



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

**AGENDA
COMMON COUNCIL**

Tuesday, December 4, 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

Student Representatives:
Jack Schoepke, Burlington High School
Morgan Tracy, Burlington High School

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Comments**
4. **Chamber of Commerce Representative and Rescue Squad Representative**
5. **Approval of Minutes** (*B. Grandi*)
 - A. To approve the November 20, 2018 Common Council Minutes.
6. **Letters and Communications** - There are none.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*R. Heft*)
 - A. To approve Reports 1-5 as submitted.
9. **Payment of Prepaids and Vouchers** (*S. Rauch*)
 - A. To approve the Prepaid and Voucher list for bills accrued through December 4, 2018:

Total Prepaid:	\$ 26,684.80
Total Vouchers:	\$ 121,047.31
Grand Total:	\$ 147,732.11

10. **Licenses**
 - A. To approve Operator's Licenses as submitted. (*J. Schultz*)
 - B. To approve the Denial of an Operator's License. (*T. Preusker*)
11. **Appointments and Nominations** - There are none.
12. **PUBLIC HEARINGS:** There are none.
13. **RESOLUTIONS:**
 - A. **Resolution 4926(28)** - To consider approving the purchase of ten sets of new turn out gear in Fiscal Year 2018 and ten sets of new turn out gear in Fiscal Year 2019 totaling of \$20,080. (*T. Bauman*)
14. **ORDINANCES:** There are none.
15. **MOTIONS:**
 - A. **Motion 18-917** - To approve the Environmental Remediation Tax Incremental District No. 1 (ER-TID 1) and Tax Incremental District No. 3 (TID 3) Audit Reports completed by Sitzberger. (*S. Kott*)
16. **ADJOURN INTO CLOSED SESSION** (*T. Meyer*)
Wis. Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- To discuss the Burlington Senior Center's 2019 Budget and Lease Agreement.

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

- To discuss the Burlington Rescue Squad Agreement.
17. **RECONVENE INTO OPEN SESSION** (*B. Grandi*)
18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**
- Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.
19. **ADJOURNMENT** (*R. Heft*)

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.



DATE: December 4, 2018

SUBJECT: MEETING MINUTES - To approve the November 20, 2018 Common Council Minutes.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the November 20, 2018 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the November 20, 2018 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the December 4, 2018 Common Council meeting.

Attachments

CC Min



City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 - (262) 763-3474 fax
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**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, November 20, 2018**

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

Mayor Hefty called the Common Council meeting to order at 7:15 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.

Student Representatives - Present: Morgan Tracy (BHS). Excused: Jack Schoepke (BHS).

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, Fire Chief Alan Babe, Human Resource Manager Jason Corbin, Library Director Joe Davies and Intern Nick Faust.

2. **Pledge of Allegiance**

3. **Citizen Comments**

Judith Schulz, 533 Milwaukee Avenue, expressed her concerns regarding signs painted on brick buildings in the historic district.

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

Administrator Walters provided an update for the Chamber of Commerce.

5. **Approval of the November 4, 2018 Common Council Minutes**

Motion: Alderman Bauman. Second: Alderman Rauch. With all in favor, the motion carried.

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

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

Administrator Walters introduced and welcomed Jason Corbin to the City of Burlington as the new Human Resource Manager.

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

Motion: Alderman Bauman. Second: Alderman Grandi. With all in favor, the motion carried.

9. **To approve the Prepaid and Voucher List for bills accrued through November 20, 2018.**

Motion: Alderman Kott. Second: Alderman Meyer. Roll Call: Aye - 7. Nay - 0. The motion carried.

10. **To approve Operator's License Applications as submitted.**
Motion: Alderman Meyer. Second: Alderman Kott. With all in favor, the motion carried.
11. **To approve Special Event Permit Applications as submitted.**
Motion: Alderman Grandi. Second: Alderman Bauman. With all in favor, the motion carried.
12. **Appointments and Nominations** - There were none.
13. **PUBLIC HEARINGS:** There were none.
14. **RESOLUTIONS:**
 - A. **Resolution 4925(27)** - To consider adopting the 2019 Annual Budget.
Motion: Alderman Heft. Second: Alderman Grandi. Roll Call: Aye - 6. Nay - 1 (Alderman Schultz).
The motion carried.
15. **ORDINANCES:** There were none.
16. **MOTIONS:**
 - A. **Motion 18-916** - To approve the Beaumont Field Lease Agreement with Burlington Baseball 2000.
Motion: Alderman Rauch. Second: Alderman Heft. With all in favor, the motion carried.
17. **ADJOURN INTO CLOSED SESSION**
Wis. Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Discussion regarding the Burlington Manufacturing and Office Park.

Motion: Alderman Schultz. Second: Alderman Bauman. Roll Call: 7-0. With all in favor, the meeting adjourned into Closed Session at 7:31 p.m.
18. **RECONVENE INTO OPEN SESSION**
Motion: Alderman Bauman. Second: Alderman Schultz. With all in favor, the meeting reconvened into Open Session at 8:04 p.m.
19. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**
There was no action.
20. **ADJOURNMENT**
Motion: Alderman Bauman. Second: Alderman Heft. With all in favor, the meeting adjourned at 8:04 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



DATE: December 4, 2018

SUBJECT: REPORTS - To approve Reports 1-5 as submitted.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:

1. Library Minutes, 9-25-18
2. Airport Committee Minutes, 9-27-18
3. Library Minutes, 10-23-18
4. Historic Preservation Commission Minutes, 10-25-18
5. Committee of the Whole Minutes, 11-20-18

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the December 4, 2018 Common Council meeting.

Attachments

Library Minutes
Airport Minutes
Library Minutes
HPC Minutes



Burlington Public Library

166 East Jefferson Street, Burlington, Wisconsin 53105

Phone: 262-342-1130 Fax: 262-342-1198



www.burlingtonlibrary.org

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, September 25, 2018 at 6:30 p.m. in the Burlington Public Library Upstairs Meeting Room.

Present: Smet, Barker, Bahr,
Savaglia, Preusker, Guard, Chaffee

Absent: Buse

Also present: Davies, McCarthy,
Emily Kornak and Samantha Vogel

- Savaglia called the meeting to order at 6:34 pm.
- All members present introduced themselves to our guests, Emily Kornak and Samantha Vogel
- Public Communication to the Board - None
- Minutes of the August 28, 2018 meeting, Barker moved approval, Bahr seconded. Motion passed.
- Preusker moved and Chaffee seconded the motion to approve the September General Fund Expenses of \$11,648.12, and September Trust Fund bills of \$36.86 and the August General Fund Deposits of \$1,358.29. Motion passed.

Trustee Essentials Training:

Guest Emily Kornak, Director of the Lake Geneva Public Library was invited to share her experience and process of creating a Strategic Plan. A committee of 7 Library Board members was formed. UW Whitewater was hired for the first phase of the study for Data Collection. Sara Armstrong, a Library Consultant was hired to facilitate the second phase of the study. Others interviewed in the process were the Mayor and City Administrator of Lake Geneva. In hindsight, Kornak wished she had involved library staff and other engaged community members at the beginning of the process instead of the end. Kornak said she would have hired Sara Armstrong to facilitate the entire study, including the Data Collection had she known the poor outcome of the UW results. The Strategic Plan outcome was very general and Kornak felt all library staff could work easily with the goals that were set. The focus of the plan was on updating or re-arranging the current building to meet the libraries current needs and increasing the programming with new ideas. They have had art, crafts and food programs that have been very successful along with a new digital sign outside highlighting upcoming programs. The UW study costed approximately \$9,000 and Sara Armstrong costed approximately \$7,000 and took about one year to complete. Kornak and the Lake Geneva Library Board want to do a patron survey with the help of Sara Armstrong next year and keep updating the Strategic Plan using input from the community and staff.

Committee Reports:

The Personnel Committee met a few weeks ago and discussed the Technical Services staff aide hours. Over the last year we stopped getting book pockets and instead had our book vendor do more of the processing for little cost, making less work for the tech team. We have had small projects for the aides to work on, however those projects are being completed. It was decided that each of the two aides' hours would be cut by 8 hours per week beginning with the October 8 pay period.

Federated Library Report:

The Trustee Appreciation Dinner will be held at Hawk's View on Thursday, November 1 at 5pm. Invitations will be sent out soon. The speaker this year will be Melissa Mclimans, a consultant for WILS.

Director's report:

Monthly report: Highlights include ramping up programming and attendance. Guard commented on the continuing Calligraphy Program with tables for attendees added each month and the room was full for the Meditation Program. Barker inquired about the volunteer increase. Davies reported we have had more volunteers helping with RFID tagging, washing books and preparing books for withdrawal. We continue to look for tasks that volunteers can do.

Partnership with The Gathering artists' group. Monthly displays will be hung in the new meeting room highlighting artists' work and the artwork will be a nice addition to the room.

The Friends of the Library met and approved a funding request of \$4,000 to purchase shelf end display shelves and new signage. We will be purchasing Envisionware, library software for self-check which will be set up across from the circulation desk. Barker requested Davies send contact information for the Friends group to thank them for their work and contribution.

Unfinished Business:

Davies is working on Specs for a new TV for the main floor meeting room, as an amendment to an earlier grant application by the Burlington Community Foundation. BCF had been skeptical about a funding request that relied on a ceiling-mounted projector, but they said that they would look favorably on a funding request for a large television to accommodate the space.

Davies had to reschedule two potential meetings with the City Attorney regarding changes to the Foundation Articles of Incorporation document, discussed at the August Library Board Meeting. Davies hopes to have an update at the October meeting.

Davies requested Library Board members review the documents he sent out regarding our Mission Statement, 1993 and 2006 Strategic Plans, Municipal Study Questionnaire, Proposed Space Program, Existing Library Site Layout, Library Building Plumbing, Electric and HVAC study, site plan for current Library location, Cost estimates for Library Building updates, Strategic Plans for Lake Geneva, Mukwonago and Kenosha, 2016-2019 City of Burlington Strategic Plan and 2016 Downtown Burlington Strategic Plan.

Bahr shared several resources about Library Funding. A book titled "Winning Elections and Influencing Politicians for Library Funding" by Patrick Sweeney and John Chrastka, and "Campaign Boot Camp 2.0" by Christine Pelosi.

New Business

The Library Board discussed costs associated with a Strategic Plan and requested Davies to get Request for Proposal from Library Consultants, hopefully for the October meeting.

During discussion of the 2019 Budget Request to the City, Preusker asked board members for reasons or ideas why the city should increase the library budget. Reasons cited were creating a Strategic Plan, forming a Foundation, changes in pay structure to align with the city policy, and increased programming. The cost

associated with a Strategic Plan are estimated at \$10,000 to \$15,000. Davies will be meeting with City Hall staff to discuss an increase for 2019.

Unique Management Services is a material recovery service specializing in libraries. Davies asked board members to consider using this service. UMS provides a combination of written communications and telephone calls that are specialized to nudge patrons to return library materials. Each patron we send to UMS would cost \$8.95 with a minimum amount billed each month of \$50.

Davies said there were about 130 patrons with lost items beginning in 2016 at a loss to the library of over \$10,000. Discussion about loss of use, patron perception of using this type of collection service and how much would actually be collected or returned followed. The Board agreed to try the service for six months then re-evaluate. The Materials Circulation Policy was reviewed and wording added included the possibility of patrons being sent to a collection agency, with the cost of this referral being added to the patron account. Preusker motioned approval, Chaffee seconded, motion passed.

Motion to adjourn the meeting was made by Preusker, seconded by Smet meeting adjourned at 8:23 p.m. Our next meeting will be on Tuesday, October 23 at 6:30 p.m. in the main floor meeting room at the Burlington Public Library.

Respectfully submitted,

Tom Preusker
Aldermanic Representative

Minutes

City of Burlington – Airport Committee
Burlington Municipal Airport
Burlington, WI

Date: September 27, 2018

Meeting was called to order at 6:00 pm at the BUU Terminal Building

Present: Jerry DeLay
Rob Bach
Arlene Runkel
David Uhen
Gary Meisner

Excused: Alderman Ryan Heft
Annette Rule

Motion was made by Rule, seconded by Runkel to approve the July 26, 2018 minutes as written.
Motion carried.

Open Floor Audience comments:

Frank Cannella and Susan attended and questioned the late night noise from the jets and was the refueling, due to low cost, an incentive for private jets to utilize Burlington's airport. A report will be generated of jet fuel purchases for the months of June-September to ascertain if this is a reason for the extra jet traffic. Also, signs will be attached to this fueling station advising engine run-ups and APU usage to point to the West for noise abatement.

Airport Manager's Report:

Installation of insulation at the municipal hanger was deemed too expensive and cancelled.

There being no further business, motion was made by Uhen, seconded by DeLay, to adjourn the meeting.
Motion carried.

Meeting was adjourned at 6:35 pm.

Next meeting date is November 29, 2018 at 6:00 pm.

Respectfully submitted by:


Jerry DeLay
Committee Chairman

Burlington Public Library

166 East Jefferson Street, Burlington, Wisconsin 53105

Phone: 262-342-1130 Fax: 262-342-1198



www.burlingtonlibrary.org

Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, October 23, 2018 at 6:30 p.m. in the Burlington Public Library Upstairs Meeting Room.

Present: Barker, Savaglia, Musgrave,
Chaffee

Absent: Buse, Preusker, Guard,
Smet, Bahr

Also present: Davies, McCarthy

- Savaglia called the meeting to order at 6:45 pm.
- Lacking a quorum, the meeting was adjourned at 6:46 pm.

Respectfully submitted,

Tom Preusker
Aldermanic Representative



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, October 25, 2018**

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

Chairman Eisenhardt welcomed Ken Morrison to the Historic Preservation Commission.

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, asked what the wait period was to receive another façade grant. Ms. Schulz presented a checklist of suggested guidelines. Commissioner O'Brien commented that materials cannot be the same as the past, in order to be safe, and because of the costs. Aldermanic Representative Kott stated the Historic Preservation Commission needs to get back on track for the historical look with the buildings.

APPROVAL OF MINUTES

Commissioner Wagner moved, and Aldermanic Representative Kott seconded to approve the minutes of October 3, 2018.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

- A. A Certificate of Appropriateness application from Peter Scherrer Group for property located at **492 N. Pine Street** to install a balcony and lighting for the Liar's Club.
- Chairman Eisenhardt introduced and opened this item for discussion.
 - Leslie Pella Scherrer, Peter Scherrer Group, explained the balcony will be for the second floor and painted a similar tone as the existing building. Ms. Scherrer further explained there will be a dumpster enclosure, and spot lighting for the sign and cater door. The door will be the same style as the front door.
 - Aldermanic Representative Kott questioned what happens when the empty lot gets developed with a big building, will the balcony be in the way. Ms. Pella Scherrer answered there will be plenty of room between the two buildings.

