



CITY OF BURLINGTON

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

AGENDA COMMON COUNCIL

Tuesday, October 16, 2018

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

Mayor Jeannie Hefty
Susan Kott, Alderman, 1st District
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** *(B. Grandi)*
 - A. Approval of the October 2, 2018 Common Council Minutes.
6. **Letters and Communications** *(R. Heft)*
 - A. Correspondence from Alderman Tom Preusker regarding the "dark stores" legislation.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** *(S. Rauch)*
 - A. Approval of Reports 1-5
9. **Payment of Prepays and Vouchers** *(J. Schultz)*

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

Total Prepaid:	\$ 80,148.18
Total Vouchers:	\$1,294,678.53
Grand Total:	\$1,374,826.71

10. **Licenses** (T. Preusker)

A. Approval of Operator's License Applications as submitted.

11. **Special Events** (T. Bauman)

A. Approval of Special Event Permit Applications as submitted.

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

A. Susan Musgrave to be appointed to the Library Board, term expiring 5/1/2021.

13. **PUBLIC HEARINGS:** There are none.

14. **RESOLUTIONS:**

A. **Resolution 4920(22)** - to approve a resolution urging the Governor and the Legislature to protect homeowners and small businesses and close Loopholes that shift a greater property tax burden on to residential homeowners and small business. (T. Meyer)

B. **Resolution 4921(23)** to approve a Memorandum of Understanding for the submittal of a Joint Grant Application between the City of Burlington Fire Department and Rochester Volunteer Fire Company to the Federal Emergency Management Agency (FEMA) regarding the Joint Assistance to Firefighters Grant for VHF mobile and portable radios. (B. Grandi)

C. **Resolution 4922(24)** to approve the Grant Application for the City of Burlington Fire Department to the Federal Emergency Management Agency (FEMA) regarding the Joint Assistance to Firefighters Grant for Source Capture Exhaust Extraction System. (R. Heft)

D. **Resolution 4923(25)** - to approve Change Order Number Two with All-Ways Contractors for the Lewis Street Wall Project for an increase of the contract in the amount of \$58,004.72. (S. Rauch)

15. **ORDINANCES:** There are none.

16. **MOTIONS:** There are none.

17. **ADJOURNMENT** (J. Schultz)

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



COMMON COUNCIL REGULAR

ITEM NUMBER 5A

DATE: October 16, 2018

SUBJECT: MEETING MINUTES - Approval of the October 2, 2018 Common Council Minutes.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the October 2, 2018 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the October 2, 2018 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the October 16, 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, October 2, 2018**

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

Mayor Hefty called the Common Council meeting to order at 7:13 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 Todd Bauman. Excused: Alderman Tom Preusker.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Public Works Director Peter Riggs, Police Chief Mark Anderson, Library Director Joe Davies, and Intern Nick Faust.

2. **Pledge of Allegiance**

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

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

5. **Approval of the October 2, 2018 Common Council Minutes**

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

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

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

Alderman Bauman inquired as to when the Pool Board would present their financial report to Council. Alderman Grandi responded that he would see if a treasurer's report could be ready for the next meeting. Walters stated that there is still activity with expenses and more than likely would not see a report until early 2019.

Alderman Schultz inquired as to when the City would qualify for another liquor license. City Clerk Diahnn Halbach responded that the City qualifies for another reserve license when the population increases by another 500 from the date of the last increase.

Finance Director Steve DeQuaker reminded Council of the upcoming budget discussions and needed to know who would prefer a binder vs an online PDF. Kott, Bauman, and Mayor Hefty all requested binders.

8. **Approval of Reports 1-4**

A motion was made by Alderman Grandi with a second by Alderman Bauman. With all in favor the motion carried.

9. **Approval of Payment of Prepaids and Vouchers**
A motion was made by Alderman Heft with a second by Alderman Rauch. Roll Call: Aye - 7. Nay - 0. The motion carried.
10. **Approval of Operator's Licenses**
A motion was made by Alderman Rauch with a second by Alderman Kott. With all in favor, the motion carried.
11. **Appointments and Nominations** - There were none.
12. **PUBLIC HEARINGS:** There were none.
13. **RESOLUTIONS:**
- A. **Resolution 4919(21)** - To approve Amendment Number Two to the Planned Unit Development Agreement for the Meadows at Pine Brook Condominium Development.
- A motion was made by Alderman Schultz with a second by Alderman Bauman. With all in favor the motion carried.
14. **ORDINANCES:**
- A. **Ordinance 2041(7)** - To consider a rezone for property located at S. Kane Street (at Industrial Drive) from A-1, Agriculture/Holding District to M-2, General Manufacturing District.
- A motion was made by Alderman Bauman with a second by Alderman Heft. With all in favor the motion carried.
15. **MOTIONS:** There were none.
16. **ADJOURNMENT**
A motion was made by Alderman Bauman with a second by Alderman Rauch. With all in favor the motion carried and the meeting was adjourned at 7:22 p.m.

Minutes respectfully submitted by:

Diahn C. Halbach
City Clerk
City of Burlington



COMMON COUNCIL REGULAR

ITEM NUMBER 6A

DATE: October 16, 2018

SUBJECT: Letters and Communications

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

A. Correspondence from Alderman Tom Preusker regarding the "dark stores" legislation.

BUDGET/FISCAL IMPACT:

Correspondence only.

RECOMMENDATION:

Correspondence only.

TIMING/IMPLEMENTATION:

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

Attachments

Communication A

To: All Legislators

From: Wisconsin Manufacturers & Commerce
Metropolitan Milwaukee Association of Commerce
Wisconsin Independent Businesses
Aggregate Producers of Wisconsin
Americans for Prosperity – Wisconsin
Wisconsin Restaurant Association
Outdoor Advertising Association of Wisconsin
Wisconsin Grocers Association
Alliance of Wisconsin Retailers
Walgreens

Date: September 24, 2018

Re: Correcting the Record on the “Dark Stores Theory”

The “dark stores” legislation is a solution in search of a problem. A decade ago, some tax assessors and local officials decided to adopt a novel, and *illegal*, property assessment theory to target businesses with tax increases. When businesses objected to these illegal tax increases, challenged their assessments, and won, the very same tax assessors tried to get the Legislature to legalize their illegal actions. Unfortunately, proponents of the legislation and the media constructed a narrative full of misconceptions. This document is meant to correct some of those misconceptions.

Background

The term “dark store” is not a term of art, but rather clever spin to hide the fact that local assessors are raising taxes on businesses because businesses cannot vote. **Support for the “dark stores” legislation is support for higher taxes.**

There were two pieces of legislation related to the dark stores theory this session.

The first, Assembly Bill 386/ Senate Bill 292 would have allowed tax collectors to value occupied property more solely because of its occupancy. For example, if you had two homes identical in every respect except that one was occupied and one was vacant, the occupied home would be valued, and taxed, more than the vacant one. No rational buyer would pay more for the occupied home than the vacant one. The idea is absurd on its face. The fair market value of each property would be the same, but this legislation would increase the assessed value and property taxes for the occupied home.

The second, Assembly Bill 387/ Senate Bill 291 would allow tax collectors to value and tax financial agreements, contracts, and other things of value that are “inextricably intertwined” with a property. Based on Wisconsin's and the vast majority of states' property taxation system this

does not make sense. We value the property (the land and improvements) based on what the market would bear, not what one entity values the property at because of special circumstances such as financing arrangements. In a residential real estate context, your property taxes would not go up because you took out a second mortgage on your home. The same logic should hold true for businesses.

Neither of these pieces of legislation passed this session. Now local governments across the state are using taxpayer money to place biased referendum questions on the fall ballot with the goal of using the results to push the legislation again next session.

Correcting the Record

- **There is no loophole.** Proponents of the “dark stores theory” argue there is a loophole that allows businesses to lower their property tax assessment by comparing newly constructed occupied property with vacant dilapidated property. This type of comparison is already illegal.ⁱ Advocates of the legislation are looking to tax business value by arguing that occupancy (i.e. business value) in a property inherently makes it worth more and that occupancy should be taxed. **The legislation effectively creates a local income tax.**
- **Local Governments are shifting the property tax burden on to businesses.** There has been a steadily increasing shift in the statewide property tax burden from residential properties to businesses over the last decade. During that time, commercial and manufacturing property owners in Wisconsin have seen a three percent shift statewide.ⁱⁱ The dark stores legislation would cause that disparity to become even wider.
- **The Wisconsin Constitution’s Uniformity Clause will spread these tax increases to all property taxpayers.** The state constitution requires all property to be taxed in a uniform manner. There is not an exception that allows small businesses, manufacturers, and residential properties to be taxed differently from “big box” retailers.ⁱⁱⁱ All businesses and residential properties will be roped into abiding by these new property tax assessment laws, which will increase their property tax assessments.
- **This legislation targets a flagging sector of our economy.** While the legislation effects all taxpayers, the fact that legislators think they’re targeting a weak sector of our economy for tax increases does not make sense. Retailers nationwide shed 67,000 jobs^{iv} and closed over 6,000 stores^v in 2017, the most since the great recession. Increasing taxes on a struggling sector of the economy will surely lead to more closings, a smaller tax base and fewer jobs.
- **The legislation creates uncertainty and will lead to more litigation.** This legislation creates uncertainty because it changes bedrock rules of property assessment Wisconsin has followed for decades. Tax collectors and property owners will both attempt to clarify the new “rules of the game” through more litigation.

- **A vote to in favor of a dark stores referendum is a vote to increase property taxes on all taxpayers.** Local governments are using taxpayer money to put biased referendum questions on the fall election ballot to support property tax increases. The nonpartisan Tax Foundation ranks Wisconsin the fourteenth worst state in per capita property tax burden in 2018.^{vi} We do not need to wait for referendum results to know increasing property taxes is a bad idea. A vote in favor of the referendum is a vote to make our property tax burden even worse.

ⁱ For example see *Bonstores v. City of Wauwatosa*, 2013 WI App 131, 351 Wis2d 439, 839 N.W.2d 893 where the court of appeals agreed with the circuit court that *distressed* vacant properties are not comparable to a well maintained property.

ⁱⁱ Property Tax Shift, WMC, *available at* https://www.wmc.org/wp-content/uploads/PTC_6-2018.pdf.

ⁱⁱⁱ See Wis. Const. Article VIII, § 1, “The rule of taxation shall be uniform...”

^{iv} Chris Isidore, “Jobs everywhere! Except at stores,” CNN Money (January 5, 2018), *available at* <http://money.cnn.com/2018/01/05/news/economy/retail-job-losses/index.html>.

^v Matt Townsend, Jenny Surane, Emma Orr, and Christopher Cannon, “America’s ‘Retail Apocalypse’ Is Really Just Beginning,” Bloomberg, (November 8, 2017), *available at* <https://www.bloomberg.com/graphics/2017-retail-debt/>.

^{vi} Katherin Loughhead, “Average Per Capita Property Taxes: How Your State Compares,” Tax Foundation, (May 11, 2018), *available at* <https://taxfoundation.org/state-property-taxes-per-capita-2018/>.



COMMON COUNCIL REGULAR

ITEM NUMBER 8A

DATE: October 16, 2018

SUBJECT: REPORTS - Approval of Reports 1-5

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:
Park Board Minutes - 6/21/2018, 7/19/2018, 8/16/2018
Plan Commission Minutes - 9/11/2018
Committee of the Whole Minutes - 10/2/2018

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

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

Attachments

Park Board Minutes - 6/21/2018
Park Board Minutes - 7/19/2018
Park Board Minutes - 8/16/2018
Plan Minutes - 9/11/2018



Department of Public Works

Street & Park Department
2200 S. Pine Street, Burlington, WI 53105
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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, JUNE 21, 2018 6:30PM**

President Jennifer Amborn called the meeting to order at 6:30 PM.

Roll Call: Present: President Jennifer Amborn, Commissioners Jeff Schopp, Patricia Hoffman, Clay Brandt, and Lisa Wasik. Also present: Peter Riggs, Director of Public Works. Excused: Alderman Todd Bauman & Park Foreman Aaron DeGrave. Absent: Commissioner Jason Ledbetter & Student Representative Koleton Mangold.

Approval of May 17, 2018 Park Board Minutes: President Amborn entertained a motion to approve the May 17, 2018 Park Board Minutes. Motion to approve made by Lisa Wasik. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizen Comments: None.

Aldermanic Report: None.

Director of Public Works Report:

Dog Park pavilion - Director Riggs updated the board on the progress of the Dog Park pavilion Boy Scout project. Riggs stated he met with Tristan Yonash and his father Teagan regarding the status of the project. The Yonash's advised they were still waiting for funding in order to dig the test holes. They have yet to outline all of their expenses including materials/labor etc. and have no working budget in place for the project. As of their meeting the Yonash's still needed to meet with the Dog Park Board to discuss the project. Riggs was advised per the Dog Park Secretary, Christina Hohensee, a meeting was held in which the Yonash's attended and Christina put them in touch with several parties who could provide quotes to dig the test holes as well as some other fundraising potential for the project.

Riggs noted that at this point the project seems to be going in a good direction but prior to the Park Board allowing any work to begin or putting any funding towards it, a much more organized plan needs to be in place. This will not only protect Tristan and the project but the City and the Dog Park from having an incomplete or substandard pavilion erected in the park.

Calumet CN – Director Riggs updated the board on the status of the project advising them the intention of CN is to extend the double track siding north through Robert Street to a point right behind Richter's. He noted there will be double track across Adams Street as well but the stop line for the trains will be south of Adams so it will never impact traffic on Adams Street. CN's plan was to connect Calumet Street with Bridge St and they have been working with the City to determine a design that had the least impact on wetlands, parkland our buried utility infrastructure and also create a design that would be feasible for us to maintain. The City also took great care about ensuring the aesthetics so it would match the existing cast concrete walls on Bridge Street. Plans agreed upon with CN were presented and approved by the City Council and would not affect the Bike Path, any parkland or any wetlands. It strengthens our utility

infrastructure that's buried in that area (60% of our flow for the City goes through that area) and it would maintain access to the Dog Park and the City lift station.

Riggs stated the only drawback of the project is that essentially there will be a large ramp with a grade increase from where the existing Robert Street is all the way to the top of the bridge right by the box culvert just to the east side of the existing box culvert.

Riggs noted there were some aesthetic requests that CN did accommodate. The entire project is at no cost to the City. CN is providing the City with \$50,000 to redo some signaling improvements at Milwaukee/Pine. CN will also be matching a \$7,500 grant from WisDOT for the closure of Robert Street for a total of \$15,000. Riggs advised that CN will be putting in the same decorative lighting and aesthetics that are currently on Bridge Street and giving the City an additional light pole, valued at \$8,000, in the case one gets damaged.

Riggs advised the board that CN had been very easy and accommodating to work with and will be managing the project, bidding the project and they will be paying Kapur & Associates (City Engineer) to be the overseers of the project ensuring all the project specs are to the City's approval and standards.

Commissioner Schopp questioned if while construction was going on the railroad would be using some of the parkland for equipment storage. Riggs stated no they should not be. He advised there was plenty of right of way for them to store equipment, if any, affecting no parkland. Riggs also noted that during construction they will have to disrupt the Bike Path and remove the existing asphalt path in order to gain access to utilities; however Riggs advised they but will be putting gravel down on the path during that time to still allow for usage.

Riggs noted there were two concessions for public safety. Due to the ramp installation on Bridge a small hollow would be created on the back side of the bridge creating a low visibility area. Graffiti and other vandalism has occurred now in this area so, in the hopes of preventing that, CN will install a wall mount pack light to illuminate the area, hopefully deterring any illegal activities. The Fire Department had some concerns regarding a fire hydrant currently located there. The City was able to convince CN to extend that hydrant about 200 – 300 feet closer to Robert Street which is a more ideal location with a watermain extension further down should there be any issues that would occur further down the tracks where they would need fire service. Commissioner Schopp inquired as to whether or not CN would extend the hydrant all the way to the Dog Park. Riggs stated this was brought up but CN was not willing to extend the service that far.

New Business:

A. Discussion regarding Baseball 2000 signage and field use.

Director Riggs advised the board that on Tuesday June 12, 2018 the City was notified of signage installed at Beaumont Field by Burlington Baseball 2000 (BB2K). The signage was removed the following day in order to give City officials some time to meet, discuss the issue and determine what type of direction the board would want to move forward with.

Riggs provided the board with the legal background with the BB2K lease. Riggs explained BB2K is the possessor of the premises during the baseball season thus providing them the right to establish ground rules for access at the facility. "Lessor (City of Burlington) does also have the right to use that premises for public purposes at such times and in such a manner not inconsistent with the rights granted to the lessees hereunder." Riggs stated his interpretation of that language would be that with requests the City of Burlington or the Park Board could use that facility for public purposes. Riggs further explained that later on in the lease agreement it does provide the lessee (BB2K) with the authority to erect signs on the premise as long as it complies with City of Burlington ordinances and Park Board policy. The Park

Board does have an adopted signage policy which provides ultimate authority over any sign that would be erected in any City park to the Park Board. Regardless of the merit, truth, validity or message of that sign the Park Board is the ultimate decider in that case. The Park Board can also delegate this authority to the Director of Public Works for purposes of this policy.

Riggs additionally informed the board that minutes from the April 20, 2017 Park Board meeting was found that discussed this similar issue vaguely. Riggs stated at that time the Commissioner of the Park Board presented a sign that BB2K had asked them to install and after some discussion, then Director, Jim Bergles, stated he would contact BB2K and inform them that it was not okay to install that signage.

Riggs stated it should be noted that athletic fields do require maintenance and there are appropriate times when athletic fields should be closed to public use. And public use on an athletic field should always be appropriate to that type of field. However there are times when conditions would allow for public use of an athletic field that is appropriate for that use. Riggs stated it would be his recommendation and the recommendation of other staff that the Park Board approve some policy to allow BB2K to install signage at the field when use needs to be limited but that should not be permanent signage to limit use at all times.

Bud Milroy, BB2K representative, referenced back to the meeting in April of 2017 stating that he thought BB2K had gone through the proper channels and it was not their intention to circumvent or ignore the Park Board policy. He reiterated again that they had brought their signage to the commissioner at the time who presented it to the board and they made their decision which was to be relayed to BB2K. Milroy stated that the sign that was presented in April of 2017 to the Park Board and denied is essentially the exact same sign that was hung up. Milroy stated that somewhere along the way communication broke down. Milroy stated he was advised that the sign was okay as long as the wording was approved by the Police Department. Milroy stated he personally took the sign to the Police Department for approval; however did not have them sign off on anything. Milroy stated that the Police Department advised him it was okay and they were not going to arrest anyone but merely ask them to leave the field.

Milroy advised the signage had gone up shortly after the backstop had been replaced. This was a project that they worked on with the City and the whole area had been freshly sodded, refurbished and a lot of work had been done to get the field ready to be played on for the high school seasons. The flood hit in July opening up a whole can of worms which involved a lot more work on the field. Milroy advised the sign has been up for a little over a year. Milroy stated a lot of money and time has been spent there. With baseball season typically running from the beginning of March to end of September which is when the high schools start playing their games and then the Barons finish up sometime in September. Milroy explained that after the season is when BB2K then gets into doing the maintenance in the late fall so that it's in place for the winter.

Milroy provided some history to the Board of the uses of the field over the years including Chocolate Fest and space for spectators to enjoy the fireworks. Milroy stated its those type of things that were in mind when the City said it was the public use of the field. Milroy stated that if the City or the Park Board came to BB2K and said the field was needed for a festival going on they would understand and move out of the way.

Milroy stated that signs were a big deal at the beginning of the lease and agreement at Beaumont Field. It was basically the deal with the advertising along the outfield fence. The boards were all in support of it just aesthetically pleasing sign rules. Milroy stated the advertising signage at Beaumont Field is the only source of income. There are signs on the outfield fence, the back of the scoreboard and along the driveway coming in BB2K receives in the neighborhood of \$30,000/yr with every dime being spent on the field. Milroy stated that is one of the things that was put into the lease and that's what the intent was so that the City could have proper approval of all the advertising signage that goes up.

Riggs questioned Milroy what the process was for approval when an advertiser comes to BB2K to install signage. Milroy stated the has to be of a certain size & material and made by their sign maker, Burli Signs, who was approved by the City years ago. Milroy further stated the message on their sign has to be non-offensive and the advertiser not a bar or liquor store. Riggs questioned who determines what advertisers allowed and the signage verbiage. Milroy stated the BB2K management committee determines that. Milroy stated that the contract /agreement that advertisers sign with BB2K stipulates if there is any question with their signage it goes before the Park Board or to the Public Works Director whether there is any uncertainty they can say that or not but it had never been an issue before.

Commission Schopp inquired as to where all the advertising signs were allowed. Milroy stated on the outfield fence primarily inside the outfield fence. Jim, BB2K, interjected and advised the board that years ago it was talked about putting the advertising signs along the fence on Milwaukee Avenue and BB2K and the Park Board agreed they didn't want to do that so BB2K adhered to that. Jim noted that civic groups and organizations are allowed to have temporary banners placed on the Milwaukee Ave fence down to the south towards Adrian's on that low fence just to the south of the scoreboard but have to go through the Public Works Department to have it put up.

President Amborn voiced concerns over the number of advertising signs and questioned whether a detailed expenditure of where the advertising money goes could be provided. Milroy stated that BB2K does that monthly and was able to provide the board with copies of the expenditures for 2017 & 2018. President Amborn thanked Milroy but still requested more detail which he agreed to provide but wanted to know how often she would like them. President Amborn requested them monthly. President Amborn also noted that in the lease it states that a member of the Park Board should be on the BB2K Management Committee and she would like to be notified when those meetings are so a board member could attend. Jim advised during the summer BB2K tries to meet on Saturday mornings and during the off season on Wednesdays. He stated he would email both President Amborn and Park Board Secretary Angela Hansen with the details as well as copies of the financials and minutes from the meetings.

President Amborn reiterated the issue with the most recent sign posed a lot of confusion as to why after the signage was not approved back in April of 2017 did no representative from BB2K ever come back to the Park Board with a rewrite or new sign submittal for Park Board approval. Milroy stated BB2K was told by former Director of Public Work, Jim Bergles, that we were okay and to get the wording approved by the Police Department.

