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**CITY OF BURLINGTON**  
**Committee of the Whole Minutes**  
**Jeannie Hefty, Mayor**  
**Diahnn Halbach, City Clerk**  
**Tuesday, August 6, 2019**

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

Mayor Jeannie Hefty called the Common Council meeting to order at 6:30 p.m. Roll Call - Present: Alderman Susan Kott, Alderman Theresa Meyer, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Tom Preusker, Alderman Todd Bauman. Excused: Alderman Jon Schultz and Alderman Bob Grandi,

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

Staff present: City Attorney John Bjelajac, Assistant City Administrator/Zoning Administrator Megan Watkins, Finance Director Steven DeQuaker, Fire Chief Alan Babe, Public Works Director Peter Riggs, Human Resource Director Jason Corbin, Building Inspector Gregory Guidry, and City Intern Nick Faust.

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

3. **Approval of Minutes** - To approve the Committee of the Whole Minutes for July 16, 2019. Motion: Alderman Heft. Second: Alderman Bauman. With all in favor, the motion carried.

4. **PRESENTATIONS:** None

5. **DISCUSSION:** None

6. **RESOLUTIONS:**

A. **Resolution 4965(18)** - To approve the Bid Award Contract to PSG Construction, Inc. for the Riverside Park Improvement Project.

Director Peter Riggs reviewed the background history and explained that the City of Burlington was awarded a Wisconsin DNR Stewardship Grant in the amount of \$80,000 to assist with funding improvements to Riverside Park, which would include the replacement of the pavilion, canoe/kayak launch, paved trails, and a trail information center. Riggs stated that five bids were received, with PSG being the lowest at \$209,227.70, which exceeded the project estimate of \$162,909 by \$46,318.70 due to costs related to the pavilion. Riggs then explained that the overage could be paid for using funds from the Park Development Fund, of which there are sufficient funds available.

7. **ORDINANCES:** None

8. **MOTIONS:**

A. **Motion 19-934** - To approve the City of Burlington's Tax Increment Financing (TIF) Guidelines.

Director Steve DeQuaker reviewed the modifications requested from Council at the July 16, 2019 Committee of the Whole meeting, which were two items specifically: Item #5 pertains to enforcement options and Item #13 protects the City against increment shortfalls. It was then discovered that the incorrect guideline was attached to the Council packet. DeQuaker stated he would have the correct version uploaded to SharePoint.

B. **Motion 19-935** - To consider approving a Certificate of Appropriateness for property located at 488 Milwaukee Avenue.

Building Inspector Gregory Guidry explained that the Certificate of Appropriateness (COA) is for the old Coach's building and presented the proposed project, which was approved by the Historic Preservation Committee (HPC) contingent on retaining and/or replicating the window sills if damaged, and site visits by HPC members when removing the current facade.

Alderman Kott explained that the HPC approved the COA with contingencies because there were so many unknowns about what was under the current facade, which includes the window sills on the 3-story and main buildings, and a metal trim band on the 1-story building that appears in a 1950's drawing. Kott stated that HPC had also discussed with the owner that they wanted him to put bulkheads under the windows on the first floor to make it look more historical and less contemporary.

Alderman Rauch inquired as to how the HPC determines the cut-off date for the historical preservation of a building because the building was built in 1900, however 1950 is being referenced. Alderman Kott responded that the expense involved to do a complete restoration to the original building would be far too costly and nearly impossible to complete, so when the owner presented renderings from the 1950's, HPC agreed with him. Alderman Rauch then inquired about the three facade grants which requires the facade to be street facing, whereas this building only faces two streets. Director Watkins responded that the facade grant includes alley facing facades as well, therefore this building does qualify for three facade grants.

Alderman Preusker commented that he approves moving forward with the COA if this allows the owner to discover what is underneath the existing facade and then only allow the facade grants to be issued if the project is compliant with the standards and guidelines of the historic district.

Alderman Kott stated she wanted to make sure, if this COA is approved, that it must be approved based on the condition of meeting the requirements stated at the HPC meeting. Alderman Preusker recommended amending the motion to include the requirements discussed.

Mayor Hefty commented that because of the fire that destroyed a portion of the building, that part was no longer considered historical and cautioned against being too critical of historical details.

Alderman Meyer asked what kind of business would occupy this building. Alderman Kott responded that it would have a rock climbing wall, a coffee roaster business, a common work space for people to work from their laptops, and possibly a photo studio.

- C. **Motion 19-936** - To consider approving a Certificate of Appropriateness for property located at 473 Milwaukee Avenue.

Guidry reviewed the plans for the COA for what is currently the building next to Life Bridge Church and stated the owners wish to improve the facade of this building so that it has a cohesive look with Life Bridge Church. Guidry further stated that HPC recommended approval of the COA contingent on the applicant submit a different design for the guard rail on the ADA ramp.

Alderman Rauch asked if this building was considered historical because it doesn't look like it is. Guidry responded that although it's in the historical district, it's not a contributing building, but it's in the HPO district, therefore still requires approval.

- D. **Motion 19-937** - To approve the 2020-2023 Union agreement between the City of Burlington and International Association of Firefighters, AFL-CIO, CIC on Behalf of Racine Firefighters, Local 321.

Fire Chief Alan Babe reviewed the background history, stating the Fire Department became an official union in April 2015 and that the first agreement between the City of Burlington and the International Association of Firefighters, AFL-CIO, CIC on behalf of Racine Firefighters, Local 321, expires December 31, 2019. Chief Babe then outlined the changes to the updated three-year agreement.

Alderman Rauch inquired about Article VIII - Wages, and asked why a particular employee was named by name and not by title like the others. Chief Babe responded that the wage scale applies specifically to this individual due to his tenure with the city, and that he would have been off the pay grade scale that was put into place at the time of unionization.

Alderman Meyer asked if any requirements were in place for continued education. Chief Babe responded that they are required to attend a minimum amount of training and that counts towards continued education.

9. **ADJOURNMENT**

Motion: Alderman Rauch. Second: Alderman Preusker. With all in favor, the motion carried and the meeting was adjourned at 7:08 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington