



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

**AGENDA
COMMON COUNCIL**

Wednesday, April 8, 2020

To immediately follow the 6:30 p.m. Committee of the Whole meeting

Webinar Link: <https://us04web.zoom.us/j/725271341?pwd=NVRkaVdtWkRZR1UxNGIyWFRtTFNkQT09>

Webinar ID: 725 271 341

Password: 441655

Telephone Dial: US: (312) 626-6799

- To attend a meeting, click on the link provided or dial in with the phone number provided on the meeting agenda. You may need to create a Zoom account if you access the meeting online.
- You will participate as an attendee, not a panelist. You will be muted by the meeting moderator.
- To participate/speak during a meeting when allowable, you will need to “raise your hand”. Online you will find a ‘raise hand’ option in the menu bar. Via phone you can press *9.
- All meetings are recorded and subject to the Wisconsin Open Meetings Law.

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:

Thomas Martin, Student Representative (BHS)
Peter DeSmidt, Student Representative (CCHS)

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Comments** - Telephone Dial: US: (312) 626-6799, Webinar ID: 725 271 341
4. **Chamber of Commerce Representative**
5. **Approval of Minutes** (*B. Grandi*)
 - A. To approve the March 3, 2020 Common Council Meeting Minutes.
6. **Letters and Communications** (*None*)

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

8. **Reports** *(R. Heft)*

- A. To approve Reports 1 - 3 as submitted.

9. **Payment of Prepaids and Vouchers** *(S. Rauch)*

- A. Attached please find the Prepaid and Voucher list for bills accrued through April 8, 2020:

Total Prepaid:	\$ 641,242.80
Total EFT:	\$3,307,971.75
Grand Total:	<u>\$3,949,214.55</u>

10. **Licenses** *(J.Schultz)*

- A. To approve Operator's License Applications as submitted.

11. **Special Events** *(None)*

12. **Appointments and Nominations** *(None)*

13. **PUBLIC HEARINGS**

- A. To hear comments and concerns regarding the creation of Ch. 278-81.1 of the City of Burlington Municipal Code entitled, "Park Facilities Impact Fee". *(T. Preusker)*

14. **RESOLUTIONS:**

- A. **Resolution 4999(52)** - To approve a Revolving Loan Fund (RLF) Grant in the amount of \$15,000 and Loan in the amount of \$100,000 to the Low Daily Brewery for a total not-to-exceed amount of \$115,000. *(T. Bauman)*
- B. **Resolution 5000(53)** - To approve a Revolving Loan Fund (RLF) grant request for a total not-to-exceed amount of \$13,319.50 to The Loop Properties, LLC for property located at 488 Milwaukee Avenue. *(S. Kott)*
- C. **Resolution 5001(54)** - To approve a Revolving Loan Fund (RLF) Grant in the amount of \$10,000 to Clinical Psychology Associates, LLC for property located at 197 W. Chestnut Street. *(T. Meyer)*
- D. **Resolution 5002(55)** - To amend the Cash Deposit Schedule for the City of Burlington regarding municipal court. *(B. Grandi)*
- E. **Resolution 5003(56)** - To amend the Fee Schedule for the City of Burlington regarding the Public Site Fee and the Park Facilities Impact Fee. *(R. Heft)*
- F. **Resolution 5004(57)** - To approve the Bid Award for Garbage and Recyclables Collection and Disposal to ASDA Enterprises, Inc. *(S. Rauch)*

15. **ORDINANCES:**
- A. **Ordinance 2056(22)** - To repeal and recreate Section 6-1 "Board of Public Works" of the Municipal Code of the City of Burlington to "Statutory Public Works Officer". (*J. Schultz*)
- B. **Ordinance 2057(23)** - To create Section 278-81.1, "Park Facilities Impact Fee" of the City of Burlington Municipal Code. (*T. Preusker*)
16. **MOTIONS:**
- A. **Motion 20-958** - To consider approving the 2020 Fireworks Agreement for July 4, 2020 with Five Star Fireworks Co. (*T. Bauman*)
- B. **Motion 20-959** - To approve an application for a Joint Effort Marketing Grant (JEM) for Destination Marketing. (*S. Kott*)
- C. **Motion 20-960** - To approve the acceptance of the Community Grant from Walmart- Burlington. (*T. Meyer*)
- D. **Motion20-961** - To Ratify, Approve and Adopt a Declaration of Emergency for the City of Burlington regarding the coronavirus or COVID-19 outbreak. (*B. Grandi*)
- E. **Motion 20-962** - To approve temporary procedures for City of Burlington governmental meetings. (*R. Heft*)
- F. **Motion - 20-963** To Ratify, Approve and Adopt a Declaration of Designation of “emergency responder” Employees under the Families First Coronavirus Response Act. (*S. Rauch*)
- G. **Motion - 20-964** To Ratify, Approve and Adopt an Emergency Declaration by the City of Burlington for change of election location and election process. (*J. Schultz*)
17. **ADJOURN INTO CLOSED SESSION** (*T. Preusker*)
- Wis. Stats 19.85(e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- Deliberation regarding the four firms that applied to assist the City with Secondary Legal Services and to move forward with negotiations with a firm recommended for selection.
- Wis. Stats 19.85(1)(g)** Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
- A discussion regarding litigation concerning a lawsuit filed by a former resident of Riverview Manor.
18. **RECONVENE INTO OPEN SESSION** (*T. Bauman*)
19. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**
- Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.
20. **ADJOURNMENT** (*S. Kott*)

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



COMMON COUNCIL REGULAR

ITEM NUMBER 5A

DATE: April 8, 2020

SUBJECT: MEETING MINUTES - To approve the March 3, 2020 Common Council Meeting Minutes.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the March 3, 2020 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the March 3, 2020 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

CC Min



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

**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, March 3, 2020**

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

Mayor Jeannie Hefty called the Common Council meeting to order at 7:38 p.m. Roll Call: Present - Alderman Susan Kott, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Tom Preusker, Alderman Todd Bauman. Excused: Alderman Jon Schultz.

Student Representatives: Present - Thomas Martin (BHS), Peter DeSmidt (CCHS). Excused: None.

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, Fire Chief Alan Babe, Police Chief Mark Anderson and City Intern Nicholas Faust.

2. **Pledge of Allegiance**

3. **Citizen Comments**

Wayne Swihart, 409 Garfield Street, commented about the overnight parking and thought it should be reviewed again. Swihart also stated the salt being used on the brick sidewalks in the downtown area is destroying them and suggested that issue be addressed as well.

4. **Chamber of Commerce Representative**

Steve Vonderheide, Chamber Representative, reminded everyone that the Home and Garden Show and Chocolate Extravaganza is scheduled for Saturday, March 14 and the next Business After Hours will be held on March 19, 2020 at the Dynamics of Healing.

5. **Approval of Minutes** - To approve the February 19, 2020 Common Council Meeting Minutes.

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

6. **Letters and Communications** - To excuse Alderman Jon Schultz from the March 3, 2020

Committee of the Whole and Common Council meetings.

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

7. **Reports by Aldermanic Representatives and Department Heads**
Chief Babe provided a report for February EMS calls stating that a total of 125 calls were received; 126 City / 28 Town. Turnout time averaged two minutes per call. Time on scene was 5 minutes 16 seconds, City; 7 minutes, 37 seconds, Town.
- Finance Director, Steven DeQuaker, provided a brief recap of the City's Budget Report and stated that he would like to present this information on a monthly basis and would appreciate feedback moving forward.
- Chief Babe stated that on Saturday April 4, 2020, rescue teams would be performing a multi-casualty drill from 8 a.m. - 12 p.m. at the Chocolate Fest grounds and encouraged attendance.
8. **Reports** - To approve Reports 1 - 5 as submitted.
Motion: Alderman Rauch. Second: Alderman Bauman. With all in favor, the motion carried.
9. **Payment of Prepaids and Vouchers** - To approve the Prepaids and Vouchers list for bills accrued through March 3, 2020.
- Motion: Alderman Preusker. Second: Alderman Meyer. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the motion carried.
10. **Licenses** - To approve Operator's License Applications as submitted.
Motion: Alderman Bauman. Second: Alderman Grandi. With all in favor, the motion carried.
11. **Appointments and Nominations** - To approve the appointment of Gloria Blodget as an Election Inspector for a two-year term ending December 31, 2021.
- Motion: Alderman Kott. Second: Alderman Preusker. With all in favor, the motion carried.
12. **PUBLIC HEARINGS:** NONE
13. **RESOLUTIONS:**
- A. **Resolution 4997(50)** - To Authorize the Sale of Approximately \$940,000 General Obligation Promissory Notes, Series 2020A.
- Motion: Alderman Meyer. Second: Alderman Heft. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the motion carried.
- B. **Resolution 4998(51)** - To approve the Memorandum of Understanding (MOU) of a Joint Grant Application between the Rochester Volunteer Fire Company (RVFC) and the City of Burlington Fire Department (COBFD) to the Federal Emergency Management Agency (FEMA) regarding the Joint Assistance to Firefighters Grant for VHF portable radios.
- Motion: Alderman Grandi. Second: Alderman Meyer. Alderman Preusker made a motion to Amend Paragraph IV) Roles and Responsibilities to change the dollar amount from \$15,000 to \$1,500. Alderman Kott seconded. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the motion to amend passed. With all in favor, the amended motion was approved.
14. **ORDINANCES:** NONE

15. **MOTIONS:**

- A. **Motion 20-955** - To consider approving a Certificate of Appropriateness for property located at 700 N. Pine Street.

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

- B. **Motion 20-956** - To approve an Airport Hangar Lease with Dale Severs and Karen Riccio for property located at Hanger 816 Hotel Taxiway, Burlington Municipal Airport, Burlington, Wisconsin.

Motion: Alderman Rauch. Second: Alderman Heft. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the motion carried.

- C. **Motion 20-957** - To approve an Airport Hangar Lease with Mark T. Van de Bogert and Jeanette L. Van de Bogert Revocable Trust for property located at 1396 Mike Taxiway, Burlington Municipal Airport, Burlington, Wisconsin.

Motion: Alderman Preusker. Second: Alderman Bauman. Roll Call Vote: Aye - 7. Nay - 0. With all in favor, the motion carried.

16. **ADJOURNMENT**

Motion: Alderman Bauman. Second: Alderman Grandi. With all favor, the motion carried and the meeting was adjourned at 7:54 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



DATE: April 8, 2020

SUBJECT: REPORTS - To approve Reports 1- 3 as submitted.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Attached please find the following reports:

- 1. Library Minutes, 1-28-2020
- 2. Plan Commission Minutes, 2-11-2020
- 3. Committee of the Whole Minutes, 3-3-2020

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approves the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the April 8, 2020 Common Council meeting.

Attachments

Library Minutes

Plan Minutes



BURLINGTON PUBLIC LIBRARY

166 East Jefferson Street, Burlington,
Wisconsin 53105

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, January 28, 2020 at 6:30 p.m. in the Burlington Public Library main floor Meeting Room.

Present: Savaglia, Larson, Plank, Czaplewski, Guard and Musgrave, Bahr and Preusker.

Excused: Chaffee,

Also present: Davies, McCarthy and Puccini

- Savaglia called the meeting to order at 6:30 pm.
- Public Communication to the Board – None
- Minutes of the December 17, 2019 meeting, Preusker moved approval, Larson seconded. Motion passed.
- Preusker moved and Larson seconded the motion to approve the Late December Prepaid and Late December Reimbursement Expenses, January General Fund, Prepays and Reimbursements of \$28,199.77 and January Trust Fund Expenses of \$34.60 totaling \$28,234.37. Motion passed.

Committee Reports: NONE

Federated Library Report:

- **Library of Things** – The SHARE system has been working on finding a way to catalog games, puzzles and equipment that would be easily searched in the catalog. Davies had several items we will be circulating such as a camera tripod, computer components, speakers etc. We will have a binder with those items to look through soon.
- **HTML email notifications:** Lakeshores system techs have created a colorful email notice to inform patrons of overdues and available holds. The old notices were simply text. On the bottom of the notice are rotating informational links about resources available to library users such as Overdrive and Flipster.
- **Library Legislative Day – Feb. 11** At this time, Davies, Larson and possibly Preusker plan to attend. Everyone is welcome. A presentation is done between 9 -10:30 then attendees are able to meet with their representatives.

Director's Report:

- **Monthly Statistics:** Notable is the comparison of programs from 2018 to 2019, an increase of about 100 more programs. Davies is extremely satisfied with the creativity and hard work library staff are putting into the programs. Patrons are expressing appreciation for the quality and variety of programs. Bahr asked about the low usage of Gale Courses and Lynda.com. Davies said much of the initial interest was from users searching for jobs, trying to brush up on their skills. Now that many users are employed, they don't have as much time.
- **Kanopy video launch Feb 3** – Davies has placed a budget cap of \$2,000 for this resource. Access to the online videos will be available from a link on our website and advertised in our monthly newsletter.
- **RIPL conference scholarship:** Davies will be attending a conference on ways to use databases to get

useful information in May or June.

- **LSTA Grants and other grants:** Puccini applied and won a Public Library/Public School grant. The funds will be used to update our Spanish Language collection. Music Matters grant was used for the purchase of 8 Ukulele's. Community Program Grant – contacted 5 community members and could not find anyone who could commit to that many meetings. Davies will try again in a year or two. The Friends will be participating in a grant to purchase an Automatic Defibrillator for the Library, matching funds that the grant will provide.
- **Facility updates** – A new drinking fountain has been installed that allows users to refill their own container. In the children's easy book section, new browser bins have been installed allowing for books to face out, making it more appealing to young children. A new coin-op will be installed on the public copier. The old coin-op is about 25 year's old and experiencing issues.
- **Spring programs list:** The Spring Program list is out, the children's department has morning preschool programs every weekday starting in January. New programs include the Schlitz Audubon Nature Center, Come Read to a Therapy Dog, Dance Party and many more.

Unfinished Business:

- **RFP for Space Planning** – Davies moved the submission deadline to February 18 to allow for more submissions. So far, two interested firms have come to tour the library.

New Business:

- **Copier Replacement Proposals** – A summary for comparison of three company's proposals for a new copier was reviewed. The cost of the unit along with maintenance expenses were compared. Chosen was the Sharp copier. Davies spoke with several library directors who had worked with the company and received good feedback. Preusker moved approval for the Sharp copier, Plank seconded. Motion passed.
- **Friends of the Library info** – Bahr inquired about the number of members on the Friends of the Library Board. Davies said there were 8 regular members with others in the community called upon when needed for an event. Events at this time include the annual book sale and Culvers Night. The group is looking into other fund raising events. Davies noted the Friends cookout is scheduled before the regular Library Board meeting on June 23rd at 5:30 pm. Last year's cookout was fairly well attended.

Motion to adjourn the meeting was made by Guard, seconded by Musgrave at 7:09 p.m. Our next meeting date is Tuesday, February 25, at 6:30 p.m. in the main floor meeting room at the Burlington Public Library. Room.

Respectfully submitted,

Thomas Preusker
Aldermanic Representative



Minutes
City of Burlington Plan Commission
February 11, 2020, 6:30 p.m.

Alderman Tom Preusker called the Plan Commission meeting to order at 6:30 p.m. Roll call: Alderman Tom Preusker; Commissioners Andy Tully, Chad Redman, John Ekes and Art Gardner were present. Mayor Jeannie Hefty, Alderman Bob Grandi and Student Representative Mattea Chamberlin were excused. Also in attendance, City Administrator Carina Walters, Zoning Administrator Megan Watkins and Building Inspector Gregory Guidry.

Alderman Preusker announced he would retain his right to vote.

APPROVAL OF MINUTES

Commissioner Ekes moved, and Commissioner Tully seconded to approve the minutes of January 14, 2020. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

A. Public Hearing to hear public comments regarding a Conditional Use application from Erin Murphy for property located at 257 Kendall Street, to allow for residential quarters on the lower level.

- Alderman Preusker opened the Public Hearing at 6:31 p.m.
- There were no comments.

Commissioner Redman moved, and Commissioner Gardner seconded to close the Public Hearing at 6:32 p.m.

All were in favor and the motion carried.

B. Consideration to approve a Conditional Use application from Erin Murphy for property located at 257 Kendall Street to allow for residential quarters on the lower level, subject to Graef's memorandum to the Plan Commission.

- Alderman Preusker opened this item for discussion.
- There were no comments.

Commissioner Ekes moved, and Commissioner Redman seconded to approve a Conditional Use Permit for 257 Kendall Street.

All were in favor and the motion carried.

C. Consideration to approve the 2019 Housing Affordability Report.

- Alderman Preusker opened this item for discussion.
- Megan Watkins and Ben McKay of the Southeastern Wisconsin Regional Planning Commission (SEWRPC) gave a brief overview of Wisconsin Statute 66.10013 and 66.10014 requiring municipalities over 10,000 in population to complete a Housing Affordability Report and New Housing Fee Report. McKay further gave an overview of the Housing Affordability Report for the City of Burlington.
- Commissioner Tully inquired if the new law requires municipalities to reduce their fees by 20%. McKay responded that the intention is for communities to evaluate if it could modify fees and process, but there is no mandate to implement a reduction of 20%.
- Commissioner Ekes questioned if the report has to be revised annually. McKay stated it does, but it wouldn't need to be as robust as this version. An amendment to the 2019 report would suffice, where perhaps a larger study could be created every five years.
- Alderman Preusker questioned what entities were the large sponsors the legislation change. Don Wheaton, Governmental Affairs Director of Lakes Area REALTORS Association, stated the bill part of the Developers Bill, was supported by his organization and others ultimately due to an overall housing shortage in the state, particularly affordable housing, senior housing and work force housing.
- Commissioner Gardner stated he feels the report is chasing the wrong thing, whereas the median household income for Burlington residents is too low, where struggling to afford quality single family housing.
- Alderman Preusker stated the City should to take a closer look at market needs versus household income to get a better idea of what type of development is needed. He stated he understands the housing stock is low; however, there needs to be a balance to attract people to the city. He further stated the report seems to have an emphasis in multifamily and work force housing.
- Commissioner Tully stated that there are only so many developers remaining. After the recession, many of the smaller developers are gone. A developer today needs to be able to

afford the high cost of developing, while being able to weather a dry spell in sales should it happen.

- Commissioner Ekes stated there is a shortage of large vacant parcels that are developable. He further stated he didn't feel the report reflects on Burlington very well.
- Alderman Preusker and Commissioner Tully stated that Burlington has a large amount of rentals and multifamily units. Commissioner Gardner agreed and stated there is a valid argument for multifamily, but it has to be balanced and appropriate.
- Commissioner Ekes questioned the intent of the report. McKay responded the intent is to satisfy state requirements, but it also shows the City has taken into account the needed housing, thereby reviewing ordinances and fees. Wheaton stated the report is more of a housing affordability audit. The intent is for municipalities to review their processes, regulations and fees to determine if they are in line with other municipalities.
- There were no further comments.

Commissioner Gardner moved, and Commissioner Tully seconded to forward the City of Burlington Housing Affordability Report to the Common Council for further discussion.

All were in favor and the motion carried.

ADJOURNMENT

Commissioner Ekes moved, and Commissioner Gardner seconded to adjourn the meeting at 7:12 p.m.

All were in favor and the motion carried.

Recording Secretary
Megan E. Watkins
Assistant City Administrator/Zoning Administrator



DATE: April 8, 2020

SUBJECT: **PREPAID AND VOUCHERS** - To approve the Prepaid and Vouchers list for bills accrued through April 08, 2020.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through April 8, 2020:

Total Prepaid:	\$ 641,242.80
Total EFT:	\$3,307,971.75
Grand Total:	<u>\$3,949,214.55</u>

BUDGET/FISCAL IMPACT:

- 5 Largest Disbursements on the Prepaid and Voucher List:
- 1.\$2,365,000.00 Depository Trust Co. - Bond Payments-Principal
 - 2.\$ 659,046.88 Bond Trust Services - Bond Principal and Interest Payment
 - 3.\$ 107,343.00 Olson Trailer & Body, LLC - Modify Plow Truck
 - 4.\$ 92,306.25 Depository Trust Co. - Bond Payments - Interest
 - 5.\$ 71,775.00 Jean Dibble Portrait Studio - RLF Loan

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$3,949,214.55.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the April 8, 2020 Common Council meeting.

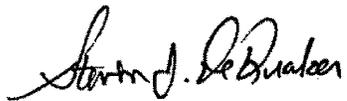
Attachments

- EFT 03.20.20 - 04.01.20
- EFT Jean Dibble Portrait Studio
- Prepaid 02.28.20
- Prepaid 03.06.20
- Prepaid 03.10.20
- Prepaid 03.13.20
- Prepaid 03.16.20
- Prepaid 03.17.20
- Prepaid 03.20.20
- Prepaid 03.26.20

PrePays via Wire, Bonds or Auto Pay
for Council Packet

Date	Paid To	Amount	Purpose	Paid Via
03/31/20	Bond Trust Services	\$ 57,232.08	Bond Principal & Interest Payment	Debt Service
03/31/20	Bond Trust Services	\$ 659,046.88	Bond Principal & Interest Payment	Debt Service
04/01/20	Depository Trust Co	\$ 92,306.25	Bond Payments - Interest	Debt Service
04/01/20	Depository Trust Co	\$ 2,365,000.00	Bond Payments - Principal	Debt Service
03/31/20	Greenwood State Bank	\$ 60,000.00	Bond Payments - Principal	Tax Account at Greenwoods
03/31/20	Greenwood State Bank	\$ 2,516.25	Bond Payments - Interest	Tax Account at Greenwoods
03/20/20	AT&T	\$ 95.29	AT&T Uverse AutoPay	General Operating
	TOTAL	\$ 3,236,196.75		

Signed:



Date: 11/21/2019

Steven DeQuaker

From: Carina Walters
Sent: Wednesday, February 26, 2020 2:24 PM
To: Steven DeQuaker
Cc: Carolyn Engel; RCEDC Accounting
Subject: RE: Burlington loan disbursement

Approved.



Carina Walters
City Administrator
City of Burlington | Administration
300 N. Pine Street | Burlington, WI 53105
Direct: 262.342.1180 | Fax: 262.763.3474
cwalters@burlington-wi.gov

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From: Steven DeQuaker
Sent: Wednesday, February 26, 2020 12:04 PM
To: Carina Walters <cwalters@burlington-wi.gov>
Cc: Carolyn Engel <carolyn@blp504.org>; RCEDC Accounting <accounting@rcedc.org>
Subject: FW: Burlington loan disbursement

Carina –

Pleas review the information below. I can transfer the money from the RLF to the General Fund and then initiate the transfer for tomorrow or Friday. Please indicate your approval.

Steve

From: Natalie Jaskie <natalie@blp504.org>
Sent: Wednesday, February 26, 2020 11:51 AM
To: Steven DeQuaker <sdequaker@burlington-wi.gov>
Cc: RCEDC Accounting <accounting@rcedc.org>; Carolyn Engel <carolyn@blp504.org>
Subject: Burlington loan disbursement

Hi Steve,

We are closing on the Burlington loan for the Jean Dibble Portrait Studio on Monday, March 2nd. Can you please disburse the funds for this loan to Fidelity Title prior to Monday? The wire instructions are attached. The loan is in the amount of \$71,775.

Please let me know if you have any questions or if you need any additional information.

Thank you!



Natalie Jaskie
Loan Closer

2320 Renaissance Boulevard
Sturtevant, WI 53177

T: +1.262.898.7520

M: +1.779.245.8317

www.linkedin.com/in/natalie-jaskie-blp

www.blp504.org

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Samaniego, Kevin A Warrant#19CT1161	022420	02/24/2020	1,035.00	02/28/2020
Total 100454521001:					1,035.00	
100484835000						
100-484835-000 INSURANCE RECOVERY	EMC INSURANCE COMPANY	Claim# Z01566272 Reimbursement	022720	02/27/2020	4,114.41	02/28/2020
Total 100484835000:					4,114.41	
100484847000						
100-484847-000 Developer Reimbursement	RUNAWAY MICROPUB & NANO	Refund-Deposit Fee Plan & Engineering	022520	02/25/2020	103.00	02/28/2020
Total 100484847000:					103.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	171 798 6300 001 Ad,om	5419162508	02/19/2020	335.10	02/28/2020
Total 100515132225:					335.10	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	KROGER	Customer # MI0649: Water	1219081879	01/06/2020	5.67	02/28/2020
100-515132-399 ADMIN - SUNDRY EXPENSE	KROGER	Customer # MI0649: Water	1319083618	01/21/2020	5.67	02/28/2020
100-515132-399 ADMIN - SUNDRY EXPENSE	KROGER	Customer # MI0649: Water	1319084477	01/29/2020	5.67	02/28/2020
Total 100515132399:					17.01	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171 798 6300 001 Finance	5419162508	02/19/2020	201.05	02/28/2020
Total 100515141225:					201.05	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Reimbursement - Mileage	02/24/20	02/24/2020	150.08	02/28/2020
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Reimbursement - Mileage	022720	02/27/2020	19.55	02/28/2020
Total 100515141330:					169.63	
100515142330						
100-515142-330 ELECTIONS - TRAVEL	SOLOFRA, PATRICIA	Travel Reimbursement - Mileage	022820	02/28/2020	24.96	02/28/2020
100-515142-330 ELECTIONS - TRAVEL	HALBACH, DIAHNN	Reimbursement - Mileage	022420	02/24/2020	37.15	02/28/2020
100-515142-330 ELECTIONS - TRAVEL	LODLE, JILL	Travel Reimbursement	021720	02/17/2020	14.38	02/28/2020
100-515142-330 ELECTIONS - TRAVEL	LAPP, PAT	Reimbursement-Mileage	021720	02/17/2020	9.78	02/28/2020
Total 100515142330:					86.27	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171 798 6300 001 Police	5419162508	02/19/2020	536.15	02/28/2020
Total 100525211225:					536.15	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1119079316	12/11/2019	12.66	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1219080454	12/19/2019	17.65	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1219081508	01/02/2020	5.67	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1219082033	01/07/2020	13.66	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1319082688	01/13/2020	5.67	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1319083258	01/17/2020	11.66	02/28/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1319083989	01/24/2020	5.67	02/28/2020

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100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1319084612	01/30/2020	5.67	02/28/2020
Total 100525211310:					78.31	
100525220211						
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Hanson, John D	180876799	11/04/2019	208.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Holland, Abigail L	183596995	01/17/2020	133.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Miner, Wesley W	184441610	01/27/2020	133.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Burke, Collin	184622181	01/31/2020	76.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Miner, Wesley W	184761964	01/27/2020	69.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Spencer, Joshua J	184928191	02/04/2020	133.00	02/28/2020
100-525220-211 FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600020842 Spencer, Joshua J	185103270	02/04/2020	69.00	02/28/2020
Total 100525220211:					821.00	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057FEB20	02/24/2020	1,702.79	02/28/2020
Total 100525220220:					1,702.79	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0421-498-624	0421498624JAN20	02/12/2020	276.82	02/28/2020
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174FEB20	02/14/2020	290.43	02/28/2020
Total 100535321220:					567.25	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/20	02/19/2020	88.24	02/28/2020
Total 100535321225:					88.24	
100535321242						
100-535321-242 STREETS - REP MAINT VE	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	588855596469	11/20/2019	12.99	02/28/2020
100-535321-242 STREETS - REP MAINT VE	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	L200210	02/09/2020	.32	02/28/2020
Total 100535321242:					13.31	
100535321261						
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	0088-492-988	0088492988JAN20	02/12/2020	51.00	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	2019-198-266	2019198266FEB20	02/14/2020	44.76	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	3073-922-427	3073922427JAN20	02/12/2020	15.71	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	3277-994-067	3277994067JAN20	02/13/2020	54.84	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	4067-122-145	4067122145JAN20	02/12/2020	22.83	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	5639-265-567	5639265567FEB20	02/13/2020	106.17	02/28/2020
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	6438-309-692	6438309692JAN20	02/17/2020	114.57	02/28/2020
Total 100535321261:					409.88	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359JAN20	02/13/2020	100.61	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053JAN20	02/13/2020	17.81	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997JAN20	02/13/2020	208.33	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713FEB20	02/13/2020	67.86	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4485-586-752	4485586752FEB20	02/13/2020	39.46	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983JAN20	02/13/2020	15.71	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324FEB20	02/13/2020	19.68	02/28/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	7060-825-262	7060825262JAN20	02/12/2020	15.71	02/28/2020

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Total 100555551220:					485.17	
100555551225						
100-555551-225	PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/20	02/19/2020	44.13 02/28/2020
Total 100555551225:					44.13	
100555551242						
100-555551-242	PARKS - REPAIR MAINT VE	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	588855596469	11/20/2019	12.99 02/28/2020
100-555551-242	PARKS - REPAIR MAINT VE	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	L200210	02/09/2020	.32 02/28/2020
Total 100555551242:					13.31	
251555511225						
251-555511-225	TELEPHONE	AT & T	171 798 6300 001 Library	5419162508	02/19/2020	268.08 02/28/2020
Total 251555511225:					268.08	
251555511310						
251-555511-310	OFFICE SUPPLIES, POSTA	Berndt, Linda	Reinemans-UPS	022520	02/25/2020	31.76 02/28/2020
Total 251555511310:					31.76	
458525220324						
458-525220-324	Dues & Licenses	REGISTRATION FEE TRUST-WI	#933 2016 Ram 3C7WRNCL6GG224613	022020	02/20/2020	95.00 02/28/2020
Total 458525220324:					95.00	
621575740220						
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	0469-455-267	0469455267FEB20	02/20/2020	143.32 02/28/2020
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	3602-583-285	3602583285FEB20	02/23/2020	36.30 02/28/2020
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449JAN20	02/16/2020	43.72 02/28/2020
Total 621575740220:					223.34	
621575740225						
621-575740-225	TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 02/20	02/19/2020	190.90 02/28/2020
Total 621575740225:					190.90	
621575740310						
621-575740-310	OFFICE SUPPLIES, POSTA	TIME WARNER CABLE	Acct#702658601 SCADA	702658601021820	02/18/2020	124.94 02/28/2020
621-575740-310	OFFICE SUPPLIES, POSTA	CANON SOLUTIONS AMERICA,	Copier - WWTP Serial FRU35325	4031840132	02/01/2020	238.36 02/28/2020
Total 621575740310:					363.30	
622506250000						
622-506250-000	MAINTENANCE-SUPPLIES	PETTY CASH WATER DEPT	Pett Cash Reimbursement - Water Dept	022720	02/27/2020	24.64 02/28/2020
Total 622506250000:					24.64	
622506530000						
622-506530-000	METERS, REPAIRS & TESTI	AMAZON.COM/GE MONEY	60457 8781 046912 8	878453783564	01/13/2020	16.99 02/28/2020
622-506530-000	METERS, REPAIRS & TESTI	AMAZON.COM/GE MONEY	60457 8781 046912 8	976799758764	01/13/2020	45.88 02/28/2020
Total 622506530000:					62.87	

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622509210000						
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 02/20	02/19/2020	88.24	02/28/2020
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acc#715297601 WATER SCADA	715297601021520	02/15/2020	129.29	02/28/2020
Total 622509210000:					217.53	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	AMAZON.COM/GE MONEY	60457 8781 046912 8	588579665385	01/21/2020	13.99	02/28/2020
Total 622509330000:					13.99	
Grand Totals:					12,312.42	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239007						
100-239007 LIFE INSURANCE	SECURIAN FINANCIAL GROUP,	Policy No. 002832L Apr Billing	2020APRIL	03/05/2020	1,890.14	
Total 100239007:					1,890.14	
100444411000						
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2020FEB	03/02/2020	1,757.62	
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2020FEB	03/02/2020	636.40	
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE FEB	2020 FEB	03/02/2020	5,955.52	
Total 100444411000:					8,349.54	
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Reesman, John L #20-2591	20-2591	03/03/2020	650.00	
100-454521-001 BOND FEES	MT PLEASANT POLICE DEPART	Sloan, William A Case: 17-14497	17-14497	03/02/2020	234.20	
Total 100454521001:					884.20	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	GENE COVELLI	2010 EMPLOYEE APPRECIATION PARTY	030720 APPR PAR	03/02/2020	350.00	
Total 100515111265:					350.00	
100515121225						
100-515121-225 MUNI COURT - TELEPHONE	TIME WARNER CABLE	Acct#089478701 MUNI COURT	089478701030120	03/01/2020	15.06	
Total 100515121225:					15.06	
100515131225						
100-515131-225 MAYOR-TELEPHONE	TIME WARNER CABLE	Acct#089478701 MAYOR	089478701030120	03/01/2020	17.45	
Total 100515131225:					17.45	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004FEB20	02/28/2020	549.42	
100-515132-220 ADMIN - UTILITIES	TIME WARNER CABLE	Acct#089478701 ADMIN	089478701030120	03/01/2020	398.58	
Total 100515132220:					948.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	VERIZON ADMIN 286396851-00001	9848991524	02/23/2020	86.54	
Total 100515132225:					86.54	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DOCUMENT SALES AND DISTRI	Building Permit Seals - Order #20-000837	20-000837	03/04/2020	335.12	
Total 100515132310:					335.12	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004FEB20	02/28/2020	333.57	
100-515141-220 FINANCE - UTILITY SERVIC	TIME WARNER CABLE	Acct#089478701 FINANCE	089478701030120	03/01/2020	169.52	
Total 100515141220:					503.09	
100515141225						
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	VERIZON FINANCE 286396851-00001	9848991524	02/23/2020	46.77	

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Total 100515141225:					46.77	
100515181220						
100-515181-220 HR-UTILITY SERVICES	TIME WARNER CABLE	Acc#089478701 HR	089478701030120	03/01/2020	37.30	
Total 100515181220:					37.30	
100515181225						
100-515181-225 HR-Telephone	VERIZON WIRELESS	VERIZON HUMAN RESOURCE 286396851-00001	9848991524	02/23/2020	39.82	
Total 100515181225:					39.82	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	TIME WARNER CABLE	Acc#089478701 POLICE	089478701030120	03/01/2020	797.41	
Total 100525211220:					797.41	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	831 000 7991 401	1624252506	02/11/2020	1,218.46	
100-525211-225 POLICE - TELEPHONE	AT & T	057 736 7870 001	262767138902 20	02/21/2020	371.77	
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	VERIZON POLICE 286396851-00001	9848991524	02/23/2020	805.20	
Total 100525211225:					2,395.43	
100525211382						
100-525211-382 POLICE - PHOTO/FINGER P	JANIS, WENDIE	REFUND-FINGERPRINTING	REFUND	02/21/2020	20.00	
Total 100525211382:					20.00	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acc#079780001 FIRE	079780001030120	03/01/2020	152.37	
100-525220-220 FIRE - UTILITY SERVICES	TIME WARNER CABLE	Acc#089478701 FIRE	089478701030120	03/01/2020	224.28	
Total 100525220220:					376.65	
100525220225						
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	VERIZON FIRE 286396851-00001	9848991524	02/23/2020	224.73	
Total 100525220225:					224.73	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004FEB20	02/28/2020	98.11	
100-525231-220 BLDG INSP UTILITIES	TIME WARNER CABLE	Acc#089478701 BLDG INSPECT	089478701030120	03/01/2020	23.91	
Total 100525231220:					122.02	
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	VERIZON BLDG DEPARTMENT	9848991524	02/23/2020	154.81	
Total 100525231225:					154.81	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345FEB20	02/27/2020	697.37	
100-535321-220 STREETS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671FEB20	02/26/2020	320.60	
100-535321-220 STREETS - UTILITIES	TIME WARNER CABLE	Acc#089478701 STREETS	089478701030120	03/01/2020	249.15	
Total 100535321220:					1,267.12	

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100535321225						
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	VERIZON STREET 286396851-00001	9848991524	02/23/2020	108.08	
Total 100535321225:					108.08	
100535321261						
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	0455-414-409	0455414409FEB20	02/21/2020	234.72	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	0818-594-802	0818594802FEB20	02/27/2020	15.71	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	0838-352-542	0838352542FEB20	02/26/2020	45.92	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	0850-628-152	0850628152FEB20	02/26/2020	264.30	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	2023-503-060	2023503060FEB20	02/27/2020	123.82	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	4404-149-064	4404149064FEB20	02/21/2020	45.16	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	5043-084-318	5043084318FEB20	02/25/2020	47.92	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	5406-087-899	5406087899FEB20	02/21/2020	111.88	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	5465-979-181	5465979181FEB20	02/25/2020	68.24	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	6893-002-943	6893002943FEB20	02/26/2020	15.71	
100-535321-261 STREETS - LIGHTING UTILI	WE ENERGIES	7255-756-558	7255756558FEB20	02/24/2020	20.84	
Total 100535321261:					994.22	
100555551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0435-566-939	0435566939FEB20	02/21/2020	30.41	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1638-891-345 (split)	1638891345FEB20	02/27/2020	348.69	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8430-081-671 (split)	8430081671FEB20	02/26/2020	160.30	
100-555551-220 PARKS - UTILITIES	TIME WARNER CABLE	Acc#089478701 PARKS	089478701030120	03/01/2020	59.78	
Total 100555551220:					599.18	
100555551225						
100-555551-225 PARKS - TELEPHONE	VERIZON WIRELESS	VERIZON PARK 286396851-00001	9848991524	02/23/2020	69.96	
Total 100555551225:					69.96	
10055639399						
100-55639-399 ECONOMIC DEVELOPMENT	RUNAWAY MICRO PUB & NANO	RLF Fund Loan Payout	030420	03/04/2020	50,000.00	
Total 10055639399:					50,000.00	
251555511220						
251-555511-220 UTILITIES	WE ENERGIES	0810-148-657	0810148657FEB20	02/28/2020	819.96	
251-555511-220 UTILITIES	WE ENERGIES	5852-857-487	5852857487FEB20	02/27/2020	542.99	
Total 251555511220:					1,362.95	
251555511298						
251-555511-298 LIBRARY-CONTRACT SERVI	LbrariesFirst	Museum Adventure Pass Program	7597	03/04/2020	110.00	
Total 251555511298:					110.00	
251555511330						
251-555511-330 INSERVICE TRAINING/TRAV	PUCCINI, JENNIFER	Reimbursement - mileage	030420	03/04/2020	71.30	
Total 251555511330:					71.30	
251555511345						
251-555511-345 PROGRAMS	PUCCINI, JENNIFER	Reimbursement - Supplies	030420	03/04/2020	28.55	
Total 251555511345:					28.55	