Commissioner Wasik interjected stating she was at the April 20, 2017 meeting and stated that was not what was discussed regarding this sign. Milroy stated he was merely stating what Bergles told him as he was not at that meeting. Jim Luedeke, BB2K, stated that some of this was on BB2K as they should have gotten something regarding the boards and/or Bergles direction from that meeting in writing but they didn't. Commissioner Wasik referenced her unique perspective on this subject not only as a Park Board member and City resident but also as a Burlington Little League member and parent of a player who plays on Beaumont Field. Commissioner Wasik expressed her opinion that she felt the sign was inflammatory in nature; however wholeheartedly appreciated the time, cost and the energy that it takes to maintain the beautifully kept Beaumont Field. But as a taxpaying citizen of the City, Commission Wasik questioned with it being a City park and if nothing were to be going on at the field and her or the public wanted to use it, was the harsh language of sign including possible arrest really necessary. Milroy stated that is part of the issue. He stated just because there is not a game on the field doesn't necessarily mean there is nothing going on, whether it be sod or fertilization. Commissioner Wasik stated she has seen signs on the field saying keep off the grass and assumed it was for fertilization or the like but if there is nothing there what is to stop her or any other tax paying citizen to play there. Luedeke stated BB2K does have a lease for the field and they are spending money as a non-profit corporation to have a maintenance guy mowing and maybe prepping for a game the following day. Commissioner Wasik stated that basically it was BB2K's position that during baseball season, from April to July, the public was not allowed on that

property. Luedeke, BB2K, responded with unless you are a team player on the field. Milroy advised that current players at Beaumont know they are allowed to use the field with prior approval from coaches. Milroy stated players who currently play at Beaumont Field are encouraged to use the field/batting cages anytime with prior approval and know the rules of the field and how to restore it when they are done. Milroy stated the problem BB2K has with the 9-12 yr olds that want to come to Beaumont and play on a field that is regulation size to major league don't know the same rules and may not leave the field in the condition it was in. Milroy questioned why any younger kids who want to use a field couldn't go to the Hintz Complex and confirmed with Wasik that Little League wouldn't want kids on their fields either. Commissioner Wasik disagreed and advised Milroy that Little League was not allowed to kick anyone off the field. She stated the only time they have ever asked anyone to leave a field was if the City had freshly lined it for them and they had a game. Luedeke, BB2K, stated the City doesn't line Beaumont Field nor do any maintenance on it. BB2K pays a maintenance guy to mow it, seed it, and water it as well as having sprinkler systems they have to maintain.

President Amborn questioned if some signage could be done that states something like "field has been prepped for game please come back" or "field has been prepped for game please stay off". That signage could go up whether its 2 hours before a game or 6 hours before a game but then when the game is over the signage should not go back up and the public should be able to utilize the field. Milroy voiced concern over the damage that could be caused on a field especially a wet field. Luedeke also voiced concerns over someone coming onto the field and damaging the very expensive underground sprinkler system installed there thus creating more expense for BB2K. Milroy also stated that players who come to Beaumont field come with a certain expectation that the field is going to be in good shape. Milroy further noted that per the lease, BB2K is carrying liability insurance to not only protect the City but the players, volunteers and coaches. That being said if a resident was to come down with their family and be hurt Milroy expressed concern on who would be liable for their injuries.

Commissioner Schopp questioned if multiple leagues in the area have fields to the same caliber as Beaumont. Milroy and Luedeke advised most leagues fields have turf. Commissioner Schopp questioned if Milroy knew what their policies were for uses of those types of fields. President Amborn also questioned who funded and provided maintenance for those type of fields. Milroy stated a lot of fields with turf such as Wilmot & Lake Geneva are supported and maintained by the school boards. Luedeke noted that in all of the years that they have been doing the sign advertising BB2K has invested approximately \$300,000 into the field just since he has been on the board over the last 12 years, which is an immense amount. He stated that monetary amount doesn't even include the time and effort put into the field over the years as well.

Riggs discussed the necessity for direct signage regarding the field's usage but also discussed the possibility of different signage being placed for different events, maintenance on the field or when games would be played. Riggs stated that direct signage tailored to specifically what is going on at the field will help the public wrap their head around the intended usage instead of the current signage terse language that includes no explanation of why usage of the field is not allowed which is especially important considering the park is labeled a City of Burlington park. Milroy agreed and stated the signage for the field needed to be better worded. With that said Milroy stated he was unsure the Park Board and/or the general public really understood all of BB2K's concerns with public field usage. Milroy again reiterated that any players that play on Beaumont Field are "schooled" on how to prep the field and take it down when games are over and that is expected of them each and every time they play.

Luedeke questioned if the board wanted BB2K to have multiple signs for different times, etc.

Riggs stated that central to his recommendation is the concept that there are times when use of the field by the general public is not appropriate but there are times when use by the general public is appropriate. Riggs stated he felt there are times when Beaumont Field could be used by the public and should be open

to the general public and noted that was his recommendation to the board. Milroy voiced concern with the general public being on the field and maintenance for BB2K coming out needing to mow the lawn and not being able to tell people to leave. Riggs stated maintenance of the field would most definitely be one of the reasons the public should not be on the field; however appropriate signage would need to be in place to state such so the general public was aware of why they could not use the field at that time. Milroy again stated some maintenance issues such as mowing not always being a planned event and had concerns of issues arising when/if they would have to ask people to leave.

Luedeke made mention that BB2K is a very unique organization being able to run a baseball field non-profit as most organizations are for profit. Milroy noted other communities have asked BB2K how they their organization. Milroy advised the board both he, Luedeke and BB2K want to be reasonable and cooperative but they are sensitive to all of the time and effort necessary to maintaining the field to the level it needs to be.

President Amborn raised concern that BB2K was still very hesitant to any public usage of the field during the baseball season. Milroy stated the public usage they would like to see would be activities sanctioned of a larger nature such as a concert or City festival. President Amborn reiterated the root issue is still that BB2K does not want the public on the field at any time during baseball season. Milroy stated they would allow for the public to use the batting cages respectfully but not the field.

Commission Wasik agreed that with the public being allowed to utilize the field there is the potential for damage. Milroy mentioned that the Burlington Baseball's Hall of Fame induction is on July 8, 2018 and Beaumont Field will host a Barons game as well as a softball game with some City workers, Fire & Police employees etc., as sort of an anniversary for first responders from the flood. Milroy noted the game will not be to regulation so players will be running across the grass and this type of event is BB2K's idea of public use. Commission Wasik confirmed that the Park Board and BB2K's definition of public use is different. Milroy agreed and stated that a Mom and Dad pitching to a kid on the field is a gray area as far as usage for BB2K. Commissioner Hoffman questioned how much of the type of public use that is being discussed tonight has been done. Milroy advised prior to the sign being put up there was a moderate amount of public use.

Luedeke stated there was a time where BB2K had to ask a parent and child to leave the field and the parent was very upset due to being a City resident and feeling they should have been allowed to be there. But Luedeke stated that is where the conflict lies with BB2K. How do they allow the general resident to use the field and possibly tear it up leaving the cleanup and repairs to BB2K, when the players who play there are expected to and know they have to assist in the maintenance of the field each time it's used by restoring it to how it was prior to the start of their game. Commissioner Hoffman questioned if there was substantial damage that resulted in monies spent by BB2K that was done by the general public when they used the field or was it merely the worry of BB2K that there could be damage done if the public was allowed usage of the field. Commissioner Hoffman further questioned if the public being on the field was a real problem or one that could be problem. Both Milroy and Luedeke agreed that it was the fear of the unknown with the public being there and the fact that they were worried the public could cause damage to the field which would force BB2K to incur costs not budgeted for. Neither Milroy nor Luedeke were able to provide specific damage sustained to the field nor monetary amounts spent in repairs.

Commissioner Brandt gave BB2K credit on their maintenance and care of the field and respected the organization and what it does for Burlington; however he too would like to see the public allowed to use the field as well. Milroy stated Beaumont Field was the only "adult" field in Burlington and noted there were several other fields around in the City for kids to throw a ball and have batting practice.

Riggs brought up the point made by Milroy that the general public was not aware of how to treat the field appropriately. Riggs questioned if there was signage on the field that stated the rules including conduct,

usage or a list of other surrounding fields. Milroy stated no there was no signage at Beaumont like that at this time. President Amborn commented that this seemed like a good place to start for signage. Commissioner Hoffman noted that maybe in order to educate the public on the use of Beaumont Field some sort of signage be placed informing that the field is dedicated to the play of a certain level of teams which requires the field to be maintained at a high level. Also maybe include something about the maintenance being done by a non-profit organization and the field is a special place not meant for casual use that may damage the field or result in injuries. Commissioner Hoffman felt this would assist in putting it in context for the general resident who is unaware of what the park/field is being used for. Commissioner Brandt agreed with previous comments on the need for better/informative signage but also wondered if there maybe could be a public day similar to what Miller Park does just on a smaller scale. Commissioner Hoffman agreed with the stating maybe allow the public to meet the Barons. Commissioner Brandt felt this would allow for BB2K to educate the residents on how the organization is run and the rules and regulations of the field.

President Amborn and the board agreed that BB2K should start by obtaining some educational / informative signs stating the rules, regulations and expectations of Beaumont Field. Milroy and Luedeke agreed and were advised to obtain mock up signs and come back to the Park Board for review and approval prior to installation.

Commissioner Hoffman did note that per the lease agreement there is supposed to be a Park Board representative on the board. She felt this by begin more involved in the direct meetings would avoid some of the confusion in the future on items affecting BB2K. Milroy and Luedeke agreed and Luedeke agreed to email over copies of the Treasurers report as well as meeting times for the BB2K board.

(At this time BB2K representatives Bud Milroy and Jim Luedeke left the meeting thanking the board for their time)

Discussion ensued between board members regarding the confusion over the sign being installed, even when directed by the board last year not to, as well as how to better work with BB2K to allow the public to utilize the field. All members were in agreement that the maintenance and care BB2K has taken with Beaumont Field over the years has been wonderful. Questions were raised regarding what the lease with BB2K entailed. Riggs advised the board that BB2K is the possessor of the premise during the term of the lease (2 years) which expires in November of 2018. The lease with BB2K and the City allows BB2K control of the premise for the term of the lease and it is within their right to refuse anyone to access that facility. Director Riggs stated BB2K's main way to prohibit the use of the field is through signage which is where the authority of the Park Board comes into play. Questions were raised on who paid for all expenses for the field. Pursuant to the lease agreement with BB2K, the City pays the cost of all electric, sewer & water utilities; maintenance, cleaning and stocking of the restroom facilities; maintenance of the parking lot, bleachers, fencing, buildings and landscaping and providing technical assistance and operation support by the Department of Public Works as directed by the Park Board. Riggs advised the board as they come into lease negotiations later this year a majority of items related to BB2K would be discussed and could be better defined at that time. The board also questioned what they needed to do to appoint or motion to dedicate a representative on the BB2K board. Riggs stated he would check with City Attorney John Bjelajac regarding how the appointment would need to be made.

A. Discussion of an additional pavilion at Devor Park.

Director Riggs advised the board that Aldermanic Representative had some discussion among folks that thought that a pavilion should be built closer to the play structure at Devor Park due to the relocation of the playground equipment to the opposite side of the existing pavilion. Director Riggs advised that he had spoken with Bob Prailes and the discussions regarding this pavilion are still in the very initial stages. No work, formal designs or plans have even been drawn up. Director Riggs reminded the board that they

had seemed to generally support the idea of this additional pavilion and could make a motion to be supportive of using leftover pool funding to addressing this issue. Commission Schopp questioned if the left over pool funding was under the control of the City Council and Director Riggs agreed. By making this motion of support is really a proactive measure by the Park Board and provides the City Council with a good start for them to go forward with determining the validity of the additional pavilion. Director Riggs stated as of now staff has moved additional picnic tables and trash cans to the playground area to provide people with more seating option for the time being. Director Riggs clarified that the board's motion tonight would merely be to state that the additional pavilion option has merit and would be an appropriate addition to the park and not to commit any park development funds to project at this point.

Commission Brandt entertained a motion to make a recommendation to the Common Council regarding Park Board approval of the addition of another pavilion at Devor Park using existing pool funding. Motion seconded by Commissioner Hoffman: Roll Call: Aye: Amborn, Brandt, Schopp, Hoffman & Wasik. Nay: None. Motion carried 5-0.

Old Business:

Commissioner Schopp questioned the status of the tennis courts. Director Riggs advised both he and the Parks Foreman, Aaron DeGrave have been working on this issue. Director Riggs stated he has found a few products through Sherwin Williams that he has yet to purchase due to determining if any are the right product for this project. He advised that both he and Foreman DeGrave inspected the courts and them with only one large crack of concern. Director Riggs stated the weeds growing out of the cracks would be taken care of and in the coming months a proposal will be coming before the board to add Pickleball lines to the court as well.

Commissioner Schopp mentioned the split wood fence on the uphill side of Amanda St with a few sections out and in need of repair. Director Riggs stated he would have Foreman DeGrave check on this area and update the board of any costs.

Other Items:

None.

There being no further items for discussion, President Amborn entertained a motion for adjournment. Motion to adjourn made by Commissioner Brandt. Seconded by Commissioner Wasik. All voted aye, and President Amborn adjourned the meeting at 8:40 PM.

Minutes submitted by:

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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, JULY 19, 2018 6:30PM**

President Jennifer Amborn called the meeting to order at 6:30 PM.

Roll Call: Present: President Jennifer Amborn, Commissioners, Jason Ledbetter Patricia Hoffman, Clay Brandt, and Aldermanic Representative Steve Rauch. Also present: Peter Riggs, Director of Public Works & Park Foreman Aaron DeGrave. Excused: Commissioners Jeff Schopp & Lisa Wasik. Absent: Student Representative Koleton Mangold.

Approval of June 21, 2018 Park Board Minutes: President Amborn entertained a motion to approve the June 21, 2018 Park Board Minutes. Motion to approve made by Commissioner Hoffman. Seconded by Commissioner Brandt. All voted aye, motion carried.

Citizen Comments:

Guy Williams, Dog Park Board Vice President, introduced himself and wanted to advise the board of all the progress the park has made and would like to continue to work with the board in the future to discuss funding and future projects.

Tom Miller, resident of Racine County, commented on the cleanup of the boat launch at McCanna Park. Miller advised he was an avid canoer and fisherman and had his canoe chained up there for quite some time as he was not able to lift it back up and down off his vehicle each time he wanted to use it. After speaking with the Police Department as to why his boat was no longer there they advised that there had been an ordinance approved by the City Council to clean up and remove any unclaimed canoes / boats. Miller stated he commended the City cleaning the area but did want to know if there was a way to revisit the idea of again allowing canoes and smaller boats to be left there. Miller was thanked for his time and advised this issue could be put on the next month's agenda for further discussion.

Aldermanic Report: The board welcomed Alderman Steve Rauch to the board. Rauch replaced Alderman Todd Bauman who had to step down due to scheduling conflicts.

Director of Public Works Report:

Congress Street Restroom - Director Riggs updated the board on the progress of the restroom advising it was near completion. Riggs gave Foreman Aaron DeGrave and crews kudos for the retaining wall he and his crew have worked on installing. Riggs stated the additional grade that was planned for the building with the slopes wasn't going to be conducive for public use which is why the retaining wall was put in. Riggs noted there should be occupancy issued for the bathroom tomorrow or early next week.

Rotary Roundup tree fundraiser – Riggs advised the board of the Rotary's annual fundraiser which is to raise funds to reforest Echo and other parks in the City. Riggs stated Rotary would be donating all of the labor involved for installation of the trees as well. Riggs advised as soon as he received fliers and

more information regarding the roundup the board would be made aware in the case they want to participate.

Lewis Street wall – Riggs advised the board the project was also near completion with just minor landscaping establishing and cleanup to be done.

New Business:

A. Discussion regarding the installation of a Scherrer Cares Buddy Bench in Echo Park donated by the Burlington Jaycees.

Director Riggs advised the board the Jaycees would like to install a Buddy Bench in Echo Park, similar to other Buddy Benches located throughout the City.

Joe Manglesdorf, President of the Burlington Jaycees, stated their intention would be to permanently put the bench somewhere near the playground equipment. President Amborn questioned if they had decided on a design for the bench. Manglesdorf stated he was currently working with Hailey at Scherrer Construction who specifically works with the Buddy Benches, on an outdoor park theme as they want it to look as natural as possible and hopefully blend into the existing look of the park. Commissioner Hoffman motioned to approve the installation of a Scherrer Cares Buddy Bench in Echo Park donated by the Burlington Jaycees with the final design and bench location to be approved by the Park Board. Commissioner Ledbetter seconded the motion and all voted aye. Motion carried.

B. Discussion regarding Crime Stopper signs being installed in the City parks.

Director Riggs advised the board that Sgt. Barrows, Burlington Police Department, had asked if the Crime Stoppers signs could be installed in the parks as the program was being revamped. Riggs stated there was a minimal cost for staff to install the signs which would all be provided by the PD. Once sign per park would be installed along areas of higher foot traffic but not places that would obstruct views of the park per the discretion of Riggs and Foreman DeGrave. Aldermanic Representative Rauch questioned if one could be put up at Bushnell and Riggs stated he would have to check the agreement with Racine County. President Amborn also suggested the Riverwalk and possibly Beaumont Field. Aldermanic Representative Rauch made a motion to approve the installation of Crime Stopper signs being installed in the City parks pursuant to the discretion of the Director of Public Works & Park Foreman. Commissioner Hoffman seconded the motion and all voted aye. Motion carried.

C. Discussion regarding a request from Burlington High School Soccer to utilize the fenced field at Bushnell Park for high school soccer practice in the fall of 2018.

Director Riggs advised the board Joel Molitor, Burlington High School (BHS) Soccer Coach, reached out to him regarding the use of Bushnell Park for high school soccer practice as the BHS field was just seeded and would not be ready for use until next season. Molitor advised the board that he was fine with the use of any full size adult soccer field from 3-5pm during the week for soccer practices. Commissioner Hoffman questioned what the past practice was regarding usage of Bushnell and the fields. Molitor stated that in the past BHS has utilized several fields including the fenced field at Bushnell as well as across the street at the softball field that was modified for soccer usage.

Aldermanic Representative Rauch advised the board that he had met with Riggs as well as City Administrator Walters in early June on how to get a better plan for field usages for Bushnell. Commissioner Ledbetter questioned who keeps the schedule for Bushnell and the fields. Kiwanis representative, Bob Prailes, stated there were four groups who play/practice at Bushnell including

Kiwanis, Burlington United Soccer, BHS in the fall and Catholic Central in the spring. Prailes advised Kiwanis soccer historically has used it for practices and games on Thursday nights and Saturday mornings; Burlington United for games on Saturday afternoons and Sunday mornings and BHS utilized the field if they had a tournament, state game, scheduling conflict with other sporting events at the high school or if they wanted to play two games at the same time. Prailes stated the only time when there are conflicts is in the fall for practices as that is when Kiwanis is in full swing. Molitor stated next year there should be no issues with BHS using the field as the high school's will be complete. Prailes stated another large issue with high usage on the fenced in field is the fact that it was so dry last year all the playing on it really tore it up. Molitor stated that should this be another dry season the high school just purchased a water cannon with 500 feet of fire hose which they would be willing to hook up and irrigate any field they intend to use.

Aldermanic Representative Rauch advised he has set up the fields for the last few years for Burlington United and suggested BHS utilize the northeast corner field which doesn't get as much pressure and usage as the other fields. Molitor voiced concerns regarding that field as there was no direct water hookup for watering capability. Molitor also questioned if there was water hookup capability at the field across the street. Park Foreman DeGrave advised there was not and the only hydrant was at the entrance to Bushnell. Molitor advised the board he was more than willing to utilize the field across the street but voiced concern regarding getting water there the dry field was hard for the kids to play on. DeGrave stated last year they had to run a hose across the road in order to get water to the field across the street and stated it could be done again if need be. Aldermanic Representative Rauch questioned if Molitor was willing to start practices at the field across the street and if the field was too dry then work on scheduling time at the northeast corner field. DeGrave advised last year at Wanasek field DPW crews reseeded the goals and sprayed weeds and he was hoping by this August for some beneficial rains or a watering regimen would be started. DeGrave also noted he had fertilized twice and the field has bounced back really well since last year. Riggs questioned how long it would take to water the field and DeGrave stated crews would have to set up the hose across Bushnell Road and watering would take approximately two hours. Riggs noted the labor costs outweigh the water costs substantially.

President Amborn again suggested to Molitor that practices start at the field across the street from Bushnell and if it becomes too dry then move to the northeast corner field. Molitor agreed; however requested the use of the fenced in Wanasek field as a backup only as it has the ability to be watered if the need should arise. Prailes was in agreement but was concerned with back to back game usage that Wanasek Field would have. Molitor advised BHS practices three days a week for an hour and a half. Prailes suggested the northeast corner field be the backup in the case the field across the street is too dry that way Wanasek field is not overused causing it to need additional maintenance. Riggs suggested BHS start practices at Bushnell south, across the street, with the ability to move if the field conditions changed in a way that is mutually agreed upon by the Director of Public Works, staff and soccer users at Bushnell. Commissioner Hoffman made a motion for BHS to start soccer practices on Bushnell south and if conditions change allow them the ability to relocate the practices to another field at Bushnell Park at the discretion of the Public Works Department. President Amborn seconded the motion and all voted aye. Motion carried.

Old Business:

A. Discussion regarding updated Baseball 2000 (BB2K) signage and field use, attaining of minutes from BB2K meetings, monthly Treasurer's reports as well as the discussion of a Park Board representative at BB2K meetings.

BB2K representatives Bud Milroy and Vice President Greg Hoffman were present to discuss the signage suggestions from June's meeting. Milroy explained there were three signs: one states "FIELD CLOSED FOR MAINTENANCE PLEASE KEEP OFF – Burlington Baseball 2000"; a second states "FIELD CLOSED FOR GAME PREPARATIONS PLEASE KEEP OFF – Burlington Baseball 2000", and a third states eight (8) Beaumont Field procedures. Milroy stated the first two signs were pretty self-explanatory and the third sign explaining Beaumont Field procedures was the same list provided to coaches and players each season prior to play. Milroy noted BB2K is still very hesitant about condoning public usage but would hope by putting up this signage, any potential users would have respect of the field and abide by them.

President Amborn thanked BB2K for coming back to the board with the signage and agreed that the two shorter signs stating maintenance and field preparation were exactly what the board was looking for. President Amborn questioned how big they would be and Milroy stated they would be yard sign style and easily removable depending on events. Resident Bob Prailes questioned if BB2K had considered signage geared to directing the public of other fields which would be more useful for "play". Milroy agreed. President Amborn questioned if there was a welcome to Beaumont Field sign and could there possibly be signage added near there including the field's daily activity and/or game schedule and directions to other parks/fields for use/play. Milroy stated the only sign stating Beaumont Field is the sign at the edge of the driveway to the field and it's a standard park sign. Milroy stated they would have to determine an appropriate place to put signage of that type so that people would see it. Hoffman stated most people know of the other fields for usage and feels this signage is telling people what they already know. President Amborn stated that may be but this is a way to provide people with positive reinforcement and a visual. Riggs voiced his appreciation for the procedures signage and stated it would provide both BB2K and the City with some cover and documentation when/if BB2K would have to ask people to leave. They could show these procedures to people who choose not to follow the rules.

Commissioner Ledbetter questioned if the procedures sign be changes to "baseball etiquette". Milroy stated they could look into that language as well.