- Aldermanic Representative Kott asked what the capacity and weight limit was for the balcony. Aldermanic Representative Kott stated even though Tall Tales is a one weekend event, a lot of people attend, and was concerned for their safety. Carly Hurley, Coffee House staff, explained there is a limit to the number of people that can enter the building for that event. The Commissioners had further discussion regarding the structural engineering of the balcony. Ms. Pella Scherrer, responded that she was not prepared to have the exact numbers with her, since this meeting was a historic meeting. Ms. Pella Scherrer explained there are structural engineers working on this project, and Gregory Guidry, Building Inspector, will be addressing any issues during inspections.
- Commissioner Capra stated the buildings nearby; the parking structure, Hampton Inn, and Charcoal Grill are not historic buildings. Commissioner Capra further stated the style of the balcony will fit in well with the surrounding area.
- Ms. Pella Scherrer explained the project will start in November and completed around the end of March. Commissioner O'Brien and Commissioner Wagner were questioning what the definition for historic meant. Aldermanic Representative Kott stated the historic downtown district started in 1835, but things are not looking the way it used to. Commissioner O'Brien replied that materials cannot be the same as the past, in order to be safe.
- Chairman Eisenhardt asked if the side windows will be stained or restored. Ms. Pella Scherrer replied those are windows with blinds pulled, made to look like they are covered up. Chairman Eisenhardt further asked if the window in the middle will be removed and replaced with a door. Aldermanic Representative Kott answered yes, and does not see an issue with the balcony.
- Commissioner Wagner commented that the fire escape will be horizontal in the rest position and that the dumpster enclosure have certain guidelines for types of material to use. Ms. Pella Scherrer responded the dumpster enclosure will be composite wood for durability.
- There were no further comments.
- Commissioner Colwell moved, and Aldermanic Representative Kott seconded to approve the Certificate of Appropriateness for the balcony and lighting.
- All were in favor and the motion carried.

B. A Certificate of Appropriateness application from Chantelle Archambeau for property located at **541-549 N. Pine Street** to repair all wood and trim, repaint the storefront façade, and replace the lap siding on the face of the gable.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry explained that the paint colors are historic, and the existing metal lap siding on the face of the gable is proposed to be wood.

- Commissioner Capra stated he found a picture from the 1800s that does not have a triangle gable or overhang, but was not sure what is underneath the overhang.
- The Commissioners had a discussion regarding the idea of removing the overhang to restore it back to its original design, instead of replacing the shingles on the overhang. Daniel Wilburth, owner, explained that this repair was a temporary fix to make the building look nice, and did not know how much the cost would be to remove the overhang.
- There were no further comments.
- Commissioner Colwell moved, and Commissioner O'Brien seconded to approve the Certificate of Appropriateness to paint the façade, stain the gate, repaint the overhang without changing the shingles, but contingent the applicant comes back with an estimate for the removal of the overhang.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status

- Chairman Eisenhardt introduced and opened this item for discussion.
- Commissioner Eisenhardt stated there has been no changes since the last meeting on October 3, 2018.

ADJOURNMENT

Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to adjourn the meeting at 7:22 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



DATE: December 4, 2018

SUBJECT: PREPAIDS AND VOUCHERS - To approve the Prepaid and Voucher list for bills accrued through December 4, 2018.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through December 4, 2018:

Total Prepaid:	\$ 26,684.80
Total Vouchers:	\$ 121,047.31
Grand Total:	<u>\$ 147,732.11</u>

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$13,844.72 Midwest Meter Inc. - Water Meters
2. \$ 9,873.00 Traffic Analysis & Design Inc. - Traffic Engineering Services through Oct 31, 2018 - Rail Crossing Improvements
3. \$ 9,056.37 Wanasek Corporation - Repair Sewer Main and Lateral - 265 N Kendrick Ave.
4. \$ 7,602.87 Wanasek Corporation - Repair Water Main Break - 641 Edgewood St.
5. \$ 7,560.00 Accurate Appraisal, LLC - Assessment Services

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$147,732.11.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the December 4, 2018 Common Council meeting.

Attachments

- Prepaid 11.16.18
- Prepaid 11.21.18
- Vouchers 12.04.18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239007						
100-239007 LIFE INSURANCE	SECURIAN FINANCIAL GROUP,	Policy No. 002832L Dec Billing	2018DEC	11/14/2018	1,835.98	11/16/2018
Total 100239007:					1,835.98	
100454521001						
100-454521-001 BOND FEES	CLERK OF COURTS - OAK CRE	Sims, Tekoah Janne Warrant #AD636601-0	AD636601-0	11/08/2018	124.00	11/16/2018
100-454521-001 BOND FEES	Town of Burlington Clerk of Court	Meier, Brittany A Case#18-3707/3709	18-3707/3709	11/14/2018	318.00	11/16/2018
Total 100454521001:					442.00	
100484847000						
100-484847-000 Developer Reimbursement	Fiegel, Bethany	Plan Commission Review Deposit Refund	1.060271	11/12/2018	395.00	11/16/2018
Total 100484847000:					395.00	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	GOOSEBERRIES	Autumn Rib Fest	93181	11/05/2018	296.00	11/16/2018
100-515111-265 Festival/Fireworks/Block Party	WILSON FARM MEATS, INC	Autumn Rib Fest	23066	10/31/2018	350.00	11/16/2018
Total 100515111265:					646.00	
100515132153						
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMINISTRATION	2360287	11/15/2018	14.38	11/16/2018
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMIN	2360287	11/15/2018	700.00	11/16/2018
Total 100515132153:					714.38	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	VORPAGEL SERVICE INC.	City Hall-A/C Install	43207	08/15/2018	4,095.00	11/16/2018
Total 100515132248:					4,095.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUSINESS WIRELESS MONTHLY DEC	B1610-102	11/06/2018	300.00	11/16/2018
Total 100515132298:					300.00	
100515141153						
100-515141-153 FINANCE - EMPLOYEE BEN	EMPLOYEE BENEFITS CORPO	EBC FINANCE	2360287	11/15/2018	1.25	11/16/2018
Total 100515141153:					1.25	
100515142330						
100-515142-330 ELECTIONS - TRAVEL	SOLOFRA, PATRICIA	Travel Reimbursement - Mileage	111418	11/14/2018	25.18	11/16/2018
100-515142-330 ELECTIONS - TRAVEL	HALBACH, DIAHNN	Reimbursement - Mileage	110618	11/13/2018	36.73	11/16/2018
100-515142-330 ELECTIONS - TRAVEL	LODLE, JILL	Travel Reimbursement	101518	11/13/2018	10.36	11/16/2018
Total 100515142330:					72.27	
100515154298						
100-515154-298 ASSESSOR - CONTRACT S	ACCURATE	Assessment Services Invoices	ACCAPP2018-3	09/05/2018	7,560.00	11/16/2018
Total 100515154298:					7,560.00	
100525211153						
100-525211-153 POLICE - EMP BENEFITS C	EMPLOYEE BENEFITS CORPO	EBC POLICE	2360287	11/15/2018	8.75	11/16/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100525211153:					8.75	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB ANDERSON	62384	09/30/2018	165.00	11/16/2018
Total 100525211324:					165.00	
100525220153						
100-525220-153 FIRE - EMPLOYEE BENEFIT	EMPLOYEE BENEFITS CORPO	EBC FIRE	2360287	11/15/2018	12.50	11/16/2018
Total 100525220153:					12.50	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acct # 079780001	079780001110118	11/01/2018	115.59	11/16/2018
Total 100525220220:					115.59	
100525220242						
100-525220-242 FIRE - REPAIR & MAINT VE	PRV UPFITTERS	941-Speakers	80	08/31/2018	448.00	11/16/2018
Total 100525220242:					448.00	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0421-498-624	0421498624OCT18	11/06/2018	31.12	11/16/2018
100-535321-220 STREETS - UTILITIES	WE ENERGIES	7617-269-652	7617269652SEPT1	11/07/2018	41.07	11/16/2018
Total 100535321220:					72.19	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4067-122-145	4067122145SEPT1	11/06/2018	22.92	11/16/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6838-102-431	6838102431OCT18	11/08/2018	257.01	11/16/2018
Total 100535321261:					279.93	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0635-112-551	0635112551SEPT1	10/30/2018	48.48	11/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3406-030-405	3406030405SEPT1	11/06/2018	25.52	11/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3832-053-838	3832053838SEPT1	11/01/2018	15.71	11/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4278-074-627	4278074627OCT18	11/07/2018	15.71	11/16/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4447-370-241	4447370241SEPT1	11/07/2018	30.75	11/16/2018
Total 10055551220:					136.17	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	DONERITE JANITORIAL SERV I	Library Janitorial Service	3267	11/14/2018	1,200.00	11/16/2018
Total 251555511247:					1,200.00	
251555511345						
251-555511-345 PROGRAMS	SCHMIDT, JANE	Reimbursement - Program Supplies	111218	11/12/2018	118.96	11/16/2018
251-555511-345 PROGRAMS	MELCHI, JENNIFER	reimbursement - supplies	110218	11/02/2018	50.26	11/16/2018
Total 251555511345:					169.22	
621575740153						
621-575740-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WWTP	2360287	11/15/2018	12.50	11/16/2018

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 621575740153:					12.50	
621575740220						
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685OCT18	11/07/2018	279.82 11/16/2018
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449OCT18	11/08/2018	40.78 11/16/2018
Total 621575740220:					320.60	
621575740310						
621-575740-310	OFFICE SUPPLIES, POSTA	CANON SOLUTIONS AMERICA,	Copier - WWTP Serial FRU35325	4027499784	11/01/2018	188.43 11/16/2018
Total 621575740310:					188.43	
622509210000						
622-509210-000	OFFICE SUPPLY	TIME WARNER CABLE	Time Warner WWTP Acct # 715297601	715297601110818	11/08/2018	101.42 11/16/2018
Total 622509210000:					101.42	
622509260153						
622-509260-153	EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WATER	2360287	11/15/2018	.62 11/16/2018
Total 622509260153:					.62	
623575740220						
623-575740-220	ELECTRIC	WE ENERGIES	3243-871-135	3243871135SEPT1	11/06/2018	97.55 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	4066-688-457	4066688457SEPT1	11/06/2018	84.40 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	4619-277-006	4619277006SEPT1	11/07/2018	458.42 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6069-094-440	6069094440SEPT1	11/07/2018	300.27 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6280-861-972	6280861972SEPT1	11/07/2018	18.36 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	6831-002-581	6831002581SEPT1	11/06/2018	59.87 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	7460-654-921	7460654921SEPT1	11/06/2018	57.90 11/16/2018
623-575740-220	ELECTRIC	WE ENERGIES	8460-785-002	8460785002SEPT1	11/07/2018	31.25 11/16/2018
Total 623575740220:					1,108.02	
864121100						
864-121100	TAXES RECEIVABLE	DEQUAKER, STEVE	Tax Collection Cash Drawer	110618	11/06/2018	400.00 11/16/2018
Total 864121100:					400.00	
Grand Totals:					20,800.82	

Dated: _____

Motion for Approval by: _____

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No. 14150001 Dec. Billing	205157	11/20/2018	588.10	11/21/2018
Total 100239006:					588.10	
10051511265						
100-515111-265 Festival/Fireworks/Block Party	DOOR COUNTY SLED DOGS	Sled Dog's Presentation	12/15/18	11/19/2018	600.00	11/21/2018
Total 10051511265:					600.00	
10051511330						
100-515111-330 CITY COUNCIL - TRAVEL	SCHULTZ, JON	Travel & Meal Reimbursement	102418	10/24/2018	158.65	11/21/2018
Total 10051511330:					158.65	
100515132211						
100-515132-211 ADMIN - PHYSICALS	ORGANIZATION DEVELOPMEN	Assessment Feedback	12403	10/31/2018	300.00	11/21/2018
Total 100515132211:					300.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT&T Long Distance 829440291(split)	829440291 11/18	11/04/2018	27.73	11/21/2018
100-515132-225 ADMIN - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	19.69	11/21/2018
Total 100515132225:					47.42	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	19.69	11/21/2018
Total 100515141225:					19.69	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	98.41	11/21/2018
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22620043	11/15/2018	91.22	11/21/2018
Total 100525211225:					189.63	
100525211330						
100-525211-330 POLICE - TRAVEL	WANGNOSS, BRYAN F	Reimbursement-Shooter Training	111418	11/14/2018	10.00	11/21/2018
100-525211-330 POLICE - TRAVEL	HAYES, DANIEL	Reimburse-Shooter Training	110918	11/09/2018	16.00	11/21/2018
Total 100525211330:					26.00	
100525211533						
100-525211-533 POLICE - COPY MACHINE R	JAMES IMAGING SYSTEMS, IN	TOSHIBA- 4555C	23653564	11/05/2018	324.85	11/21/2018
Total 100525211533:					324.85	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	ORGANIZATION DEVELOPMEN	ODC - Professional Service FD	12403	10/31/2018	450.00	11/21/2018
Total 100525220157:					450.00	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT&T Long Distance 829440291(split)	829440291 11/18	11/04/2018	35.67	11/21/2018
100-525220-225 FIRE - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	78.74	11/21/2018
Total 100525220225:					114.41	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174OCT18	11/08/2018	376.49	11/21/2018
Total 100535321220:					376.49	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/18	11/19/2018	87.16	11/21/2018
100-535321-225 STREETS - TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	39.37	11/21/2018
Total 100535321225:					126.53	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0088-492-988	0088492988OCT18	11/06/2018	42.64	11/21/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266NOV18	11/08/2018	39.19	11/21/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3073-922-427	3073922427OCT18	11/06/2018	15.71	11/21/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3277-994-067	3277994067OCT18	11/06/2018	47.28	11/21/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5639-265-567	5639265567OCT18	11/07/2018	127.79	11/21/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692OCT18	11/09/2018	122.78	11/21/2018
Total 100535321261:					395.39	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19440752	11/12/2018	46.20	11/21/2018
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19440753	11/12/2018	5.59	11/21/2018
Total 100535321310:					51.79	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359OCT18	11/07/2018	53.40	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053OCT18	11/07/2018	17.86	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997OCT18	11/07/2018	224.43	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4278-074-627	4278074627NOV18	11/07/2018	15.71	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713NOV18	11/07/2018	67.93	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4485-586-752	4485586752OCT18	11/07/2018	52.83	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983OCT18	11/07/2018	15.71	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324OCT18	11/07/2018	21.40	11/21/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	7060-825-262	7060825262OCT18	11/06/2018	79.37	11/21/2018
Total 10055551220:					548.64	
10055551225						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/18	11/19/2018	43.59	11/21/2018
Total 10055551225:					43.59	
10055551310						
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19440752	11/12/2018	23.10	11/21/2018
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19440753	11/12/2018	2.80	11/21/2018
Total 10055551310:					25.90	
453565616830						
453-565616-830 Disaster Expenditure	AT & T	287278196495	287278196495X111	11/05/2018	440.89	11/21/2018
Total 453565616830:					440.89	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267NOV18	11/14/2018	156.85	11/21/2018

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Total 621575740220:					156.85	
621575740225						
621-575740-225 TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646-11/18	11/19/2018	196.83	11/21/2018
Total 621575740225:					196.83	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	TIME WARNER CABLE	Time Warner WWTP Acct # 702658601	702658601111218	11/12/2018	124.94	11/21/2018
Total 621575740310:					124.94	
621575740371						
621-575740-371 REG/PERMITS/OUTSIDE TE	WDATCP	RENEWAL LABORATORY CERTIFICATION	115101-D3 2019	11/16/2018	340.00	11/21/2018
Total 621575740371:					340.00	
622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 11/18	11/19/2018	87.16	11/21/2018
622-509210-000 OFFICE SUPPLY	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	39.38	11/21/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	19440752	11/12/2018	46.20	11/21/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	19440753	11/12/2018	5.59	11/21/2018
Total 622509210000:					178.33	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 763-3747 163 6 (split)	262763347411A	11/04/2018	59.06	11/21/2018
Total 623575740225:					59.06	
Grand Totals:					5,883.98	