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621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	1887-026-576	1887026576FEB20	02/22/2020	14,216.28	
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4897-650-087	4897650087FEB20	02/26/2020	65.98	
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6212-377-525	6212377525FEB20	02/27/2020	3,683.35	
Total 621575740220:					17,965.61	
621575740222						
621-575740-222 GAS	WE ENERGIES	0862-239-067	0862239067FEB20	02/26/2020	3,156.88	
621-575740-222 GAS	WE ENERGIES	3646-902-199	3646902199FEB20	02/26/2020	171.94	
Total 621575740222:					3,328.82	
621575740225						
621-575740-225 TELEPHONE	TIME WARNER CABLE	Acc#089478701 SEWER	089478701030120	03/01/2020	249.15	
621-575740-225 TELEPHONE	VERIZON WIRELESS	VERIZON WWTP 286396851-00001	9848991524	02/23/2020	67.95	
Total 621575740225:					317.10	
622506220000						
622-506220-000 POWER	WE ENERGIES	3076-628-864	3076628864FEB20	02/28/2020	1,963.93	
622-506220-000 POWER	WE ENERGIES	3267-293-366	3267293366FEB20	02/26/2020	713.01	
622-506220-000 POWER	WE ENERGIES	3457-108-505	3457108505FEB20	02/28/2020	3,991.91	
622-506220-000 POWER	WE ENERGIES	6271-254-861 (split)	6271254861FEB20	02/27/2020	1,762.77	
622-506220-000 POWER	WE ENERGIES	7255-465-187	7255465187FEB20	02/26/2020	135.49	
622-506220-000 POWER	WE ENERGIES	8682-353-384 (split)	8682353384FEB20	02/28/2020	3,163.19	
Total 622506220000:					11,730.30	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	6271-254-861 (split)	6271254861FEB20	02/27/2020	86.79	
622-506230-000 SUPPLIES	WE ENERGIES	6499-874-589	6499874589FEB20	02/26/2020	79.39	
622-506230-000 SUPPLIES	WE ENERGIES	8682-353-384 (split)	8682353384FEB20	02/28/2020	72.56	
622-506230-000 SUPPLIES	WE ENERGIES	9259-879-303	9259879303FEB20	02/27/2020	29.68	
Total 622506230000:					268.42	
622509210000						
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acc#089478701 WATER	089478701030120	03/01/2020	149.44	
622-509210-000 OFFICE SUPPLY	VERIZON WIRELESS	VERIZON WATER DEPT	9848991524	02/23/2020	79.71	
Total 622509210000:					229.15	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	1638-891-345 (split)	1638891345FEB20	02/27/2020	697.37	
622-509350-000 GENERAL PLANT-SUPPLIE	WE ENERGIES	8430-081-671 (split)	8430081671FEB20	02/26/2020	320.60	
Total 622509350000:					1,017.97	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	100LL AVIATION GASOLINE	668182	02/27/2020	27,230.50	
Total 623575740200:					27,230.50	
Grand Totals:					134,293.31	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515154900						
100-515154-900 ASSESSOR - ERROR	CITY OF BURLINGTON	Property Tax-JRS Aviation-Chargeback	JRS AVIATION	03/09/2020	2,141.29	03/10/2020
100-515154-900 ASSESSOR - ERROR	RACINE COUNTY TREASURER	PROPERTY TAX-ECHO LAKES APTS	ECHO LAKE APTS	03/09/2020	11,416.16	03/10/2020
100-515154-900 ASSESSOR - ERROR	ECHO LAKE APARTMENTS LLC	PROPERTY TAX REFUND	030920	03/09/2020	407.07	03/10/2020
Total 100515154900:					<u>13,964.52</u>	
100525231330						
100-525231-330 BLDG INSP - TRAVEL	SWWBIA	SWWBIA Annual Banquet	BANQUET 2020	03/10/2020	10.00	03/10/2020
100-525231-330 BLDG INSP - TRAVEL	SWWBIA	Electrical/Dwelling Code Update	MARCH 2020	03/10/2020	205.00	03/10/2020
100-525231-330 BLDG INSP - TRAVEL	SWWEIA	Commercial & Family Electrical Code Update	MARCH 2020	03/10/2020	90.00	03/10/2020
Total 100525231330:					<u>305.00</u>	
Grand Totals:					<u><u>14,269.52</u></u>	

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policey No. 141500 April Billing	374537	03/13/2020	652.51	
Total 100239006:					652.51	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291 03/20	03/04/2020	5.06	
100-515132-225 ADMIN - TELEPHONE	AT & T	262 767-1389 327 6	262767138902 20*	02/28/2020	362.38	
Total 100515132225:					367.44	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	AT & T	262 767-1904 046 8 (split)	262767190402 20	02/28/2020	273.61	
Total 100515132298:					273.61	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	EIG CONSTANT CONTACT (ongoing)	5799 02/20	02/28/2020	5.00	
100-515132-310 ADMIN - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Amazon-Manuscript Cover	5799 02/20	02/28/2020	44.45	
Total 100515132310:					49.45	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5815 02/20	02/28/2020	35.60	
Total 100515132399:					35.60	
100515141157						
100-515141-157 FINANCE - INSERVICE TRAI	DINERS CLUB COMMERCIAL	Ehlers Seminar	5864 02/20	02/28/2020	240.00	
Total 100515141157:					240.00	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	DINERS CLUB COMMERCIAL	B2B Prme Membership	5864 02/20	02/28/2020	61.00	
100-515141-298 FINANCE - CONTRACT SER	AT & T	262 767-1904 046 8 (split)	262767190402 20	02/28/2020	273.60	
Total 100515141298:					334.60	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5815 02/20	02/28/2020	20.88	
100-515141-310 FINANCE - OFFICE SUPP/P	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5864 02/20	02/28/2020	23.23	
Total 100515141310:					44.11	
100515141330						
100-515141-330 FINANCE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5864 02/20	02/28/2020	119.99	
100-515141-330 FINANCE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5864 02/20	02/28/2020	119.99	
Total 100515141330:					239.98	
100515142310						
100-515142-310 ELECTIONS - OPERATION S	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5815 02/20	02/28/2020	5.12	
100-515142-310 ELECTIONS - OPERATION S	DINERS CLUB COMMERCIAL	Subway-Poll Workers	5914 02/20	02/28/2020	132.58	
Total 100515142310:					137.70	
100515181298						
100-515181-298 HR-Contract Services	DINERS CLUB COMMERCIAL	Interfax	0066 02/20	02/28/2020	9.50	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 100515181298:					9.50	
100515181324						
100-515181-324 HR-Membership Dues	DINERS CLUB COMMERCIAL	SHRM	0066 02/20	02/28/2020	209.00	
Total 100515181324:					209.00	
100515181330						
100-515181-330 HR-Inservice Training & Trave	DINERS CLUB COMMERCIAL	SHRM	0066 02/20	02/28/2020	919.63	
Total 100515181330:					919.63	
100515181390						
100-515181-390 HR-Other Expenses	DINERS CLUB COMMERCIAL	Cousins-Wednesday Wellness	0066 02/20	02/28/2020	61.99	
100-515181-390 HR-Other Expenses	DINERS CLUB COMMERCIAL	Caseys-Wellness Wednesday	0066 02/20	02/28/2020	15.12	
Total 100515181390:					77.11	
100525211000						
100-525211-000 POLICE - EMP REIMB	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5815 02/20	02/28/2020	17.64	
Total 100525211000:					17.64	
100525211220						
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	1461-190-073	1461190073FEB20	02/27/2020	665.64	
100-525211-220 POLICE - UTILITY SERVICE	WE ENERGIES	5843-681-877	5843681877FEB20	02/28/2020	1,828.49	
Total 100525211220:					2,494.13	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	DINERS CLUB COMMERCIAL	Redman Training Gear	2208 02/20	02/28/2020	148.90	
Total 100525211239:					148.90	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	DINERS CLUB COMMERCIAL	Gooseberries	2208 02/20	02/28/2020	13.61	
Total 100525211310:					13.61	
100525211330						
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Comfort Suites	2208 02/20	02/28/2020	82.00	
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Fields in Wilderness	5781 02/20	02/28/2020	350.00	
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5781 02/20	02/28/2020	236.00	
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5781 02/20	02/28/2020	212.15	
100-525211-330 POLICE - TRAVEL	DINERS CLUB COMMERCIAL	Kalahari	5781 02/20	02/28/2020	182.00	
Total 100525211330:					1,062.15	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558FEB20	03/01/2020	11.28	
Total 100525220220:					11.28	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291 03/20	03/04/2020	32.62	
Total 100525220225:					32.62	

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100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	DINERS CLUB COMMERCIAL	Amazon-Vinyl Cement Glue	8038 02/20	02/28/2020	12.98
100-525220-244	FIRE - REPAIR MAINT EQUI	DINERS CLUB COMMERCIAL	Tri-Electronics Charging Cords	8038 02/20	02/28/2020	31.50
Total 100525220244:						44.48
100525220389						
100-525220-389	FIRE - PROTECTIVE CLOTH	DINERS CLUB COMMERCIAL	Identi-Fire Face Mask Nameplate	8038 02/20	02/28/2020	21.18
Total 100525220389:						21.18
100525231310						
100-525231-310	BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	IAEI Tabs	0114 02/20	02/28/2020	28.00
100-525231-310	BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	Amazon-Screen Protector	5799 02/20	02/28/2020	6.99
100-525231-310	BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	Amazon-Screen Protector	5799 02/20	02/28/2020	6.99
100-525231-310	BLDG INSP - OPERATING S	DINERS CLUB COMMERCIAL	Amazon-Galaxy Tab Case	5799 02/20	02/28/2020	18.69
Total 100525231310:						46.69
100525231324						
100-525231-324	BLDG INSP - MEMBERSHIP	DINERS CLUB COMMERCIAL	IAEI Dues	0114 02/20	02/28/2020	336.00
100-525231-324	BLDG INSP - MEMBERSHIP	DINERS CLUB COMMERCIAL	Building Insp-Membership	0114 02/20	02/28/2020	50.00
Total 100525231324:						386.00
100525231372						
100-525231-372	BLDG INSP - AUTO EXPENS	DINERS CLUB COMMERCIAL	Miller Motors	0114 02/20	02/28/2020	897.89
Total 100525231372:						897.89
100535321225						
100-535321-225	STREETS - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW	829440291 03/20	03/04/2020	2.93
Total 100535321225:						2.93
100535321261						
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	0819-473-268	0819473268FEB20	02/27/2020	106.26
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	4432-157-647	4432157647FEB20	02/28/2020	18,306.38
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	5459-100-732	5459100732FEB20	02/28/2020	370.32
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	5644-617-733	5644617733FEB20	02/27/2020	137.22
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	5695-147-539	5695147539FEB20	02/27/2020	358.69
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	7245-068-041	7245068041FEB20	02/28/2020	200.09
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	7467-500-426	7467500426FEB20	02/28/2020	244.14
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	8499-073-119	8499073119FEB20	02/28/2020	213.62
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	9418-285-345	9418285345FEB20	02/28/2020	102.60
Total 100535321261:						20,039.32
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	TIME WARNER CABLE	Acct#079820101 STREET	079820101030120	03/01/2020	38.10
Total 100535321310:						38.10
100535321350						
100-535321-350	STREETS - REP MAINT SUP	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	22.30
Total 100535321350:						22.30

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100535321354						
100-535321-354 STREETS-PARKNG STRUC	WE ENERGIES	7082-958-528	7082958528FEB20	02/28/2020	570.96	
Total 100535321354:					570.96	
10055551220						
100-55551-220 PARKS - UTILITIES	WE ENERGIES	1269-762-568	1269762568FEB20	02/27/2020	32.68	
100-55551-220 PARKS - UTILITIES	WE ENERGIES	2428-946-714	2428946714FEB20	02/28/2020	746.99	
100-55551-220 PARKS - UTILITIES	WE ENERGIES	3243-370-777	3243370777FEB20	03/02/2020	16.93	
100-55551-220 PARKS - UTILITIES	WE ENERGIES	3698-542-543	3698542543FEB20	03/01/2020	16.80	
100-55551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899FEB20	02/27/2020	53.12	
100-55551-220 PARKS - UTILITIES	WE ENERGIES	6895-338-188	6895338188FEB20	02/28/2020	112.41	
Total 10055551220:					978.93	
10055551310						
100-55551-310 PARKS - OFFICE SUPP, PO	TIME WARNER CABLE	Acct#079820101 PARKS	079820101030120	03/01/2020	38.09	
Total 10055551310:					38.09	
10055551350						
100-55551-350 PARKS - REPAIR/MTCE SUP	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	22.31	
Total 10055551350:					22.31	
25155511225						
251-55551-225 TELEPHONE	DINERS CLUB COMMERCIAL	Google (ongoing)	3031 02/20	02/28/2020	66.66	
Total 25155511225:					66.66	
25155511247						
251-55551-247 REPAIR,MAINTENANCE BUI	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	5815 02/20	02/28/2020	12.46	
Total 25155511247:					12.46	
25155511310						
251-55551-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	Wal-Mart-Supplies	6861 02/20	02/28/2020	24.32	
251-55551-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	Dura Ready	6861 02/20	02/28/2020	65.11	
Total 25155511310:					89.43	
25155511330						
251-55551-330 INSERVICE TRAINING/TRAV	LEAGUE OF WIS. MUNICIPALITI	Local Gov't 101	81209	03/04/2020	100.00	
Total 25155511330:					100.00	
25155511345						
251-55551-345 PROGRAMS	DINERS CLUB COMMERCIAL	Lakeshore Learning Materials	6861 02/20	02/28/2020	29.48	
251-55551-345 PROGRAMS	PARRETT, COURTNEY	Reimburse-Program Supplies	030520	03/05/2020	16.08	
251-55551-345 PROGRAMS	BLACK POINT ESTATE	Presentation from Black Point Estate	0311200	03/11/2020	50.00	
Total 25155511345:					95.56	
458525220244						
458-525220-244 Repairs & Maint Equipment	DINERS CLUB COMMERCIAL	Ositech-EMS	8038 02/20	02/28/2020	1,430.00	
Total 458525220244:					1,430.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
458525220310						
458-525220-310 Office Supplies	DINERS CLUB COMMERCIAL	Amazon-Samsung Case	8038 02/20	02/28/2020	9.95	
Total 458525220310:					9.95	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	0225-428-357 (split)	0225428357FEB20	03/03/2020	301.04	
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	4847-248-215	4847248215FEB20	02/26/2020	221.85	
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	6268-292-660	6268292660FEB20	03/04/2020	44.89	
Total 621575740220:					567.78	
621575740222						
621-575740-222 GAS	WE ENERGIES	0225-428-357 (split)	0225428357FEB20	03/03/2020	10.10	
Total 621575740222:					10.10	
621575740225						
621-575740-225 TELEPHONE	TIME WARNER CABLE	Acc#079820101 WWTP	079820101030120	03/01/2020	38.09	
Total 621575740225:					38.09	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	15.84	
Total 621575740244:					15.84	
621575740298						
621-575740-298 CONTRACT SERVICE	DINERS CLUB COMMERCIAL	B2B Prime Membership	5864 02/20	02/28/2020	59.00	
Total 621575740298:					59.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	USPS	5849 02/20	02/28/2020	47.20	
621-575740-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	44.99	
621-575740-310 OFFICE SUPPLIES, POSTA	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	53.69	
Total 621575740310:					145.88	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	DINERS CLUB COMMERCIAL	WWOA	5849 02/20	02/28/2020	200.00	
Total 621575740330:					200.00	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	DINERS CLUB COMMERCIAL	Amazon	5849 02/20	02/28/2020	22.98	
Total 621575740353:					22.98	
622506220000						
622-506220-000 POWER	WE ENERGIES	0882-547-355 (split)	0882547355FEB20	02/27/2020	2,566.30	
Total 622506220000:					2,566.30	
622506230000						
622-506230-000 SUPPLIES	WE ENERGIES	0882-547-355 (split)	0882547355FEB20	02/27/2020	141.80	
622-506230-000 SUPPLIES	WE ENERGIES	1438-804-919	1438804919FEB20	03/01/2020	21.32	
622-506230-000 SUPPLIES	WE ENERGIES	1473-005-365	1473005365FEB20	03/03/2020	140.47	

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Total 622506230000:					303.59	
622509040000						
622-509040-000 UNCOLLECTIBLE ACCOUNT	HOME PATH FINANCIAL	OVERPAYMENT WATER-1456 DEVON RD	031120	03/11/2020	23.28	
Total 622509040000:					23.28	
622509210000						
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acc#079820101 WATER	079820101030120	03/01/2020	38.09	
Total 622509210000:					38.09	
622509230000						
622-509230-000 OUTSIDE SERVICES	DINERS CLUB COMMERCIAL	B2B Prime Membership	5864 02/20	02/28/2020	59.00	
Total 622509230000:					59.00	
622509300000						
622-509300-000 MISCELLANEOUS-SUPPLIE	DINERS CLUB COMMERCIAL	WWOA	5849 02/20	02/28/2020	150.00	
Total 622509300000:					150.00	
623575740310						
623-575740-310 OPERATING SUPPLIES	CULLIGAN OF BURLINGTON	500-08374241-0 Burlington Municipal Airport	2020FEBAIR	02/29/2020	58.80	
Total 623575740310:					58.80	
802484840000						
802-484840-000 K-NINE UNIT	DINERS CLUB COMMERCIAL	Sheepdog Guardian	2208 02/20	02/28/2020	50.00	
Total 802484840000:					50.00	
802484842000						
802-484842-000 MISCELLANEOUS DONATIO	DINERS CLUB COMMERCIAL	Gooseberries	2208 02/20	02/28/2020	50.92	
Total 802484842000:					50.92	
802525211390						
802-525211-390 DARE DONATIONS	DINERS CLUB COMMERCIAL	Vista Outdoor-Helmet	2208 02/20	02/28/2020	1,572.50	
Total 802525211390:					1,572.50	
Grand Totals:					38,215.96	

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
465535321805						
465-535321-805 DPW CAPITAL OUTLAY VEH	OLSON TRAILER & BODY , L.L.	Modify Plow Truck	74659	03/06/2020	107,343.00	
Total 465535321805:					107,343.00	
Grand Totals:					107,343.00	

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10051511247						
100-515111-247 Repairs & Maint Software	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: Feb 2020	14688	02/29/2020	645.00	
Total 10051511247:					645.00	
10051511265						
100-515111-265 Festival/Fireworks/Block Party	BIG SKY BALLOONS	Searchlight-Light Up The Night	49974	03/02/2020	2,250.00	
Total 10051511265:					2,250.00	
10051511399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legal - Map Amendment	368113	02/27/2020	29.69	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legal - Map Amendment	368113	02/27/2020	28.69	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Legal - Park Facilities Impact Fee	368474	02/27/2020	36.63	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Absentee Voting	368552	03/05/2020	61.56	
Total 10051511399:					156.57	
100515121310						
100-515121-310 MUNI COURT - OFFICE SUP	PITNEY BOWES	MUNICIPAL	3310737326	02/29/2020	70.28	
100-515121-310 MUNI COURT - OFFICE SUP	STAPLES BUSINESS ADVANTA	STAPLES MUNICIPAL COURT SUPPLIES	8057670106	02/29/2020	215.10	
Total 100515121310:					285.38	
100515121520						
100-515121-520 MUNI COURT - PROP & LIA	ZAREK INSURANCE, INC.	Court Clerk Bond	8083	02/25/2020	100.00	
Total 100515121520:					100.00	
100515132241						
100-515132-241 ADMIN - REP & MAINT IT	DIGICORP	Email Filtering-(split)	331653	02/28/2020	30.75	
Total 100515132241:					30.75	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	AURORA HEALTH CARE	Acct #600003826 DOT Annual Consortium Fee	186016120	02/01/2020	90.00	
Total 100515132298:					90.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1542330	02/26/2020	3.08	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1544773	03/04/2020	3.08	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	294.38	
100-515132-310 ADMIN - OFF SUPP-POSTA	PITNEY BOWES	ADMIN	3310737326	02/29/2020	70.28	
100-515132-310 ADMIN - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES ADMIN OFFICE SUPPLIES	8057670106	02/29/2020	148.79	
Total 100515132310:					519.61	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	KROGER	Customer # MI0649: Water	0120086315	02/14/2020	5.67	
100-515132-399 ADMIN - SUNDRY EXPENSE	KROGER	Customer # MI0649: Water	0120087627	02/26/2020	5.67	
Total 100515132399:					11.34	
100515140310						
100-515140-310 CLERK - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	10.00	
100-515140-310 CLERK - OFFICE SUPPLIES	PITNEY BOWES	CLERK	3310737326	02/29/2020	70.27	

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Total 100515140310:					80.27	
100515141213						
100-515141-213	FINANCE - ACCTING AND A	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	105711	02/29/2020	3,750.00
Total 100515141213:					3,750.00	
100515141241						
100-515141-241	FINANCE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	331653	02/28/2020	30.75
Total 100515141241:					30.75	
100515141310						
100-515141-310	FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR108202	02/27/2020	39.44
100-515141-310	FINANCE - OFFICE SUPP/P	PITNEY BOWES	FINANCE	3310737326	02/29/2020	70.28
100-515141-310	FINANCE - OFFICE SUPP/P	STAPLES BUSINESS ADVANTA	STAPLES CITY FINANCE SUPPLIES	8057670106	02/29/2020	528.31
Total 100515141310:					638.03	
100515142310						
100-515142-310	ELECTIONS - OPERATION S	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	256.00
100-515142-310	ELECTIONS - OPERATION S	PITNEY BOWES	ELECTIONS	3310737326	02/29/2020	70.27
Total 100515142310:					326.27	
100515161220						
100-515161-220	ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Browns Lake Sanitary Sewer Agreement	17100-067D 9	02/29/2020	150.00
100-515161-220	ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Brewery Development Agreement	19100-066D 3	02/29/2020	480.00
100-515161-220	ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2020	20100-000D 2	02/29/2020	3,480.00
Total 100515161220:					4,110.00	
100515161272						
100-515161-272	ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2020	20100-099H 2	02/29/2020	5,115.00
Total 100515161272:					5,115.00	
100515161298						
100-515161-298	ATTORNEY - CONTRACT S	BOARDMAN & CLARK LLP	Legal Services-Matter 00006	216882	02/28/2020	4,512.00
100-515161-298	ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Labor & Employment	313078	02/20/2020	342.00
Total 100515161298:					4,854.00	
100515181310						
100-515181-310	HR-Office Supplies/Postage	Office Copying Equipment, LTD	Sharp MX-500IN Digital Color Imager (split)	AR108202	02/27/2020	39.44
100-515181-310	HR-Office Supplies/Postage	PITNEY BOWES	HUMAN RESOURCES	3310737326	02/29/2020	70.27
Total 100515181310:					109.71	
100525211159						
100-525211-159	POLICE - CLOTHING ALLO	GALLS, LLC	GALLS INC POLICE DEPT SUPPLIES	BC0956899	10/17/2019	26.49
100-525211-159	POLICE - CLOTHING ALLO	GALLS, LLC	GALLS INC POLICE DEPT SUPPLIES	BC109371	12/26/2019	900.00
Total 100525211159:					926.49	
100525211239						
100-525211-239	POLICE - EQUIPMENT NON	GENERAL COMMUNICATIONS, I	Intrinsially Safe Mics	279828	02/19/2020	340.15
100-525211-239	POLICE - EQUIPMENT NON	AXON ENTERPRISES, INC.	Taser 60 Year Payment	SI-1642921	02/24/2020	4,320.00

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Total 100525211239:					4,660.15	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Police Dept	869297630010	03/01/2020	2,500.89	
Total 100525211240:					2,500.89	
100525211241						
100-525211-241 POLICE - REP & MAINT IT	DIGICORP	Email Filtering-(split)	331653	02/28/2020	30.75	
Total 100525211241:					30.75	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	MENARDS	Supplies-Police Dept	13779	02/26/2020	4.27	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	Towing to Impound	4637	02/14/2020	45.00	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #904 MAINTENANCE SUPPLIES	4749	02/27/2020	260.42	
100-525211-242 POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #903 MAINTENANCE SUPPLIES	4775	02/28/2020	20.99	
Total 100525211242:					330.68	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	HALVERSON DOOR LLC.	Broken Spring-Single Door-Police	8901	02/26/2020	584.88	
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Supplies-Police Dept	13216	02/18/2020	25.07	
100-525211-248 POLICE - REP & MAINT BUIL	MENARDS	Supplies-Police Dept	13949	02/28/2020	43.97	
100-525211-248 POLICE - REP & MAINT BUIL	REINEMANS, INC.	Supplies-Police Dept	176528	02/19/2020	22.49	
100-525211-248 POLICE - REP & MAINT BUIL	JOHNSON CONTROLS FIRE PR	Annual Billing for Fire Alarm Inspection	21462523	02/04/2020	2,138.74	
Total 100525211248:					2,815.15	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	REINEMANS, INC.	Supplies-Police Dept	1739961F	12/18/2019	31.87	
100-525211-310 POLICE - OFF SUPP-POSTA	PITNEY BOWES	POLICE	3310737326	02/29/2020	70.28	
100-525211-310 POLICE - OFF SUPP-POSTA	STAPLES BUSINESS ADVANTA	STAPLES POLICE DEPT	8057670106	02/29/2020	21.16	
100-525211-310 POLICE - OFF SUPP-POSTA	PAPER ROLL PRODUCTS	100' Paper Rolls	114616	02/24/2020	334.50	
Total 100525211310:					457.81	
100525211330						
100-525211-330 POLICE - TRAVEL	HARTFORD POLICE DEPT	2020 Training	022420	02/24/2020	40.00	
Total 100525211330:					40.00	
100525211346						
100-525211-346 POLICE - UNIFORM REPAIR	GALLS, LLC	GALLS INC POLICE DEPT SUPPLIES	BC1043087	02/05/2020	199.98	
Total 100525211346:					199.98	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	LANGUAGE LINE SERVICES, IN	OVER-THE -PHONE INTERPRETATION	4772664	02/29/2020	15.23	
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 Feb. Billing	777966-202002-1	03/01/2020	50.00	
100-525211-381 POLICE - INVESTIGATIONS	WISCO AUTOMOTIVE	Towing to Impound	4838	03/05/2020	75.00	
Total 100525211381:					140.23	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	BLACKHAWK TECHNICAL COLL	Heather Sympon - Advanced EMT	S0290855	02/21/2020	1,003.87	

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Total 100525220157:					1,003.87	
100525220159						
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	014992620	02/11/2020	44.46
100-525220-159	FIRE - CLOTHING ALLOWA	HOOK-FAST SPECIALTIES, INC	Rank Insignia Star	347483	02/28/2020	40.54
Total 100525220159:					85.00	
100525220240						
100-525220-240	FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Fire Dept	869297630010	03/01/2020	319.58
Total 100525220240:					319.58	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	5 ALARM	5 Alarm Fire & Safety - Supplies	194057-1	02/18/2020	104.98
100-525220-244	FIRE - REPAIR MAINT EQUI	MENARDS	Supplies-Fire Dept	13396	02/20/2020	28.47
100-525220-244	FIRE - REPAIR MAINT EQUI	BAYCOM INC	Minitor VI	EQUIPINV_025323	02/28/2020	3,566.00
Total 100525220244:					3,699.45	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	13396	02/20/2020	19.75
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	13683	02/24/2020	19.92
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	14294	03/04/2020	28.35
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	176924	02/28/2020	32.54
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	176931	02/28/2020	118.89
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	176949	02/28/2020	29.67
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	176950	02/28/2020	38.59
100-525220-248	FIRE - REPAIR MAINT BLDG	A PLUS WAREHOUSE EQUIPM	Single Tier Lockers	652707	02/24/2020	3,499.99
Total 100525220248:					3,728.36	
100525220298						
100-525220-298	FIRE - CONTRACT SERVICE	EMERGENCY SERVICE MARKE	lamResponding - One year Agreement	2020	02/28/2020	810.00
Total 100525220298:					810.00	
100525220310						
100-525220-310	FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	7.24
100-525220-310	FIRE - OFFICE SUPPLIES	PITNEY BOWES	FIRE	3310737326	02/29/2020	70.27
100-525220-310	FIRE - OFFICE SUPPLIES	STAPLES BUSINESS ADVANTA	STAPLES FIRE DEPT SUPPLIES	8057670106	02/29/2020	137.12
Total 100525220310:					214.63	
100525220389						
100-525220-389	FIRE - PROTECTIVE CLOTH	5 ALARM	5 Alarm Fire & Safety - Equipment	194461-1	02/14/2020	600.64
100-525220-389	FIRE - PROTECTIVE CLOTH	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015072361	02/20/2020	945.03
100-525220-389	FIRE - PROTECTIVE CLOTH	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015072362	02/20/2020	314.97
100-525220-389	FIRE - PROTECTIVE CLOTH	CONWAY SHIELDS	FIRE DEPT - PROTECTIVE CLOTHING	0453854-IN	02/27/2020	438.50
Total 100525220389:					2,299.14	
100525231298						
100-525231-298	BLDG INSP - CONTRACT	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES INSPECTIONS	202022	02/28/2020	1,767.00
Total 100525231298:					1,767.00	

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100525231310						
100-525231-310 BLDG INSP - OPERATING S	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	30.00	
100-525231-310 BLDG INSP - OPERATING S	LANGE ENTERPRISES	LANGE ENTERPRISES HOUSE NUMBERS BUILDI	71937	03/06/2020	164.40	
Total 100525231310:					194.40	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Bldg Insp	869297630010	03/01/2020	21.33	
Total 100525231372:					21.33	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1542330	02/26/2020	35.26	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1544773	03/04/2020	35.25	
Total 100535321159:					70.51	
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Street Dept	869297630010	03/01/2020	2,392.33	
Total 100535321240:					2,392.33	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1544774	03/04/2020	14.15	
Total 100535321248:					14.15	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	GOOSEBERRIES	gooseberries-DPW (split)	101793	02/04/2020	4.25	
100-535321-310 STREETS - OFF SUPP/POS	STAPLES BUSINESS ADVANTA	STAPLES STREET OFFICE SUPPLIES	8057670106	02/29/2020	7.45	
Total 100535321310:					11.70	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT	1670	03/01/2020	427.50	
Total 100545430298:					427.50	
100555551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1542330	02/26/2020	35.25	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1544773	03/04/2020	35.26	
Total 100555551159:					70.51	
100555551240						
100-555551-240 PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Parks Dept	869297630010	03/01/2020	487.72	
Total 100555551240:					487.72	
100555551248						
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1544774	03/04/2020	7.07	
Total 100555551248:					7.07	
100555551298						
100-555551-298 PARKS - CONTRACT SERVI	PATS SERVICES, INC	PATS SANITARY RENTAL ECHO PARK	A-192622	02/22/2020	100.00	
100-555551-298 PARKS - CONTRACT SERVI	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A-192672	02/22/2020	180.00	
100-555551-298 PARKS - CONTRACT SERVI	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-192720	02/22/2020	90.00	

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Total 100555551298:					370.00	
100555551310						
100-555551-310 PARKS - OFFICE SUPP, PO	GOOSEBERRIES	gooseberries-DPW (split)	101793	02/04/2020	4.25	
100-555551-310 PARKS - OFFICE SUPP, PO	STAPLES BUSINESS ADVANTA	STAPLES PARKS DEPT	8057670106	02/29/2020	7.46	
Total 100555551310:					11.71	
100565641310						
100-565641-310 PLAN COMM - SUPPLIES, P	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR108202	02/27/2020	32.00	
100-565641-310 PLAN COMM - SUPPLIES, P	PITNEY BOWES	PLANNING	3310737326	02/29/2020	70.28	
Total 100565641310:					102.28	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	403482	02/25/2020	15,200.85	
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/RECYCLE	404508	02/28/2020	221.00	
Total 100575710297:					15,421.85	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	403482	02/25/2020	33,670.70	
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	CONTRACTED BILLING/GARBAGE	404508	02/28/2020	371.00	
Total 100575710298:					34,041.70	
251454572000						
251-454572-000 LIBRARY FINES	LAKESHORE LIBRARY SYSTEM	Fines	2202LLS2	03/06/2020	1,118.93	
251-454572-000 LIBRARY FINES	UNIQUE MANAGEMENT SERVI	Collection Co.	590895	03/06/2020	26.85	
Total 251454572000:					1,145.78	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	MENARDS	Supplies-Library	11671	03/06/2020	44.52	
251-555511-247 REPAIR,MAINTENANCE BUI	MENARDS	Supplies-Library	14223	03/06/2020	145.74	
251-555511-247 REPAIR,MAINTENANCE BUI	REVERE ELECTRIC SUPPLY C	Library-Bulbs	54075123	03/06/2020	66.81	
251-555511-247 REPAIR,MAINTENANCE BUI	REINEMANS, INC.	Supplies-Library	176872R	03/06/2020	47.01	
251-555511-247 REPAIR,MAINTENANCE BUI	AMAZON.COM/GE MONEY	Restroom Signs	0220AMAZ2	03/06/2020	8.89	
Total 251555511247:					312.97	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	Tech Services Supplies	6757889	03/06/2020	343.33	
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	Receipt Printer Rolls	2238LLS	03/06/2020	126.50	
251-555511-310 OFFICE SUPPLIES, POSTA	REINEMANS, INC.	UPS	030220R	03/06/2020	24.97	
251-555511-310 OFFICE SUPPLIES, POSTA	PITNEY BOWES	LIBRARY	3310737326	02/29/2020	70.28	
251-555511-310 OFFICE SUPPLIES, POSTA	AMAZON.COM/GE MONEY	Filament-Popcorn Popper	0220AMAZ1	03/06/2020	209.91	
251-555511-310 OFFICE SUPPLIES, POSTA	AMAZON.COM/GE MONEY	Return	0220AMAZ7	03/06/2020	34.99	
251-555511-310 OFFICE SUPPLIES, POSTA	MINUTEMAN PRESS OF BURLI	business cards-Lebak	41732	03/06/2020	38.66	
Total 251555511310:					778.66	
251555511318						
251-555511-318 AUTOMATION	AMAZON.COM/GE MONEY	Headphones	0220AMAZ8	03/06/2020	41.33	
Total 251555511318:					41.33	

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251555511319						
251-555511-319 Consortium Costs	LAKESHORE LIBRARY SYSTEM	Consortium Fees	2202LLS1	03/06/2020	22,645.33	
Total 251555511319:					22,645.33	
251555511327						
251-555511-327 MATERIALS	BAKER & TAYLOR	Library Materials	2035083660	03/06/2020	2,257.85	
251-555511-327 MATERIALS	BAKER & TAYLOR	Children's Material	2035115189	03/06/2020	1,578.63	
251-555511-327 MATERIALS	BAKER & TAYLOR ENTERTAIN	DVD's	H44262000	03/06/2020	1,217.43	
251-555511-327 MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1756612	03/06/2020	360.02	
251-555511-327 MATERIALS	LAKESHORE LIBRARY SYSTEM	Materials	2202LLS4	03/06/2020	883.20	
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	DVD & Ukulele Book	0220AMAZ4	03/06/2020	53.25	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	Childrens DVDs	98598111	03/06/2020	658.09	
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	DVD's	98598113	03/06/2020	33.74	
251-555511-327 MATERIALS	TASTE OF HOME	TASTE OF HOME COOKBOOKS	0220TOH	03/06/2020	27.27	
251-555511-327 MATERIALS	FINDAWAY WORLD LLC	Launchpad Extended Warranty	314000	03/06/2020	10.00	
251-555511-327 MATERIALS	BAKER & TAYLOR - AUDIOBOO	Audiobooks	2035055961	03/06/2020	63.38	
Total 251555511327:					5,376.46	
251555511345						
251-555511-345 PROGRAMS	LAKESHORE LIBRARY SYSTEM	Programs	2202LLS3	03/06/2020	323.75	
251-555511-345 PROGRAMS	AMAZON.COM/GE MONEY	program items	0220AMAZ8B	03/06/2020	64.37	
251-555511-345 PROGRAMS	MINUTEMAN PRESS OF BURLI	Library - Program Supplies	41630	03/06/2020	10.00	
Total 251555511345:					398.12	
458525220240						
458-525220-240 Fuel, Oil, Lubricants	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 933 Ambulance	869297630010	03/01/2020	329.88	
Total 458525220240:					329.88	
458525220242						
458-525220-242 Repairs & Maint Vehicles	Emergency Apparatus	V#931-Rotor/Caliper/Pads/Oil&Fuel Filter	110488	02/17/2020	2,797.37	
Total 458525220242:					2,797.37	
458525220310						
458-525220-310 Office Supplies	DIGICORP	Scanner-EMS	331326	02/21/2020	415.99	
Total 458525220310:					415.99	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv March	AT44816	03/01/2020	162.00	
Total 501514900000:					162.00	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 WWTP	869297630010	03/01/2020	531.52	
Total 621575740240:					531.52	
621575740241						
621-575740-241 REPAIRS & MAINT IT	DIGICORP	Email Filtering-(split)	331653	02/28/2020	15.38	
Total 621575740241:					15.38	
621575740298						
621-575740-298 CONTRACT SERVICE	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	105711	02/29/2020	1,875.00	