President Amborn questioned when the BB2K meetings were held. Milroy stated the board meets the third week of the month alternating Wednesday's (Palace - 7pm) and Saturday's (Pine Street Café - 7am). Milroy stated during the summer the executive committee including himself, Greg Hoffman and Jim Luedeke meet monthly to discuss day to day operations. President Amborn asked that Milroy email Secretary Hansen when/where the meetings would be held so that when a member of the Park Board is nominated to the BB2K board the lines of communication would continue to be open. Commissioner Hoffman questioned Riggs as to whether BB2K's meetings were subject to Sunshine rules which included the open public noticing of meetings and minutes. Riggs stated BB2K was not subject to these rules. Aldermanic Representative Rauch questioned if the representative had to be just one person. President Amborn felt it would be beneficial to have a dedicated representative so that they can become familiar with the BB2K board and consistently report back to the Park Board. Riggs agreed and noted

that by having a dedicated Park Board member on the BB2K board it would build consistency and responsibility in being a liaison between the two boards.

Commissioner Brandt questioned if BB2K could get the field etiquette for Beaumont to the younger players sooner and maybe provide some educating signage for them as well. Milroy stated the younger players are being partially exposed to the rules as they enter Little League. Commissioner Brandt further noted that if the list of rules / etiquette for the field was provided very early on to parents it would really allow them to take a step back and see all the work that goes into maintaining Beaumont which may assist BB2K with the field not being used for “play”.

Commissioner Hoffman questioned what the bigger board for BB2K consisted of. Milroy explained the whole board meets the third week of the month and consists of 14 members including the Park Board representative, parents, athletic directors from BHS and CCHS, representatives from the Barons (Milroy), BHS, Catholic Central High School (CCHS) & Legion (Dennis Busch). Aldermanic Representative Rauch questioned if the members were non-voting. Milroy stated they vote on general operational type of things but more technical / policy related items are determined by the six members including the directors from BHS and CCHS, representatives from the Barons (Milroy), BHS, CCHS & Legion (Dennis Busch).

Commissioner Ledbetter offered to be the Park Board representative on the BB2K board. Commissioner Hoffman made a motion to nominate Commissioner Ledbetter as the Park Board representative to the BB2K Board. Aldermanic Representative Rauch seconded and all voted aye. Motion carried.

Commissioner Hoffman made a motion to approve the usage of the two smaller signs for maintenance and field preparation with the spelling correction from “MAINTANENCE” to “MAINTENANCE”. Commissioner Ledbetter seconded and all voted aye. Motion carried.

President Amborn questioned how the board felt about the procedures signage provided by BB2K. Discussion ensued regarding the procedures and rules of the field as well as the terms of the lease. Riggs noted there were several aspects of the lease that would need to be discussed in the future. President Amborn requested BB2K return to the August meeting with the rules / procedures signage to maybe include more educational language. The board commended BB2K and were in agreement that they were on the right track with the signage proposed. The board was also well aware of the fact that BB2K retained a lease agreement for Beaumont Field; however were looking to create more of a common ground and open communication for the future not only for the City but for residents and visitors of the field. The board was in agreement to have BB2K come back to the August meeting to further discuss the rules / procedure signage.

Other Items:

None.

There being no further items for discussion, President Amborn entertained a motion for adjournment. Motion to adjourn made by Aldermanic Representative Rauch. Seconded by Commissioner Ledbetter. All voted aye, and President Amborn adjourned the meeting at 8:10 PM.

Minutes submitted by:

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**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, AUGUST 16, 2018 6:30PM**

President Jennifer Amborn called the meeting to order at 6:30 PM.

Roll Call: Present: President Jennifer Amborn, Commissioners, Jason Ledbetter, Jeff Schopp, Patricia Hoffman, and Aldermanic Representative Steve Rauch. Also present: Peter Riggs, Director of Public Works. Excused: Commissioners Clay Brandt & Lisa Wasik & Park Foreman Aaron DeGrave. Absent: Student Representative Koleton Mangold.

Approval of July 19, 2018 Park Board Minutes: President Amborn entertained a motion to approve the July 19, 2018 Park Board Minutes. Motion to approve made by Commissioner Rauch. Seconded by Commissioner Hoffman. All voted aye, motion carried.

Citizen Comments: None.

Aldermanic Report: None.

Director of Public Works Report:

A. Discussion regarding the storage of boats and other watercraft in City parks.

Director Riggs gave a background of the City ordinance development regarding the storage of boats and other watercraft in the City parks. He reminded the board this issue has been previously discussed in February of 2015 by the Park Board and was to correct an issue of abandoned watercraft at McCanna Park. The direction of the board at that time was to proceed with an ordinance that would prohibit storage of watercraft in any city parks. This ordinance went before the City Council in June of 2017 and was passed into code at that time. The ordinance states that any boat that is left unattended for more than 24 hours can be impounded at the discretion of the Burlington Police Department or the Director of Public Works. The ordinance goes on with a protocol on contacting the owner of the boat if possible and if none made then disposal of the boat could be made by the City. Riggs stated that this is informational only at this point as the review of this issue was initiated by a citizen who requested the City reconsider allowing a way for the storage of boats at a fee. Riggs noted that if the board would want a potential rental option the board would have to reopen the ordinance and make recommendation to the City Council to formally adopt a change to it. Alderman Rauch questioned if the rental option could be limited to Rockland Lake specifically as this one seems to be the one most used for storage. Riggs stated an ordinance could be crafted specifically for Rockland Lake that provided an exception to include a rental tag or some kind of rental storage program that the City could create; however there would have to be an administrative process implemented and work done at Rockland Lake to allow for an appropriate storage location.

Burlington resident, Tom Miller, was present at the meeting and advised the board he personally used his boat 15 times throughout the summer and would gladly pay for a “locker” or “storage space” from April to September. Riggs noted there were currently four (4) abandoned boats on shore at Rockland Lake.

Commissioner Schopp stated there were also several small boats in the lake waterlogged and obviously hadn't been used in quite some time.

Commissioner Ledbetter questioned how many people go out to Rockland Lake to fish. Miller and a few other residents in the audience stated the area was fished fairly often. President Amborn questioned if it was worth looking into for the City to purchase storage lockers for the boats. Riggs stated staff could check into some pricing on some lockers or racks but there would need to be some significant brush cleanup of the area especially if a storage system would be installed or an area was designated for boats. Riggs also stated a permitting process could also be done to where each boat user is required to somehow display their permit and should they not remove their watercraft they would sign a liability waiver to allow the City to remove / dispose of them.

Riggs advised that City employees do maintain the park and would be the ones to "police" the area. Riggs advised the board he had spoken with Lieutenant Zmudzinski, Burlington Police Department, regarding the four (4) boats currently on shore and what the process is for removal. Zmudzinski stated the PD would take possession of them and attempt to locate owners, in the case none are located the boats would be disposed of with any profits going back to the City.

Riggs stated he would take direction from the board on how they wanted to approach this. Commissioner Schopp suggested the City review the options that were available including fees, storage and separating this lake from the others. He also questioned if this storage would again be allowed who would be responsible for the brush removal & pier upkeep. It was determined that Riggs would research the concerns discussed including what other communities were doing in regards to this, rental options, fee structures and making Rockland Lake an exclusion from the other parks. Riggs stated he would attempt to get more information to make a more formal presentation with a recommendation regarding boat storage for the September Park Board meeting.

B. Discussion regarding dogs in City parks.

Riggs provided historic information on dogs in the City parks including the fact that this issue was discussed by the board in March of 2017. At that time the board offered a recommendation to allow dogs unleashed in the City parks. Riggs stated the board determined that recommendation was not in the best interest of the park system for the City of Burlington due to cleanliness, dog feces/urine and liability issues.

Riggs advised the board he felt some of the driving force behind this issue was due to fact that a dog owner had been using Wehmhoff Square as their own personal dumping ground for their dog's feces/urine which created a lot of issues. Those parties no longer reside near the park so that issue should no longer pose a problem. He brought up Mayor Jeannie Hefty's letter to the Park Board advocating for a change to the existing ordinance. Riggs reminded the board that they were merely the recommending body regarding this matter and the ultimate decision was up to the City Council.

Commissioner Hoffman expressed her want for the board to further explore an ordinance change to allow dogs in City parks as she was a big believer in promoting a family friendly community. Hoffman felt large fines could be put into effect for those who do not follow the leash & cleanup requirements. Commissioner Schopp noted there already was a \$500 fine in effect for non-compliance. Resident Teagan Yonash agreed allowing the dogs in City parks would a family friendly option; however voiced his concern regarding how difficult it could be to keep dog owners accountable for feces pickup. Resident Bob Prailes felt that dog owners had several other options other than City parks for dogs to go. Dog owners could walk them on City sidewalks or take them to the Dog Park. Prailes commented that it wasn't fair to park users to allow even a well behaved and leashed dog as there may be users who are not "dog people" or may have children that are afraid. Prailes also voiced concerns regarding the fact that dogs are unpredictable as far as jumping, licking or biting. Commissioner Hoffman questioned the board if anyone was aware if other communities felt the same way about dogs in parks as dogs seem to be

everywhere. President Amborn stated that the Village of Waterford has a strict no dog policy in City parks and they direct dog owners to their Dog Park. Alderman Representative Rauch stated he felt that there were most likely various different rules and regulations for dogs depending on community. Commissioner Schopp stated he had done some research of surrounding area communities regarding this issue and found this decision was not an easy one. Areas in Dane County and Milwaukee County were much more apt to approve of dogs in parks as there were not as many other areas for owners to take them as in Burlington. Discussion ensued regarding where dogs were allowed and not allowed to go in the surrounding area. President Amborn questioned if dogs were allowed on the bike trails. Riggs confirmed they were allowed. Resident & BB2K representative Greg Hoffman voiced his concerned with dogs urinating and defecating in the parks where kids play. Greg stated he wouldn't want his grandkids playing somewhere that could potentially have dog urine or feces. Commissioner Hoffman reminded the board and residents present that all animals urinate and defecate including squirrels, bird and chipmunks most likely at all City parks and at least any dogs that would be present would be vaccinated.

Riggs advised the board could add this item on a future agenda and formally vote to consider an ordinance change or they could simply decide to leave the issue and ordinance as it stands. Riggs reiterated that just a 1 ½ ago the board unanimously approved a recommendation to the City Council of the current ordinance to not allow dogs in parks. Commissioner Hoffman requested additional review of this matter but the majority of the board did not feel this issue needed to be discussed again after only years since the ordinance change. The board determined the current no dogs in parks ordinance stands and decided to not reexamine the matter any further at this time.

Public Works Rodeo 2018 - Riggs advised the board the Public Works Rodeo was next week Friday, August 24, 2018 from 11:30 – 1:30 pm at the Public Works Department.

Rotary Roundup – Riggs advised the board of the Rotary Roundup on Saturday, September 15, 2018 which is the reforestation fundraiser for Burlington targeting Echo Park.

Aldermanic Representative Rauch mentioned a possible dead Ash tree on the south side of the road at the field where BHS was just allowed to utilize for practices. Riggs stated he would work with Racine County Public Works to determine if they would be removing that or the City.

Commissioner Schopp questioned if the County could possibly relocate one of their stop signs which is parallel to the Bike Path on Bushnell Road. This sign blocks drivers sight of any children on bikes potentially crossing there. Riggs stated he would bring that up with Racine County Public Works as well.

Congress Street restroom – Riggs stated the new restroom was opened with City staff doing a great job with the addition of the retaining wall and bushes which was not part of the original plan. This was the last large project approved by the Park Board for this year.

New Business:

A. Discussion regarding the design & installation location of a Scherrer Cares Buddy Bench at Bushnell Park donated by the Burlington Kiwanis.

Bob Prailes, Kiwanis, was present at the meeting and advised the board that Scherrer Construction donated the sign to the soccer club. Prailes stated that they would like to install the bench by the flagpole at Bushnell Field. The bench would be bolted down to a three foot poured concrete walkway with landscaping. No major concerns were brought up from the board and all were in agreement to recommend its installation for approval. Riggs advised the only staff concern was the extended maintenance 20 years from now and the sustainability of the bench. Riggs stated he would run the installation past Racine County just to ensure they were made aware. Commissioner Hoffman motioned to approve the installation of a Scherrer Cares Buddy Bench by the flagpole at Bushnell Park with the contingency that the Kiwanis and the City work together on continued maintenance of the bench. Commissioner Schopp seconded the motion and all voted aye. Motion carried.

Old Business:

A. Discussion regarding updated design plans and installation location of a Scherrer Cares Buddy Bench at Echo Park donated by the Burlington Jaycees.

Riggs advised the board of the updated design options for the Buddy Bench. The board was in agreement with design option #1 and the location near the playground area as determined by Public Works staff. Commissioner Rauch motioned to approve design option #1 with the installation of the Scherrer Cares Buddy Bench to be located near the playground area as determined by Public Works staff. Commissioner Ledbetter seconded the motion and all voted aye. Motion carried.

B. Discussion regarding the updated plans to construct a pavilion at the Dog Park as part of an Eagle Scout project.

Tristan Yonash presented his updated plan to the board including increasing the height of the structure by a foot for liability purposes as well as extending the size of the concrete pad. Yonash advised the estimated cost for a pre-made structure from Glenville Timberwrights in Baraboo, WI was \$37,000. This structure would come pre-assembled and pre-drilled and with the help of fellow scouts, Yonash advised he could have it put up in a day or two. Teagan Yonash, scout leader & Tristan's father, noted the structure would have all oak pegs and be timber framed.

Riggs reiterated in order for Tristan to begin his fundraising process Boy Scouts of America (BSA) required he have the approval of the beneficiary of the project that being the Park Board. Riggs stated tonight the board could approve the concept of this project which would allow Tristan the ability to start fundraising. Yonash also stated he still needed to secure the funding for the structure of \$37,000 and \$13,000 for the platform. The building permit associated with this project would still require approvals from the Building Inspector, City Engineer and Director of Public Works prior to any work beginning. The board was in agreement with the revised plan and Yonash's continued coordination with the City and appropriate departments for approvals. Commissioner Ledbetter motioned to approve updated plans to construct a pavilion at the Dog Park with continued coordination with the City and appropriate departments for recommendations and approvals. Commissioner Rauch seconded the motion and all voted aye. Motion carried.

C. Discussion regarding updated Baseball 2000 (BB2K) signage and field use.

Commissioner Ledbetter requested the board consider having the City Attorney review the lease agreement and the signs being considered for posting at Beaumont Field.

Bud Milroy, BB2K, shared a message center structure concept that would allow information regarding the field to be shared easily. Milroy advised he had reviewed all of the information about the field maintenance that has been shared with the board thus far. That information is part of the orientation of the regular field users. He advised BB2K would be working with local teachers, the Tech Ed Department at BHS and the STEM (Science, Technology, Engineering, and Math lab education) program at Dyer School to build a message center and website.

Commissioner Ledbetter requested that all recommended all signs still be reviewed and approved by the Park Board prior to their installation and posting in the spring.

It was determined the lease review and revision process would start at the September meeting and the sign approval issue would be tabled until after that time.

Other Items:

None.

There being no further items for discussion, President Amborn entertained a motion for adjournment. Motion to adjourn made by Commissioner Ledbetter. Seconded by Commissioner Schopp. All voted aye, and President Amborn adjourned the meeting at 7:55 PM.

Minutes submitted by:

Patricia Hoffman

Transcribed by:

Angela Hansen

Administrative Assistant - Department of Public Works



Minutes
City of Burlington Plan Commission
September 11, 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; Commissioners Chad Redman; and Andy Tully were present. Commissioners John Ekes and Art Gardner were excused.

APPROVAL OF MINUTES

Alderman Grandi moved, and Alderman Preusker seconded to approve the minutes of August 14, 2018. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

None

NEW BUSINES

A. Consideration to recommend approval to the Common Council for a Rezone Map Amendment application from Lynch Ventures for property located at S. Kane Street (at Industrial Drive), to rezone the property from A-1, Agricultural/Holding District to M-2, General Manufacturing District.

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained the rezone is a complimentary use for truck storage on a parking lot. The owner proposes to consolidate most of the trucks from other sites in the city onto one parcel. There are no plans to construct any structure on this property in the future.
- Alderman Grandi questioned what responsibilities, if any, the Council has to protect the environmental corridors. Ms. Fonesca responded it is designated by SEWRPC to let us know when there are primary and secondary corridors, and up to the communities to determine what they want to do. Ms. Fonesca stated there are no city ordinances to protect the environmental corridors.
- Alderman Grandi asked what the plan was for landscape. Ms. Fonesca replied the applicant has a landscape plan and was asked to meet the landscape requirements, which they have not. However, with this unique nature of the parcel, there was a lot of discussion to determine if landscape was necessary to be around the perimeter next to the corridors. Ms. Fonesca further replied that the applicant has offered to place additional trees elsewhere in the city that may be

more beneficial. Mayor Hefty reminded Commissioners that curb and gutter was waived for the expansion of Lynch Display Van's production facility, and this is the last section of the old Industrial Park. Kurt Petrie, applicant, stated it does not make any sense to have landscape around the perimeter, and could negotiate with the city to plant trees elsewhere. Commissioner Tully agreed that having landscape would be redundant.

- There were no further comments.

Commissioner Tully moved, and Commissioner Redman seconded to recommend approval for a rezone at S. Kane Street.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Lynch Ventures for property located at S. Kane Street (at Industrial Drive), to add a parking lot on vacant land for storage of vehicles produced by LDV, subject to Graef's September 7, 2018 and Kapur & Associates' September 7, 2018 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca explained that Kapur & Associates require curb and gutter to be at the entrance of S. Kane Street and not on the site. Alderman Preusker asked exactly where on the corner the parking lot will go, is it next to ABC Supply Company. Gregory Guidry, Building Inspector, stated when entering on S. Kane Street, it is a hard right. Mr. Petrie responded it is a mix of wooded and brush area, and that 2-3 trees will be moved.
- Alderman Grandi asked what street the construction will be taking place. Mr. Petrie answered on McHenry Street, since the traffic is a little quieter.
- There were no further comments.

Commissioner Redman moved, and Alderman Grandi seconded to approve the Site Plan.

- Ms. Fonesca stated the landscape was a conditional approval, and that if the Commission wanted to override the conditional approval, it would need to be clarified in the motion. Commissioner Tully stated this parcel does not need landscape.

Commissioner Redman amended his motion, and Commissioner Tully seconded to approve the Site Plan excluding the landscape plan as presented.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Grandi moved, and Alderman Preusker seconded to adjourn the meeting at 6:47 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant



COMMON COUNCIL REGULAR

ITEM NUMBER 9A

DATE: October 16, 2018

SUBJECT: Prepaid and Vouchers

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

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

Total Prepaid:	\$ 80,148.18
Total Vouchers:	\$1,294,678.53
Grand Total:	\$1,374,826.71

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$923,609.64 Stark Pavement Corp. - Payment #1 for the 2018 Street and Sidewalk Improvement Program
2. \$142,191.00 Scherrer Construction Company, Inc. - Burlington Community Pool
3. \$ 56,409.14 All-Ways Contractors, Inc. - Final Payment for the Lewis Street Wall
4. \$ 39,296.24 Johns Disposal Service, Inc. - Monthly Contracted Garbage and Recycle Pick Up
5. \$ 23,427.00 Kapur & Associates, Inc. - 2018 Burlington City Streets from July 29 to August 31, 2018

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$1,374,826.71.

TIMING/IMPLEMENTATION:

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

Attachments

Prepaid 09-28-18

Prepaid 10-05-18

Vouchers 10-16-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Rasberry, Shane; Case: 18CT574	18CT574	09/18/2018	285.00	09/28/2018
100-454521-001 BOND FEES	Town of Burlington Clerk of Court	Jamiea L.R. Marx; (3 Warrants)	092018	09/25/2018	467.00	09/28/2018
100-454521-001 BOND FEES	FRANKLIN MUNICIPAL COURT	Walkowski, Robert; Case: AT3558940	AT3558940	09/26/2018	117.70	09/28/2018
Total 100454521001:					869.70	
100484847000						
100-484847-000 Developer Reimbursement	MARTIN CONSTRUCTION	REIMBURSEMENT: 557 W STATE ST	1.061471	09/27/2018	150.00	09/28/2018
Total 100484847000:					150.00	
100515131330						
100-515131-330 MAYOR-TRAVEL	HEFTY, JEANNIE	Reimbursement - Lunch Meeting	053018	09/26/2018	30.08	09/28/2018
100-515131-330 MAYOR-TRAVEL	HEFTY, JEANNIE	Reimbursement - Mileage	062818	09/26/2018	24.53	09/28/2018
100-515131-330 MAYOR-TRAVEL	HEFTY, JEANNIE	Reimbursement - Mileage	081518	09/26/2018	143.88	09/28/2018
Total 100515131330:					198.49	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	0577367870001 09	09/21/2018	48.77	09/28/2018
Total 100515132225:					48.77	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	831-000-7991 401	6222553400	09/11/2018	12.16	09/28/2018
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22580632	09/15/2018	87.00	09/28/2018
Total 100525211225:					99.16	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057SEPT1	09/19/2018	1,351.43	09/28/2018
Total 100525220220:					1,351.43	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	DOCUMENT SALES AND DISTRI	Building Permit Seals - Order #18-003288	18-003288	09/18/2018	334.75	09/28/2018
Total 100525231310:					334.75	
100525231330						
100-525231-330 BLDG INSP - TRAVEL	GUIDRY, GREGORY	Travel Reimbursement - Mileage	092118	09/27/2018	201.10	09/28/2018
Total 100525231330:					201.10	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/18	09/19/2018	83.49	09/28/2018
Total 100535321225:					83.49	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409SEPT1	09/17/2018	207.03	09/28/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064SEPT1	09/18/2018	31.54	09/28/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318SEPT1	09/20/2018	32.51	09/28/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5406-087-899	5406087899SEPT1	09/18/2018	103.43	09/28/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181AUG18	09/19/2018	56.05	09/28/2018
Total 100535321261:					430.56	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551220						
100-55551-220 PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939AUG18	09/18/2018	55.44	09/28/2018
Total 10055551220:					55.44	
10055551225						
100-55551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/18	09/19/2018	41.74	09/28/2018
Total 10055551225:					41.74	
251555511247						
251-55551-247 REPAIR,MAINTENANCE BUI	RUNDLE-SPENCE	Customer #10130: Parts	S2699436.001	09/18/2018	50.15	09/28/2018
Total 251555511247:					50.15	
251555511345						
251-55551-345 PROGRAMS	SNAKE DISCOVERY LLC	Reptile Program	4092	09/20/2018	190.00	09/28/2018
Total 251555511345:					190.00	
46555551804						
465-55551-804 PARKS CAPITAL OUTLAY P	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-0658807-300	5683985	09/15/2018	343.28	09/28/2018
Total 46555551804:					343.28	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv Oct	AT40720	09/28/2018	156.00	09/28/2018
Total 501514900000:					156.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267SEPT1	09/17/2018	166.44	09/28/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285AUG18	09/18/2018	25.53	09/28/2018
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215SEPT1	09/21/2018	161.91	09/28/2018
Total 621575740220:					353.88	
621575740225						
621-575740-225 TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 10/18	09/18/2018	195.67	09/28/2018
Total 621575740225:					195.67	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP - POST OFFICE	092718	09/27/2018	100.00	09/28/2018
Total 621575740310:					100.00	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 09/18	09/19/2018	83.49	09/28/2018
Total 622509210000:					83.49	
622509260000						
622-509260-000 EMPLOYEE REIMBURSEME	WI DNR-OPERATOR CERTIFICA	WI DNR - Renewal for Harjes, Glenn	30812 2018	09/25/2018	75.00	09/28/2018
622-509260-000 EMPLOYEE REIMBURSEME	WI DNR-OPERATOR CERTIFICA	WI DNR- Brian Lois Exams	35480 BL	09/25/2018	75.00	09/28/2018
Total 622509260000:					150.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Grand Totals:					<u>5,487.10</u>	

