



**AGENDA**  
**COMMITTEE OF THE WHOLE**

**Wednesday, April 3, 2019**

**6:30 p.m.**

**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, Student Representative (BHS)  
Morgan Tracy, Student Representative (BHS)

1. **Call to Order - Roll Call**
2. **Citizen Comments**
3. **Approval of Minutes** (*T. Preusker*)
  - A. To approve the March 19, 2019 Committee of the Whole Meeting Minutes.
4. **PRESENTATIONS:**
  - An update from Chip Bahr regarding the Burlington Community Aquatic Center Operating Results.
  - An update from Dave Blank of Real Racine regarding their Annual Review.
5. **DISCUSSION:**
  - A. A presentation and discussion of the Citizen Engagement Plan.
  - B. A discussion regarding Pre-Sale Reports for 2019A and 2019B Borrowing.
6. **RESOLUTIONS:**
  - A. **Resolution 4942(44)** - To approve an Initial Resolution Authorizing \$940,000 General Obligation Bonds for Street Improvement Projects.

- B. **Resolution 4943(45)** - To approve an Initial Resolution Authorizing \$370,000 General Obligation Bonds for Sewerage Projects.
  - C. **Resolution 4944(46)** - To approve a Resolution Directing Publication of the Notice to Electors.
  - D. **Resolution 4945(47)** - To approve a Resolution Providing for the Sale of Not to Exceed \$1,310,000 General Obligation Corporate Purpose Bonds.
  - E. **Resolution 4946(48)** - To approve a Resolution Providing for the Sale of Approximately \$1,655,000 Waterworks System Revenue Bonds.
  - F. **Resolution 4947(49)** - To consider approving the award for bid of a Livescan Fingerprint system to Gemalto Inc. in the amount of \$22,722.
7. **ORDINANCES:** There are none.
8. **MOTIONS:**
- A. **Motion 19-925** - Recommendation for Improvements to the Intersections of Milwaukee Avenue, West State Street, and McHenry Street.
9. **ADJOURNMENT** (*T. Bauman*)

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



**COMMITTEE OF THE WHOLE**

**ITEM NUMBER 3A**

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**DATE:** April 3, 2019

**SUBJECT:** MEETING MINUTES - To approve the March 19, 2019 Committee of the Whole Meeting Minutes.

**SUBMITTED BY:** Diahnn Halbach, City Clerk

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**BACKGROUND/HISTORY:**

The attached minutes are from the March 19, 2019 Committee of the Whole meeting.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends approval of the attached minutes from the March 19, 2019 Committee of the Whole meeting.

**TIMING/IMPLEMENTATION:**

This item is scheduled for final consideration at the April 3, 2019 Common Council meeting.

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**Attachments**

COW Minutes

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

**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, March 19, 2019**

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

Mayor Hefty called the Committee of the Whole meeting to order at 6:30 p.m. Roll Call - Present: Mayor Hefty, Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker, Alderman Todd Bauman. Excused: None.

Student Representatives - Present: Jack Schoepke (BHS), Morgan Tracy (BHS). Excused: None.

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, Police Chief Mark Anderson, Library Director Joe Davies, and Intern Nick Faust.

2. **Citizen Comments**

Frank Korb, 717 Shiloh Court, introduced himself and stated that he is one of the candidates on the ballot for the 4th District and encouraged everyone to get out and vote on April 2, 2019.

3. **Approval of the March 5, 2019 Common Council Minutes**

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

4. **PRESENTATIONS:**

A. A presentation from the Central Racine County Health Department regarding their Annual Report.

Margaret Gessner, Health Officer, provided an overview of the Central Racine County Health Department (CRCHD) 2018 Year in Review and goals for 2019. Gessner stated that the CRCHD maintained a sharp focus on their core functions of assurance, assessment, and policy development while also pursuing national public health accreditation and ensuring delivery of required and new programs and services, Gessner also stated that revenues increased by 11%, with 96% of the increase from additional grant funding, service fees and contracted services; while the remaining increases were due to population changes and average new growth of 1.25%.

Alderman Grandi commented on the increase in grant funding and the decrease in the levy and asked if that was a potential problem for the future. Gessner responded that she isn't as concerned as maybe she should be, because they are mainly dependent on grants and without the grants, core services would be heavily impacted.

Alderman Rauch asked about the 184 animal bite incidents and wanted to know how they are notified. Gessner responded that they are notified by either law enforcement, the hospital or the clinic. Alderman Rauch then asked if the incidents typically happen on public or private property. Gessner replied that the incidents are more likely to happen on private property.

- B. A presentation from the Burlington Area Chamber of Commerce regarding their Annual Report.

Jan Ludtke, Chamber of Commerce representative, provided an overview of their marketing and economic development efforts for 2018. Ludtke announced that they have contracted with Discover Wisconsin to film a segment for the television program which will premier in 2020 and will focus on "Trails - walking, riding, fun, and historic". Ludtke then reviewed the Chamber's revenue's and expenses for 2018 and stated that the total received for room taxes in 2018 amounted to \$47,176.26.

Alderman Schultz commented that the Chamber's marketing expenses totaled about \$100,000 per year and wanted to know what their overall expenses amounted to. Ludtke responded that total expenses was about \$225,000 per year.

5. **RESOLUTIONS:**

- A. **Resolution 4940(42)** - To approve Change Order Number 1 for Well #11 Radium Compliance Improvements.

Director Riggs provided an overview of the Well #11 project in which the City was awarded a Safe Water Drinking Loan in the amount of \$1,054,675 to fund the project. Riggs stated that in February 2017, the work was awarded to Butters Fetting Co., for a cost of \$847,500; however additional paving, additional pipes and interior painting, and electrical modifications were necessary for the use, protection, and effective operation of the Well and the softening system, which resulted in an additional \$19,928.70. Riggs further stated that the total cost of the project still remains under the loan amount. Riggs also stated that the cost of the Change Order was reduced from the initial requested amount after City staff and Baxter & Woodman negotiated with Butters Fetting.

Alderman Schultz asked how it was possible to reduce a change order and wanted to know if they were overcharging the City. Riggs explained that staff was made aware of the additional work once they were onsite and compared their records with Butters Fetting and were able to resolve any discrepancies. Alderman Schultz asked if this is typical and felt it was a rip off. Riggs replied that sometimes there is grey area but that is why there is a project manager on site to measure and make sure everything is in agreement to what's been done and is within the scope of the agreement.

- B. **Resolution 4941(43)** - To approve a Work Order with Baxter & Woodman, Inc. for Preparation of an Adaptive Management Plan.

Director Riggs explained that the City of Burlington is permitted by the DNR through the Wisconsin Pollution Discharge Elimination System (WPDES) to own and operate the wastewater treatment plant, which requires compliance with limits on the effluent discharged from the plant, specifically phosphorus. Riggs stated that the DNR also requires a series of reports to show how permit holders plan to achieve compliancy, which is then monitored. Riggs then presented three options for Council to consider, and stated that staff and Baxter & Woodman recommend Option 3, Adaptive Management, as the most efficient and lowest cost attainable option to achieve compliance with the DNR and WPDES requirements for phosphorus.

Alderman Rauch asked if the Adaptive Management Plan would create deed restrictions which would take farmland out of agricultural production in order to infiltrate the water instead of running into ditches that runs into the river. Riggs responded that it could be much simpler than that by creating vegetative buffers, increase shoreline stabilization, or utilize cover crops which helps to stabilize the soil and uses in a natural way. Riggs stated that there is interest within the agricultural community and they want to pursue this, but they need financing.

Alderman Grandi asked what is meant by "upstream dischargers" and how does it work. Riggs responded that there are municipalities located upstream who must also comply with the discharge limits, so if they are limiting their phosphorus output, it will help bring the river into compliance naturally, which will be helpful to the City.

Alderman Schultz stated that this requires participation by everybody along the river, because if we

reduce our portion to zero, yet properties located upstream don't comply, then we've just spent a lot of money for nothing. Schultz then asked if a new wastewater treatment plant were to be built, would the City be required to reach compliancy via the river, or just through the output of the treatment plant. Riggs responded that the City would then only be responsible for the output.

Alderman Grandi asked where are readings taken. Riggs responded that various locations are tested and will follow up with specific locations.

6. **ORDINANCES:**

- A. **Ordinance 2046(12)** - To amend Chapter 104-8(C) and 234-2(B) of the City of Burlington Municipal Code to Allow Dogs in City Parks.

Director Riggs explained that at the February 20, 2019 Committee of the Whole meeting, staff was directed to present a change to the code that would allow dogs in city parks and then presented the amendment to the existing ordinance.

After much discussion and several public comments, Council expressed concern for both safety and sanitation and suggested a stricter ordinance which would allow dogs in the parks, however, residents would need to comply with a designated leash limit and impose fines to those who don't pick up after their pets. Alderman Schultz agreed with the restrictions but also felt dogs should be prohibited from public events, stating that 10% of people have a fear of dogs which creates a negative impact for those affected. Alderman Grandi added that dogs should be prohibited from Beaumont Park. Alderman Preusker suggested a trial period from May until September.

- B. **Ordinance 2047(13)** - To approve annexing territory located at 1063 Spring Valley Road (51-002-02-19-06-016-000) to the City of Burlington, Racine County, Wisconsin.

Zoning Administrator Watkins explained that this is the final step in the annexation process. Alderman Rauch asked if the residents are 100% responsible for the water and sewer hook-up. Watkins responded that the residents would be 100% responsible.

- C. **Ordinance 2048(14)** - To consider approval of a Rezone Map Amendment request at 157 S. Pine Street from B-2 District to Rd-2 District.

Zoning Administrator Watkins explained that this property is the former Daniel Law Firm which was zoned B-2 and did not allow for first floor apartments. Watkins stated that the applicant is requesting the rezone in order to use the property for multi-family housing, which is directly adjacent to the Rd-2 district and qualifies for the rezone.

7. **MOTIONS:**

- A. **Motion 19-924** - To consider approval of the Southeastern Wisconsin Regional Planning Commission (SEWRPC) Stormwater Management Evaluation Study of the industrial area on the southwest side of the City that includes Lavelle Industries, KW Precast, Ardagh Group, WeEnergies, Asphalt Contractors, and Cretex Materials properties.

Administrator Walters explained that Lavelle Industries has had a long history of flooding on their site and as a result of the 2017 flood, the City and surrounding businesses expressed their concern to Legislators and due to the regional impact, a study of the storm water in the southwestern portion of the City along McHenry Avenue was conducted. Walters further stated that SEWRPC has spent approximately one year studying the storm system in order to identify the storm water route. Walters then introduced Laura Herrick, Chief Environmental Engineer for SEWRPC, to present their findings.

Herrick presented the report and findings of the study which have indicated that no single storm water management alternative considered for this study would prevent flooding at the study site area on its own.

Paul Sullivan, owner of Lavelle Industries, stated that he liked the study and thought it was a good starting point, however, they have been waiting to do their expansion and the options shown would take a long time to implement and they are running out of time. Sullivan stated that they already contain their own water, but questioned if it was possible to prevent others from feeding into it, if that would be sufficient enough to alleviate the problem and if not, they need to come up with other alternatives, otherwise it would be years before they could do an expansion.

Peter Scherrer, PSG, stated that Ardagh dumps 67 drainage acres into the municipal storm sewer and felt that if Ardagh had storage ponds on their property and if all the other businesses stopped draining their water onto the Lavelle property, that between their pond and the capacity of storm sewer, Lavelle could do their expansion; however also felt time is running out if things aren't expedited.

Alderman Preusker questioned why Ardagh hasn't been involved. Walters replied that up until recently, sufficient data from Ardagh wasn't available; however due to changes, in the past two weeks Ardaugh is now connected to SWRPC and we hope to have updated information soon. Walters also stated that although this a private matter, the City with the assistance from the State, is committed to seeing Lavelle and all the other very important businesses located in this corridor to remain in the City of Burlington.

Attorney Bjelajac stated that the City is actively focusing on the problem and has the full intent to keep all stakeholders involved in further talks in hopes to find a solution.

8. **ADJOURNMENT**

Motion: Alderman Rauch. Second: Alderman Schultz. With all in favor, the meeting adjourned at 8:36 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington



**DATE:** April 3, 2019

**SUBJECT:** DISCUSSION - A presentation and discussion of the Citizen Engagement Plan.

**SUBMITTED BY:** Nicholas Faust, Intern

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**BACKGROUND/HISTORY:**

The City of Burlington engaged in a strategic planning process in 2015. The sessions yielded a Strategic Plan for the three-year period 2016-2019. Developing a community engagement program was identified as part of the Citizen Engagement Strategic Plan initiative.

The City of Burlington is aware of a continually changing environment that requires new ways of conducting business. A new, more cooperative style of decision-making is not only required, but results in better decisions. Collaboration has the highest potential for building long-term and well-supported solutions. Residents of the City of Burlington are educated about issues, outspoken in their opinions, and desire to be involved in shaping decisions. The City of Burlington encourages its public officials and employees to engage with its citizens. With all of this in mind, the goal of our Citizen Engagement Plan is to provide a menu of choices for including citizens' voices in the decision-making process.

**BUDGET/FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

For discussion only.

**TIMING/IMPLEMENTATION:**

N/A

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**Attachments**

Citizen Engagement Plan Pamphlet

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# City of Burlington



# CITIZEN ENGAGEMENT PLAN

Building a Better Burlington, Together



## City of Burlington

# Citizen Engagement Initiative

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Burlington, like other American cities, is aware of a continually changing environment that requires new ways of conducting business. A cooperative style of decision-making is not only required, but results in better decisions. Problems are increasingly complex, expensive to address, and require multifaceted solutions. Getting people of different perspectives together to discuss problems and potential solutions is essential. Collaboration has the highest potential for building long-term and well-supported solutions. While it can be frustrating and unclear, drawing upon new skills and patience, the City needs a process that will maximize its benefits.