Dated: _____

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515111390						
100-515111-390 CITY COUNCIL - SUPP & OT	BURLINGTON GLASS, INC.	Acrylic Award - May's Ins	174166	11/07/2018	95.00	
Total 100515111390:					95.00	
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Public Budget Hearing	329831 10/18	11/03/2018	244.50	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Voting Equip Test Notice	330491 10/25	11/03/2018	23.09	
Total 100515111399:					267.59	
100515121247						
100-515121-247 Computer Replacement	DIGICORP	Computers-Fin/HR/Muni	325680	10/31/2018	1,473.00	
Total 100515121247:					1,473.00	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	DONERITE JANITORIAL SERV I	City Hall Split Muni Court	3269	11/15/2018	40.00	
Total 100515121248:					40.00	
100515132241						
100-515132-241 ADMIN - REP & MAINT IT	DIGICORP	Email Filtering-(split)	325857	11/20/2018	30.75	
Total 100515132241:					30.75	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	DONERITE JANITORIAL SERV I	City Hall Split Admin	3269	11/15/2018	240.00	
Total 100515132248:					240.00	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	EHLERS & ASSOCIATES, INC	FINANCE ADVISORY SERVICE	78549	11/12/2018	1,500.00	
100-515132-298 ADMIN - CONTRACT SERVI	EHLERS & ASSOCIATES, INC	FINANCE ADVISORY SERVICE	78550	11/12/2018	750.00	
Total 100515132298:					2,250.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1385676	11/14/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1388089	11/21/2018	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES CITY CLERK SUPPLIES	8052049319	11/03/2018	197.47	
Total 100515132310:					203.41	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Clerk	3269	11/15/2018	40.00	
Total 100515140248:					40.00	
100515140399						
100-515140-399 GENERAL CODE & MISC PU	GENERAL CODE	eCode360 Annual Maintenance Fee	GC00105487	11/01/2018	995.00	
Total 100515140399:					995.00	
100515141241						
100-515141-241 FINANCE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	325857	11/20/2018	30.75	
Total 100515141241:					30.75	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515141247						
100-515141-247 FINANCE - COMPUTER REP	DIGICORP	Computers-Fin/HR/Muni	325680	10/31/2018	2,370.00	
Total 100515141247:					2,370.00	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	DONERITE JANITORIAL SERV I	City Hall Split Finance	3269	11/15/2018	240.00	
Total 100515141248:					240.00	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	EHLERS & ASSOCIATES, INC	FINANCE ADVISORY SERVICE	78528	11/12/2018	1,000.00	
100-515141-298 FINANCE - CONTRACT SER	EHLERS & ASSOCIATES, INC	FINANCE ADVISORY SERVICE	78550	11/12/2018	750.00	
100-515141-298 FINANCE - CONTRACT SER	TRANSCENDENT TECHNOLOGI	Annual Software Maintenance	M2503	11/19/2018	1,092.00	
Total 100515141298:					2,842.00	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	STAPLES BUSINESS ADVANTA	STAPLES CITY FINANCE SUPPLIES	8052049319	11/03/2018	7.49	
Total 100515141310:					7.49	
100515142246						
100-515142-246 Maintenance of Voting Machin	COMMAND CENTRAL	COMMAND CENTRAL RENEWAL MAINT. AGREEM	24728	11/01/2018	800.00	
Total 100515142246:					800.00	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	BEAR GRAPHICS, INC.	election envelopes	0809121	10/31/2018	210.82	
Total 100515142310:					210.82	
100515181247						
100-515181-247 HR-Repairs & Maint Compute	DIGICORP	Computers-Fin/HR/Muni	325680	10/31/2018	1,185.00	
Total 100515181247:					1,185.00	
100525211241						
100-525211-241 POLICE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	325857	11/20/2018	30.75	
Total 100525211241:					30.75	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP,INC.	tire repair 2015 Ford Explorer	431037	11/10/2018	37.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #242 MAINTENANCE SUPPLIES	705	11/07/2018	95.66	
Total 100525211242:					132.66	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	VIEVU	LE5 - Body Worn Video Camera	31275	11/08/2018	1,184.96	
100-525211-244 POLICE - REPAIR & MAINT	APPLIED CONCEPTS, INC.	APPLIED CONCEPTS POLICE SUPPLIES	337992	11/09/2018	470.00	
Total 100525211244:					1,654.96	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	REINEMANS, INC.	Supplies-Police Dept	154409	11/14/2018	12.09	
Total 100525211248:					12.09	

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100525211299						
100-525211-299 POLICE - SUNDRY CONTRA	DONERITE JANITORIAL SERV I	DONERITE BILLING POLICE	3270	11/15/2018	600.00	
Total 100525211299:					600.00	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	MENARDS	Supplies-Police Dept	78235	11/14/2018	44.80	
100-525211-310 POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - #1012 Police Dept	111618PD	11/16/2018	17.83	
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8052049319	11/03/2018	29.94	
Total 100525211310:					92.57	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 Oct Billing	2018OCT	11/01/2018	25.00	
Total 100525211381:					25.00	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	ORGANIZATION DEVELOPMEN	ODC - Professional Service FD	12424	11/16/2018	450.00	
Total 100525220157:					450.00	
100525220242						
100-525220-242 FIRE - REPAIR & MAINT VE	REINEMANS, INC.	supplies (split)	153064	10/19/2018	2.25	
100-525220-242 FIRE - REPAIR & MAINT VE	REINEMANS, INC.	supplies-Fire Dept	154518	11/15/2018	2.25	
Total 100525220242:					.00	
100525220244						
100-525220-244 FIRE - REPAIR MAINT EQUI	BAYCOM INC	Baycom - Supplies	EQUIPINV_017075	11/05/2018	273.60	
Total 100525220244:					273.60	
100525220248						
100-525220-248 FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1388081	11/21/2018	78.34	
100-525220-248 FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	bath tissue	12487	11/12/2018	62.31	
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	78595	11/18/2018	37.21	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies (split)	153064	10/19/2018	2.96	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies (split)	153064	10/19/2018	26.09	
100-525220-248 FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	154520	11/15/2018	61.35	
Total 100525220248:					268.26	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	REINEMANS, INC.	Key Cutting	154446	11/14/2018	4.98	
100-525220-310 FIRE - OFFICE SUPPLIES	FIRE ENGINEERING	Renewal for Account # 267842	267842 2018	12/01/2018	39.00	
100-525220-310 FIRE - OFFICE SUPPLIES	FIRE ENGINEERING	Renewal for Account # 272614	272614 2018	12/01/2018	39.00	
100-525220-310 FIRE - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES FIRE DEPT SUPPLIES	8052049319	11/03/2018	129.16	
Total 100525220310:					212.14	
100525231248						
100-525231-248 BLDG INSP REP & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Bldg	3269	11/15/2018	40.00	
Total 100525231248:					40.00	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1385676	11/14/2018	37.44	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1388089	11/21/2018	34.69	

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100-535321-159 STREETS - CLOTHING ALL	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW SUPPLIES	0360443-IN	11/09/2018	287.49	
Total 100535321159:					359.62	
100535321244						
100-535321-244 STREETS - REP MAINT EQ	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 108	431219	11/15/2018	36.00	
Total 100535321244:					36.00	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1385677	11/14/2018	13.61	
100-535321-248 STREETS REP & MAINT BL	RUNDLE-SPENCE	Drinking Water Filter-DPW	S2712947.001	11/06/2018	42.59	
Total 100535321248:					56.20	
100535321298						
100-535321-298 STREETS - CONTRACT SER	KAPUR & ASSOCIATES, INC.	18.0019.01 2018 Burlington Plan Review	96072	11/14/2018	55.00	
100-535321-298 STREETS - CONTRACT SER	RC ELECTRONIC, INC	Mt Tom Trunking Service (split)	644841	11/15/2018	1,440.00	
100-535321-298 STREETS - CONTRACT SER	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3268	11/15/2018	328.00	
100-535321-298 STREETS - CONTRACT SER	TRAFFIC ANALYSIS & DESIGN,	Burlington Rail Crossing Improvements	12061	10/31/2018	9,873.00	
Total 100535321298:					11,696.00	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES OFFICE SUPPLIES	8052049319	11/03/2018	175.82	
Total 100535321310:					175.82	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	IBD, LLC	V#50 Battery	231190	10/09/2018	79.48	
100-535321-350 STREETS - REP MAINT SUP	IBD, LLC	credit (split)	231196	10/09/2018	10.00	
Total 100535321350:					69.48	
100535321351						
100-535321-351 STREETS - MAINT CURB,G	KAPUR & ASSOCIATES, INC.	17.0040.01 2017 Burlington Streets	96013	11/09/2018	90.00	
Total 100535321351:					90.00	
100535321352						
100-535321-352 STREETS - REP MAINT STO	WANASEK CORPORATION	Storm Sewer-425 Pine St.	9093	11/14/2018	1,518.49	
Total 100535321352:					1,518.49	
100535321353						
100-535321-353 STREETS REP & MAINT PR	REINEMANS, INC.	Supplies-DPW	154029	11/07/2018	65.69	
Total 100535321353:					65.69	
100535321356						
100-535321-356 STREETS-Rep & Maint Street	WANASEK CORPORATION	Pavement Replacement - Rose Ann	9074	11/05/2018	3,059.71	
Total 100535321356:					3,059.71	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	1259	11/01/2018	720.38	
Total 100545430298:					720.38	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551159						
100-55551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1385676	11/14/2018	37.44	
100-55551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1388089	11/21/2018	34.69	
100-55551-159 PARKS - CLOTHING	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW SUPPLIES	0360443-IN	11/09/2018	316.31	
Total 10055551159:					388.44	
10055551220						
100-55551-220 PARKS - UTILITIES	BURLINGTON WATER DEPT.	hyd meter for 394 Amanda St	101814	10/30/2018	104.50	
Total 10055551220:					104.50	
10055551240						
100-55551-240 PARKS - FUEL, OIL, LUBRIC	WATERFORD OIL COMPANY, IN	Mobil DTE	292961	10/09/2018	307.20	
Total 10055551240:					307.20	
10055551244						
100-55551-244 PARKS - REPAIR MAINT EQ	LOIS TIRE SHOP, INC.	LOIS TIRE - Unit 109	431219	11/15/2018	36.00	
Total 10055551244:					36.00	
10055551245						
100-55551-245 CEMETERY GROUNDS & M	COMPLETE TREE SERVICE, LL	Removed 1 large ash-Burlington Cemetery	210216	11/12/2018	2,150.00	
Total 10055551245:					2,150.00	
10055551248						
100-55551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1385677	11/14/2018	6.80	
100-55551-248 PARKS - REPAIR MAINT BL	RUNDLE-SPENCE	Drinking Water Filter-DPW	S2712947.001	11/06/2018	42.59	
Total 10055551248:					49.39	
10055551265						
100-55551-265 PARKS - FESTIVAL EXPENS	MENARDS	Lights-Downtown	77138	11/01/2018	212.91	
Total 10055551265:					212.91	
10055551298						
100-55551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL ECHO PARK	A-170087	11/13/2018	100.00	
100-55551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY DOG PARK TOILET RENTAL	A-170106	11/13/2018	80.00	
100-55551-298 PARKS - OUTSIDE SERVICE	RC ELECTRONIC, INC	Mt Tom Trunking Service (split)	644841	11/15/2018	720.00	
100-55551-298 PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3268	11/15/2018	164.00	
Total 10055551298:					1,064.00	
10055551350						
100-55551-350 PARKS - REPAIR/MTCE SUP	REVERE ELECTRIC SUPPLY C	DPW-lightbulbs Riverwalk	S3707475.003	10/25/2018	281.21	
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	145657	06/06/2018	2.96	
100-55551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	154548	11/16/2018	17.52	
100-55551-350 PARKS - REPAIR/MTCE SUP	IBD, LLC	V#50 Battery	231190	10/09/2018	79.47	
100-55551-350 PARKS - REPAIR/MTCE SUP	IBD, LLC	credit (split)	231196	10/09/2018	10.00	
Total 10055551350:					371.16	
10055561298						
100-555561-298 FORESTRY-CONTRACT SE	BREEZY HILL NURSERY INC.	Trees for Dog Park	I-219909	11/08/2018	875.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100555561298:					875.00	
100565641298						
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.00	0100583	11/15/2018	745.50	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.01	0100584	11/15/2018	662.29	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.02 Historic Preservation	0100586	11/15/2018	802.25	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.26 - 616 Droster Ave.	0100587	11/15/2018	1,747.75	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.31 Lynch-S. Kane St.	0100588	11/15/2018	1,052.25	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.34 - Millers -BMOP	0100589	11/15/2018	646.00	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.35 -856 Midwood Dr.	0100590	11/15/2018	396.00	
100-565641-298	PLAN COMM - CONTRACT S GRAEF	Project No: 2018-1005.36 - 492 N Pine St.	0100591	11/15/2018	508.00	
100-565641-298	PLAN COMM - CONTRACT S KAPUR & ASSOCIATES, INC.	18.0175.01 2018 Burlington General Engineering	96025	11/09/2018	275.00	
100-565641-298	PLAN COMM - CONTRACT S KAPUR & ASSOCIATES, INC.	18.0175.01 2018 Burlington General Engineering	96074	11/14/2018	240.00	
Total 100565641298:					7,075.04	
100575710297						
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN CONTRACTED BILLING/RECYCLE	228499	10/31/2018	126.19	
Total 100575710297:					126.19	
100575710298						
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN CONTRACTED BILLING/GARBAGE	228499	10/31/2018	371.00	
Total 100575710298:					371.00	
452565641298						
452-565641-298	TID 5 CONTRACT SERVICE	EHLERS & ASSOCIATES, INC financial Consulting on TID 5 Implementation	78551	11/12/2018	1,500.00	
Total 452565641298:					1,500.00	
453565616823						
453-565616-823	2017 Pool Construction Proje	SCHERRER CONSTRUCTION C Project: Burlington Community Pool	4711	11/12/2018	3,618.00	
453-565616-823	2017 Pool Construction Proje	KAPUR & ASSOCIATES, INC. 17.0095.01 Community Pool Review	96015	11/09/2018	55.00	
Total 453565616823:					3,673.00	
453565616825						
453-565616-825	2017 Kendall Street Project	KAPUR & ASSOCIATES, INC. 18.0109.01 2018 Burlington Streets (split)	96022	11/09/2018	3,229.46	
Total 453565616825:					3,229.46	
453565616830						
453-565616-830	Disaster Exenditure	SIRCHIE FINGER PRINT LAB flood - replacement supplies	0372293-IN	11/08/2018	835.72	
Total 453565616830:					835.72	
501514800000						
501-514800-000	CLAIMS EXPENSE	AURORA MEDICAL GROUP AURORA WELLNESS CENTER	1851	11/13/2018	3,963.00	
Total 501514800000:					3,963.00	
621181000						
621-181000	CONSTRUCTION IN PROGRESS	KAPUR & ASSOCIATES, INC. 18.0109.01 2018 Burlington Streets (split)	96022	11/09/2018	2,116.70	
Total 621181000:					2,116.70	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1383276	11/07/2018	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1385679	11/14/2018	83.10	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1388091	11/21/2018	83.10	
621-575740-159 CLOTHING ALLOWANCE	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW (split)	0360443-IN	11/09/2018	206.70	
Total 621575740159:					456.00	
621575740211						
621-575740-211 MEDICAL PHYSICALS	AURORA HEALTH CARE	Acct #600003826 Sterling, Angela (split)	168593096	11/12/2018	53.00	
Total 621575740211:					53.00	
621575740241						
621-575740-241 REPAIRS & MAINT IT	DIGICORP	Email Filtering-(split)	325857	11/20/2018	15.38	
Total 621575740241:					15.38	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	A TO Z REFRIGERATION	Repairs-Air Unit	97372	10/26/2018	201.50	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1383276	11/07/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1383277	11/07/2018	134.27	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1385679	11/14/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1388091	11/21/2018	13.44	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1388092	11/21/2018	134.27	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-Shop	77014	10/30/2018	13.99	
621-575740-244 REPAIRS,MAINT EQUIPMEN	REINEMANS, INC.	supplies-WWTP	154258	11/12/2018	12.58	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WWTP	10033907	10/31/2018	22.95	
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3268	11/15/2018	960.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	Digester Boiler#1-Belt	1-351263	11/08/2018	13.27	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WESTECH	Support Arm, Alum, for Skimmers	69821	10/31/2018	304.95	
Total 621575740244:					1,838.10	
621575740248						
621-575740-248 PLANT OPERATION	PATS SERVICES, INC	PATS SANITARY COMPOST SITE	813310	10/31/2018	1,005.00	
Total 621575740248:					1,005.00	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1383277	11/07/2018	93.46	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1388092	11/21/2018	93.46	
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	Acct. No. 500-08487456-8	2018NOVWWTP	10/31/2018	222.25	
621-575740-249 LABORATORY	IDEXX LABORATORIES	Colisure 200T Irradiated	3038773351	11/01/2018	1,979.27	
621-575740-249 LABORATORY	IDEXX LABORATORIES	Coliform/E. Coli	3038773364	11/01/2018	196.22	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	414679	11/02/2018	95.09	
Total 621575740249:					2,679.75	
621575740253						
621-575740-253 PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP FERROUS CHLORIDE	9017611529	10/31/2018	2,344.45	
Total 621575740253:					2,344.45	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	EVOQUA WATER TECHNOLOGI	WWTP BIOXIDE	903761638	10/31/2018	991.97	
Total 621575740353:					991.97	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621575740359						
621-575740-359	SANITARY SEWER REPAIR, WANASEK CORPORATION	Sewer Repair-Kendrick	9021	11/01/2018	9,056.37	
Total 621575740359:					9,056.37	
621575740371						
621-575740-371	REG/PERMITS/OUTSIDE TE NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE WWTP TESTING	345759	11/09/2018	267.00	
621-575740-371	REG/PERMITS/OUTSIDE TE NORTHERN LAKE SERVICE, IN	4th Qtr Sludge Testing	345831	11/12/2018	311.50	
Total 621575740371:					578.50	
622501070000						
622-501070-000	WORK IN PROGRESS KAPUR & ASSOCIATES, INC.	18.0109.01 2018 Burlington Streets (split)	96022	11/09/2018	1,406.34	
Total 622501070000:					1,406.34	
622503460000						
622-503460-000	METERS & LABOR MIDWEST METER INC	Meter Inventory	0105890-IN	10/30/2018	13,844.72	
Total 622503460000:					13,844.72	
622506230000						
622-506230-000	SUPPLIES GRAINGER	solenoid valve	9949426416	10/30/2018	261.02	
Total 622506230000:					261.02	
622506250000						
622-506250-000	MAINTENANCE-SUPPLIES KOCH KUTS	KOCK KUTS FALL APPLICATION	CLIP24109	10/31/2018	900.00	
Total 622506250000:					900.00	
622506320000						
622-506320-000	OPERATION SUPLIES, EXP NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE WATER	345015	10/30/2018	260.00	
Total 622506320000:					260.00	
622506510000						
622-506510-000	MAINS, WATER BREAKS-SU WANASEK CORPORATION	Water Repair-Edgewood	9072	11/05/2018	7,602.87	
622-506510-000	MAINS, WATER BREAKS-SU WANASEK CORPORATION	Watermain Repair - E Chestnut	9075	11/05/2018	4,604.29	
Total 622506510000:					12,207.16	
622506520000						
622-506520-000	SERVICE-SUPPLIES WANASEK CORPORATION	Water Lateral Repair-Joseph Court	9073	11/05/2018	5,026.94	
Total 622506520000:					5,026.94	
622506530000						
622-506530-000	METERS, REPAIRS & TESTI BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80026378	10/31/2018	191.15	
Total 622506530000:					191.15	
622509030000						
622-509030-000	OFFICE SUPPLIES ALSCO	ALSCO DPW - Water Customer #025570	IMIL1383275	11/07/2018	33.71	
622-509030-000	OFFICE SUPPLIES ALSCO	ALSCO DPW - Water Customer #025570	IMIL1385678	11/14/2018	33.71	
622-509030-000	OFFICE SUPPLIES ALSCO	ALSCO DPW - Water Customer #025570	IMIL1388090	11/21/2018	33.71	
622-509030-000	OFFICE SUPPLIES OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW (split)	0360443-IN	11/09/2018	110.98	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509030000:					212.11	
622509230000						
622-509230-000	OUTSIDE SERVICES	DIGICORP	Email Filtering-(split)	325857	11/20/2018	15.37
Total 622509230000:					15.37	
622509250000						
622-509250-000	EDUCATION-SUPPLIES	AURORA HEALTH CARE	Acct #600003826 Sterling, Angela (split)	168593096	11/12/2018	53.00
Total 622509250000:					53.00	
622509300000						
622-509300-000	MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325983 10/03	11/03/2018	72.00
622-509300-000	MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325983 10/10	11/03/2018	72.00
622-509300-000	MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325984 10/04	11/03/2018	63.20
622-509300-000	MISCELLANEOUS-SUPPLIE	SOUTHERN LAKES NEWSPAPE	Hydrant Flushing	325984 10/11	11/03/2018	63.20
Total 622509300000:					270.40	
622509350000						
622-509350-000	GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1385677	11/14/2018	13.61
622-509350-000	GENERAL PLANT-SUPPLIE	REINEMANS, INC.	Key Cutting	154149	11/09/2018	11.25
622-509350-000	GENERAL PLANT-SUPPLIE	REINEMANS, INC.	Key Cutting	154288	11/12/2018	3.78
622-509350-000	GENERAL PLANT-SUPPLIE	RC ELECTRONIC, INC	Mt Tom Trunking Service (split)	644841	11/15/2018	1,440.00
622-509350-000	GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3268	11/15/2018	328.00
Total 622509350000:					1,796.64	
802484840000						
802-484840-000	K-NINE UNIT	PRV UPFITTERS	K-9 Hot-N-Pop Installation	1	11/05/2018	2,175.00
Total 802484840000:					2,175.00	
Grand Totals:					121,047.31	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: December 4, 2018