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	2018SEPT	10/01/2018	958.56	10/05/2018
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2018SEPT	10/01/2018	290.96	10/05/2018
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE SEPT	2019SEPT	10/01/2018	3,907.10	10/05/2018
Total 100444411000:					5,156.62	
100454511000						
100-454511-000 CLERKS REVENUE	ISELIN, DANIEL & KELLY	SIDEWALK ASSESSMENT OVERAGE	2.011571	09/28/2018	107.37	10/05/2018
Total 100454511000:					107.37	
100454521001						
100-454521-001 BOND FEES	Town of Burlington Clerk of Court	Mueller, Joshua Case: 6Q802RXHL4	16.027593	10/05/2018	222.00	10/05/2018
Total 100454521001:					222.00	
100454591000						
100-454591-000 PARK DEPT	GILLMAN, ROBERT	Refund Park Security Deposit	13.000867	10/01/2018	100.00	10/05/2018
100-454591-000 PARK DEPT	STEFFANUS, MELISSA	Refund Park Security Deposit	2.011309	10/01/2018	100.00	10/05/2018
Total 100454591000:					200.00	
100515121330						
100-515121-330 MUNI COURT - INSRVC TRA	Tenhagen, Lisa	Travel Reimbursement	09/15-9/28/18	09/28/2018	477.84	10/05/2018
Total 100515121330:					477.84	
100515132220						
100-515132-220 ADMIN - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	53.89	10/05/2018
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	08/23/2018	369.85	10/05/2018
Total 100515132220:					423.74	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	1717986300001	09/18/2018	335.84	10/05/2018
Total 100515132225:					335.84	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	53.89	10/05/2018
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	08/23/2018	224.55	10/05/2018
Total 100515141220:					278.44	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	1717986300001	09/18/2018	201.50	10/05/2018
Total 100515141225:					201.50	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	656.41	10/05/2018
Total 100525211220:					656.41	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	1717986300001	09/18/2018	537.34	10/05/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211225:					537.34	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Police Dept	869297630840	10/01/2018	2,600.38	10/05/2018
Total 100525211240:					2,600.38	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	697.77	10/05/2018
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558SEPT1	08/26/2018	12.31	10/05/2018
Total 100525220220:					710.08	
100525220240						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Fire Dept	869297630840	10/01/2018	506.77	10/05/2018
Total 100525220240:					506.77	
100525220275						
100-525220-275 FIRE - VOLUNTEER FIRE D	CITY OF BURLINGTON VOLUNT	Reimburse hours @ Ra Co Fair	15.001045	10/02/2018	315.00	10/05/2018
Total 100525220275:					315.00	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004SEPT1	08/23/2018	66.04	10/05/2018
Total 100525231220:					66.04	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Bldg Insp	869297630840	10/01/2018	24.30	10/05/2018
Total 100525231372:					24.30	
100535321220						
100-535321-220 STREETS - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	865.35	10/05/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	08/23/2018	791.21	10/05/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671SEPT1	08/22/2018	42.50	10/05/2018
Total 100535321220:					1,699.06	
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Street Dept	869297630840	10/01/2018	1,706.71	10/05/2018
Total 100535321240:					1,706.71	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802SEPT1	08/22/2018	17.33	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268SEPT1	08/23/2018	74.38	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542SEPT1	08/22/2018	25.81	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152SEPT1	08/21/2018	239.65	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060SEPT1	08/22/2018	127.44	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5459-100-732	5459100732SEPT1	08/24/2018	320.23	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733SEPT1	08/22/2018	151.18	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539SEPT1	08/23/2018	228.39	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943SEPT8	08/21/2018	16.25	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7245-068-041	7245068041SEPT1	08/23/2018	180.90	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558AUG18	07/22/2018	15.28	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7467-500-426	7467500426SEPT1	08/23/2018	236.88	10/05/2018

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100-535321-261 STREETS - LIGHTING	WE ENERGIES	8499-073-119	8499073119SEPT1	08/23/2018	225.46	10/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345SEPT1	08/23/2018	93.48	10/05/2018
Total 100535321261:					1,952.66	
100535321354						
100-535321-354 STREETS-PARKNG STRUC	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	180.00	10/05/2018
100-535321-354 STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528SEPT1	08/24/2018	541.63	10/05/2018
Total 100535321354:					721.63	
100555514399						
100-555514-399 Senior Citizens Donation City	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	128.46	10/05/2018
Total 100555514399:					128.46	
100555551220						
100-555551-220 PARKS - UTILITIES	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	1,906.46	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568SEPT1	08/23/2018	38.69	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	08/23/2018	395.60	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714SEPT1	08/23/2018	411.75	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3243-370-777	3243370777SEPT1	08/26/2018	22.63	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543SEPT1	08/26/2018	30.45	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899SEPT1	08/23/2018	50.50	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188SEPT1	08/23/2018	116.70	10/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671SEPT1	08/22/2018	21.25	10/05/2018
Total 100555551220:					2,994.03	
100555551240						
100-555551-240 PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Parks Dept	869297630840	10/01/2018	890.80	10/05/2018
Total 100555551240:					890.80	
100555551265						
100-555551-265 PARKS - FESTIVAL EXPENS	BURLINGTON KIWANIS BAND	BURLINGTON KIWANIS CIVIC BAND	2018	10/01/2018	1,900.00	10/05/2018
Total 100555551265:					1,900.00	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	358.21	10/05/2018
Total 100565639399:					358.21	
251555511220						
251-555511-220 UITLETIES	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	223.34	10/05/2018
251-555511-220 UITLETIES	WE ENERGIES	0810-148-657	0810148657SEPT1	08/24/2018	1,110.21	10/05/2018
251-555511-220 UITLETIES	WE ENERGIES	5852-857-487	5852857487SEPT1	08/23/2018	35.02	10/05/2018
Total 251555511220:					1,368.57	
251555511225						
251-555511-225 TELEPHONE	AT & T	171-798-6300 001 (split)	1717986300001	09/18/2018	268.67	10/05/2018
Total 251555511225:					268.67	
251555511345						
251-555511-345 PROGRAMS	REED, ANITA	History of Henna Program	INV0003	10/05/2018	150.00	10/05/2018

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Total 251555511345:					150.00	
453565616825						
453-565616-825	2017 Kendall Street Project	REESMAN'S EXC. & GRADING, I	2017 Street & Sidewalk Improvement	20180319	10/02/2018	5,000.00 10/05/2018
Total 453565616825:					5,000.00	
621575740220						
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357SEPT1	09/27/2018	69.85 10/05/2018
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576SEPT1	08/22/2018	15,235.86 10/05/2018
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087SEPT1	08/22/2018	60.45 10/05/2018
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525SEPT1	08/23/2018	3,299.72 10/05/2018
Total 621575740220:					18,665.88	
621575740221						
621-575740-221	WATER	BURLINGTON WATER DEPT.	3RD QTR2018 WATER UTILITY BILL(split)	2018 3RD QTR	10/05/2018	6,598.30 10/05/2018
Total 621575740221:					6,598.30	
621575740222						
621-575740-222	GAS	WE ENERGIES	0225-428-357 (split)	0225428357SEPT1	09/27/2018	10.30 10/05/2018
621-575740-222	GAS	WE ENERGIES	0862-239-067	0862239067SEPT1	08/22/2018	561.18 10/05/2018
621-575740-222	GAS	WE ENERGIES	2663-378-614	2663378614SEPT1	08/22/2018	27.20 10/05/2018
621-575740-222	GAS	WE ENERGIES	3646-902-199	3646902199SEPT1	08/22/2018	14.19 10/05/2018
Total 621575740222:					612.87	
621575740240						
621-575740-240	FUEL, OIL AND LUBRICANT	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 WWTP	869297630840	10/01/2018	636.15 10/05/2018
Total 621575740240:					636.15	
621575740330						
621-575740-330	SEWER - INSRVC TRNG & T	WI DNR-OPERATOR CERTIFICA	WI DNR - Renewal for Blink	RENEW CERT 201	10/03/2018	45.00 10/05/2018
Total 621575740330:					45.00	
622506220000						
622-506220-000	POWER	WE ENERGIES	0882-547-355 (split)	0882547355SEPT1	08/23/2018	3,780.98 10/05/2018
622-506220-000	POWER	WE ENERGIES	3267-293-366	3267293366SEPT1	08/22/2018	667.58 10/05/2018
622-506220-000	POWER	WE ENERGIES	3457-108-505	3457108505SEPT1	08/24/2018	3,928.82 10/05/2018
622-506220-000	POWER	WE ENERGIES	6271-254-861 (split)	6271254861SEPT1	08/23/2018	1,952.71 10/05/2018
622-506220-000	POWER	WE ENERGIES	7255-465-187	7255465187SEPT1	08/22/2018	182.36 10/05/2018
622-506220-000	POWER	WE ENERGIES	8682-353-384 (split)	8682353384SEPT1	08/24/2018	3,905.42 10/05/2018
Total 622506220000:					14,417.87	
622506230000						
622-506230-000	SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355SEPT1	08/23/2018	11.77 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	1438-804-919	1438804919SEPT1	08/26/2018	9.90 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	1473-005-365	1473005365SEPT1	08/28/2018	11.10 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861SEPT1	08/23/2018	10.56 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	6499-874-589	649874589SEPT18	08/22/2018	14.59 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384SEPT1	08/24/2018	10.56 10/05/2018
622-506230-000	SUPPLIES	WE ENERGIES	9259-879-303	9259879303SEPT1	08/23/2018	10.56 10/05/2018

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Total 622506230000:					79.04	
622509210000						
622-509210-000 OFFICE SUPPLY	PETTY CASH WATER DEPT	Pett Cash Reimbursement - Post Office	10022018	10/02/2018	5.45	10/05/2018
Total 622509210000:					5.45	
622509260000						
622-509260-000 EMPLOYEE REIMBURSEME	WI DNR-OPERATOR CERTIFICA	WI DNR - Renewal for Lois & Hintz	RENEW CERT 201	10/03/2018	90.00	10/05/2018
Total 622509260000:					90.00	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Water Dept	869297630840	10/01/2018	567.75	10/05/2018
Total 622509330000:					567.75	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345SEPT1	08/23/2018	791.21	10/05/2018
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671SEPT1	08/22/2018	42.50	10/05/2018
Total 622509350000:					833.71	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 757 0907 307 4	262757090709	09/25/2018	138.24	10/05/2018
Total 623575740225:					138.24	
875232000						
875-232000 MUNICIPAL COURT DEP	RICHTER'S MARKETPLACE	Restitution-A Lopez	DQ80F8QZ69	10/01/2018	12.35	10/05/2018
Total 875232000:					12.35	
Grand Totals:					<u>74,661.08</u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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100160000						
100-160000 PREPAID EXPENDITURES	EMC INSURANCE COMPANY	EMC Commercial Acct 5X90433	D-8768126	09/25/2018	640.00	
100-160000 PREPAID EXPENDITURES	DIGICORP	Email Filtering	325114	09/26/2018	123.00	
Total 100160000:					763.00	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	BIG SKY BALLOONS	Searchlight Units (3)	92118	09/21/2018	1,950.00	
Total 100515111265:					1,950.00	
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing 856 Midwood	327235	09/28/2018	57.16	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	JRB MEETING	327468	09/28/2018	20.76	
Total 100515111399:					77.92	
100515121162						
100-515121-162 MUNI COURT-EAP SERVICE	AURORA EAP	AURORA EAP COURT CLERK	18664	09/26/2018	9.40	
Total 100515121162:					9.40	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	SHRED-IT USA LLC	Muni Court - Shredding	812563339	09/22/2018	25.23	
Total 100515121310:					25.23	
100515132162						
100-515132-162 ADMIN - EAP SERVICE	AURORA EAP	AURORA EAP ADMIN/COUNCIL	18664	09/26/2018	141.00	
Total 100515132162:					141.00	
100515132211						
100-515132-211 ADMIN - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Corbin, Jason	166864310	09/21/2018	106.00	
Total 100515132211:					106.00	
100515132242						
100-515132-242 ADMIN - REPAIRS AND MAI	MENARDS	Ceiling Tiles	74051	09/25/2018	20.40	
Total 100515132242:					20.40	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	NORTHERN ILLINOIS UNIVERSI	Intern-Sponsored Programs	DB-G5B70336-1C	08/27/2018	900.00	
Total 100515132298:					900.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1369394	09/26/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR66965	09/30/2018	179.18	
100-515132-310 ADMIN - OFF SUPP-POSTA	SHRED-IT USA LLC	Admin - Shredding	812563339	09/22/2018	25.23	
Total 100515132310:					207.38	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - #1083 City Hall	100518CH	10/05/2018	5.85	
Total 100515132399:					5.85	

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100515140162						
100-515140-162 CLERK - EAP SERVICE	AURORA EAP	AURORA EAP CITY CLERK	18664	09/26/2018	9.40	
Total 100515140162:					9.40	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR66965	09/30/2018	30.48	
100-515140-310 CLERK - OFFICE SUPPLIES	SHRED-IT USA LLC	Clerk - Shredding	812563339	09/22/2018	25.22	
Total 100515140310:					55.70	
100515141162						
100-515141-162 FINANCE - EAP SERVICE	AURORA EAP	AURORA EAP FINANCE	18664	09/26/2018	28.20	
Total 100515141162:					28.20	
100515141211						
100-515141-211 FINANCE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Martin, Stacey	166566220	09/12/2018	106.00	
Total 100515141211:					106.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	SHRED-IT USA LLC	Finance - Shredding	812563339	09/22/2018	25.23	
Total 100515141310:					25.23	
100525211162						
100-525211-162 POLICE - EAP SERVICE	AURORA EAP	AURORA EAP POLICE	18664	09/26/2018	310.70	
Total 100525211162:					310.70	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	#242 Battery	I-349356	09/28/2018	189.99	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #903 MAINTENANCE SUPPLIES	416	09/20/2018	67.28	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #908 MAINTENANCE SUPPLIES	417	09/20/2018	67.28	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	Spare Tires/Mount & Balance 4 tires	422	09/20/2018	54.06	
Total 100525211242:					378.61	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	STREICHER'S	nylon bag	I1332765	09/26/2018	364.00	
100-525211-244 POLICE - REPAIR & MAINT	AMAZON CAPITAL SERVICES, I	Rescue Hyfin Vent Chest Seal/Glucose Gels	1P19-V4T3-D63W	09/27/2018	49.92	
Total 100525211244:					413.92	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Supplies-Police Dept	74136	09/26/2018	53.08	
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Supplies-Police Dept	74550	10/01/2018	46.62	
100-525211-248 POLICE - REP & MAINT BUIL	REINEMANS, INC.	Nozzle/Coupler	151925	09/27/2018	13.93	
100-525211-248 POLICE - REP & MAINT BUIL	REINEMANS, INC.	Male Coupler	151929	09/27/2018	2.24	
Total 100525211248:					115.87	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	REINEMANS, INC.	UPS Delivery	152190	10/03/2018	31.21	
100-525211-310 POLICE - OFF SUPP-POSTA	REINEMANS, INC.	UPS Delivery	152196	10/03/2018	16.23	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	092118PD	09/21/2018	16.83	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	092718PD	09/27/2018	14.34	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	100318PD	10/03/2018	5.85	

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Total 100525211310:					84.46	
100525211346						
100-525211-346	POLICE - UNIFORM REPAIR	MENARDS	Safety Jacket	41963	09/26/2018	54.99
100-525211-346	POLICE - UNIFORM REPAIR	MENARDS	Safety Jacket	74149	09/26/2018	54.99
100-525211-346	POLICE - UNIFORM REPAIR	AMAZON CAPITAL SERVICES, I	Mudder Sports Referee Whistle	1CKT-HVV4-TXTM	09/26/2018	8.39
Total 100525211346:					118.37	
100525211381						
100-525211-381	POLICE - INVESTIGATIONS	ACL LABORATORIES	ACL LAB POLICE DEPT 30002225-X661	X661-201809-0	10/01/2018	27.60
100-525211-381	POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 Sept. Billing	2018SEPT	10/01/2018	25.00
Total 100525211381:					52.60	
100525220157						
100-525220-157	FIRE - INSERVICE TRAININ	ORGANIZATION DEVELOPMEN	ODC - Professional Service FD	12375	09/28/2018	600.00
Total 100525220157:					600.00	
100525220162						
100-525220-162	FIRE - EAP SERVICE	AURORA EAP	AURORA EAP FIRE	18664	09/26/2018	56.40
Total 100525220162:					56.40	
100525220211						
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Fallon, Daniel M	166078677	08/30/2018	113.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Karczewski, Kacie	166215817	09/05/2018	163.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Mueller, Adam	166389450	09/10/2018	113.00
Total 100525220211:					389.00	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	V954 - TransmissionOverheating	101953	09/13/2018	297.00
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	V#925 Heater Hose/Clamps	101954	09/13/2018	705.87
100-525220-242	FIRE - REPAIR & MAINT VE	ACCELERATED AUTO SERVICE	Repairs Unit #941	28310	09/18/2018	315.76
100-525220-242	FIRE - REPAIR & MAINT VE	RENNERT'S FIRE EQUIP SERV,	Rennert's Fire Equip Service	39687	09/19/2018	1,391.84
Total 100525220242:					2,710.47	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	AIR ONE EQUIPMENT, INC	Degreaser	99385	08/23/2018	78.25
100-525220-244	FIRE - REPAIR MAINT EQUI	AIR ONE EQUIPMENT, INC	Gear Clean, Turnout Gear and PPE Wash	99389	08/23/2018	129.00
100-525220-244	FIRE - REPAIR MAINT EQUI	GROVE OUTDOOR POWER LLC	Chainsaw Chain	13344	09/29/2018	179.96
Total 100525220244:					387.21	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	ALSCO	Windshield Towels/Mat/Laundry Bag	IMIL1369386	09/26/2018	78.34
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Storage Bins/Disinfect Wipes/Light/Kleenex/Water/Sa	73750	09/21/2018	110.14
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	Micro Fib Glove/Chrome Polish/50:1 Fuel/Compresso	151853	09/26/2018	42.51
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	Bungee Cords/Polish Ball	152164	10/02/2018	34.54
100-525220-248	FIRE - REPAIR MAINT BLDG	CARROT-TOP INDUSTRIES, INC	US Flag	40208300	09/18/2018	137.47
Total 100525220248:					403.00	
100525220275						
100-525220-275	FIRE - VOLUNTEER FIRE D	THE FIREFIGHTER'S DAUGHTE	Pancake Breakfast Giveaways	2149	09/17/2018	1,588.40

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Total 100525220275:					1,588.40	
100525220295						
100-525220-295 Medical Service/Supply	EMERGENCY MED. PRODUCTS	Physio-Control Lifepak 500	2017071	09/14/2018	399.99	
Total 100525220295:					399.99	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	MALEK & ASSOCIATES CONSU	Plan Review for Romata Addition	5829	09/14/2018	235.00	
Total 100525220298:					235.00	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR66965	09/30/2018	11.65	
100-525220-310 FIRE - OFFICE SUPPLIES	LYNN CARD COMPANY	Custom Logo Card/Thank You	2180924-013	09/27/2018	243.00	
Total 100525220310:					254.65	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	Devon Rd Footing/Tower Front Setp	201881	09/19/2018	185.25	
100-525231-298 BLDG INSP - CONTRACT	SAFEBUILT, LLC	Code Enforcement - Site Visits	0052777-IN	09/30/2018	880.00	
Total 100525231298:					1,065.25	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR66965	09/30/2018	20.00	
Total 100525231310:					20.00	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1369394	09/26/2018	34.69	
Total 100535321159:					34.69	
100535321162						
100-535321-162 STREETS - EAP SERVICE	AURORA EAP	AURORA EAP STREETS	18664	09/26/2018	84.60	
Total 100535321162:					84.60	
100535321211						
100-535321-211 STREETS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Aaron Degrave	165907027	09/17/2018	20.00	
100-535321-211 STREETS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Koch, Thomas P	165907211	09/17/2018	20.00	
100-535321-211 STREETS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Lahodik, Jeffrey T	165907348	09/17/2018	20.00	
100-535321-211 STREETS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Pietschman, Kevin M	165907536	09/18/2018	20.00	
Total 100535321211:					80.00	
100535321242						
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	Extension HSG SealOil Seal	I-349125	09/25/2018	5.15-	
Total 100535321242:					5.15-	
100535321298						
100-535321-298 STREETS - CONTRACT SER	REVERE ELECTRIC SUPPLY C	Calumet Project Street Lighting CN	S3614885.014	09/14/2018	168.00	
100-535321-298 STREETS - CONTRACT SER	KAPUR & ASSOCIATES, INC.	18.0019.01 2018 Burlington Plan Review	95264	09/17/2018	20,795.26	
Total 100535321298:					20,963.26	