Better government decisions depend on effective government, whereas collaborative government can serve as the leader and partner to developing long-term solutions to problems. This requires a steadfast commitment from everyone involved to embrace the change toward synergistic decision making and working together.

**Building a  
Better  
Burlington,  
Together**

# Why Commit to Citizen Engagement?



## Democracy Depends On It

The goal of our Citizen Engagement Plan is to provide a menu of choices for including citizens' voices in the decision-making process. Residents of the City of Burlington are educated about issues, outspoken in their opinions, and desire to be involved in shaping decisions. The City of Burlington encourages its public officials and employees to engage with its citizens. Therefore, citizens often enjoy good working relationships with staff and decision-makers. This Plan offers participation processes that will continue to build on the solid interaction between citizens and City management.

Democracy relies on engagement by citizens as a means of forming better solutions to civic matters. Citizen participation processes must be inclusive of those who identify themselves as interested and/or affected by decisions that will be made on issues of relevance to them. Citizen participation practices must result in decisions that reflect the community's voices.

Citizen participation is not a substitute for decision-making by the City, but a very important influence on it. Shared decision-making is not a cure for conflict because it does not mean the final decision will make satisfy all. It lets everyone know the reasons for a decision in the hope that all or most participants will accept that decision, even if they do not agree with it.



# Principles of Citizen Engagement



## Citizen participation should result in:

- Trust between government and citizens
- Informed judgements about City activities
- Face-to-face deliberation
- Decisions that reflect a thorough consideration of community issues and perspectives
- Transparent and trackable decisions with stated accountabilities
- Common understanding of issues and appreciation for complexity

## Successful citizen participation requires:

- Genuine intent and attitude by the City and its citizens to engage in a public process to help make better decisions
- A clearly defined process that identifies participant roles
- A variety of ways to participate and influence decisions
- That it occur early enough in the process to influence the outcome
- Effective communication throughout the process, including identification of assumptions about the issue, disclosing rationale for one's opinions, and being willing to consider the merit in others' options
- Identifying and inviting people who are affected or interested in the issue to be part of the process
- That dialog and deliberation be part of the process
- That all participants work hard, listen to all sides, and attempt to understand opposing viewpoints
- Considering the "public good" perspective on all issues, especially when personal interests differ





# How can I get involved?

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As a part of the City of Burlington's Citizen Engagement Plan we need involved citizens who want to become active community members. On the following pages you will find descriptions of various service opportunities including committee memberships and volunteer positions available to citizens like you! Applications for these opportunities have been included on the following pages.

Your engagement will help our community:

- Increase understanding of issues
- Determine possible options
- Generate new ideas
- Discover and explore possible compromises
- Gauge the greater public's support for various solutions

If you have any further questions or comments related to service opportunities please contact us at:

Burlington City Hall  
300 N Pine Street  
Burlington, WI 53105  
Phone: (262) 342-1161  
M-F: 8a.m.-4:30p.m.



# Airport Committee

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## Responsibilities

The Committee recommends regulations, airport development, land uses, and fees and/or charges for the use of the airport to the Common Council and shall administer the same as finally adopted by the Council. The Committee also recommends an Airport Manager whose employment and compensation shall be reviewed and approved by the Council. The Committee prepares and adopts standard leases and agreements for the various types of airport activities and land uses authorized in this section and adopts regulations and fees or charges for the use of airport property during goose hunting season for goose hunting.

## Members

The Airport Committee consists of seven members, which includes an aldermanic representative, two hangar owners or airport business owners, the Airport Manager and three residents. Each member is appointed by the Mayor subject to the approval of the Common Council for a three year term. The Mayor appoints the Chairperson of the Airport Committee, subject to the approval of the Common Council, for a term concurrent with the Mayor's term of office.

### Meeting Time & Location:

**Fourth Thursday of the  
month at 6 p.m.**

**Burlington Municipal  
Airport- Conference Room**



# Board of Review

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## Responsibilities

The Board of Review is responsible for correcting errors in assessments. Each year the Board examines the assessment roll, corrects any errors in description or computation and adds any property the assessor may have omitted. The Board is also a quasi-judicial body with the authority to hear sworn testimony, receive documentary evidence, and to make a determination regarding the market value of property.

## Members

The Board of Review consists of five regular members and one alternate member, who are residents of the City, none of whom shall, at the time of appointment or tenure as a member of the Board, occupy any other public office or be publicly employed.

**Meeting Time & Location:**

**On Call  
Council Chambers  
224 E. Jefferson Street**



# Burlington Housing Authority

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## Responsibilities

The Burlington Housing Authority was created to provide for the construction, operation and management of Riverview Manor which provides housing for low income elderly citizens. The Housing Authority is responsible for fulfilling its commitments with respect to paying off the mortgage on Riverview Manor and collecting rent to be applied to the mortgage.

## Members

Each member is appointed by the Mayor and subject to the approval of the Common Council for a five year term.

### Meeting Time & Location:

**First Thursday of the  
Month. 6:30 p.m.  
Riverview Manor,  
580 Madison Street**

# Common Council

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## Responsibilities

The Common Council serves as the primary legislative body for the City of Burlington. The Council dictates and adopts resolutions and ordinances that govern the City. The Council oversees the city's goals, major projects and infrastructure improvements ranging from finances and strategic planning.

## Members

The Common Council is composed of 8 alderpersons, with 2 alders representing each of the City's four districts. Alders are elected to represent the district in which they reside and serve a term of two years.



### Meeting Time & Location:

First and third Tuesday of  
each month at 6:30 p.m.  
Council Chambers  
224 E. Jefferson Street



# Community Development Authority

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## Responsibilities

The Community Development Authority (CDA) was created for the purpose of carrying out blight elimination, slum clearance, and urban renewal programs. The CDA is an independent public body exercising public powers to protect and promote the health, safety and morals of city residents. The powers of the CDA are to prepare redevelopment and urban renewal plans and carry out redevelopment and urban renewal projects within the city. The CDA also enters into contracts for the purpose of redevelopment and urban renewal, acquires by purchase, lease, eminent domain real or personal property necessary to a redevelopment or urban renewal project. The CDA can borrow money and issue bonds; apply for and accept loans, grants and contributions for the purpose of redevelopment and urban renewal.

## Members

The Mayor, with the confirmation of the Common Council, appoints seven citizens who have sufficient ability and experience in the fields of urban renewal, community development and housing as Commissioners of the Community Development Authority. Commissioners serve a four year term.

### Meeting Time & Location:

First Tuesday of each  
month at 5:30 p.m.  
Council Chambers  
224 E. Jefferson Street



# Historic Preservation Committee

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## Responsibilities

The Historic Preservation Commission safeguards the City's historic and cultural heritage; stabilizes and improves property values; and promotes civic pride in the beauty and noble accomplishments of the past. The committee protects and enhances the City for its residents, tourists, and visitors for education, pleasure, and general welfare; and helps strengthen the economy of the City. The Commission oversees and approves the regulation of construction, reconstruction, and exterior alteration to buildings within the Historic Preservation Overlay District.

## Members

The Historic Preservation Commission consists of seven residents and/or property owners appointed by the Mayor subject to confirmation by the Common Council for a term of three years.

### Meeting Time & Location:

Fourth Thursday of every  
month at 6:30 p.m.  
Council Chambers  
224 E. Jefferson Street

# Library Board

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## Responsibilities

The Library Board has the powers and duties set forth in § 43.58, Wis. Stats., including exclusive control of the expenditure of all monies collected, donated or appropriated for the library fund. The board holds exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the City of Burlington for library purposes.

The Library Board supervises the administration of the Burlington Public Library and appoints a Library Director oversees the operations of the library.

## Members

Pursuant to § 43.54, Wis. Stats., the Library Board consists of seven members appointed by the Mayor with the approval of the Common Council. Library Board Members serve for a term of three years.



### Meeting Time & Location:

Fourth Tuesday of every  
month at 6:30 p.m.  
Burlington Public Library  
166 E. Jefferson Street

# Park Board

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## Responsibilities

The Park Board is responsible for the management, control, improvement and care for all public parks and parkways within the city, and for the suitable use and enjoyment of the parks. The Park Board establishes rules and regulations to promote these purposes. The Park Board is also responsible for acquiring, in the name of the city, property for park purposes.

## Members

The Park Board consists of seven members, including one Alderperson. The aldermanic member is appointed by the Mayor, subject to confirmation by the Council, at the annual organization meeting in April for a term of two years. Each member is appointed by the Mayor subject to the approval of the Common Council for a three year term.

### Meeting Time & Location:

Third Thursday of every  
month at 6:30 p.m.  
Public Works Building  
2200 S Pine St.



# Plan Commission

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## Responsibilities

The Plan Commission is authorized to create and manage a master plan for the physical development of the City. This plan includes the character and extent of streets, walks, parks, parking, airports, sites for public buildings, waterways, removal of blight and a comprehensive zoning scheme. The purpose of the plan is to guide coordinated and harmonious City development. The plan addresses present, as well as future needs and promote such things as health, safety, convenience, prosperity, efficiency and economy. The Commission also hears and decides requests for conditional uses.

## Members

The Plan Commission consists of the Mayor, who is the presiding officer, the President of the Park Board, an Alderperson, three citizens, and a member of the Town of Burlington Plan Commission. Each member is appointed by the Mayor, subject to the approval of the Common Council. Appointees serve for a three year term.

### Meeting Time & Location:

Second Tuesday of every  
month at 6:30 p.m.  
Council Chambers  
224 E. Jefferson Street



# Police and Fire Commission

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## Responsibilities

The Police and Fire Commission is responsible for creating an eligibility list of candidates for both departments, as well as the promotion and discipline of members. The Board has established rules that provide for the examination of the physical and educational qualifications of candidates and also for classification of positions within each department. The Police and Fire Commission also has the power to contract for and purchase all necessary apparatus and supplies for the use of the departments under their supervision. The committee also oversees the erection and control of the police and fire station buildings and audits all bills, claims and expenses of the fire and police departments.

## Members

Pursuant to §62.13(1), Wis. Stats., the Police and Fire Commission shall consist of 5 citizens. Each member is appointed by the Mayor, subject to the approval of the Common Council. Members serve a five year term.

### Meeting Time & Location:

First Tuesday of every  
month at 5:00 p.m.

Fire Station  
165 W. Washington Street



# Zoning Board of Appeals

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## Responsibilities

The Board of Zoning Appeals hears and decides appeals where it is alleged that there is an error in an order, requirement, decision, or determination made by an administrative official in the enforcement of zoning regulations. It also has the authority to hear and decide special exceptions to zoning ordinances and authorizes variances.

## Members

Pursuant to §62.23(7)(e), Wis. Stats., the Zoning Board of Appeals consists of 5 members appointed by the mayor, subject to confirmation of the common council. Board members serve for terms of up to three years.

**Meeting Time & Location:**

**On Call  
Fire Station  
165 W. Washington Street**

BOARD AND COMMITTEE APPLICATION  
CITY OF BURLINGTON

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Place of employment: \_\_\_\_\_

Burlington Resident of \_\_\_\_\_ Year(s)

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Interested in serving on in the following board or committee, Check all that apply:

- |  |   |
|--|---|
| <input type="checkbox"/> Airport Committee               | <input type="checkbox"/> Board of Review                  |
| <input type="checkbox"/> Burlington Housing Authority    | <input type="checkbox"/> Common Council                   |
| <input type="checkbox"/> Community Development Authority | <input type="checkbox"/> Historic Preservation Commission |
| <input type="checkbox"/> Park Board                      | <input type="checkbox"/> Plan Commission                  |
| <input type="checkbox"/> Police and Fire Commission      | <input type="checkbox"/> Zoning Board of Appeals          |

Existing Time Commitments:

\_\_\_\_\_  
\_\_\_\_\_

Education Background:

\_\_\_\_\_  
\_\_\_\_\_

Service with other volunteer organizations:

\_\_\_\_\_  
\_\_\_\_\_

Motivation for volunteering:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Feel Free to attach a resume or other pertinent information

**Please Return Application to:** Burlington City Hall  
300 N Pine Street  
Burlington, WI 53105  
Phone: (262) 342-1161  
M-F: 8a.m.-4:30p.m.



# Fire Department

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The City of Burlington Fire Department is a combination fire department comprised of volunteers and full time staff.

Services and Programs include:

- Conducting public service information and fire prevention programs
- Inspecting structures for code compliance
- Maintaining all firefighting equipment
- Providing a comprehensive fire service program
- Providing a training program for the city firefighters

Individuals 18 years or older interested in becoming a volunteer for the Fire Department may indicate their interest on the following volunteer application or pick up volunteer forms at the Fire Station (165 W. Washington Street) to apply for volunteer positions.

**City of Burlington Fire  
Department**

**165 W Washington St.  
Burlington, WI 53105  
Phone: 262-763-7842**

# Library

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The Burlington Public Library serves a community of 10,000 and an additional 9,000 patrons from the surrounding area, allowing patrons access to its enriching catalog of materials, a variety of classes and a quality learning environment. The Library has many great volunteer opportunities for interested individuals of all ages. These opportunities include:

- Preparing for youth and adult programs
- Sorting materials for the library book sale
- Cleaning media materials and checking functionality
- Helping with reading logs and prize distribution during the Summer Reading Program
- Using your special talents to augment our services or programs

For adults wishing to volunteer, please contact Linda Berndt at 262-342-1130 or [lberndt@burlington.lib.wi.us](mailto:lberndt@burlington.lib.wi.us).

