restriction area of the upcoming event. Notification shall include the following information:

- Event name
- Dates and times of event
- A brief description of the event
- Any closure areas
- Where attendees will be parking



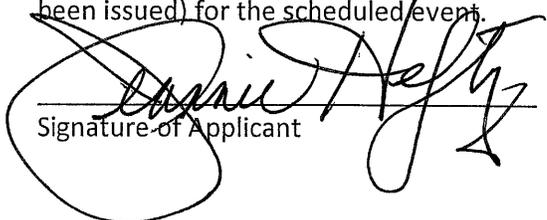
AFFIDAVIT OF APPLICANT

I, the undersigned applicant, or authorized agent thereof, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the City of Burlington to approve the Special Event and other permits herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the City of Burlington in the conduct of the Special Event described herein.


Signature of Applicant

8/13/18
Date of Signature

I/We, the undersigned, agree to abide by all City Ordinances and the rules and regulations which are made part of this permit application and hereby release, discharge, hold harmless and agree to defend the City of Burlington, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled event, the conduct or actions of any individual participating in or attending the scheduled event, the issuance of the Road Closing Permit or the closing of any road (whether or not a Permit has been issued) for the scheduled event.


Signature of Applicant

8/13/18
Date of Signature

All proceeds benefit the Burlington Senior Center

— 2018 —

AUTUMN RIB FESTIVAL



12 PM - 5:30 PM

Downtown Historic Burlington
Wehmhoff Square Park - 355 N. Pine St.

Ribs • Music • Vendors

Sit down or drive-thru rib orders!
Fun for kids!

More Vendors Needed!
Contact mayor@burlington-wi.gov to sign up

All proceeds benefit the Burlington Senior Center

All proceeds benefit the Burlington Senior Center



Special Event Permit Application

Date of Application: 8/14/18

Permit Number: _____

SUMMARY OF EVENT

Event Title: Burlington Ice Festival Date of Event: Dec. 15 + 16, 2018

Event Location: Wekohoff Square Park - 355 N. Pine

Nature of Event: Festival Parade Bike Race/Ride Foot Race/Run March/Processional
 Rally Circus Demonstration Other: _____

Site Plan Requirement: All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must include location, any street closures, barricades, race/parade routes, stages, alcohol sale location, tents, etc.

Certificate of Insurance must be attached before permit can be issued.

Description of Event: Describe what you are planning so that reviewing officials can determine whether city services will be needed.

• Ice carrying contest, horse-drawn wagon rides downtown, reindeer and vendors.
• Closure of Perkins Blvd from WE Energies driveway to Washington St.

Anticipated Attendance (participants, staff, vendors, crowd, etc.): _____

Is this a multi-day event? Yes No

If so, how many days? 2

Start Date: 12/15/18 End Date: 12/16/18

EVENT ORGANIZER INFORMATION

Applicant Name: City of Burlington

Group Represented: _____

Address: 300 N. Pine Street

Phone: 262.342.1161 Email: megan@burlington-wi.gov

Person In Charge of Event: Megan Watkins

On-Site Contact: Megan Watkins On-Site Phone: 262.342.1168

Billing Address: N/A

DETAILED EVENT INFORMATION

Event Set Up Date: 12/15/18 Time: 7:00 am

Start Time For Event: All day a.m./p.m. End Time For Event: All day a.m./p.m.

Alcohol Being Served*? Yes No Licensed Agent: _____

*An application for a Temporary Class "B"/"Class B" Retailer's License must be submitted and approved to serve alcohol.

Barricades Needed*? Yes No Amount Needed & Locations: 2-3

*This may result in a fee

Cones are also needed for loading zone with wagon ride
Does the Tent have Sidewalls? Yes No

Will A Temporary Structure or Tent Be On-Site? Yes No

Police Services Requested*? Yes No

Hours & Dates Police Services Needed: _____

*This may result in a fee

Trash Receptacles Needed*? Yes No Amount Needed & Locations A few in the park or on sidewalks if showy

*This may result in a fee

Person(s) Responsible for Clean Up After the Event: City staff

Picnic Tables Needed*? Yes No Amount Needed & Locations _____

*This may result in a fee

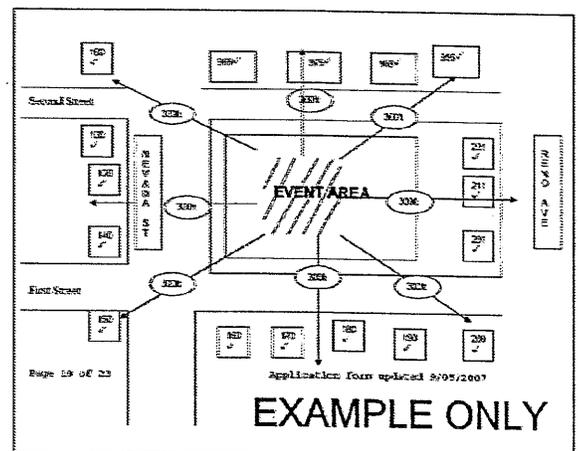
Will Your Event Involve Live Performances, Loud Speakers or a DJ*? Yes No

*Per Section 219-2A(7) of the Municipal Code, loudspeaker or sound-amplifying devices shall not be used between the hours of 10 PM to 8 AM and privileges may be revoked if the volume becomes a nuisance.