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100535321350						
100-535321-350 STREETS - REP MAINT SUP	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2018SEPTWWTP	09/30/2018	47.60	
100-535321-350 STREETS - REP MAINT SUP	REINEMANS, INC.	Pad Locks	151832	09/26/2018	146.23	
100-535321-350 STREETS - REP MAINT SUP	WELDERS SUPPLY COMPANY	Mil Helmet & Tip	10026784	09/24/2018	94.75	
Total 100535321350:					288.58	
100535321351						
100-535321-351 STREETS - MAINT CURB,G	Stark Asphalt	2018 Burl Steet & Sidewalk Project	PAYMENT #1 2018	10/04/2018	39,432.42	
Total 100535321351:					39,432.42	
100535321352						
100-535321-352 STREETS - REP MAINT STO	WANASEK CORPORATION	Oakland & State St Storm Inlet Replcmnt	8966	09/26/2018	3,237.79	
Total 100535321352:					3,237.79	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	1231	10/01/2018	720.38	
Total 100545430298:					720.38	
100555551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1369394	09/26/2018	34.69	
Total 100555551159:					34.69	
100555551162						
100-555551-162 PARKS - EAP SERVICE	AURORA EAP	AURORA EAP PARKS	18664	09/26/2018	28.20	
Total 100555551162:					28.20	
100555551211						
100-555551-211 PARKS - PHYSICALS	AURORA HEALTH CARE	Acct #600016081 Phillips, Joseph J	1659073682	09/19/2018	20.00	
Total 100555551211:					20.00	
100555551242						
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	Extension HSG SealOil Seal	I-349125	09/25/2018	5.15-	
Total 100555551242:					5.15-	
100555551298						
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE PARK	A-167232	09/24/2018	180.00	
Total 100555551298:					180.00	
100555551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2018SEPTWWTP	09/30/2018	23.80	
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	74534	10/01/2018	35.10	
100-555551-350 PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	74635	10/02/2018	97.37	
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Pad Locks	151832	09/26/2018	146.23	
100-555551-350 PARKS - REPAIR/MTCE SUP	WELDERS SUPPLY COMPANY	Mil Helmet & Tip	10026784	09/24/2018	94.75	
Total 100555551350:					397.25	
100555561298						
100-555561-298 FORESTRY-CONTRACT SE	COMPLETE TREE SERVICE, LL	DPW - tree removal by lake	210158	10/01/2018	2,000.00	
100-555561-298 FORESTRY-CONTRACT SE	BREEZY HILL NURSERY INC.	Trees for Kendal Street	I-218081	09/25/2018	3,430.00	

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100-555561-298 FORESTRY-CONTRACT SE	BREEZY HILL NURSERY INC.	Trees for Rotary Event	I-218406	10/02/2018	5,025.00	
Total 100555561298:					10,455.00	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	Wisconsin Economic Developmen	Connect Communities FY19 Fee	INV-003928	07/12/2018	200.00	
Total 100565639399:					200.00	
100565641298						
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.00	0099797	09/27/2018	593.75	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.02 Historic Preservation	0099799	09/27/2018	821.04	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.17 Teut Rd	0099800	09/27/2018	1,174.50	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.19 Fox River Plaza	0099801	09/27/2018	1,039.25	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.27 Rusty Gate	0099802	09/27/2018	286.50	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005-28 700 N Pine St.	0099803	09/27/2018	375.00	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.29 413 N Pine St.	0099804	09/27/2018	687.50	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.30 - 136 E Washington St.	0099805	09/27/2018	625.00	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.31 Lynch-S. Kane St.	0099812	09/27/2018	304.75	
100-565641-298 PLAN COMM - CONTRACT S	GRAEF	Project No: 2018-1005.01	99798	09/27/2018	571.04	
100-565641-298 PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	18.0175.01 2018 Burlington General Engineering	95269	09/18/2018	4,520.00	
100-565641-298 PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	18.0175.01 2018 Burlington General Engineering	95331	09/20/2018	660.00	
100-565641-298 PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	18.0175.01 2018 Burlington General Engineering	95355	09/21/2018	330.00	
Total 100565641298:					11,988.33	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	218017	09/25/2018	8,587.92	
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Garbage Dumpster	219353	09/28/2018	126.19	
Total 100575710297:					8,714.11	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	218017	09/25/2018	30,708.32	
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Garbage Dumpster	219353	09/28/2018	371.00	
Total 100575710298:					31,079.32	
251555511162						
251-555511-162 EAP SERVICE	AURORA EAP	AURORA EAP LIBRARY	18664	09/26/2018	197.40	
Total 251555511162:					197.40	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	MENARDS	Building supplies	72535	10/03/2018	16.93	
251-555511-247 REPAIR,MAINTENANCE BUI	REINEMANS, INC.	Building Supplies	151388	10/03/2018	32.47	
251-555511-247 REPAIR,MAINTENANCE BUI	B. SCHNEIDER ELECTRIC, INC	Light Bulbs and Installation	12322	10/03/2018	375.53	
Total 251555511247:					424.93	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	2 Cases Plastic Library Bags	1999LLS	10/03/2018	204.00	
251-555511-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Library	082818RM	10/03/2018	23.53	
251-555511-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	Batteries	3388046931	10/03/2018	24.39	
Total 251555511310:					251.92	
251555511318						
251-555511-318 AUTOMATION	AMAZON.COM/GE MONEY	DVD BURNER	0918AMAZ2	10/03/2018	27.66	

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Total 251555511318:					27.66	
251555511324						
251-555511-324	MEMBERSHIP DUES	WI LIBRARY ASSN.	Membership Renewal	4156	10/03/2018	216.00
Total 251555511324:					216.00	
251555511327						
251-555511-327	MATERIALS	BAKER & TAYLOR	Children's Material	2033931460	10/03/2018	1,674.14
251-555511-327	MATERIALS	BAKER & TAYLOR	Library Materials	2033973989	10/03/2018	2,476.41
251-555511-327	MATERIALS	BAKER & TAYLOR ENTERTAIN	DVD's	H05915050	10/03/2018	422.09
251-555511-327	MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1624168	10/03/2018	488.16
251-555511-327	MATERIALS	AMAZON.COM/GE MONEY	adult fiction materials	0918AMAZ1	10/03/2018	30.64
251-555511-327	MATERIALS	MIDWEST TAPE, LLC	children's DVD's	96441836	10/03/2018	409.03
251-555511-327	MATERIALS	TASTE OF HOME	TASTE OF HOME COOKBOOKS	0918TOH	10/03/2018	35.71
251-555511-327	MATERIALS	LOOKOUT BOOKS	Lookout Books Juvenile Materia	ARU0263483	10/03/2018	410.12
251-555511-327	MATERIALS	BAKER & TAYLOR - AUDIOBOO	Audiobooks	2033961135	10/03/2018	62.54
Total 251555511327:					6,008.84	
251555511330						
251-555511-330	INSERVICE TRAINING/TRAV	WI LIBRARY ASSN.	Registration Fee	4157	10/03/2018	185.00
Total 251555511330:					185.00	
251555511345						
251-555511-345	PROGRAMS	Gabrielle, Jillann	Program Speaker	0918JG	10/03/2018	250.00
251-555511-345	PROGRAMS	Schaal, Lina	Program Performer	0918LS	10/03/2018	50.00
251-555511-345	PROGRAMS	Soeth, Dawn	Program Performer	0918DS	10/03/2018	50.00
Total 251555511345:					350.00	
453565616823						
453-565616-823	2017 Pool Construction Proje	SCHERRER CONSTRUCTION C	Project: Burlington Community Pool	7	09/30/2018	142,191.00
453-565616-823	2017 Pool Construction Proje	KAPUR & ASSOCIATES, INC.	17.0095.01 Community Pool Review	95259	09/17/2018	220.00
Total 453565616823:					142,411.00	
453565616825						
453-565616-825	2017 Kendall Street Project	Stark Asphalt	2018 Burl Steet & Sidewalk Project	PAYMENT #1 2018	10/04/2018	556,456.70
Total 453565616825:					556,456.70	
453565616826						
453-565616-826	2017 Lewis Street Project	ALL-WAYS CONTRACTORS, IN	Payment 4 for Lewis Street Wall	170165(4)	10/03/2018	56,409.14
Total 453565616826:					56,409.14	
453565616830						
453-565616-830	Disaster Exenditure	MENARDS	Flood Replacement Items	34326	09/26/2018	53.08
453-565616-830	Disaster Exenditure	MENARDS	Flood Replacement Items	73972	09/24/2018	62.39
453-565616-830	Disaster Exenditure	MENARDS	Flood Replacement Items	74753	10/03/2018	51.15
Total 453565616830:					166.62	
470535321800						
470-535321-800	Other Streets Projects	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	95266	09/17/2018	11,204.25

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Total 470535321800:					11,204.25	
621181000						
621-181000 CONSTRUCTION IN PROGRESS	Stark Asphalt	2018 Burl Steet & Sidewalk Project	PAYMENT #1 2018	10/04/2018	213,918.73	
621-181000 CONSTRUCTION IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	95266	09/17/2018	7,343.63	
Total 621181000:					221,262.36	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1369396	09/26/2018	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1371667	10/03/2018	85.09	
Total 621575740159:					168.19	
621575740162						
621-575740-162 EAP SERVICE	AURORA EAP	AURORA EAP WWTP	18664	09/26/2018	84.60	
Total 621575740162:					84.60	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	BUMPER TO BUMPER BURLING	#242 & 240 Oil and Filter	1-348965	09/21/2018	132.00	
621-575740-240 FUEL, OIL AND LUBRICANT	BUMPER TO BUMPER BURLING	Oil & Fuel Filter/Oil	1-349537	10/02/2018	132.00	
Total 621575740240:					264.00	
621575740242						
621-575740-242 REPAIR,MAINTENANCE VE	ELKHORN CHEMICAL & PACKA	Fleet Maintenance	603806	10/03/2018	62.62	
621-575740-242 REPAIR,MAINTENANCE VE	LOIS TIRE SHOP,INC.	change and balance tires	428495	09/26/2018	632.32	
621-575740-242 REPAIR,MAINTENANCE VE	BUMPER TO BUMPER BURLING	#242 & 240 Oil and Filter	1-348965	09/21/2018	15.26	
621-575740-242 REPAIR,MAINTENANCE VE	BUMPER TO BUMPER BURLING	Brake Cleaner	1-349294	09/27/2018	27.00	
621-575740-242 REPAIR,MAINTENANCE VE	BUMPER TO BUMPER BURLING	Oil & Fuel Filter/Oil	1-349537	10/02/2018	78.77	
Total 621575740242:					815.97	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1369396	09/26/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1369397	09/26/2018	134.27	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1371667	10/03/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	GRAINGER	HVAC FILTERS	9910166595	09/19/2018	336.82	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	CULTIVATOR	73093	09/12/2018	31.94	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	10028097	09/28/2018	22.95	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	Air Filter-Solids Bldg	1-349152	09/25/2018	137.20	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	Oil & Fuel Filter/Oil	1-349537	10/02/2018	78.77	
621-575740-244 REPAIRS,MAINT EQUIPMEN	AMSOIL INC	Amsoil - Vehicle Maint. Supplies	18025409RI	09/19/2018	2,024.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	AMSOIL INC	Amsoil - Vehicle Maint. Supplies	18025409RI	09/19/2018	58.91	
Total 621575740244:					2,733.92	
621575740246						
621-575740-246 REPAIRS,MAINT OFF EQUIP	INFOR (US). INC	MP2 Access Maintenace Renewal	P-300941-US0AB	09/28/2018	1,690.10	
Total 621575740246:					1,690.10	
621575740248						
621-575740-248 PLANT OPERATION	CUMMINS NPOWER,LLC	Service Call - for 2nd stage generator	F6-16807	09/19/2018	7,919.96	
Total 621575740248:					7,919.96	

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621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1369397	09/26/2018	93.46	
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	deionization rental service	2018OCTWWTP	09/30/2018	42.25	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	LAB SUPPLIES	412961	09/26/2018	433.08	
Total 621575740249:					568.79	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	L.W. ALLEN, LLC.	Field Service - Hwy 83 & Teut Rd Lift Station	106503	09/21/2018	16,691.54	
621-575740-353 REPAIR & MAINT LIFT STAT	REVERE ELECTRIC SUPPLY C	Timing Relay	S3684386.001	09/19/2018	140.65	
Total 621575740353:					16,832.19	
622501070000						
622-501070-000 WORK IN PROGRESS	Stark Asphalt	2018 Burl Steet & Sidewalk Project	PAYMENT #1 2018	10/04/2018	113,801.79	
622-501070-000 WORK IN PROGRESS	KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	95266	09/17/2018	4,879.12	
Total 622501070000:					118,680.91	
622506230000						
622-506230-000 SUPPLIES	MENARDS	#9 Supplies	74301	09/28/2018	74.92	
Total 622506230000:					74.92	
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	REINEMANS, INC.	#10 Plumbing Parts	151766	09/25/2018	11.74	
Total 622506250000:					11.74	
622506520000						
622-506520-000 SERVICE-SUPPLIES	WANASEK CORPORATION	Main St Service Repair	8963	09/26/2018	2,889.23	
Total 622506520000:					2,889.23	
622506530000						
622-506530-000 METERS, REPAIRS & TESTI	BADGER METER, INC.	BADGER METER WATER DEPT	80025408	09/29/2018	191.15	
Total 622506530000:					191.15	
622506540000						
622-506540-000 HYDRANTS & SUPPLIES	AMSOIL INC	Amsoil - Vehicle Maint. Supplies	18025409RI	09/19/2018	6.05	
Total 622506540000:					6.05	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1369395	09/26/2018	33.71	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1371666	10/03/2018	33.71	
Total 622509030000:					67.42	
622509260162						
622-509260-162 EAP SERVICE	AURORA EAP	AURORA EAP WATER	18664	09/26/2018	37.60	
Total 622509260162:					37.60	
622509300000						
622-509300-000 MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325983	10/01/2018	288.00	
622-509300-000 MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325984	10/01/2018	252.80	

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Total 622509300000:					540.80	
622509330000						
622-509330-000	TRANSPORTATION-SUPPLI	MIKE'S REPAIR SERVICE	MIKE'S REPAIR SERVICE UNIT 21	49145	09/24/2018	8.00
622-509330-000	TRANSPORTATION-SUPPLI	AMSOIL INC	Amsoil - Vehicle Maint. Supplies	18025409RI	09/19/2018	326.30
622-509330-000	TRANSPORTATION-SUPPLI	AMSOIL INC	Amsoil - Vehicle Maint. Supplies	18025409RI	09/19/2018	58.91-
Total 622509330000:					275.39	
622509350000						
622-509350-000	GENERAL PLANT-SUPPLIE	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2018SEPTWWTP	09/30/2018	47.60
622-509350-000	GENERAL PLANT-SUPPLIE	MENARDS	Orange Good Towels	74037	09/25/2018	32.94
622-509350-000	GENERAL PLANT-SUPPLIE	MENARDS	Water supplies	74227	09/27/2018	127.41
622-509350-000	GENERAL PLANT-SUPPLIE	MENARDS	Diesel Can	74301	09/28/2018	9.99
622-509350-000	GENERAL PLANT-SUPPLIE	BUMPER TO BUMPER BURLING	shop supplies	I-349380	09/28/2018	40.11
Total 622509350000:					258.05	
623575740245						
623-575740-245	REPAIR,MAINTENANCE GR	F & W LANDSCAPE SPEC.	F & W LANDSCAPE AIRPORT CUTTING	314	10/01/2018	2,465.00
Total 623575740245:					2,465.00	
623575740298						
623-575740-298	CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	2018OCT	10/01/2018	257.01
623-575740-298	CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	2018OCT	10/01/2018	35.97
623-575740-298	CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	2018OCT	10/01/2018	120.42
623-575740-298	CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	2018OCT	10/01/2018	55.00
Total 623575740298:					468.40	
623575740310						
623-575740-310	OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	2018OCT	10/01/2018	119.40
Total 623575740310:					119.40	
Grand Totals:					1,294,678.53	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: October 16, 2018

SUBJECT: LICENSES - Approval of Operator's License Applications 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 applications have been received and approved by the Burlington Police Department:

Altmeyer, Nicole
Goepfert, Sydney
Hill, Kyle
Jauregui, Rose
Madden, Aileen
McAuliffe, Sarah
McFarlan, Allison
Moritz, Antoinette
Spencer, Christopher
Vandehey, Noelle

BUDGET/FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends that Council approve the submitted applications.

TIMING/IMPLEMENTATION:

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



DATE: October 16, 2018

SUBJECT: SPECIAL EVENTS - Approval of Special Event Permit Applications as submitted.

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: Plaza Theater - Shad Branen

Event: Spooky City

Date: Saturday 10/27/2018

Location: Downtown

Time: 9:30 a.m. - 3:00 p.m.

Expected Attendance: up to 1,000

Notes: Store-to-store trick or treating, walking parade, crafts, hayrides. Chestnut Loop and Pine Street from Milwaukee to Washington to be closed.

Organization: Rugan's - Nicole and Jim Hayes

Event: Fall Wine Walk

Date: Saturday 11/17/2018

Location: Downtown

Time: 1:00 p.m. to 5:00 p.m.

Expected Attendance: 300

Notes: 15 participating businesses - participants following walking map and visit businesses while sampling food and wine.

Organization: Chamber of Commerce - Jan Ludtke

Event: Christmas Parade and Santa Chalet

Date: Friday 12/7/2018

Location: Downtown, Wehmhoff Square Park

Time: 5:00 p.m. to 8:00p.m.

Expected Attendance: 2,000

Notes: to follow the Official City Parade Route

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 October 16, 2018 Common Council meeting.

Attachments

Spooky City

Fall Wine Walk

Christmas Parade



Special Event Permit Application

Date of Application: 10/3/18

Permit Number: _____

SUMMARY OF EVENT

Event Title: Spooky City Date of Event: Sat 10/27/18

Event Location: Downtown Burlington

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

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.

Store-to-store trick-or-treating, walking parade, crafts, hayrides, movies, music, street performers.
Closing of Chestnut Street Loop, and Pine Street from Milwaukee Avenue to Washington Street.

Anticipated Attendance (participants, staff, vendors, crowd, etc.): Up to 1,000

Is this a multi-day event? Yes No

If so, how many days? _____

Start Date: _____ End Date: _____

EVENT ORGANIZER INFORMATION

Applicant Name: Shad Branen

Group Represented: Plaza Theater

Address: PO Box 731, Burlington, WI 53105

Phone: 262-210-1362 Email: shad@winmedtains.com

Person In Charge of Event: Shad Branen

On-Site Contact: Shad/Kristine Branen On-Site Phone: 262-210-1362
262-716-5257

Billing Address: PO Box 731, Burlington, WI 53105

DETAILED EVENT INFORMATION

Event Set Up Date: Day of (signage and Time: _____
hydrate barricades night before)
 Start Time For Event: 9:30 a.m./p.m. End Time For Event: 3:00 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 barricades and 6 cones for
**This may result in a fee* hydrate street/stop on Dodge street
near McDonald's TRB for street closure.

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: 10:30 am - Noon for walking parade down
**This may result in a fee* one street and at crosswalks during truck-on-treating

Trash Receptacles Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*

Person(s) Responsible for Clean Up After the Event: Shed Branen

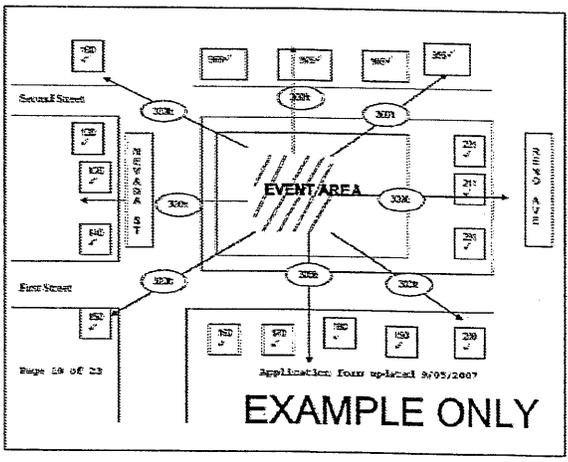
Picnic Tables Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*

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

10/3/18
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

Date of Signature



Man of Events

CITY OF BURLINGTON

Special Event Permit Application

Date of Application: 9-20-18

Permit Number: _____

SUMMARY OF EVENT

Event Title: FALL WINE WALK Date of Event: NOV. 17, 2018

Event Location: DOWNTOWN BURLINGTON

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

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.

WINE WALK THROUGH DOWNTOWN BURLINGTON.
PARTICIPANTS FOLLOW WALK MAP AND VISIT IS
BUSINESSES WHILE SAMPLING FOOD & WINE

Anticipated Attendance (participants, staff, vendors, crowd, etc.): 300

Is this a multi-day event? Yes No

If so, how many days? _____

Start Date: _____ End Date: _____

EVENT ORGANIZER INFORMATION

Applicant Name: RUGANS - NICOLE & JIM HAYES

Group Represented: BURLINGTON WINE WALK

Address: 597 N PINE ST

Phone: 262-220-3841 Email: NLHAYES@RUGANS.COM

Person In Charge of Event: NICOLE HAYES & JIM HAYES

On-Site Contact: NICOLE HAYES On-Site Phone: 262-220-3841

Billing Address: 597 N. PINE ST BURLINGTON

DETAILED EVENT INFORMATION

Event Set Up Date: 9-17-18 Time: 12:00 PM

Start Time For Event: 1:00 a.m./(p.m.) End Time For Event: 5:00 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: _____
**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: Nicole & JIM Hayes

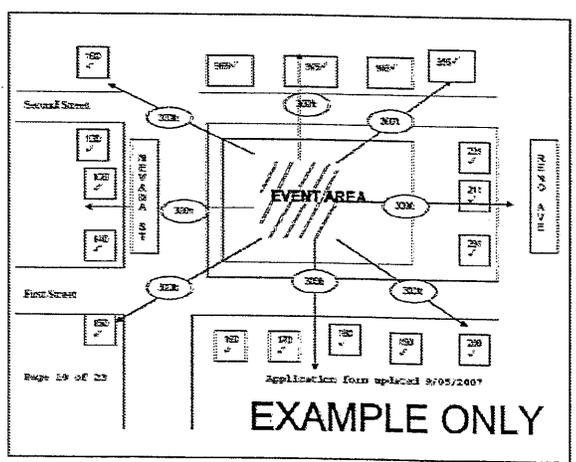
Picnic Tables Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*

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.

Nicole Hayes
Signature of Applicant

9-20-18
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.

Nicole Hayes
Signature of Applicant

9-20-18
Date of Signature



Special Event Permit Application

Date of Application: September 24, 2018

Permit Number: _____

SUMMARY OF EVENT

Event Title: Christmas Parade Date of Event: Friday, December 7, 2018

Event Location: official City Parade Route

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.

Christmas Parade and official opening of the Santa Chalet in downtown Wehmhoff Square

Anticipated Attendance (participants, staff, vendors, crowd, etc.): 2000

Is this a multi-day event? Yes No

If so, how many days? _____

Start Date: _____ End Date: _____

EVENT ORGANIZER INFORMATION

Applicant Name: Jan Ludtke

Group Represented: Burlington Area Chamber of Commerce

Address: 113 E. Chestnut Street Suite B, Burlington WI 53105

Phone: 262-763-6044 Email: jludtke@burlingtonchamber.org

Person In Charge of Event: Jan Ludtke

On-Site Contact: Jan Ludtke On-Site Phone: 262-210-1071

Billing Address: same as above

DETAILED EVENT INFORMATION

Event Set Up Date: 12-7-2018 Time: 2 p.m.