For teens wishing to volunteer, please contact Jen Puccini at 262-342-1130 or [jpuccini@burlington.lib.wi.us](mailto:jpuccini@burlington.lib.wi.us)

Interested individuals may also indicate their interest on the attached volunteer application.



**Burlington Public Library**

**166 E. Jefferson St.  
Burlington, WI 53105  
(262) 342-1130**



# Parks Department

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The City of Burlington's Park Department is responsible for the maintenance and management of the City's 28 parks.

These parks and green spaces serve a vital role in enriching and enhancing the quality of life for our community.

Recent community volunteer efforts in city parks have included litter collection, landscaping assistance and tree planting.

Individuals interested in volunteering to provide assistance in park clean-up and maintenance efforts may indicate their interest on the attached volunteer application.

**City of Burlington Park  
Department**

**Public Works Building  
2200 S Pine St.  
Burlington, WI 53105  
(262) 342-1181**

VOLUNTEER APPLICATION  
CITY OF BURLINGTON

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Place of employment: \_\_\_\_\_

Burlington Resident of \_\_\_\_\_ Year(s)

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Volunteering Organization (if applicable): \_\_\_\_\_

Interested in volunteering in the following areas, Check all that apply:

Fire Department

Library

Park Department

Special Events run by the City

Existing Time Commitments:

\_\_\_\_\_

Education Background:

\_\_\_\_\_

Service with other volunteer organizations:

\_\_\_\_\_

Motivation for volunteering:

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please Return Application to:** Burlington City Hall  
300 N Pine Street  
Burlington, WI 53105  
Phone: (262) 342-1161  
M-F: 8a.m.-4:30p.m.



# BOARDS AND COMMITTEES



# VOLUNTEER OPPORTUNITIES



**DATE:** April 3, 2019

**SUBJECT: DISCUSSION** - A Discussion Regarding Pre-Sale Reports for 2019A and 2019B Borrowing.

**SUBMITTED BY:** Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

During the 2019 Budget workshops, several projects were discussed that would require borrowing in 2019, including street and sewer Projects, water tower painting and capital purchases for Wells 7 and 8. This discussion item includes two Pre-Sale Reports for those borrowings as follows:

- Pre-Sale Report 2019A is for \$1.31M General Obligation (GO) bonds and covers the Street and Sewer Projects for 2019. Street (\$940,000) and Sewer (\$370,000) are separate uses of this borrowing.
- Pre-Sale Report 2019B is for \$1.665M Water System Revenue Bonds for Tank Painting and the Capital purchases/repairs for Well #8 and Well #7.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

**BUDGET/FISCAL IMPACT:**

This is a discussion item; however, the budget impact of the resolutions being considered this evening will increase debt service in both the Debt Service Fund, Water Utility and Sewer Utility.

The first Principal and Interest payments on the GO bonds will be in April 2020. The Sale of the bonds will determine the final Debt Service. The first Interest payment on the Water System Revenue Bond will be in October 2019.

**RECOMMENDATION:**

This is a discussion item related to five resolutions on this agenda.

**TIMING/IMPLEMENTATION:**

For discussion only.

**Attachments**

- PreSale Report 2019A
- PreSale Report 2019B

April 3, 2019

## Pre-Sale Report for

City of Burlington, Wisconsin

\$1,310,000 General Obligation  
Corporate Purpose Bonds, Series 2019A



**Prepared by:**

Jon Cameron, CIPMA  
Senior Municipal Advisor

Greg Johnson, CIPMA  
Senior Municipal Advisor

## Executive Summary of Proposed Debt

Proposed Issue:	\$1,310,000 General Obligation Corporate Purpose Bonds, Series 2019A
Purposes:	The proposed issue includes financing for street and sanitary sewer projects. Debt service will be paid from ad valorem property taxes and sewer user rate revenue.
Authority:	<p>The Bonds are being issued pursuant to Wisconsin Statutes, Section 67.04.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p> <p>The Bonds count against the City’s General Obligation Debt Capacity Limit of 5% of total City Equalized Valuation. Following issuance of the Bonds, the City’s total General Obligation debt principal outstanding will be \$20.9 million, which is 44.3% of its limit. Remaining General Obligation Borrowing Capacity will be approximately \$26.2 million.</p>
Term/Call Feature:	<p>The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on April 1 in the years 2020 through 2039. Interest is payable every six months beginning April 1, 2020.</p> <p>The Bonds will be subject to prepayment at the discretion of the City on April 1, 2028 or any date thereafter.</p>
Bank Qualification:	Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Rating:	<p>The City’s most recent bond issues were rated by Standard &amp; Poor’s. The current ratings on those bonds are “AA-”. The City will request a new rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Bonds as a suitable option based on:</p> <ul style="list-style-type: none"> <li>• The expectation this form of financing will provide the overall lowest cost of funds while also meeting the City’s objectives for term, structure and optional redemption.</li> </ul>

	<ul style="list-style-type: none"> <li>• The City having adequate General Obligation debt capacity to undertake this financing and anticipating any potential rating impacts.</li> <li>• The City’s current Financial Management Plan which identified issuance of General Obligation Bonds to finance these projects.</li> </ul>
Method of Sale/Placement:	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
Premium Pricing:	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. For this issue of Bonds, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Bonds.</p>
Other Considerations:	<p>The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to “term up” some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>

Continuing Disclosure:	Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.
Arbitrage Monitoring:	Because the Bonds are tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.
Investment of and Accounting for Proceeds:	In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City.
Risk Factors:	<b>GO with Planned Abatement:</b> The City expects to abate a portion of the City debt service with sewer utility revenues. In the event this revenue is not available, the City is obligated to levy property taxes in an amount sufficient to make all debt payments.
Other Service Providers:	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Quarles &amp; Brady LLP</p> <p><b>Paying Agent:</b> Bond Trust Services Corp. (if term bonds)</p> <p><b>Rating Agency:</b> Standard &amp; Poor's Global Ratings (S&amp;P)</p>

## Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	April 3, 2019
Conference with Rating Agency:	Week of April 22, 2019
Due Diligence Call to review Official Statement:	Week of April 22, 2019
Distribute Official Statement:	Week of April 29, 2019
City Council Meeting to Award Sale of the Bonds:	May 7, 2019
Estimated Closing Date:	May 30, 2019

### Attachments

Estimated Sources and Uses of Funds  
Estimated Proposed Debt Service Schedule  
Bond Buyer Index

### Ehlers Contacts

Municipal Advisors:	Jon Cameron	(262) 796-6179
	Greg Johnson	(262) 796-6168
Disclosure Coordinator:	Brendan Leonard	(262) 796-6169
Financial Analyst:	Kathy Myers	(262) 796-6177

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.



Existing Debt Service Sources of Repayment and Levy Impact Analysis (Base Case)

YEAR	General Obligation Debt	Lease Payments	Debt Related Expense	Existing Debt	Abatement Sources								Interest Income	Total of All Sources	Projected Rate Impact				YEAR
					TID #1E	TID #3	TID #5	Sewer Utility	Water Utility	Transfer From Other Funds	Difference to balance	Tax Levy for Debt			Projected Equalized Value	% Change	Net Rate		
2018	4,713,147	93,316	25,606	4,832,069	(272,358)	(2,439,300)	(842,458)	(61,338)	(67,450)	(291,752)	21,054	(4,000)	(3,957,601)	874,469	694,912,500	35.06%	1.26	2018	
2019	3,543,445	93,316	55,000	3,691,761	(264,333)	(1,018,900)	(852,467)	(60,888)	(69,454)	(71,055)	(73,812)	(2,500)	(2,413,408)	1,278,353	938,573,700	1.88%	1.36	2019	
2020	3,699,026	93,316		3,792,342	(265,720)	(1,162,175)	(859,701)	(60,338)	(68,610)				(2,416,544)	1,375,798	956,218,886	1.88%	1.44	2020	
2021	2,402,575	93,316		2,495,891	(167,653)		(868,949)	(79,528)	(82,583)				(1,198,711)	1,297,180	974,195,801	1.88%	1.33	2021	
2022	2,405,632	93,316		2,498,948	(170,265)		(885,155)	(83,400)	(86,315)				(1,225,135)	1,273,813	992,510,682	1.88%	1.28	2022	
2023	1,520,560	93,316		1,613,876	(172,513)			(87,048)	(89,865)				(349,425)	1,264,451	1,014,258,530	2.19%	1.25	2023	
2024	1,527,349	93,316		1,620,665	(174,375)			(85,508)	(88,200)				(348,083)	1,272,582	1,033,326,590	1.88%	1.23	2024	
2025	1,487,604	93,316		1,580,920	(175,833)			(83,828)	(91,308)				(350,968)	1,229,952	1,052,753,130	1.88%	1.17	2025	
2026	1,461,453	93,316		1,554,768	(176,865)			(91,873)	(89,183)				(357,920)	1,196,848	1,072,544,889	1.88%	1.12	2026	
2027	1,442,814	93,316		1,536,130	(172,564)			(94,581)	(91,824)				(358,969)	1,177,161	1,092,708,733	1.88%	1.08	2027	
2028	1,185,938	93,316		1,279,253	(172,955)			(97,020)	(59,765)				(329,740)	949,513	1,113,251,657	1.88%	0.85	2028	
2029	1,146,250	93,316		1,239,566	(172,998)			(94,275)	(63,010)				(330,283)	909,283	1,134,180,788	1.88%	0.80	2029	
2030	1,170,291			1,170,291	(172,720)			(91,440)	(66,040)				(330,200)	840,091	1,155,503,387	1.88%	0.73	2030	
2031	843,338			843,338									0	843,338	1,177,226,850	1.88%	0.72	2031	
2032	811,569			811,569									0	811,569	1,199,358,715	1.88%	0.68	2032	
2033	370,844			370,844									0	370,844	1,221,906,659	1.88%	0.30	2033	
2034	360,891			360,891									0	360,891	1,244,878,504	1.88%	0.29	2034	
2035	350,531			350,531									0	350,531	1,268,282,220	1.88%	0.28	2035	
2036	315,188			315,188									0	315,188	1,292,125,926	1.88%	0.24	2036	
2037	305,063			305,063									0	305,063	1,316,417,893	1.88%	0.23	2037	
2038	0			0									0		1,341,166,550	1.88%	0.00	2038	
2039	0			0									0		1,366,380,481	1.88%	0.00	2039	
<b>TOTALS</b>	<b>31,063,504</b>	<b>1,119,791</b>	<b>55,000</b>	<b>32,263,901</b>	<b>(2,531,149)</b>	<b>(4,620,375)</b>	<b>(4,308,729)</b>	<b>(1,071,061)</b>	<b>(1,013,605)</b>	<b>(362,807)</b>		<b>(6,500)</b>	<b>(13,966,984)</b>	<b>18,296,917</b>					

NOTES:



## 2019 Capital Financings

	Revenue		Proposed			Proposed Totals
	GO Bonds 2019	Bonds 2019	GO Bonds 2020	GO Bonds 2021	GO Bonds 2023	
<b>Projects</b>						
Streets	893,826	0	487,862	1,142,160	262,748	2,786,596
Stormwater	0	0	0	0	0	0
Sewer Utility Projects	354,615	0	49,677	0	506,659	910,951
Water Utility Projects	0	1,587,000	493,950	613,426	486,934	3,181,310
<b>Less: Cash</b>	0	0	0	0	0	0
Additional Projects	0	0	0	0	0	0
Bid Premium Deposit to DS	0	0	0	0	0	0
<b>Project Needs</b>	1,248,441	1,587,000	1,031,489	1,755,586	1,256,341	6,878,857
<b>Existing Debt Service Reserve</b>		(205,000)				(205,000)
<b>Required Debt Service Reserve</b>		193,253				193,253
<b>Difference</b>		(11,747)				(11,747)
<b>Issuance Expenses</b>	59,725	80,238	57,875	72,225	62,050	332,113
Municipal Advisor	14,500	29,200	15,400	18,900	16,700	94,700
Bond Counsel	10,000	11,000	10,000	11,000	10,000	52,000
Disclosure Counsel	6,000	6,000	6,000	6,600	6,000	30,600
Paying Agent If terms	850	850	850	850	850	4,250
Rating	12,000	12,500	12,000	12,000	12,000	60,500
Reoffering Premium (built into rates)						0
Underwriter Fees	16,375	20,688	13,625	22,875	16,500	90,063
Capitalized Interest	0	0				0
<b>Total Funds Needed</b>	1,308,166	1,655,491	1,089,364	1,827,811	1,318,391	7,199,223
Less Interest	(1,000)	(1,000)	(1,000)	(1,000)	(6,282)	(10,282)
Rounding	2,834	509	1,636	3,189	7,891	16,059
<b>Size of Issue</b>	1,310,000	1,655,000	1,090,000	1,830,000	1,320,000	7,205,000