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Total 621575740298:					1,875.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	GOOSEBERRIES	gooseberries-DPW (split)	101793	02/04/2020	4.25	
621-575740-310 OFFICE SUPPLIES, POSTA	STAPLES BUSINESS ADVANTA	STAPLES WWTP OFFICE SUPPLIES	8057670106	02/29/2020	7.45	
Total 621575740310:					11.70	
622509210000						
622-509210-000 OFFICE SUPPLY	GOOSEBERRIES	gooseberries-DPW (split)	101793	02/04/2020	4.25	
622-509210-000 OFFICE SUPPLY	PITNEY BOWES	WATER	3310737326	02/29/2020	70.28	
622-509210-000 OFFICE SUPPLY	STAPLES BUSINESS ADVANTA	STAPLES WATER OFFICE SUPPLIES	8057670106	02/29/2020	7.45	
622-509210-000 OFFICE SUPPLY	STAPLES BUSINESS ADVANTA	STAPLES WATER OFFICE SUPPLIES	8057670106	02/29/2020	17.48	
Total 622509210000:					99.46	
622509230000						
622-509230-000 OUTSIDE SERVICES	DIGICORP	Email Filtering-(split)	331653	02/28/2020	15.37	
622-509230-000 OUTSIDE SERVICES	SITZBERGER & COMPANY, S.C.	Interim Billing (split)	105711	02/29/2020	1,875.00	
Total 622509230000:					1,890.37	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Water Dept	869297630010	03/01/2020	380.13	
Total 622509330000:					380.13	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1544774	03/04/2020	14.15	
Total 622509350000:					14.15	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	BURLINGTON DEVELOPMENT	Repair Fuel Farm	2020MARCH	03/01/2020	6.57	
623-575740-242 REPAIR,MAINTENANCE EQ	BURLINGTON DEVELOPMENT	LED Bulb-Airport Beacon	2020MARCH	03/01/2020	104.01	
Total 623575740242:					110.58	
623575740246						
623-575740-246 REPAIR MAINT.RUNWAY,TA	HUGHES ELECTRIC, INC	Repairs at Airport	11430	02/11/2020	280.00	
Total 623575740246:					280.00	
623575740247						
623-575740-247 REPAIR,MAINTENANCE BUI	HUGHES ELECTRIC, INC	Repairs at Airport	11430	02/11/2020	210.00	
Total 623575740247:					210.00	
623575740298						
623-575740-298 CONTRACT SERVICES	CENTRAL RACINE COUNTY HE	WELL WATER SAMPLING AT AIRPORT	LK038 2020	03/02/2020	47.00	
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER MAR BILLING	2020MAR	03/06/2020	319.30	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Time Warner Cable	2020MARCH	03/01/2020	366.84	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pats Sanitary Service	2020MARCH	03/01/2020	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Cleaning Services	2020MARCH	03/01/2020	144.44	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pest Control Services	2020MARCH	03/01/2020	55.00	
623-575740-298 CONTRACT SERVICES	QT PETROLEUM ON DEMAND	BaseAccess and Annual Cell Plan	80092	03/09/2020	1,425.00	

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Total 623575740298:					2,393.55	
623575740310						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	AlSCO-Entryway Mats	2020MARCH	03/01/2020	34.89	
Total 623575740310:					34.89	
623575740512						
623-575740-512 ADVERTISING/PR	SOUTHERN LAKES NEWSPAPE	Airport 1/2 page	359134	02/29/2020	963.90	
Total 623575740512:					963.90	
Grand Totals:					145,991.12	

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GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100160000						
100-160000 PREPAID EXPENDITURES	DIGICORP	Block Contract Extension	031920	03/19/2020	10,000.00	03/20/2020
Total 100160000:					10,000.00	
100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	McGee, Dameon #20-3053	20-3053	03/16/2020	650.00	03/20/2020
Total 100454521001:					650.00	
100515121225						
100-515121-225 MUNI COURT - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22896742	03/15/2020	60.91	03/20/2020
Total 100515121225:					60.91	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	262 763-3747 163 6 Admin	26276334740320	03/04/2020	24.65	03/20/2020
Total 100515132225:					24.65	
100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	262 763-3747 163 6 Finance	26276334740320	03/04/2020	24.65	03/20/2020
100-515141-225 FINANCE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22896742	03/15/2020	125.30	03/20/2020
Total 100515141225:					149.95	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	262 763-3747 163 6 Police	26276334740320	03/04/2020	123.29	03/20/2020
100-525211-225 POLICE - TELEPHONE	AT & T	287278196495	287278196495X031	03/05/2020	423.03	03/20/2020
100-525211-225 POLICE - TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22896742	03/15/2020	187.06	03/20/2020
Total 100525211225:					733.38	
100525211310						
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	0120086043	02/12/2020	13.66	03/20/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	0120087857	02/28/2020	19.65	03/20/2020
100-525211-310 POLICE - OFF SUPP-POSTA	KROGER	Customer # MI0650: Coffee/Water	1319085120	02/04/2020	21.65	03/20/2020
Total 100525211310:					54.96	
100525211330						
100-525211-330 POLICE - TRAVEL	RICE, WILLIAM	meal reimbursement	030720	03/07/2020	10.00	03/20/2020
Total 100525211330:					10.00	
100525211346						
100-525211-346 POLICE - UNIFORM REPAIR	AMAZON CAPITAL SERVICES, I	Trench Coat	1XGW-PRR1-W3Q	03/13/2020	66.17	03/20/2020
Total 100525211346:					66.17	
100525211533						
100-525211-533 POLICE - COPY MACHINE R	JAMES IMAGING SYSTEMS, IN	TOSHIBA- 4555C	26614309	03/05/2020	314.35	03/20/2020
Total 100525211533:					314.35	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T	262 763-3747 163 6 Fire	26276334740320	03/04/2020	98.63	03/20/2020

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Total 100525220225:					98.63	
100535321225						
100-535321-225 STREETS - TELEPHONE	AT & T	262 763-3747 163 6 DPW	26276334740320	03/04/2020	49.31	03/20/2020
Total 100535321225:					49.31	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2019FEBDPW	02/29/2020	23.04	03/20/2020
100-535321-350 STREETS - REP MAINT SUP	TRACTOR SUPPLY CREDIT PLA	TRACTOR SUPPLY 6035301200098372	200452560	02/17/2020	443.99	03/20/2020
Total 100535321350:					467.03	
100555532350						
100-555532-350 POOL	WE ENERGIES	6682-248-573	6682248573FEB20	03/02/2020	367.10	03/20/2020
Total 100555532350:					367.10	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0635-112-551	0635112551FEB20	03/05/2020	22.21	03/20/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	8893-353-410	8893353410FEB20	03/04/2020	27.79	03/20/2020
100-555551-220 PARKS - UTILITIES	WE ENERGIES	9274-302-992	9274302992FEB20	03/04/2020	3.87	03/20/2020
Total 10055551220:					53.87	
10055551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2019FEBDPW	02/29/2020	11.52	03/20/2020
Total 10055551350:					11.52	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	JEAN DIBBLE PORTRAIT STUDI	1ST DRAW-APPROVED GRANT	031720	03/17/2020	13,790.00	03/20/2020
Total 100565639399:					13,790.00	
100575710299						
100-575710-299 GARBAGE- CNTRCT SVCS	WI DEPT OF NATURAL RESOU	Landfill Annual Report (License #186)	8-12039	02/28/2020	500.00	03/20/2020
Total 100575710299:					500.00	
251555511225						
251-555511-225 TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22896742	03/15/2020	62.99	03/20/2020
Total 251555511225:					62.99	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	LAKESHORE LIBRARY SYSTEM	Bags	2242	03/11/2020	102.00	03/20/2020
251-555511-310 OFFICE SUPPLIES, POSTA	AMAZON.COM/GE MONEY	Supplies-Library	0220AMAZ9	03/19/2020	34.99	03/20/2020
Total 251555511310:					136.99	
251555511327						
251-555511-327 MATERIALS	LAKESHORE LIBRARY SYSTEM	BookPage subscription	2242	03/11/2020	220.00	03/20/2020
Total 251555511327:					220.00	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8635-875-051	8635875051FEB20	03/09/2020	50.34	03/20/2020

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Total 621575740220:					50.34	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-00001	9850121356	03/10/2020	48.86	03/20/2020
Total 621575740225:					48.86	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	TRACTOR SUPPLY CREDIT PLA	TRACTOR SUPPLY 6035301200098372 WWTP CH	200452592	02/18/2020	25.97	03/20/2020
Total 621575740244:					25.97	
621575740249						
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	Acct. No. 500-08487456-8	2020MARWWTP	02/29/2020	42.25	03/20/2020
Total 621575740249:					42.25	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	KROGER	Customer # MI0390: Coffee	0120087327	02/24/2020	13.98	03/20/2020
Total 621575740310:					13.98	
621575740330						
621-575740-330 SEWER - INSRVC TRNG & T	GERDMAN, AMBER	Reimbursement-Meals& Mileage	031620	03/16/2020	458.25	03/20/2020
Total 621575740330:					458.25	
622509030000						
622-509030-000 OFFICE SUPPLIES	PUBLIC SERVICE COMMISSION	2019 -2020 Advance Assessment	RA20-I-00840	09/30/2019	2,308.90	03/20/2020
Total 622509030000:					2,308.90	
622509210000						
622-509210-000 OFFICE SUPPLY	AT & T	262 763-3747 163 6 Water	26276334740320	03/04/2020	49.30	03/20/2020
622-509210-000 OFFICE SUPPLY	AT & T	414 r24-8901 367 9	414R24890103 20	03/10/2020	68.95	03/20/2020
Total 622509210000:					118.25	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	CULLIGAN OF BURLINGTON	500-19385673-8 (split)	2019FEBDPW	02/29/2020	23.04	03/20/2020
Total 622509350000:					23.04	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	JET A	671506	03/16/2020	13,225.89	03/20/2020
Total 623575740200:					13,225.89	
623575740220						
623-575740-220 ELECTRIC	WE ENERGIES	3243-871-135	3243871135FEB20	03/12/2020	144.91	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	4066-688-457	4066688457FEB20	03/12/2020	181.37	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	4619-277-006	4619277006FEB20	03/13/2020	460.04	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	6280-861-972	6280861972FEB20	03/13/2020	17.96	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	6831-002-581	6831002581FEB20	03/12/2020	53.52	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	7460-654-921	7460654921FEB20	03/13/2020	59.48	03/20/2020
623-575740-220 ELECTRIC	WE ENERGIES	8460-785-002	8460785002FEB20	03/13/2020	26.06	03/20/2020

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Total 623575740220:					943.34	
623575740225						
623-575740-225 TELEPHONE	AT & T	262 763-3747 163 6 Airport	26276334740320	03/04/2020	73.97	03/20/2020
623-575740-225 TELEPHONE	BCN TELECOM, INC	PW200047 - Intoxilyzer Line	22896742	03/15/2020	60.91	03/20/2020
Total 623575740225:					134.88	
Grand Totals:					45,215.76	

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100454521001						
100-454521-001 BOND FEES	RACINE COUNTY CLERK OF C	Borders, Jaimyriah R #20-3314	20-3314	03/24/2020	10,000.00	
Total 100454521001:					10,000.00	
100515121248						
100-515121-248 MUNI COURT - REP & MAIN	MENARDS	Supplies-City Hall (split)	14889	03/12/2020	2.56	
100-515121-248 MUNI COURT - REP & MAIN	DONERITE JANITORIAL SERV I	City Hall Split Muni Court	3498	03/19/2020	45.08	
Total 100515121248:					47.64	
100515132248						
100-515132-248 REPAIRS & MAINT BUILDIN	MENARDS	Supplies-City Hall (split)	14889	03/12/2020	15.38	
100-515132-248 REPAIRS & MAINT BUILDIN	DONERITE JANITORIAL SERV I	City Hall Split Admin	3498	03/19/2020	270.00	
Total 100515132248:					285.38	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	NORTHERN ILLINOIS UNIVERSI	Intern-Sponsored Programs	DB-G5B70336-19	03/15/2020	1,200.00	
Total 100515132298:					1,200.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1547155	03/11/2020	3.08	
Total 100515132310:					3.08	
100515140248						
100-515140-248 CLERK-REPAIRS & MAINT B	MENARDS	Supplies-City Hall (split)	14889	03/12/2020	2.56	
100-515140-248 CLERK-REPAIRS & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Clerk	3498	03/19/2020	44.96	
Total 100515140248:					47.52	
100515141248						
100-515141-248 FINANCE - REP AND MAINT	MENARDS	Supplies-City Hall (split)	14889	03/12/2020	15.38	
100-515141-248 FINANCE - REP AND MAINT	DONERITE JANITORIAL SERV I	City Hall Split Finance	3498	03/19/2020	270.00	
Total 100515141248:					285.38	
100515161298						
100-515161-298 ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	VON BRIESEN & PURTELL LABOR & EMPLOYME	315749	03/17/2020	399.00	
Total 100515161298:					399.00	
100525211159						
100-525211-159 POLICE - CLOTHING ALLO	STREICHER'S	Supplies	11418190	03/11/2020	75.97	
Total 100525211159:					75.97	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	831 000 7991 401	1753923507	03/11/2020	1,218.46	
Total 100525211225:					1,218.46	
100525211226						
100-525211-226 POLICE - COMPUTER EQUI	AMAZON CAPITAL SERVICES, I	Computer Cable/Adapter	1XHM-MNQ9-9MFK	03/18/2020	21.42	
Total 100525211226:					21.42	

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100525211242						
100-525211-242	POLICE - REPAIR/MTCE EQ	LOIS TIRE SHOP, INC.	#907-Tires	453294	03/16/2020	584.00
100-525211-242	POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	shop supplies	1-373149	03/10/2020	16.78
100-525211-242	POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	Battery-Police Dept	1-373410	03/16/2020	123.50
100-525211-242	POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #906 MAINTENANCE SUPPLIES	4869	03/10/2020	20.99
100-525211-242	POLICE - REPAIR/MTCE EQ	WISCO AUTOMOTIVE	V #907 MAINTENANCE SUPPLIES	4940	03/17/2020	100.76
Total 100525211242:						846.03
100525211248						
100-525211-248	POLICE - REP & MAINT BUIL	REVERE ELECTRIC SUPPLY C	Police-Bulbs	S4092741.001	03/06/2020	120.90
Total 100525211248:						120.90
100525211298						
100-525211-298	Racine County Contract	RACINE COUNTY	Racine County Communication Center Per Contract	2ND QTR 2020	03/17/2020	45,966.25
Total 100525211298:						45,966.25
100525211299						
100-525211-299	POLICE - SUNDRY CONTRA	REINEMANS, INC.	Supplies-Police Dept	177694	03/17/2020	5.92
100-525211-299	POLICE - SUNDRY CONTRA	DONERITE JANITORIAL SERV I	DONERITE BILLING POLICE	3499	03/19/2020	675.00
Total 100525211299:						680.92
100525211310						
100-525211-310	POLICE - OFF SUPP-POSTA	REINEMANS, INC.	Supplies-Police Dept	177948	03/23/2020	9.39
Total 100525211310:						9.39
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE	MENARDS	Supplies-Police Dept	14447	03/06/2020	21.95
100-525211-344	POLICE - JANITOR SUPPLIE	MENARDS	Supplies-Police Dept	14805	03/11/2020	55.45
100-525211-344	POLICE - JANITOR SUPPLIE	MENARDS	Supplies-Police Dept	15377	03/18/2020	258.82
100-525211-344	POLICE - JANITOR SUPPLIE	DASH MEDICAL GLOVES, INC	DASH MEDICAL GLOVES POLICE	INV1189862	03/17/2020	74.64
100-525211-344	POLICE - JANITOR SUPPLIE	MID-AMERICAN RESEARCH CH	Disinfectant Towels	0691629-IN	03/17/2020	318.53
100-525211-344	POLICE - JANITOR SUPPLIE	MID-AMERICAN RESEARCH CH	MARC- SUPPLIES	0691817-IN	03/19/2020	150.28
Total 100525211344:						879.67
100525211347						
100-525211-347	POLICE - FIREARM SUPP/R	STREICHER'S	Practice Ammo	I1417451	03/06/2020	474.66
Total 100525211347:						474.66
100525211381						
100-525211-381	POLICE - INVESTIGATIONS	DOUG'S AUTO	Towing-Impound Lot	2681	03/03/2020	230.72
100-525211-381	POLICE - INVESTIGATIONS	R & B TOWING	CITY IMPOUND	3480	03/23/2020	125.00
Total 100525211381:						355.72
100525220157						
100-525220-157	FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	Confined Space Ops-Benko/Mueller	25411	03/13/2020	840.00
100-525220-157	FIRE - INSERVICE TRAININ	FROEDTERT SOUTH	BLS Healthcare Provided Course Roster	030620	03/06/2020	96.00
Total 100525220157:						936.00
100525220159						
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015160286	03/02/2020	51.18

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100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015160288	03/02/2020	44.46
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015160294	03/02/2020	64.34
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015160295	03/02/2020	64.34
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015170432	03/03/2020	51.18
100-525220-159	FIRE - CLOTHING ALLOWA	GALLS, LLC	GALLS INC FIRE DEPT SUPPLIES	015170433	03/03/2020	44.46
Total 100525220159:						319.96
100525220211						
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Gorman, Emmett E	185881822	02/27/2020	163.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Aldinger, John P	185887278	02/24/2020	163.00
Total 100525220211:						326.00
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	V951-Ladder Compartment light	110820	03/06/2020	211.72
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	V954 - Repair Basket Light	110823	03/06/2020	196.77
Total 100525220242:						408.49
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	5 ALARM	Inspection & Repair MSA Evolution 5800	194547-1	03/16/2020	1,463.00
100-525220-244	FIRE - REPAIR MAINT EQUI	5 ALARM	5 Alarm Fire & Safety - Equipment	194697-1	03/19/2020	393.68
100-525220-244	FIRE - REPAIR MAINT EQUI	RC ELECTRONIC, INC	Fire Suppression Tool	646111	03/09/2020	834.99
Total 100525220244:						2,691.67
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply - cleaning supplies	13033	03/17/2020	451.58
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	14375	03/05/2020	76.16
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	15120	03/15/2020	33.94
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	15233	03/16/2020	39.00
100-525220-248	FIRE - REPAIR MAINT BLDG	MENARDS	Supplies-Fire Dept	15404	03/18/2020	57.68
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	177201	03/06/2020	18.79
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	177452	03/11/2020	120.32
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	177559	03/13/2020	21.13
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	177868	03/20/2020	13.47
100-525220-248	FIRE - REPAIR MAINT BLDG	REINEMANS, INC.	supplies-Fire Dept	177875	03/20/2020	32.45
100-525220-248	FIRE - REPAIR MAINT BLDG	RJL PAINTING	Paint Bunk Room area	100124	03/03/2020	1,000.00
100-525220-248	FIRE - REPAIR MAINT BLDG	MINER, WES	Reimbursement - Home Depot	031720	03/17/2020	126.04
100-525220-248	FIRE - REPAIR MAINT BLDG	MASON, RONNIE	Reimbursement Wal Mart-Kleenex	031520	03/15/2020	19.67
100-525220-248	FIRE - REPAIR MAINT BLDG	MASON, RONNIE	Reimbursement - Pick N Save-Water	031620	03/16/2020	17.45
Total 100525220248:						2,027.68
100525220295						
100-525220-295	Medical Service/Supply	MENARDS	Supplies-Fire Dept	15288	03/17/2020	420.74
100-525220-295	Medical Service/Supply	MENARDS	Supplies-Fire Dept	15289	03/17/2020	47.97
Total 100525220295:						372.77
100525220389						
100-525220-389	FIRE - PROTECTIVE CLOTH	5 ALARM	5 Alarm Fire & Safety - Equipment	194056-1	03/10/2020	1,220.00
100-525220-389	FIRE - PROTECTIVE CLOTH	CONWAY SHIELDS	FIRE DEPT - PROTECTIVE CLOTHING	0455054-IN	03/19/2020	18.00
Total 100525220389:						1,238.00
100525231248						
100-525231-248	BLDG INSP REP & MAINT B	MENARDS	Supplies-City Hall (split)	14889	03/12/2020	2.56

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100-525231-248 BLDG INSP REP & MAINT B	DONERITE JANITORIAL SERV I	City Hall Split Bldg	3498	03/19/2020	44.96	
Total 100525231248:					47.52	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	GUIDRY, GREGORY	reimbursement - Bluetooth Keyboard	032320	03/23/2020	20.89	
Total 100525231310:					20.89	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1547155	03/11/2020	36.13	
Total 100535321159:					36.13	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0421-498-624	0421498624FEB20	03/12/2020	276.82	
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174MAR20	03/16/2020	382.44	
100-535321-220 STREETS - UTILITIES	WE ENERGIES	7617-269-652	7617269652FEB20	03/13/2020	41.02	
Total 100535321220:					700.28	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 03/20	03/19/2020	93.36	
Total 100535321225:					93.36	
100535321242						
100-535321-242 STREETS - REP MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24257	02/21/2020	4,867.46	
100-535321-242 STREETS - REP MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24280	02/21/2020	1,412.73	
100-535321-242 STREETS - REP MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24290	02/21/2020	1,110.95	
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	2012 Colorado-Tire Repair	452668	02/28/2020	17.00	
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	#508-Tires	452790	03/05/2020	559.85	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	Maint Truck-Dist Cap/Roto	1-372281	02/14/2020	34.07	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	#50-Blower Motor Resis	1-372666	02/26/2020	11.49	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	shop supplies	1-372862	03/03/2020	134.12	
100-535321-242 STREETS - REP MAINT VE	BUMPER TO BUMPER BURLING	shop supplies	1-372929	03/04/2020	25.00	
100-535321-242 STREETS - REP MAINT VE	ARBOR FOREST PRODUCTS &	White Oak Side Boards	4845	03/11/2020	160.00	
Total 100535321242:					8,282.67	
100535321244						
100-535321-244 STREETS - REP MAINT EQ	CHICO'S, LLC	Trailer paint	14922	03/04/2020	10.95	
100-535321-244 STREETS - REP MAINT EQ	REINEMANS, INC.	Supplies-DPW	176999	03/02/2020	42.59	
100-535321-244 STREETS - REP MAINT EQ	BUMPER TO BUMPER BURLING	Trailer Lights	1-372909	03/04/2020	40.80	
Total 100535321244:					94.34	
100535321248						
100-535321-248 STREETS REP & MAINT BL	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-DPW	28994	03/09/2020	641.00	
Total 100535321248:					641.00	
100535321252						
100-535321-252 Rep & Maint Signal Sign & Po	REVERE ELECTRIC SUPPLY C	Traffic Signal Bulbs	S4072763.001	02/10/2020	76.13	
100-535321-252 Rep & Maint Signal Sign & Po	REVERE ELECTRIC SUPPLY C	Traffic Signal Bulbs	S4072763.002	02/18/2020	201.67	
100-535321-252 Rep & Maint Signal Sign & Po	REVERE ELECTRIC SUPPLY C	Traffic Signal Bulbs	S4072763.003	02/19/2020	185.76	
Total 100535321252:					463.56	

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100535321261						
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	0088-492-988	0088492988FEB20	03/12/2020	47.95
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	2019-198-266	2019198266MAR20	03/16/2020	44.53
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	3073-922-427	3073922427FEB20	03/12/2020	62.01
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	3277-994-067	3277994067FEB20	03/13/2020	53.25
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	4067-122-145	4067122145FEB20	03/12/2020	22.83
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	5639-265-567	5639265567MAR20	03/13/2020	102.47
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	6438-309-692	6438309692FEB20	03/17/2020	96.89
100-535321-261	STREETS - LIGHTING UTILI	WE ENERGIES	6838-102-431	6838102431FEB20	03/16/2020	259.02
Total 100535321261:						688.95
100535321298						
100-535321-298	STREETS - CONTRACT SER	VORPAGEL SERVICE INC.	Service-Boilers/Infrared Heaters	45391	02/28/2020	872.92
100-535321-298	STREETS - CONTRACT SER	VORPAGEL SERVICE INC.	DPW-Merchandise	46134	03/11/2020	292.22
100-535321-298	STREETS - CONTRACT SER	HOH WATER TECHNOLOGY, IN	ANNUAL WATER TREATMENT CONTRACT (split)	575676	03/04/2020	260.00
100-535321-298	STREETS - CONTRACT SER	DONERITE JANITORIAL SERV I	DONERITE BILLING DPW (split)	3500	03/19/2020	288.00
Total 100535321298:						1,713.14
100535321310						
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	21234820	03/13/2020	102.38
100-535321-310	STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	21234821	03/13/2020	5.59
Total 100535321310:						107.97
100535321324						
100-535321-324	STREETS - MEMBERSHIP D	LEAGUE OF WIS. MUNICIPALITI	Local Gov't Storm Water Group 2020	2020 MEMBERSHI	02/24/2020	400.00
Total 100535321324:						400.00
100535321350						
100-535321-350	STREETS - REP MAINT SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	7739901	02/14/2020	573.66
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Paint Trailer	13360	02/20/2020	7.99
100-535321-350	STREETS - REP MAINT SUP	MENARDS	Supplies-DPW	14124	03/02/2020	19.94
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	Supplies-DPW	176997	03/02/2020	21.59
100-535321-350	STREETS - REP MAINT SUP	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- DPW	10125586	02/19/2020	69.90
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	Air Filter	1-363485	07/29/2019	6.50
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	Air Filter	1-363486	07/29/2019	26.00
100-535321-350	STREETS - REP MAINT SUP	BUMPER TO BUMPER BURLING	shop supplies	1-372851	03/03/2020	45.61
100-535321-350	STREETS - REP MAINT SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	443899488734	02/28/2020	287.84
100-535321-350	STREETS - REP MAINT SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	458875773696	02/27/2020	74.00
100-535321-350	STREETS - REP MAINT SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	686387558553	02/27/2020	44.40
Total 100535321350:						1,177.43
100535321351						
100-535321-351	STREETS - MAINT CURB,G	ASPHALT CONTRACTORS, INC	cold patch	220030	02/22/2020	177.65
Total 100535321351:						177.65
10055551159						
100-555551-159	PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1547155	03/11/2020	36.13
Total 10055551159:						36.13
10055551220						
100-555551-220	PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359FEB20	03/13/2020	100.61
100-555551-220	PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053FEB20	03/13/2020	17.81

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100-555551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997FEB20	03/13/2020	201.95	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3406-030-405	3406030405FEB20	03/12/2020	66.25	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4278-074-627	4278074627MAR20	03/13/2020	17.70	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4447-370-241	4447370241FEB20	03/13/2020	15.71	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713MAR20	03/13/2020	67.86	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4485-586-752	4485586752MAR20	03/13/2020	43.22	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983FEB20	03/13/2020	15.71	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324MAR20	03/13/2020	19.43	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5418-806-297	5418806297FEB20	03/13/2020	46.69	
100-555551-220 PARKS - UTILITIES	WE ENERGIES	7060-825-262	7060825262FEB20	03/12/2020	15.71	
Total 100555551220:					628.65	
100555551225						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 03/20	03/19/2020	46.67	
Total 100555551225:					46.67	
100555551242						
100-555551-242 PARKS - REPAIR MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24257	02/21/2020	4,867.46	
100-555551-242 PARKS - REPAIR MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24280	02/21/2020	1,412.73	
100-555551-242 PARKS - REPAIR MAINT VE	CLOVER LEAF TRUCK SERVIC	#519 Repairs (split)	24290	02/21/2020	1,110.95	
100-555551-242 PARKS - REPAIR MAINT VE	LOIS TIRE SHOP, INC.	2012 Colorado-Tire Repair	452668	02/28/2020	17.00	
100-555551-242 PARKS - REPAIR MAINT VE	LOIS TIRE SHOP, INC.	#508-Tires	452790	03/05/2020	559.85	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	Maint Truck-Dist Cap/Roto	1-372281	02/14/2020	34.06	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	#50-Blower Motor Resis	1-372666	02/26/2020	11.49	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	shop supplies	1-372862	03/03/2020	134.12	
100-555551-242 PARKS - REPAIR MAINT VE	BUMPER TO BUMPER BURLING	shop supplies	1-372929	03/04/2020	25.00	
Total 100555551242:					8,122.66	
100555551244						
100-555551-244 PARKS - REPAIR MAINT EQ	CHICO'S, LLC	Trailer paint	14922	03/04/2020	10.95	
100-555551-244 PARKS - REPAIR MAINT EQ	REINEMANS, INC.	Supplies-DPW	176999	03/02/2020	42.58	
100-555551-244 PARKS - REPAIR MAINT EQ	BUMPER TO BUMPER BURLING	Trailer Lights	1-372909	03/04/2020	40.80	
Total 100555551244:					94.33	
100555551248						
100-555551-248 PARKS - REPAIR MAINT BL	CARLSON RACINE ROOFING	Carlson Racine Roofing Repair Roof-DPW	28994	03/09/2020	641.00	
Total 100555551248:					641.00	
100555551298						
100-555551-298 PARKS - CONTRACT SERVI	VORPAGEL SERVICE INC.	Service-Boilers/Infrared Heaters	45391	02/28/2020	436.47	
100-555551-298 PARKS - CONTRACT SERVI	VORPAGEL SERVICE INC.	DPW-Merchandise	46134	03/11/2020	146.11	
100-555551-298 PARKS - CONTRACT SERVI	HOH WATER TECHNOLOGY, IN	ANNUAL WATER TREATMENT CONTRACT (split)	575676	03/04/2020	130.00	
100-555551-298 PARKS - CONTRACT SERVI	DONERITE JANITORIAL SERV I	DONERITE BILLING DPW (split)	3500	03/19/2020	144.00	
Total 100555551298:					856.58	
100555551310						
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	21234820	03/13/2020	51.19	
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	21234821	03/13/2020	2.80	
Total 100555551310:					53.99	
100555551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	RUNDLE-SPENCE	Dog Park-Faucet/Tub Spout	S2831058.001	03/23/2020	271.71	

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100-555551-350	PARKS - REPAIR/MTCE SUP	KIMBALL MIDWEST	KIMBALL MIDWEST DPW ACCT #4249	7739901	02/14/2020	573.65
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Picnic Tables	14278	03/04/2020	745.82
100-555551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Picnic Tables	14362	03/05/2020	29.23
100-555551-350	PARKS - REPAIR/MTCE SUP	REVERE ELECTRIC SUPPLY C	DPW-Bulbs	S4077107.001	02/25/2020	501.58
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	176829	02/26/2020	6.18
100-555551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies-DPW	176997	03/02/2020	21.59
100-555551-350	PARKS - REPAIR/MTCE SUP	SHERWIN-WILLIAMS	PAINT SUPPLIES	1280-1	02/26/2020	78.32
100-555551-350	PARKS - REPAIR/MTCE SUP	SHERWIN-WILLIAMS	PAINT SUPPLIES	7179-8	02/28/2020	78.32
100-555551-350	PARKS - REPAIR/MTCE SUP	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- DPW	10125586	02/19/2020	69.89
100-555551-350	PARKS - REPAIR/MTCE SUP	WELDERS SUPPLY COMPANY	Oxygen	10125788	02/20/2020	25.89
100-555551-350	PARKS - REPAIR/MTCE SUP	CONSERV FS	CONSERV FS SUPPLIES DPW	60029257	03/02/2020	415.20
100-555551-350	PARKS - REPAIR/MTCE SUP	CONSERV FS	CONSERV FS SUPPLIES DPW	60029258	03/02/2020	20.00
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	Air Filter	1-363485	07/29/2019	6.50
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	Air Filter	1-363486	07/29/2019	26.00
100-555551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	shop supplies	1-372851	03/03/2020	45.60
100-555551-350	PARKS - REPAIR/MTCE SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	443899488734	02/28/2020	287.84
100-555551-350	PARKS - REPAIR/MTCE SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	458875773696	02/27/2020	73.99
100-555551-350	PARKS - REPAIR/MTCE SUP	AMAZON.COM/GE MONEY	60457 8781 045088 8 (split)	686387558553	02/27/2020	44.41
Total 100555551350:						3,281.72
100565641298						
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	SEWRPC Study 19.0139.01	101933	03/09/2020	224.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	316 Milwaukee Ave 20.0174.01	101940	03/09/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	ATC Browns Lake Dr Crossing 20.0174.01	101942	03/10/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	1157 Milwaukee Ave 19.0139.01	101943	03/09/2020	56.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	Data Collection/Input 20.0184.01	101944	03/09/2020	1,886.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	Faust Pine St. 19.0139.01	101960	03/10/2020	448.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	505 Storle Ave 20.0183.01	101961	03/10/2020	56.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	BASD Improvements-Plan 19.0139.01	101964	03/11/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	516 Mills St. 20.0174.01	101966	03/11/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	216 Pine St. 20.0183.01	101967	03/11/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	Schaeffer Farms 19.0139.01	101997	03/13/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	FKC Burlington-Plan	101998	03/13/2020	112.00
100-565641-298	PLAN COMM - CONTRACT S	KAPUR & ASSOCIATES, INC.	Oak Park Place Phase !! 20.0183.01	101999	03/13/2020	112.00
Total 100565641298:						3,566.00
100575710299						
100-575710-299	GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	Burlington Landfill 2019-2020 19.0183.01	101881	03/02/2020	8,093.00
Total 100575710299:						8,093.00
453565616823						
453-565616-823	2017 Pool Construction Proje	RUNDLE-SPENCE	Pool-Back Flow Preventor	S2824320.003	03/10/2020	85.76
Total 453565616823:						85.76
458525220159						
458-525220-159	Clothing Allowance	WORLDWIDE, LTD	EMS-Shirts	2341	03/19/2020	422.00
Total 458525220159:						422.00
458525220225						
458-525220-225	Telephone	AT & T	287237494183	287237494183X030	03/01/2020	155.75
Total 458525220225:						155.75