SUBJECT: LICENSES AND PERMITS - To approve Operator's Licenses as submitted.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

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

The following application(s) have been submitted and approved by the Burlington Police Department:

Jessica Newcomb

Taylor Hanssen

BUDGET/FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the December 4, 2018 Common Council meeting.



DATE: December 4, 2018

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

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Denial of License Applications

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

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

The application is being recommended for denial because the following individual has been identified as a felony offender: Scott R. Bonner

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

BUDGET/FISCAL IMPACT:

Applicants are charged an administrative fee of which a portion of the funds are applied towards background checks performed by the police department.

RECOMMENDATION:

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

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the December 4, 2018 Common Council meeting.

Attachments

Denial Letter



CITY OF BURLINGTON

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

Tuesday, November 27, 2018

Mr. Scott R. Bonner
308 Johnson Street
Burlington, WI 53105

Subject: Denial of Operator's License

Dear Mr. Bonner,

Upon review of your application and background check by the City of Burlington Police Department, it will be recommended to Council at the December 4, 2018 Common Council meeting, not to approve your application for a license to sell and/or serve fermented malt beverages and intoxicating liquors, based on Wisconsin State Statute 125.04(5)(b) that relate to licensing requirements, which specifies:

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

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

Sincerely,

Diahnn Halbach
City Clerk
City of Burlington

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



DATE: December 4, 2018

SUBJECT: RESOLUTION 4926(28) - To consider approving the purchase of ten sets of new turn out gear in Fiscal Year 2018 and ten sets of new turn out gear in Fiscal Year 2019 totaling of \$20,080.

SUBMITTED BY: Alan Babe, Fire Chief

BACKGROUND/HISTORY:

The National Fire Protection Association requires per NFPA 1851 Chapter 10.1.2 that structural firefighting ensembles and elements also known as turn out gear, shall be retired in accordance with 10.2.1 or 10.2.2 no more than 10 years from date the ensembles or ensembles elements were manufactured.

The City has a total of 50 sets of active turnout gear in use at this time and six sets of reserve gear that is stored and could be utilized in an emergency if needed and also based on size requirements.

The fire department has identified a total of 20 sets of turnout gear ensembles that are not in compliance with this requirement.

The Fire Chief instructed Engineer Justin Benko in charge of personal protective equipment to obtain three bids on new turnout gear from the following manufactures based on:

- Improved safety design
- Improvement on blocking particulate contamination of harmful carcinogen's
- Thermal Protective Performance (TPP)
- Tear and abrasion resistance
- Reflective trim requirements of NFPA 1971
- Inner thermal and moisture barrier options to ovoid fire fighter stress and overheating
- Improving efficiency in high stress areas i.e. knees, elbows and shoulders without sacrificing range of motion and flexibility
- Improvement in ergonomic design and repeated wash cycles
- Improvement in overall weight of the turnout gear itself

Based on the above criteria the following manufacturers quoted each set of turnout gear:

Globe Manufacturing Company	\$2000.00	
Morning Pride	\$1,988.75	
Innotex	\$2,080.87	

The Innotex Energy turnout gear clearly outperformed the competition allowing our firefighters to achieve their maximum productivity with minimum waste of effort. Airflow with a three dimensional padding system that cushions SCBA while creating channels of flowing air, optimized outer shell and thermal barrier properties, increased THL in high-perspiration zones. Advanced ergonomic design to provide freedom of motion and unrestricted range of motion in knee, elbow and shoulder areas which reduce coat rise and maintain coat-pant overlap. Segmented trim offered is less rigid and allows greater ease of movement. Additional reflective on piping of seams for increased visibility at night and in confined spaces and advancement of inner thermal barriers for significant overall weight reduction.

BUDGET/FISCAL IMPACT:

The cost for replacing the 20 sets of turnout gear, initial 10 sets will be taken out of 2018 operating budget of protective clothing, repair and maintenance accounts and 2% dues which currently have balances of:
 Remaining ten sets invoiced out of 2019 protective clothing budget at 2018 pricing as a 5% price increase will take place on January 1, 2019.

Protective Clothing	\$8,590.99	
Repair and Maintenance Equipment	\$10,984.81	
2% Insurance Dues	\$2,100.00	
Total	\$21,675.80	

RECOMMENDATION:

Staff recommends approval of this purchase in this budget cycle before next year’s manufacturers price increase.

TIMING/IMPLEMENTATION:

This item was discussed at the November 20, 2018 Committee of the Whole meeting and is scheduled for the December 4, 2018 Common Council meeting for final consideration.

Attachments

- Resolution
 - Globe Manufacturing Quote
 - Morning Pride Quote
 - Innotex Quote
-

**A RESOLUTION TO APPROVE THE PURCHASE OF TEN SETS OF NEW TURN OUT GEAR
IN FISCAL YEAR 2018 AND TEN SETS OF NEW TURN OUT GEAR IN FISCAL YEAR 2019
TOTALING \$20,080**

WHEREAS, on November 20, 2018 the Common Council did approve Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington; and,

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

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

WHEREAS, the Fire Department is scheduled to replace a total of 20 sets of turn out gear with funds included in the Fiscal Year 2018 and Fiscal Year 2019 budget; and,

WHEREAS, the Fire Department has searched local vendors for available like turn out gear meeting Fire Department specifications; and,

WHEREAS, the purchase of 20 sets of Innotek Brand Turn Out Gear distributed by Jefferson Fire and Safety Inc., for the amount of \$20,080 has been recommended by the Fire Chief; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that purchase of the aforementioned turn out gear is hereby approved for the total amount of \$20,080.

Introduced: November 20, 2018

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



14100 W Cleveland Ave
 New Berlin Wi. 53151
 Phn 800-955-8489 Fax 262-782-4437
 Info@ConwayShield.com

QUOTE

Number	PCSQ7608
Date	Jun 19, 2018
Salesperson	Dick Piette

Sold To

Ship To

Globe uses American made products.
 Outer shells and thermal liners are produced by Southern Mills and Safety Components, moisture barrier is from W.L. Gore and trim is from 3M.
 All products are constructed at Globe Manufacturing.
 Standard coat length is 32" a 29" and 35" coat are available at no extra charge.
 Oversize charges start at size 60 for both coat and pants and add 30%

Qty	Description	Part #	Unit Price	Ext. Price
1	REACTION 6.6oz PIONEER COAT		\$1,125.00	\$1,125.00

- * GLIDE GOLD THERMAL LINER
- * CROSSTECH BLACK MOISTURE BARRIER
- * 3" L/Y NYC TRIPLE TRIM
- * HANGING LETTER PATCH
- * STD ZIPPER IN/VELCRO OUT CLOSURE
- * STD 2x9x8 SEMI EXP PKTS W/FLC HANDWARMERS
- * KEVLAR BACK 2X9X8 SEMI EXP POCKETS
- * D-RING ON SELF PATCH (advise location)
- * RADIO POCKET (advise location & size)
- * SELF MIC STRAP ABV RADIO POCKET
- * ANTENNA NOTCH LEFT SIDE
- * SELF MIC STRAP (advise location)
- * STD NOMEX WRIST GUARDS
- * SELF MATERIAL CUFFS
- * EMBROIDERED AMERICAN FLAG R SLEEVE
- * COAT HOOK/MIC/STRAP HOLDER
- * TWILL TAKE-UP STRAPS

OPTIONS

ARMOR AP add	\$25.00
ADVANCE deduct	\$10.00 ←
BLACK ADVANCE add	\$15.00
GEMINI GOLD add	\$150.00
GEMINI BLACK	\$185.00
PBI MAX add	\$190.00
DEFENDER THERMAL LINER deduct	\$20.00 ←
CALDURA SL2 add	\$20.00
REMOVE AMERICAN FLAG deduct	\$5.00
HOOK and DEE CLOSURE add	\$25.00
NOMEX HAND/WRIST GUARDS add	\$6.00
SCOTCH LITE LETTERS each	\$2.70

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.