## Allocation of General Obligation Bonds, 2019



Streets					Sanitary Sewer				TOTAL		
Year	Principal (4/1)	Rate	Interest	Total	Principal (4/1)	Rate	Interest	Total	Principal	Interest	Total
2020	20,000	2.50%	48,744	68,744	10,000	2.50%	18,873	28,873	30,000	67,616	97,616
2021	75,000	2.60%	31,188	106,188	15,000	2.60%	12,220	27,220	90,000	43,408	133,408
2022	10,000	2.70%	30,078	40,078	15,000	2.70%	11,823	26,823	25,000	41,900	66,900
2023	15,000	2.80%	29,733	44,733	15,000	2.80%	11,410	26,410	30,000	41,143	71,143
2024	10,000	2.95%	29,375	39,375	15,000	2.95%	10,979	25,979	25,000	40,354	65,354
2025	30,000	3.05%	28,770	58,770	15,000	3.05%	10,529	25,529	45,000	39,299	84,299
2026	40,000	3.15%	27,683	67,683	15,000	3.15%	10,064	25,064	55,000	37,746	92,746
2027	40,000	3.25%	26,403	66,403	15,000	3.25%	9,584	24,584	55,000	35,986	90,986
2028	45,000	3.30%	25,010	70,010	15,000	3.30%	9,093	24,093	60,000	34,103	94,103
2029	45,000	3.30%	23,525	68,525	20,000	3.30%	8,515	28,515	65,000	32,040	97,040
2030	50,000	3.35%	21,945	71,945	20,000	3.35%	7,850	27,850	70,000	29,795	99,795
2031	45,000	3.55%	20,309	65,309	20,000	3.55%	7,160	27,160	65,000	27,469	92,469
2032	50,000	3.60%	18,610	68,610	20,000	3.60%	6,445	26,445	70,000	25,055	95,055
2033	50,000	3.60%	16,810	66,810	20,000	3.60%	5,725	25,725	70,000	22,535	92,535
2034	55,000	3.70%	14,893	69,893	20,000	3.70%	4,995	24,995	75,000	19,888	94,888
2035	60,000	3.75%	12,750	72,750	20,000	3.75%	4,250	24,250	80,000	17,000	97,000
2036	75,000	3.80%	10,200	85,200	25,000	3.80%	3,400	28,400	100,000	13,600	113,600
2037	75,000	3.85%	7,331	82,331	25,000	3.85%	2,444	27,444	100,000	9,775	109,775
2038	75,000	3.90%	4,425	79,425	25,000	3.90%	1,475	26,475	100,000	5,900	105,900
2039	75,000	3.95%	1,481	76,481	25,000	3.95%	494	25,494	100,000	1,975	101,975
\$ 940,000					\$ 429,260				\$ 1,369,260		
\$ 370,000					\$ 157,325				\$ 419,513		
\$ 1,310,000									\$ 586,585		\$ 1,896,585

Rates based on "Aa3" sale 10/22/18 + .25



### Projected Impact of Proposed 2019 Borrowing

Existing General Obligation Debt Only						Projected Debt Service												
YEAR	Equalized Value Projection	Total Payment (P&I)	Total Less Non Levy Revenues	Net Debt Service Levy	Debt Service Tax Rate	Capital Plan Debt Service			Less Abatements		Total Projected Debt Service less abatements	Net Debt Service Levy	Levy Change	Debt Service Tax Rate @ 1.88% Growth	Impact on a \$ 300,000 Home		Debt Service Tax Rate @ 3.00% Growth	YEAR
						Principal	Interest	Total	Sewer Revenues	Water Revenues					Taxes	Change		
2018	694,912,500	4,832,069	(3,957,601)	874,469	1.26						874,469		1.26	377.52		1.26	2018	
2019	938,573,700	3,691,761	(2,413,408)	1,278,353	1.36						1,278,353	403,884	1.36	408.60	31.09	1.36	2019	
2020	956,218,886	3,792,342	(2,416,544)	1,375,798	1.44	30,000	67,616	97,616	(28,873)		68,744	166,190	1.51	453.20	44.60	1.49	2020	
2021	974,195,801	2,495,891	(1,198,711)	1,297,180	1.33	90,000	43,408	133,408	(27,220)		106,188	1,403,367	(41,175)	432.16	(21.04)	1.41	2021	
2022	992,510,682	2,498,948	(1,225,135)	1,273,813	1.28	25,000	41,900	66,900	(26,823)		40,078	1,313,891	(89,476)	397.14	(35.02)	1.28	2022	
2023	1,014,258,530	1,613,876	(349,425)	1,264,451	1.25	30,000	41,143	71,143	(26,410)		44,733	1,309,183	(4,708)	387.23	(9.91)	1.24	2023	
2024	1,033,326,590	1,620,665	(348,083)	1,272,582	1.23	25,000	40,354	65,354	(25,979)		39,375	1,311,957	2,774	380.89	(6.34)	1.21	2024	
2025	1,052,753,130	1,580,920	(350,968)	1,229,952	1.17	45,000	39,299	84,299	(25,529)		58,770	1,288,722	(23,235)	367.24	(13.65)	1.15	2025	
2026	1,072,544,889	1,554,768	(357,920)	1,196,848	1.12	55,000	37,746	92,746	(25,064)		67,683	1,264,531	(24,191)	353.70	(13.54)	1.10	2026	
2027	1,092,708,733	1,536,130	(358,969)	1,177,161	1.08	55,000	35,986	90,986	(24,584)		66,403	1,243,563	(20,968)	341.42	(12.28)	1.05	2027	
2028	1,113,251,657	1,279,253	(329,740)	949,513	0.85	60,000	34,103	94,103	(24,093)		70,010	1,019,523	(224,040)	274.74	(66.67)	0.83	2028	
2029	1,134,180,788	1,239,566	(330,283)	909,283	0.80	65,000	32,040	97,040	(28,515)		68,525	977,808	(41,715)	258.64	(16.10)	0.78	2029	
2030	1,155,503,387	1,170,291	(330,200)	840,091	0.73	70,000	29,795	99,795	(27,850)		71,945	912,036	(65,772)	236.79	(21.85)	0.70	2030	
2031	1,177,226,850	843,338		843,338	0.72	65,000	27,469	92,469	(27,160)		65,309	908,646	(3,390)	231.56	(5.23)	0.68	2031	
2032	1,199,358,715	811,569		811,569	0.68	70,000	25,055	95,055	(26,445)		68,610	880,179	(28,468)	220.16	(11.39)	0.64	2032	
2033	1,221,906,659	370,844		370,844	0.30	70,000	22,535	92,535	(25,725)		66,810	437,654	(442,525)	107.45	(112.71)	0.31	2033	
2034	1,244,878,504	360,891		360,891	0.29	75,000	19,888	94,888	(24,995)		69,893	430,783	(6,871)	103.81	(3.64)	0.29	2034	
2035	1,268,282,220	350,531		350,531	0.28	80,000	17,000	97,000	(24,250)		72,750	423,281	(7,502)	100.12	(3.69)	0.28	2035	
2036	1,292,125,926	315,188		315,188	0.24	100,000	13,600	113,600	(28,400)		85,200	400,388	(22,894)	92.96	(7.16)	0.26	2036	
2037	1,316,417,893	305,063		305,063	0.23	100,000	9,775	109,775	(27,444)		82,331	387,394	(12,994)	88.28	(4.68)	0.24	2037	
2038	1,341,166,550				0.00	100,000	5,900	105,900	(26,475)		79,425	79,425	(307,969)	17.77	(70.52)	0.05	2038	
2039	1,366,380,481					100,000	1,975	101,975	(25,494)		76,481	76,481	(2,944)	16.79	(0.97)	0.05	2039	
2040	1,392,068,434												0.00	-	(16.79)	0.00	2040	
2041	1,418,239,320												0.00	-	-	0.00	2041	
2042	1,444,902,220												0.00	-	-	0.00	2042	
2043	1,472,066,381												0.00	-	-	0.00	2043	
2044	1,499,741,229												0.00	-	-	0.00	2044	
2045	1,527,936,364												0.00	-	-	0.00	2045	
<b>TOTALS</b>		<b>32,263,901</b>	<b>(13,966,984)</b>	<b>18,296,917</b>		<b>1,310,000</b>	<b>586,585</b>	<b>1,896,585</b>	<b>(527,325)</b>	<b>0</b>	<b>1,369,260</b>	<b>19,666,177</b>					<b>TOTALS</b>	

NOTES



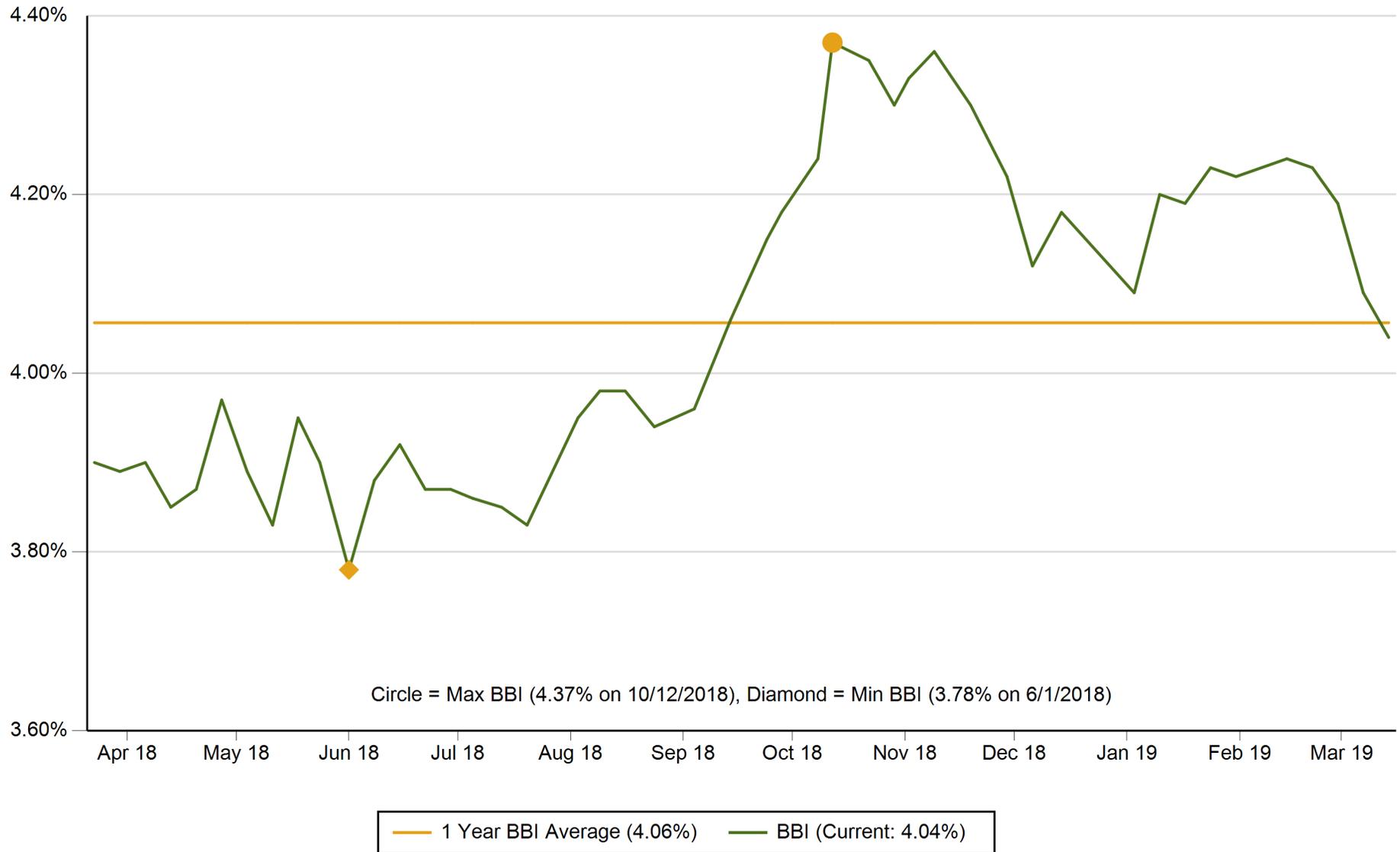
## Current and Projected Debt Limit Calculations