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
458525220242						
458-525220-242 Repairs & Maint Vehicles	Emergency Apparatus	V#931-Repair Emergency light	110821	03/06/2020	119.50	
458-525220-242 Repairs & Maint Vehicles	ACCELERATED AUTO SERVICE	#931 Fuel Injector Control	31226	03/03/2020	904.90	
Total 458525220242:					1,024.40	
458525220295						
458-525220-295 Medical Supplies	WELDERS SUPPLY COMPANY	Oxygen	10129456	03/05/2020	174.18	
458-525220-295 Medical Supplies	EMERGENCY MED. PRODUCTS	EMP EMS Supplies	2140705	03/09/2020	458.27	
Total 458525220295:					632.45	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv - April	AT45039	03/26/2020	159.00	
Total 501514900000:					159.00	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1542332	02/26/2020	59.35	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1544776	03/04/2020	116.60	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1547157	03/11/2020	59.35	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1549659	03/18/2020	59.35	
Total 621575740159:					294.65	
621575740220						
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685FEB20	03/15/2020	336.85	
621-575740-220 WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449FEB20	03/16/2020	38.25	
Total 621575740220:					375.10	
621575740242						
621-575740-242 REPAIR,MAINTENANCE VE	BUMPER TO BUMPER BURLING	#78 Water Pump	1-372946	03/05/2020	208.00	
Total 621575740242:					208.00	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1542332	02/26/2020	10.38	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1542333	02/26/2020	141.87	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1544776	03/04/2020	10.38	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1547157	03/11/2020	10.38	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1547158	03/11/2020	141.87	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1549659	03/18/2020	10.38	
621-575740-244 REPAIRS,MAINT EQUIPMEN	RUNDLE-SPENCE	Neutralizer-WWTP	S2824320.001	02/24/2020	57.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	RUNDLE-SPENCE	Neutralizer-WWTP	S2824320.002	02/28/2020	57.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	GRAINGER	GRAINGER WWTP SUPPLIES	9456954586	02/26/2020	521.68	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	13930*	02/28/2020	56.96	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	14373	03/05/2020	53.91	
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Supplies-WWTP	14691	03/10/2020	65.60	
621-575740-244 REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	Small Argon & Mixes	10127825	02/28/2020	23.70	
621-575740-244 REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3500	03/19/2020	840.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	CARLSON RACINE ROOFING	Roof Leak near pipe	28988	03/09/2020	240.00	
621-575740-244 REPAIRS,MAINT EQUIPMEN	TRIFECTA ACCESS CONTROLS	Replace Knox Box-Front Gate	4122	03/17/2020	1,856.83	
Total 621575740244:					4,097.94	
621575740248						
621-575740-248 PLANT OPERATION	REINEMANS, INC.	Supplies-WWTP	177201	03/06/2020	21.99	
621-575740-248 PLANT OPERATION	FORD HALL COMPANY	complete set of replacement brushes Clairfier #1	4687	03/17/2020	619.78	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
621-575740-248 PLANT OPERATION	GRAYBAR	GRAYBAR WWTP SUPPLIES	9314821475	02/27/2020	383.48	
621-575740-248 PLANT OPERATION	GRAYBAR	GRAYBAR WWTP SUPPLIES	9314954080	03/06/2020	61.06	
Total 621575740248:					1,086.31	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1542333	02/26/2020	98.24	
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1547158	03/11/2020	98.24	
621-575740-249 LABORATORY	GALETON	GLOVES	2544289	03/11/2020	105.01	
621-575740-249 LABORATORY	MENARDS	Supplies-WWTP	15222	03/16/2020	14.10	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	435518	02/24/2020	405.94	
621-575740-249 LABORATORY	NCL OF WISCONSIN, INC	Annual Lab Equipment Calibration	436164	03/06/2020	700.00	
Total 621575740249:					1,421.53	
621575740253						
621-575740-253 PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP PIX-111 BULK	9017667458	03/17/2020	5,700.49	
Total 621575740253:					5,700.49	
621575740298						
621-575740-298 CONTRACT SERVICE	EHLERS & ASSOCIATES, INC	Project: 2020 Browns Lake SD User Rate Dispute	82952	03/09/2020	500.00	
Total 621575740298:					500.00	
621575740310						
621-575740-310 OFFICE SUPPLIES, POSTA	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS (split)	842627	02/28/2020	450.47	
Total 621575740310:					450.47	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	CARLSON RACINE ROOFING	Leak at Scupper	28987	03/09/2020	270.00	
621-575740-353 REPAIR & MAINT LIFT STAT	EVOQUA WATER TECHNOLOGI	BIOXIDE WWTP ODOR CONTROL	904375112	03/05/2020	878.97	
Total 621575740353:					1,148.97	
621575740374						
621-575740-374 SAFETY	GALETON	GLOVES	2544243	03/11/2020	169.80	
Total 621575740374:					169.80	
622501070000						
622-501070-000 WORK IN PROGRESS	CARLSON RACINE ROOFING	Well #8 upgrade	28996	03/09/2020	3,990.00	
622-501070-000 WORK IN PROGRESS	TROTTER AND ASSOCIATES IN	Standby-Generator Design Well #7	16814	02/29/2020	1,891.00	
Total 622501070000:					5,881.00	
622503460000						
622-503460-000 METERS & LABOR	MIDWEST METER INC	Orion CE Antenna	0119677-IN	03/05/2020	507.70	
Total 622503460000:					507.70	
622506230000						
622-506230-000 SUPPLIES	WELDERS SUPPLY COMPANY	Cylinder Rental	10127824	02/28/2020	7.90	
622-506230-000 SUPPLIES	WELDERS SUPPLY COMPANY	1 YEAR PRE-PAID RENTAL	10130305	03/12/2020	330.00	
622-506230-000 SUPPLIES	NORTHERN LAKE SERVICE, IN	WATER DEPT - RADIUM TESTS	374901	03/17/2020	1,060.00	
Total 622506230000:					1,397.90	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	BRAY SALES INC	Parts: radium maintenance	220/40022488	03/17/2020	656.41	
Total 622506250000:					656.41	
622506310000						
622-506310-000 CHEMICALS	HAWKINS, INC	LPC-4	4666073	02/19/2020	602.73	
Total 622506310000:					602.73	
622506320000						
622-506320-000 OPERATION SUPPLIES, EXP	NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE TESTING	374027	02/28/2020	940.00	
Total 622506320000:					940.00	
622506510000						
622-506510-000 MAINS, WATER BREAKS-SU	REINEMANS, INC.	Supplies-Water	176849	02/26/2020	22.92	
Total 622506510000:					22.92	
622506520000						
622-506520-000 SERVICE-SUPPLIES	MENARDS	Supplies-Water	13212	02/18/2020	41.45	
Total 622506520000:					41.45	
622506530000						
622-506530-000 METERS, REPAIRS & TESTI	RUNDLE-SPENCE	Neutralizer-WWTP	S2824320.001	02/24/2020	61.29	
622-506530-000 METERS, REPAIRS & TESTI	BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80049287	02/28/2020	194.00	
Total 622506530000:					255.29	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1542331	02/26/2020	41.53	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1544775	03/04/2020	41.53	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1547156	03/11/2020	41.53	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1549658	03/18/2020	41.53	
Total 622509030000:					166.12	
622509210000						
622-509210-000 OFFICE SUPPLY	BEAR GRAPHICS, INC.	BEAR GRAPHICS UTILITY BILLS (split)	842627	02/28/2020	450.47	
622-509210-000 OFFICE SUPPLY	REINEMANS, INC.	UPS	177430	03/11/2020	22.17	
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 03/20	03/19/2020	93.36	
622-509210-000 OFFICE SUPPLY	TIME WARNER CABLE	Acc#715297601 H2O SCADA	715297601031520	03/15/2020	134.29	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	21234820	03/13/2020	102.38	
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contract No. 3091 /505ENT-M15-MFDCopier	21234821	03/13/2020	5.59	
Total 622509210000:					808.26	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	BUMPER TO BUMPER BURLING	Truck Parts	1-372589	02/24/2020	250.55	
Total 622509330000:					250.55	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	VORPAGEL SERVICE INC.	Service-Boilers/Infrared Heaters	45391	02/28/2020	872.92	
622-509350-000 GENERAL PLANT-SUPPLIE	VORPAGEL SERVICE INC.	DPW-Merchandise	46134	03/11/2020	292.22	
622-509350-000 GENERAL PLANT-SUPPLIE	HOH WATER TECHNOLOGY, IN	ANNUAL WATER TREATMENT CONTRACT (split)	575676	03/04/2020	260.00	
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING WWTP (split)	3500	03/19/2020	288.00	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509350000:					1,713.14	
623575740220						
623-575740-220 ELECTRIC	WE ENERGIES	6069-094-440	6069094440FEB20	03/13/2020	407.40	
Total 623575740220:					407.40	
623575740246						
623-575740-246 REPAIR MAINT.RUNWAY,TA	WI DEPT OF TRANSPORTATIO	Airport-Runway	395-0000087470	06/06/2018	827.54	
623-575740-246 REPAIR MAINT.RUNWAY,TA	WI DEPT OF TRANSPORTATIO	Airport-Runway	395-0000132522	06/04/2019	666.90-	
623-575740-246 REPAIR MAINT.RUNWAY,TA	HUGHES ELECTRIC, INC	Repairs at Airport	02.26&03.17	03/22/2020	245.00	
Total 623575740246:					405.64	
623575740298						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER APR BILLING	2020APR	03/23/2020	309.00	
Total 623575740298:					309.00	
Grand Totals:					143,601.71	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



DATE: April 8, 2020

SUBJECT: LICENSES - To approve Operator's License Applications as submitted.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

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

The following individuals have submitted an Operator's License application and have been approved by the Burlington Police Department:

- 1. Grosse, Andra (new)
- 2. Haler, David (new)
- 3. Hernandez, Liset (new)
- 4. Johnson, Amanda (new)
- 5. Ross, Krystal (new)
- 6. Toro, Jeremy (new)
- 7. Verhagen, Taylor (new)

BUDGET/FISCAL IMPACT:

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

RECOMMENDATION:

Staff recommends that Council approves the submitted applications.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the April 8, 2020 Common Council meeting.



DATE: April 8, 2020

SUBJECT: PUBLIC HEARING - To hear comments and concerns regarding the creation of Ch. 278-81.1 of the City of Burlington Municipal Code entitled, "Park Facilities Impact Fee".

SUBMITTED BY: Nicholas Faust, Intern

BACKGROUND/HISTORY:

Pursuant Chapter 66.0617(3) Wisconsin State Statutes, before enacting an ordinance that imposes impact fees, or amending an existing ordinance that imposes impact fees, a municipality shall hold a public hearing on the proposed ordinance or amendment. Notice of the public hearing shall be published as a class 1 notice under Chapter 985 of the Wisconsin State Statutes, and shall specify where a copy of the proposed ordinance or amendment and the public facilities needs assessment may be obtained.

BUDGET/FISCAL IMPACT:

This ordinance proposes a Park Facility Impact Fee of \$975 per dwelling unit within a new residential development, with those funds purposed towards improvements on dedicated land.

RECOMMENDATION:

For public comment only.

TIMING/IMPLEMENTATION:

This item is scheduled for the April 8, 2020 Common Council meeting.

Attachments

Public Hearing Notice

STATE OF WISCONSIN

COUNTY OF RACINE

The Common Council in and for the City of Burlington

**NOTICE OF PUBLIC HEARING
FOR AMENDING THE CODE OF THE CITY OF BURLINGTON**

To Whom It May Concern:

NOTICE is hereby given that the Common Council of the City of Burlington proposes to create sections of the Municipal Code as follows:

- Section 278-81.1 of the City of Burlington Municipal Code entitled, “Park Facilities Impact Fee”. A copy of the proposed ordinance and the public facilities needs assessment may be obtained In the City Clerk’s Office at 300 N. Pine Street, Burlington, WI 53105.

Chapter 278 of the Municipal Code of the City of Burlington shall be amended as necessary to reflect these changes. All other provisions as contained in Chapter 278 of the Municipal Code of the City of Burlington shall continue and in full force and effect.

NOTICE IS FURTHER GIVEN that a Public Hearing on the above matter will be held by the Common Council in the Council Chambers at the Police Department, 224 East Jefferson St., Burlington (*In light of recent events, this meeting may be conducted remotely. Should that occur, you will find information on how to view and speak on the City’s website at www.burlington-wi.gov/Archive.aspx?AMID=58*) on:

TUESDAY, APRIL 8, 2020 DURING THE MEETING OF THE COMMON COUNCIL SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER to hear any persons objecting to, or in support thereof, on the above mentioned matter.

Dated at Burlington, Wisconsin, this 22nd day of March, 2020

Diahnn Halbach, City Clerk

*Published in the Burlington Standard Press
March 26, 2020*



DATE: April 8, 2020

SUBJECT: RESOLUTION 4999(52) - To approve a Revolving Loan Fund (RLF) Grant in the amount of \$15,000 and Loan in the amount of \$100,000 to the Low Daily Brewery for a total not-to-exceed amount of \$115,000.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Staff is seeking approval of a Resolution allowing for a Revolving Loan Fund (RLF) grant request in the amount of \$15,000 and RLF loan request in the amount of \$100,000 to The Low Daily Brewery to assist with Working Capital and Start-up costs for the establishment of the business located at 700 N. Pine Street.

This grant would allow a new business to be recruited to the downtown district, fill a currently vacated building, help with start-up expenses associated with opening the brewery, and create five (5) full-time jobs.

This evening, Andrea Safedis of the Racine County Economic Development Corporation (RCEDC), will outline the applicant's project who is seeking the grant and loan dollars.

BUDGET/FISCAL IMPACT:

The grant requested is \$15,000 and the loan requested is \$100,000. If approved the funding would be paid from the City of Burlington's 2019 Revolving Loan Fund.

RECOMMENDATION:

Staff recommends approval of the grant in the amount of \$15,000 and loan in the amount of \$100,000.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

- RES 4999(52) Low Daily RLF Grant
 - RCEDC Memo - Low Daily RLF Grant
-

**A RESOLUTION APPROVING A REVOLVING LOAN FUND GRANT AND LOAN TO
THE LOW DAILY BREWERY, LLC
IN THE NOT-TO-EXCEED AMOUNT OF \$115,000**

WHEREAS, the City of Burlington operates a Revolving Loan Fund Program for the purposes of economic development and,

WHEREAS, the *Racine County Economic Development Corporation* provides economic development, community development, and related technical assistance to the City of Burlington monitoring such Revolving Loan Fund; and,

WHEREAS, The Low Daily Brewery, LLC is seeking a grant in the not to exceed amount of \$15,000 and a loan in the not to exceed amount of \$100,000 to assist with Working Capital and Start-up expenses for the establishment of the business located at 700 N. Pine Street; and,

WHEREAS, the Racine County Economic Development Corporation Loan Committee has reviewed and recommended this grant, taking into consideration the information noted in the attached memorandum, and under the terms and conditions of in the RLF Policy Manual.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, does hereby approve a Revolving Loan Fund Grant and Loan in the not-to-exceed amount of \$115,000 to The Low Daily Brewery, LLC.

Introduced: March 3, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

TO: BURLINGTON CITY COUNCIL

**FROM: ANDREA SAFEDIS, LOAN SERVICING SPECIALIST
THOMAS VAN GENT, LOAN OFFICER**

RE: LOW DAILY BREWERY

DATE: MARCH 2, 2020

Introduction

The purpose of this memorandum is to provide information and a recommendation on a grant and loan application on behalf of Low Daily Brewery (Low Daily) to assist with Working Capital and Start-up costs for the establishment of the business. The total being requested is \$115,000, which includes \$15,000 in the form of a grant and \$100,000 in the form of a loan.

The Racine County Economic Development Corporation (RCEDC) Staff and Loan Advisory Committee have reviewed the financing structure and the project, including the background of the management, the projected financial statements of the business, the collateral to be offered to secure the new debt and the cash flow coverage with the proposed debt. Upon this review, the RCEDC Staff and Loan Advisory Committee are making a recommendation for approval of the RLF financing request.

Background

In February 2019, the City of Burlington approved a new business loan and grant program referred to as the City of Burlington Revolving Loan Fund (RLF). These dollars were made available through the restructuring of a loan program previously limited to one of the City’s tax increment districts (TID). With the closure of the TID, the opportunity arose for the parameters of the program to be changed and funds to be made available to all City of Burlington businesses doing projects which meet the eligibility criteria of the program and fit within the City’s Strategic Plan.

Of the dollars available in the RLF program, it was agreed to make thirty percent (30%) available for grants to both for-profit and non-profit businesses with the specific amount to be identified annually. For 2019, total grant funds available were \$98,000. The balance of funds remaining in the RLF program would be provided in the form of loans. Attached as Exhibit A is a summary of the RLF funds remaining.

Eligibility

Eligible applicants must meet one of the program objectives identified below. RCEDC has indicated below whether this applicant meets each of the criteria.

RLF Program Objectives/Eligibility of this Application:	
To encourage the creation and retention of permanent jobs particularly those that pay above median income.	Yes 5FTE
To encourage the leveraging of new private investment in the City of Burlington in the form of private fixed asset investment, particularly in land, buildings, furniture and fixtures and equipment.	Yes Total investment includes building purchase, building renovation, equipment purchases and working capital

To perpetuate a positive and proactive business climate which encourages the retention and expansion of existing businesses and helps to attract desirable new businesses.	Yes New business start-up
To maintain and promote a diverse mix of employment opportunities and to minimize seasonal or cyclical employment fluctuations.	
To implement the City of Burlington's Riverwalk/Redevelopment Plan goals and objectives.	Yes Redevelopment project to support new business opportunity
To encourage thriving retail areas by providing incentives to businesses to enhance or fill empty storefronts and vacant buildings.	Yes Occupancy of currently vacant building

Project Description for Grant and Loan Application

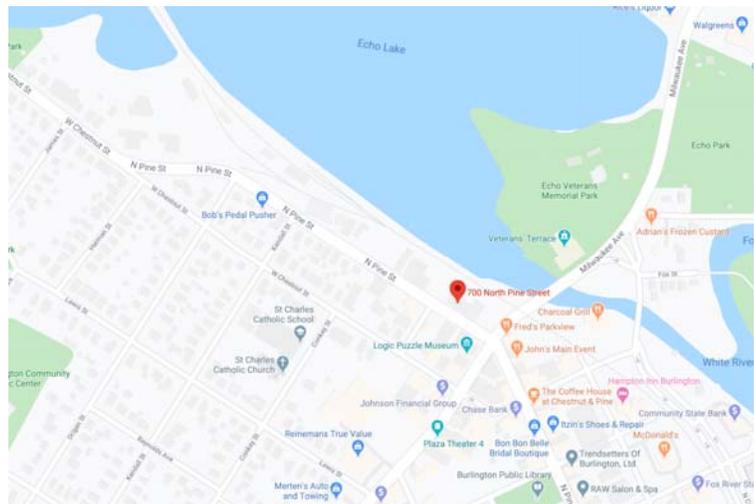
Low Daily is a small, community-focused brewery locating at 700 N Pine Street in Downtown Burlington. The Brewery aims to provide three goals:

1. Produce beer of the highest caliber that will make Burlington a destination for any craft beer drinker.
2. Create an atmosphere in the taproom that is unlike anything else in the area. One that is energetic, collaborative, inclusive, and conducive to creativity in any form.
3. Harness the energy produced in the taproom and project it back out into the community via volunteerism, new business offshoots, and distinctive fundraising efforts.

Converting 700 N Pine St. into the Low Daily brewery and taproom requires significant startup capital. The borrower is in the process of obtaining multiple loans through financial institutions and the United State Small Business Administration. The Burlington-RLF would serve as a loan to help with start-up expenses associated with opening the brewery. RCEDC finds it crucial for any start-up company to have the necessary working capital to sustain until a business begins generating sufficient revenue.

This project intends help revitalize downtown Burlington and provide an attraction for both residents and visitors.

Below is a picture and map of the site:



Project Summary

Business	Low Daily Brewery
Project Address	700 N. Pine Street
Use of Funds	Working Capital and Start Up Costs.

<i>Burlington RLF</i>	\$100,000
<i>Burlington Grant</i>	\$15,000
<i>Private Dollar Match</i>	The borrower is providing over 1 times the Burlington Grant and Loan amount as part of the investment for the building purchase, building renovation and equipment purchases necessary for starting the business.
<i>RLF Term/Amortization</i>	5.5% overall rate 12- months interest only (principal deferred) 6 year amortization following deferral period
<i>RLF Collateral</i>	Mortgage.
<i>RLF Guarantors</i>	Guarantees of Robert Sullivan, Patricia Sullivan, Claire Sullivan, Tim Sullivan and Bobpat LLC.
Other Notes	The company has secured a commitment letter from Community State Bank and has an application pending with the US Small Business Administration for this project financing. The borrower has also been approved for a grant through the Wisconsin Economic Development Corporation to support this project.

Summary and Recommendation

RCEDC staff recommends approval of this loan and grant request. The proposed improvements to Low Daily not only assist with the revitalization of this vacant building but fits well with the strategic plan for the City of Burlington. As a result of the project, the business will create 5 FTE jobs. The request also comes with the credit recommendation of RCEDC’s Loan Advisory Committee.

Exhibit A

Burlington Revolving Loan Fund Portfolio - As of January 31, 2020

Loans	Loan Balance As of 1.31.2020	Monthly Amount Returned for Lending	Balloon/ Maturity
Developer Loan	\$ 136,563.85	\$ 468.52	12/1/2031 B
Developer Loan	\$ 25,000.00	\$ 41.67	2/1/2037 B
Hospitality Business	\$ 804,577.95	\$ 6,407.68	10/1/2021 B
Manufacturing Business	\$ 200,000.00	\$ -	2/1/2023 F
Retail/Service Business	\$ 28,736.56	\$ 1,219.30	1/1/2022 M
Developer Loan	\$ 129,106.65	\$ 691.78	3/1/2023
6 Active Loans	\$ 1,323,985.01	\$ 8,828.95	

B= Balloon
M=Matures
F=Forgiven

2019 Grant Funds Summary	
2019 Grant Allocation	\$ 98,000.00
<i>Approved Grants:</i>	
Fox River Plaza	\$ (14,680.50)
PAC	\$ (10,000.00)
Miller Motor	\$ (15,000.00)
The Runaway	\$ (15,000.00)
Jean Dibble Portrait Studio	\$ (15,000.00)
2019 Balance Remaining	\$ 28,319.50
<i>Applications Pending:</i>	
Low Daily Brewery*	\$ (15,000.00)
The Loop*	\$ (13,319.50)
Balance Remaining	\$ -

2020 Grant Funds Summary	
2020 Grant Allocation	\$ 50,000.00
<i>Approved Grants:</i>	
None	
2020 Balance Remaining	\$ 50,000.00
<i>Applications Pending:</i>	
Clinical Psychology Associates	\$ (10,000.00)
Balance Remaining	\$ 40,000.00

Amount Available for Loans:	
Cash As Of 12.31.2019	\$ 442,155.72
Less 2019 Grant Allocation	\$ (98,000.00)
Less 2020 Grant Allocation	\$ (50,000.00)
Cash After Grant Allocations*	\$ 294,155.72
<i>Loan Commitments Pending Closing:</i>	
The Runaway Micropub	\$ (50,000.00)
Jean Dibble Portrait Studio	\$ (71,775.00)
Cash Remaining	\$ 172,380.72
<i>Applications in Process:</i>	
Low Daily Brewery	\$ 100,000.00

* Note: Monthly repayments are \$8,828.95 adding to dollars available to lend. Total principal being repaid is \$1,123,985



DATE: April 8, 2020

SUBJECT: RESOLUTION 5000(53) - To approve a Revolving Loan Fund (RLF) grant request for a total not-to-exceed amount of \$13,319.50 to The Loop Properties, LLC for property located at 488 Milwaukee Avenue.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Staff is seeking approval of a Resolution allowing for a Revolving Loan Fund (RLF) grant request in the amount of \$13,319.50 to The Loop Properties, LLC to assist with the demolition and reconstruction of the building exterior, as well as reconstruction of the interior.

This grant would allow a new business to be recruited to the downtown district, fill a currently vacant building, house multiple start-up businesses and include a co-working space component, and will encourage both retail opportunities and additional foot traffic in the downtown district.

This evening, Andrea Safedis of the Racine County Economic Development Corporation (RCEDC), will outline the applicant's project who is seeking the grant dollars.

BUDGET/FISCAL IMPACT:

The grant requested is \$13,319.50 and is the remaining available funds from 2019. If approved the funding would be paid from the City of Burlington's 2019 Revolving Loan Fund.

RECOMMENDATION:

Staff recommends approval of the grant in the amount of \$13,319.50.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

- RES 5000(53) The Loop RLF Grant
- RCEDC Memo - The Loop RLF Grant

A RESOLUTION APPROVING A REVOLVING LOAN FUND GRANT TO THE LOOP PROPERTIES, LLC IN THE NOT-TO-EXCEED AMOUNT OF \$13,319.50

WHEREAS, the City of Burlington operates a Revolving Loan Fund Program for the purposes of economic development and,

WHEREAS, the *Racine County Economic Development Corporation* provides economic development, community development, and related technical assistance to the City of Burlington monitoring such Revolving Loan Fund; and,

WHEREAS, The Loop Properties, LLC is seeking a grant in the not to exceed amount of \$13,319.50 to assist with the demolition and reconstruction of a business located at 488 Milwaukee Avenue; and,

WHEREAS, the Racine County Economic Development Corporation Loan Committee has reviewed and recommended this grant, taking into consideration the information noted in the attached memorandum, and under the terms and conditions of in the RLF Policy Manual.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, does hereby approve a Revolving Loan Fund Grant in the not-to-exceed amount of \$13,319.50 to The Loop Properties, LLC.

Introduced: March 3, 2020

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

TO: BURLINGTON CITY COUNCIL

**FROM: ANDREA SAFEDIS, PORTFOLIO SERVICING SPECIALIST
THOMAS VAN GENT, LOAN OFFICER**

RE: THE LOOP PROPERTIES, LLC FOR BURLINGTON MATCHING GRANT PROGRAM

DATE: FEBRUARY 21, 2020

Introduction

The purpose of this memorandum is to provide information and a recommendation on a grant application on behalf of The Loop Properties, LLC to assist with demolition and renovation of the building. Total project investment by this application includes the building purchase, renovation and equipment purchases to establish businesses within the building. The total grant requested is the remaining available grant funds of \$13,319.50 from 2019.

The Racine County Economic Development Corporation (RCEDC) Staff and Loan Advisory Committee have reviewed the financing structure and the project, including the background of the management, the projected financial statements of the business, the collateral to be offered to secure the new debt and the cash flow coverage with the proposed debt. Upon this review, the RCEDC Staff and Loan Advisory Committee are making a recommendation for approval of the grant.

Background

In February 2019, the City of Burlington approved a new business loan and grant program referred to as the City of Burlington Revolving Loan Fund (RLF). These dollars were made available through the restructuring of a loan program previously limited to one of the City’s tax increment districts (TID). With the closure of the TID, the opportunity arose for the parameters of the program to be changed and funds to be made available to all City of Burlington businesses doing projects which meet the eligibility criteria of the program and fit within the City’s Strategic Plan.

Of the dollars available in the RLF program, it was agreed to make thirty percent (30%) available for grants to both for-profit and non-profit businesses with the specific amount to be identified annually. For 2019, total grant funds available were \$98,000. The balance of funds remaining in the RLF program would be provided in the form of loans. Attached as Exhibit A is a summary of the RLF funds remaining.

Eligibility

Eligible applicants must meet one of the program objectives identified below. RCEDC has indicated below whether this applicant meets each of the criteria.

RLF Program Objectives/Eligibility of this Application:	
To encourage the creation and retention of permanent jobs particularly those that pay above median income.	Yes Final Number is TBD
To encourage the leveraging of new private investment in the City of Burlington in the form of private fixed asset investment, particularly in land, buildings, furniture and fixtures and equipment.	Yes Total investment includes building purchase, building renovation, equipment purchases

To perpetuate a positive and proactive business climate which encourages the retention and expansion of existing businesses and helps to attract desirable new businesses.	Yes The building will be occupied multiple start-up businesses and include a co-working space component.
To maintain and promote a diverse mix of employment opportunities and to minimize seasonal or cyclical employment fluctuations.	Yes The co-working space will provide lower barriers of entry and help other businesses
To implement the City of Burlington's Riverwalk/Redevelopment Plan goals and objectives.	
To encourage thriving retail areas by providing incentives to businesses to enhance or fill empty storefronts and vacant buildings.	Yes Occupancy of currently vacant building

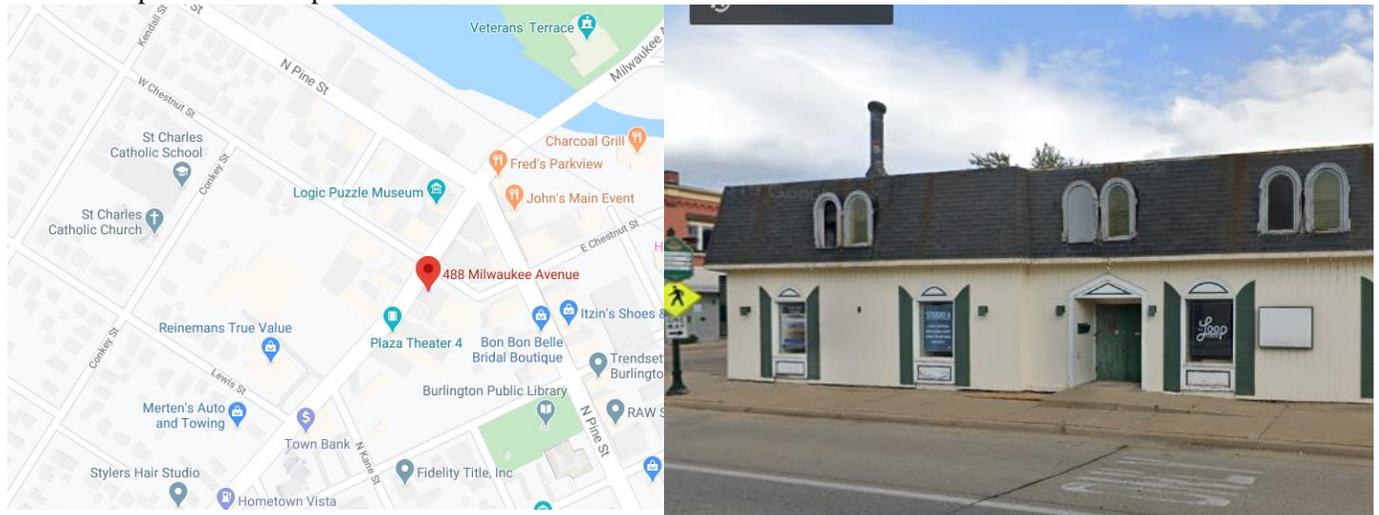
Project Description for Grant Application

The purpose of the project is to convert an old historic bar/hotel into a beautiful multi-use space in Burlington, WI with a purpose of getting people in the community to collaborate. Owner, Bevin Dawson, believes starting multiple businesses will encourage both exciting retail opportunities as well as foot traffic toward other businesses in the historic loop specifically on Chestnut Street.

Plans consist of:

- Demolition reconstruction outside with stucco exterior and finishing
- Interior 1st floor plans for Co-Working Space
- Interior 2nd floor plans for Office Space
- Interior 3rd floor plans for Photo Studio and Podcast Booth
- Plans for a climbing wall and Coffee Roaster

Below is a picture and map of the site:



Project Summary

Business	The Loop Properties
Project Address	488 Milwaukee Avenue, Burlington
Use of Funds	Building renovation
Burlington RLF Loan	None
Burlington Grant	\$ 13,319.50
Private Dollar Match	The borrower is providing over 1 times the Burlington Grant amount as the

	total investment includes building purchase, renovation of exterior and interior of the building and equipment purchases. This will be funded through both equity and bank financing.
RLF Term/Amortization	N/A
RLF Collateral	N/A
RLF Guarantors	N/A
Other Notes	The company has secured a commitment letter from Greenwoods State Bank for this project financing.

Summary and Recommendation

RCEDC staff recommends approval of this grant request. The proposed improvements to The Loop Properties, LLC will not only encourage the leverage of new private investments for the City of Burlington but will also promote a diverse mix of employment opportunities to minimize seasonal employment fluctuations. The project will perpetuate a positive, proactive business climate that will encourage expansion of existing and new businesses. The request also comes with the recommendation of RCEDC’s Loan Advisory Committee.

Exhibit A

Burlington Revolving Loan Fund Portfolio - As of January 31, 2020

Loans	Loan Balance As of 1.31.2020	Monthly Amount Returned for Lending	Balloon/ Maturity	
Developer Loan	\$ 136,563.85	\$ 468.52	12/1/2031 B	B= Balloon
Developer Loan	\$ 25,000.00	\$ 41.67	2/1/2037 B	M=Matures
Hospitality Business	\$ 804,577.95	\$ 6,407.68	10/1/2021 B	F=Forgiven
Manufacturing Business	\$ 200,000.00	\$ -	2/1/2023 F	
Retail/Service Business	\$ 28,736.56	\$ 1,219.30	1/1/2022 M	
Developer Loan	\$ 129,106.65	\$ 691.78	3/1/2023	
6 Active Loans	\$ 1,323,985.01	\$ 8,828.95		

2019 Grant Funds Summary	
2019 Grant Allocation	\$ 98,000.00
<i>Approved Grants:</i>	
Fox River Plaza	\$ (14,680.50)
PAC	\$ (10,000.00)
Miller Motor	\$ (15,000.00)
The Runaway	\$ (15,000.00)
Jean Dibble Portrait Studio	\$ (15,000.00)
2019 Balance Remaining	\$ 28,319.50
<i>Applications Pending:</i>	
Low Daily Brewery*	\$ (15,000.00)
The Loop*	\$ (13,319.50)
Balance Remaining	\$ -

2020 Grant Funds Summary	
2020 Grant Allocation	\$ 50,000.00
<i>Approved Grants:</i>	
None	
2020 Balance Remaining	\$ 50,000.00
<i>Applications Pending:</i>	
Clinical Psychology Associates	\$ (10,000.00)
Balance Remaining	\$ 40,000.00

Amount Available for Loans:	
Cash As Of 12.31.2019	\$ 442,155.72
Less 2019 Grant Allocation	\$ (98,000.00)
Less 2020 Grant Allocation	\$ (50,000.00)
Cash After Grant Allocations*	\$ 294,155.72
<i>Loan Commitments Pending Closing:</i>	
The Runaway Micropub	\$ (50,000.00)
Jean Dibble Portrait Studio	\$ (71,775.00)
Cash Remaining	\$ 172,380.72
<i>Applications in Process:</i>	
Low Daily Brewery	\$ 100,000.00

* Note: Monthly repayments are \$8,828.95 adding to dollars available to lend. Total principal being repaid is \$1,123,985



DATE: April 8, 2020

SUBJECT: **RESOLUTION 5001(54)** - To approve a Revolving Loan Fund (RLF) Grant in the amount of \$10,000 to Clinical Psychology Associates, LLC for property located at 197 W. Chestnut Street.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

Staff is seeking approval of a Resolution allowing for a Revolving Loan Fund (RLF) grant request in the amount of \$10,000 on behalf of David W. Thompson dba Clinical Psychology Associates, LLC to assist with renovations to a newly purchased building located at 197 W. Chestnut Street.

This grant would create three full-time positions and improve and occupy a currently vacant building.

This evening, Andrea Safedis of the Racine County Economic Development Corporation (RCEDC), will outline the applicant's project who is seeking the grant.

BUDGET/FISCAL IMPACT:

The grant requested is \$10,000. If approved the funding would be paid from the 2020 City of Burlington's Revolving Loan Fund.

RECOMMENDATION:

Staff recommends approval of the grant in the amount of \$10,000.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

RES 5001(54) Clinical Psychology RLF Grant
RCEDC Memo - Clinical Psychology Assoc.

**A RESOLUTION APPROVING A REVOLVING LOAN FUND GRANT TO CLINICAL
PSYCHOLOGY ASSOCIATES, LLC IN THE AMOUNT OF \$10,000.**

WHEREAS, the City of Burlington operates a Revolving Loan Fund Program for the purposes of economic development and,

WHEREAS, the *Racine County Economic Development Corporation* provides economic development, community development, and related technical assistance to the City of Burlington monitoring such Revolving Loan Fund; and,

WHEREAS, CLINICAL PSYCHOLOGY ASSOCIATES, LLC is seeking a grant in the not to exceed amount of \$10,000 to assist with renovations to the property at 197 W. Chestnut Street; and,

WHEREAS, the Racine County Economic Development Corporation Loan Committee has reviewed and recommended this grant, taking into consideration the information noted in the attached memorandum, and under the terms and conditions of in the RLF Policy Manual.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, does hereby approve a Revolving Loan Fund Grant in the not-to-exceed amount of \$10,000 to Clinical Psychology Associates, LLC.

Introduced: March 3, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

TO: CITY OF BURLINGTON COW MEETING

**FROM: ANDREA SAFEDIS, PORTFOLIO SERVICING SPECIALIST
KARMIN GARSTECKI, LOAN OFFICER**

RE: CLINICAL PSYCHOLOGY ASSOCIATES OF BURLINGTON

DATE: FEBRUARY 19, 2020

Introduction

The purpose of this memorandum is to provide information and a recommendation on a grant application on behalf of David W. Thompson dba Clinical Psychology Associates LLC. Grant dollars will assist with renovations to a newly purchased building located at 197 W. Chestnut Street in Burlington. The total grant requested is \$10,000.

The Racine County Economic Development Corporation (RCEDC) Staff and Loan Advisory Committee have reviewed the financing structure and the project, including the background of the management, the projected financial statements of the business, the collateral to be offered to secure the new debt and the cash flow coverage with the proposed debt. Upon this review, the RCEDC Staff and Loan Advisory Committee are making a recommendation for approval of the grant.

Background

In February 2019, the City of Burlington approved a new business loan and grants program referred to as the City of Burlington Revolving Loan Fund (RLF). These dollars were made available through the restructuring of a loan program previously limited to one of the City’s tax increment districts (TID). With the closure of the TID, the opportunity arose for the parameters of the program to be changed and funds to be made available to all City of Burlington businesses doing projects which meet the eligibility criteria of the program and fit within the City’s Strategic Plan.

Of the dollars available in the RLF program, it was agreed to make thirty percent (30%) available for grants to both for-profit and non-profit businesses with the specific amount to be identified annually. For 2019, total grant funds available were \$98,000 with applications in process that would deplete those funds. This grant would tap into the 2020 grant allocation of \$50,000. The remaining RLF funds would be provided in the form of loans. Attached as Exhibit A is a summary of the RLF funds remaining.

Eligibility

Eligible applicants must meet one of the program objectives identified below. RCEDC has indicated below whether this applicant meets each of the criteria.

RLF Program Objectives/Eligibility of this Application:	
To encourage the creation and retention of permanent jobs particularly those that pay above median income.	Yes 3FTE
To encourage the leveraging of new private investment in the City of Burlington in the form of private fixed asset investment, particularly in land, buildings, furniture and fixtures and equipment.	Yes Total investment includes building purchase and building renovations

To perpetuate a positive and proactive business climate which encourages the retention and expansion of existing businesses and helps to attract desirable new businesses.	Yes Business expansion and consolidation of Burlington and Waterford offices
To maintain and promote a diverse mix of employment opportunities and to minimize seasonal or cyclical employment fluctuations.	
To implement the City of Burlington’s Riverwalk/Redevelopment Plan goals and objectives.	
To encourage thriving retail areas by providing incentives to businesses to enhance or fill empty storefronts and vacant buildings.	Yes Occupancy of currently vacant building

Project Description for Grant Application

The purpose of the project is to consolidate the Company’s Waterford and Burlington offices into one convenient location. Thompson believes this project will upgrade the quality of the environment for both employees and clients, as well as providing more efficient services. It will allow for expansion of services provided by the clinic. Thompson is creating 3 full-time employment positions initially and will occupy most of the 12,690 sq. ft. building however, they will seek a tenant for 4,000 sq. ft. of the building’s professional office space.