Qty	Description	Part #	Unit Price	Ext. Price
-----	-------------	--------	------------	------------

1	REACTION 6.6oz PIONEER PANT		\$875.00	\$875.00
	* GLIDE GOLD THERMAL LINER			
	* CROSSTECH BLACK MOISTURE BARRIER			
	* 3" L/Y TRIPLE TRIM AROUND CUFFS			
	* STD VELCRO/BLACK BELT CLOSURE			
	* BLACK ARASHIELD KNEES			
	* SILIZONE PADDED KNEES ON LINER			
	* STD 1.5x10x8/11 ANGLED EXP PKTS			
	* KEVLAR BACK ANGLED EXP PKTS			
	* 6 PACK KEVLAR TOOL COMP R PKT			
	* BLACK ARASHIELD CUFFS			
	* END OF FLAP SILIZONE ON PKT FLAPS			
	* STD BLK PADDED H-BACK RIPCORD SUSPENDERS			

OPTIONS

ESCAPE BELT CLOSURE add	\$125.00
ESCAPE SYSTEM POCKET add	\$105.00
POCKET DIVIDER add	\$7.00
L/Y TRIPLE TRIM SUSPENDERS add	\$12.00
REMOVE SILIZONE KNEES deduct	\$10.00
ARMOR AP add	\$10.00
ADVANCE OUTER SHELL deduct	\$5.00
BLACK ADVANCE add	\$15.00
GEMINI GOLD add	\$130.00
GEMINI BLACK add	\$155.00
PBI MAX add	\$135.00
DEFENDER THERMAL LINER deduct	\$15.00
CALDURA SL2 THERMAL LINER	N/C

This quote is valid 7-1-2018 until 6-30-2019
Please call with any questions.
Thank you
Dick Piette
262-312-4484

SubTotal	\$2,000.00
Tax	\$0.00
Shipping	\$0.00
Total	\$2,000.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.



Quote PDF

Jefferson Fire & Safety, Inc
 7617 Donna Drive,
 Middleton, WI 53562
 1-800-697-3473
 www.jeffersonfire.com



QUOTE DETAILS

Quote #:
Date: Nov 9th, 2018
Sales Rep: Tom Clausen
 800-697-3473
 tomc@jeffersonfire.com

CUSTOMER DETAILS

City of Burlington Fire Dept. -
 ALAN BABE
 Office: 262-763-7842

CUSTOMER ADDRESS

Billing Address:
 165 W. Washington St.
 Burlington, WI 53105
Shipping Address:
 165 W. Washington St.
 Burlington, WI 53105

PURCHASE ORDER

SHIPPING OPTION

SHIPPING INSTRUCTION

FOB Middleton/Mfr

ORDER DETAILS

QTY.	U/M	ITEM #	DESCRIPTION	TAX	UNIT PRICE	TOTAL
10	Each	MORNING PRIDE LTO 36IG GOLD	MORNING PRIDE TAILS ADVANVE COAT GOLD OUTER SHELL 7.2 osy ADVANCE SOFT GOLD. THERMAL LINER 7.1 osy SYNERGY 11 2-LAYER. MOISTURE BARRIER 5.5 osy STEDAIR 4000.	0	\$1196	\$11960
10	Each	MORNING PRIDE LTO 36IG PANT	MORNING PRIDE ADVANCE PANT GOLD. SAME MATERIALS AS COAT.	0	\$792.75	\$7927.5
SUBTOTAL:						\$ 19,887.50
TAX:						\$ 0.00
TOTAL:						\$ 19,887.50

Honeywell First Responder Products Clothing Specification Quote

2016 Price

Expires Next Price Increase	Fire Dept. Burlington Fire Dept	
Freight Will be your responsibility	WIBURL	
Delivery TONE lead times	Dealer Jefferson Fire & Safety	
	JEFFER	
Specid: WIBURL00023	Spec Date: 09/19/18	Quote #: 8125WIBURL

To assure you receive this special pricing, the above quote number must appear on all orders referenced to same.
Any additions or deviations from original quote must be on order and are subject to additional cost.

LTO36IGTD - LTO 36IG Tails Gold

REFRESH	**REENGINEERED**
REVI	*** Revision 1 ***
LTOTOS36D	LTO Tail Outer Shell -7.2 osy Advance Soft -Gold
LTOTTLI	LTO Tail Thermal Liner -7.1 osy Synergy II 2 Layer
LTOTMBG	LTO Tail Moisture Barrier -5.5 osy Stedair 4000
IPLC	(O20) Std -Inspection Port Liner
LNDC	Std-Liner detachable
LNSETTE	Std -SET Thermal Enhancement
PKTLSTD	Std -Liner Label Pocket
SATUPST-36D	Std -Take Up Straps - 2 Postman
TR-DSS	Std -Trim Double-Stitched
RS-RRSAC	(R01) Std-Articulating Rapid Rescue Strap
TRC304M-TL	Trim -(4) NEW YORK -lime 2-tone Scotchlite (3")
LTBACK-36D	Back Patch -Advance Soft - Gold
	<C. B. F. D. >
LT3S04-SL	4 -3" sewn letters -lime Scotchlite
LTPS4	4-Sewn Periods
LTHEMV-36D	Hem Patch w/Velcro -Advance Soft - Gold
	- FF LAST NAME (1st INITIAL when specified)
	- avg. 7 letters
	- OK to use 2" letters to fit
LT3S07-SL	7 -3" sewn letters -lime Scotchlite
PO-EUS-L	(O17) Embroidered American Flag
	-- left sleeve
CLZV2-36D	(E10) 2" Velcro/Zipper Coat Closure
CCLTO-36D	(Q02) LTO Comfort Chinstrap
CCBLK	Black Knit Material on Comfort Chinstrap
CCLTO-NF	No Fold Chinstrap
LNDAPC	Dead Air Panels
CFCC-ARB	Coat Cuffs - Arashield - Black
PKHBLN-36D	Half Hi Bellows Pockets -Advance Soft - Gold
	-- 6 x 9 x 1.5

This quote, which received special pricing in consideration for services you as a dealer provided, cannot be used to offer pricing to any Federal Agency US Military branch, the National Guard or the Coast Guard. If you Receive inquiries from such agencies, please contact your inside customer service representative. Additionally, these prices cannot be used to bid on specs developed by other dealers. Finally, since this special pricing was developed in response to services provided by you for your direct customer, it cannot be used to provide prices to other companies whose purpose would be to re-sell the products.

Honeywell First Responder Products Clothing Specification Quote

2016 Price

Expires	Next Price Increase	Fire Dept.	Burlington Fire Dept
Freight	Will be your responsibility		WIBURL
Delivery	TONE lead times	Dealer	Jefferson Fire & Safety
			JEFFER

Specid: WIBURL00023 Spec Date: 09/19/18 Quote #: 8125WIBURL

To assure you receive this special pricing, the above quote number must appear on all orders referenced to same.
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LTO36IGTD - LTO 36IG Tails Gold

PKGF-ARB	E Z Grip Flaps - Arashield - Black
PKMT-36D	Mic Tab -Advance Soft - Gold
	-- left chest
	-- 0.5 x 2.5
PKRD-36D	Radio Pocket -Advance Soft - Gold
	-- left chest
	-- 8 x 3 x 2
PKRD-FNL	Notch Flap -Left
PKSLC-36D	SL-90 Flashlight Clip -Advance Soft - Gold
	-- right chest
	- Place as close to shield as possible
WWSTLNH-BLK	Sub Wristlets -Long Hybrid with tabs -Nomex - black

**24 FRONT LENGTH & LONGER

Spec Limitation:

** Half Hi Bellows Pockets - 6" x 9" x 1.5" with radio pocket in chest position - will not fit on 23 front length & shorter

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Honeywell First Responder Products Clothing Specification Quote

2018 Price

Expires Next Price Increase	Fire Dept. Burlington Fire Dept
Freight Will be your responsibility	WIBURL
Delivery TONE lead times	Dealer Jefferson Fire & Safety
	JEFFER

Specid: WIBURL00024 **Spec Date:** 09/19/18 **Quote #:** 8125WIBURL

To assure you receive this special pricing, the above quote number must appear on all orders referenced to same.
Any additions or deviations from original quote must be on order and are subject to additional cost.

LTO361GPD - LTO 361G Pants Gold

REFRESH	**REENGINEERED**
REVI	*** Revision 1 ***
LTOPOS36D	LTO Pant Outer Shell -7.2 osy Advance Soft - Gold
LTOPTLI	LTO Pant Thermal Liner -7.1 osy Synergy II 2 Layer
LTOPMBG	LTO Pant Moisture Barrier -5.5 osy Stedair 4000
CLNFV2-36D	(J02) STD Narrow Fly -2" Velcro w/ Hook & Dee
IPLP	(O21) Std -Inspection Port Liner
LNDP	Std -Liner Detachable
TR-DSSP	Std -Trim Double-Stitched
TRP307M-TL	Trim -(7) NFPA -lime 2-tone Scotchlite (3")
CFAN-ARB	(O03) Angled Cuffs - Arashield - Black
CFPC-ARB	Pant Cuffs - Arashield - Black
KNBF-36D	BiFlex Heat Channel Knees - Advance Soft- Gold
KNBFH-ARB	Horizontal Strips in BiFlex knees to be Arashield - Black
SATUP2-36D	Take Up Straps - 2 Postman -Advance Soft - Gold
PKBLP-36D	Bellows Pockets -Pants -Advance Soft - Gold
	-- 9 x 9 x 1.5
PKGFP-ARB	E Z Grip Flaps - Arashield - Black
OPSSA	Snap Style Suspender Attachment
SPDFSQI	Dyna-Fit Suspenders w/ Snap Attach & Quick Adjust Installed

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Quote PDF

Jefferson Fire & Safety, Inc
 7617 Donna Drive,
 Middleton, WI 53562
 1-800-697-3473
 www.jeffersonfire.com



QUOTE DETAILS

Quote #:

Date:
Nov 9th, 2018

Sales Rep:
Tom Clausen
800-697-3473
tomc@jeffersonfire.com

CUSTOMER DETAILS

City of Burlington Fire Dept. -
ALAN BABE
Office: 262-763-7842

CUSTOMER ADDRESS

Billing Address:
165 W. Washington St.
Burlington, WI 53105

Shipping Address:
165 W. Washington St.
Burlington, WI 53105

PURCHASE ORDER

SHIPPING OPTION

SHIPPING INSTRUCTION

FOB Middleton/Mfr

ORDER DETAILS

QTY.	U/M	ITEM #	DESCRIPTION	TAX	UNIT PRICE	TOTAL
10	Each	INNOTEX ARMOR AP COAT	INNOTEX ENERGY COAT BLACK/GOLD ARMOR AP 80% NOMEX/KEVLAR 20% 400 DENIER KEVLAR FILAMENT STEDAIR 4000 osy GLIDE ICE 2-LAYER 2.3 osy 1.5 osy E89	0	\$1297.56	\$12975.6
10	Each	INNOTEX ARMOR AP PANT	INNOTEX ENERGY PANT GOLD SAME MATERIALS AS COAT.	0	\$783.31	\$7833.1

SUBTOTAL: \$ 20,808.70
TAX: \$ 0.00
TOTAL: \$ 20,808.70



Tél.: 819-826-5971
Fax: 819-826-5195

Quote

Quote: QUO-35651-J9W2

www.innotexprotection.com

To

Company	ELLIOTT DONNELLY GROUP (THE)
Name of the Quote	Burlington, WI FD - Tom Clauson - Jefferson Fire
Contact	Brian Reidl
Phone	(630) 365-9800
Mobile Phone	(630) 688-7162
Fax	(630) 365-3997

YOUR QUOTATION

USD

COAT ENERGY - INNOTEX ENERGY™	QTY	MSRP	SUB TOTAL
NFPA 1971-2018			
32" STYLE - DUAL COLOR OUTER SHELL - WITH SINGLE METABOLIC ZONE (THERMAL BARRIER)	1	\$1,234.93	\$1,234.93
Armor AP™, 80% Nomex®/Kevlar® spun yarns with 20% 400 denier Kevlar® filament 6.5 osy - Gold			
Armor AP™, 80% Nomex®/Kevlar® spun yarns with 20% 400 denier Kevlar® filament 6.5 osy - Black			
Stedair© 4000, 5.0 osy			
Glide Ice™ 2-layer (2.3 osy & 1.5 osy E89™), 7.4 osy			
3M Scotchlite® 3" SEGMENTED (triple trim) - Yellow Grey			
Trim Pattern: NFPA Style	1	\$112.42	\$112.42
Zipper closure system (VISLON®)	1	\$23.68	\$23.68
Semi bellows pockets (pair) - (8" x 9") - Lined with Kevlar® twill reinforcement	1	\$163.53	\$163.53
Radio pocket (unit) - Regular	1	\$33.86	\$33.86
POSITION: Radio Pocket: H: 8 x L: 4 x D: 2 (dimensions in inches) - POSITION B -			
Standard flap with Grabber™	1	\$10.62	\$10.62
Inside pocket (7.5" x 8") with hook & loop (1" x 3") (unit) - Regular	1	\$13.67	\$13.67
Hand-warmer pockets with Nomex FR polar fleece (pair) (8"X9")	1	\$40.07	\$40.07
Nomex® hand guard shaped with thumb loop - Black	1	\$14.98	\$14.98
Vented back protection Airflow™	1	\$84.68	\$84.68
Vented shoulders protection Airflow™	1	\$29.11	\$29.11
Mic loop / P.A.S.S. loop / 1 UNITS / Left chest	1	\$5.64	\$5.64
Thermal liner attachments (bottom of coat) (unit) / 3 UNITS	3	\$2.43	\$7.29
Flashlight Holder - Clip with Hook & Loop Fastener (SL-90) / 1 UNITS / Right chest	1	\$18.72	\$18.72
PERSO: Left sleeve (F) - Nomex® Embroidered American flag / Sewn on shell	1	\$16.50	\$16.50

20180924 094943

QUO-35651-J9W2

1 / 2

PERSO: Lower back (K) - Lettering - For all units (CBFD) / Scotchlite® 3" - Lime yellow / Sewn on fixed patch / 4" X 10"	1	\$28.37	\$28.37
PERSO: Hem of coat (M) - Lettering - Different for each unit ([2]-Name - see list) / Average 7 letters / Scotchlite® 3" - Lime yellow / Sewn on removable patch / 4" X 17"	1	\$57.85	\$57.85
Polymer coated aramid Color: BLACK			
POSITION: Inside pocket: Left side			
TOTAL COAT (per coat) before discount			\$1,895.92

PANTS ENERGY - INNOTEX ENERGY™	QTY	MSRP	SUB TOTAL
NFPA 1971-2018			
Regular waist - SINGLE COLOR OUTER SHELL - WITH SINGLE METABOLIC ZONE (THERMAL BARRIER)	1	\$814.56	\$814.56
Armor AP™, 80% Nomex®/Kevlar® spun yarns with 20% 400 denier Kevlar® filament 6.5 osy - Gold			
Stedair© 4000, 5.0 osy			
Glide Ice™ 2-layer (2.3 osy & 1.5 osy E89™), 7.4 osy			
3M Scotchlite® 3" SEGMENTED (triple trim) - Yellow Grey			
Trim Pattern: Standard NFPA	1	\$34.53	\$34.53
Zipper closure system (VISLON®)	1	\$4.70	\$4.70
Full bellows pockets (pair) - (10" X 10" X 2") - Lined with Kevlar® twill reinforcement	1	\$128.07	\$128.07
EMK™ (Enhanced Mobility Knee) in Polymer coated aramid - With 2 extra layers of FR felt (BLACK REINFORCEMENT)	1	\$77.55	\$77.55
DELUXE Cotton suspenders ("H style")	1	\$36.93	\$36.93
Nomex belt (2-sides adjustment)	1	\$30.80	\$30.80
Belt loops (6 units) (included)-(4" x 2") / 6 UNITS	1	\$17.40	\$17.40
Polymer coated aramid Color: BLACK			
SPECIAL NOTES:			
TOTAL PANTS (per pair) before discount			\$1,144.54

BUNKER PRICING SUMMARY	MSRP	DISCOUNT %	NET PRICE	QTY	TOTAL
COAT ENERGY - INNOTEX ENERGY™	\$1,895.92	0.00	\$1,895.92	10	\$18,959.20
PANTS ENERGY - INNOTEX ENERGY™	\$1,144.54	0.00	\$1,144.54	10	\$11,445.40
TOTAL					\$30,404.60

Freight Charges	
------------------------	--

GRAND TOTAL	\$30,404.60
--------------------	--------------------

Because of our ongoing commitment to product quality and development, we reserve the right to change, cancel, discontinue or alter any specification, price, design or feature without prior notice and without incurring any obligation.