Start Time For Event: 5 p.m. a.m./p.m. End Time For Event: 8 p.m. 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: As prior - side streets along Kane St.
**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: 5:30 to 7 p.m. approx.
**This may result in a fee*

Trash Receptacles Needed*? Yes No Amount Needed & Locations in downtown area
**This may result in a fee*

Person(s) Responsible for Clean Up After the Event: N/A

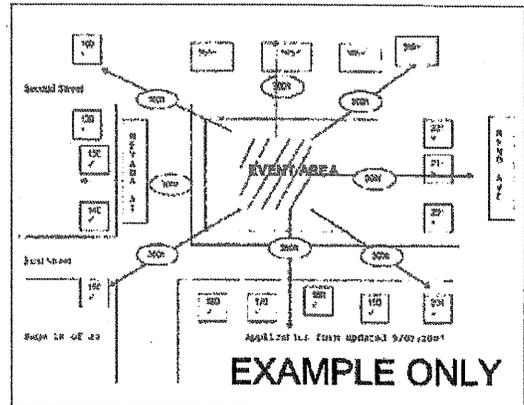
Picnic Tables Needed*? Yes No Amount Needed & Locations _____
**This may result in a fee*

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

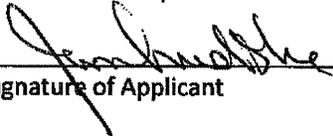
The Event Organizer shall notify all residences and businesses within any street closure or lane restriction area of the upcoming event. Notification shall include the following information:

- 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.

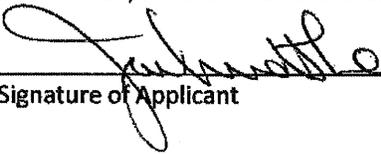


Signature of Applicant

9-24-18

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

9-24-18

Date of Signature



DATE: October 16, 2018

SUBJECT: Appointments and Nominations

BACKGROUND/HISTORY:

The Library Board has the powers and duties set forth in § 43.58, Wis. Stats., including exclusive control of the expenditure of all monies collected, donated or appropriated for the library fund and exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the City of Burlington for library purposes. The Library Board may contract with library organizations to provide or receive library services as set forth in § 43.52, Wis. Stats. The Library Board shall supervise the administration of the Burlington Public Library and shall appoint a Librarian, who shall appoint such other assistants and employees as the Board deems necessary and prescribe their duties and compensation.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Mayor Hefty recommends approval of the following appointment:

A. Susan Musgrave to be appointed to the Library Board, term expiring 5/1/2021.

TIMING/IMPLEMENTATION:

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

Attachments

Correspondence from Susan Musgrave

Megan Watkins

From: S. Musgrave
Sent: Sunday, October 7, 2018 9:56 PM
To: Megan Watkins
Subject: Library Board

Susan L. Musgrave

372 Church Street

Burlington, WI 53105

262-210-2957

I am interested in serving on the Burlington Library Board.

I am a Burlington resident for the past 35 years, moving here from Twin Lakes, WI in 1983. I'm married to Robert Musgrave and we have two adult children and 5 grandchildren. I taught at St John's Lutheran School at 198 Westridge Ave., Burlington for 24 years, retiring in 2011. Since then I'm seasonally employed at Burlington Garden Center.

I've been interested in children's literature, attending numerous literary conferences throughout my teaching career. I continue to regularly use our library for personal interests.

With a background in education and my interest in literacy, I feel I would be an asset to the Library Board.



DATE: October 16, 2018

SUBJECT: RESOLUTION 4920(22) - To approve a resolution urging the Governor and the Legislature to protect homeowners and small businesses and close Loopholes that shift a greater property tax burden on to residential homeowners and small business.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The Wisconsin League of Municipalities, Wisconsin Counties Association and Wisconsin Towns Association have launched a campaign because they contend big box stores are employing strategies to avoid paying higher taxes under current law. If not stopped, the dark store strategy will result in a huge shift of the tax burden from commercial property owners to homeowners and others.

A study of twelve communities showed that if the dark store and Walgreens tax loopholes were fully implemented, residential tax bills would increase on average by 8 percent. Homeowners already bear a disproportionate share of the statewide property tax burden in Wisconsin (68% of total statewide levy is paid by homeowners). It's not that high in most other states. Homeowners in Minnesota, for example, pay only 50% of the property tax levy. In 1970, Wisconsin homeowners paid only \$50 of every \$100 that a community needed to pay for services. Tax attorneys for big box stores like Target, Walmart, Meijer, Menards, Home Depot, and Lowes, use what has traditionally been called the "dark store loophole" to argue that the value of a new store in a busy commercial district should be based on the value of former retail properties in unpopular areas that are now closed and vacant. While courts in Wisconsin have not yet endorsed the dark store theory, that has not stopped tax attorneys for big box stores and other commercial retail chains from using the argument before assessors in Wisconsin.

A real example: A Lowe's store in Wauwatosa is assessed for taxes at \$13.6 million. Lowe's claims the property is only worth \$7.1 million, even though it spent over \$16 million to acquire the land and build the structure. Lowe's argues that the land alone was devalued from \$9 million to \$3 million once the big box store was constructed and insists that only vacant dark stores can be used as comparable properties.

Police Calls to Big Box Stores: Big box retail stores demand more police service than any other commercial properties and certainly much more than residential properties. Municipal police are frequently called to respond to thefts and other issues at big box stores. As big box stores fight to avoid paying their fair share of property taxes, they actually use more of the services property taxes pay for. Meanwhile, more of the burden of paying for police services gets shifted to homeowners, the class of property using such services the least.

The Solution: Pass legislation like 2017 Assembly Bill 386 and close the dark store loophole and stop the tax shift to homeowners.

- AB 386 clarifies that assessors must use comparable properties that are within the same market segment and similar to the property being assessed with regard to age, condition, use, type of construction, location, design, and economic characteristics. It says that assessors may not use a dark store as a comparable for property that is not dark or vacant.
- The bill codifies existing Wisconsin case law and parts of DOR's Wisconsin Property Assessment Manual.
- Local governments will not receive one dollar more in tax revenue if the bill passes, but the tax shift to homeowners will end.
- 63% of the Legislature signed on as co-sponsors of the dark store bill, but business group opposition killed our efforts to close the loophole that they use.

BUDGET/FISCAL IMPACT:

The Dark Store issue does not change the amount of taxes levied or collected. It changes who has the burden of paying those taxes.

RECOMMENDATION:

City staff recommends the Common Council approve this resolution.

TIMING/IMPLEMENTATION:

This item was discussed at the October 2, 2018 Committee of the Whole meeting and is scheduled for final consideration at the October 16, 2018 Common Council meeting.

Attachments

Res 4920(22) Darkstore Loophole
Dark Store - 4 Facts
Dark Store - Walgreens
Dark Store - Walgreens Tax Shift
Dark Store - Loop Hole Talking Points

Resolution No. 4920(22)
Introduced by the Committee of the Whole

**A RESOLUTION URGING THE GOVERNOR AND THE LEGISLATURE TO PROTECT
HOMEOWNERS AND SMALL BUSINESSES AND CLOSE LOOPHOLES THAT SHIFT A
GREATER PROPERTY TAX BURDEN ON TO RESIDENTIAL HOMEOWNERS AND SMALL
BUSINESSES**

The Common Council of the City of Burlington, Racine County, Wisconsin, resolves as follows:

WHEREAS, home owners in Wisconsin already pay 70% of the total statewide property tax levy; and

WHEREAS, that disproportionate burden is about to get much worse unless the Legislature addresses tax avoidance strategies that national chains like Walgreens, and big box retail establishments like Wal-Mart and Menards are using across the country to gain dramatic reductions in their property tax bills at the expense of homeowners and other taxpayers; and

WHEREAS, a carefully-orchestrated wave of 100s of lawsuits in Wisconsin is forcing assessors to slash the market value of thriving national retail stores, shifting their tax burden to local mom and pop shops and homeowners; and

WHEREAS, Walgreens and other national chains in Wisconsin have argued in communities across the state that the assessed value of their property for property tax purposes should be less than half of their actual sale prices on the open market; and

WHEREAS, in many cases the courts have sided with Walgreens, requiring communities to refund tax revenue back to the stores; and

WHEREAS, there are over 200 Walgreens stores located in Wisconsin's cities and villages; and

WHEREAS, Target, Lowe's, Meijer, Menards and other big box chains are using what is known as the "Dark Store Theory" to argue that the assessed value of a new store in a thriving location should be based on comparing their buildings to sales of vacant stores in abandoned locations from a different market segment; and

WHEREAS, the Republican-controlled Indiana state Legislature has on two occasions in the last two years overwhelmingly passed legislation prohibiting assessors from valuing new big box stores the same as nearby abandoned stores from a different market segment; and

WHEREAS, the Michigan state house overwhelmingly passed similar legislation in May of 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Burlington, Wisconsin, that the City of Burlington hereby urges the Governor and the Legislature to protect homeowners and small businesses from having even more of the property tax burden shifted to them by passing legislation clarifying that:

1. Leases are appropriately factored into the valuation of leased properties; and

2. When using the comparable sale method of valuation, assessors shall consider as comparable only those sales within the same market segment exhibiting a similar highest and best use rather than similarly sized but vacant properties in abandoned locations.

Introduced: October 2, 2018

Approved:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

Four Facts about the Dark Store and Walgreens tax Loopholes

Prepared by the League of Wisconsin Municipalities
July 2018

1. Fact: National bond rating agencies are warning about the possible negative impacts on municipalities of the dark store tax loophole. In January 2018, Standard and Poor's Global Rating published an article saying that the dark store practice could place pressures on the budgets and credit quality of U.S. municipalities. The bond rating agency noted "the potential exists for the growing use of dark store theory to contribute to widespread fiscal pressure for certain types of issuers." Partially on the basis of this, Springsted, a Midwestern local government financial consulting firm, said in a dark store whitepaper distributed to clients in April 2018: "Municipalities at all levels would be wise to understand the [dark store] issue, quantify the potential risk and prepare contingency plans, and consider legislation that could mitigate risk."

2. Fact: Local officials across the state are deeply concerned that the dark store and Walgreens tax loopholes will cause even more of the property tax burden to shift from commercial and manufacturing property owners to homeowners. By any measure, homeowners already bear a disproportionate share of the statewide property tax burden in Wisconsin. Homeowners pay 68% of property taxes in Wisconsin. This is much higher than in most other states. Homeowners in Minnesota, for example, pay only 50% of all property taxes collected statewide. In 1970, homeowners in Wisconsin also paid only 50% of the tax levy. According to an analysis of 12 communities by the League of Wisconsin Municipalities, homeowners could see their property taxes increase by 8% or greater, if commercial and manufacturing property values are lowered by 50% as a result of chain stores, fast food operations, big box retailers, banks and others using the Dark Store and *Walgreens* loopholes. Homeowners should not and cannot bear more of the tax burden.

3. Fact: Local Governments won't receive one dime more in total property tax revenues if the dark store and *Walgreens* tax loopholes are closed. The state strictly limits the total amount of property taxes a city, village, town, or county may collect. A city or county will collect the same total amount of taxes regardless of whether the dark store and *Walgreens* loopholes are closed, unless it significantly cuts spending on essential services, like police and fire or street maintenance. Closing the loopholes will, however, avoid shifting even more of the property tax burden from commercial and manufacturing property to homeowners and small businesses. Local government officials are fighting for a fair and equitable property tax system, not more tax dollars.

4. Fact: Assessors and other local government officials have nothing to gain -- no financial or other personal interest at stake – with regard to how high or low a particular property is assessed for property tax purposes. City, village, and town assessors are required to strictly adhere to state law, case law, and the Wisconsin Property Assessment Manual (WPAM) when assessing the value of property. State law requires assessors to be certified by the Department of Revenue. Assessors must comply with annual training and continuing education requirements. The Department of Revenue has the power to decertify any assessor that is consistently not assessing property in compliance with the standards and procedures set forth in state law and the WPAM.

Dark Store and Walgreens Tax Loopholes

Less Taxes for some mean more for Homeowners

By Curt Witynski, Deputy Director, League of Wisconsin Municipalities
July 9, 2018

A growing number of commercial and manufacturing properties are using property tax avoidance strategies known as the Dark Store and *Walgreens* loopholes to push their fair share of property taxes onto homeowners and small businesses.

Any property owner not using these loopholes, which includes all homeowners, will pay more in property taxes to make up for the tax reductions obtained by the commercial and manufacturing properties using them.

Local governments in Wisconsin rely on property taxes to fund essential services like police, fire, roads and libraries. Local officials statewide are concerned about more of the property tax burden being shifted onto homeowners. Homeowners should not and cannot bear more of the cost of local services.

The Dark Store Loophole Explained. Tax attorneys for big box stores like Target, Walmart, Meijer, Menards, and Lowes, use the dark store loophole to argue that the value of a new store in a busy commercial district should be based on the value of former retail properties in unpopular areas that are now closed and vacant. While courts in Wisconsin have not yet endorsed the dark store theory, that has not stopped tax attorneys for big box stores from using the argument before assessors in Wisconsin.

A real example: A Lowe's store in Wauwatosa is assessed for taxes at \$13.6 million. Lowe's claims the property is only worth \$7.1 million even though it spent over \$16 million to acquire the land and build the structure. Lowe's argues that the *land* alone was devalued from \$9 million to \$3 million once the big box store was constructed and insists that only vacant dark stores can be used as comparable properties.

Police Calls to Big Box Stores. Big box retail stores demand more police service than any other commercial properties and certainly way more than residential properties. Municipal police are frequently called to respond to thefts and other issues at big box stores. As big box stores fight to avoid paying their fair share of taxes, they use more of the services for which property taxes pay. Meanwhile, more of the burden of paying for police services gets shifted to homeowners, the class of property using such services the least.

The Walgreens Loophole Explained. Assessors are required to assess property for property tax purposes at its fair market value. The best evidence of fair market value is usually a recent arms-length sale price of that property. The Wisconsin Supreme Court created an odd exception to this rule for certain leased commercial and manufacturing properties in a 2008 decision involving a Walgreens store. The exception requires assessors to value property that is tied up in a long term lease to a single business at half of the recent sale price of that property. For

example, Walgreens and CVS typically lease their store space. The buildings leased by Walgreens and CVS are popular investment properties and typically sell for \$4 million or more depending on their location. Yet, these properties are required to be assessed for property tax purposes at \$2 million.

A real example: The Court of Appeals found that a CVS property in Appleton should be valued at \$1.8 million, much less than the City's \$4.4 million assessment, even though the higher value was based on an actual recent sale price of the property.

No other taxpayers receive similar special treatment. A homeowner, for example, could not claim that the assessed value of his or her home should be half the amount for which it was purchased. Courts in other states have rejected Walgreens low value argument, concluding instead that a recent sale price is the best indicator of value.

Walgreens and CVS consistently use the recent sale price of the property as the value of the real estate for all other purposes, including federal income tax forms. They claim the lower value only for property tax purposes.

Other commercial and manufacturing businesses that lease their space are beginning to use the same arguments to lower their property tax bills.

The Tax Shift to residential. The dark store loophole and *Walgreen's* decision shift more of the burden of paying for essential local services from commercial and manufacturing to residential taxpayers. By any measure, homeowners already bear a disproportionate share of the statewide property tax burden in Wisconsin. Homeowners pay 68% of property taxes in Wisconsin. This is much higher than in most other states. Homeowners in Minnesota, for example, pay only 50% of the property tax levy. In 1970, homeowners in Wisconsin also paid only 50% of the tax levy.

The League of Wisconsin Municipalities analyzed the potential impact on residential property owners in twelve communities if the dark store and *Walgreens* tax loopholes were fully implemented and resulted in a 50% reduction in the value of certain commercial and manufacturing properties. We found that homeowners in those twelve communities would on average see their property taxes increase by 8%.

Legislative Fix Needed. The Wisconsin Legislature can close the loopholes – fix the problem – and stop the tax shift to homeowners by passing legislation in 2019. The Legislature had an opportunity to close the loopholes in 2018, but failed to do so. The dark store and *Walgreens* reversal bills had remarkably broad support among legislators of both parties. The dark store bill had 84 co-sponsors (63% of the Legislature). The *Walgreen's* bill had 61 co-sponsors (46% of the Legislature). If the bills had been scheduled for votes, they would have passed both houses by huge margins.

Unfortunately, the Wisconsin Manufacturers & Commerce Association (WMC) and businesses using the loopholes convinced legislative leaders to kill the legislation.

WMC claims that cities and villages promote legislation closing the dark store and *Walgreens* tax loopholes so they can collect more property taxes. WMC contends local officials “have a self-interest in assessing property higher because it means they can collect more taxes.”

This statement reveals a fundamental misunderstanding about property taxes in Wisconsin. Higher assessments do not equate to more tax revenue. Assessments determine who pays what portion of the tax levy, not the size of the levy. State law strictly limits a community’s ability to increase property tax collections. Even if the assessed value of a property were increased, the total amount of taxes collected by the community stays nearly frozen from one year to the next under state law. A community will collect the same amount of taxes regardless of whether the dark store and *Walgreens* loopholes are closed, unless it significantly cuts spending on essential services, like police and fire or street maintenance.

Closing the loopholes avoids shifting even more of the property tax burden from commercial and manufacturing property to homeowners and small businesses. Local officials are fighting for a fair and equitable property tax system, not more tax dollars.

The League of Wisconsin Municipalities will work with legislators again next session to try to restore common sense and fairness to the property tax assessment process. Maybe next year homeowners will win.



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Issue Briefing: Dark Store and Walgreens Decision Tax Shift

Court rulings giving tax cuts to chain stores result in tax increases for homeowners

Property taxes for homeowners and main street businesses are increasing in Wisconsin as national retailers pay less. A carefully-orchestrated wave of 100s of lawsuits in Wisconsin is forcing assessors to slash the market value of thriving national retail stores, shifting their tax burden to local mom and pop shops and to their home-owning customers. If the Legislature fails to close these loopholes, we estimate that millions of dollars in property taxes will shift from large commercial properties to homeowners and other taxpayers over the next few years.

The table below shows what assessors estimate the tax increases that homeowners in select communities will experience when the Dark Store strategy and Walgreens' decision is fully-implemented. Calculations are based on amount of national chain retail, 2015 mill rates, and median home values:

City	Estimated Tax Increase	Average increase per home per year
Brookfield	5%	\$233.50
Hudson	9%	\$374.58
La Crosse	7%	\$197.12
Oconomowoc	8%	\$360.96
Pleasant Prairie	17%	\$892.50
Wauwatosa	7%	\$382.12
West Bend	8%	\$253.89

This is not a new problem, nor is it exclusive to Wisconsin. Wisconsin is merely the latest state to experience this coordinated legal attack on in-state taxpayers. Indiana and Michigan have already experienced it. In Indiana, the Legislature promptly slammed the door on this court-created loophole. A similar legislative fix is pending in Michigan. Wisconsin must do the same.

Loophole #1: It's just a big empty box. Tax attorneys for Target, Meijer, and other big box chains are using what is known as the "Dark Store Theory" to argue that the assessed value of a new, thriving store should be based on the value of vacant or abandoned buildings of similar size. They argue that regardless of their new location or how updated their building is the value for 'property tax purposes' should be based on the value of the buildings and locations they abandoned prior to moving into the new store at their new location.

Real World Example from Wauwatosa: The Lowe's store at 12000 W. Burleigh St. is currently challenging the city's assessed valuation. The City assessed the property at \$13.6 million. The City's expert believes the market value is actually \$17.7 million. Lowe's argues the property's current value is \$7.1 million of which \$3 million is attributed to land. Yet, the land was purchased in 2007 for \$9,012,800. Lowe's built a 140,000 square foot building in 2006 for approximately \$7 million, they then subsequently purchased the land after constructing the building. Altogether, Lowe's spent in excess of \$16 million to acquire the land and build the structure. Now, Lowe's argues that the land was devalued from \$9

million to \$3 million because the big box store was constructed. Lowe's insists that under Wisconsin law (based on the *Walgreens* decision) only vacant dark stores, such as the vacated big box stores near the former Northridge shopping area, can be used as comparables. The City disagrees, but their only options are costly litigation or settling with the property owner on a compromise value.

To learn more about the dark store tax strategy and its impact on other tax payers visit the League's Dark Store Loophole Resource page: <http://www.lwm-info.org/1279/Dark-Store-Tax-Loophole>

Loophole #2: Gold box on Wall Street, cardboard box on Main Street. Walgreens and CVS stores use a different, but related strategy, to argue that the assessed value of their properties should be less than half of actual sale prices on the open market. The two have already sued more than 100 Wisconsin communities, claiming the rent they pay for their newly-constructed, highly-visible corner locations doesn't accurately reflect its fair market value for property tax purposes. Walgreens and CVS have won dramatic assessment reductions since a 2008 Wisconsin Supreme Court decision, *Walgreens v. City of Madison*, upheld this tax strategy. These properties are developed to the retailer's specifications and leased to them with no landlord responsibility other than collecting rent. More than 80% of Walgreen stores and 95% of CVS stores operate under a lease arrangement. Drugstores have become the most popular single-tenant properties in the national real estate investment market. But attorneys for Walgreen and CVS argue that their actual sale prices don't represent market value and the underlying leases are the wrong tool for determining the property's value for 'property tax purposes.' Instead, they say, the assessments should hinge on the amount the landlord could get if the drugstore moved out and a different retailer moved in.

Real World Example from Oshkosh: Walgreens challenged the City of Oshkosh's assessments of two of its stores. The city based its assessment on the actual amounts for which the properties were sold. The court rejected the city's approach and ordered that the two Walgreens be refunded for several tax years. The total amount of the refunds equaled \$305,672. Other taxpayers in Oshkosh now have to pick up Walgreen's former share of the tax burden. There are over 200 Walgreens located in Wisconsin's cities and villages.

To learn more about the need to overturn the *Walgreens v. Madison* decision and that decision's impact on other tax payers visit the League's Overturn the Walgreens Decision Web Page: <http://www.lwm-info.org/1468/Overtturn-the-Walgreens-Decision>

Other states have stopped this tax shift. The Republican-controlled Indiana Legislature overwhelmingly passed bipartisan legislation in 2015 and 2016 prohibiting assessors from valuing new big box stores the same as abandoned stores in a different market segment. The Michigan legislature is considering similar proposals. In May 2016 the Michigan house passed a dark store fix bill by a vote of 97-11. The bill died in the Michigan Senate.

Solution: Follow Indiana's lead and pass legislation in Wisconsin closing off these tax strategies and stopping the tax shift to home owners. Pass legislation clarifying that:

1. Reverse the *Walgreens v. City of Madison* decision by clarifying that leases are appropriately factored into the valuation of leased properties. *Rep. Rob Brooks (R-Saukville) and Sen. Duey Stroebel (R-Saukville) are circulating LRB-0372 to accomplish this goal.*
2. When using the comparable sale method of valuation, assessors shall consider as comparable only those sales within the same market segment exhibiting a similar highest and best use rather than similarly sized but vacant properties in abandoned locations. *Rep. Rob Brooks and Sen. Roger Roth (R-Appleton) are circulating LRB-0373 to accomplish this goal.*

Dark Store Tax Loophole Talking Points

Prepared by League of Wisconsin Municipalities

June 2018

Municipal officials are asking the Legislature to close the dark store loophole to avoid shifting more of the property tax burden from commercial and manufacturing property to homeowners and small businesses.