Year	Projected Equalized Value (TID IN) <sup>1</sup>	Change in EV	Existing General Obligation Debt				Projected General Obligation Debt			Residual Capacity	Year
			Debt Limit	50% Debt Limit	Principal Outstanding	% of Limit	2019 Bonds	Principal Outstanding	% of Limit		
2018	941,440,600	4.14%	47,072,030	28,243,218	22,575,000	47.96%		22,575,000	47.96%	24,497,030	2018
2019	959,139,683	1.88%	47,956,984	28,774,190	19,560,000	40.79%	1,310,000	20,870,000	43.52%	27,086,984	2019
2020	977,171,509	1.88%	48,858,575	29,315,145	16,320,000	33.40%	1,280,000	17,600,000	36.02%	31,258,575	2020
2021	995,542,334	1.88%	49,777,117	29,866,270	14,320,000	28.77%	1,190,000	15,510,000	31.16%	34,267,117	2021
2022	1,014,258,530	1.88%	50,712,926	30,427,756	12,275,000	24.20%	1,165,000	13,440,000	26.50%	37,272,926	2022
2023	1,033,326,590	1.88%	51,666,329	30,999,798	11,080,000	21.45%	1,135,000	12,215,000	23.64%	39,451,329	2023
2024	1,052,753,130	1.88%	52,637,656	31,582,594	9,850,000	18.71%	1,110,000	10,960,000	20.82%	41,677,656	2024
2025	1,072,544,889	1.88%	53,627,244	32,176,347	8,630,000	16.09%	1,065,000	9,695,000	18.08%	43,932,244	2025
2026	1,092,708,733	1.88%	54,635,437	32,781,262	7,405,000	13.55%	1,010,000	8,415,000	15.40%	46,220,437	2026
2027	1,113,251,657	1.88%	55,662,583	33,397,550	6,165,000	11.08%	955,000	7,120,000	12.79%	48,542,583	2027
2028	1,134,180,788	1.88%	56,709,039	34,025,424	5,150,000	9.08%	895,000	6,045,000	10.66%	50,664,039	2028
2029	1,155,503,387	1.88%	57,775,169	34,665,102	4,145,000	7.17%	830,000	4,975,000	8.61%	52,800,169	2029
2030	1,177,226,850	1.88%	58,861,343	35,316,806	3,085,000	5.24%	760,000	3,845,000	6.53%	55,016,343	2030
2031	1,199,358,715	1.88%	59,967,936	35,980,761	2,325,000	3.88%	695,000	3,020,000	5.04%	56,947,936	2031
2032	1,221,906,659	1.88%	61,095,333	36,657,200	1,575,000	2.58%	625,000	2,200,000	3.60%	58,895,333	2032
2033	1,244,878,504	1.88%	62,243,925	37,346,355	1,250,000	2.01%	555,000	1,805,000	2.90%	60,438,925	2033
2034	1,268,282,220	1.88%	63,414,111	38,048,467	925,000	1.46%	480,000	1,405,000	2.22%	62,009,111	2034
2035	1,292,125,926	1.88%	64,606,296	38,763,778	600,000	0.93%	400,000	1,000,000	1.55%	63,606,296	2035
2036	1,316,417,893	1.88%	65,820,895	39,492,537	300,000	0.46%	300,000	600,000	0.91%	65,220,895	2036
2037	1,341,166,550	1.88%	67,058,327	40,234,996	0	0.00%	200,000	200,000	0.30%	66,858,327	2037
2038	1,366,380,481	1.88%	68,319,024	40,991,414	0	0.00%	100,000	100,000	0.15%	68,219,024	2038
2039	1,392,068,434	1.88%	69,603,422	41,762,053	0	0.00%			0.00%	69,603,422	2039
2040	1,418,239,320	1.88%	70,911,966	42,547,180	0	0.00%			0.00%	70,911,966	2040
2041	1,444,902,220	1.88%	72,245,111	43,347,067	0	0.00%			0.00%	72,245,111	2041
2042	1,472,066,381	1.88%	73,603,319	44,161,991	0	0.00%			0.00%	73,603,319	2042

NOTES:

# 1 YEAR TREND IN MUNICIPAL BOND INDICES

## Weekly Rates March, 2018 - March, 2019



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

April 3, 2019

## Pre-Sale Report for

City of Burlington, Wisconsin

\$1,655,000 Waterworks System Revenue Bonds,  
Series 2019B



**Prepared by:**

Jon Cameron, CIPMA  
Senior Municipal Advisor

Greg Johnson, CIPMA  
Senior Municipal Advisor

## Executive Summary of Proposed Debt

Proposed Issue:	\$1,655,000 Waterworks System Revenue Bonds, Series 2019B
Purposes:	The proposed issue includes financing for standpipe coating replacement, Wells #7 and #8 improvements. Debt service will be paid from water revenues.
Authority:	The Bonds are being issued pursuant to Wisconsin Statutes, Section 66.0621. The Bonds are not general obligations of the City but are payable only from and secured by a pledge of income and revenue to be derived from the operation of the Water System.
Term/Call Feature:	The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on May 1 in the years 2022 through 2039. Interest is payable every six months beginning November 1, 2019. The Bonds will be subject to prepayment at the discretion of the City on May 1, 2028 or any date thereafter.
Bank Qualification:	Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Rating:	The City’s most recent bond issues were rated by Standard & Poor’s. The current ratings on those bonds are “A-”. The City will request a new rating for the Bonds. If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating in the event that the bond rating of the insurer is higher than that of the City.
Basis for Recommendation:	Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Bonds as a suitable option based on: <ul style="list-style-type: none"> <li>• Net system revenues available for debt service that provide sufficient coverage for the estimated principal and interest payments of the proposed Bonds and existing parity debt.</li> <li>• The City’s past practice of using revenue bonds to finance enterprise system improvements.</li> <li>• The City’s current Financial Management Plan which identified issuance of revenue bonds to finance these projects.</li> </ul>

<p><b>Method of Sale/Placement:</b></p>	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
<p><b>Premium Pricing:</b></p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. For this issue of Bonds, any premium amount received may: be retained; used to reduce the issue size; or combination thereof. These adjustments may slightly change the true interest cost of the original bid, either up or down. We anticipate using any premium amounts received to reduce the issue size.</p>
<p><b>Other Considerations:</b></p>	<p>The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to “term up” some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.</p>
<p><b>Review of Existing Debt:</b></p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>
<p><b>Continuing Disclosure:</b></p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p><b>Arbitrage Monitoring:</b></p>	<p>Because the Bonds are tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How</p>

	<p>issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>
<p>Investment of and Accounting for Proceeds:</p>	<p>In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City.</p>
<p>Risk Factors:</p>	<p>The City expects to pay the Bond debt service with water utility revenues.</p> <p>In the event utility revenues are insufficient to pay debt service, the City Council is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the City may levy a tax to make up a shortfall. Any amount levied for this purpose is exempted from levy limits. While the City is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so would result in either a lack of access to capital markets in the future, or access at a substantially higher cost.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Quarles &amp; Brady LLP</p> <p><b>Paying Agent:</b> Bond Trust Services Corp. (if term bonds)</p> <p><b>Rating Agency:</b> Standard &amp; Poor's Global Ratings (S&amp;P)</p>

## Proposed Debt Issuance Schedule

Pre-Sale Review by City Council:	April 3, 2019
Conference with Rating Agency:	Week of April 22, 2019
Due Diligence Call to review Official Statement:	Week of April 22, 2019
Distribute Official Statement:	Week of April 29, 2019
City Council Meeting to Award Sale of the Bonds:	May 7, 2019
Estimated Closing Date:	May 30, 2019

### Attachments

- Estimated Sources and Uses of Funds
- Estimated Proposed Debt Service Schedule
- Bond Buyer Index

### Ehlers Contacts

Municipal Advisors:	Jon Cameron	(262) 796-6179
	Greg Johnson	(262) 796-6168
Disclosure Coordinator:	Brendan Leonard	(262) 796-6169
Financial Analyst:	Kathy Myers	(262) 796-6177

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.



## 2019 Capital Financings

	Revenue		Proposed			Proposed Totals
	GO Bonds 2019	Bonds 2019	GO Bonds 2020	GO Bonds 2021	GO Bonds 2023	
<b>Projects</b>						
Streets	893,826	0	487,862	1,142,160	262,748	2,786,596
Stormwater	0	0	0	0	0	0
Sewer Utility Projects	354,615	0	49,677	0	506,659	910,951
Water Utility Projects	0	1,587,000	493,950	613,426	486,934	3,181,310
<b>Less: Cash</b>	0	0	0	0	0	0
Additional Projects	0	0	0	0	0	0
Bid Premium Deposit to DS	0	0	0	0	0	0
<b>Project Needs</b>	1,248,441	1,587,000	1,031,489	1,755,586	1,256,341	6,878,857
<b>Existing Debt Service Reserve</b>		(205,000)				(205,000)
<b>Required Debt Service Reserve</b>		193,253				193,253
<b>Difference</b>		(11,747)				(11,747)
<b>Issuance Expenses</b>	59,725	80,238	57,875	72,225	62,050	332,113
Municipal Advisor	14,500	29,200	15,400	18,900	16,700	94,700
Bond Counsel	10,000	11,000	10,000	11,000	10,000	52,000
Disclosure Counsel	6,000	6,000	6,000	6,600	6,000	30,600
Paying Agent If terms	850	850	850	850	850	4,250
Rating	12,000	12,500	12,000	12,000	12,000	60,500
Reoffering Premium (built into rates)						0
Underwriter Fees	16,375	20,688	13,625	22,875	16,500	90,063
Capitalized Interest	0	0				0
<b>Total Funds Needed</b>	1,308,166	1,655,491	1,089,364	1,827,811	1,318,391	7,199,223
Less Interest	(1,000)	(1,000)	(1,000)	(1,000)	(6,282)	(10,282)
Rounding	2,834	509	1,636	3,189	7,891	16,059
<b>Size of Issue</b>	1,310,000	1,655,000	1,090,000	1,830,000	1,320,000	7,205,000



## Waterworks System Revenue Bonds, Series 2019



### Preliminary Structure

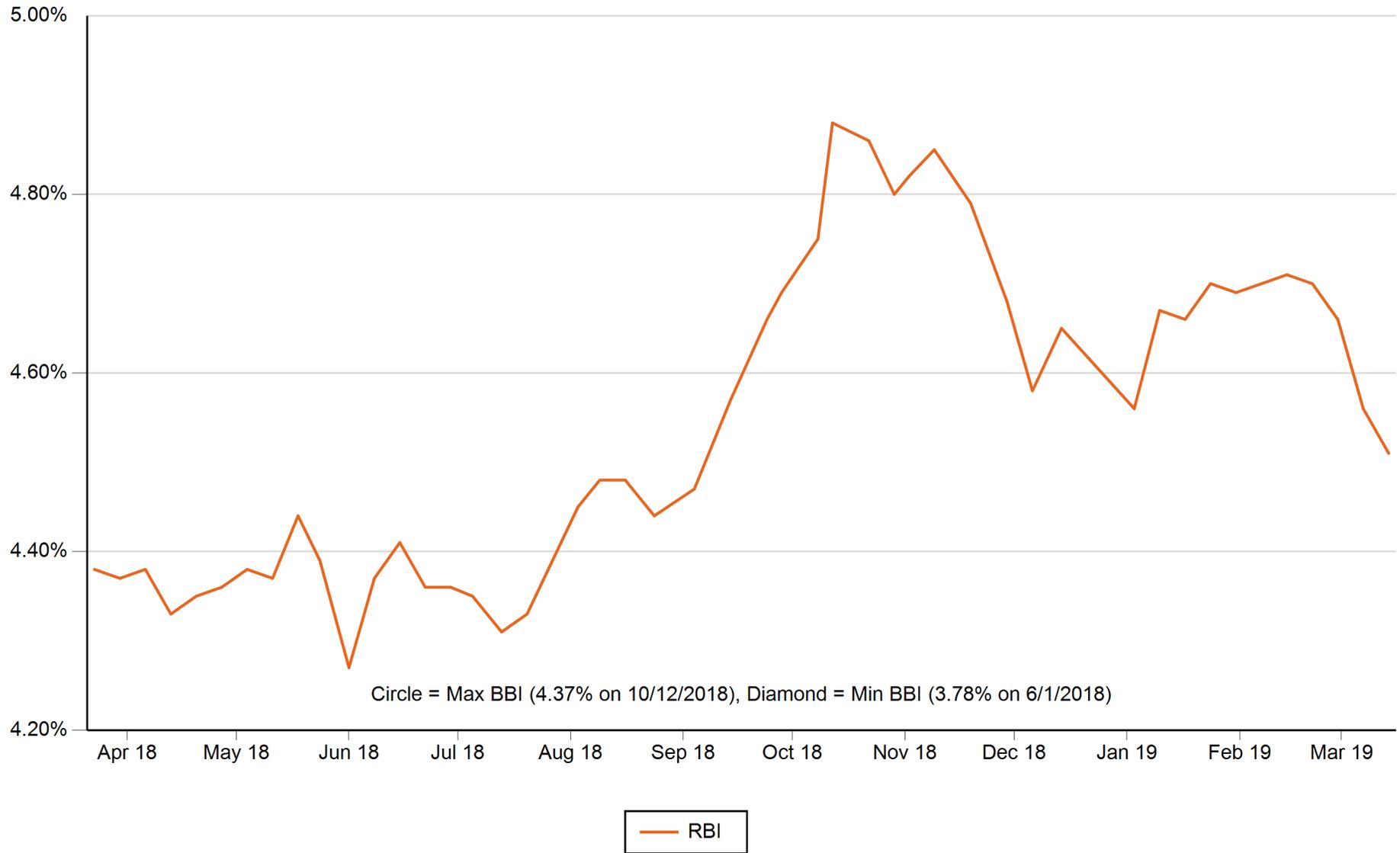
YEAR	System Revenues		Debt Service							Coverage Ratios	YEAR	
	Total	Net	Existing Debt			Waterworks Revenue Bond, Series 2019 Dated May 30, 2019				Total Payments		Debt <sup>2</sup>
			Principal	Interest	Total	Principal	Rates <sup>1</sup>	Interest	Total			
<b>2018</b>	1,272,431	1,272,431	195,000	30,723	225,723				0	225,723	5.64	<b>2018</b>
<b>2019</b>	1,272,431	1,272,431	200,000	24,798	224,798			23,509	23,509	248,306	5.12	<b>2019</b>
<b>2020</b>	1,272,431	1,272,431	210,000	18,438	228,438			56,048	56,048	284,485	4.47	<b>2020</b>
<b>2021</b>	1,272,431	1,272,431	215,000	11,476	226,476			56,048	56,048	282,524	4.50	<b>2021</b>
<b>2022</b>	1,272,431	1,272,431	225,000	3,938	228,938	25,000	2.45%	55,741	80,741	309,679	4.11	<b>2022</b>
<b>2023</b>	1,272,431	1,272,431				75,000	2.50%	54,498	129,498	129,498	9.83	<b>2023</b>
<b>2024</b>	1,272,431	1,272,431				75,000	2.55%	52,604	127,604	127,604	9.97	<b>2024</b>
<b>2025</b>	1,272,431	1,272,431				80,000	2.65%	50,588	130,588	130,588	9.74	<b>2025</b>
<b>2026</b>	1,272,431	1,272,431				80,000	2.80%	48,408	128,408	128,408	9.91	<b>2026</b>
<b>2027</b>	1,272,431	1,272,431				85,000	2.90%	46,055	131,055	131,055	9.71	<b>2027</b>
<b>2028</b>	1,272,431	1,272,431				85,000	3.05%	43,526	128,526	128,526	9.90	<b>2028</b>
<b>2029</b>	1,272,431	1,272,431				90,000	3.15%	40,813	130,813	130,813	9.73	<b>2029</b>
<b>2030</b>	1,272,431	1,272,431				90,000	3.30%	37,910	127,910	127,910	9.95	<b>2030</b>
<b>2031</b>	1,272,431	1,272,431				95,000	3.40%	34,810	129,810	129,810	9.80	<b>2031</b>
<b>2032</b>	1,272,431	1,272,431				95,000	3.50%	31,533	126,533	126,533	10.06	<b>2032</b>
<b>2033</b>	1,272,431	1,272,431				100,000	3.60%	28,070	128,070	128,070	9.94	<b>2033</b>
<b>2034</b>	1,272,431	1,272,431				105,000	3.70%	24,328	129,328	129,328	9.84	<b>2034</b>
<b>2035</b>	1,272,431	1,272,431				110,000	3.75%	20,323	130,323	130,323	9.76	<b>2035</b>
<b>2036</b>	1,272,431	1,272,431				110,000	3.85%	16,143	126,143	126,143	10.09	<b>2036</b>
<b>2037</b>	1,272,431	1,272,431				115,000	3.90%	11,783	126,783	126,783	10.04	<b>2037</b>
<b>2038</b>	1,272,431	1,272,431				120,000	3.95%	7,170	127,170	127,170	10.01	<b>2038</b>
<b>2039</b>	1,272,431	1,272,431				120,000	4.00%	2,400	122,400	122,400	10.40	<b>2039</b>
<b>2040</b>	1,272,431	1,272,431										<b>2040</b>
			<b>1,045,000</b>	<b>89,371</b>	<b>1,134,371</b>	<b>1,655,000</b>		<b>742,303</b>	<b>2,397,303</b>	<b>3,531,674</b>		