DATE: December 4, 2018

SUBJECT: MOTION 18-917 - To approve the Environmental Remediation Tax Incremental District No. 1 (ER-TID 1) and Tax Incremental District No. 3 (TID 3) Audit Reports completed by Sitzberger.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Tax Increment Financing District 3 (TID 3) and the ER-TIF District 1 (ER-TID 1) were closed in March of 2018. A resolution allowing increment share from TID 3 to the ER-TID 1 was allowed by a previous resolution.

2018 Tax Increment collections was sufficient to have enough funds to pay off the final debt in both TIF districts and allow them to be closed per state statutes.

Closing the TIF districts brings back the value of the TIF districts to the full value of the city (formerly TID Out Value) and the other taxing jurisdictions: Racine County, Burlington Area School District and Gateway Technical College. Tax increments will no longer be collected for these TIF districts.

When TIF districts close, there is a required Audit to be completed.

A representative from Sitzberger is present to discuss and explain the final audits.

BUDGET/FISCAL IMPACT:

This audit is required by the State of Wisconsin TIF statutes. Council approved a resolution to allow Sitzberger to perform the audits earlier this year. Cost of the Audits was \$4,500 for TID 3 and \$2,500 for ER TID 1 for a total of \$7,000.

The audits show ending fund balances of "zero" for ER-TID 1 and \$4,500,000 for TID 3. The TID 3 fund balance is the amount of money to pay off final calls on debt in 2019 and 2021 for the ER-TID and TID 3.

The audit indicates there is excess increment in the amount of \$1,277,781, which must be paid out to the taxing jurisdictions after the motion is approved. Excess increment is the amount of increment collected remaining after all debts are paid. Excess Increment payments are as follows:

Racine County: \$189,962; City of Burlington: \$505,675; BASD: \$540,006; Gateway: \$42,138

RECOMMENDATION:

Staff recommends approving the motion for the TID Audits.

TIMING/IMPLEMENTATION:

This item is for discussion at the December 4, 2018 Committee of the Whole meeting and due to time constraints is scheduled for the same night Common Council meeting for final consideration.

Attachments

ER-TID 1 Audit Report

TID 3 Audit Report

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1

INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS

FROM THE DATE OF CREATION THROUGH
MARCH 20, 2018

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CPAs and Business Advisors

www.sitzbergercpas.com

INDEPENDENT AUDITORS' REPORT

To the City Council
City of Burlington
Racine County, Wisconsin

We were engaged to audit the accompanying financial statements of the City of Burlington Environmental Remediation Tax Incremental District No. 1 ("District"), which comprise the Balance Sheet as of March 20, 2018, the related Historical Summary of Project Costs, Project Revenues and Net Cost to be Recovered Through Tax Increments, the Historical Summary of Sources, Uses and Status of Funds from the date the District was created through March 20, 2018, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Wisconsin Department of Revenue. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on conducting the audit in accordance with auditing standards generally accepted in the United States of America. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, however, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

Basis for Disclaimer of Opinion

Detailed project costs have not been maintained and certain prior-year records and supporting data were not available for our audit. Therefore, we were not able to obtain sufficient appropriate audit evidence about the amounts at which capital expenditures are recorded and classified in the accompanying historical summary of project costs, project revenues and net cost to be recovered through tax increments, and the historical summary of sources, uses and status of funds at March 20, 2018.

Disclaimer of Opinion

Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, we do not express an opinion on the financial statements referred to in the first paragraph.

Emphasis of Matter

As discussed in Note A, the financial statements present only the City of Burlington Environmental Remediation Tax Incremental District No. 1 and do not purport to, and do not, present fairly the financial position of the City of Burlington, Wisconsin as of March 20, 2018, the changes in its financial position from the date of creation through March 20, 2018 in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. Our opinion on the financial statements is not affected by this missing information.

Other Information

We were engaged for the purpose of forming an opinion on the financial statements of the Environmental Remediation Tax Incremental District No. 1 of the City of Burlington, Wisconsin. The financial information listed in the table of contents as supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, it is inappropriate to and we do not express an opinion on the supplementary information referred to above.

Other Reporting Required by Tax Incremental District Laws and Regulations

In accordance with tax incremental district laws and regulation, we have also issued our report dated November 6, 2018 on our test of compliance with Wisconsin State Statutes Sections 66.1105, 66.1106, and the project plan. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. That report is an integral part of an audit performed in accordance with tax incremental district laws and regulation in considering the City of Burlington, Wisconsin's compliance.

Sitzberger & Company, S.C.

Sitzberger & Company, S.C.
Lake Geneva, Wisconsin
November 6, 2018

CITY OF BURLINGTON
 ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
 BALANCE SHEET
 MARCH 20, 2018

	<u>Environmental Tax Incremental District No. 1</u>
<u>ASSETS</u>	
Restricted cash	\$ 2,501,149
TOTAL ASSETS	<u>2,501,149</u>
 <u>LIABILITIES</u>	
Interest payable	356,149
TOTAL LIABILITIES	<u>356,149</u>
 <u>FUND BALANCES</u>	
Restricted	<u>2,145,000</u>
 TOTAL LIABILITIES AND FUND BALANCES	 <u>\$ 2,501,149</u>

See accompanying independent auditors' report.
 See notes to the financial statements.

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
HISTORICAL SUMMARY OF PROJECT COSTS, PROJECT REVENUES
AND NET COST TO BE RECOVERED THROUGH TAX INCREMENTS
For the Period of January 1 - March 20, 2018
and From Date of Creation Through Termination Date of March 20, 2018

	<u>Period of January 1 - March 20, 2018</u>	<u>From Date of Creation</u>
<u>PROJECT COSTS</u>		
Administration	\$ 1,531	\$ 21,601
Capital expenditures	-	4,738,449
Debt service		
Interest and fiscal charges	356,149	914,422
Debt issuance costs	-	18,531
TOTAL PROJECT COSTS	357,680	5,693,003
 <u>PROJECT REVENUES</u>		
Tax increments	1,641,651	3,703,690
Exempt computer aid	-	2,325
Federal grants	-	330,000
Interest and other	6,802	481,788
Sale of property	-	15,200
Hampton Inn note	928,542	1,160,000
TOTAL PROJECT REVENUES	2,576,995	5,693,003
 NET COSTS RECOVERABLE (RECOVERED) THROUGH TAX INCREMENTS - MARCH 20, 2018		
	\$ (2,219,315)	-
 <u>RECONCILIATION OF RECOVERABLE COSTS</u>		
General obligation debt outstanding		2,145,000
Less: Fund balance		(2,145,000)
 NET COSTS RECOVERABLE (RECOVERED) THROUGH TAX INCREMENTS - MARCH 20, 2018		
		\$ -

See accompanying independent auditors' report.
See notes to the financial statements.

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
HISTORICAL SUMMARY OF SOURCES, USES AND STATUS OF FUNDS
For the Period of January 1 - March 20, 2018
and From Date of Creation Through Termination Date of March 20, 2018

	Period of January 1 - March 20, 2018	From Date of Creation
<u>SOURCES OF FUNDS</u>		
Tax increments	\$ 1,641,651	\$ 3,703,690
Exempt computer aid	-	2,325
Federal grants	-	330,000
Interest and other	6,802	481,788
Sale of property	-	15,200
Hampton Inn note	928,542	1,160,000
Proceeds from debt	-	3,422,500
TOTAL SOURCES	2,576,995	9,115,503
<u>USES OF FUNDS</u>		
Administration	1,531	21,601
Capital expenditures	-	4,738,449
Debt service		
Interest and fiscal charges	356,149	914,422
Debt issuance costs		18,531
Long-term principal retirement	-	1,277,500
TOTAL USES	357,680	6,970,503
EXCESS (DEFICIENCY) OF SOURCES OVER USES	2,219,315	2,145,000
FUND BALANCE - BEGINNING	(74,315)	-
FUND BALANCE - ENDING	\$ 2,145,000	\$ 2,145,000

See accompanying independent auditors' report.

See notes to the financial statements.

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note A – Summary of Significant Accounting Policies

The accounting policies of the City of Burlington’s Environmental Remediation Tax Incremental District No. 1 (“District”) conform to accounting principles as applicable to governmental units and as defined by Wisconsin Statutes Sections 66.1105 and 66.1106.

The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. Wisconsin Statutes Sections 66.1105 and 66.1106 establish reporting requirements for the District. The significant accounting principles and policies utilized by the City of Burlington in preparing the financial statements of Environmental Remediation Tax Incremental District No. 1 are described below.

a) Reporting Entity

This report contains the financial information of the City of Burlington’s Environmental Remediation Tax Incremental District No. 1. The summary statements were prepared from data recorded in the TID No. 1 fund of the City of Burlington and are presented in a format prescribed by the Wisconsin Department of Revenue. The data was consolidated for the purposes of this report. Therefore, the amounts shown in the accompanying statements will not directly correlate with amounts shown in the basic/general purpose financial statements.

The District was created under the provisions of Wisconsin Statute Sections 66.1105 and 66.1106. The purpose of these sections are to allow a municipality to recover development and improvement costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the District. The tax on the increased value is called a tax increment.

The statutes allow the City of Burlington to collect tax increments until the net project cost has been fully recovered, or until 23 years after the creation date, whichever occurs first. Project costs uncollected at the dissolution date are absorbed by the City of Burlington.

Listed below are the significant dates applicable to the City of Burlington’s Environmental Remediation Tax Incremental District No. 1:

Creation date:	September 7, 2010
Expenditure period:	September 7, 2025
Latest termination date:	September 7, 2033
Termination date:	March 20, 2018

b) Measurement Focus and Basis of Accounting

The District’s financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Project plan expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when a payment is due.

Property taxes are recognized as revenue in the fiscal year for which taxes have been levied. Grants, fees, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when the cash is received by the District.

See accompanying independent auditors’ report.

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note A – Summary of Significant Accounting Policies (continued)

c) Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

d) Project Plan Budget

The estimated revenues and expenditures of the District are adopted in the original project plan. Those estimates are for the entire life of the District, and may not be comparable to interim results presented in this report. There were no amendments to the original project plan.

e) Assets, Liabilities and Fund Balance

Cash and cash equivalents - Cash and cash equivalents are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. At times, the District relies on cash and cash equivalents of other City funds until additional revenues are received.

Property Taxes - The District's tax increment is certified annually in November based on tax increment value, which represents the equalized value in excess of the 2010 TID base value of properties within the District. Tax increments are collected by the City of Burlington and Racine County. On or before January 15, and by the 20th of February, the District is paid by the City its proportionate share of tax collections received through the last day of the preceding month. On or before August 20, the Racine County treasurer makes full settlement to the District for any remaining balance.

Property taxes are recognized as revenue in the fiscal year levied as they are considered due as of January 1, the date from which interest and penalties accrue for non-payment of a scheduled installment, and full receipt of the entire levy is assured within sixty days of fiscal year end, meeting the availability criteria necessary for property tax revenue recognition by accounting principles generally accepted in the United States of America

Fund Balance - Fund balance is reported in various categories for TID funds based on the nature of any limitations requiring the use of resources for specific purposes. The following classifications describe the related strength of spending constraints placed on the purposes for which resources can be used:

- **Restricted Fund Balance** - includes amounts that have constraints placed upon the use of resources either by an external party or imposed by law through a constitutional provision or enabling legislation.
- **Assigned Fund Balance** - includes amounts that are constrained by the City's intent to be used for a specific purpose, but are neither restricted nor committed. This is the residual amount within the fund that is not restricted or committed. Assignments of fund balance are created by the City Council.
- **Committed Fund Balance** - includes amounts that can be used only for the specific purposes pursuant to constraints imposed by a formal action of the City Council, the City's highest level of decision-making authority. This formal action is a City Council resolution.

CITY OF BURLINGTON
 ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
 NOTES TO THE FINANCIAL STATEMENTS
 MARCH 20, 2018

Note A – Summary of Significant Accounting Policies (continued)

- Nonspendable Fund Balance - includes amounts that cannot be spent because they are not in a spendable form and cannot be converted to cash or because they are legally or contractually required to remain intact.
- Unassigned Fund Balance - only deficit amounts are shown in this category.

When an expenditure/expense is incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) resources are available, it is the City’s general policy to use restricted resources first.

When expenditures/expenses are incurred for purposes for which unrestricted (committed, assigned, and unassigned) resources are available, and amounts in any of these unrestricted classifications could be used, it is the City’s general policy to spend committed resources first, followed by assigned amounts, and then unassigned amounts.

Note B – Cash and Cash Equivalents

The District, as a fund of the City of Burlington, maintains separate and common cash accounts at the same financial institutions utilized by the City of Burlington. Federal depository insurance and the State of Wisconsin Guarantee fund insurance apply to the City of Burlington as an individual municipality and, accordingly, the amount of insured funds is not determinable for the District.

Note C – Receivables

The District issued notes receivable of \$1,160,000 on 9/01/2010 with an interest rate of 2.00% for Environmental TID capital projects. The remaining note receivable balance as of March 20, 2018 was \$913,937. This remaining amount has been recorded as revenue in the TID District and the note receivable balance of \$913,937 has been transferred to the General Fund of the City to collect the outstanding balance.

Note D – Long-Term Debt

The City of Burlington has allocated portions of general obligation debt issuances to the District to finance District project costs. The general obligation notes are backed by the full faith and credit of the City. The City anticipates the District will retire its share of the general obligation issues with tax increments generated from the development or other revenue sources of the District. If those revenues are not sufficient, payments will be made by future tax levies or other City revenues, as applicable.