- Tax attorneys for big box stores like Target, Walmart, Meijer, Menards, Home Depot, and Lowe's, are using what is known as the dark store loophole to argue that the value of a new store in a busy commercial district should be based on the value of former retail properties in unpopular areas that are now closed and vacant.
- **An actual example:** The Lowe's store on Burleigh St. in Wauwatosa is assessed for taxes at \$13.6 million. Lowe's claims the property is only worth \$7.1 million even though it spent over \$16 million to acquire the land and build the structure. Lowe's argues that the *land* alone was devalued from \$9 million to \$3 million because the big box store was constructed and insists that only vacant dark stores can be used as comparables.
- Big box stores are using the dark store argument as part of their effort to pay a smaller share of property taxes even though they demand more police services than other commercial properties and way more than residential properties.
- If not stopped, the dark store strategy will result in a huge shift of the tax burden from commercial property owners to homeowners and others.
- A study of twelve communities showed that if the dark store and *Walgreens* tax loopholes were fully implemented, residential tax bills would increase on average by 8 percent.
- Homeowners already bear a disproportionate share of the statewide property tax burden in Wisconsin (68% of total statewide levy is paid by homeowners). It's not that high in most other states. Homeowners in Minnesota, for example, pay only 50% of the property tax levy.
- In 1970, Wisconsin homeowners paid only \$50 of every \$100 that a community needed to pay for services.
- **The Solution:** Pass legislation like 2017 Assembly Bill 386 and close the dark store loophole and stop the tax shift to homeowners.
- AB 386 clarifies that assessors must use comparable properties that are within the same market segment and similar to the property being assessed with regard to age, condition, use, type of construction, location, design, and economic characteristics. It says that assessors may not use a dark store as a comparable for property that is not dark or vacant.
- The bill codifies existing Wisconsin case law and parts of DOR's Wisconsin Property Assessment Manual.
- Local governments will not receive one dollar more in tax revenue if the bill passes, but the tax shift to homeowners will end.
- 63% of the Legislature signed on as co-sponsors of the dark store bill, but business group opposition killed our efforts to close the loophole that they use.



DATE: October 16, 2018

SUBJECT: RESOLUTION 4921(23) to approve a Memorandum of Understanding for the submittal of a Joint Grant Application between the City of Burlington Fire Department and Rochester Volunteer Fire Company to the Federal Emergency Management Agency (FEMA) regarding the Joint Assistance to Firefighters Grant for VHF mobile and portable radios.

SUBMITTED BY: Alan Babe, Fire Chief

BACKGROUND/HISTORY:

Rochester Volunteer Fire Company, the lead agency, and the City of Burlington Fire Department (COBFD) are seeking to jointly apply for the Joint Assistance to Firefighters Grant for VHF mobile and portable radios. The City of Burlington has not previously applied for a FEMA AFG Grant application for VHF radio equipment. The contracted grant writer will be Fire Grants Help (FGH). The City of Burlington has previously used FGH with last year’s application process and we were successful in an award of grant monies. This interoperability approach to obtain federal funding is showing our continued desire to work together and will be a high priority in this year’s AFG Grant process.

- COBFD has an existing Automatic Aid Agreement in place with RVFC,
- RVFC and COBFD have been partners of a county wide Mutual Aid Agreement for over 40 years and all are currently part of Wisconsin MABAS Division 102,
- RVFC and COBFD wish to improve Firefighter Safety that would allow for improved safety of all responders on scene,
- RVFC and COBFD initiated a conversation about the possibility of writing a regional grant to improve VHF radio equipment within the two organizations,
- RVFC and COBFD will each provide the necessary information regarding their departments to Fire Grants Help so that a grant application can be prepared and submitted to FEMA,
- RVFC will pay an initial fee of \$2500.00 to Fire Grants Help for grant writing fees. COBFD will pay RVFC 50% or \$1250.00 for the fee incurred. Each department will be responsible for paying the 5% match required for the equipment that department is requesting,
- RVFC and COBFD have committed to work together to try and improve Firefighter safety and to improve safety of our emergency responder’s.

BUDGET/FISCAL IMPACT:

COBFD BUDGET/FISCAL IMPACT:

Potential Grant Monies Awarded

See attached quotes from BAYCOM

Quote numbers: 10032018R1 & 10032018

Total Grant Dollar Amount:	=	\$ 154,973.22
Federal Funding Assistance	=	147,593.54
Cost for AFG process:		
Five Percent (5%) by City Match of Grant {Federal Calculation’s 100.00 = 90.09}	=	\$ 7,379.68
COBFD’s Contracted Services for Grant Writing	=	\$ 1500.00
Total Financial Impact for the City Of Burlington	=	\$ 8,879.68

The COB dollars are not budgeted for in the General Fund or the Equipment Replacement Fund.

RECOMMENDATION:

Staff recommends the Common Council approve the Joint Grant Application between the City of Burlington and the Rochester Volunteer Fire Company that will include the creation of a Memorandum of Understanding (MOU) in an effort to jointly collect data and define the grant characteristics, prepare the grant application, submit the grant application, manage awarded grant money, complete the closeout process, and agree to share the cost of the grant process. The Rochester Volunteer Fire Company will be the lead agency; therefore, the dollars will be funneled through the Rochester Volunteer Fire Company. This also serves as the City's commitment to the 5% grant match.

TIMING/IMPLEMENTATION:

This item is for discussion at the October 16, 2018 Committee of the Whole meeting and is scheduled for final consideration at this evening's Common Council meeting. The roles and responsibilities described above are contingent on Rochester Volunteer Fire Company receiving funds requested for the project described in the grant application.

Attachments

Resolution 4921(23)
MOU
Baycom Quotes
FEMA Cost Share Calculator

Resolution Number: 4921(23)
Introduced by: Committee of the Whole

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR THE SUBMITTAL OF A JOINT GRANT APPLICATION BETWEEN THE CITY OF BURLINGTON AND ROCHESTER VOLUNTEER FIRE COMPANY TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) REGARDING THE JOINT ASSISTANCE TO FIREFIGHTERS GRANT FOR VHF MOBILE AND PORTABLE RADIOS

WHEREAS, the applicant, City of Burlington is interested in obtaining a cost-share grant from the Federal Emergency Management Agency (FEMA) for the purpose of funding the purchase of VHF mobile and portable radios; and,

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and,

WHEREAS, the City of Burlington will work jointly with the Rochester Volunteer Fire Company to apply for said grant and the City of Burlington will pay the cost requirement of \$8,879.68; and,

NOW, THEREFORE, BE IT RESOLVED, the applicant, the City of Burlington, will comply with all local, state, and federal rules, regulations and ordinances relating to the purchase of VHF mobile and portable radios and the cost-share agreement;

BE IT FURTHER RESOLVED, the Common Council of the City of Burlington hereby authorizes and empowers Alan J. Babe, Fire Chief, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the FEMA
4. Submit grant reimbursement request to the FEMA
5. Sign and submit other required documentation

Introduced: October 16, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

Memorandum of Understanding

WHEREAS, **Rochester Volunteer Fire Company (RVFC)**, and the **City of Burlington Fire Department (COBFD)**, have come together to collaborate and to make an application for **Assistance to Firefighters** grant; and

WHEREAS, the partners listed above have agreed to enter into a collaborative agreement in which **Rochester Volunteer Fire Company** will be the lead agency and named applicant and the other agencies will be partners in this application; and

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative; and

WHEREAS, the application prepared and approved by the collaborative through its partners is to be submitted to the **Federal Emergency Management Agency by Fire Grants Help**.

I) Description of Partner Agencies

RVFC, and COBFD desire to work together to try and obtain federal funding to improve emergency communications with equipment that will allow for interoperability.

II) History of Relationship

- RVFC and COBFD have been partners of a county wide Mutual Aid Agreement for over 40 years and are currently a part of Wisconsin MABAS Division 102.
- *RVFC and COBFD wish to improve Firefighter Safety that would allow for improved safety of all responders on scene.*

III) Development of Application

- *RVFC initiated a conversation with COBFD about the possibility of writing a regional grant to improve VHF radio equipment within the two organizations.*
- *RVFC and COBFD will each provide the necessary information regarding their departments to Fire Grants Help so that a grant application can be prepared and submitted.*

IV) Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

- *Each department will provide the necessary information to Fire Grants Help to assist in the preparation of a grant to be submitted to FEMA.*
- *RVFC will pay an initial fee of \$2500.00 to Fire Grants Help for grant writing fees. COBFD will pay RVFC \$1250.00 for 50% of the \$2500.00 fee incurred.*
- *Each department will be responsible for paying the 5% required match for the equipment that department is requesting.*
- *RVFC and COBFD have committed to work together to try and improve Firefighter safety and to improve the overall safety of emergency responder.*

V) Timeline

The roles and responsibilities described above are contingent on **Rochester Volunteer Fire Company** receiving funds requested for the project described in the grant application. Responsibilities under this Memorandum of Understanding would coincide with the grant period, anticipated to be **01/01/2019** through **01/01/2020**.

VI) Commitment to Partnership

- 1) The collaboration service area includes: Village of Rochester, City of Burlington and any MABAS division or department that requests assistance from the departments listed above.
- 2) Compensation for COBFD's contribution to this project will be provided as outlined above.
- 3) We, the undersigned have read and agree with this MOU. Further, we have reviewed the proposed project and approve it.

By: _____ Fire Chief, Rochester Volunteer Fire Company Date: _____
By: _____ Fire Chief, City of Burlington Fire Department Date: _____



serious mobility
when it matters most

Dave Feiler
W239 N2890 Pewaukee Road
Pewaukee, WI 53072
D: 414-546-7625

Burlington Fire Department
Attn: Chief Alan Babe

10/3/2018

dfeiler@baycominc.com

SUBJECT: Motorola APX Series Radio - Fire Grant / 10032018

**PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING**

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
920, 925, 940, 951			
4	M37TSS9PW1AN / APX8500 Tri-Band Radio	\$2,909.70	\$11,638.80
4	G806 / Astro Digital CAI	\$314.15	\$1,256.60
4	QA01648 / Advanced System Key - Hardware	\$3.05	\$12.20
4	G51 / SmartZone Operation	\$1,095.00	\$4,380.00
4	G361 / P25 Trunking Software	\$183.00	\$732.00
4	GA01767 / P25 Radio Authentication	\$61.00	\$244.00
4	G66 / DASH Mount Configuration	\$76.25	\$305.00
4	G442 / APX 05 Control Head	\$263.52	\$1,054.08
4	G444 / Control Head Sftwr	\$0.00	\$0.00
4	GA01513AA / All Band Antenna - VHF, UHF, 800	\$64.05	\$256.20
4	W22 / Palm Microphone	\$43.92	\$175.68
4	W432 / 13W Auxiliary Speaker	\$43.62	\$174.48
4	W12 / RF Pre-Amp	\$40.26	\$161.04
4	G610 / 10 Meter Control Cable	\$15.25	\$61.00
4	HAD4008 / VHF Unity Gain Antenna	\$17.20	\$68.80
4	HAE4003 / UHF Unity Gain Antenna	\$17.20	\$68.80
4	HAF4013 / 3.0 dB Gain 800 MHz Antenna	\$34.40	\$137.60
4	H1919 / Multi-coupler	\$180.00	\$720.00
4	Installation Services	\$550.00	\$2,200.00
941 and 954			
2	M37TSS9PW1AN / APX8500 Tri-Band Radio	\$2,909.70	\$5,819.40
2	G806 / Astro Digital CAI	\$314.15	\$628.30
2	QA01648 / Advanced System Key - Hardware	\$3.05	\$6.10
2	G51 / SmartZone Operation	\$1,095.00	\$2,190.00
2	G361 / P25 Trunking Software	\$183.00	\$366.00
2	GA01767 / P25 Radio Authentication	\$61.00	\$122.00
2	G67 / REMOTE Mount Configuration	\$181.17	\$362.34
2	G442 / APX 05 Control Head	\$263.52	\$527.04
2	G444 / Control Head Sftwr	\$0.00	\$0.00
2	GA01513AA / All Band Antenna - VHF, UHF, 800	\$64.05	\$128.10
2	W22 / Palm Microphone	\$43.92	\$87.84
2	W432 / 13W Auxiliary Speaker	\$43.62	\$87.24
2	W12 / RF Pre-Amp	\$40.26	\$80.52
2	G610 / 10 Meter Control Cable	\$15.25	\$30.50

2	HAD4008 / VHF Unity Gain Antenna	\$17.20	\$34.40
2	HAE4003 / UHF Unity Gain Antenna	\$17.20	\$34.40
2	HAF4013 / 3.0 dB Gain 800 MHz Antenna	\$34.40	\$68.80
2	H1919 / Multi-coupler	\$180.00	\$360.00
2	Installation Services	\$660.00	\$1,320.00

942 VHF ONLY RADIO

1	M37TSS9PW1AN / APX8500 Tri-Band Radio	\$2,909.70	\$2,909.70
1	G806 / Astro Digital CAI	\$314.15	\$314.15
1	QA01648 / Advanced System Key - Hardware	\$3.05	\$3.05
1	G51 / SmartZone Operation	\$1,095.00	\$1,095.00
1	G361 / P25 Trunking Software	\$183.00	\$183.00
1	GA01767 / P25 Radio Authentication	\$61.00	\$61.00
1	G66 / DASH Mount Configuration	\$76.25	\$76.25
1	G442 / APX 05 Control Head	\$263.52	\$263.52
1	G444 / Control Head Sftwr	\$0.00	\$0.00
1	GA01513AA / All Band Antenna - VHF, UHF, 800	\$64.05	\$64.05
1	W22 / Palm Microphone	\$43.92	\$43.92
1	W432 / 13W Auxiliary Speaker	\$43.62	\$43.62
1	W12 / RF Pre-Amp	\$40.26	\$40.26
1	G610 / 10 Meter Control Cable	\$15.25	\$15.25
1	HAD4008 / VHF Unity Gain Antenna	\$17.20	\$17.20
1	HAE4003 / UHF Unity Gain Antenna	\$17.20	\$17.20
1	HAF4013 / 3.0 dB Gain 800 MHz Antenna	\$34.40	\$34.40
1	H1919 / Multi-coupler	\$180.00	\$180.00
1	Installation Services	\$550.00	\$550.00

942 NCS-C250 CROSS PATCH

1	NCS-C250EM3 / Cross Patch Multi-Switch - 4 Chan	\$1,500.00	\$1,500.00
1	NCS-250-TRM-015 / Cable	\$0.00	\$0.00
1	NCS-E217 / Electret Palm Microphone	\$70.00	\$70.00
2	NCS-250-MCA-10 - APX and XTS Mobiles	\$250.00	\$500.00
1	Installation Services	\$450.00	\$450.00

Does Not Include Programming

\$0.00
\$0.00
\$0.00
\$0.00

All Pricing Reflects Racine County Contract

EQUIPMENT COST: \$44,330.83
SHIPPING: \$0.00

PURCHASE PRICE: \$44,330.83

Payment With Order: NET 10 Days
Quotation Good for 2018.

Approved By:

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms
All of the information listed on this proposal is confidential and proprietary information.
If You Have Any Questions Please Contact Dave Feiler at 414-546-7625

Signature: _____

Date: _____





serious mobility
when it matters most

Dave Feiler
W239 N2890 Pewaukee Road
Pewaukee, WI 53072
(414) 546-7625
dfeiler@baycominc.com

City of Burlington Fire Department
Attn: Chief Alan Babe

10/3/2018
REVISED

SUBJECT: VHF APX6000XE Portable Radio Model 1.5 / 10032018R1

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
APX6000XE - VHF ONLY PORTABLE			
30	H98KGD9PW5 N / Motorola APX6000 VHF Model 1.5	\$2,062.41	\$61,872.30
30	VHF, 8 Character Top Display and Dual Mic.		
30	QA01749 / Advanced System Software Key	\$0.00	\$0.00
30	Q241 / Analog Operation	\$0.00	\$0.00
30	H35 / Conventional Operation	\$305.00	\$9,150.00
30	QA02006 / XE Ruggedized Radio - DeltaT, IS/FM	\$488.00	\$14,640.00
30	Q64 / Public Safety YELLOW	\$15.25	\$457.50
APX8000XE ALL BAND PORTABLE			
1	H91TGD9PW6AN / APX8000 Tri Band Radio	\$4,367.59	\$4,367.59
STANDARD COLOR BLACK			
1	H38 / SmartZone Operation	\$1,095.00	\$1,095.00
1	Q361 / P25 Trunking	\$219.00	\$219.00
1	Q806 / Astro Digital CAI Ops	\$375.95	\$375.95
1	Q58 / Three Year Service from The Start - LITE	\$102.00	\$102.00
1	QA01648 / Advanced System Key - Hardware	\$3.65	\$3.65
1	QA02006 / Ruggedized Radio	\$584.00	\$584.00
1	QA01767 / P25 Radio Authentication	\$73.00	\$73.00
ACCESSORIES			
5	NNTN8860A/ Single Unit Charger / 110V	\$120.00	\$600.00
5	NNTN8844a / Multi Unit Charger with Display	\$1,000.00	\$5,000.00
30	NNTN8575AYLW / XE RSM w/ 3.5mm Jack & XT Cable	\$390.40	\$11,712.00
1	NNTN8575ABLK / XE RSM w/ 3.5mm Jack & XT Cable	\$390.40	\$390.40
0	NNTN8092A / FM Approved - Int. Safe Spare Battery	\$113.60	\$0.00
0	PMLN5657B / Leather Swivel Carrying Case	\$52.00	\$0.00
0	RLN6488A / Anti-Sway Strap	\$10.95	\$0.00
0	NNTN7624B / Vehicular Charger - Full Kit	\$343.20	\$0.00

Cost Does Not Include Programming

Please follow WCA Contract Instructions

All costs reflect Racine County Contract

EQUIPMENT COST:	\$110,642.39
SHIPPING:	\$0.00

Payment Terms: Net 10 Days
Quotation Good For 30 Days.

PURCHASE PRICE: \$110,642.39

Approved By:

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms

All of the information listed on this proposal is confidential and proprietary information.

If You Have Any Questions Please Contact Dave Feiler 414-546-7625



MOTOROLA

Authorized Dealer

TOUGHBOOK®

Assistance to Firefighters Grant Program (AFG)



FEMA



Cost Share Calculator 2018

Calculating Federal Share and Local Cost Share for AFG Grants

In order to assist you with determining your organization's Local Cost Share for AFG Grants, a calculator and explanation of the formula is provided below. All applicants should ensure they are familiar with FEMA's administration of cost sharing requirements. Recipients are not required to have their cost share available when submitting the application. For additional information, refer to the Cost Share and Maintenance of Effort Requirements section of the Notice of Funding Opportunity (NOFO).

Determine the Organization's Local Cost Share Percentage

Cost share requirements for AFG Grants are based on population. An eligible applicant seeking a grant to carry out an activity is required to provide non-federal funds to carry out the activity. In order to determine the Local Cost Share Percentage, use the guide below: When serving a jurisdiction of more than 1,000,000 residents, the applicant shall agree

15% = to provide non-federal funds in an amount equal to and not less than 15 percent of the grant awarded.

10% = When serving a jurisdiction of more than 20,000 residents, but not more than 1,000,000 residents, the applicant shall agree to provide non-federal funds in an amount equal to and not less than 10 percent of the grant awarded.

5% = When serving a jurisdiction of 20,000 residents or fewer, the applicant shall agree to provide non-federal funds in an amount equal to and not less than 5 percent of the grant awarded.

Once you have determined your Organization's Local Cost Share Percentage, use the formula below to determine the Organization's Local Cost Share.

Example Cost Share Calculation

Total Project Cost:	\$100,000.00
Local Cost Share Percentage:	15%
Federal Funding Assistance:	\$86,956.52
Local Cost Share:	\$13,043.48

Example Cost Share Formula

X = Federal Funding Assistance
Y = Total Project Cost
P = Local Cost Share Percentage
 $X + (P)(X) = Y$

X = Federal Funding Assistance
Y = \$100,000
P = 15%
 $X + (P)(X) = Y$
 $X = Y/1.15$

X = Federal Funding Assistance
Y = \$100,000
P = 15%
 $X = \$100,000/1.15$
X = \$86,956
Local Cost Share = \$13,044

Use the Calculator Below to Determine the Local Cost Share for your Organization

Total Project Cost:	<input type="text"/>
Local Cost Share Percentage:	<input type="text"/>

Example: For 15% enter .15 into the calculator, for 10% enter .10, for 5% enter .05

Federal Funding Assistance:	<input type="text"/>
Local Cost Share:	<input type="text"/>



DATE: October 16, 2018

SUBJECT: **RESOLUTION 4922(24)** to approve the Grant Application for the City of Burlington Fire Department to the Federal Emergency Management Agency (FEMA) regarding the Joint Assistance to Firefighters Grant for Source Capture Exhaust Extraction System.

SUBMITTED BY: Alan Babe, Fire Chief

BACKGROUND/HISTORY:

The City of Burlington Fire Department (COBFD) is requesting funding from the 2018 Assistance to Firefighters Grant Program (AFG) under the Operations and Safety section (modification to facilities) for a direct source capture exhaust removal system for all 9 vehicles housed in our single station. The station has a five bay apparatus room. The original portion of the station (three bays, two vehicle deep) was constructed in 1969 to house two vehicles front to back in each bay. In 1993 an addition was constructed that included two additional apparatus bays.

The Assistance to Firefighters Grant Program provides direct financial assistance and support to enhance the health and safety of the public, firefighters and first responders.

This request is being made under the Operations and Safety program to provide for the safety and health of the public, firefighters and first responders that work or visit our facility.

Under the AFG program, vehicle exhaust removal systems in 24-hour occupied fire stations are a high priority item for funding.

COBFD is seeking funding in the amount of \$90,502.00 under the 2018 AFG Program. The anticipated funds include \$86,192.38 (95%) in the form of an AFG grant and a five percent (5%) match of \$4,309.62 from the City for the total cost of \$90,502.00.

The costs include all components for a track and hose exhaust removal system that is designed to capture 100% of engine exhausts and expel them to the outside of the building. Training of all personnel in the use of the system is also included in the total.

This grant would make it possible to properly protect our firefighters from harmful exhaust emissions, particulate matter and the deadly carcinogenic material that comes from diesel exhausts. Furthermore, the installation of an exhaust removal system would eliminate the particulate matter that comes in contact with their firefighting gear and equipment that is hanging in the apparatus bays. Additionally, the installation would eliminate the effects of breathing lingering fumes, emissions and smoke from the diesel powered vehicles after they respond to calls or are pulled out of the station during training and vehicle checks.