**NOTES:**

1. Scale based upon an A- rated Rev scale from 2/25/19 plus 35 basis points.
2. Based upon 2017 audited net revenues available for debt service.

# 1 YEAR TREND IN MUNICIPAL BOND INDICES

## Weekly Rates March, 2018 - March, 2019



Source: *The Bond Buyer*

The Revenue Bond Index (RBI) shows the average yield on a group of revenue bonds that mature in 30 years and have an average rating equivalent to Moody's A1 and S&P's A+.





**COMMITTEE OF THE WHOLE**

**ITEM NUMBER 6A**

---

**DATE:** April 3, 2019

**SUBJECT:** RESOLUTION 4942(44) - To approve an Initial Resolution Authorizing \$940,000 General Obligation Bonds for Street Improvement Projects.

**SUBMITTED BY:** Steven DeQuaker, Finance Director

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**BACKGROUND/HISTORY:**

During the 2019 Budget workshops, several items were discussed regarding the 2019 Street Program and the need to bond to fund the projects. This is the first of five resolutions authorizing Ehlers to sell bonds on behalf of the City for Street Improvement.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

A rating call with Standard & Poor's will be scheduled for sometime mid April. Currently, the City is Rated AA- for General Obligation debt. The rating call will either confirm or change those ratings.

**BUDGET/FISCAL IMPACT:**

Debt Service will be established, with the first principal and interest payments in April 2020.

**RECOMMENDATION:**

Staff recommends adoption of this resolution.

**TIMING/IMPLEMENTATION:**

Due to the timeliness of this bond sale, this item is for final consideration at tonight's Common Council Meeting

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**Attachments**

RES 4942(44) Initial Resolution Street Improvement Projects

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INITIAL RESOLUTION AUTHORIZING \$940,000 GENERAL  
OBLIGATION BONDS FOR STREET IMPROVEMENT  
PROJECTS

BE IT RESOLVED by the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$940,000 for the public purpose of paying the cost of street improvement projects.

Adopted, approved and recorded April 3, 2019.

\_\_\_\_\_  
Jeannie Hefty  
Mayor

ATTEST:

\_\_\_\_\_  
Diahn C. Halbach  
City Clerk

(SEAL)



**DATE:** April 3, 2019

**SUBJECT:** **RESOLUTION 4943(45)** - To approve an Initial Resolution Authorizing \$370,000 General Obligation Bonds for Sewerage Projects.

**SUBMITTED BY:** Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

During the 2019 Budget workshops, several items were discussed regarding the 2019 Street Program and the need to bond to fund the projects. This is the second of five resolutions authorizing Ehlers to sell bonds on behalf of the City for Sewerage Improvements related to the Street Project.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

A rating call with Standard & Poor's will be scheduled for sometime mid April. Currently, the City is Rated AA- for General Obligation debt. The rating call will either confirm or change those ratings.

**BUDGET/FISCAL IMPACT:**

Debt Service will be established, with the first Principal and Interest payments in April 2020.

**RECOMMENDATION:**

Staff recommends adopting this resolution.

**TIMING/IMPLEMENTATION:**

Due to the timeliness of this bond sale, this item is for final consideration at tonight's Common Council Meeting

**Attachments**

Res 4943(45) Initial Resolution\_Sewerage Projects

INITIAL RESOLUTION AUTHORIZING  
\$370,000 GENERAL OBLIGATION BONDS  
FOR SEWERAGE PROJECTS

BE IT RESOLVED by the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$370,000 for the public purpose of paying the cost of sewerage projects.

Adopted, approved and recorded April 3, 2019.

\_\_\_\_\_  
Jeannie Hefty  
Mayor

ATTEST:

\_\_\_\_\_  
Diahn C. Halbach  
City Clerk

(SEAL)



DATE: April 3, 2019

SUBJECT: **RESOLUTION 4944(46)** - To Approve a Resolution Directing Publication of the Notice to Electors.

SUBMITTED BY: Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

During the 2019 Budget workshops, several items were discussed regarding the 2019 Street Program and the need to bond to fund the projects. This is the third of five resolutions for the 2019 budgeted work for street, sewer and tank painting.

This resolution is the allows for the publication of the notice to electors of the intent to borrow.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

**BUDGET/FISCAL IMPACT:**

There is no debt for this resolution, other than the publication of the legal notice to electors.

**RECOMMENDATION:**

Staff recommends adopting this resolution

**TIMING/IMPLEMENTATION:**

Due to the timeliness of this bond sale, this item is for final consideration at tonight's Common Council Meeting

**Attachments**

Res 4944(46) Directing Publication of the Notice to Electors  
Notice to Electors

RESOLUTION DIRECTING PUBLICATION OF NOTICE TO ELECTORS  
RELATING TO BOND ISSUES

WHEREAS initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City") and it is now necessary that the initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Adopted, approved and recorded April 3, 2019.

---

Jeannie Hefty  
Mayor

Attest:

---

Diahnn C. Halbach  
City Clerk

(SEAL)

CITY OF BURLINGTON

NOTICE TO ELECTORS RELATING TO BOND ISSUES

NOTICE IS HEREBY GIVEN, that on April 3, 2019, at a meeting of the Common Council of the City of Burlington, the following resolutions were adopted and recorded pursuant to Section 67.05(1), Wisconsin Statutes:

INITIAL RESOLUTION AUTHORIZING  
\$940,000 GENERAL OBLIGATION BONDS FOR  
STREET IMPROVEMENT PROJECTS

BE IT RESOLVED by the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$940,000 for the public purpose of paying the cost of street improvement projects.

INITIAL RESOLUTION AUTHORIZING  
\$370,000 GENERAL OBLIGATION BONDS FOR  
SEWERAGE PROJECTS

BE IT RESOLVED by the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$370,000 for the public purpose of paying the cost of sewerage projects.

The Wisconsin Statutes (s. 67.05(7)(b)) provide that the initial resolutions need not be submitted to the electors unless within 30 days after adoption of the initial resolutions a petition is filed in the City Clerk's office requesting a referendum. This petition must be signed by electors numbering at least 10% of the votes cast for governor in the City at the last general election. A petition may be filed with respect to any one or more of the initial resolutions.

City of Burlington

Diahm C. Halbach  
City Clerk



DATE: April 3, 2019

SUBJECT: **RESOLUTION 4945(47)** - To Approve a Resolution Providing for the Sale of Not to Exceed \$1,310,000 General Obligation Corporate Purpose Bonds.

SUBMITTED BY: Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

This is the fourth of five resolutions authorizing Ehlers to sell bonds on behalf of the City for Street improvements and Sewerage Improvements related to the Street Project for a total of both bonds not to exceed \$1.31M.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

A rating call with Standard & Poor's will be scheduled for sometime mid April. Currently, the City is Rated AA- for General Obligation debt. The rating call will either confirm or change those ratings.

**BUDGET/FISCAL IMPACT:**

Debt Service Interest Payment will begin in April 2020 for 20 years. Dollar amount of the not to exceed \$1,310,000 includes all fees and costs related to the sale of the GO Bonds. Again, this is the \$940,000 street portion and \$370,000 sewer portion of the Street Improvement Project.

**RECOMMENDATION:**

Staff Recommends adopting this resolution.

**TIMING/IMPLEMENTATION:**

Due to the timeliness of this bond sale, this item is for final consideration at tonight's Common Council Meeting

**Attachments**

Res 4945(47) GO Bond Resolution

RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED  
\$1,310,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS

WHEREAS the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City") has adopted initial resolutions authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

\$940,000 to finance street improvement projects; and

\$370,000 to finance sewerage projects;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") and the City shall issue Bonds in an amount not to exceed \$1,310,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded April 3, 2019.

---

Jeannie Hefty  
Mayor

ATTEST:

---

Diahn C. Halbach  
City Clerk

(SEAL)



DATE: April 3, 2019

SUBJECT: **RESOLUTION 4946(48)** - To Approve a Resolution Providing for the Sale of Approximately \$1,655,000 Waterworks System Revenue Bonds.

SUBMITTED BY: Steven DeQuaker, Finance Director

**BACKGROUND/HISTORY:**

During the 2019 Budget workshops, several items were discussed regarding the painting of the water tower and capital repairs and purchases. This is the fifth of five resolutions authorizing Ehlers to sell bonds on behalf of the City for Waterworks System Revenue Bonds related to the tank painting and those capital purchases.

Jon Cameron with Ehlers will be in attendance at this evening's meeting to present the Pre-Sale reports and answer any questions.

A rating call with Standard & Poor's will be scheduled for sometime mid April. Currently, the City is Rated AA- for General Obligation debt. The rating call will either confirm or change those ratings.

**BUDGET/FISCAL IMPACT:**

Debt service Interest payments for this will begin in October 2019, with Principal and Interest payments in 2020 for 20 years. This was accounted for in the 2019 budget. Dollar amount of the not to exceed \$1,655,000 includes all fees and costs related to the sale of the Revenue Bond.

**RECOMMENDATION:**

Staff recommends adoption of this resolution.

**TIMING/IMPLEMENTATION:**

Due to the timeliness of this bond sale, this item is for final consideration at tonight's Common Council Meeting

**Attachments**

Res 4946(48) Water Revenue Bond Resolution

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$1,655,000  
WATERWORKS SYSTEM REVENUE BONDS

WHEREAS the City of Burlington, Racine and Walworth Counties, Wisconsin, is presently in need of approximately \$1,655,000 for the public purpose of paying the cost of additions, improvements and extensions to the City's Waterworks System; and

WHEREAS it is desirable to borrow said funds through the issuance of Waterworks System Revenue Bonds pursuant to Section 66.0621, Wis. Stats;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The Bonds. The City shall issue its Waterworks System Revenue Bonds in an approximate amount of \$1,655,000 (the "Bonds") for the purpose above specified.

Section 2. Sale of Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause copies of a complete, official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded April 3, 2019.

\_\_\_\_\_  
Jeannie Hefty  
Mayor

ATTEST:

\_\_\_\_\_  
Diahn C. Halbach  
City Clerk

(SEAL)



**COMMITTEE OF THE WHOLE**

**ITEM NUMBER 6F**

**DATE:** April 3, 2019

**SUBJECT:** RESOLUTION 4947(49) - To consider approving the award for bid of a Livescan Fingerprint system to Gemalto Inc. in the amount of \$22,722.

**SUBMITTED BY:** Mark Anderson, Police Chief

**BACKGROUND/HISTORY:**

The State of Wisconsin and its police agencies have used an electronic method (Livescan) in which fingerprints that are taken for arrest and other purposes, are electronically taken and submitted. The City of Burlington Police Department has been involved in this electronic fingerprint system (Livescan) since 2013. Our current machine is no longer supported by its manufacturer and should be replaced.

**BUDGET/FISCAL IMPACT:**

The Wisconsin Department of Justice (DOJ) has awarded to the City of Burlington Police Department a \$21,130 Livescan Grant through the National Criminal History Improvement Program to offset the majority of the cost. The total cost for the Livescan system from Gemalto Government Business Group comes to \$22,722, less the awarded grant of \$21,130, for a total cost to the City of \$1,592.

**RECOMMENDATION:**

Staff recommends the Common Council award the bid for a Livescan Fingerprint system to Gemalto Inc.

**TIMING/IMPLEMENTATION:**

This item is for discussion at the April 3, 2019 Committee of the Whole meeting and due to timing is scheduled for final consideration at the April 3, 2019 Common Council meeting.