The following is a summary of general obligation debt of the District outstanding as of March 20, 2018:

	Date of Issue	Due Date	Interest Rates	Original Principal	Outstanding 3/20/2018	Due Within One Year
General Obligation Notes						
2012B GO Refunding Bonds	06/12/12	04/01/22	2.0% - 3.0%	\$ 762,500	\$ 300,000	\$ 100,000
2014A GO Refunding Bonds	05/13/15	05/01/30	0.4% - 3.2%	1,845,000	1,845,000	125,000
Total General Obligation Notes				<u>\$ 2,607,500</u>	<u>\$ 2,145,000</u>	<u>\$ 225,000</u>

CITY OF BURLINGTON
 ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
 NOTES TO THE FINANCIAL STATEMENTS
 MARCH 20, 2018

Note D – Long-Term Debt (continued)

Annual principal and interest maturities of the outstanding general obligation debt on March 20, 2018 are shown below:

Year Ending December 31,	Principal	Interest	Total
2018	\$ 225,000	\$ 47,357	\$ 272,357
2019	220,000	44,333	264,333
2020	225,000	40,720	265,720
2021	130,000	37,653	167,653
2022	135,000	35,265	170,265
2023-2027	745,000	127,149	872,149
2033-2037	465,000	23,672	488,672
	<u>\$ 2,145,000</u>	<u>\$ 356,149</u>	<u>\$ 2,501,149</u>

Note E – Increment Sharing

As allowable under TIF statutes, the City may share positive TIF increments. In 2014, the City and joint review board approved sharing increments from the TIF District No. 3 (donor district) to Environmental Remediation TIF District No. 1 (donee district). Transfers of \$3,386,354 are reflected as recoverable costs in the donor district, and as project revenues in the donee district. Transfers were approved to begin in 2017. TIF increment sharing is valid for the life of the district and the life of the donor district and may not be extended. Transfers between districts are subject to various conditions in the statutes.

SUPPLEMENTARY INFORMATION

CITY OF BURLINGTON
ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
DETAILED SUMMARY OF SOURCES, USES AND STATUS OF FUNDS
From Date of Creation Through Termination Date of March 20, 2018

Projects	Project Plan Budget		Actual Costs			
	Original Plan	Total Project Plan	2009	2010	2011	2012
PROJECT COSTS						
Site investigation	\$ 64,725	\$ 64,725	\$ -	\$ 104,131	\$ -	\$ -
Remediation	123,100	123,100	-	199,208	-	-
Monitoring	6,200	6,200	-	21,660	1,209	-
Asbestos removal / abatement	84,090	84,090	-	157,020	-	-
Purchase	1,500,000	1,500,000	1,526,136	-	75,000	-
Demolition	384,030	384,030	-	258,649	8,052	-
Infrastructure	76,000	76,000	-	117,886	-	-
TID creation and legal	40,000	40,000	-	27,577	-	-
Contingency	137,543	137,543	-	32,247	55,622	1,906
Parking structure	-	-	-	1,963,230	193,795	-
TOTAL PROJECT COSTS	\$ 2,415,688	\$ 2,415,688	1,526,136	2,881,608	333,678	1,906
PROJECT REVENUES						
Tax increments			-	-	-	48,176
Contributions from other districts			-	-	-	-
Exempt computer aid			-	-	-	-
EPA Brownfield grant			-	330,000	-	-
Interest			-	7,035	85,684	80,732
Sale of property			-	-	-	-
Hampton Inn note			-	-	4,467	27,919
TOTAL PROJECT REVENUES			-	337,035	90,151	156,827
DEBT SERVICE						
Debt proceeds			-	1,845,000	815,000	762,500
Discount on debt			-	(24,978)	-	(5,805)
Issuance costs			-	(9,242)	-	(9,289)
Principal retirement			-	-	-	(815,000)
Interest			-	(26,010)	(58,919)	(97,447)
TOTAL DEBT SERVICE			-	1,784,770	756,081	(165,041)
CHANGE IN FUND BALANCE			(1,526,136)	(759,803)	512,554	(10,120)
FUND BALANCE - BEGINNING			-	(1,526,136)	(2,285,939)	(1,773,385)
FUND BALANCE - ENDING			\$ (1,526,136)	\$ (2,285,939)	\$ (1,773,385)	\$ (1,783,505)

CITY OF BURLINGTON
 ENVIRONMENTAL REMEDIATION TAX INCREMENTAL DISTRICT NO. 1
 DETAILED SUMMARY OF SOURCES, USES AND STATUS OF FUNDS (continued)
 From Date of Creation Through Termination Date of March 20, 2018

Actual Costs (continued)							Project Costs (Over) Under Project Plan
2013	2014	2015	2016	2017	March 20, 2018	Total	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,131	\$ (39,406)
-	-	-	-	-	-	199,208	(76,108)
-	-	-	-	-	-	22,869	(16,669)
-	-	-	-	-	-	157,020	(72,930)
-	-	-	-	-	-	1,601,136	(101,136)
-	-	-	-	-	-	266,701	117,329
-	-	-	-	-	-	117,886	(41,886)
-	-	-	-	-	-	27,577	12,423
2,650	180	235	442	11,684	1,531	106,497	31,046
-	-	-	-	-	-	2,157,025	(2,157,025)
<u>2,650</u>	<u>180</u>	<u>235</u>	<u>442</u>	<u>11,684</u>	<u>1,531</u>	<u>4,760,050</u>	<u>\$ (2,344,362)</u>
46,751	63,885	33,683	39,831	42,692	42,318	317,336	
-	-	-	-	1,787,021	1,599,333	3,386,354	
1,187	878	149	62	49	-	2,325	
-	-	-	-	-	-	330,000	
78,820	76,322	74,083	51,202	21,108	6,802	481,788	
-	-	-	-	15,200	-	15,200	
29,937	32,101	34,421	44,919	57,694	928,542	1,160,000	
<u>156,695</u>	<u>173,186</u>	<u>142,336</u>	<u>136,014</u>	<u>1,923,764</u>	<u>2,576,995</u>	<u>5,693,003</u>	
-	-	-	-	-	-	3,422,500	
-	-	-	-	-	-	(30,783)	
-	-	-	-	-	-	(18,531)	
(87,500)	(90,000)	(95,000)	(95,000)	(95,000)	-	(1,277,500)	
<u>(108,327)</u>	<u>(85,721)</u>	<u>(51,321)</u>	<u>(50,419)</u>	<u>(49,326)</u>	<u>(356,149)</u>	<u>(883,639)</u>	
<u>(195,827)</u>	<u>(175,721)</u>	<u>(146,321)</u>	<u>(145,419)</u>	<u>(144,326)</u>	<u>(356,149)</u>	<u>1,212,047</u>	
(41,782)	(2,715)	(4,220)	(9,847)	1,767,754	2,219,315	2,145,000	
<u>(1,783,505)</u>	<u>(1,825,287)</u>	<u>(1,828,002)</u>	<u>(1,832,222)</u>	<u>(1,842,069)</u>	<u>(74,315)</u>	<u>-</u>	
<u>\$ (1,825,287)</u>	<u>\$ (1,828,002)</u>	<u>\$ (1,832,222)</u>	<u>\$ (1,842,069)</u>	<u>\$ (74,315)</u>	<u>\$ 2,145,000</u>	<u>\$ 2,145,000</u>	



CPAs and Business Advisors

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE

To the City Council
City of Burlington
Racine County, Wisconsin

We were engaged to audit the accompanying financial statements of the City of Burlington Environmental Remediation Tax Incremental District No. 1 ("District") which comprise of the Balance Sheet as of March 20, 2018, the related Historical Summary of Project Costs, Project Revenues and Net Cost to be Recovered Through Tax Increments, the Historical Summary of Sources, Uses and Status of Funds from the date the District was created through March 20, 2018, and the related notes to the financial statements, and have issued our report thereon dated November 6, 2018.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with tax increment financing district laws, regulations and the project plan is the responsibility of the City of Burlington, Wisconsin management. As part of obtaining reasonable assurance about whether the aforementioned financial statements are free of material misstatements, we performed tests of the District's compliance with Wisconsin State Statutes Sections 66.1105, 66.1106, and the project plan. However, it should be noted that our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests indicate that, with respect to items tested, the City of Burlington, Wisconsin complied, in all material respects, with the provisions referred to in the preceding paragraph, except for the following:

- Retention of TID related invoices
- Maintain comprehensive list of expenditures by category of permissible project costs
- Expenditures incurred before the date the project plan was approved
- Project costs incurred exceeded the total project costs included in the project plan

With respect to items not tested, nothing came to our attention that caused us to believe that the City of Burlington, Wisconsin had not complied, in all material respects, with those provisions.

This report is intended solely for the information and use of the City Council, management, and overlapping taxing districts and is not intended to be, and should not be, used by anyone other than those specified parties.

Sitzberger & Company, S.C.

Sitzberger & Company, S.C.
Lake Geneva, Wisconsin
November 6, 2018

**CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3**

**INDEPENDENT AUDITORS' REPORT
AND
FINANCIAL STATEMENTS**

**FROM THE DATE OF CREATION THROUGH
MARCH 20, 2018**

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INDEPENDENT AUDITORS' REPORT

To the City Council
City of Burlington
Racine County, Wisconsin

We were engaged to audit the accompanying financial statements of the City of Burlington Tax Incremental District No. 3 ("District"), which comprise the Balance Sheet as of March 20, 2018, the related Historical Summary of Project Costs, Project Revenues and Net Cost to be Recovered Through Tax Increments, the Historical Summary of Sources, Uses and Status of Funds from the date the District was created through March 20, 2018, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Wisconsin Department of Revenue. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on conducting the audit in accordance with auditing standards generally accepted in the United States of America. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, however, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

Basis for Disclaimer of Opinion

Detailed project costs have not been maintained and certain prior-year records and supporting data were not available for our audit. Therefore, we were not able to obtain sufficient appropriate audit evidence about the amounts at which capital expenditures are recorded and classified in the accompanying historical summary of project costs, project revenues and net cost to be recovered through tax increments, and the historical summary of sources, uses and status of funds at March 20, 2018.

Disclaimer of Opinion

Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, we do not express an opinion on the financial statements referred to in the first paragraph.

Emphasis of Matter

As discussed in Note A, the financial statements present only the City of Burlington Tax Incremental District No. 3 and do not purport to, and do not, present fairly the financial position of the City of Burlington, Wisconsin as of March 20, 2018, the changes in its financial position from the date of creation through March 20, 2018 in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. Our opinion on the financial statements is not affected by this missing information.

Other Information

We were engaged for the purpose of forming an opinion on the financial statements of the Tax Incremental District No. 3 of the City of Burlington, Wisconsin. The financial information listed in the table of contents as supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements. Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, it is inappropriate to and we do not express an opinion on the supplementary information referred to above.

Other Reporting Required by Tax Incremental District Laws and Regulations

In accordance with tax incremental district laws and regulation, we have also issued our report dated November 6, 2018 on our test of compliance with Wisconsin State Statutes Section 66.1105 and the project plan. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. That report is an integral part of an audit performed in accordance with tax incremental district laws and regulation in considering the City of Burlington, Wisconsin's compliance.

Sitzberger & Company, S.C.

Sitzberger & Company, S.C.
Lake Geneva, Wisconsin
November 6, 2018

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
BALANCE SHEET
MARCH 20, 2018

	Tax Incremental District No. 3
<u>ASSETS</u>	
Restricted cash and investments	\$ 5,898,156
TOTAL ASSETS	5,898,156
 <u>LIABILITIES</u>	
Interest payable	155,375
Due to city general fund	505,675
Due to overlying districts	772,106
TOTAL LIABILITIES	1,433,156
 <u>FUND BALANCES</u>	
Restricted	4,465,000
 TOTAL LIABILITIES AND FUND BALANCES	 \$ 5,898,156

See accompanying independent auditors' report.
See notes to the financial statements.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
HISTORICAL SUMMARY OF PROJECT COSTS, PROJECT REVENUES
AND NET COST TO BE RECOVERED THROUGH TAX INCREMENTS
For the Period of January 1 - March 20, 2018
and From Date of Creation Through Termination Date of March 20, 2018

	Period of January 1 - March 20, 2018	From Date of Creation
<u>PROJECT COSTS</u>		
Capital expenditures	\$ -	\$ 35,998,915
Developer rebate	-	3,733,550
Administration	3,362	477,377
Contributions to other districts	1,599,333	3,386,354
Debt service		
Interest and fiscal charges	155,375	20,265,693
Debt issuance costs	-	201,844
Discount on debt	-	817,473
TOTAL PROJECT COSTS	1,758,070	64,881,206
 <u>PROJECT REVENUES</u>		
Tax increments	4,573,829	60,667,402
Contributions from other districts	-	2,009,000
Intergovernmental	-	762,530
Interest and other	3,582	2,280,109
Sale of property	-	305,001
Rental earnings	-	2,794
Contributions and miscellaneous	-	63,000
Premium on debt	-	69,151
TOTAL PROJECT REVENUES	4,577,411	66,158,987
 NET COST RECOVERABLE (RECOVERED) THROUGH TAX INCREMENTS - MARCH 20, 2018		
	\$ (2,819,341)	(1,277,781)
 <u>RECONCILIATION OF RECOVERABLE COSTS</u>		
General obligation debt outstanding		4,465,000
Less: Fund balance		(4,465,000)
 NET COST RECOVERABLE (RECOVERED) THROUGH TAX INCREMENTS - MARCH 20, 2018		
		(1,277,781)
 REFUND PAYABLE TO OVERLYING DISTRICTS		
		1,277,781
 BALANCE		
		\$ -

See accompanying independent auditors' report.
See notes to the financial statements.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
HISTORICAL SUMMARY OF SOURCES, USES AND STATUS OF FUNDS
For the Period of January 1 - March 20, 2018
and From Date of Creation Through Termination Date of March 20, 2018

	Period of January 1 - March 20, 2018	From Date of Creation
<u>SOURCES OF FUNDS</u>		
Tax increments	\$ 4,573,829	\$ 60,667,402
Contributions from other districts	-	2,009,000
Intergovernmental	-	762,530
Interest and other	3,582	2,280,109
Sale of property	-	305,001
Rental earnings	-	2,794
Contributions and miscellaneous	-	63,000
Premium on debt	-	69,151
Proceeds from debt	-	63,041,775
TOTAL SOURCES	4,577,411	129,200,762
<u>USES OF FUNDS</u>		
Capital expenditures	-	35,998,915
Developer rebate	-	3,733,550
Administration	3,362	477,377
Contributions to other districts	1,599,333	3,386,354
Refunds to overlying districts	1,277,781	1,277,781
Debt service		
Interest and fiscal charges	155,375	20,265,693
Debt issuance costs	-	201,844
Discount on debt	-	817,473
Long-term principal retirement	-	58,576,775
TOTAL USES	3,035,851	124,735,762
EXCESS (DEFICIENCY) OR SOURCES OVER USES	1,541,560	4,465,000
FUND BALANCE - BEGINNING	2,923,440	-
FUND BALANCE - ENDING	\$ 4,465,000	\$ 4,465,000

See accompanying independent auditors' report.
See notes to the financial statements.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note A – Summary of Significant Accounting Policies

The accounting policies of the City of Burlington’s Tax Incremental District No. 3 (“District”) conform to accounting principles as applicable to governmental units and as defined by Wisconsin Statutes Section 66.1105.

The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. Wisconsin Statutes Section 66.1105 establishes reporting requirements for the District. The significant accounting principles and policies utilized by the City of Burlington in preparing the financial statements of Tax Incremental District No. 3 are described below.

a) Reporting Entity

This report contains the financial information of the City of Burlington’s Tax Incremental District No. 3. The summary statements were prepared from data recorded in the TID No. 3 fund of the City of Burlington and are presented in a format prescribed by the Wisconsin Department of Revenue. The data was consolidated for the purposes of this report. Therefore, the amounts shown in the accompanying statements will not directly correlate with amounts shown in the basic/general purpose financial statements.

The District was created under the provisions of Wisconsin Statute Section 66.1105. The purpose of that section is to allow a municipality to recover development and improvement costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the District. The tax on the increased value is called a tax increment.

The statutes allow the City of Burlington to collect tax increments until the net project cost has been fully recovered, or until 27 years after the creation date, whichever occurs first. Project costs uncollected at the dissolution date are absorbed by the City of Burlington.

Listed below are the significant dates applicable to the City of Burlington Tax Incremental District No. 3:

Creation date:	September 29, 1992
Expenditure period:	September 29, 2014
Latest termination date:	September 29, 2019
Termination date:	March 20, 2018

b) Measurement Focus and Basis of Accounting

The District’s financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Project plan expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when a payment is due.

District increments are recognized as revenue in the fiscal year for which taxes have been levied. Grants, fees, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when the cash is received by the District.

See accompanying independent auditors’ report.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note A – Summary of Significant Accounting Policies (continued)

c) Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

d) Project Plan Budget

The estimated revenues and expenditures of the District are adopted in the original project plan. Those estimates are for the entire life of the District, and may not be comparable to interim results presented in this report. There were two amendments made to the District's project plan.

e) Assets, Liabilities and Fund Balance

Cash and Investments - The District, as a fund of the City, maintains common cash and investment accounts. Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date.

Property Taxes - The District's tax increment is certified annually in November based on tax increment value, which represents the equalized value in excess of the 1992 TID base value of properties within the District. Tax increments are collected by the City of Burlington and Racine County. On or before January 15, and by the 20th of February, the District is paid by the City its proportionate share of tax collections received through the last day of the preceding month. On or before August 20, the Racine County treasurer makes full settlement to the District for any remaining balance.

Property taxes are recognized as revenue in the fiscal year levied as they are considered due as of January 1, the date from which interest and penalties accrue for non-payment of a scheduled installment, and full receipt of the entire levy is assured within sixty days of fiscal year end, meeting the availability criteria necessary for property tax revenue recognition by accounting principles generally accepted in the United States of America

Fund Balance - Fund balance is reported in various categories for TID funds based on the nature of any limitations requiring the use of resources for specific purposes. The following classifications describe the related strength of spending constraints placed on the purposes for which resources can be used:

- Restricted Fund Balance - includes amounts that have constraints placed upon the use of resources either by an external party or imposed by law through a constitutional provision or enabling legislation.
- Assigned Fund Balance - includes amounts that are constrained by the City's intent to be used for a specific purpose, but are neither restricted nor committed. This is the residual amount within the fund that is not restricted or committed. Assignments of fund balance are created by the City Council.
- Committed Fund Balance - includes amounts that can be used only for the specific purposes pursuant to constraints imposed by a formal action of the City Council, the City's highest level of decision-making authority. This formal action is a City Council resolution.
- Nonspendable Fund Balance - includes amounts that cannot be spent because they are not in a spendable form and cannot be converted to cash or because they are legally or contractually required to remain intact.

See accompanying independent auditors' report.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note A – Summary of Significant Accounting Policies (continued)

- Unassigned Fund Balance - only deficit amounts are shown in this category.

When an expenditure/expense is incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) resources are available, it is the City’s general policy to use restricted resources first.

When expenditures/expenses are incurred for purposes for which unrestricted (committed, assigned, and unassigned) resources are available, and amounts in any of these unrestricted classifications could be used, it is the City’s general policy to spend committed resources first, followed by assigned amounts, and then unassigned amounts.

Note B – Cash and Investments

The District invests in funds in accordance with the provisions of the Wisconsin Statutes 66.0603(1m) and 67.11(2). Investments are stated at fair value, which is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. Fair values are based on quoted market prices. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income.

Federal depository insurance and the State of Wisconsin Guarantee fund insurance apply to the City of Burlington as an individual municipality and, accordingly, the amount of insured funds is not determinable for the District.

The District’s cash and investments at March 20, 2018 consisted of the following:

	Carrying Amount
Checking accounts	\$ 5,538,491
Government agency securities	359,665
Total restricted cash and investments	\$ 5,898,156

Fair Value Measurement of Investments

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets and is described as follows:

- Level 1 Unadjusted quoted prices in active markets for identical assets or liabilities that a government can access at the measurement date.

- Level 2 Significant inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.

- Level 3 Significant unobservable inputs for an asset or liability.

	Fair Value Measurement Using			
	Level 1	Level 2	Level 3	Total
Government Agency Securities	\$ 359,665	\$ -	\$ -	\$ 359,665

See accompanying independent auditors’ report.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note C – Long-Term Debt

The City of Burlington has allocated portions of general obligation debt issuances to the District to finance District project costs. The general obligation notes are backed by the full faith and credit of the City. The City anticipates the District will retire its share of the general obligation issues with tax increments generated from the development or other revenue sources of the District. If those revenues are not sufficient, payments will be made by future tax levies or other City revenues, as applicable.

The following is a summary of general obligation debt of the District outstanding as of March 20, 2018:

	<u>Date of Issue</u>	<u>Due Date</u>	<u>Interest Rates</u>	<u>Original Principal</u>	<u>Outstanding 3/20/2018</u>	<u>Due Within One Year</u>
General Obligation Notes						
2011 GO Refunding Bonds	11/15/11	04/01/20	2.0% - 3.0%	\$ 9,120,000	\$ 4,465,000	\$ 2,350,000

Annual principal and interest maturities of the outstanding general obligation debt on March 20, 2018 are shown below:

Year Ended			
December 31,	Principal	Interest	Total
2018	\$ 2,350,000	\$ 89,300	\$ 2,439,300
2019	970,000	48,900	1,018,900
2020	1,145,000	17,175	1,162,175
	<u>\$ 4,465,000</u>	<u>\$ 155,375</u>	<u>\$ 4,620,375</u>

Note D – Increment Sharing

As allowable under TIF statutes, the City may share positive TIF increments. In 2005, the City and joint review board approved sharing increments from the TIF District No. 4 (donor district) to TIF District No. 3 (donee district). Transfers of \$2,009,000 are reflected as recoverable costs in the donor district, and as project revenues in the donee district. The time period for the sharing of revenues was for the years 2006 through 2010.

In 2014, the City and joint review board approved sharing increments from the TIF District No. 3 (donor district) to Environmental TIF District No. 1 (donee district). Transfers of \$3,386,354 are reflected as recoverable costs in the donor district, and as project revenues in the donee district. Transfers were approved to begin in 2017. TIF increment sharing is valid for the life of the district and the life of the donor district and may not be extended. Transfers between districts are subject to various conditions in the statutes.

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
NOTES TO THE FINANCIAL STATEMENTS
MARCH 20, 2018

Note E – Refund to Overlying Taxing Districts

As of March 20, 2018, the District had recovered all of its project costs and has excess tax increments of \$1,277,781. Wisconsin Statutes require surplus funds available at the termination of a district to be refunded to the overlying taxing districts. The refund to overlying taxing districts is calculated based on increments collected in excess of project costs using the ratio of tax levies in the 2017 tax roll as follows:

	Advance	Refund yet to be paid	Total
Racine County	\$ -	\$ 189,962	\$ 189,962
City of Burlington	-	505,675	505,675
Burlington Area School District	-	540,006	540,006
Gateway Technical College	-	42,138	42,138
Total	\$ -	\$ 1,277,781	\$ 1,277,781

As of March 20, 2018, no advance payments were disbursed to overlying taxing districts. The remaining \$1,277,781 are to be refunded upon receipt of the final financial and compliance audit of the District.

SUPPLEMENTARY INFORMATION

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
DETAILED SUMMARY OF SOURCES, USES AND STATUS OF FUNDS
From Date of Creation Through Termination Date of March 20, 2018

	Actual Costs				
	Audit 1992-1999	2000	2001	2002	2003
<u>SOURCES OF FUNDS</u>					
Tax increments	\$ 1,477,074	\$ 833,208	\$ 1,221,128	\$ 1,572,406	\$ 1,699,465
Contributions from other districts	-	-	-	-	-
Intergovernmental	-	31,484	48,967	358,282	30,616
Interest and other	574,375	593,544	168,865	77,009	22,812
Sale of property	125,050	20,495	17,705	68,501	-
Rental earnings	-	1,450	-	1,344	-
Contribution and miscellaneous	60,000	-	3,000	-	-
Premium on debt	-	-	-	-	-
Proceeds from debt	16,651,850	12,004,622	4,848,266	1,652,268	-
TOTAL SOURCES	18,888,349	13,484,803	6,307,931	3,729,810	1,752,893
<u>USES OF FUNDS</u>					
Capital expenditures	9,494,638	13,651,321	2,736,398	7,898,137	-
Developer rebate	117,718	-	-	-	259,913
Administration	194,004	24,690	44,959	-	-
Contributions to other districts	-	-	-	-	-
Interest and fiscal charges	928,654	707,478	582,057	747,807	1,885,257
Debt issuance costs	-	-	-	-	5,126
Discount on debt	141,549	-	-	-	-
Long-term principal retirement	466,223	5,745,173	459,087	-	300,000
Refunds to overlying districts	-	-	-	-	-
Interest on advances	-	-	-	-	-
TOTAL USES	\$ 11,342,786	\$ 20,128,662	\$ 3,822,501	\$ 8,645,944	\$ 2,450,296

Actual Costs (continued)

2004	2005	2006	2007	2008	2009	2010	2011
\$ 2,066,026	\$ 2,433,864	\$ 2,644,363	\$ 2,852,307	\$ 3,519,155	\$ 3,436,688	\$ 3,435,431	\$ 3,676,125
-	-	430,000	232,664	485,291	453,669	407,376	-
20,337	26,001	31,958	27,885	22,269	19,675	19,601	20,699
19,479	69,630	92,664	135,660	132,055	76,704	82,643	69,179
-	-	-	-	-	73,250	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	11,810,000	-	-	-	-	4,489,769	7,370,000
2,105,842	14,339,495	3,198,985	3,248,516	4,158,770	4,059,986	8,434,820	11,136,003
-	-	-	-	-	965,533	1,165,733	24,481
261,116	133,265	147,000	77,000	103,520	109,019	288,029	387,586
1,395	4,746	4,478	4,256	6,034	15,118	29,958	13,215
-	-	-	-	-	-	-	-
1,564,607	2,606,939	1,844,593	1,170,280	1,159,343	1,097,799	994,260	1,773,481
-	103,190	-	-	-	-	37,005	56,523
-	245,305	-	-	-	-	430,619	-
450,000	11,199,683	425,425	1,230,000	813,838	1,623,313	4,910,041	8,723,079
-	-	-	-	-	-	-	-
-	108,750	107,170	93,450	79,146	64,235	48,690	32,484
\$ 2,277,118	\$ 14,401,878	\$ 2,528,666	\$ 2,574,986	\$ 2,161,881	\$ 3,875,017	\$ 7,904,335	\$ 11,010,849

Actual Costs (continued)

2012	2013	2014	2015	2016	2017	Through March 20, 2018	Total
\$ 4,382,416	\$ 4,161,342	\$ 4,565,495	\$ 4,150,561	\$ 3,943,300	\$ 4,023,219	\$ 4,573,829	\$ 60,667,402
-	-	-	-	-	-	-	2,009,000
16,852	16,630	20,583	18,451	17,743	14,497	-	762,530
62,601	36,735	66,703	12,669	9,901	(26,701)	3,582	2,280,109
-	-	-	-	-	-	-	305,001
-	-	-	-	-	-	-	2,794
-	-	-	-	-	-	-	63,000
-	-	-	69,151	-	-	-	69,151
-	-	-	4,215,000	-	-	-	63,041,775
4,461,869	4,214,707	4,652,781	8,465,832	3,970,944	4,011,015	4,577,411	129,200,762
6,764	55,910	-	-	-	-	-	35,998,915
392,418	349,948	388,613	316,475	288,064	113,866	-	3,733,550
14,623	19,215	34,028	23,454	18,408	21,434	3,362	477,377
-	-	-	-	-	1,787,021	1,599,333	3,386,354
651,365	614,588	524,743	377,354	204,655	141,133	155,375	19,731,768
-	-	-	-	-	-	-	201,844
-	-	-	-	-	-	-	817,473
2,265,913	2,610,000	2,815,000	8,620,000	3,245,000	2,675,000	-	58,576,775
-	-	-	-	-	-	1,277,781	1,277,781
-	-	-	-	-	-	-	533,925
\$ 3,331,083	\$ 3,649,661	\$ 3,762,384	\$ 9,337,283	\$ 3,756,127	\$ 4,738,454	\$ 3,035,851	124,735,762
FUND BALANCE - MARCH 20, 2018							\$ 4,465,000

CITY OF BURLINGTON
TAX INCREMENTAL DISTRICT NO. 3
DETAILED SCHEDULE OF CAPITAL EXPENDITURES AND ADMINISTRATION
For the Period of January 1 - March 20, 2018
and From Date of Creation Through Termination Date of March 20, 2018

	Project Plan Estimate	Actual	Project Costs (Over) Under Project Plan
<u>CAPITAL EXPENDITURES AND ADMINISTRATION</u>			
Manufacturing Expansion	\$ 743,585	\$ 1,469,408	\$ (725,823)
Central Business District Revitalization	26,987,312	27,758,182	(770,870)
North Side Conservation	3,603,110	4,924,520	(1,321,410)
East Side Conservation	2,346,867	1,846,805	500,062
Developer Rebate	750,000	3,733,550	(2,983,550)
Administration	418,052	477,377	(59,325)
TOTAL CAPITAL EXPENDITURES AND ADMINISTRATION	\$ 34,848,926	\$ 40,209,842	\$ (5,360,916)

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE

To the City Council
City of Burlington
Racine County, Wisconsin

We were engaged to audit the accompanying financial statements of the City of Burlington Tax Incremental District No. 3 ("District") which comprise of the Balance Sheet as of March 20, 2018, the related Historical Summary of Project Costs, Project Revenues and Net Cost to be Recovered Through Tax Increments, the Historical Summary of Sources, Uses and Status of Funds from the date the District was created through March 20, 2018, and the related notes to the financial statements, and have issued our report thereon dated November 6, 2018.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with tax increment financing district laws, regulations and the project plan is the responsibility of the City of Burlington, Wisconsin management. As part of obtaining reasonable assurance about whether the aforementioned financial statements are free of material misstatements, we performed tests of the District's compliance with Wisconsin State Statutes Section 66.1105 and the project plan. However, it should be noted that our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests indicate that, with respect to items tested, the City of Burlington, Wisconsin complied, in all material respects, with the provisions referred to in the preceding paragraph, except for the following:

- Retention of TID related invoices
- Maintain comprehensive list of expenditures by category of permissible project costs
- Project costs incurred exceeded the total project costs included in the project plan

With respect to items not tested, nothing came to our attention that caused us to believe that the City of Burlington, Wisconsin had not complied, in all material respects, with those provisions.

This report is intended solely for the information and use of the City Council, management, and overlapping taxing districts and is not intended to be, and should not be, used by anyone other than those specified parties.

Sitzberger & Company, S.C.

Sitzberger & Company, S.C.
Lake Geneva, Wisconsin
November 6, 2018