IMPACTED NEIGHBOR NOTIFICATION

The Event Organizer shall notify all residences and businesses within any street closure or lane restriction area of the upcoming event. Notification shall include the following information:

- Event name
- Dates and times of event
- A brief description of the event
- Any closure areas
- Where attendees will be parking

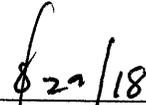


AFFIDAVIT OF APPLICANT

I, the undersigned applicant, or authorized agent thereof, swear or affirm that the matters stated in the foregoing application are true and correct upon my personal knowledge and information for the purpose of requesting the City of Burlington to approve the Special Event and other permits herein applied for, that I am qualified and eligible to obtain the permit applied for and agree to pay all fees, to meet all requirements and any additional regulations, conditions, or restrictions set forth in the permit and to comply with the laws of the City of Burlington in the conduct of the Special Event described herein.

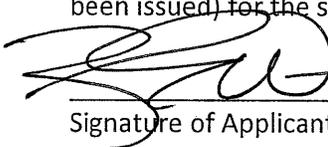


Signature of Applicant

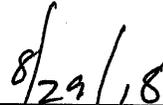


Date of Signature

I/We, the undersigned, agree to abide by all City Ordinances and the rules and regulations which are made part of this permit application and hereby release, discharge, hold harmless and agree to defend the City of Burlington, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled event, the conduct or actions of any individual participating in or attending the scheduled event, the issuance of the Road Closing Permit or the closing of any road (whether or not a Permit has been issued) for the scheduled event.



Signature of Applicant



Date of Signature



DATE: September 18, 2018

SUBJECT: PUBLIC HEARING - To hear comments and concerns regarding a rezone request for property located at S. Kane Street (at Industrial Drive).

SUBMITTED BY: Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

A Public Hearing has been scheduled to hear comments and concerns from the public regarding a rezone request from Kurt Petrie on behalf of Lynch Ventures for property located at S. Kane Street (at Industrial Drive). The applicant is requesting to rezone the property from A-1, Agricultural/Holding District to M-2, General Manufacturing District. The applicant proposes to develop a parking lot that would be used for truck storage. There is no proposal for a building on the site, and no future to do so.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

For public comment only.

TIMING/IMPLEMENTATION:

This item is for Public Hearing at the September 18, 2018 Committee of the Whole and final consideration at the October 2, 2018 Common Council meeting

Attachments

PH - S. Kane St.

**NOTICE OF PUBLIC HEARING
FOR AMENDING THE ZONING MAP**

TO WHOM IT MAY CONCERN:

NOTICE is hereby given that the Common Council of the City of Burlington proposes to amend Chapter 315 of the Municipal Code, Zoning Map, as it pertains to:

Owner: Lynch Ventures
Applicant: Kurt Petrie
Applicant Address: 180 Industrial Drive, Burlington, WI 53105
Location of Request: S. Kane Street (at Industrial Drive)
Existing Zoning: A-1, Agricultural/Holding District
Proposed Zoning: M-2, General Manufacturing District
Proposed Use: To add a parking lot on vacant land for storage of vehicles produced by LDV

NOTICE IS FURTHER GIVEN that a Public Hearing on the above matter will be held by the Common Council in the City Council Chambers, in the City of Burlington located at 224 E. Jefferson Street on:

**TUESDAY, SEPTEMBER 18, 2018 DURING THE MEETING OF THE COMMON COUNCIL
SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER**

To hear any persons objecting to, or in support thereof, on the above mentioned matter.

CITY OF BURLINGTON

Dated at Burlington, Wisconsin, this 27th day August, 2018.

Diahnn Halbach, City Clerk

Published in the Burlington Standard Press
August 30th, 2018 and September 6th, 2018



DATE: September 18, 2018

SUBJECT: MOTION 18-912 - To approve a revision to the City of Burlington Employee Handbook.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The Common Council approved the Employee Handbook in 2017. As part of best practices and being proactive, the Common Council will approve additional policies and directives for the City of Burlington Employees to adhere to. There are two policies the Common Council is asked to approve:

- **Return to Work Policy** - The City is committed to providing a safe and healthy work environment for all employees. As such, we shall make every reasonable effort to provide suitable temporary employment to any employee unable to perform his or her job duties as a result of a workplace injury or illness. This may include modification to the employee's original position, providing that this does not create an undue hardship to the City.
- **Non-Discrimination, Anti-Harassment and Anti-Retaliation Policy** - The City of Burlington takes a strong stance to ensure all employees have the right to work in an environment free of all forms of unlawful harassment, discrimination and retaliation. The City of Burlington will not tolerate, condone, or allow harassment, discrimination or retaliation by any employee, elected or appointed official, or other non-employees who conduct business with the City.

For those Alderman new to the Common Council, attached is the approved 2017 Employee Handbook; however, the Return to Work Policy is on page 36 and the revised Non-Discrimination, Anti-Harassment and Anti-retaliation Policy begins on page 49.

BUDGET/FISCAL IMPACT:

There is none.

RECOMMENDATION:

Staff recommends that Council approve the revised Employee Handbook.

TIMING/IMPLEMENTATION:

This item is for discussion at the September 18, 2018 Committee of the Whole meeting and is scheduled for final consideration at this evening's Common Council meeting.

Attachments

Revised Employee Handbook