Furthermore, the acquisition of a direct capture system will allow our department to comply with the recommended removal of toxic exhaust gasses, particulate matter and carcinogens as outlined in NFPA 1500: 9.1.6, the International Building Code 502.1.4, the NIOSH pocket guide and from the recommendations contained in the 2013 McGrath Fire and EMS Greater Cooperative Opportunities Report.

Contracted grant writer is Fire Grants Help (FGH). The City of Burlington has previously used FGH with last year's application process and we were successful in an award of grant monies.

The COBFD's goals are:

- COBFD wishes to improve Firefighter Safety that would allow for improved safety of all responders within

and responding to the station

- COBFD will provide the necessary information regarding their department to Fire Grants Help so that a grant application can be prepared and submitted to FEMA
- COBFD will pay an initial fee of \$2000.00 to Fire Grants Help for grant writing fees.
- COBFD will be responsible for paying the 5% match required for the equipment that department is requesting.
- COBFD is committed to work and improve Firefighter safety and to improve safety of our emergency responder's.

BUDGET/FISCAL IMPACT:

COBFD BUDGET/FISCAL IMPACT:

Potential Grant Monies Awarded

See attached quote from Hastings Air Energy Control, Inc.
Plymovent Vehicle Exhaust Removal System – Option B

Total Grant Dollar Amount:	=	\$ 90,502.60
Federal Funding Assistance	=	\$ 86,192.38

Cost for AFG process:

Five Percent (5%) by City Match of Grant {Federal Calculation's 100.00 = 90.09}	=	\$ 4,309.62
<u>COBFD's Contracted Services for Grant Writing</u>	=	<u>\$ 2000.00</u>
Total Financial Impact for the City Of Burlington	=	\$ 6,309.62

MATCH MONIES:

Monies will be appropriated through the 2019 equipment replacement fund.

RECOMMENDATION:

Staff recommends the Common Council approve the Grant Application for the City of Burlington Fire Department. COBFD will collect data and define the grant characteristics, prepare the grant application, submit the grant application, manage awarded grant money, complete the closeout process, and agree to the cost of the grant process. The City of Burlington Fire department is the lead agency; therefore, the dollars will be funneled through the City of Burlington. This also serves as the City's commitment to the 5% grant match.

TIMING/IMPLEMENTATION:

This item is for discussion at the October 16, 2018 Committee of the Whole meeting and is scheduled for final consideration at this evening's Common Council meeting. The roles and responsibilities described above are contingent on The City of Burlington Fire Department receiving funds requested for the project described in the grant application.

Attachments

Resolution 4922(24)
Quotes
FEMA Cost Share Calculator

Resolution Number: 4922(24)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE GRANT APPLICATION FOR THE CITY OF BURLINGTON
TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) REGARDING THE
JOINT ASSISTANCE TO FIREFIGHTERS GRANT FOR SOURCE CAPTURE EXHAUST EXTRACTION
SYSTEM**

WHEREAS, the applicant, City of Burlington is interested in obtaining a cost-share grant from the Federal Emergency Management Agency (FEMA) for the purpose of funding the purchase of a source capture exhaust extraction system; and,

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and,

WHEREAS, the City of Burlington will apply for said grant to FEMA and pay the cost requirement of \$6,809.62; and,

NOW, THEREFORE, BE IT RESOLVED, the applicant, the City of Burlington, will comply with all local, state, and federal rules, regulations and ordinances relating to the purchase of a source capture exhaust extraction system.

BE IT FURTHER RESOLVED, the Common Council of the City of Burlington hereby authorizes and empowers Alan J. Babe, Fire Chief, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the FEMA
4. Submit grant reimbursement request to the FEMA
5. Sign and submit other required documentation

Introduced: October 16, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



HASTINGS
air energy control, inc.
creating a cleaner workplace

Prepared For: Chief Alan Babe
Prepared by: Dean Havnen
Date: 9/27/2018

Proposal for City of Burlington Fire Department - Plymovent Vehicle Exhaust Removal System Option B

Hastings Core Focus:

Providing innovative solutions that create healthier lives for workers and energy savings for employers.



Engineered Solutions
Down & Backdraft Tables
Vehicle Exhaust Systems
Replacement Filters & Parts

Dust / Wet Collectors
Air Filtration Products
Ventilation Equipment
Industrial Vacuum Systems

Automation & Energy Controls
Remote Monitoring Access
Installation & Service
Industrial Flex Hose

Experience + Service = Results



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F: 800.260.9199 / 262.364.0550
www.hastingsair.com

Regionally Serving Illinois | Indiana | Iowa | Kentucky | Michigan | Minnesota | Missouri | North and South Dakota | Ohio | Wisconsin

Ship To:

Burlington (City) Fire Department
165 West Washington Street

165 West Washington Street

Date: 9/27/2018
Sales Person: Dean Havnen
Quote: QUO-06826-D3N1X4
Expires: 12/31/2019

Burlington, WI 53105-1445

Burlington, WI 53105-1445

Quote Per Request

The proposal includes the design, manufacture and installation of a vehicle exhaust extraction system which allows nine (9) vehicles with under carriage exhaust to be connected.

Fire Station #1 – Nine (9) Vehicles Connected: \$90,502.60

Scope

System includes:

- (3) Straight Rail systems complete with two vehicle connections per rail
- (3) Sliding Balancer track system complete for single vehicle backed in
- (1) 10hp exhaust fan complete with silencer & back-draft damper.
- (1) Control panel and low voltage control sensors for system activation

All mechanical installation, electrical line voltage wiring and tailpipe modifications included.

System warranty is 5 YEARS PARTS and LABOR on all system components and 10 YEAR on all aluminum extrusions.



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Burlington (City) Fire Department
165 West Washington Street

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Date: 9/27/2018

Sales Person: Dean Havnen

Quote: QUO-06826-D3N1X4

Expires: 12/31/2019

Burlington, WI 53105-1445

Burlington, WI 53105-1445

Part #	Description	Qty
VE-STRA-65	Straight Rail System 65 Includes: 3- 19' of Extruded Aluminum Profile 1- 4.75' of Extruded Aluminum Profile 1- End Socket w/ Sealing Lid and Rubber End stop (Rear) 130' Rubber Lip 6- Top Suspension Mounts 3- Rail Splicing Sleeve (Internal) Note: Must order end cap of choice, rubber bumper or hydraulic shock separately.	3.0
VE-STRA-PG-UH42	STRA UPPER HOSE PACK - PNEUMATIC GRABBER. 4" ST HOSEPACK FOR 2 DROP INCLUDES: UPPER HOSE, CRAB, HOSE CLAMPS, MJETAL SADDLE & BALANCER	3.0
VE-XX-MH410	SBTA. STRA. VSRX MID HOSE PACK 4" ST HOSE X 10' INCLUDES HOSE & CLAMPS	6.0
VE-XX-PG-LH64HT	SBTA/STRA LOWER HOSE PACK - PNEUMATIC. 6.25" PG, 4" HT HOSE - INCLUDES: PG ASSEMBLY, LOWER HOSE, SAFETY DISCONNECT HANDLE (sdch) WITH MFD VALVE & CLAMPS	6.0
DAMP-034	Damper, backdraft 6" BDD/One per drop on STRA	6.0
SHK-010	Hydraulic Shock - NON OEM	3.0
VE-SBTA-20TP	SBTA-20 Track pack. Includes: Track, endstops, splices, Joiner Plates, Security Bolts, Tape, Labels	2.0
VE-SBTA-30TP	SBTA-30 Track pack. Includes: Track, endstops, splices, Joiner Plates, Security Bolts, Tape, Labels	1.0
VE-SBTA-PG-UH204-2	SBTA UPPER HOSE PACK - PNEUMATIC GRABBER. 4" ST HOSEPACK FOR 20' TRACK/FRONT 2 DROP TRACK INCLUDES: UPPER HOSE, RISER BRACKET, HOSE CLAMPS, METAL SADDLE, TROLLEY & BALANCER.	2.0
VE-SBTA-PG-UH304	SBTA UPPER HOSE PACK - PNEUMATIC GRABBER. 4" ST HOSEPACK FOR 30' TRACK INCLUDES: UPPER HOSE, RISER BRACKET, HOSE CLAMPS, METAL SADDLE, TROLLEY & BALANCER.	1.0
VE-XX-MH410	SBTA. STRA. VSRX MID HOSE PACK 4" ST HOSE X 10' INCLUDES HOSE & CLAMPS	3.0
VE-XX-PG-LH64HT	SBTA/STRA LOWER HOSE PACK - PNEUMATIC. 6.25" PG, 4" HT HOSE - INCLUDES: PG ASSEMBLY, LOWER HOSE, SAFETY DISCONNECT HANDLE (sdch) WITH MFD VALVE & CLAMPS	3.0
FAN-086N	TEV Fan, 10 Hp, 3450 Rpm, 208-230/460V, 3Ph, 60Hz, Tefc Motor.	1.0
ADAP-037	Rectangular To Round (16" Dia Male Fitting) Transition For Tev 7 Series Fans	1.0
DAMP-046	Damper - Backdraft - 12"	1.0
SIL-12	Silencer - 12" - 12x16x36	1.0
VE-CP-040	Control operation system for 10HP-208V-240V 3PH 26 AMP	1.0
ADAP-087	GM C4500 C5500 Fleet Conversion Pipe (Louvered Pipe, 3.5" Stop Plate)	1.0



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CON-002	Connector, T, 6mmX6mmX6mm	8.0
CON-010	Connector, Female Quick Connect	2.0
REG-002	Regulator Filter/Dryer w/Auto Drain valve SBTA	2.0
SEN-002	Engine Pressure Sensor Assembly w/ear clips	9.0
TUBE-001	Tubing, 3/8" (8MM OD), black, nylon 11 (990' ROLL) by the foot	150.0
VE-LEG-LP1	Sq Alumn Leg Tube, 1.2" Sq. X 19' Long, Extruded Alumn, Field Cut To Req'D Length	8.0
VE-LEG-MKF	Vertical Leg Mount Kit	9.0
VE-WRK-R08	Wireless Receiver w/3 relays, 2400 MHZ with enclosure.	1.0
VE-WRK-T09	Transmitter, Remote, 2.4 GHZ w/spade lugs	9.0
INST-M	Mechanical installation to include: mounting & bracing of the equipment, all exhaust ducting, mounting of the exhaust fan & control panel and all control wiring.	1.0
INST-E	Electrical line voltage wiring of (1) 10hp exhaust fan & (1) control panel.	1.0
INST-TPM	Tailpipe modifications provided for the nozzle attachment. Includes all material and labor for complete modifications.	1.0
INST-R	Labor and materials for flashing in one equipment roof curb for exhaust ducting to go through roof.	1.0
FRT	Freight	1.0
LIFT	Lift Usage Charges	1.0

\$90,502.60



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Quote: QUO-06826-D3N1X4

Expires: 12/31/2019

Burlington, WI 53105-1445

Burlington, WI 53105-1445

NOTE: Shipping and Tax are NOT INCLUDED.

I have read the terms page, a single, separate page from the pricing, and I accept the terms and conditions of this quotation.

Signed: _____

Name: _____ Title: _____

Terms:

_____ Prepay - 3% Discount:

_____ Net 30 Days from Shipment

_____ Visa/Mastercard/Discover

Purchase Order # _____

Thank you for considering Hastings.

Please remit to:

Hastings Air-Energy Control, Inc.

5555 S. Westridge Drive

New Berlin, WI 53151-7900



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TERMS:

Standard terms are 3% discount for prepayment* with order or net 30 from date of shipment for customer orders of less than \$50,000 with approved credit. Please contact your sales representative for payment terms on orders at or over \$50,000. A 1½% per month finance charge will be assessed on all invoice balances outstanding past 30 days.

A signed terms agreement & credit references for new customers requesting credit terms is required.

*Prepaid orders must include the payment of sales tax or a sales tax exemption with the prepay check. Prepaid orders require the freight to be prepaid based on a provided freight quote or the customer will need to sign a routing form specifying their preferred freight carrier so the shipment can be shipped collect. The prepayment terms discount does not apply if payment is made with a credit card.

Product delivery details will be communicated by your sales engineer after receipt of confirming purchase order.

Freight is FOB origin. Standard shipping preference is required. LTL (Less Than full Load) shipments without a preferred carrier will require customer to complete and sign a Hastings Routing Guide. UPS or FedEx Ground shipments will ship prepaid and add with handling charges unless Hastings is provided with customer's UPS or Fed-X collect account number.

Warranty is per manufacturer specifications. Contact representative for more details.

Price does not include sales tax.

Mechanical and electrical installations are the customer's responsibility (when applicable) unless otherwise quoted.

Units do not include motor starters or disconnects (when applicable).

Fire suppression by customer (when applicable).

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Assistance to Firefighters Grant Program (AFG)



FEMA



Cost Share Calculator 2018

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Total Project Cost:	\$100,000.00
Local Cost Share Percentage:	15%
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 $X = Y/1.15$

X = Federal Funding Assistance
Y = \$100,000
P = 15%
 $X = \$100,000/1.15$
X = \$86,956
Local Cost Share = \$13,044

Use the Calculator Below to Determine the Local Cost Share for your Organization

Total Project Cost:	<input type="text"/>
Local Cost Share Percentage:	<input type="text"/>

Example: For 15% enter .15 into the calculator, for 10% enter .10, for 5% enter .05

Federal Funding Assistance:	<input type="text"/>
Local Cost Share:	<input type="text"/>



DATE: October 16, 2018

SUBJECT: RESOLUTION 4923(25) to consider approving Change Order Number Two with All-Ways Contractors for the Lewis Street Wall Project for an increase of the contract in the amount of \$58,004.72.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

As part of the Lewis Street Wall project, additional work was required due to unforeseen footing removal activities. The existing wall footing was much larger than expected and was not accounted for in the project quantities. Change Order #2 provides for payment to be made to All-Ways Contractors for this added material and work in the amount of \$58,004.72. At your June 19, 2018 meeting, staff advised this second change order would be forthcoming.

Previously, the Common Council Approved Change Order #1 in the amount of \$15,229 for utility relocation work. The actual cost of work required for Change Order #1 was \$14,380. This amount is being reimbursed by AT&T.

BUDGET/FISCAL IMPACT:

Change Order #2 increases the project cost by \$58,004.72. The City's Engineers were successful in negotiating an \$11,445 reduction of the original change order request from the contractor.

The original project budget was \$257,975. The resulting total project cost including Change Order #1 and #2 is \$331,208.72. This will be partially offset by \$14,380.00 reimbursement from AT&T for Change Order #1, for a net project total cost of \$316,828.72.

RECOMMENDATION:

Staff recommends that the Common Council approve the Lewis Street Wall Project Change Order #2 in the amount of \$58,004.72.

TIMING/IMPLEMENTATION:

This item has been scheduled for discussion at the October 16, 2018 Committee of the Whole meeting and, due to timing constraints, it has also been scheduled for final consideration that same night at the meeting of the Common Council.

Attachments

Resolution 4923(25)
Lewis Street Wall Change Order #2

Resolution No. 4923(25)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER NUMBER TWO
WITH ALL-WAYS CONTRACTORS FOR THE LEWIS STREET WALL PROJECT
FOR AN INCREASE IN THE CONTRACT IN THE AMOUNT OF \$58,004.72**

WHEREAS, Resolution 4893(51) approved the award of the bid to All-Ways Contractors for the Lewis Street Wall Project for the Lump Sum Bid of \$257,975; and,

WHEREAS, the City of Burlington entered into a contract with All-Ways Contractors for said improvements; and,

WHEREAS, during the course of work to resolve unexpected impact from wall footing removal, the quantity of materials and labor to complete the project increased; and,

WHEREAS, said Change Order Number Two for an amount of \$58,004.72 has been recommended for approval by the City Engineer and the Director of Public Works; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that Change Order Number Two is hereby approved for an increase in the amount of \$58,004.72.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute Change Order Number Two on behalf of the City.

Introduced: October 16, 2018
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

MEMORANDUM TO THE CITY OF BURLINGTON

To: Peter Riggs
Cc: Carina Walters, Greg Governatori
From: Mike Timmers *MT*
Date: August 24, 2018
Re: Lewis Street Wall
Contract Change Order request #2 for All-Ways Contractors, Inc

Attached please find a copy of Contract Change Order #2 and Justification of Price for the **Lewis Street Wall** construction project.

As previously discussed, this Change Order is to close out this project and adjust the final cost to reflect actual quantities and cost. Included is a CREDIT of \$11,445, for a price per unit reduction due to large quantity overruns on the following items: Base Aggregate Dense 1 1/4" and Sawing Asphalt. Also included is a CREDIT of \$849 to adjust the AT&T extra cost from Change Order #1 to actual cost (from \$15,229 to \$14,380, savings of \$849).

Overall, this project cost is as follows:

- Bid Price = \$257,975
- TOTAL Project Cost (shared cost w/ City and AT&T) = \$331,208.72
- AT&T's responsibility = \$14,380
- City's responsibility = \$316,828.72 (\$58,853.72 over bid price)

I have attached the Final Payment Tab to help clarify the total cost of the project. To date, we have paid out 3 invoices on this project for a total of \$268,276.83 (\$275,085.71, less \$6,808.88 retainage held). Therefore, the remaining payment, to close out the project, will be \$62,931.89.

Let me know if you have any questions or comments!

Thank you!

LEWIS STREET WALL
Justification of Price for Contract Change Order #2

General Description of Change Order #2: This Change Order is to adjust the contract to match FINAL asbuilt quantities and FINAL contract cost, as requested by the City of Burlington. Included in this change order is a cost adjustment for the Change Order #1 work, to adjust to actual cost. Also included in this change order is a CREDIT to the City from the contractor due to the large increase in quantities that were incurred.

Item #2.01, CREDIT – Lump Sum Price Reduction:

- A. Description: A lump sum credit that reduces the cost (cost per unit) of the planned items due to increased quantity.
- B. Method of Measurement & Basis of Payment: This is measured and paid as a lump sum item.

The following is a summary spreadsheet for the items described above:

CONTRACT CHANGE ORDER

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2.01	CREDIT – Lump Sum Price Reduction	1.00	LS	(11,445.00)	(11,445.00)
	Additional cost due to quantity overrun	1.00	LS	70,298.72	70,298.72
	CREDIT – CCO #1, Cost Savings due to Actual Cost Incurred	1.00	LS	(849.00)	(849.00)
TOTAL					\$58,004.72

For further explanation and description, see attached Payment Tab, with final costs, that describes the complete cost of the project.



KAPUR & ASSOCIATES, INC.

LEWIS STREET WALL BID TAB

City of Burlington, Racine County, Wisconsin
 Bid Opening: March 8, 2018 10:00 AM (RE-DESIGNED & RE-BID)

PAYMENT TAB, DATED: 8/24/2018

Item No.	Item Description	Unit	Est Qty	Bid Unit Price	Bid Price	Quantity per Estimate			Qty to Date	\$ Paid to Date
						#1	#2	#3		
204.0150	Removing Curb and Gutter	LF	25	\$ 10.00	\$ 250.00	25.00	150.00	74.50	249.50	\$ 2,495.00
204.0155	Removing Concrete Sidewalk	SY	120	\$ 6.40	\$ 768.00	60.00	60.00		120.00	\$ 768.00
204.0185	Removing Concrete Retaining Wall	CY	150	\$ 136.30	\$ 20,445.00	150.00	146.00	29.40	325.40	\$ 44,352.02
305.0120	Base Aggregate Dense 1 1/4-Inch (HMA Pavement, Curb and Gutter, & Sidewalk)	TON	70	\$ 59.80	\$ 4,186.00	50.00	107.44	447.56	605.00	\$ 36,179.00
460.5224	HMA Pavement Type 4LT 58-28 S, Item also includes tack coat (455,0605).	TON	3	\$ 325.00	\$ 975.00			17.10	17.10	\$ 5,557.50
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	35	\$ 30.00	\$ 1,050.00			249.50	249.50	\$ 7,485.00
602.0405	Concrete Sidewalk 4-Inch	SF	2160	\$ 4.00	\$ 8,640.00		2,003.50		2,003.50	\$ 8,014.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	10	\$ 30.50	\$ 305.00		18.00		18.00	\$ 549.00
638.2102	Moving Signs Type II	EACH	2	\$ 225.00	\$ 450.00				0.00	\$ -
690.0150	Sawing Asphalt	LF	30	\$ 8.00	\$ 240.00	125.00		165.00	290.00	\$ 2,320.00
SPV.0090.01	Ornamental Aluminum Fence (4-Foot)	LF	390	\$ 55.90	\$ 21,801.00			388.00	388.00	\$ 21,689.20
	Includes design and construction (design/build) of a new precast modular block retaining wall (approx. 2600 SF). Item includes small or large block to be approved by owner, coping units, tie back system, drainage aggregate, base material, backfill material, excavation, underdrain system, earth retention, restoration, and all items not specified in this bid form for the construction of the retaining wall.									
SPV.0105.01	CLASSIC 8" WisDOT MANDATORY: Insert Block Style Here	LS	1	\$ 188,885.00	\$ 188,885.00	0.10	0.20	0.70	1.00	\$ 188,885.00
SPV.0105.02	Traffic Control	LS	1	\$ 9,980.00	\$ 9,980.00	0.25	0.25	0.50	1.00	\$ 9,980.00
Total \$ per Estimate						\$ 46,452.50	\$ 68,480.71	\$ 145,772.50	\$ 67,568.01	
SUBTOTAL BASE BID						\$ 257,975.00	SUBTOTAL BASE BID - Actual Cost		\$	328,273.72
CONTRACT CHANGE ORDER #1										
Item No.	Item Description	Unit	Est Qty	Bid Unit Price	Bid Price	Quantity per Estimate			Qty to Date	\$ Paid to Date
						#1	#2	#3		
1.01	Sawing Existing Wall	LS	1	\$ 12,760.00	\$ 12,760.00		1.00		1.00	\$ 12,760.00
1.02	Expose & Lower AT&T Line - at the Direction of AT&T	LS	1	\$ 1,620.00	\$ 1,620.00		1.00		1.00	\$ 1,620.00
SUBTOTAL CCO #1						\$ 14,380.00	SUBTOTAL CCO #1 - Actual Cost		\$	14,380.00
CONTRACT CHANGE ORDER #2										
Item No.	Item Description	Unit	Est Qty	Bid Unit Price	Bid Price	Quantity per Estimate			Qty to Date	\$ Paid to Date
						#1	#2	#3		
2.01	CREDIT - Lump Sum Price Reduction	LS	1	\$ (11,445.00)	\$ (11,445.00)		1.00		1.00	\$ (11,445.00)
SUBTOTAL CCO #2						\$ (11,445.00)	SUBTOTAL CCO #2 - Actual Cost		\$	(11,445.00)
TOTAL - Actual Cost						\$	TOTAL - Actual Cost		\$	331,208.72