**Attachments**

Res 4947(49)

Quote

**A RESOLUTION APPROVING THE AWARD OF A LIVESCAN FINGERPRINT  
SYSTEM FOR THE CITY OF BURLINGTON POLICE DEPARTMENT TO GEMALTO  
INC. FOR THE AMOUNT OF \$22,722.00**

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

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

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

**WHEREAS**, the City of Burlington Police Department is scheduled to replace its Livescan Fingerprint system with funds included in the 2018 Police Department budget; and,

**WHEREAS**, the purchase of a Livescan Fingerprint system from Gemalto Inc. for the amount of \$22,722.00 has been recommended by the Chief of Police.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Burlington that purchase of the aforementioned equipment is hereby approved for the amount of \$22,722.00.

Introduced: April 3, 2019  
Adopted: April 3, 2019

\_\_\_\_\_  
Jeannie Hefty, Mayor

Attest:

\_\_\_\_\_  
Diahn Halbach, City Clerk



Address 1 Imation Way, Bldg. 4  
Oakdale, MN 55128

Gemalto Government Business Group  
Identity Management

Quote Number	00004058	Created Date	3/27/2019
		Expiration Date	6/27/2019
Quote Name	Burlington PD Livescan upgrade		
Contact Name	Brian Zmudzinski		
Bill To Name	Burlington Police Department	Ship To Name	Burlington Police Department
Bill To	224 East Jefferson Street Burlington, Wisconsin 53105 United States	Ship To	224 East Jefferson Street Burlington, Wisconsin 53105 United States

Product Code	Product	Quantity	Sales Price	Total Price
75-0501-4408-0	Canon EOS Rebel DSLR Camera	1.00	USD 700.00	USD 700.00
75-0501-4431-2	Crossmatch LScan500 Palm Scanner	1.00	USD 10,000.00	USD 10,000.00
4462427	HPElite Desktop 800 G3	1.00	USD 1,299.00	USD 1,299.00
75-0501-4468-4	Labor Pasadena Engineering (BO)	12.00	USD 168.00	USD 2,016.00
75-0501-4466-8	Labor Pasadena QA (BO)	8.00	USD 140.00	USD 1,120.00
75-0501-4476-7	Labor Pasadena Support Services (BO)	12.00	USD 143.00	USD 1,716.00
75-0501-4477-5	Labor Project Management (BO)	6.00	USD 206.00	USD 1,236.00
75-0501-2073-4	Lexmark MS810n Laser Printer- B/W	1.00	USD 1,299.00	USD 1,299.00
75-0501-3041-0	LiveScan Onsite Installation/Training- Single Day (BO)	1.00	USD 2,000.00	USD 2,000.00
75-0501-2133-6	Mugshot Software	1.00	USD 800.00	USD 800.00
75-0501-2081-7	Non-Touch 19 Inch Monitor	1.00	USD 386.00	USD 386.00

Notes to the Customer	The Mugshot camera usually mounts to the Livescan cabinet. With this quote not including a Livescan cabinet; it is the customer's responsibility for the mounting of the mugshot camera.	Total Price	USD 22,572.00
		Shipping and Handling	USD 150.00
		Grand Total	USD 22,722.00

- **Payment Terms:** All payments for equipment and services will be made within 30 days following invoice submission.
- **Warranty:** CABIS and Livescan systems are delivered with a one-year hardware and software warranty. Software delivered shall be subject to licensing and agreement terms delivered with the software, use of the software constitutes acceptance of those terms.



Address

1 Imation Way, Bldg. 4  
Oakdale, MN 55128

**Gemalto Government Business Group**  
Identity Management

Access Control devices are delivered with a one-year warranty.  
Leased equipment is covered under leasing terms (except for intentional damage).

- This quote is subject to availability at the time of order entry. It is valid for ninety (90) days, after which this quote will expire. Please contact Gemalto for a new quotation. An estimated delivery date range will be provide for all non-budgetary quotes. Due to resourcing requirements and the nature of the identity management business the delivery estimates are subject to change.
- Accepted forms of payment are (1) Company Check, (2) ACH Electronic Check / Wire. Please remit to:

**(1) Company Check**

Gemalto Cogent, Inc.  
P.O. Box 845552  
Dallas, TX 75284-5552  
USA

**(2) ACH Electronic Check / Wire Transfer**

Citibank  
Branch: 930- New York  
Account Number: 31086345  
ABA: 021000089  
SWIFT: CITIUS33

**For quotes including RMS Interface line item SKUs:**

- 75-0501-2063-5
- 75-0501-2064-3
- 75-0501-2127-8
- 75-0501-2129-4

**Cogent reserves the right to recall quoted prices for the above SKUs should a customer’s particular interface requirements be deemed by Cogent Inc. to be a “Non-Standard, RMS Interface.” These unique interfaces vary in complexity and can impact final cost and delivery significantly. If you are affected, Cogent will contact you to requote the interface using a time and material rate of \$250 per hour.**

Created By           Chad Gardner  
 Title                 Biometric Sales Manager  
 Phone                512-215-7366  
 Email                 chad.gardner@gemalto.com



**DATE:** April 3, 2019

**SUBJECT:** **MOTION 19-925** - Recommendation for Improvements to the Intersections of Milwaukee Avenue, West State Street, and McHenry Street.

**SUBMITTED BY:** Peter Riggs, Director of Public Works

**BACKGROUND/HISTORY:**

During the 2019 Budget workshop staff proposed resurfacing of Milwaukee Avenue and West State Street. The bounds of this project would include the intersections of Milwaukee Avenue, West State Street, and McHenry Street. Staff was asked to explore options for improving vehicular and pedestrian safety as part of the road project. The request sought to address a perception that intersections in the project area are unsafe. Secondary to this request is that construction improvements to intersections are less costly if performed in conjunction with road work. Therefore, if an effective improvement is found, 2019 would be a cost effective time to perform construction.

The intersection of W. State St. & Milwaukee Ave., Milwaukee Ave. & McHenry St., and W. State St. & McHenry St were of primary interest. Items of concern include:

- Several major roads converge into one area: W. State St., Milwaukee Ave, McHenry St., Amanda St., and Jefferson St.
- Multiple conflicting turning and merging motions
- Non-perpendicular intersection angles make vision of oncoming traffic challenging
- Peak hour traffic from schools and businesses

Crash data supplied by Police Department staff show 19 accidents in the last 5 years. 10 at McHenry St. and State St. (4 injury), 1 at Milwaukee Ave. and State St. (1 injury), and 8 in the Milwaukee Ave. and McHenry St. area, including Milwaukee Ave. and Amanda St. (3 injury). It is important to note that more than half of these accidents and associated injuries occurred at McHenry St. and State St., which is a 4-way stop controlled intersection.

Kapur & Associates performed a traffic study of the corridor and developed a series of design alternatives for consideration (See attached Alternative A, Alternative B, and Alternative C).

**Alternative A**

This alternative diverts northeast bound traffic on W. State St to the intersection at McHenry St by converting a one-block section of Milwaukee Ave. to one-way southwest bound traffic.

**Pros**

- Eliminates the crossing motions for traffic turning left from southwest bound Milwaukee Ave. to McHenry and eliminates the merging of northbound McHenry St. traffic onto northeast bound Milwaukee Ave. The intersection of Milwaukee and McHenry would be free flowing with fewer conflicts.
- Removes the right turn option for west bound State St. traffic at Milwaukee Ave.

**Con**

- Traffic volume entering the State St. & McHenry St. intersection would increase significantly. The intersection would not be able to maintain an acceptable level of service as a 4-way-stop and would require signalization. Signalization is cost prohibitive.
- Traffic intending to use Milwaukee Ave. may instead opt to continue heading east bound on State St. This could cause issues for drop-off and pick-up traffic at State St. and Randolph St.
- Truck traffic may have difficulty navigating the intersection and avoiding signalization equipment.

- Negative impacts to property owners and business located on the converted one-way section of Milwaukee Ave and State St. west of McHenry St.

### **Alternative B**

This alternative realigns the intersection of McHenry St. into Milwaukee Ave. and improves the crosswalk on the west side of that intersection.

### **Pros**

- Stop control of north bound McHenry St. traffic could reduce confusion of who has the right of way to enter the intersection and help reduce conflicts.
- Realignment creates better vision of oncoming traffic.
- The crosswalk improvements would make the preferred pedestrian crossing of Milwaukee Ave. more visible.

### **Cons**

- Trucks will have trouble turning left in the intersection.
- Traffic turning south on McHenry St. from Jefferson St. will potentially be blocked by vehicles queuing at the stop sign.
- Vehicles queuing at the stop sign could back up and impact the intersection of State St. and McHenry St.
- Pedestrian traffic can already use the existing crosswalk at the west side of Milwaukee Ave. and McHenry St. However, anecdotal feedback suggests school aged children tend to cross closer to Amanda St. instead. This behavior may continue regardless of a crosswalk improvement.

### **Alternative C**

This alternative does have any changes to the road configuration and includes adding stop control to north bound McHenry St. at Milwaukee Ave., improves the crosswalk west of McHenry St. and Milwaukee Ave., and removes the right turn of west bound State St. traffic onto Milwaukee Ave.

### **Pros**

- Stop control of north bound McHenry St. traffic could reduce confusion of who has the right of way to enter the intersection and help reduce conflicts.
- The crosswalk improvements would make the preferred pedestrian crossing of Milwaukee Ave. more visible.
- Improvements are less intrusive and could be removed or changed if needed.
- Low cost to implement.

### **Cons**

- Traffic queuing at the stop sign could back up and impact the intersection of State St. and McHenry St.
- Pedestrian traffic can already use the existing crosswalk at the west side of Milwaukee Ave. and McHenry St. However, anecdotal feedback suggests school aged children tend to cross closer to Amanda St. instead. This behavior may continue regardless of a crosswalk improvement.

### **BUDGET/FISCAL IMPACT:**

The following are cost estimates for each of the alternatives:

- Alternative A (Milwaukee Ave. Diversion): \$180,000 if incorporated into 2019 road resurfacing. Signalization of the intersection is the primary driver of this cost. Signals would also require an estimated \$800 a year in ongoing utility expenses.
- Alternative B (McHenry St. Realignment): \$20,000. Add \$12,000 to include flashing crosswalk signage.
- Alternative C (Crosswalk and Signage Improvement): \$5,000. Add \$12,000 to include flashing crosswalk signage.

### **RECOMMENDATION:**

Staff from the Department of Public Works and Kapur & Associates meet with several stakeholders to solicit feedback regarding the intersections and improvement alternatives. These stakeholders included Fire Chief Babe, Police Chief Anderson, representatives from St Mary's Parish, St Mary's School, Catholic Central High School, Thomas Bus Company, and Aurora Medical Center. In addition, notice was sent to all property owners near the intersection inviting them to an open house to discuss the alternatives. Six property and business owners attended the open house. This feedback was instrumental in understanding the needs of those that travel and observe these intersections on a daily basis.

The results of the traffic study, crash report, and stakeholder feedback have led to two key findings. First, while the intersections may "feel" unsafe, this endeavor did not confirm the existence of a hazard. Second, all presented alternatives offer some improvement to the intersections, but will likely have some negative impacts. For these reasons, staff does not recommend incorporating any of the proposed design improvements into the 2019 resurfacing project. Staff recommends exploring additional preemptive signage and replacing existing signage to better inform motorists traveling through this corridor. This could be done for negligible cost and included in the 2019 road program.

**TIMING/IMPLEMENTATION:**

This item is presented for discussion at the April 3, 2019 Committee of the Whole. This item will be considered for final approval the same night at the Common Council Meeting. It is necessary to expedite this decision in order to incorporate the improvements in the design for the road program without causing impact to the project's timeline.

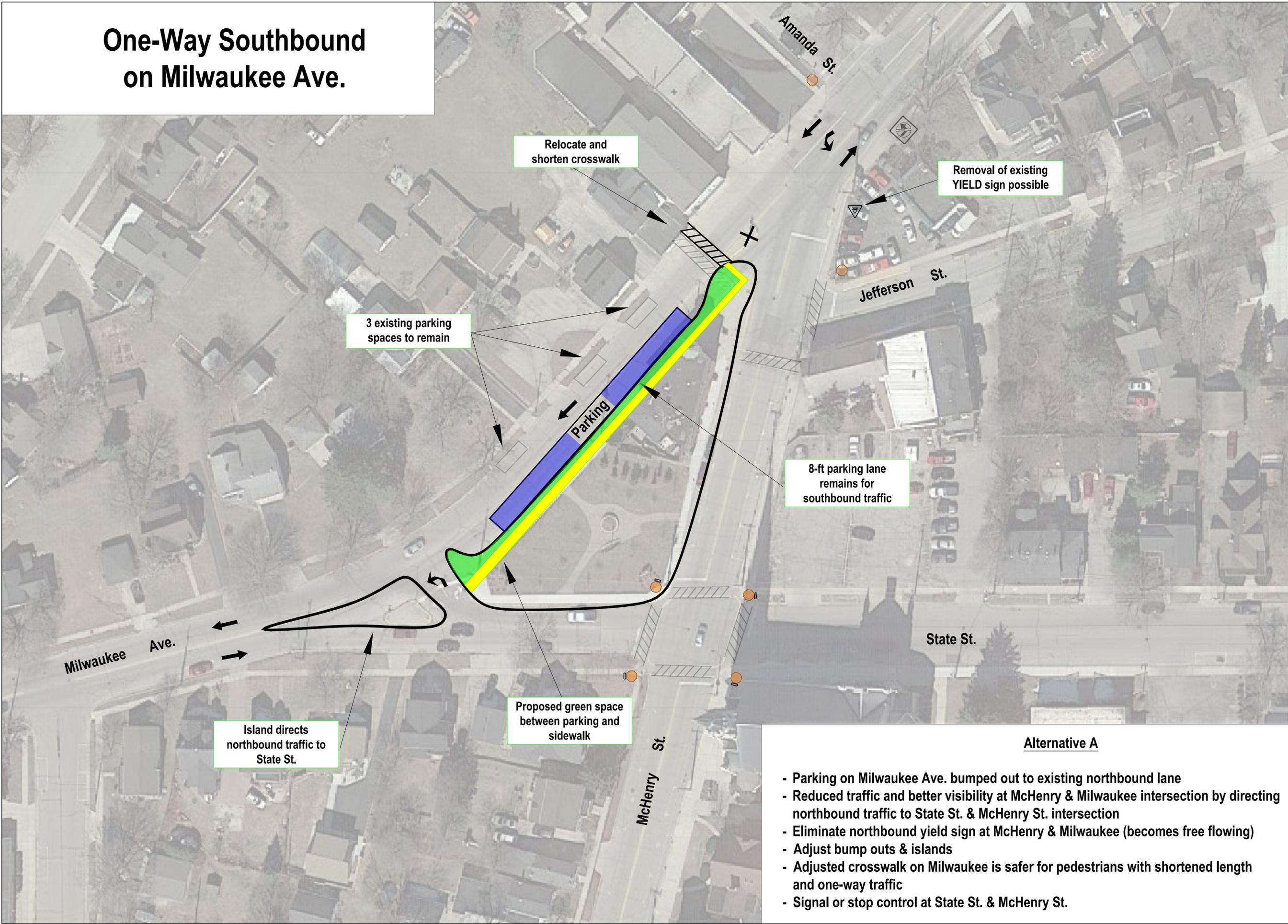
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**Attachments**

