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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, December 3, 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 Bob Grandi, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Tom Preusker, Alderman Todd Bauman. Excused: Alderman Ryan Heft (arrived at 6:40 p.m.).

Student Representatives - Present: Peter DeSmidt (CCHS). Excused: Thomas Martin (BHS),

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

2. **Citizen Comments**

Joann Koenecke, 541 E. State Street, officially announced her candidacy for First District Alderman and also stated that she has organized an event for Sexual Assault Awareness which is scheduled for Wednesday, January 22, 2020 at 5:30 p.m. at the Burlington High School.

3. **Approval of Minutes** - To approve the November 19, 2019 Committee of the Whole Meeting Minutes. Motion: Alderman Rauch. Second: Alderman Bauman. With all in favor, the motion carried.

4. **DISCUSSION:**

A. An update from Honeywell Energy Services Group regarding the Energy Services Agreement with the City of Burlington.

Administrator Walters provided background history stating that the City of Burlington entered into an Energy Services Agreement with Honeywell in October 2013 and that over the past several years a representative from Honeywell has provided an update on the City's energy performance and recommends ways that the City can maximize energy savings.

Thomas Dauer, from Honeywell, provided Council an overview of the Annual Cost Avoidance Report. Dauer stated that during the flood of 2017, all data was lost from the servers and all equipment needed to be replaced and that trend data became available again in June 2018. Dauer also stated that currently the cumulative cost savings is 15% ahead of the guarantee.

Alderman Schultz asked why the guarantee was so low during the construction period. Dauer replied that the guaranteed savings doesn't start to kick in until after Year 1, after all construction is completed.

Alderman Grandi asked Dauer to explain in further detail the damage that occurred to the equipment during the flood. Dauer responded that he didn't have the details of the flood itself, however, the servers were

underwater and that all stored data wasn't able to be retrieved. Grandi then asked if the 2018 data is meaningful. Dauer responded that data being gathered from stipulated savings through energy conservation measure is good and is part of the guaranteed savings. Grandi then asked how the \$1.2 million for the program was paid. Walters responded that the City financed the program through a loan.

Alderman Schultz asked how the guaranteed savings relates to the loan. Dauer replied that the guaranteed savings doesn't relate to the loan and that the guarantee is there to ensure that the City is saving as much as possible.

5. **RESOLUTIONS:**

- A. **Resolution 4975(28)** - Approving an Agreement with Life Line Billing Systems as a Third Party Provider for City of Burlington Ambulance Billing Services.

Director DeQuaker explained that the City of Burlington Fire Department will be providing Ambulance services beginning January 1, 2020 and realized a billing service company was needed to provide billing to the users of the ambulance. DeQuaker stated that the City of Burlington researched service billing providers and found that Life Line Billing Systems, LLC is well known for providing this type of service and are skilled in Medicare and Medicaid billing. DeQuaker explained that charges for this service are at 6% for normal collection and 24% for delinquent collections and that the 2020 EMS budget is proposing a very conservative 65% collection return. DeQuaker introduced Chip Kramer from Life Line Billing to answer any questions.

Alderman Meyer asked if other companies were explored. DeQuaker responded that this is a very specialized type of service and Life Line also provides services for the Town of Raymond, of which Chief Babe is familiar with.

Alderman Schultz asked what percentage of accounts typically become delinquent. Kramer responded that usually 10% become delinquent, however, they try to work with the patient as much as possible and offers payment programs and hardship programs.

6. **ORDINANCES:**

- A. **Ordinance 2053(19)** - To amend Section 286-3B to increase Hotel/Motel Room Tax to 8%. Steve DeQuaker provided an overview and background of the hotel/motel room tax and stated that the current room tax is 6%, which was set in 2014 and is collected quarterly from The Hampton Inn, Skyview Motel, and the AmericInn. DeQuaker explained that 30% of the fees collected is deposited into the General Fund for use as directed by the Common Council, while the remaining 70% is divided equally between the Chamber of Commerce and Real Racine. DeQuaker stated that staff has met with Real Racine and the Chamber of Commerce to identify where room tax dollars can be spent in either establishment or new venues as directed by the Common Council and if the increase is approved, would like to apply the additional 2% to wayfinding signage.

7. **MOTIONS:** NONE

8. **ADJOURNMENT**

Motion: Alderman Schultz. Second: Alderman Preusker. With all in favor, the motion carried and the meeting adjourned at 7:02 p.m.

Minutes respectfully submitted by:

Diahm C. Halbach
City Clerk
City of Burlington