- Alternative A
  - Alternative B
  - Alternative C
-

# One-Way Southbound on Milwaukee Ave.

FILENAME: D:\Recine\_Co\Burlington\_City\Gov\190065 2019 Burlington Street Program\Exhibits\VR Exhibits\_1.dwg  
 PLOTTED BY: NAOMI RAUCH  
 PLOT DATE/TIME: 3/14/2019 11:31 PM  
 LAST SAVED DATE: 3/14/2019



PROJECT:  
2019 STREET & SIDEWALK IMPROVEMENT PROGRAM

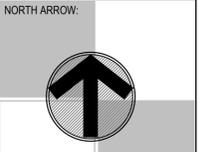
LOCATION:  
CITY OF BURLINGTON, RACINE COUNTY, WISCONSIN



RELEASE:

REVISIONS:

#	DATE	DESCRIPTION



SCALE:  
0 30' 60'

IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:

SHEET:  
ALTERNATIVE A

PROJECT MANAGER: GLG  
 PROJECT NUMBER: 190065  
 DATE: 3/12/2019

SHEET NUMBER:  
**A**

- Alternative A**
- Parking on Milwaukee Ave. bumped out to existing northbound lane
  - Reduced traffic and better visibility at McHenry & Milwaukee intersection by directing northbound traffic to State St. & McHenry St. intersection
  - Eliminate northbound yield sign at McHenry & Milwaukee (becomes free flowing)
  - Adjust bump outs & islands
  - Adjusted crosswalk on Milwaukee is safer for pedestrians with shortened length and one-way traffic
  - Signal or stop control at State St. & McHenry St.

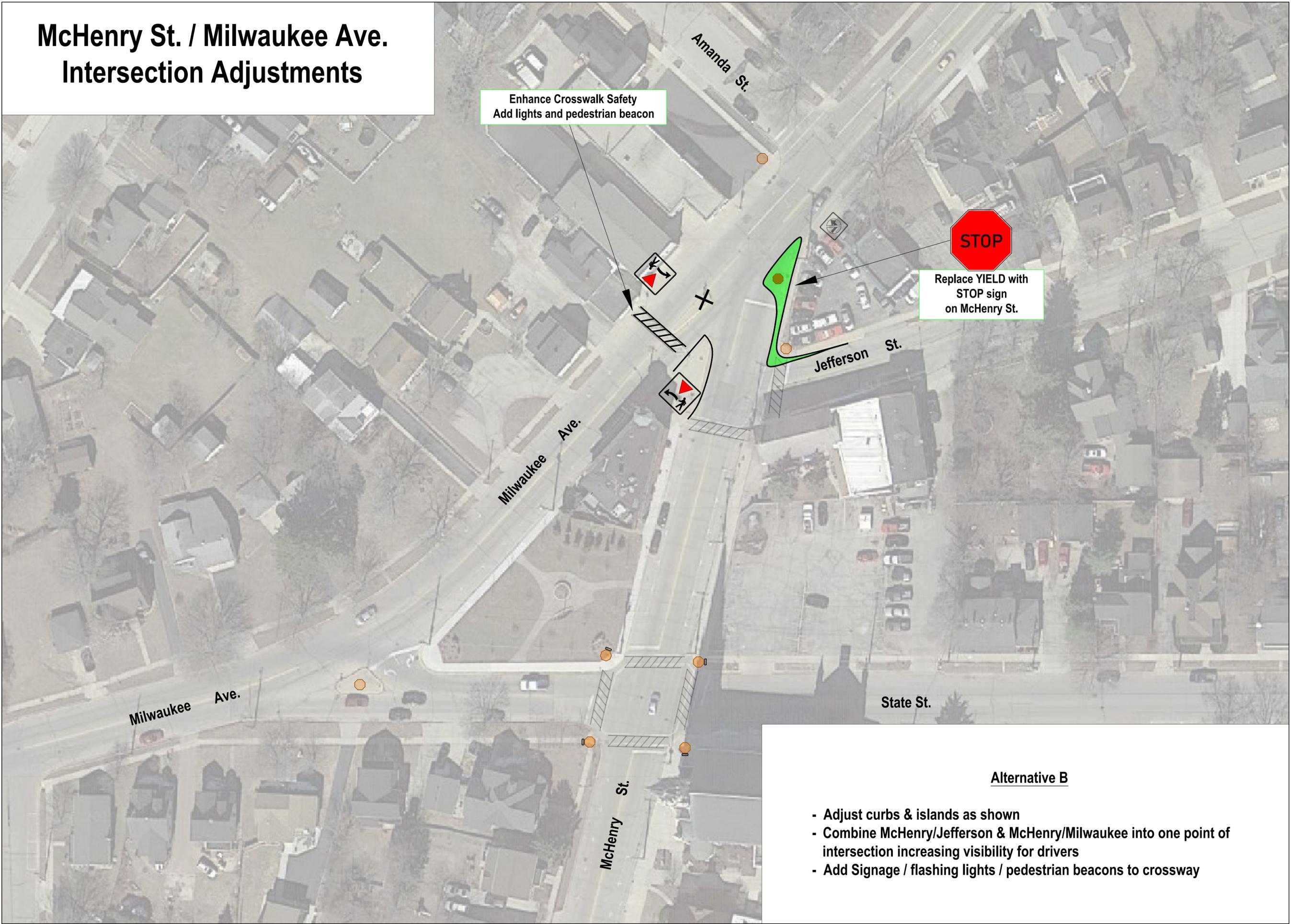
# McHenry St. / Milwaukee Ave. Intersection Adjustments

PLOTTED BY: NAOMI RAUCH

PLOT DATE/TIME: 3/25/2019 2:33 PM

LAST SAVED DATE: 3/25/2019

FILENAME: D:\Recine\_Co\Burlington\_City\Gov\190065 2019 Burlington Street Program\Exhibits\VR Exhibits\_1.dwg



PROJECT:  
2019 STREET &  
SIDEWALK  
IMPROVEMENT  
PROGRAM

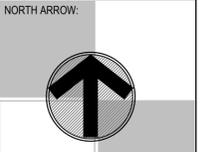
LOCATION:  
CITY OF  
BURLINGTON,  
RACINE COUNTY,  
WISCONSIN



RELEASE:

REVISIONS:

#	DATE	DESCRIPTION



SCALE:  
0 30' 60'

IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:

we listen. we innovate.  
we turn your vision into reality.

SHEET:  
ALTERNATIVE B

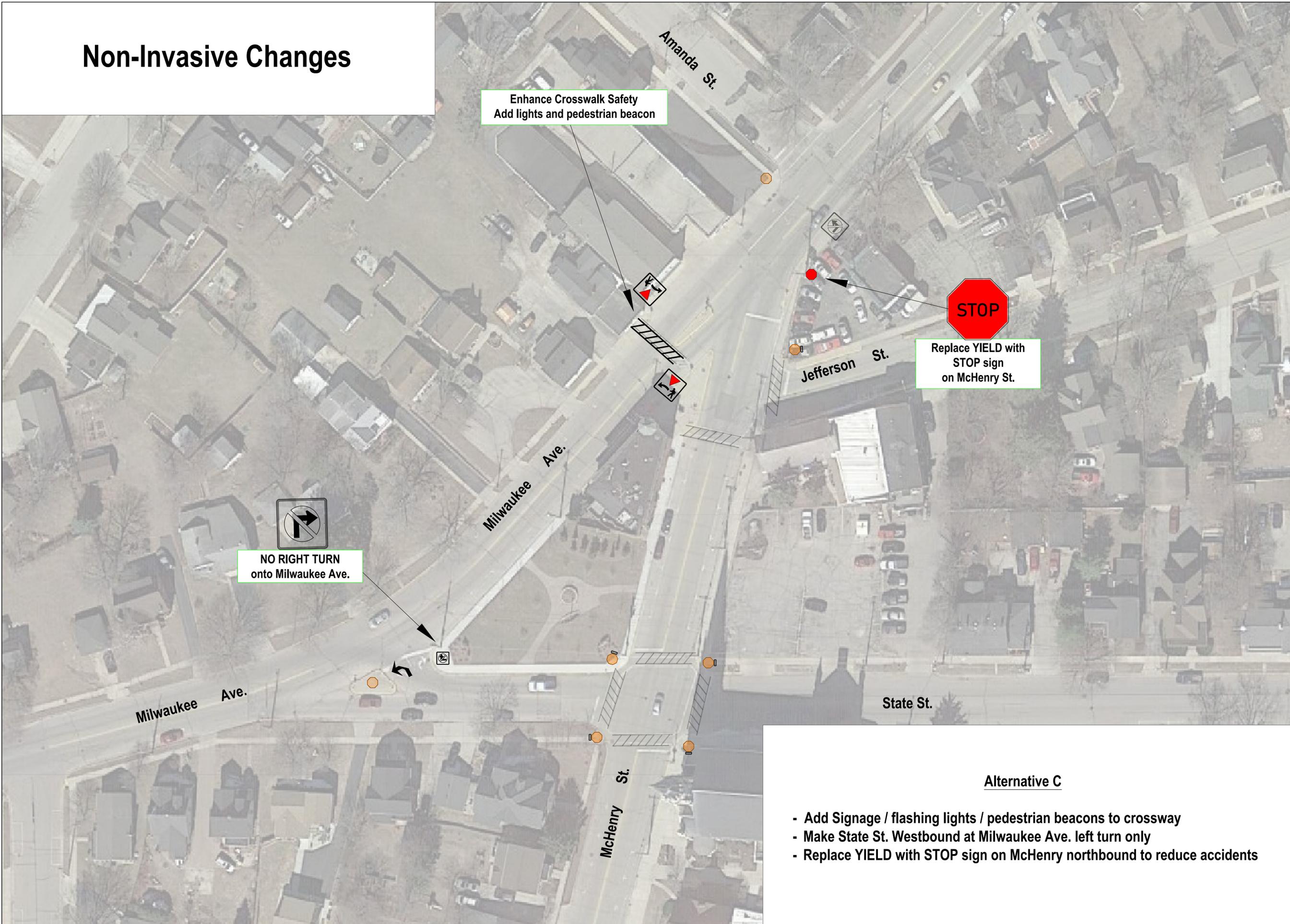
PROJECT MANAGER: GLG  
PROJECT NUMBER: 190065  
DATE: 3/12/2019

SHEET NUMBER:  
**B**

- Alternative B**
- Adjust curbs & islands as shown
  - Combine McHenry/Jefferson & McHenry/Milwaukee into one point of intersection increasing visibility for drivers
  - Add Signage / flashing lights / pedestrian beacons to crossway

# Non-Invasive Changes

FILENAME: D:\Recine\_Co\Burlington\_City\Gov\190065 2019 Burlington Street Program\Exhibits\VR Exhibits\_1.dwg  
 LAST SAVED DATE: 3/25/2019  
 PLOT DATE/TIME: 3/25/2019 2:36 PM  
 PLOTTED BY: NAOMI RAUCH



PROJECT:  
 2019 STREET &  
 SIDEWALK  
 IMPROVEMENT  
 PROGRAM

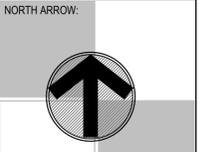
LOCATION:  
 CITY OF  
 BURLINGTON,  
 RACINE COUNTY,  
 WISCONSIN



RELEASE:

REVISIONS:

#	DATE	DESCRIPTION



SCALE:  
 0 30' 60'

IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:

we listen. we innovate.  
 we turn your vision into reality.

SHEET:  
 ALTERNATIVE C

PROJECT MANAGER: GLG  
 PROJECT NUMBER: 190065  
 DATE: 3/12/2019

SHEET NUMBER:  
**C**

- Alternative C**
- Add Signage / flashing lights / pedestrian beacons to crossway
  - Make State St. Westbound at Milwaukee Ave. left turn only
  - Replace YIELD with STOP sign on McHenry northbound to reduce accidents