The 197 W. Chestnut Street building requires significant renovations before Clinical Psychology Associates can occupy the building. The building is currently vacant, and the prior owner had deferred maintenance on the building. The flood of 2017 damaged the electrical and elevator systems. Over the winter the pipes burst and damaged the HVAC system. Just these items alone will require \$500,000 in repairs.

Below is a picture and map of the site:



Project Summary

Business	Clinical Psychology Associates, LLC
Project Address	197 W. Chestnut Street, Burlington
Use of Funds	Relocation Costs and Building Renovations
Burlington RLF Loan	None
Burlington Grant	\$ 10,000
Private Dollar Match	The borrower is providing over 1 times the Burlington Grant amount as part of the project which includes refinancing the recent building purchase and significant building renovations. This is a combination of cash equity and bank financing.
RLF Term/Amortization	N/A
RLF Collateral	N/A

RLF Guarantors	N/A
Other Notes	The company has secured a commitment letter from Community State Bank and has an application pending with the US Small Business Administration for this project financing.

Summary and Recommendation

RCEDC staff recommends approval of this grant request. The proposed improvements to the Clinical Psychology Associates of Burlington will not only support the business growth and the creation and retention of permanent jobs but it will also improve and occupy a currently vacant building. The request also comes with the credit recommendation of RCEDC's Loan Advisory Committee.

Exhibit A

Burlington Revolving Loan Fund Portfolio - As of January 31, 2020

Loans	Loan Balance As of 1.31.2020	Monthly Amount Returned for Lending	Balloon/ Maturity	
Developer Loan	\$ 136,563.85	\$ 468.52	12/1/2031 B	B= Balloon
Developer Loan	\$ 25,000.00	\$ 41.67	2/1/2037 B	M=Matures
Hospitality Business	\$ 804,577.95	\$ 6,407.68	10/1/2021 B	F=Forgiven
Manufacturing Business	\$ 200,000.00	\$ -	2/1/2023 F	
Retail/Service Business	\$ 28,736.56	\$ 1,219.30	1/1/2022 M	
Developer Loan	\$ 129,106.65	\$ 691.78	3/1/2023	
6 Active Loans	\$ 1,323,985.01	\$ 8,828.95		

2019 Grant Funds Summary	
2019 Grant Allocation	\$ 98,000.00
<i>Approved Grants:</i>	
Fox River Plaza	\$ (14,680.50)
PAC	\$ (10,000.00)
Miller Motor	\$ (15,000.00)
The Runaway	\$ (15,000.00)
Jean Dibble Portrait Studio	\$ (15,000.00)
2019 Balance Remaining	\$ 28,319.50
<i>Applications Pending:</i>	
Low Daily Brewery*	\$ (15,000.00)
The Loop*	\$ (13,319.50)
Balance Remaining	\$ -

2020 Grant Funds Summary	
2020 Grant Allocation	\$ 50,000.00
<i>Approved Grants:</i>	
None	
2020 Balance Remaining	\$ 50,000.00
<i>Applications Pending:</i>	
Clinical Psychology Associates	\$ (10,000.00)
Balance Remaining	\$ 40,000.00

Amount Available for Loans:	
Cash As Of 12.31.2019	\$ 442,155.72
Less 2019 Grant Allocation	\$ (98,000.00)
Less 2020 Grant Allocation	\$ (50,000.00)
Cash After Grant Allocations*	\$ 294,155.72
<i>Loan Commitments Pending Closing:</i>	
The Runaway Micropub	\$ (50,000.00)
Jean Dibble Portrait Studio	\$ (71,775.00)
Cash Remaining	\$ 172,380.72
<i>Applications in Process:</i>	
Low Daily Brewery	\$ 100,000.00

* Note: Monthly repayments are \$8,828.95 adding to dollars available to lend. Total principal being repaid is \$1,123,985



DATE: April 8, 2020

SUBJECT: **RESOLUTION 5002(55)** - To amend the Cash Deposit Schedule for the City of Burlington regarding municipal court.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The City maintains a bond schedule that encapsulates all fines associated with Municipal Ordinance violations (non-traffic violations). This bond schedule was last updated in February 2014. In an effort to be fiscally responsible, as well as cognizant of trends among comparable communities, staff analyzed this schedule to remain consistent with other municipalities.

The fees that were amended are incorporated on the attached fee schedule in red.

Additionally, cases involving 2nd offense possession of THC and possession of drug paraphernalia (Chapters 135-1 and 135-2C) were added to the schedule. Previously the police department had to send these cases to the Racine County District Attorney’s (DA) office first for prosecution, but the DA’s office would typically deny prosecution and send it back to be prosecuted in Municipal Court. The DA’s office and the police department recently agreed that the Municipal Court would prosecute cases involving 2nd Offense THC/drug paraphernalia possessions without having to refer to the DA first, so additional fees for these needed to be added.

Please note, bond amounts on traffic citations are set by the state, however, the municipal court, with the approval of the governing body of the municipality, shall set the deposit schedule for all other cases. (Wis. Stat. Section. 800.037)

This evening, Kelly Iselin, Municipal Court Judge, is here to present this item.

BUDGET/FISCAL IMPACT:

As a matter of best practices, fees associated with the official Cash Deposit Schedule should be evaluated yearly.

RECOMMENDATION:

Staff recommends approval of the amended Cash Deposit Schedule.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

- RES 5002(55) Amended Bond Schedule
- Revised Bond Schedule - redlined
- 2014 Bond Schedule

**A RESOLUTION AMENDING THE CASH DEPOSIT SCHEDULE
FOR THE CITY OF BURLINGTON**

WHEREAS the City of Burlington has adopted the Code of the City of Burlington and established penalties for violation of the Code, and has established a Cash Deposit Schedule in order to provide uniform enforcement of the penalty amounts; and,

WHEREAS the penalties provided in the Code and Cash Deposit Schedule should be adjusted from time to time to reflect both the seriousness of the offenses and the cost of enforcement, and to maximize the deterrent effect of the penalty; and,

NOW, THEREFORE, BE IT RESOLVED by the City of Burlington Common Council, that, pursuant to all of the above, the City of Burlington Cash Deposit Schedule attached hereto is approved and adopted in its entirety.

BE IT FURTHER RESOLVED that the Cash Deposit Schedule shall be kept on file in the office of the City Clerk.

Introduced: March 3, 2020

Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

Bond Schedule 2020							
Ordinance Number	Offense	Deposit	Court Costs	Penalty Surchg	Jail Assmt	Crime Lab	Total
Chapter 1	GENERAL PROVISIONS						
*1-14	Altering or tampering with Code	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
Chapter 22	DEPARTMENTS						
*22-21	Interference with fire fighters	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*22-22C	Failure to assist fire fighter	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*22-22D	Injury to fire apparatus	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*22-23	Other Departments violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 31	EMERGENCY GOVERNMENT						
*31-9B	Violation of Emergency Parking Rules (except snow emergency-see 293-4)	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
31-13	Other Emergency Gov. violation	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
Chapter 35	ETHICS, CODE OF						
*35-7	Ethics violation	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
Chapter 60	OFFICIAL MAP						
*60-11A	Official Map chapter violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 80	SMOKING IN MUNICIPAL BUILDINGS						
*80-1	Smoking in Municipal Building	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 93	AIRPORT						
93-11B	Airport Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd Offense within 1 year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 96	ALARM SYSTEMS						
*96-2	Intentional False Alarm	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
96-6	False Alarm, third violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Fourth or subsequent offense within 1 year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*96-8	Municipal Alarm violation, other	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
96-12	False Alarm, third violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Fourth or subsequent offense within 1 year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*96-13	Private alarm violation, other	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 100	AMUSEMENTS AND SPECIAL EVENTS						
*100-1A	Public Amusement or Show w/o License	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-2B	Public Dance Hall License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-2C	Public Dance Permit Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-3	Block Party permit required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-4B	Music device-License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-4F	Music device-Hours of Operation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-5B	Special event-license required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*100-6	Other Amusements/Special Events violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

Chapter 104	ANIMALS						
104-2A	Livestock Animals Prohibited	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-3	Dog License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-4	Cat License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-5	Vaccinations Required for Dogs & Cats	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-6A	Damage to Property by Dogs or Cats	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-6B	Dog & Cat Wastes	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-7	Animal Pens	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-8A	Dogs or Cats Running at Large	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-8B	Dogs & Cats Not Permitted in Cemeteries	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-8C	Dogs & Cats Not Permitted at Parks, Beaches and Swimming Areas (except dogs in dog parks)	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-9	Habitually Noisy Animals	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-10B(1)	Number of Animals Limited	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-10C	Improper Kennel Location	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-11A	Cruelty To Animals	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
104-11B	Neglect of Animal	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
104-12	Keeping Birds & Animals Commercially w/o a License	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-13	Killing or Injuring Birds	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-14	Pigeon Control Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-15	Bee Keeping Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-16A	Keeping Wild or Vicious Animal Prohibited	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
104-16B	Keeping Wild Animal as Pet Prohibited	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
104-17A	Animal Bites Required to be Reported	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
104-17B	Animal Quarantine Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-18	Keeping Animal & Bird Regulations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-19	Other Animals violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 110	BICYCLES						
*110-1	Bike Registration Required for Residents	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*110-6	Other Bicycles violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
Chapter 115	BUILDING CONSTRUCTION						
*115-26	Building Construction violation	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
Chapter 119	BURNING, OPEN						
*119-1A	Violation of Open Burning restrictions	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1B	Trash Burning violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1C	Open Fire prohibition violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1D(1)	Unauthorized Grass Fire	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1D(2)	Cooking, Ceremony, Recreation Fire Violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1D(4)	Burning Restrictions and Regulation Violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

*119-1D(4)(c)	No attendant at fire	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-1D(4)(d)	Fire before noon or after 7:00 p.m.	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-2	Violation Emergency Burning Restriction	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*119-3	Other Open Burning violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 128	CIGARETTES AND TOBACCO PRODUCTS						
128-1A	Sale without license (fine is max per statute)	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
128-1D	Sale without license 2nd or more (fine is per statute)	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
128-1D	Sale w/o license 2/ no due care (fine is per statute)	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*128-1E	Sale to minor	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*128-1F	Minor false ID to receive cig/tobacco	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*128-1F	Minor purchase/possess cig/tobacco	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
128-1F	Purch for/provide Tobacco to minor 1st/30 mo	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
ss. 254.92	Purch for/provide Tobacco to minor 2nd/30 mo	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	Purch for/provide Tobacco to minor 3rd/30 mo	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
	Purch for/provide Tobacco to minor 4th+/30 mo, send to DA						
Chapter 135	DRUGS AND DRUG PARAPHERNALIA						
135-1	Possession of Marijuana or THC, 1st Offense	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
NEW	2nd or Subsequent Violation	\$400.00	\$38.00	\$104.00	\$10.00	\$13.00	\$565.00
135-2C(1)	Poss. Drug Paraphernalia Age 17+ 1st/12 mo	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
	2nd or Subsequent Violation	\$400.00	\$38.00	\$104.00	\$10.00	\$13.00	\$565.00
	Poss. Drug Paraphernalia Age<17 1st/12 mo	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd or Subsequent Violation	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
135-2C(2)	Mfr/Del. Drug Paraphernalia Age 17+ 1st/12 mo	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	Mfr/Del. Drug Paraphernalia Age<17 1st/12 mo	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	[2nd or Subsequent Violation- refer to DA]						
135-2C(3)	Del. Drug Para. by Age<17 to Age <17 1st/12 mo	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	[2nd or Subsequent Violation- refer to DA]						
	[Del. Para. by Age 17+ to Age<17 refer to DA]						
Chapter 142	ELECTRICAL WORK AND INSPECTIONS						
Chpt 142	Electrical Work and Inspections Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd Offense within 1 year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 155	FIRE PREVENTION & FIREWORKS						

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

*155-2	Specified violations -see Code s. 155-21							
155-2H(1)	Failure to comply with order	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
155-2H(2)	Other fire prevention violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
155-39A	Sale or Discharge of Fireworks	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00	
155-39B	Possession/Use of Fireworks w/o permit	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
155-39H	Allow minor to sell, disch., possess or use fireworks	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00	
Chapter 165	GEOGRAPHICAL DESIGNATION AND LOGO							
*165-1	Use of Designation and Logo without license	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
*165-2	Use of Logo without license	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00	
Chapter 170	GRAFITTI							
*170-3	Application of grafitti	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
*170-7	Other Grafitti violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
Chapter 175	HAZARDOUS MATERIALS							
*175-1	Prohibited discharge violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
*175-7	Other hazardous materials violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
Chapter 181	HOUSING STANDARDS							
*181-2	Property Maintenance Code Violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00	
	2nd Offense within 1 year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00	
Chapter 187	INTOXICATING LIQUORS AND FERMENTED MALT BEVERAGES							
*187-1	Possession of open container in public -- only applies to age 21 and over/ <21, see below	\$225.00	\$38.00	\$58.50	\$10.00	\$13.00	\$344.50	
*187-2	Possession of beer/liquor in park	\$225.00	\$38.00	\$58.50	\$10.00	\$13.00	\$344.50	
*187-3	Poss. or consume beer/liquor in unlicensed public place	\$225.00	\$38.00	\$58.50	\$10.00	\$13.00	\$344.50	
*187-4	Other Possession in public areas violation	\$225.00	\$38.00	\$58.50	\$10.00	\$13.00	\$344.50	
187-5	Adopting Chapter 125, Statutes-See bond book for base fine, including juvenile violations, unless listed							
*187-6	Serve, sell, etc. without license	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00	
*187-13 or -14	Violation of license regulations	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00	
*187-18	All Other Liquor Law Age 17 & Over	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00	
	Any Liquor Law Violation Age <17	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00	
Chapter 193	JUNK COLLECTORS AND JUNK DEALERS							
*193-2	Junk Collector/Dealer Operating w/o License	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00	
*193-7	Improper Posting of Junk License	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00	
*193-8A(1)	Licensee Conducting Business at Other Than Licensed Premises	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00	

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

*193-8A(2)	Improper Fence Around Licensed Premises	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-8A(3)	Building Not Fireproof Construction	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-8A(5)	Hours violation, Purchase from person under 18 or from intoxicated person	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-8A(6)	Articles to be Retained at Least 2 Days	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-8B(1)	Junk Merchant Required to Keep Records	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-9A	Junk Merchant Motor Vehicle Records	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-9B	Motor Vehicle Record Copy to Police	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-9C	Destroying Motor Vehicle Identity Prohibited	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-10A	Stolen Goods Report to Police	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*193-12	Other Junk violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 200	LITTERING						
*200-2A	Littering by Pedestrians & Motorists	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-2C	Littering with Handbills, Leaflets, Etc.	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-2D	Failure to Provide Litter receptacles	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-2E	Household solid waste in public receptacle	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-2F	Household solid waste in private receptacle	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-3A	Transporting-Cargo Must be Covered	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*200-4A	No Containers at Loading/Unloading Site	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-4B	Failure to Clean Loading/Unloading Site	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-5A	Litter at Construction/Demolition Site	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*200-5B	No Containers at Construction/Demolition	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*200-5C	Show Proof of Proper Disposition of Litter	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*200-6A	Improper Commercial Container	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-6B	Uncovered Commercial Container	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-6C	Defective Commercial Container	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-6D	Commercial Waste in Public Container	\$350.00	\$38.00	\$91.00	\$10.00	\$13.00	\$502.00
*200-6E	Commercial Waste in Private Container	\$350.00	\$38.00	\$91.00	\$10.00	\$13.00	\$502.00
*200-8A	Litter on Private Premises	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-8B	Litter on Sidewalks and Parkways	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-8C	Litter in alleys	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-8D	Sweeping Litter into Streets	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*200-9	Other Littering violation	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
Chapter 204	LOITERING						
*204-5	Loitering Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 211	MINORS						
211-1	Curfew	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
211-2C(1)	Truancy	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

	2nd or subsequent violation within 1 year, not to exceed \$500 per semester	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
211-2C(2)	Habitual Truancy	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*211-4	Bond for all other ordinance Juvenile Offenses except Traffic, Tobacco (128-1F), Drugs (ch. 135), Grafitti (ch. 170), Liquor (187-18) and Retail Theft (238-19)	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 219	NOISE						
*219-1A	Loud & Unnecessary Noise	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(1)	Loud & Unnecessary Noise-Motor Vehicle	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(2)	Loud & Unnecessary Noise-Stereo	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(3)	Loud & Unnecessary Noise-Advertising	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(4)	Loud & Unnecessary Noise-Exhaust	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(5)	Loud & Unnecessary Noise-Construction	\$450.00	\$38.00	\$117.00	\$10.00	\$13.00	\$628.00
*219-1B(6)	Loud & Unnecessary Noise-near schools, etc.	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1B(7)	Loud & Unnecessary Noise-Brakes	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(8)	Loud & Unnecessary Noise-Railroad	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*219-1D	Use of Loudspeaker w/o or outside of permit	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 223	NONINTOXICATING AND SODA WATER BEVERAGES						
*223-4	Nonintoxicating Bev. Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 227	NUISANCES						
*227-3A	Adulterated Food	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*227-3B	Unburied Carcass	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*227-3C	Breeding Places for Vermin	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*227-3D	Stagnant Water	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3E	Garbage Cans & Privies	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3F	Noxious Weeds/Excess Vegetation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-3G	Air Pollution	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3H	Water Pollution	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3I	Noxious Odors	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3J	Street Pollution	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3K	Storage of Junk	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
227-4A	Disorderly House	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd & Subsequent Offense within 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
227-4B	Gambling Devices	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	2nd & Subsequent Offense within 1 Year	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
227-4C	Unlicensed Sale of Intoxicants	\$350.00	\$38.00	\$91.00	\$10.00	\$13.00	\$502.00
	2nd & Subsequent Offense within 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
227-4D	Continuous Violation of City Ordinances	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
227-4E	Illegal Drinking Premises	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

	2nd & Subsequent Offense within 1 Year	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*227-5A	Unsafe Signs & Billboards	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5B	Illegal Buildings	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*227-5C	Unauthorized Traffic Signs	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-5D	Obstruction of Intersections	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-5E	Tree Limbs Less Than 9' Over Sidewalk	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5F	Dangerous Trees	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5G	Unlawful Use of Fireworks	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*227-5H	Dilapidated Buildings	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*227-5I	Wires Strung Less Than 15' High	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5J	Obstruction of Streets, Excavations	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*227-5K	Unlawful Assembly	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-5L	Flammable Liquids	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*227-6	Violation of Park Board rules	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-12	All other ch. 227 violations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 234	PARKS AND PUBLIC AREAS						
*234-1	Swim Suit Required for Swimming	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-2A	In Park after Hours	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-2B(2)	Violation of Dog Park Regulation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-2C	Horses in Parks	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-2D	Vehicles in Parks	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-3	Camping in Park without permit	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*234-4	Plant/Remove Trees/Shrubs without permit	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
234-5	Other Parks violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 238	PEACE AND GOOD ORDER						
*238-1	Obstructing Streets & Sidewalks	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-2	Unlawful Assembly	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-3A	Unauthorized Presence on School grounds	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*238-3B	Loitering on School Grounds, Student	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*238-4A	DC-Disturbing the Peace	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-4B	DC-Fighting	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-4C	DC-Annoyance Telephone Calls	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-4D	DC-Annoyance computer messages	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
238-4.2	Disrupting a funeral / mem. service -1st offense [2nd offense, refer to DA]	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-4.5	Harassment Age 17+	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
	Harassment Age <17	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
238-5A	Trespass to Land	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-5B	Trespass to Dwelling	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-5C	Trespass to Medical Facility	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-5D	Trespass to construction site/locked room	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-6A	Entry into locked vehicle	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-6B	Entry into locked coin box	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-7	Theft-Value < or = \$2500.00, ss. 943.20						
	Value under \$25	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Value \$25-\$50	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Value \$50-\$100	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

	Value over \$100	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd or Subsequent Offense in 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
238-7.1	Theft of Telecommunications	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-7.2	Theft of Commercial Mobile Service	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-7.3	Theft of Video Service	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-7.4	Theft of Satellite Cable Programming	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-8	Resisting an Officer	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd Offense within 1 year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-9	Gambling & Fraudulent Devices	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*238-10	Prostitution	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-11	Pandering	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-12	Public fornication, public gratification, lewd & lascivious behavior, lewd drawing or writing, obscene electronic messages	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-13	Display of Sexually Explicit Material in Establishments Accessible to Minors	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-14	Indecent Advertising	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-15	Damage to or Destruction of Property	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-16	Open Cisterns, Wells, Basements, etc.	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*238-17	Abandoned ice box, refrigerator or container	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
238-18	Issuance of Worthless Check < or = \$2500	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd or Subsequent Violation Within 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-19	Retail theft-value < or = \$500, ss. 943.50	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	Age <17, retail theft value < or = \$500	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-20	Demolition of historic building without authorization, ss. 943.014	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-21	Fraud on hotel or restaurant keeper or taxicab operator, value < or = \$2500, ss. 943.21	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-22	Receiving stolen property, value < or = \$2500, ss. 943.34	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-23	Theft of library material, value < or = \$2500, ss. 943.61	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*238-24	Spitting	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-25	Other Peace and Good Order violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 243	PLUMBING						
Chpt 243	Plumbing Violations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd Offense within 1 year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
Chapter 254	SALES						
*254-1	Direct Sales Without Proper Registration	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1G(1)(a)	Calling at Dwelling before 9am & after 6pm; or	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	where Posted "No Solicitors" Etc.; or						
	calling at the Rear Door of Any Place						

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

*254-1G(1)(b)	False or Misleading Statements to Customers	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*254-1G(1)(c)	Direct Seller Impeding Sidewalk or Street	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1G(1)(d)	Direct Seller Noise Violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1G(1)(e)	Direct Seller Allowing Litter to Accumulate	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-1G(2)(a)	Identity Disclosure Required	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1G(2)(b)	Right to Cancel Notice Required	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1G(2)(c)	Written Terms Required for Later Delivery	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*254-1.1	Weights and Measures violation	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*254-2A	Vendor Vehicle permit required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-3	Farmer's Market permit required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-4	Rummage Sale Ordinance - Warning Required						
	for All 1st Offense Violations						
*254-4B	Selling Items Other than Personal Property	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-4C	Hours and place of operation violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-4D or E	Rummage Sale Sign Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-5C	Special Event sales permit required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-5D(1)	Sales within 500 feet of Chocolate City Fest.	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-5D(2)	Sales/donation of unauthorized items along parade route	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-5D(3)	Sales within 25 feet of curb from vehicle; sales in street by person on foot	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-5D(4)	Sales outside of permit area	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-6	Other Sales violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 259	SEWERS						
259-29, 259-32	Sewer violation- No Bond; appearance required-- see specific section for increased forf. amt.						
Chapter 265	SOLID WASTE						
*265-3A(1)(a)	Improper Household Containerization	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-3A(1)(b)	Containers inaccessible	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-3A(1)(c)	Failure to clean up scattered refuse	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-3A(3)	Failure to follow putout times and placement	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-3B	Improper disposal of ammunition	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*265-3C	Improper disposal of hazardous materials	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*265-4B	Prohibited yard waste disposal	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*265-5	Household Sharp Medical Waste Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*265-11	Failure to separate recyclables	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-13	Failure to care for recyclables	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-14	Failure to separate lead acid batteries, appliances, waste oil and yard waste	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

*265-15	Failure to properly prepare recyclables	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-16	Failure to follow multiple family regulations-owner/agent liability	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	2nd Offense within 1 Year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	3rd Offense within 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*265-17	Failure to follow non-residential regulations-owner/agent liability	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd Offense within 1 Year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	3rd Offense within 1 Year	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*265-18	Prohibited disposal of separated recyclables, batteries, appliances, oil or yard waste	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Second violation	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	Third or subsequent violation	\$1,000.00	\$38.00	\$260.00	\$10.00	\$13.00	\$1,321.00
*265-19	All Other Solid waste violations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 270	STORMWATER MANAGEMENT						
*270-13	Stormwater violation--no Bond, appearance required						
Chapter 274	STREETS AND SIDEWALKS						
*274-3	Street/Sidewalk Construction Without Permit	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*274-6	Care of Parkways	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*274-8	Obstruct Street by Trucks	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
	2nd Offense Within 1 Year	\$750.00	\$38.00	\$195.00	\$10.00	\$13.00	\$1,006.00
*274-9	Snow and Ice Removal	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*274-11	Improper Use of Streets	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*274-12	Other Streets and Sidewalks violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Ch. 274 Art II	Right-of-way Management violation-no Bond, appearance required						
Chapter 278	SUBDIVISION OF LAND						
*278-14	Subdivision of Land violation-no Bond, appearance required						
Chapter 284	TATTOOING						
284-6	Tattooing violation- if enforced by Health Dept.	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
	[If not enforced by Health Dept., refer to HFS]						
Chapter 286	TAXATION						
286-10	Confidentiality violation	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
286-11	Room Tax violation-no bond, appearance required						
286-12	Failure to comply with inspection/audit--no bond, appearance required. See 286-12 for penalty						
Chapter 293	VEHICLES AND TRAFFIC						
293-2	Violation of Parking Restrictions not otherwise listed	\$30.00	\$38.00				\$68.00

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293-2	Violation of Reserved/Disabled Parking	\$100.00	\$38.00				\$138.00
293-3A	Angle Parking	\$30.00	\$38.00				\$68.00
293-3B	Municipal Parking Lots	\$30.00	\$38.00				\$68.00
293-3C	Marked Stalls	\$30.00	\$38.00				\$68.00
293-3D	Truck Parking	\$30.00	\$38.00				\$68.00
293-3E	Night Parking	\$30.00	\$38.00				\$68.00
293-3F	Parking in Alleys	\$30.00	\$38.00				\$68.00
293-4	Winter restricted parking	\$30.00	\$38.00				\$68.00
*293-5	Courtesy Parking Permit Violation	\$30.00	\$38.00				\$68.00
293-7	Snowmobile violation 1st Offense	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
	2nd & Subsequent Within 1 Year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
293-8	Leaving Keys in Vehicle	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*293-9A	DCMV, Unnecessary Acceleration	\$125.00	\$38.00	\$32.50	\$10.00	\$13.00	\$218.50
*293-9B	DCMV, Careless, unsafe, unreasonably loud	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
293-10	Weight Limits on Highway or City Street, Statutory Fee (see s. 348.21(3), Stats.), plus forfeiture	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*293-13	Violation of state traffic laws on premises held open to the public	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*293-14B(1)	Bicyclists to Observe Traffic Rules	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14B(2)	No Bicycle riding on Sidewalk in Central Business District or on "Pedestrian Only" marked walkway	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14B(3)	Trick Riding Prohibited in Street and in parking lot or private property w/o permission	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14B(4)	Towing Prohibited	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14C	Skateboards, roller skates, roller skis, scooters, play vehicles						
*293-14C(1)	No Skateboarding, roller skating, roller skiing, scooters or play vehicles in street, on sidewalks and parking lots in Central Business District, on "Pedestrian Only" marked walkways, and other specified areas	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14C(2)	Skateboarders, roller skaters, roller skiers, scooter riders and play vehicles--failure to yield to or endangers/interferes w/ pedestrian	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14D(1)	In-line skaters prohibited in sidewalks, streets, parking lots in Central Business District, streets w/ speed limits > 25 mph and other specified areas	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14D(2)	In-line skaters must be in single-file, ride safely and obey traffic rules when in street	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14E	Damage to property by bicyclist, skateboarder, in-line skater or rider of play vehicle	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-14F	Parent or guardian authorization for violation of ch. 293	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*293-15	All Other Chapter 293 Violations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*239-17	Interference with Parking Enforcement	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

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*293-18	Abandoned/Unregistered Motor Vehicle violation	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
Chapter 297 VEHICLES FOR HIRE							
*297-1A(1)	Taxicab License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-1A(3)	Taxicab driver to be licensed	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-1G	Taxicab License/Rates to be Posted in Cab	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-1H	Taxicab to be Marked	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2A(1)	Carriage License Required	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(1)	Licensees to stay on established route	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(2)	Violation of hours/weather regulations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(3)	Violation of sanitation requirements	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(4)	Violation of passenger limit / seating	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(5)	Violation of animal feeding, care and hours	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-2B(6)	Failure to file certificate of soundness	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*297-3	Other Vehicles for hire violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 304 WATER							
304-10I	Violation of Lawn Sprinkling ban						
	First Offense-Warning						
	2nd Offense	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	3rd Offense	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
304-14	Other Water violation-- no Bond, appearance required						
Chapter 308 WEAPONS							
*308-1B(1)	Carrying Concealed Weapon	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*308-1B(2)	Carrying Loaded or Uncased Weapon	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*308-1C	Discharge of Weapon	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*308-2	Shooting Arrows & Other Missiles	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*308-3	Other Weapons violation	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
Chapter 315 ZONING							
315-136	Zoning Code Violations	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd Offense within 1 year	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

Bond Schedule 2014							
Ordinance Number	Offense	Deposit	Court Costs	Penalty Surchg	Jail Assmt	Crime Lab	Total
Chapter 1	GENERAL PROVISIONS						
*1-14	Altering or tampering with Code	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
Chapter 22	DEPARTMENTS						
*22-21	Interference with fire fighters	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*22-22C	Failure to assist fire fighter	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*22-22D	Injury to fire apparatus	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*22-23	Other Departments violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 31	EMERGENCY GOVERNMENT						
*31-9B	Violation of Emergency Parking Rules (except snow emergency-see 293-4)	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
31-13	Other Emergency Gov. violation	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
Chapter 35	ETHICS, CODE OF						
*35-7	Ethics violation	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
Chapter 60	OFFICIAL MAP						
*60-11A	Official Map chapter violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 80	SMOKING IN MUNICIPAL BUILDINGS						
*80-1	Smoking in Municipal Building	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 93	AIRPORT						
93-11B	Airport Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 year	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 96	ALARM SYSTEMS						
*96-2	Intentional False Alarm	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
96-6	False Alarm, third violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	Fourth or subsequent offense within 1 year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*96-8	Municipal Alarm violation, other	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
96-12	False Alarm, third violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	Fourth or subsequent offense within 1 year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*96-13	Private alarm violation, other	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 100	AMUSEMENTS AND SPECIAL EVENTS						
*100-1A	Public Amusement or Show w/o License	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-2B	Public Dance Hall License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-2C	Public Dance Permit Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-3	Block Party permit required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-4B	Music device-License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-4F	Music device-Hours of Operation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-5B	Special event-license required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*100-6	Other Amusements/Special Events violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00

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Chapter 104	ANIMALS						
104-2A	Livestock Animals Prohibited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-3	Dog License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-4	Cat License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-5	Vaccinations Required for Dogs & Cats	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-6A	Damage to Property by Dogs or Cats	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-6B	Dog & Cat Wastes	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-7	Animal Pens	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-8A	Dogs or Cats Running at Large	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-8B	Dogs & Cats Not Permitted in Cemeteries	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-8C	Dogs & Cats Not Permitted at Parks, Beaches and Swimming Areas (except dogs in dog parks)	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-9	Habitually Noisy Animals	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-10B(1)	Number of Animals Limited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-10C	Improper Kennel Location	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-11A	Cruelty To Animals	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
104-11B	Neglect of Animal	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
104-12	Keeping Birds & Animals Commercially w/o a License	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-13	Killing or Injuring Birds	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-14	Pigeon Control Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-15	Bee Keeping Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-16A	Keeping Wild or Vicious Animal Prohibited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-16B	Keeping Wild Animal as Pet Prohibited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-17A	Animal Bites Required to be Reported	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-17B	Animal Quarantine Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-18	Keeping Animal & Bird Regulations	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
104-19	Other Animals violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 110	BICYCLES						
*110-1	Bike Registration Required for Residents	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*110-6	Other Bicycles violation	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
Chapter 115	BUILDING CONSTRUCTION						
*115-26	Building Construction violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 119	BURNING, OPEN						
*119-1A	Violation of Open Burning restrictions	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1B	Trash Burning violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1C	Open Fire prohibition violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1D(1)	Unauthorized Grass Fire	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1D(2)	Cooking, Ceremony, Recreation Fire Violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1D(4)	Burning Restrictions and Regulation Violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50

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*119-1D(4)(c)	No attendant at fire	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-1D(4)(d)	Fire before noon or after 7:00 p.m.	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-2	Violation Emergency Burning Restriction	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*119-3	Other Open Burning violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
Chapter 128	CIGARETTES AND TOBACCO PRODUCTS						
128-1A	Sale without license (fine is max per statute)	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
128-1D	Sale without license 2nd or more (fine is per statute)	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
128-1D	Sale w/o license 2/ no due care (fine is per statute)	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*128-1E	Sale to minor	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*128-1F	Minor false ID to receive cig/tobacco	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*128-1F	Minor purchase/possess cig/tobacco	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
128-1F	Purch for/provide Tobacco to minor 1st/30 mo	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
ss. 254.92	Purch for/provide Tobacco to minor 2nd/30 mo	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Purch for/provide Tobacco to minor 3rd/30 mo	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
	Purch for/provide Tobacco to minor 4th+/30 mo, send to DA						
Chapter 135	DRUGS AND DRUG PARAPHERNALIA						
135-1	Possession of Marijuana or THC, 1st Offense	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	[2nd or Subsequent Violation- refer to DA]						
135-2C(1)	Poss. Drug Paraphernalia Age 17+ 1st/12 mo	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Poss. Drug Paraphernalia Age<17 1st/12 mo	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	[2nd or Subsequent Violation- refer to DA]						
135-2C(2)	Mfr/Del. Drug Paraphernalia Age 17+ 1st/12 mo	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	Mfr/Del. Drug Paraphernalia Age<17 1st/12 mo	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	[2nd or Subsequent Violation- refer to DA]						
135-2C(3)	Del. Drug Para. by Age<17 to Age <17 1st/12 mo	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	[2nd or Subsequent Violation- refer to DA]						
	[Del. Para. by Age 17+ to Age<17 refer to DA]						
Chapter 142	ELECTRICAL WORK AND INSPECTIONS						
Chpt 142	Electrical Work and Inspections Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 year	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

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Chapter 155	FIRE PREVENTION & FIREWORKS						
*155-2	Specified violations -see Code s. 155-2I						
155-2H(1)	Failure to comply with order	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
155-2H(2)	Other fire prevention violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
155-39A	Sale or Discharge of Fireworks	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
155-39B	Possession/Use of Fireworks w/o permit	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
155-39H	Allow minor to sell, disch., possess or use fireworks	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
Chapter 165	GEOGRAPHICAL DESIGNATION AND LOGO						
*165-1	Use of Designation and Logo without license	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*165-2	Use of Logo without license	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 170	GRAFITTI						
*170-3	Application of grafitti	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*170-7	Other Grafitti violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 175	HAZARDOUS MATERIALS						
*175-1	Prohibited discharge violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*175-7	Other hazardous materials violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 181	HOUSING STANDARDS						
*181-2	Property Maintenance Code Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 year	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 187	INTOXICATING LIQUORS AND FERMENTED MALT BEVERAGES						
*187-1	Possession of open container in public -- only applies to age 21 and over/ <21, see below	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*187-2	Possession of beer/liquor in park	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*187-3	Poss. or consume beer/liquor in unlicensed public place	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*187-4	Other Possession in public areas violation	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
187-5	Adopting Chapter 125, Statutes-See bond book for base fine, including juvenile violations, unless listed						
*187-6	Serve, sell, etc. without license	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*187-13 or -14	Violation of license regulations	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*187-18	All Other Liquor Law Age 17 & Over	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Any Liquor Law Violation Age <17	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	All Liquor Law Mandatory Appearance						
Chapter 193	JUNK COLLECTORS AND JUNK DEALERS						
*193-2	Junk Collector/Dealer Operating w/o License	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-7	Improper Posting of Junk License	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00

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*193-8A(1)	Licensee Conducting Business at Other Than Licensed Premises	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-8A(2)	Improper Fence Around Licensed Premises	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-8A(3)	Building Not Fireproof Construction	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-8A(5)	Hours violation, Purchase from person under 18 or from intoxicated person	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-8A(6)	Articles to be Retained at Least 2 Days	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-8B(1)	Junk Merchant Required to Keep Records	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-9A	Junk Merchant Motor Vehicle Records	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-9B	Motor Vehicle Record Copy to Police	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-9C	Destroying Motor Vehicle Identity Prohibited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-10A	Stolen Goods Report to Police	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*193-12	Other Junk violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
						\$13.00	
Chapter 200	LITTERING					\$13.00	
*200-2A	Littering by Pedestrians & Motorists	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-2C	Littering with Handbills, Leaflets, Etc.	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-2D	Failure to Provide Litter receptacles	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-2E	Household solid waste in public receptacle	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-2F	Household solid waste in private receptacle	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-3A	Transporting-Cargo Must be Covered	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-4A	No Containers at Loading/Unloading Site	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-4B	Failure to Clean Loading/Unloading Site	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-5A	Litter at Construction/Demolition Site	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-5B	No Containers at Construction/Demolition	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-5C	Show Proof of Proper Disposition of Litter	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*200-6A	Improper Commercial Container	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-6B	Uncovered Commercial Container	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-6C	Defective Commercial Container	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*200-6D	Commercial Waste in Public Container	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*200-6E	Commercial Waste in Private Container	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*200-8A	Litter on Private Premises	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-8B	Litter on Sidewalks and Parkways	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-8C	Litter in alleys	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-8D	Sweeping Litter into Streets	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*200-9	Other Littering violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
Chapter 204	LOITERING						
*204-5	Loitering Violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50

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Chapter 211	MINORS						
211-1	Curfew	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
211-2C(1)	Truancy	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd or subsequent violation within 1 year, not to exceed \$500 per semester	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
211-2C(2)	Habitual Truancy	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*211-4	Bond for all other ordinance Juvenile Offenses except Traffic, Tobacco (128-1F), Drugs (ch. 135), Graffiti (ch. 170), Liquor (187-18) and Retail Theft (238-19)	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
Chapter 219	NOISE						
*219-1A	Loud & Unnecessary Noise	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(1)	Loud & Unnecessary Noise-Motor Vehicle	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(2)	Loud & Unnecessary Noise-Stereo	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(3)	Loud & Unnecessary Noise-Advertising	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(4)	Loud & Unnecessary Noise-Exhaust	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(5)	Loud & Unnecessary Noise-Construction	\$400.00	\$38.00	\$104.00	\$10.00	\$13.00	\$565.00
*219-1B(6)	Loud & Unnecessary Noise-near schools, etc.	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1B(7)	Loud & Unnecessary Noise-Brakes	\$40.00	\$38.00	\$10.40	\$10.00	\$13.00	\$111.40
*219-1B(8)	Loud & Unnecessary Noise-Railroad	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*219-1D	Use of Loudspeaker w/o or outside of permit	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 223	NONINTOXICATING AND SODA WATER BEVERAGES						
*223-4	Nonintoxicating Bev. Violation	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
Chapter 227	NUISANCES						
*227-3A	Adulterated Food	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-3B	Unburied Carcass	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3C	Breeding Places for Vermin	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-3D	Stagnant Water	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3E	Garbage Cans & Privies	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3F	Noxious Weeds/Excess Vegetation	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*227-3G	Air Pollution	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3H	Water Pollution	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3I	Noxious Odors	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-3J	Street Pollution	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*227-3K	Storage of Junk	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
227-4A	Disorderly House	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd & Subsequent Offense within 1 Year	\$450.00	\$38.00	\$117.00	\$10.00	\$13.00	\$628.00
227-4B	Gambling Devices	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd & Subsequent Offense within 1 Year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
227-4C	Unlicensed Sale of Intoxicants	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd & Subsequent Offense within 1 Year	\$450.00	\$38.00	\$117.00	\$10.00	\$13.00	\$628.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

227-4D	Continuous Violation of City Ordinances	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
227-4E	Illegal Drinking Premises	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	2nd & Subsequent Offense within 1 Year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
*227-5A	Unsafe Signs & Billboards	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-5B	Illegal Buildings	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-5C	Unauthorized Traffic Signs	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5D	Obstruction of Intersections	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-5E	Tree Limbs Less Than 9' Over Sidewalk	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-5F	Dangerous Trees	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-5G	Unlawful Use of Fireworks	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*227-5H	Dilapidated Buildings	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*227-5I	Wires Strung Less Than 15' High	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*227-5J	Obstruction of Streets, Excavations	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*227-5K	Unlawful Assembly	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-5L	Flammable Liquids	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*227-6	Violation of Park Board rules	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*227-12	All other ch. 227 violations	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
						\$13.00	
Chapter 234	PARKS AND PUBLIC AREAS						
*234-1	Swim Suit Required for Swimming	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-2A	In Park after Hours	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-2B(1)	Dogs in Parks (other than Dog Parks)	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-2B(2)	Violation of Dog Park Regulation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-2C	Horses in Parks	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-2D	Vehicles in Parks	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-3	Camping in Park without permit	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*234-4	Plant/Remove Trees/Shrubs without permit	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
234-5	Other Parks violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
						\$13.00	
Chapter 238	PEACE AND GOOD ORDER					\$13.00	
*238-1	Obstructing Streets & Sidewalks	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*238-2	Unlawful Assembly	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-3A	Unauthorized Presence on School grounds	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-3B	Loitering on School Grounds, Student	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*238-4A	DC-Disturbing the Peace	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*238-4B	DC-Fighting	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-4C	DC-Annoyance Telephone Calls	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
*238-4D	DC-Annoyance computer messages	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
238-4.2	Disrupting a funeral / mem. service -1st offense [2nd offense, refer to DA]	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-4.5	Harassment Age 17+	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
	Harassment Age <17	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
238-5A	Trespass to Land	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
238-5B	Trespass to Dwelling	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-5C	Trespass to Medical Facility	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-5D	Trespass to construction site/locked room	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-6A	Entry into locked vehicle	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-6B	Entry into locked coin box	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.

238-7	Theft-Value < or = \$2500.00, ss. 943.20						
	Value under \$25	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
	Value \$25-\$50	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	Value \$50-\$100	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Value over \$100	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
	2nd or Subsequent Offense in 1 Year	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
238-7.1	Theft of Telecommunications	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-7.2	Theft of Commercial Mobile Service	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-7.3	Theft of Video Service	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-7.4	Theft of Satellite Cable Programming	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-8	Resisting an Officer	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
	2nd Offense within 1 year	\$400.00	\$38.00	\$104.00	\$10.00	\$13.00	\$565.00
*238-9	Gambling & Fraudulent Devices	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*238-10	Prostitution	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*238-11	Pandering	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*238-12	Public fornication, public gratification, lewd & lascivious behavior, lewd drawing or writing, obscene electronic messages	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*238-13	Display of Sexually Explicit Material in Establishments Accessible to Minors	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-14	Indecent Advertising	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*238-15	Damage to or Destruction of Property	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*238-16	Open Cisterns, Wells, Basements, etc.	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-17	Abandoned ice box, refrigerator or container	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
238-18	Issuance of Worthless Check < or = \$2500	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	2nd or Subsequent Violation Within 1 Year	\$350.00	\$38.00	\$91.00	\$10.00	\$13.00	\$502.00
*238-19	Retail theft-value < or = \$500, ss. 943.50	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Age <17, retail theft value < or = \$500	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-20	Demolition of historic building without authorization, ss. 943.014	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
*238-21	Fraud on hotel or restaurant keeper or taxicab operator, value < or = \$2500, ss. 943.21	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*238-22	Receiving stolen property, value < or = \$2500, ss. 943.34	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-23	Theft of library material, value < or = \$2500, ss. 943.61	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*238-24	Spitting	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*238-25	Other Peace and Good Order violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
Chapter 243	PLUMBING						
Chpt 243	Plumbing Violations	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 year	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
Chapter 254	SALES						
*254-1	Direct Sales Without Proper Registration	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00

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*254-1G(1)(a)	Calling at Dwelling before 9am & after 6pm; or where Posted "No Solicitors" Etc.; or calling at the Rear Door of Any Place	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1G(1)(b)	False or Misleading Statements to Customers	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*254-1G(1)(c)	Direct Seller Impeding Sidewalk or Street	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1G(1)(d)	Direct Seller Noise Violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*254-1G(1)(e)	Direct Seller Allowing Litter to Accumulate	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1G(2)(a)	Identity Disclosure Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1G(2)(b)	Right to Cancel Notice Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1G(2)(c)	Written Terms Required for Later Delivery	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-1.1	Weights and Measures violation	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
*254-2A	Vendor Vehicle permit required	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*254-3	Farmer's Market permit required	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*254-4	Rummage Sale Ordinance - Warning Required for All 1st Offense Violations						
*254-4B	Selling Items Other than Personal Property	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-4C	Hours and place of operation violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-4D or E	Rummage Sale Sign Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-5C	Special Event sales permit required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-5D(1)	Sales within 500 feet of Chocolate City Fest.	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-5D(2)	Sales/donation of unauthorized items along parade route	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-5D(3)	Sales within 25 feet of curb from vehicle; sales in street by person on foot	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-5D(4)	Sales outside of permit area	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*254-6	Other Sales violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 259	SEWERS						
259-29, 259-32	Sewer violation- No Bond; appearance required-- see specific section for increased forf. amt.						
Chapter 265	SOLID WASTE						
*265-3A(1)(a)	Improper Household Containerization	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*265-3A(1)(b)	Containers inaccessible	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*265-3A(1)(c)	Failure to clean up scattered refuse	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*265-3A(3)	Failure to follow putout times and placement	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
*265-3B	Improper disposal of ammunition	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*265-3C	Improper disposal of hazardous materials	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
*265-4B	Prohibited yard waste disposal	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-5	Household Sharp Medical Waste Violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-11	Failure to separate recyclables	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20

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*265-13	Failure to care for recyclables	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*265-14	Failure to separate lead acid batteries, appliances, waste oil and yard waste	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*265-15	Failure to properly prepare recyclables	\$20.00	\$38.00	\$5.20	\$10.00	\$13.00	\$86.20
*265-16	Failure to follow multiple family regulations-owner/agent liability	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 Year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	3rd Offense within 1 Year	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*265-17	Failure to follow non-residential regulations-owner/agent liability	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 Year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
	3rd Offense within 1 Year	\$300.00	\$38.00	\$78.00	\$10.00	\$13.00	\$439.00
*265-18	Prohibited disposal of separated recyclables, batteries, appliances, oil or yard waste	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	Second violation	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
	Third or subsequent violation	\$1,000.00	\$38.00	\$260.00	\$10.00	\$13.00	\$1,321.00
*265-19	All Other Solid waste violations	\$25.00	\$38.00	\$6.50	\$10.00	\$13.00	\$92.50
Chapter 270	STORMWATER MANAGEMENT						
*270-13	Stormwater violation--no Bond, appearance required						
Chapter 274	STREETS AND SIDEWALKS						
*274-3	Street/Sidewalk Construction Without Permit	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*274-6	Care of Parkways	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*274-8	Obstruct Street by Trucks	\$500.00	\$38.00	\$130.00	\$10.00	\$13.00	\$691.00
	2nd Offense Within 1 Year	\$750.00	\$38.00	\$195.00	\$10.00	\$13.00	\$1,006.00
*274-9	Snow and Ice Removal	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*274-11	Improper Use of Streets	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*274-12	Other Streets and Sidewalks violation	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
Ch. 274 Art II	Right-of-way Management violation-no Bond, appearance required						
Chapter 278	SUBDIVISION OF LAND						
*278-14	Subdivision of Land violation-no Bond, appearance required						
Chapter 284	TATTOOING						
284-6	Tattooing violation- if enforced by Health Dept.	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
	[If not enforced by Health Dept., refer to HFS]						
Chapter 286	TAXATION						
286-10	Confidentiality violation	\$250.00	\$38.00	\$65.00	\$10.00	\$13.00	\$376.00
286-11	Room Tax violation-no bond, appearance required						
286-12	Failure to comply with inspection/audit--no bond, appearance required. See 286-12 for penalty						

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Chapter 293	VEHICLES AND TRAFFIC						
293-2	Violation of Parking Restrictions not otherwise listed	\$20.00	\$38.00				\$58.00
293-2	Violation of Reserved/Disabled Parking	\$75.00	\$38.00				\$113.00
293-3A	Angle Parking	\$20.00	\$38.00				\$58.00
293-3B	Municipal Parking Lots	\$20.00	\$38.00				\$58.00
293-3C	Marked Stalls	\$20.00	\$38.00				\$58.00
293-3D	Truck Parking	\$20.00	\$38.00				\$58.00
293-3E	Night Parking	\$20.00	\$38.00				\$58.00
293-3F	Parking in Alleys	\$20.00	\$38.00				\$58.00
293-4	Winter restricted parking	\$50.00	\$38.00				\$88.00
*293-5	Courtesy Parking Permit Violation	\$25.00	\$38.00				\$63.00
293-7	Snowmobile violation 1st Offense	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
	2nd & Subsequent Within 1 Year	\$150.00	\$38.00	\$39.00	\$10.00	\$13.00	\$250.00
293-8	Leaving Keys in Vehicle	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*293-9A	DCMV, Unnecessary Acceleration	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*293-9B	DCMV, Careless, unsafe, unreasonably loud	\$175.00	\$38.00	\$45.50	\$10.00	\$13.00	\$281.50
293-10	Weight Limits on Highway or City Street, Statutory Fee (see s. 348.21(3), Stats.), plus forfeiture	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*293-13	Violation of state traffic laws on premises held open to the public	\$75.00	\$38.00	\$19.50	\$10.00	\$13.00	\$155.50
*293-14B(1)	Bicyclists to Observe Traffic Rules	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14B(2)	No Bicycle riding on Sidewalk in Central Business District or on "Pedestrian Only" marked walkway	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14B(3)	Trick Riding Prohibited in Street and in parking lot or private property w/o permission	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14B(4)	Towing Prohibited	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14C	Skateboards, roller skates, roller skis, scooters, play vehicles					\$13.00	
*293-14C(1)	No Skateboarding, roller skating, roller skiing, scooters or play vehicles in street, on sidewalks and parking lots in Central Business District, on "Pedestrian Only" marked walkways, and other specified areas	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14C(2)	Skateboarders, roller skaters, roller skiers, scooter riders and play vehicles--failure to yield to or endangers/interferes w/ pedestrian	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14D(1)	In-line skaters prohibited in sidewalks, streets, parking lots in Central Business District, streets w/ speed limits > 25 mph and other specified areas	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14D(2)	In-line skaters must be in single-file, ride safely and obey traffic rules when in street	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14E	Damage to property by bicyclist, skateboarder, in-line skater or rider of play vehicle	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-14F	Parent or guardian authorization for violation of ch. 293	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00

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*293-15	All Other Chapter 293 Violations	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*239-17	Interference with Parking Enforcement	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*293-18	Abandoned/Unregistered Motor Vehicle violation	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
						\$13.00	
Chapter 297	VEHICLES FOR HIRE					\$13.00	
*297-1A(1)	Taxicab License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-1A(3)	Taxicab driver to be licensed	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-1G	Taxicab License/Rates to be Posted in Cab	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-1H	Taxicab to be Marked	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2A(1)	Carriage License Required	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(1)	Licensees to stay on established route	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(2)	Violation of hours/weather regulations	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(3)	Violation of sanitation requirements	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(4)	Violation of passenger limit / seating	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(5)	Violation of animal feeding, care and hours	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-2B(6)	Failure to file certificate of soundness	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
*297-3	Other Vehicles for hire violation	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
Chapter 304	WATER						
304-10I	Violation of Lawn Sprinkling ban						
	First Offense-Warning						
	2nd Offense	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	3rd Offense	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00
304-14	Other Water violation-- no Bond, appearance required						
Chapter 308	WEAPONS						
*308-1B(1)	Carrying Concealed Weapon	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*308-1B(2)	Carrying Loaded or Uncased Weapon	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*308-1C	Discharge of Weapon	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*308-2	Shooting Arrows & Other Missiles	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
*308-3	Other Weapons violation	\$200.00	\$38.00	\$52.00	\$10.00	\$13.00	\$313.00
Chapter 315	ZONING						
315-136	Zoning Code Violations	\$50.00	\$38.00	\$13.00	\$10.00	\$13.00	\$124.00
	2nd Offense within 1 year	\$100.00	\$38.00	\$26.00	\$10.00	\$13.00	\$187.00

*Penalty doubles for 2nd off. in one yr; **Penalty doubles for 2nd off. in one yr, triples for 3rd off. in one yr.



DATE: April 8, 2020

SUBJECT: RESOLUTION 5003(56) - To amend the Fee Schedule for the City of Burlington regarding the Public Site Fee and the Park Facilities Impact Fee.

SUBMITTED BY: Nicholas Faust, Intern

BACKGROUND/HISTORY:

At the February 19, 2020 Committee of the Whole meeting, staff presented a Park Facility Needs Analysis, recommending an increase to the Public Site Fee to \$680 and implementing a Park Facility Impact Fee in the amount of \$975. Under the City of Burlington Municipal Code §278-80, the City currently charges developers a public site fee that is charged per dwelling unit in lieu of park land dedication. Currently, this fee is charged at \$500 per housing unit and has been levied at that rate since 1982.

While the City currently does not do so, it may also charge an impact fee to account for new capital facility costs incurred to accommodate the needs of land development, costs such as developing a new park facility. Utilizing the population projections used in the Park Facilities Needs Analysis, the city is anticipated to add 567 residents or approximately 242 households by 2030. For the City to accommodate that projected growth at the target rate of service for parks and recreation amenities, as outlined in the City's Comprehensive Outdoor Recreation Plan, 5.95 acres of parkland will need to be purchased and developed. Utilizing cost projections, we can anticipate \$1,093,345 in park costs related to development should no land be dedicated.

Adjusting the City of Burlington's development fees concerning park facilities should reflect both the cost of parkland acquisition and park facility improvements. Given the current residential land values in Burlington, as determined by needs analysis, it is recommended the public site fee be adjusted to \$680 per residential unit. Utilizing the cost estimates for park development and the projected share of those costs tied to growth, as determined by the needs analysis that is attached, it is recommended a park facility impact fee be established at \$975 per unit.

BUDGET/FISCAL IMPACT:

Should the Common Council increase the public site fee of \$680 and implement a park facility impact fee of \$975, the Park Department could see an additional \$1,655 per unit.

RECOMMENDATION:

It is recommended by the Park Board and City Staff that the public site fee be increased to \$680 per dwelling unit and a park facility impact fee be established at \$975 per dwelling unit.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

Resolution 5003(56)

RESOLUTION NO. 5003(56)
Introduced by: Committee of the Whole

**A RESOLUTION AMENDING THE FEE SCHEDULE FOR THE CITY OF BURLINGTON
REGARDING THE PUBLIC SITE FEE AND THE PARK FACILITIES IMPACT FEE**

WHEREAS the City of Burlington issues permits and licenses and performs other reviews, inspections and services as provided in its Municipal Code; and

WHEREAS the City defrays its costs of administration, investigation, and processing of said services by imposing fees; and

WHEREAS the City wishes to assemble all of said fees in a centralized document for convenience and economy of administration:

NOW, THEREFORE, BE IT RESOLVED by the City of Burlington Common Council, that, pursuant to all of the above, the City of Burlington Fee Schedule is amended to revised and include the following fees:

- Ch. 278-81 Public Site Fee - \$680 per dwelling unit
- Ch. 278-81.1 Park Facilities Impact Fee - \$975 per dwelling unit

BE IT FURTHER RESOLVED that the Fee Schedule shall be kept on file in the office of the City Clerk.

Introduced: March 17, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk



DATE: April 8, 2020

SUBJECT: RESOLUTION 5004(57) - To approve the Bid Award for Garbage and Recyclables Collection and Disposal to ASDA Enterprises, Inc.

SUBMITTED BY: Peter Riggs, Director of Public Works

BACKGROUND/HISTORY:

The City of Burlington solicited bids for garbage and recyclable's collection services. Bids were opened on February 28, 2020. ASDA Enterprises Inc. and John's Disposal Service Inc. were the only two bidders. Waste Management attended a pre-bid meeting but declined to bid citing logistical problems with the timeline and cart distribution. Advanced Disposal was contacted by phone to inform them of the bid, but we received no response.

The bid required pricing for services beginning May 1, 2020 through December 31, 2024 (56 months). Bidders had the opportunity to bid manual or automated collection for both garbage and recyclables. In addition, bidders could bid weekly or bi-weekly recyclables collection. These options were provided to allow for the most amount of participation in the bid. Weekly trash collection, bulk item collection, and city facility dumpster collection were mandatory.

The City's current level of service is weekly manual garbage collection, including bulky items, and bi-weekly automated recyclable's collection. The City has contracted with John's Disposal for these services since 2015. John's did not require a rate adjustment in 2018 but in 2019 John's required a \$2.07/unit/month (17.13%) rate increase. This increase exceeded the 2.65% increase allowed by our contract. John's was also interested in transitioning to automated garbage collection. Due to the rate increase, and the potential change in service level, staff determined that bidding the contract was appropriate. John's provided for four months of extension to allow for bidding. The following table shows the rate history for garbage and recyclables collection since 2015:

- 2020: \$14.95 (5.65% increase)
- 2019: \$14.15 (17.13% increase)
- 2018: \$12.08 (0.00% increase)
- 2017: \$12.08 (1.43% increase)
- 2016: \$11.91 (2.94% increase)
- 2015: \$11.57

BUDGET/FISCAL IMPACT:

Below is a summary of the bid results. A detailed bid tab along with the proposals from each firm are attached.

- Garbage Collection
 - Manual:
 - **ASDA: \$1,830,640.00**
 - John's: \$2,205,655.80
 - Automated
 - John's: \$2,137,339.04
- Recyclables Collection
 - Every Other Week:
 - ASDA (manual): \$915,320.00
 - John's (automated): \$1,054,030.21
 - Weekly:
 - **ASDA (manual): \$783,906.20**
 - John's (automated): \$1,307,778.22

The lowest cost submittal provided by ASDA was manual garbage and weekly, manual recyclables for a total cost of \$2,614,546.20 over the 56-month term, or about \$14.28/unit/month. ASDA did not bid the current level of service, manual garbage and automated bi-weekly recyclables. ASDA intentionally bid a lower amount for weekly recyclable's collection than bi-weekly collection.

The lowest cost submittal provided by John's was automated garbage and bi-weekly automated recyclables for a total cost of \$3,191,369.25 over the 56-month term, or about \$17.43/unit/month. John's bid for the current level of service, manual garbage and automated bi-weekly recyclables was \$3,259,686.01 over the 56-month term, or about \$17.80/unit/month.

The ASDA proposal will provide service for the remainder of 2020 and all of 2021 for \$14.25/unit/month. The rate increases to \$14.30/unit/month for 2022, 2023, and 2024. The 2020 budget for garbage and recyclables collection is \$598,285. The ASDA proposal is an approximate 0.7% increase in the 2019 rate and would result in under expending the 2020 budget by approximately \$23,000. In addition, the 2021 budget would be approximately \$30,000 (5%) less than the 2020 budget. In 2024, the last year of the contract, the ASDA proposal will cost \$560,960.40.

Conversely, the John's proposal will result in an increase for the remainder of 2020 to \$16.35/unit/month. This will result in an approximately \$32,000 over expenditure of the 2020 budget. The 2021 budget would increase \$62,000 (10.47%) over the 2020 budget. Each remaining year of the contract would then see a 3% increase. In 2024, the last year of the contract, the John's proposal will cost \$721,876.36.

RECOMMENDATION:

ASDA and John's share many similarities. They are both local, small, family owned companies. They have both successfully provided services in the region for several years. They both have favorable reputations in the industry and are well regarded for their responsive customer service. Staff has no concerns with either firm's ability to successfully provide quality service.

Staff recommends approval of the garbage and recyclables collection and disposal contract to ASDA. This recommendation is based primarily on cost as ASDA's proposal is the low cost option by a significant margin. Over the 56-month term, ASDA's proposal for manual garbage and weekly, manual recyclable's collection is \$576,823.05 less than the lowest cost proposal submitted by John's. The ASDA proposal provides a different service than what is currently offered, but it is not a reduction in the level of service. ASDA's manual recyclable's collection requires residents to use two (2) 18 gallon totes instead of the 90 gallon cart provided by John's. For some customers this change will be a reduction in the level of service. However, this is offset by a level of service improvement provided by the change to weekly collection.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

Resolution 5004(57)
ASDA contract 2020-2024
Garbage and Recyclables Collection Bid Tab
ASDA Bid
Johns Bid
Waste Management Letter

A RESOLUTION APPROVING A CONTRACT WITH ASDA ENTERPRISES, INC. FOR SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL SERVICES FOR 2020-2024

WHEREAS, The City of Burlington has a need for solid waste and recycling collection services; and,

WHEREAS, a Request for Proposal (RFP) was distributed for solid waste and recycling collection services with two bids received and opened on February 28, 2020; and,

WHEREAS, the lowest cost, most responsive bid was submitted by ASDA Enterprises, INC.; and,

WHEREAS, ASDA Enterprises, INC. provides solid waste and recyclables collection and disposal services for municipalities; and,

WHEREAS, The City of Burlington believes that it is in the City's best interest to contact with ASDA Enterprises, INC. for solid waste and recyclables collection and disposal services for a term of 56 months commencing on May 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that The City of Burlington shall enter into an agreement with ASDA Enterprises, INC. for solid waste and recycling collection for a period of 56 months beginning on May 1, 2020, attached hereto as Attachment "A".

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute this award on behalf of the City.

Introduced: March 17, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach

AGREEMENT

Curbside Collection of Solid Waste and Recyclables

This agreement (“Agreement”) is made and entered into this ____ day of _____, 2020, by and between:

- a) ASDA ENTERPRISES, INC., being a Wisconsin corporation with offices located at 6320 McHenry Street, Burlington, Wisconsin 53105 (hereinafter referred to as “Contractor”); and
- b) The CITY OF BURLINGTON, WISCONSIN, being a municipal corporation organized under the laws of the State of Wisconsin, with its City Hall located at 300 North Pine Street, Burlington, Wisconsin 53105 (hereinafter referred to as the “City”).

Introduction

Contractor is in the business of collecting and then lawfully disposing of solid waste and recyclable materials that are placed at the curbside, as a part of a municipal collection program, by the residents of municipalities who contract with Contractor for such collection services.

The City wishes to contract with Contractor to have Contractor provide such collection services to the residents of the City, all under the terms and provisions of this Agreement. Contractor is willing to provide such collection services to the City, and the parties are entering into this Agreement for such purposes.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND PROMISES CONTAINED HEREIN, THE ABOVE-NAMED PARTIES HEREBY AGREE AS FOLLOWS:

1. Introduction is Correct. The above “Introduction” is correct, and is hereby incorporated herein by reference.

2. Collection Services. The Contractor shall provide the following collection services (collectively, the “Collection Services”) to the residents of the City during the term of this Agreement:

- a) On a weekly basis, pursuant to a schedule to be agreed upon by the Contractor and the City, (i) collect solid waste, refuse, and garbage that is not recyclable (collectively, “Non-Recyclable Trash”) that is placed by the residents at the curbside of their properties in the manner required under this Agreement, and (ii) collect bulk items (“Bulk Items”, as described below in Paragraph No. 10 of this Agreement) that are placed by the residents at the curbside of their properties in the manner required under this Agreement.
- b) On a weekly basis, pursuant to a schedule to be agreed upon by the Contractor and the City, collect recyclable materials (“Recyclables”) that are placed by the residents at the curbside of their properties in the manner required under this Agreement. The collection of the Recyclables shall be done on a “single-stream” basis, such that all types of Recyclables may be commingled in one or more recycling containers, with no sorting of the types of Recyclables being necessary.
- c) Contractor shall provide these Collection Services to each separate residential unit (“Unit”) contained in a single-family dwelling, a duplex, apartment buildings of four

(4) Units or less, and all Units of a condominium.

3. Special Services to City Properties. As a part of this Agreement, and at no cost to the City, Contractor shall provide Collection Services, whenever needed, and as needed, no matter how often the need may be, for (i) all buildings owned (presently and in the future) by the City, and (ii) all trash containers owned by the City and located, whether presently or in the future, in City parks, City business districts, and any other locations at which such City-owned trash containers are located in the City.

4. Collection Schedule. With respect to the Collection Services described in above Paragraph No. 2, the collection shall be done in accordance with a specific collection schedule, established and maintained by the Contractor and approved by the City. The schedule shall designate collection areas, days of collection, and approximate time of collection. Unless the Contractor gives the City or affected residents at least thirty (30) days advance notice, all regular collections, for any designated area, shall occur on the same day each week. The Contractor shall collect Recyclables in each designated collection area on the same day Non-Recyclable Trash is collected in that area. The Contractor shall lay out collection routes and provide adequate equipment and labor so as to complete scheduled collections on the designated collection day. When a designated collection is scheduled for pick-up on a holiday (which is hereby defined as New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas), collection for that area shall be made on the next business day following the said holiday.

5. Collection Hours and Curb Location. Non-Recyclable Trash and Recyclables shall be collected between the hours of 7:00 a.m. and 5:00 p.m. There shall be no collection between 5:01 p.m. and 6:59 a.m. the next day. The Contractor shall not be required to collect any Non- Recyclable Trash or Recyclables which are not placed at curb locations or other designated areas adjacent to the

street, alley, or roadway by 7:00 a.m. on the scheduled collection day. Notwithstanding the foregoing provisions, however, if the City notifies the Contractor in writing that a particular resident of the City has a disability (such that the resident does not have the ability to place the Non-Recyclable Trash or Recyclables at the above required locations), then Contractor shall provide doorway service to that resident at no additional cost.

6. Items of Allowed Non-Recyclable Trash. The items of Non-Recyclable Trash that Contractor shall collect as a part of its Collection Services shall be general household trash and refuse. This shall include, but not be limited to, food wastes, paper, rags, sweepings, pottery ware, metallic ware, glassware, and similar discarded residential wastes. Items that will not be collected as Non-Recyclable Trash shall include, but not be limited to: yard waste; earth; rocks; concrete; loose construction and/or demolition materials; trees, bushes, grass, or other vegetation; electronics; and hazardous or flammable or explosive or dangerous or toxic, or infectious materials, including any items recognized as special waste by the State of Wisconsin. (But see below Paragraph No. 10 pertaining to the collection of Bulk Items, which does provide for the collection of some of the otherwise prohibited items described above.)

7. Items of Allowed Recyclables. The items of Recyclables that the Contractor shall collect as a part of its Collection Services shall be all items allowed and/or required under the laws of the State of Wisconsin to be recycled. This shall include, but not be limited to, glass containers; plastic HDE #1, PETE #2, PVC #3, LDPE #4, PP #5, PS #6, and Other #7; tin and aluminum containers; cardboard; mixed paper; computer paper; and newsprint. If the provisions of the laws of the State of Wisconsin in the future require other materials to be recycled, the Contractor shall then include the same as a part of its Collection Services at no additional charge.

8. Use of Carts. Except as provided in Paragraph No. 10 of this Agreement (related to the

collection of Bulk Items), all of the Recyclables that will be collected by the Contractor must be placed by the residents in a Green Cart that will be provided by the Contractor at no cost to the residents. One (1) Green Cart shall be provided by the Contractor, at no cost, to each Unit described in Paragraph No. 2(d) of this Agreement. The Contractor shall deliver the Green Carts to new Units after the City notifies Contractor of the same. The Green Cart (the "Cart") shall each have a volume capacity of Ninety-six (96) Gallons, unless a resident requests a smaller Forty-eight (48) Gallon Cart as their initial cart for the Collection Services. Additional Carts may be obtained by the residents from the Contractor at an extra cost (collected by the Contractor directly from the resident) of Forty Dollars (\$40.00) per year for an extra Green Cart. This cost for an extra Cart shall be prorated for a partial year. A resident may select a smaller Forty-eight (48) Gallon Cart and/or a larger 96-gallon Cart, at no extra cost, and the Contractor shall be responsible for providing the requested new-size Cart and removing the existing Cart. A resident may make a change in the size of the Cart one (1) time each calendar year at no cost. The resident shall pay to the Contractor the above-described \$40.00, however, for a change of the size of a Cart in excess of once per calendar year.

9. Maintenance of the Carts. All Carts are the property of the Contractor and will be maintained by the Contractor. The residents are responsible for keeping the Carts clean. The residents are also responsible for damage, other than normal wear, such as melting from hot ashes, cuts from a saw, or other avoidable damage. In the event a resident is responsible for a damaged Cart(s), the replacement cost of \$40.00 shall be collected by the Contractor directly from the resident. The Contractor shall be responsible for normal wear to the Cart, wheels, or lid, and will repair or replace the Cart in a timely manner after the resident informs the Contractor of the problem. The Contractor shall be responsible for any damage to the Carts caused from snow plows or passing vehicles, vandalism, or any other cause not attributable to the resident.

10. Collection of Bulk Items. The Contractor shall, each week and as a contemporaneous part of the collection schedule described in Paragraph No. 4 of this Agreement for the collection of Non-Recyclable Trash, collect from the residents the bulk items (“Bulk Items”) described below. There will be no need for the residents to call the Contractor for this weekly collection of Bulk Items. The Bulk Items that will be collected by the Contractor are:

- a) Furniture, bedding, mattresses, and carpeting.
- b) Appliances (including microwaves and items containing CFCs such as refrigerators).
- c) Automotive tires, truck tires, and tractor tires, provided that tires over 42” in diameter are quartered (2 per week, 8 per year).
- d) Earth, rocks, concrete, loose construction and demolition materials are included with the Bulk Items collection if contained in thirty-two (32) gallon cans (or less) that weigh less than sixty (60) pounds (no limit on the number of cans).
- e) Extra Non-Recyclable Trash and/or Recyclables in garbage cans, bins, or bags.

11. Disposal of Items Collected. The Contractor shall dispose of all items collected under this Agreement in full compliance with all applicable laws, codes, rules, and regulations. Throughout the term of this Agreement, the Contractor shall own, co-own, rent, lease, control, or otherwise have access, at its cost, to a properly-licensed and permitted landfill of sufficient capacity for the disposal of all collected Non-Recyclable Trash and Bulk Items. Upon the request of the City, the Contractor shall provide proof that such facilities comply with all laws and regulations. This shall not preclude the Contractor from changing the disposal location to a reasonable alternate site, but the Contractor shall notify the City in advance of any changes. Upon request of the City, the Contractor shall furnish evidence of arrangements assuring availability of adequate landfill capacity for disposal of the Non-

Recyclable Trash and Bulk Items collected under this Agreement. Additionally, throughout the term of this Agreement, the Contractor shall own, co-own, rent, lease, or otherwise control, or have access, at its cost, to a suitable storage/processing facility for the purpose of sorting and preparing and ultimately recycling all of the collected Recyclables at either a processor(s) or broker(s) experienced in processing, recycling, and marketing Recyclables or to a recycling market itself. The Contractor shall be responsible for all collection and transportation costs necessary to bring the Recyclables to the storage/processing/recycling facility. The Contractor shall be responsible for payment of all necessary processing/recycling costs for Recyclables.

12. Contractor's Employees. The Contractor shall employ such persons as may be necessary to satisfactorily comply with the provisions of this Agreement. All such persons shall be the employees of Contractor (and/or any permitted subcontractor), and not employees of the City. The Contractor shall comply with all of the applicable laws, rules, and regulations regarding the employment of such persons.

13. Conduct of Contractor's Employees. The Contractor shall perform all Collection Services in a neat, orderly, and efficient manner; use care and diligence in the performance of this Agreement; provide neat, orderly, and courteous personnel on its collection crews; and provide courteous and knowledgeable personnel in its customer service function. The Contractor shall conduct itself both in relations with the City and City residents in a personable, professional manner. All employees of the Contractor shall be dressed in a neat, professional-like manner and shall carry official company identification. All drivers shall carry a valid Wisconsin state driver's license for the class of vehicle operated. The Contractor shall ensure that no Non- Recyclable Trash and/or Recyclables are spilled during the collection process, and that any such spillage (if and when it occurs) shall be immediately picked up and collected. After the containers are emptied, they shall

not be left on the streets, alleys, or roads in a manner or at a location such that they obstruct vehicular traffic in the public right of way.

14. Vehicles and Equipment. All of the vehicles and equipment used by the Contractor for its Collection Services shall (i) be in a clean, sanitary, safe, and good working order, (ii) be maintained and operated in a manner to minimize, as much as possible, any noise during the collection process (e.g. equipped with good exhaust mufflers and good brakes), (iii) not leak vehicle fluids, and (iv) display the name of the Contractor, the Contractor's telephone number, and an identification number on the vehicle, that is clearly visible, on both sides of the vehicle. The Contractor's vehicles and equipment shall not remain parked on City streets when not in use. All vehicles shall be operated in a way that no collected items fall off of or blow off the vehicle and/or leak any fluids. Should any collected items fall off of or blow off a vehicle, such items shall be immediately retrieved and collected.

15. Fees Due the Contractor. The City shall pay the following fees to the Contractor for the Collection Services and other duties performed by the Contractor under this Agreement:

1) Calendar Year 2020 and 2021:

- a) Non-recyclable trash/bulky items per unit per month: \$10.00
- b) Recycling collection per unit per month: \$4.25
- c) Monthly total per unit: \$14.25

2) Calendar Year 2022 and 2024:

- a) Non-recyclable trash/bulky items per unit per month: \$10.00
- b) Recycling collection per unit per month: \$4.30
- c) Monthly total per unit: \$14.30

The above fees due the Contractor shall be paid by the City to the Contractor within Thirty (30) Days after the end of each month for such month during the term of this Agreement. For each such month that fees are payable by the City to the Contractor, the Contractor shall submit a written invoice, having a form and categories of content satisfactory to the City, that itemizes (i) the fees attributable to the collection of Non-Recyclable Trash, (ii) the fees attributable to the collection of Recyclables, (iii) the total number of Units in each category receiving Collection services that month, and (iv) the tonnage collected in each category, based on weigh scale tickets (for full loads or estimated slips for partial loads). The Collection Services provided to the City under the provisions of above Paragraph No. 3 shall also be similarly and separately itemized in the invoice (except for separate tonnage amounts), but no fees shall be due the Contractor for the same (per the provisions of Paragraph No. 3). Additionally, upon the request of the City, Contractor shall prepare and deliver to the City such other written information and records regarding the Collection Services provided by Contractor under this Agreement. This shall include, but not be limited to, any such information needed by the City to comply with reports required of the City by other governmental bodies regarding the said Collection Services.

16. Number of Units. The specific number of Units receiving Collection Services from the Contractor, and for which fees would then be payable by the City to the Contractor, shall be determined by the City for each calendar year during the term of this Agreement. Such determination shall be made by the City for each calendar year during the term of this Agreement, on or before the date of December 1 that precedes the calendar year in question. The number of Units so determined by the City for a calendar year shall remain constant throughout the entire calendar year for the purpose of calculating the fees due the Contractor for that year, notwithstanding any additions and/or deletions of Units receiving Collection Services during that calendar year. As described in above

Paragraph No. 8, the Contractor shall immediately provide Collection Services to any new Units after the City notifies the Contractor of the same during the course of a calendar year, at no additional cost to the City during that calendar year. Any such new/added Units, however, shall be added to the City's calculation of the total number of Units to receive Collection Services (and for which Contractor is then entitled to a fee) for the next calendar year during the term of this Agreement, provided the said new/added Units then still need Collection Services. It is the express intent of the parties that, for each calendar year during the term of this Agreement, the monthly fees paid by the City to the Contractor shall be a constant amount, notwithstanding any fluctuations in the actual numbers of Units receiving Collection Services from the Contractor during that calendar year.

17. Required Changes in Collection. In the event that during the term of this Agreement there is any change in the applicable laws, rules, codes, or regulations that mandates the collection of Non-Recyclable Trash, Bulk Items, and/or Recyclables in a manner significantly different from the manner in which the Contractor is then-presently providing its Collection Services under this Agreement, then the City and the Contractor shall, by mutual written agreement, amend this Agreement to adjust the compensation due the Contractor under this Agreement in a fair and equitable manner. Any such adjustment, however, shall be limited to the additional expenses required to be incurred by the Contractor under the new change(s) to the said laws, rules, codes, or regulations.

18. Ownership of the Recyclables. The Recyclables shall be deemed owned by, and the personal property of, the Contractor, at the time the Recycling items are placed into the vehicle used by the Contractor to collect the same. All monies thereafter received by the Contractor as a result of the recycling (or other lawful disposition) of the Recyclables shall solely be the funds of the Contractor, for the Contractor's own use.

19. Disposal Costs. Any and all costs, expenses, fees, taxes, or similar charges imposed by (i) any applicable governmental body, or (ii) any third party having the lawful right to impose and exact the same (such as, but not limited to, the owner of a landfill site), shall be timely and fully paid by the Contractor as a part of its duties and obligations under this Agreement. Additionally, the fees paid by the City to the Contractor under this Agreement shall be deemed to be compensation for any of the foregoing costs, expenses, fees, taxes, or similar charges that would otherwise be payable by the City (whether by law or otherwise), and the Contractor shall accordingly timely and fully pay the same on behalf of the City. The foregoing costs, expenses, fees, taxes, and similar charges shall expressly include, but not be limited to, (i) all financial obligations incurred by Contractor in the lawful disposal of the Non-Recyclable Trash and Bulk Items, such as “dumping fees” or “tipping fees”, and (ii) all financial obligations incurred by the Contractor in the transportation, storage, processing, and/or recycling of the Recyclables.

20. Insurance. During the term of this Agreement, the Contractor shall, at its own cost and expense, procure and maintain the following policies of insurance, issued by an insurer licensed by the State of Wisconsin for such purposes:

- a) Commercial general liability insurance (with the City named as additional insured), with a limit of liability of not less than Two Million Dollars (\$2,000,000.00) for each accident, providing coverage for personal injury, bodily injury (including death), and damage to property.
- b) Vehicular/automobile liability insurance (with the City named as an additional insured), with a limit of liability of not less than One Million Dollars (\$1,000,000.00) for each accident.
- c) An umbrella policy of insurance (with the City named as an additional insured), in

an amount of not less than Five Million Dollars (\$5,000,000.00).

- d) A worker's compensation policy of insurance, having limits and provisions required by the State of Wisconsin for compliance with its Worker's Compensation laws.
- e) Employer's liability insurance, with a limit of liability of not less than One Million Dollars (\$1,000,000.00) per accident.

All of the policies of insurance described above shall be in a form, and have terms and provisions, satisfactory to the City. On or before April 24, 2020, the Contractor shall provide to the City a copy of all of the said insurance policies for review by the City. Additionally, each policy of insurance shall provide that in the event of a cancellation of any such policy for any reason whatsoever, the City shall be notified in writing by the insurer by mail at least Thirty (30) Days prior to any such cancellation.

21. Indemnification/Hold Harmless Agreement. Contractor hereby expressly agrees to indemnify and hold the City and its agents, consultants, officials, officers, and employees harmless from and against all claims, judgments, damages, penalties, fines, costs, or loss (including actual reasonable fees for attorneys and consultants) and liability of every kind and nature, for any injury (including death) or damage received or sustained by any person or entity in connection with, or on account of, the performance (or failure of performance) by Contractor, of the duties and obligations imposed upon Contractor under this Agreement, except to the extent as such claims or liability arise by virtue of the negligent and/or intentional conduct on the part of the City or any of its agents, consultants, officials, officers, or employees.

22. Performance Bond. On or before the date of April 24, 2020, the Contractor shall, at its own cost and expense, file with the City a Performance Bond (the "Bond") in an amount of Five Hundred, Sixty Thousand, Nine Hundred and Sixty Dollars (\$560,960.00) and having an effective

date commencing on May 1, 2020, and an expiration date of December 31, 2020. Thereafter, the Contractor shall obtain and keep in force (i) a renewal Bond effective January 1, 2021, through December 31, 2021, (ii) another renewal Bond effective January 1, 2022, through December 31, 2022, (iii) another renewal Bond effective January 1, 2023, through December 31, 2023. The final Bond for calendar year 2024 shall expire on December 31, 2024, unless a legal action is then pending between the City and the Contractor and/or Bond company. The Bond shall be issued by a commercial Wisconsin-licensed bond company, shall have terms and provisions satisfactory to the City, and shall guarantee the full, complete, and proper performance by Contractor of the duties and obligations imposed upon Contractor under this Agreement (including, but not limited to, the Indemnification obligations contained in above Paragraph No. 21).

23. Failure of Performance. In the event a party to this Agreement fails to perform any of its duties or obligations imposed under this Agreement, the other party may give to the non-performing party a written notice of such failure of performance. The non-performing party shall then have a period of Ten (10) calendar days to cure any failure of performance with respect to the payment of money, and a period of Thirty (30) calendar days to cure any failure of performance other than the payment of money. The said 30-day time frame to cure the failure of performance (for other than the payment of money) shall be extended as reasonably necessary if the remedial action required to cure the failure of performance reasonably requires additional time to remedy the failure, and (ii) the non-performing party commences the required remedial action within the said 30-day time period and then thereafter continues to diligently proceed, in good faith, with the required remedial action until the failure of performance is cured. If the non-performing party fails to comply with the steps described above, however, the nonperforming party shall then be in default and in breach of this Agreement, and the other party shall then have available to it all of its rights and

remedies available under the law, and additionally, the right to terminate this Agreement under the provisions of below Paragraph No. 25.

24. Term. The term of this Agreement shall be for Fifty-Six (56) Months, commencing at 12:01 a.m. on the date of May 1, 2020, and terminating at 11:59 p.m. on the date of December 31, 2024.

25. Termination of Agreement. This Agreement may be terminated in the following manner:

- a) By the mutual written agreement of the parties; and/or
- b) When and if a party becomes in default under this Agreement under the provisions of above Paragraph No. 23, the other non-defaulting party may give a written notice to the defaulting party of the termination of this Agreement, with the effective date of termination stated in the written notice; and/or
- c) When and if the Common Council of the City of Burlington adopts, in its sole and absolute discretion, a resolution declaring that an emergency situation exists with respect to the collection of Non-Recyclable Trash and/or Bulk Items and/or Recyclables in the City of Burlington, then the City may terminate this Agreement by giving a written notice of such termination to the Contractor, with the effective date of termination stated in the written notice.

26. Governing Law and Venue. This Agreement shall be governed, controlled, construed, and interpreted by and under the laws of the State of Wisconsin. The venue for any legal action pertaining to and/or arising under this Agreement shall solely and exclusively be Racine County Circuit Court in Racine County, Wisconsin.

27. Attorney Fees. In the event of a legal action arising under and/or pertaining to this

Agreement, the prevailing party shall, in addition to any other relief or remedy granted by the Court, be awarded its actual reasonable attorney fees incurred in the action.

28. Entire Agreement. All bid requests, bid proposals, negotiations, promises, discussions, understandings, and agreements heretofore made or had between the parties are merged in this Agreement, and this Agreement alone fully and completely expresses the final agreement of the parties.

29. Amendments. This Agreement shall not be modified or amended except in a written document signed by the City and Contractor, and then approved by the City of Burlington Common Council.

30. Notices. All notices or other communications required or permitted under this Agreement shall be in writing and delivered (i) personally, or (ii) by certified mail, return receipt requested, postage prepaid, or (iii) by a commercial overnight courier (such as Federal Express), or (iv) by facsimile or electronic mail transmission with a copy to follow by certified mail, return receipt requested, postage prepaid or by overnight courier, addressed as follows:

If to Contractor:

ASDA Enterprises, Inc.
6320 McHenry Street
Burlington, Wisconsin 53105
Attention: Andrew Naber, President
Telephone: (262)539-2086
E-mail: Andy@asdarefuse.com

If to the City:

City of Burlington
300 North Pine Street
Burlington, Wisconsin 53105
Telephone: (262)342-1161
Facsimile: (262)763-3474
E-mail: cwalters@burlington-wi.gov

All notices given in accordance with the terms hereof shall be deemed received (i) on the next business day if sent by a commercial overnight courier, (ii) on the same day if sent by facsimile or electronic mail before 3:00 p.m. (Central Standard Time) on a business day (Monday-Friday) (provided the supplemental notice described above is sent as soon as reasonably possible thereafter), (iii) on the date of actual receipt when sent by the United States Mail by certified mail with postage prepaid and return receipt requested, or (iv) on the date of service when delivered personally. Either party hereto may change the address for receiving notices or other communications by notice sent in accordance with the terms of this Agreement. Holidays recognized and observed by the federal government shall not be deemed a “business day” for the purpose of giving or receiving notice.

31. Assignments. The rights, duties, and obligations of each party to this Agreement may not be assigned or transferred to any third party without the prior written consent of the other party, which consent the other said party may grant or deny in its sole discretion. In the event of such a permitted assignment or transfer, however, the assignee party shall first execute and deliver to the City a written agreement obligating the assignee party to fully and timely perform all of the duties and obligations imposed upon the Contractor under this Agreement, and Contractor shall continue to be liable under this Agreement for the full and timely performance of its duties and obligations under this Agreement, whether performed by Contractor or the assignee party.

32. Special Provisions.

- a) Pickup Refusal. Contractor shall keep a written record of the address(es) where the Collection Service is refused by the Contractor to the resident, and give a written notice of the same to the resident and the City the same day as the refusal.
- The notice shall have a form and content satisfactory to the City, and shall, among other information, include the date and time of the refusal, the name and address

of the resident making the refusal, and any known explanation for the refusal. b)

Contractor's Office. Contractor shall, during the term of this Agreement:

- (1) Maintain an office where Contractor may be contacted directly by the City personnel and/or members of the public; and
- (2) Have a local telephone number that may be used for the same purpose described in above Subsection (1); and
- (3) Have the office equipped with sufficient staff and sufficient telephones, such that a responsible employee of Contractor may be contacted in person or by telephone by the City personnel or the public during the collection hours of 7:00 a.m. to 5:00 p.m., Monday through Friday, except during a holiday.
- (4) Contractor's employee/representative shall be available, as described above, to receive and respond to, in a polite and professional manner, any inquiries or complaints regarding the Collection Services provided by Contractor under this Agreement. The City will publish the telephone number and address of the office used by Contractor for these purposes.
- (5) In the event Contractor wishes to publish or distribute ads, leaflets, brochures, pamphlets, or other information or materials to the residents of the City regarding the Collection Services being provided by Contractor, Contractor shall first get the written approval of the City for the same.
- (6) Contractor shall provide to the City a separate telephone number that will enable City staff to contact a responsible employee/representative of Contractor 24-hours a day, throughout every day (including holidays) during the term of this Agreement. The City shall not give out this telephone number

to the general public.

- c) Possible Truck Rental. The City may wish to rent from Contractor up to two (2) refuse-collection trucks, during the months of September, October, and November in one or more calendar years during the term of this Agreement, to be used for leaf collection. If so desired by the City, the parties shall negotiate such a rental arrangement, and if there is a mutual agreement regarding the same, the rental arrangement shall be memorialized and finalized through a separate written agreement.

IN WITNESS WHEREOF, this Agreement has been executed effective as of the date and year first written above.

CITY:
City of Burlington, Wisconsin

CONTRACTOR:
ASDA Enterprises, Inc.

By:
Jeannie Hefty
Mayor

By:
Andrew Naber
President

Attest:
Diahn Halbach
City Clerk

City of Burlington
Garbage and Recyclable Collection and Disposal
Bid Opening
Burlington Public Works - 2/28/20 10 AM

	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5
Bidder Name	ASDA	Johns			
Bidder Qualification Statement	Yes	Yes			
Bid Bond	Yes	Yes			
Performance Bond					

Bid Form A

A	\$ 1,830,640.00	\$ 2,205,655.81			
A1	No Bid	\$ 2,137,339.04			

Bid Form B

B	No Bid	\$ 1,054,030.21			
B1	No Bid	\$ 1,307,778.22			
B2	\$ 915,320.00	No Bid			
B3	\$ 783,906.20	No Bid			

Item	Year	ASDA			John's			
		Rate	Units	Total*	Rate	Units	Total*	Submittal
A	2020	\$ 10.00	3269	\$ 261,520.00	\$ 11.30	3269	\$ 295,517.60	\$ 295,517.60
A	2021	\$ 10.00	3269	\$ 392,280.00	\$ 11.64	3269	\$ 456,613.92	\$ 456,574.69
A	2022	\$ 10.00	3269	\$ 392,280.00	\$ 11.99	3269	\$ 470,343.72	\$ 470,271.93
A	2023	\$ 10.00	3269	\$ 392,280.00	\$ 12.35	3269	\$ 484,465.80	\$ 484,380.09
A	2024	\$ 10.00	3269	\$ 392,280.00	\$ 12.72	3269	\$ 498,980.16	\$ 498,911.49
A TOTAL				\$ 1,830,640.00			\$ 2,205,921.20	\$ 2,205,655.80
A1	2020	\$ -	3269	\$ -	\$ 10.95	3269	\$ 286,364.40	\$ 286,364.40
A1	2021	\$ -	3269	\$ -	\$ 11.28	3269	\$ 442,491.84	\$ 442,433.00
A1	2022	\$ -	3269	\$ -	\$ 11.62	3269	\$ 455,829.36	\$ 455,705.99
A1	2023	\$ -	3269	\$ -	\$ 11.97	3269	\$ 469,559.16	\$ 469,377.17
A1	2024	\$ -	3269	\$ -	\$ 12.32	3269	\$ 483,288.96	\$ 483,458.48
A1 TOTAL				\$ -			\$ 2,137,533.72	\$ 2,137,339.04
B	2020	\$ -	3269	\$ -	\$ 5.40	3269	\$ 141,220.80	\$ 141,220.80
B	2021	\$ -	3269	\$ -	\$ 5.56	3269	\$ 218,107.68	\$ 218,186.14
B	2022	\$ -	3269	\$ -	\$ 5.73	3269	\$ 224,776.44	\$ 224,731.72
B	2023	\$ -	3269	\$ -	\$ 5.90	3269	\$ 231,445.20	\$ 231,473.67
B	2024	\$ -	3269	\$ -	\$ 6.08	3269	\$ 238,506.24	\$ 238,417.88
B TOTAL				\$ -			\$ 1,054,056.36	\$ 1,054,030.21
B1	2020	\$ -	3269	\$ -	\$ 6.70	3269	\$ 175,218.40	\$ 175,218.40
B1	2021	\$ -	3269	\$ -	\$ 6.90	3269	\$ 270,673.20	\$ 270,712.43
B1	2022	\$ -	3269	\$ -	\$ 7.11	3269	\$ 278,911.08	\$ 278,833.80
B1	2023	\$ -	3269	\$ -	\$ 7.32	3269	\$ 287,148.96	\$ 287,198.81
B1	2024	\$ -	3269	\$ -	\$ 7.54	3269	\$ 295,779.12	\$ 295,814.78
B1 TOTAL				\$ -			\$ 1,307,730.76	\$ 1,307,778.22
B2	2020	\$ 5.00	3269	\$ 130,760.00	\$ -	3269	\$ -	
B2	2021	\$ 5.00	3269	\$ 196,140.00	\$ -	3269	\$ -	
B2	2022	\$ 5.00	3269	\$ 196,140.00	\$ -	3269	\$ -	
B2	2023	\$ 5.00	3269	\$ 196,140.00	\$ -	3269	\$ -	
B2	2024	\$ 5.00	3269	\$ 196,140.00	\$ -	3269	\$ -	
B2 TOTAL				\$ 915,320.00			\$ -	
B3	2020	\$ 4.25	3269	\$ 111,146.00	\$ -	3269	\$ -	
B3	2021	\$ 4.25	3269	\$ 166,719.00	\$ -	3269	\$ -	
B3	2022	\$ 4.30	3269	\$ 168,680.40	\$ -	3269	\$ -	
B3	2023	\$ 4.30	3269	\$ 168,680.40	\$ -	3269	\$ -	
B3	2024	\$ 4.30	3269	\$ 168,680.40	\$ -	3269	\$ -	
B3 TOTAL				\$ 783,906.20			\$ -	
Lowest A			A	\$ 1,830,640.00		A1	\$ 2,137,533.72	\$ 2,137,339.04
Lowest B			B3	\$ 783,906.20		B	\$ 1,054,056.36	\$ 1,054,030.21
TOTAL				\$ 2,614,546.20			\$ 3,191,590.08	\$ 3,191,369.25

*Total column is equal to Rate x Units x 12 months.

P.O. Box 178
6320 McHenry St.
Burlington, WI 53105



Phone: 262-539-2086

CITY OF BURLINGTON
2200 SOUTH PINE STREET
BURLINGTON WISCONSIN 53105

ADDITIONAL SERVICES

- All containers when empty will be set back at least to the house side of sidewalk or garage.
No container for any reason will ever be left in the road.
- Back door service for the elderly and disabled
- Weekly collection of bulk items at no charge with the exception of a \$35.00 charge for any T.V. or computer monitor. All other electronics collected weekly at no charge. Construction material/carpet will be limited to 1 yard per year at no charge. (Yard equal 6-32 gallons cans) additional construction will be \$15.00 a yard charge billed to home owner.
- Recycling collection will be unlimited and also include motor oil in one gallon containers with screw on cap and rechargeable batteries (car, boat, drill ect.) If additional totes/bins are needed ASDA will supply at no additional cost or the resident can use a can of their choice up to 48 gallon capacity.
- Any debris on the ground will be cleaned up by an ASDA employee even if the debris was not a result of the actions of an ASDA employee.

WHY ASDA ENTERPRISES INC.

- Supports/Donates to Burlington Rotary, Burlington Baseball, Burlington Chambers of Commerce, Burlington Schools, St. Mary's/Catholic Central. Burlington Trap Club, Burlington Chocolate Fest, Burlington St. Charles Festivals, Burlington WBSD sponsor, Coffee House music festivals, Burlington Kiwanis, Burlington Toy Run, Veterans Terrace and Burlington Clean Sweep.
- Owner Andrew Naber established 2006. Based in Burlington WI.

- 30 plus employees paid over 1.1 million in wages in 2019
- Paid over \$28,000 in personal/property taxes to the City and Town of Burlington in 2019.
- Utilize local vendors for everything I can in City/Town of Burlington ASDA contributed close to 2 million to the local economy in 2019.
- Please Shop Local... For Every \$100.00 spent locally \$68.00 stays in the community.

Bid Form A Trash Collection

- 1.) Rate equals the cost to collect and dispose of trash for one (1) dwelling unit per month.
- 2.) **Base Bid A:** Collection of all bagged or containerized trash from each dwelling unit each week. Containers are owned and supplied by the resident.
- 3.) **Alternate A1:** Collection of trash placed in 96 gallon carts from each dwelling unit each week. Carts are owned and supplied by the contractor.
- 4.) Pricing for manual collection and automated collection options shall include a minimum of one (1) bulky item collection from each dwelling unit each month.
- 5.) Proposal should be based on an estimated 3,269 units as of January 1, 2020

Base Bid A: Manual Collection - Weekly (resident supplied containers)				Alternate A1: Automated Collection - Weekly (Contractor supplied cart - 96 gallon)		
Year	Rate	Number of Units	Annual Cost	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$10.00	3269	\$261,520.00	no bid	3269	
2021	\$10.00	3269	\$392,280.00		3269	
2022	\$10.00	3269	\$392,280.00		3269	
2023	\$10.00	3269	\$392,280.00		3269	
2024	\$10.00	3269	\$392,280.00		3269	
TOTAL Cost 5-years			\$1,830,640.00			no bid

Bid Form B Recyclables Collection

- 1.) Rate equals the cost to collect and dispose of recyclables for one (1) dwelling unit per month.
- 2.) **Base Bid B:** Collection of recyclables comingled in 96 gallon carts from each dwelling unit bi-weekly (every other week). Carts are owned and supplied by the contractor.
- 3.) **Alternate B1:** Collection of recyclables comingled in 96 gallon carts from each dwelling unit each week. Carts are owned and supplied by the contractor.
- 4.) **Alternate B2:** Collection of recyclables comingled in 20 gallon totes from each dwelling unit bi-weekly (every other week). Totes are owned and supplied by the contractor.
- 5.) **Alternate B3:** Collection of recyclables comingled in 20 gallon totes from each dwelling unit each week. Totes are owned and supplied by the contractor.
- 6.) Proposal should be based on an estimated 3,269 units as of January 1, 2020

Base Bid B: Automated Collection - Bi-weekly (Contractor supplied cart - 96 gallon)				Alternate B1: Automated Collection - Weekly (Contractor supplied cart - 96 gallon)		
Year	Rate	Number of Units	Annual Cost	Rate	Number of Units	Annual Cost
2020 (May-Dec)	no bid	3269			3269	
2021		3269			3269	
2022		3269			3269	
2023		3269			3269	
2024		3269			3269	
TOTAL Cost 5-years			no bid			no bid

Alternate B2: Manual Collection - Bi-weekly (Contractor supplied tote - 20 gallon)				Alternate 3: Manual Collection - Weekly (Contractor supplied tote - 20 gallon)		
Year	Rate	Number of Units	Annual Cost	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$5.00	3269	\$130,760.00	\$4.25	3269	\$111,146.00
2021	\$5.00	3269	\$196,140.00	\$4.25	3269	\$166,719.00
2022	\$5.00	3269	\$196,140.00	\$4.30	3269	\$168,680.40
2023	\$5.00	3269	\$196,140.00	\$4.30	3269	\$168,680.40
2024	\$5.00	3269	\$196,140.00	\$4.30	3269	\$168,680.40
TOTAL Cost 5-years			\$915,320.00			\$783,906.20

Mimum of 2-18 gallon tote/bin provided per unit. Unlimited amount of state mandated recyclables

attachment
Question - 6 -

**P.O. Box 178
6320 McHenry St.
Burlington, WI 53105**



Phone: 262-539-2086

Present work under contract by ASDA Enterprises Inc.

Town of Burlington Trash and Recycle 2,757 residents they have been a customer for 14 years

Town of Spring Prairie Trash and Recycle 841 residents they have been a customer for 2 years

Village of Rochester Trash and Recycle 1,473 residents they have been a customer for 10 years

Village of Yorkville Trash and Recycle drop off 3,400 residents they have been a customer for 10 years

Town of Dover Trash and Recycle drop off 4,000 residents they have been a customer for 10 years

Wheatland Trailer Park Trash and Recycle 185 residents they have been a customer for 12 years

Fonks Trailer Park Trash and Recycle 300 residents they have been a customer for 10 years

Private Subscriptions from surrounding areas 1,200 residents they have been a customer for 14 years

Town of **B**urlington
State Of Wisconsin

32288 Bushnell Road, Burlington, Wisconsin 53105 / (262) 763-3070
Website: townofburlington.com / E-Mail: bgraziano@townofburlington.com

February 25, 2020

City of Burlington
300 N Pine Street
Burlington, WI 53105

RE: Garbage and Recyclable Collection and Disposal – Open Bid

Dear City of Burlington Officials,

I am writing to you to recommend the services of ASDA Enterprises Inc. for your garbage and recycling needs. The Town of Burlington has utilized their services for several years, and we have been very happy in what they provide for our community and citizens. ASDA's operation has been nothing but professional, punctual and receptive to anything the Town needs. Andy Naber personally stops into our office to make sure there are no issues with the services provided and he informs us of any and all updates that we need to be aware of. It is a great local business run by people who care about the community.

Like most municipalities, we can receive a lot of calls about the services we provide. I can say with certainty, that our Town office receives little to no phone calls with complaints on the services that ASDA provides. In fact, we receive calls from citizens informing us of the great service they are receiving. I would highly recommend ASDA Enterprises Inc. to be your primary garbage hauler. Please let me know if the Town of Burlington can be of any assistance to you.

Kind Regards,



Brian Graziano
Administrator/Treasurer
Town of Burlington

Village of Rochester

300 W. Spring St.
P.O. Box 65
Rochester, WI 53167

(262) 534-2431 Phone
(262) 534-4084 Fax
email: admin@rochesterwi.us
website: <http://rochesterwi.us>

Reflections of
the Past...



Visions of
the Future

February 27, 2020

To Whom It May Concern:

I am happy to recommend ASDA Environmental to provide garbage and recycling collection services for your municipality.

In my position as Administrator-Treasurer for the Village of Rochester, I have had the pleasure of working with ASDA since January of 2013 when our garbage collection and recycling services were re-advertised for proposals. ASDA was chosen from multiple proposers to provide service for the village.

During these past seven years, ASDA has provided timely and reliable service. They have also been very responsive to both our staff and residents in addressing any concerns or complaints. They have gone above and beyond by participating in community events and donating services for community projects.

ASDA deserves serious consideration as a candidate for provision of your garbage and recycling services. I highly recommend them.

If you have any questions, please feel free to contact me by e-mail at bnovy@rochesterwi.us or by telephone at (262) 534-1185.

Sincerely,

Betty J. Novy, MMC WCPC CMTW
Administrator-Treasurer

BIDDER QUALIFICATION STATEMENT

This form is to be completed and submitted to the City as requested. The contents of this questionnaire will be considered confidential. If the City is not satisfied with the sufficiency of the answers to the questionnaire and financial statement, it may require additional information, or reject or disregard the proposal.

1. Company Information:

Name: ASDA Enterprises Inc.

Address: 6320 McHenry Street

City: Burlington State: WI ZIP 53105

Phone: 262-539-2086 Fax: —

Email: ASDAREFUSE@
gmail.com Cell: 262-206-4050

2. Primary Contact Information:

Name: Andrew Naber

Address: 6320 McHenry St-

City: Burlington State: WI ZIP 53105

Phone: 262-539-2086 Fax: —

Email: Andy@asda refuse.
com Cell: 262-210-1253

Attach any additional documents necessary to answer remaining questions.

3. When Organized: 2006 Where Incorporated: State of Wisconsin

4. How many years have you been engaged in business under the present firm name?

14

5. General character of work performed by your firm.

Collection and transportation of Trash
Residential
Commercial
Roll off
Recyclables

6. Present work under contract. (Attach list of present contracts.)

See attachment

7. Have you ever defaulted on a contract? Yes _____ No X. If the answer is "yes" attach a statement showing where and why.

8. Attach a statement of your experience, including the experience of the principal member of your personnel who will appear on the work under this contract.

See attachment

10. Additional information may be submitted if desired.

The drivers at HSDA have an average of 13 years experience

See attachment.

Dated this 27th day of February, 2020.

ASDA Enterprises Inc.

Name of Organization

By: Andrew Naber

Title: President

State of Wisconsin

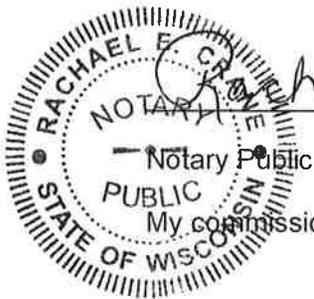
County of Racine

Andrew Naber, being duly sworn says that he or she is the

President/owner of ASDA Enterprises Inc.

and that the answers to the foregoing questions and all statements contained herein are true and correct.

Subscribed and sworn to me this 27th day of February, 2020.



Rachael E. Crane

Notary Public

My commission expires 8/23/2023



262-539-2086

Items left in recycling bin are Not Acceptable as recycling.

PLEASE PUT IN TRASH



Burlington, WI 53105
262-539-2086

- You have reached your construction material limit for the year. If you have more please call the office to schedule pickup with charges.
- Call the office for bulk pickup with charges.
- Tires / Electronics / Appliances cannot be land filled. Please call the office to schedule pickup.
- NO YARD WASTE - yard waste is banned from landfills.



Burlington, WI 53105
262-539-2086

Not acceptable as recycling, please put with trash.

No Plastic Bags

Comments



ASDA Enterprises, Inc.
 P.O. Box 178
 Burlington, WI 53105
 Phone: 262-539-2086

INVOICE

Example.

INVOICE NO. 0000057000
DATE Feb 01, 2020
CUSTOMER NO. 2014
SITE NO. 0
REFERENCE
DUE DATE: Feb 16, 2020

BILL TO:

TOWN OF BURLINGTON
 32288 BUSHNELL RD
 Burlington, WI 53105

TOTAL INVOICE	PAID \$42,044.25
AMOUNT PAID	

PLEASE RETURN TOP PORTION WITH YOUR PAYMENT

DATE	SITE	DESCRIPTION	REFERENCE	RATE	QTY.	AMOUNT
		Previous Balance:				\$0.00
		Payments :				\$0.00
		Adjustments :				\$0.00
	(0001)	TOWN OF BURLINGTON 32288 BUSHNELL RD, Burlington WI 53105				
		Serv #001 Municipal Trash 2,757 - 1EA 2342x Week				
01 - Feb		2757 x \$8.25 (Jan 01/20 - Jan 31/20)		\$22,745.250	1.00	\$22,745.25
		Serv #002 Municipal Recycling 2,757 - 1UN 2732x Week				
01 - Feb		2757 x \$7.00 (Jan 01/20 - Jan 31/20)		\$19,299.000	1.00	\$19,299.00
		SITE TOTAL				\$42,044.25

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$ 42,044.25	\$ 0.00	\$ 0.00	\$ 0.00

TOTAL INVOICE	\$42,044.25
----------------------	-------------

PLEASE PAY THIS AMOUNT	\$42,044.25
-------------------------------	-------------

Please carefully check over your Invoice and let us know if there are any discrepancies. Invoices not paid in 30 days will be charged a 3% interest charge

INVOICE NO. 0000057000
DATE Feb 01, 2020
CUSTOMER NO. 2014
SITE NO. 0
REFERENCE
DUE DATE: Feb 16, 2020

Please Remit Payment To:
ASDA Enterprises, Inc.
 P.O. Box 178
 Burlington, WI 53105

Top 10 Reasons to Shop Local.

SHOP LOCAL RALEIGH

- 1** Strengthen your local economy.
- 2** Reduce climate change impacts.
- 3** Support community groups.
- 4** Keep our community unique.
- 5** Create more quality jobs.
- 6** Get better service.
- 7** Invest in your community.
- 8** Encourage local prosperity.
- 9** Put your taxes to good use.
- 10** Buy what you need. Don't buy the hype.

#1: Buy local to support yourself

Studies show that when you buy from an independent, locally owned business, rather than a nationally owned business, significantly more of your money is used to make purchases from other local businesses, service providers and farms continuing to strengthen the economic base of the community.

#2: Be friendly to our environment

Locally owned businesses can make more local purchases requiring less transportation and generally set up shop in town or city centers as opposed to developing on the fringe. This generally means contributing less to sprawl, congestion, habitat loss and pollution.



Support community groups

Profit organizations receive an average 250% more support from smaller business owners than they do from large businesses.

#4: Keep our community unique

Where we shop, where we eat and have fun – all of it makes our community home. Our one-of-a-kind businesses are an integral part of the distinctive character of this place. Our tourism businesses also benefit.

"When people go on vacation they generally seek out destinations that offer them the sense of being someplace, not just anyplace." ~ Richard Moe, President, National Historic Preservation Trust

#5: Local businesses create more jobs

Small local businesses are the largest employer nationally and in our community, provide the most jobs to residents.

#6: Get better service

Local businesses often hire people with a better understanding of the products they are selling and take more time to get to know customers.

#7: Invest in your community

Local businesses are owned by people who live in this community, are less likely to leave, and are more invested in the community's future.

#8: Put your taxes to good use

Local businesses require comparatively little infrastructure investment and make more efficient use of public services as compared to nationally owned stores entering the community. In addition, nationally owned businesses often demanding tax incentives.

#9: Encourage future investment

A growing body of economic research shows that in an increasingly homogenized world, entrepreneurs and skilled workers are more likely to invest and settle in communities that preserve their one-of-a-kind businesses and distinctive character.

#10: Competition leads to more choices

A marketplace of tens of thousands of small businesses is the best way to ensure innovation and low prices over the long-term. A multitude of small businesses, each selecting products based not on a national sales plan but on their own interests and the needs of their local customers, guarantees a much broader range of product choices.

Attachment Question 8

Andrew T. Naber
6320 McHenry Street
Burlington, WI. 53105
(262) 539-2925

40 years Transportation /Divisional Management experience from 15 to 130 employees. Exceptional ability to streamline any operation by maximizing employee's potential by utilizing their knowledge, experience, and the want to succeed in their job.

Work Experience

February 2006 to Present

Self Employed ASDA Enterprises/Andys Recycling.

- Increased revenue from \$0 in 2005 to \$4.5 million annually in 2019.

Ven Housen/Superior Services/Onyx Waste Services/Veolia Waste Services July, 1992 to February, 2006 includes the following.

December 2002 – February 2006. General Manager Fort Atkinson, and Special Projects for the Midwest Region

- Oversee all lines of business for a 60 truck operation,
- Improved operating efficiencies 60%. Reduced 13 routes.
- Improved maintenance down time 22% while maintaining overall cost at 8%.
- No deficiencies for 3 years Environmental, DOT, DNR, Safety, and misc Audits
- Reduction in accident and injury frequency from 114 to 31 annually
- Reduced SG&A 48%
- Improved receivables from 72 days to 34. Over 90 days less than ½%.
- Increased annual sales revenue from 7.2 million to 12 million.
- Improved annual Ebit from 220k to 2 million.
- Maintained Ebit margin of 18%.

December 1999- December 2002 Promoted to Corporate Operations Specialist/Special Projects reporting directly to the CEO of ONYX/Veolia

- Supported Superior's legal department with the due diligence for the Vivendi/Onyx-Superior purchase
- Assisted in responded to Department of justice inquiry regarding Superior's acquisition of Milwaukee and Evansville markets, including managing the divested assets.
- Coordinated Superior/Onyx national fleet betterment Initiative.
- Led the transition of Detroit, Mi., Evansville, In., and Muskego, WI. Operations.
- Served as Interim General Manager at Valdasta, Ga.(improved EBIT 90%),Fort Meyers, Fl. (saved contract and 8 million performance bond),Ocala, Fl. and Columbus, Oh.
- Provided operations, maintenance, safety, Trux and accounting support to 12 new divisions.

January 1999 – December 1999. General Manager of Northern Mo. & Maple Hills Landfill

- Changed monthly billing from monthly arrears to quarterly advance.
- Changed commercial billing from arrears to advance
- Implemented \$60k a month price increase
- Improved receivables from 62 to 37 days outstanding
- Performed complete route audits to verify and correct Trux to reflect actual customers and actual revenues. (As a result of this audit Superior wrote off of noncollectable overstated revenues from the 1998 acquisition.
- Eliminated 12 routes through rerouting efficiencies
- Reduced accident/incident frequency 44%
- Reduced SG&A 30K a month 32%
- Received Certified landfill Operator license
- Improved EBIT profitability of operation by 600% over prior years.(excluding one time charge for 1998 revenue write down)

February 1995-December 1998 – General Manager Cuba City

1998

- Served as Interim General Manager of St. Cloud, MN. Resulting in Ebit improvement of 500k
- Served as Interim General Manager of Elgin, IL. Maintaining company in preparation of trade to BFI.
- Led the integration of Winona, MN. Acquisition (sales-operations-safety-maintenance).
- Maintained Cuba City

1997

- Received Skill Set Manager of the year award winner from The CEO Bill Dietrich.
- Promoted to work as assistant to the Operating Vice Presidents on Acquisitions and non-performing divisions.
- Maintained Cuba City.

1996

- Tucked in Wittstock acquisition which led Superiors entrance into Iowa.

1995

- Promoted to General Manager of Cuba City, WI.
- Reduced operating wages by 31%, equipment maintenance by 29%, SG&A by 27% Safety improved 72% (had no accidents or injuries for company record of 692 days)
- Increased revenue 40% and Ebit by 51%

1994

- Promoted to Operations Manager. Increased monthly Ebit from 15k to 92k 86% improvement.
- Lead Superiors effort to decertify the union.
- Appointed Maintenance Chairman for Superior Services and implemented national fuel, oil, and tire purchasing program, resulting in over 500k annual savings.

1993

- Promoted to Marketing Coordinator. Re-signed 800 commercial accounts, organized files and obtained 3 new municipal contracts increasing annual revenues 960k.

1992

- Started as a Residential, Commercial, Roll off driver and part time mechanic. Ven Housen Disposal

June 1990-October 1991 Waste Management Franklin, WI

- Cross trained in dispatch, supervision, sales, maintenance and computers.

1978-1990 Naber Disposal Burlington, WI

- Owned and operated Naber and Company Disposal. Burlington, WI. Responsible for all areas of business. 1 million annual revenue.

Education

Gateway Tech, Racine Wis. 1980-1982
Business Management Major 3.0 GPA

Burlington High School 1976-1980
3.5 GPA

ERIE INSURANCE COMPANY
BID BOND

Know All Men by These Presents,

Bond No. WW2433

That we, ASDA Enterprises, Inc.
(hereinafter called the Principal) as Principal and the ERIE INSURANCE COMPANY, of Erie, Pennsylvania, a
corporation duly organized under the laws of the State of Pennsylvania, (hereinafter called the Surety),
as Surety, are held and firmly bound unto, City of Burlington

. hereinafter called the Obligee in the full and just sum of Five Per Cent

. . . Of The Amount Bid Dollars, (\$. . . 5%),
good and lawful money of the United States of America, to the payments of which sum of money well
and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 24th day of February, A.D. 2020
Year

THE CONDITION OF THIS OBLIGATION IS SUCH: That, if the Obligee shall make any award within 60
days to the Principal for Garbage & Recycle Collection Program

.
according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall
duly make and enter into a contract with the Obligee in accordance with the terms of said proposal
or bid and award and shall give bond for the faithful performance thereof with the Surety or Sureties
approved by the Obligee; or if the Principal shall, in case of failure so to do, pay the Obligee the damages
which the Obligee may suffer by reason of such failure, not exceeding the penalty of this bond, then
this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

Principal ASDA Enterprises, Inc.

Witness: *Amy Hueger*

By: *Andrew Naber*
Title Andrew Naber, President

Witness: *Katherine D. Pawlak*
Katherine D. Pawlak

ERIE INSURANCE COMPANY
By: *Edward A. Mazzeo*
Edward A. Mazzeo
Attorney-in-Fact



LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That ERIE INSURANCE COMPANY, a corporation of the Commonwealth of Pennsylvania, having its principal office in the City of Erie, Pennsylvania, does hereby make, constitute and appoint Marc Cipriani, Senior Vice President; Leo Heintz, Vice President; Edward A. Mazzeo; Katherine D. Pawlak; and Darlene Kujawa, its true and lawful Attorney(s)-in-Fact, in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on its behalf as surety, any and all bonds which are or may be allowed, required or permitted by law, statute, rule regulation, contract or otherwise, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed FIVE MILLION DOLLARS (\$5,000,000) and that the execution of such instrument shall be binding upon ERIE INSURANCE COMPANY.

This Power of Attorney is signed and sealed by facsimiles under and by the authority of the following Resolution adopted by the Board of Directors of ERIE INSURANCE COMPANY at a meeting duly called and held on the 2nd day of September, 2016, and said resolution has not been amended or repealed:

RESOLVED, that the signature of Timothy G. NeCastro, as Chief Executive Officer of the Company, and the Seal of the Company may be affixed by the following facsimiles on any Limited Power of Attorney for the execution of bonds, undertakings, recognizances, contracts and other writings in the nature thereof, and the signature of Brian W. Bolash, as Secretary of the Company, the Seal of the Company, the signature of Sheila M. Hirsch, as Notary Public, and her notarial seal, may also be affixed by the following facsimiles to any certificate or acknowledgment of any such Limited Power of Attorney, and only under such circumstances shall said facsimiles be valid and binding on the Company.

IN WITNESS WHEREOF, ERIE INSURANCE COMPANY has caused these presents to be signed by its Chief Executive Officer, and its corporate seal to be hereto affixed this 2nd day of September, 2016.



by Timothy G. NeCastro
Timothy G. NeCastro
Chief Executive Officer

STATE OF PENNSYLVANIA
COUNTY OF ERIE

ss.

On this 18th day of October, 2016, before me personally came Timothy G. NeCastro, Chief Executive Officer, to me known, who being by me duly sworn, did depose and say: that he is Chief Executive Officer of ERIE INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he knows the Seal of said corporation; that the Seal affixed to the said instrument is such corporate Seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



Sheila M. Hirsch
My commission expires June 27, 2020 Notary Public

CERTIFICATE

I, Brian W. Bolash, Secretary of ERIE INSURANCE COMPANY, do hereby certify that the original LIMITED POWER OF ATTORNEY, of which the foregoing is a full, true and correct copy and is in full force and effect.

In witness whereof, I have hereunto subscribed my name and affixed the corporate Seal of the Company by facsimiles pursuant to the action of the Board of Directors of the Company, this 24th day of February 2020



Brian W. Bolash
Brian W. Bolash, Secretary

WHAT CAN I RECYCLE?

Example

TOP 10 IN THE BIN

1. FLATTEN CARDBOARD PIZZA BOXES
2. ALL PAPER PRODUCTS
3. FOOD BOXES
4. MAIL
5. CLEAN, EMPTY BEVERAGE CANS
6. CLEAN, EMPTY FOOD CANS
7. GLASS BOTTLES
8. GLASS JARS
9. MILK, LAUNDRY, WATER JUGS
10. ALL PLASTIC BOTTLES & CAPS



Contact ASDA Enterprises Inc.
for more information for
recycling in your area.
(262) 539-2086
www.asdarefuse.com



Recycle Reminder:

ASDA will provide:
2-18-gallon Recycling
Bins

- Please rinse plastic & glass containers to keep critters away
- Please keep all recycling and trash separate
- Please flatten cardboard

ALSO RECYCLABLE BUT NOT IN CURBSIDE BIN

METAL APPLIANCES;
Stove, Washers,
Dryer, Microwave



ELECTRONICS



TV'S & COMPUTERS

TIRES

****NO SHARPS NEEDLES****

****ALL PLASTIC BAGS ARE TRASH****

EXAMPLES OF ITEMS THAT ARE TRASH

GARDEN HOSE, PLASTIC PIPES, CLOCKS, PLASTIC FURNITURE, PLASTIC KIDS TOYS, ROPE, MAILBOXES, **PLASTIC BAGS**, WINDOW GLASS, CERAMICS, POTTERY, POTS & PANS, PROPANE TANKS, ROUND UP & AGRICULTURAL BOTTLES, ALL PESTICIDES & HERICIDE BOTTLES, POOL CHEMICAL BOTTLES, DIAPERS, FECAL MATTER, PLASTIC HANGERS, ALL STYROFOAM, PAPER TOWELS & TISSUES PRODUCTS, PLASTIC TARPS, EMPTY PAINT CANS LID OFF, INK CARTRIDGES, PLASTIC GARDEN TOOLS, WOOD, DISHWARE, ALUMINUM FOIL.

*****IF YOU CANNOT CAP IT. IT IS PROBABLE NOT RECYCLABLE*****



P.O. BOX 329
WHITEWATER, WI 53190
262-473-4700 • Fax: 262-473-6775
www.johnsdisposal.com
email: office@johnsdisposal.com

DISPOSAL SERVICE, INC.

February 28, 2020

The City of Burlington
Attn: Peter Riggs – Director of Public Works
2200 South Pine Street
Burlington, WI 53105

RE: Garbage & Recyclable Collection & Disposal

Dear City Council,

It has been our pleasure to provide the City of Burlington with curbside garbage and recycling service since 2014. Johns has provided service or donations during some of the City's brightest moments, such as the annual Chocolate Festival, and emergency disaster relief in some of the City's hardest times, such as the flooding in 2017.

Attached you will find our proposal for continued service in the City, where we offer a wide range of options for you to consider: both manual and automated garbage collection, unlimited bulk items collection (including household electronics!), weekly recycling collection, and nearly any combination of services that your residents could hope for. As you take the time to consider our proposal and those of our competitors, please keep in mind that our rates are all-inclusive and have no generator fees, fuel surcharges, or recycling contamination fees.

As you likely know, our local family-owned and operated business believes in an unmatched level of service, outstanding customer service, and a strong commitment to the communities we serve. I look forward to presenting our proposal at the Committee of the Whole meeting in March and sincerely hope that the City will continue its partnership with Johns Disposal Service.

Sincerely,

A handwritten signature in black ink, appearing to read "Nate Austin".

Nate Austin
Municipal Sales Manager

PRINTED ON RECYCLED PAPER

Residential • Commercial • Industrial • Recycling • Refuse Disposal



Whitewater & Franksville, WI

JOHNS DISPOSAL & THE CITY OF BURLINGTON: PROPOSAL FOR A CONTINUED PARTNERSHIP

Prepared for:
The City of Burlington
Attn: Peter Riggs – Public Works Director
300 N. Pine Street
Burlington, WI 53105

Prepared by:
Johns Disposal Service, Inc.
PO Box 329
Whitewater, WI 53190
262-473-4700

February 28, 2020

COMPANY BACKGROUND

John Jongetjes founded Johns Pick-Up Service in 1969. The business incorporated in 1992 as Johns Disposal Service, Inc. The Jongetjes family continues to own and operate the company. Cities, Towns and Villages are serviced in Dane, Kenosha, Jefferson, Milwaukee, Racine, Rock, Walworth and Waukesha counties. This growth is due to the commitment to provide the highest quality service and our inclusive recycling program.

COMPANY FACILITIES

Company facilities located in the City of Whitewater at 107 Hwy U in Jefferson County:

- A fully staffed office.
- A 20,000 square foot Single-Stream recycle processing facility.

Company facilities located at 7311 Omega Circle in the Town of Norway in Racine County:

- A fully staffed office.
- A 57,000 square foot Single-Stream recycle processing facility.

COMPANY PERSONNEL

Johns currently provides over 225 full time positions. The credit for our success goes to our dedicated, hard working employees. We are proud of the job that they do for our customers.

The officers/managers of our corporation are as follows:

President	Brian Jongetjes	Employed since 1980
Vice President	Ron Jongetjes	Employed since 1982
General Manager	Dan Jongetjes	Employed since 2004
Project Manager	Sarah Jongetjes	Employed since 2014
Treasurer – CFO	Duane Schuab - CPA	Employed since 2012
Commercial Sales Manager	Wayne Arnold	Employed since 1989
Route/Driver Manager	Jack Redenius	Employed since 1993
Route/Driver Manager	Matt Jensen	Employed since 1994
Safety Manager	Brent Flikkema	Employed since 1995
Fleet Manager	Eric Margenau	Employed since 2009
Municipal Account Manager	Nate Austin	Employed since 2015

EXPERIENCE

Johns Disposal currently provides curbside collection for over 120,000 homes per week and performs the following services as needed: bulk items collection, electronics collection, drop-off center operations, municipal front-load and rear-load dumpster service, curbside yard waste collection, roll-off dumpster service and a wide variety of specific municipal needs.

Additionally, we have been in the recycle processing business since 1983. We implemented our first single-stream processing system in our Whitewater facility in 2000. In 2012 we added a second single-stream processing facility in Racine County. Being invested in recycle processing for 30+ years demonstrates our commitment, expertise and passion for the processing business.

In addition to our current collection in the City of Burlington, Johns Disposal provides comparable collection services in the following nearby communities: The Town of Norway, the Village of Waterford, the Village of Union Grove, Town & Village of East Troy, the City of Lake Geneva, the Village of Paddock Lake, and the Village of Salem Lakes. Each of these communities receive a comparable level of service to what we are proposing for the City of Burlington.

SAFETY

Johns Disposal is committed to safety. We realize that the success of our business begins with safety. A safe workplace includes a diverse range of factors such as regular employee training, vehicle maintenance and on-truck safe technology. Our drivers attend regular safety meetings. All our drivers are monitored through a state-of-the-art GPS tracking system. Through new software and technology, our drivers' activities are monitored constantly. Our drivers receive regular evaluations regarding a wide range of safety topics.

Johns Disposal has recently implemented a company-wide camera system in all trucks which includes incident-based recorded video of both the driver and street view. Such monitoring allows our company to evaluate and improve driver performance in your community.

Safety is our priority, both for our drivers and the communities we service. Truck maintenance and safe operating procedures are a vital part of each driver's daily routine. Each morning, every truck is thoroughly inspected before leaving our facilities.

EDUCATION PROGRAM

Through informational brochures and our website, we work to educate residents to maximize recycling. Landfill reduction is a very high priority. We plan to maintain a very strong diversion rate to maximize landfill reduction. Our drivers work to identify residents who do not comply with the City recycling program. Residents not participating in the City program will receive notification notes/tags and informational letters encouraging participation. We will notify the City of residents that do not comply. We will be actively involved in the City recycling ordinance compliance assurance program.

CURBSIDE GARBAGE COLLECTION

This proposal includes two options for **weekly garbage** collection. Johns is able to offer the City both manual garbage collection and fully-automated garbage collection.

1. **Weekly Automated Garbage Collection:** residents will receive (1) one 96-gallon cart for garbage collection. Residents will be limited to what can be contained inside the cart. Additional garbage in cans or bags is included in the optional bulk collection, see below.
2. **Weekly Manual Garbage Collection:** this is the same level of service that your residents currently receive. Each home will continue to use their own garbage containers and maintain their same level of service and service day.

With automated collection, additional garbage carts are available for a monthly charge. Residents will pay Johns directly for any additional carts.

CURBSIDE RECYCLING COLLECTION

This proposal includes two options for **recycling** collection, the City may either select to maintain your current level of service (every-other-week) or increase to weekly recycling.

1. **Every-other-week Automated Recycling Collection:** residents will continue using their provided 96-gallon GREEN cart for recycling collection. Residents are limited to what can be contained inside the cart. Collection will continue to take place *bi-weekly*. Additional recycling such as broken-down boxes, extra containers of recyclables, and white goods are included in the optional bulk items collection.
2. **Weekly Automated Recycling Collection:** residents will continue using their provided 96-gallon GREEN cart for recycling collection. Residents are limited to what can be contained inside the cart. Collection will take place *weekly*. Additional recycling such as broken-down boxes, extra containers of recyclables, and white goods are included in the optional bulk items collection.

Additional recycle carts are available for a monthly charge. Residents will pay Johns directly for any additional carts. Our recycling service offers **single-stream recycling**. There is no need to tie, bag or bundle the paper and it can be mixed together with the bottles and cans. The current list of recyclables that we collect, process, and market includes:

- a. Mixed paper, magazines, brown paper bags, and non-corrugated cardboard
- b. Corrugated cardboard (OCC)
- c. Glass (clear, brown, and green) bottles and jars
- d. Aluminum
- e. Steel (or "tin") cans including aerosol cans
- f. Plastic containers, #1 - 7
- g. Aseptic containers including milk cartons, juice boxes and juice cartons

OPTIONAL BULK ITEMS COLLECTION

Should the City select to move to a fully-automated collection system for garbage, our proposed bulk items collection allows residents to schedule up to one collection per month at no additional cost and select their collection week. **Each pickup includes multiple items.** Bulk collection includes furniture, appliances, bedding, carpeting, and other large items. Waste oil, automotive antifreeze, lead acid batteries and tires are also included. Extra garbage in cans or bags and extra recycling in bins or clear plastic bags are also included in the bulk collection. Construction materials that are contained in 32-gallon cans that weigh less than 60-pounds are included in the bulk items collection (no limit on the number of containers). *No loose construction materials are included.* Tires are limited to 8 small vehicle tires (sedan, SUV, pickup trucks, etc.) per home per year. Up to two times per year, residents may choose to dispose of one household electronic in place of multiple bulk trash items.

REPORTING & PROBLEM RESOLUTION

We will provide a quarterly Recycling/Waste Reduction Report containing all requested information including weights of all materials collected. We will also continue to assist the City in the grant application process as well as any other requirements of the DNR. In order to maintain the quality service that we feel our customers deserve, Johns Disposal employs a problem resolution system that includes *collecting the material the same day* if our office is contacted by noon, otherwise it will be collected the next business day. All problems are logged and tracked with our state-of-the-art GPS tracking system.

OTHER SERVICES

Walk-up service will be provided for **elderly residents and residents with disabilities** as identified by the City. With the cart program, smaller 48-gallon carts for garbage and recycling are available for any resident. Refuse and recycling dumpsters or cart service for the City Hall and other City-owned properties will be included at **no extra charge**.

EQUIPMENT LISTING

Equipment Category	Fleet Number	Year	Make	Packer Body
Automated Side-Loader (carts)	200	2019	Autocar	Loadmaster
Rear-load Truck (bulk items)	106	2007	CCC	McNeilus
Front Load Truck (dumpsters)	116	2008	CCC	McNeilus

LISTING OF FACILITIES

If awarded the Contract to continue working with the City of Burlington, Johns Disposal will use the following facilities.

Type of Facility	Owner	Address	Use
Hauling Facility	JOHNS	7311 Omega Circle, Franksville, WI 53126	Terminal for collection vehicles
Materials Recovery Facility	JOHNS	7311 Omega Circle Franksville, WI 53126	MRF for recycling processing / disposal
Materials Recovery Facility	JOHNS	107 County Rd U Whitewater, WI 53190	MRF for recycling processing / disposal
Landfill (Metro)	Waste Management	10712 S 124 th St Franklin, WI 53132	Landfill for MSW Disposal

RECYCLING MATERIALS ACCEPTED

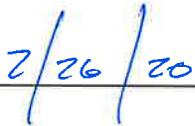
	Commodity	Accepted Y / N	Proposed Buyer / Market
1.	Mixed Paper	Yes	<i>Johns Disposal processes, cleans, and markets materials with a variety of mills on both local and national levels.</i>
2.	Cardboard (OCC)	Yes	
3.	#1 Plastic	Yes	
4.	#2 Natural HDPE	Yes	
5.	#2 Colored HDPE	Yes	
6.	#3-7 Plastic	Yes	
7.	Mixed Rigid Plastic	Yes	
8.	Tin Cans & Scrap Metal	Yes	
9.	Aluminum Cans	Yes	
10.	Glass	Yes	

TERMS

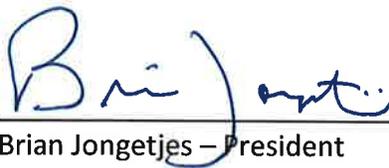
Services will begin May 1, 2020. Should the City select to continue with Johns and change to fully-automated garbage collection, Johns will work with City staff to determine an appropriate timeframe for service transitions and cart delivery. All rates listed in this proposal include all current government taxes and landfill tipping fees. **No generator taxes or environmental fees will be added to the rates quoted.** Any government imposed or increased landfill taxes or fees instituted after May 1, 2020 are not included and will be the responsibility of the City.



Nate Austin – Municipal Account Manager



Date



Brian Jongetjes – President



Date

Bid Form A Trash Collection

- 1.) Rate equals the cost to collect and dispose of trash for one (1) dwelling unit per month.
- 2.) **Base Bid A:** Collection of all bagged or containerized trash from each dwelling unit each week. Containers are owned and supplied by the resident.
- 3.) **Alternate A1:** Collection of trash placed in 96- gallon carts from each dwelling unit each week. Carts are owned and supplied by the contractor.
- 4.) Pricing for manual collection and automated collection options shall include a minimum of one (1) bulky item collection from each dwelling unit each month.
- 5.) Proposal should be based on an estimated 3,269 units as of January 1, 2020

Base Bid A: Manual Collection - Weekly (resident supplied containers)				Alternate A1: Automated Collection - Weekly (Contractor supplied cart - 96 gallon)		
Year	Rate	Number of Units	Annual Cost	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$11.30	3269	\$295,517.60	\$10.95	3269	\$286,364.40
2021	\$11.64	3269	\$456,574.69	\$11.28	3269	\$442,433.00
2022	\$11.99	3269	\$470,271.93	\$11.62	3269	\$455,705.99
2023	\$12.35	3269	\$484,380.09	\$11.97	3269	\$469,377.17
2024	\$12.72	3269	\$498,911.49	\$12.32	3269	\$483,458.48
TOTAL Cost 5-years			\$2,205,655.81			\$2,137,339.04

Base Bid A: Manual collection bid includes the same level of service as your residents currently receive, which includes bulk items collection.

Alternate A1: Automated collection bid includes unlimited monthly bulk items collection, on call. Residents must call to schedule each collection, up to one collection per month at no additional charge. **Twice per year, each household may schedule collection of one qualified household electronic instead of multiple bulk trash or recycling items at no additional cost. Construction material is included in bulk item collection when properly contained.**

Bid Form B Recyclables Collection

- 1.) Rate equals the cost to collect and dispose of recyclables for one (1) dwelling unit per month.
- 2.) **Base Bid B:** Collection of recyclables comingled in 96-gallon carts from each dwelling unit bi-weekly (every other week). Carts are owned and supplied by the contractor.
- 3.) **Alternate B1:** Collection of recyclables comingled in 96-gallon carts from each dwelling unit each week. Carts are owned and supplied by the contractor.
- 4.) **Alternate B2:** Collection of recyclables comingled in 20-gallon totes from each dwelling unit bi-weekly (every other week). Totes are owned and supplied by the contractor.
- 5.) **Alternate B3:** Collection of recyclables comingled in 20-gallon totes from each dwelling unit each week. Totes are owned and supplied by the contractor.
- 6.) Proposal should be based on an estimated 3,269 units as of January 1, 2020

Base Bid B: Automated Collection - Bi-weekly (Contractor supplied cart - 96 gallon)			
Year	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$5.40	3269	\$141,220.80
2021	\$5.56	3269	\$218,186.14
2022	\$5.73	3269	\$224,731.72
2023	\$5.90	3269	\$231,473.67
2024	\$6.08	3269	\$238,417.88
TOTAL Cost 5-years			\$1,054,030.21

Alternate B1: Automated Collection - Weekly (Contractor supplied cart - 96 gallon)		
Rate	Number of Units	Annual Cost
\$6.70	3269	\$175,218.40
\$6.90	3269	\$270,712.43
\$7.11	3269	\$278,833.80
\$7.32	3269	\$287,198.81
\$7.54	3269	\$295,814.78
TOTAL Cost 5-years		\$1,307,778.22

Alternate B2: Manual Collection - Bi-weekly (Contractor supplied tote - 20 gallon)			
Year	Rate	Number of Units	Annual Cost
2020 (May-Dec)	<i>no bid</i>	3269	<i>no bid</i>
2021	<i>no bid</i>	3269	<i>no bid</i>
2022	<i>no bid</i>	3269	<i>no bid</i>
2023	<i>no bid</i>	3269	<i>no bid</i>
2024	<i>no bid</i>	3269	<i>no bid</i>
TOTAL Cost 5-years			<i>no bid</i>

Alternate 3: Manual Collection - Weekly (Contractor supplied tote - 20 gallon)		
Rate	Number of Units	Annual Cost
<i>no bid</i>	3269	<i>no bid</i>
<i>no bid</i>	3269	<i>no bid</i>
<i>no bid</i>	3269	<i>no bid</i>
<i>no bid</i>	3269	<i>no bid</i>
<i>no bid</i>	3269	<i>no bid</i>
TOTAL Cost 5-years		<i>no bid</i>

Alternate Bid Form C

Trash & Recycle Collection – No Bulk Items Collection

- 1.) Rate equals the cost to collect and dispose of trash or recycling for one (1) dwelling unit per month.
- 2.) None of the rates below include monthly bulk items collection.
- 3.) Should the City decide to select any of these options, Johns will collect bulk items for City residents for a fee. This fee will be billed directly from Johns to the resident.

Alternate C1: Automated Recycling – Every-other-week, No Bulk (Contractor supplied cart - 96 gallon)			
Year	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$5.05	3269	\$132,067.60
2021	\$5.20	3269	\$204,044.44
2022	\$5.36	3269	\$210,165.78
2023	\$5.52	3269	\$216,470.75
2024	\$5.68	3269	\$222,964.87
TOTAL Cost 5-years			\$985,713.44

Alternate C2: Automated Recycling – Weekly, No Bulk (Contractor supplied cart - 96 gallon)		
Rate	Number of Units	Annual Cost
\$6.20	3269	\$162,142.40
\$6.39	3269	\$250,510.01
\$6.58	3269	\$258,025.31
\$6.77	3269	\$265,766.07
\$6.98	3269	\$273,739.05
TOTAL Cost 5-years		\$1,210,182.83

Alternate C1: Automated Garbage – Weekly, No Bulk (Contractor supplied cart - 96 gallon)			
Year	Rate	Number of Units	Annual Cost
2020 (May-Dec)	\$9.90	3269	\$258,904.80
2021	\$10.20	3269	\$400,007.92
2022	\$10.50	3269	\$412,008.15
2023	\$10.82	3269	\$424,368.40
2024	\$11.14	3269	\$437,099.45
TOTAL Cost 5-years			\$1,932,388.72

APPENDIX A

Proposed Tagging System



Whitewater & Franksville, WI

Dear Resident,

We noticed recycling material being mixed with your garbage debris. Please review the reverse side of this note for specific recycling categories.

Please separate all recyclable material from debris intended for garbage collection. **Please also make sure to flatten any cardboard boxes.** Feel free to call us if you have specific questions about recycling.

Thank you for your cooperation!

www.johnsdisposal.com | 262 – 473 – 4700 | office@johnsdisposal.com



RECYCLING INFORMATION

*Johns provides single stream recycling collection; this means you can mix all your recyclable materials together.
Please recycle the following items:*

- Aluminum cans
- Tin cans, steel cans, aerosol cans, dried paint cans; *small* metal items
- Glass bottles and jars
- #1-7 plastic bottles or jugs with a twist top
- Cartons, including juice boxes and milk cartons
- All paper, including newspaper, magazines, books, mail, and office paper
- Brown corrugated cardboard (**IMPORTANT! Please flatten cardboard boxes.**)
- Gray chipboard, including cereal and shoe boxes
- Brown paper bags
- Shredded paper, in a plastic bag

(Plastic bags are not typically able to be recycled; this is an exception.)

To properly dispose of plastic bags, please place them in the trash or find a plastic bags recycling collection which can be found at most grocery stores.

www.johnsdisposal.com | 262 – 473 – 4700 | office@johnsdisposal.com

APPENDIX C

Bidder Information Sheet

This form is to be completed and submitted to the City as requested. The contents of this questionnaire will be considered confidential. If the City is not satisfied with the sufficiency of the answers to the questionnaire and financial statement, it may require additional information, or reject or disregard the proposal.

1. Company Information:

Name: Johns Disposal Service, Inc.

Address: 7311 Omega Circle

City: Franksville State: WI ZIP: 53126

Phone: (262) 473 - 4700 Fax: (262) 473 - 6775

Email: office@johnsdisposal.com Cell: _____

2. Primary Contact Information:

Name: Nate Austin – Municipal Account Manager

Address: 7311 Omega Circle

City: Franksville State: WI ZIP: 53126

Phone: (262) 473 – 4700 ext. 224 Fax: (262) 473 – 6775

Email: nate@johnsdisposal.com Cell: (262) 473 – 9027

3. When Organized: 1992 Where Incorporated: Whitewater

4. How many years have you been engaged in business under the present firm name?

We have operated under 'Johns Disposal Service' since incorporating in 1992.

5. General character of work performed by your firm.

Johns Disposal provides all levels of municipal and commercial garbage and recycling waste hauling services, including but not limited to: manual garbage and recycling collection, automated garbage and recycling collection, up-the-drive collection, roll-off services, commercial front-load collection, commercial rear-load collection, scrap hauling, yard waste collection, and many other services to meeting the needs of our communities.

6. Present work under contract. (Attach list of present contracts.)

Big Bend, Village	Greendale, Village	Oconomowoc, City
Brighton, Town	Hebron, Town	Orfordville, Village
Bristol, Village	Janesville, Town	Ottawa, Town
Burlington, City	Janesville, City	Paddock Lake, Village
Butler, Village	Jefferson, City	Palmyra, Village
Caledonia, Village	Jefferson, Town	Pewaukee, City
Chenequa, Village	LaGrange, Town	Racine, City
Cold Spring, Town	Lake Geneva, City	River Hills, Village
Darien, Village	Lake Mills, City	Salem Lakes, Village
Dunkirk, Town	Lake Mills, Town	Somers, Town & Village
Eagle, Village	Lannon, Village	Stoughton, City
East Troy, Town	Lima, Town	Sugar Creek, Town
East Troy, Village	Linn, Town	Sussex, Village
Elm Grove, Village	Milton, City	Troy, Town
Elmwood Park, Village	Milton, Town	Union Grove, Village
Fontana, Village	Mukwonago, Town	Walworth, Village
Franklin, City	Mukwonago, Village	West Milwaukee, Village
Genesee, Town	North Bay, Village	Whitewater, City
Geneva, Town	North Prairie, Village	Whitewater, Town
Greenfield, City	Norway, Town	Wind Point, Village

7. Have you ever defaulted on a contract? Yes _____ No X . If the answer is "yes" attach a statement showing where and why.

8. Attach a statement of your experience, including the experience of the principal member of your personnel who will appear on the work under this contract.

Johns Disposal is a local, family-owned and operated garbage and recycling company which has been in business for over 50 years, exclusively serving the communities of SE Wisconsin. We have a proven track-record of success, including our current work in and for the City of Burlington. All three generations of family ownership are still involved in the business.

Nate Austin will serve as the primary contact for the City's contract with Johns Disposal. He has been a part of the company since 2015 and has been the Municipal Account Manager since 2017. Nate reports directly to Dan Jongetjes, General Manager / third-generation owner. Brian Jongetjes, President / second-generation owner is involved in all contract decisions and negotiations.

9. Additional information may be submitted if desired.

If the City opts to sign a new contract with Johns Disposal for manual collection, we will honor our proposed rates for automated collection through the end of 2021, which will allow the City to add garbage carts and reduce costs.

Should the City select automated collection without bulk items, bulk item collection can be added at any time during the contract for an increased cost.

The City may increase to weekly recycling at any time during the contract for an increased cost.

APPENDIX D
Performance Bond

See Attached

APPENDIX E

Submittal Checklist

- Bidder Qualification Statement
- Example of Proposed Tagging System
- Example of Proposed Invoice
- Bidder Information Sheet
- Bid Form A
- Bid Form B
- Bid Bond
- Performance Bond

Dated this 25TH day of February, 2020.

JOHNS DISPOSAL SERVICE, INC.
Name of Organization

By: NATE AUSTIN

Title: MUNICIPAL ACCOUNT MANAGER

State of WISCONSIN

County of RACINE

NATHANAEAL AUSTIN, being duly sworn says that he or she is the

MUNICIPAL ACCOUNT MANAGER OF JOHNS DISPOSAL SERVICE

And that the answers to the foregoing questions and all statements contained herein are true and correct.

Subscribed and sworn to me this 25 day of February, 2020.

Cindy Lou Hartwig

Notary Public

My commission expires: 9-3-2021



Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Johns Disposal Service, Inc.
7311 Omega Circle
Franksville, IL 53126

SURETY:

(Name, legal status and principal place of business)

Berkley Insurance Company
475 Steamboat Road
Greenwich, CT 06830
Mailing Address for Notices

1411 Opus Place, Suite 450

Downers Grove, Illinois 60515

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City of Burlington
2200 South Pine Street
Burlington, WI 53105

BOND AMOUNT: \$ 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Garbage and Recyclable Collection and Disposal, City of Burlington, WI

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 28th day of February, 2020

Cyndie Chant
(Witness)

Alexa Costello
(Witness) Alexa Costello

Johns Disposal Service, Inc.
(Principal) (Seal)

By: Michael Ault
(Title) MUNICIPAL ACCOUNT MANAGER

Berkley Insurance Company
(Surety) (Seal)

By: Stephen T. Kazmer
(Title) Stephen T. Kazmer Attorney-in-Fact



State of Illinois

County of DuPage

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

I, Alexa Costello Notary Public of DuPage County, in the State of Illinois,

do hereby certify that Stephen T. Kazmer Attorney-in-Fact, of the Berkley Insurance Company who is personally known to me to be the same person whose

name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Berkley Insurance Company for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Downers Grove in said County, this 28th day of February, 2020.



Alexa Costello

Notary Public Alexa Costello

My Commission expires: November 19, 2023

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

No. BI-SurePath-a

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: Stephen T. Kazmer

Surety Bond No.: Bid Bond

Principal: Johns Disposal Service, Inc.

Obligee: City of Burlington

Amount of Bond: See Bond Form

HUB International Midwest Limited

Downers Grove, IL

its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00), to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 25th day of July, 2019.



Attest:
By Ira S. Lederman
Executive Vice President & Secretary

Berkley Insurance Company
By Jeffrey M. Hafter
Senior Vice President

STATE OF CONNECTICUT)
) ss:
COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 25th day of July, 2019, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUNDRAKEN
NOTARY PUBLIC
CONNECTICUT
MY COMMISSION EXPIRES
APRIL 30, 2024

Maria C. Rundraken
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 28th day of February, 2020.



Vincent P. Forte
Vincent P. Forte

February 25, 2020

Peter Briggs – Director of Public Works
City of Burlington
2200 S. Pine St.
Burlington, WI 53108

RE: Garbage and Recycling Services RFP

Mr. Briggs,

In response to the City's request for proposals for garbage and recycling services; at this time Waste Management of Wisconsin, Inc. will have to decline to bid. Our decision is based solely on the short turnaround time to start servicing the City on May 1, 2020, along with the required capital needed to acquire to service the City's needs.

If the City would be willing to delay the service start date of a new contract to January 1, 2021, we would welcome the opportunity to provide a proposal to the City in the future. Please keep us in mind. We wish the City the best of luck in the process and look forward to the opportunity to work with you in the future. If you have any questions please feel free to contact me at 262-250-8390.

Respectfully,



Tony Knoeck
Public Sector Services
Waste Management of Wisconsin, Inc.



DATE: April 8, 2020

SUBJECT: ORDINANCE 2056(22) - To repeal and recreate Section 6-1 "Board of Public Works" of the Municipal Code of the City of Burlington to "Statutory Public Works Officer".

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The Board of Public Works, which included the Mayor, City Attorney and City Engineer, was established in 1908. The role of the Board of Public Works, which now consists of the Mayor, an Alderperson, City Attorney, City Engineer and the City Clerk is to oversee bid openings with Public Works projects. Over the last several years it has been increasingly difficult to obtain a quorum due to schedules both for elected officials and staff. The City of Burlington is one of the rare communities that still have a Board of Public works; however, other communities handle this task as an Administrative function of daily processes.

For reasons stated above and to improve efficiencies, staff is recommending to repeal and recreate Ch. 6-1, creating a new chapter titled, "Statutory Public Works Officer". Pursuant to the provisions of Section 62.14(1) of the Wisconsin Statutes, this will allow the City Administrator and/or the City Administrator's designee to exercise the duties of the Board of Public Works.

As with Board of Public Works meetings, bid openings will continue to be open to the public and all bid awards will be considered and approved by the Common Council.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of an amendment to Ch. 6-1 of the Municipal Code.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

ORD 2056(22) Board of Public Works

AN ORDINANCE TO REPEAL AND RECREATE SECTION 6-1 "BOARD OF PUBLIC WORKS" OF THE MUNICIPAL CODE OF THE CITY OF BURLINGTON TO "STATUTORY PUBLIC WORKS OFFICER"

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington does hereby ordain as follows:

- I. Section 6-1. Statutory Public Works Officer. Pursuant the provisions of Section 62.14(1) of the Wisconsin Statutes, the powers and duties provided for therein shall be exercised by the City Administrator and/or the City Administrator's designee.
- II. It is further ordained that the application of this ordinance shall be effective after its passage and publication as required by law.
- III. All other provisions as contained in Chapter 6 of the Municipal Code of the City Burlington shall continue and in full force and effect.

Introduced: March 3, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk



DATE: April 8, 2020

SUBJECT: ORDINANCE 2057(23) - To amend Section 278-81, "Public Site Fee" and create Section 278-81.1, "Park Facilities Impact Fee" of the City of Burlington Municipal Code.

SUBMITTED BY: Nicholas Faust, Intern

BACKGROUND/HISTORY:

Based on feedback received at the February 19, 2020 Committee of the Whole meeting, the attached ordinance was drafted to create Park Facility Impact Fee in the amount of \$975 per dwelling unit to account for new capital facility costs incurred to accommodate the needs of land development, costs such as developing a new park facility. This impact fee will be in addition to the already existing Public Site Fee. All other language within Chapter 278 of the Municipal Code will remain the same.

BUDGET/FISCAL IMPACT:

Should the Common Council increase the public site fee of \$680 and implement a park facility impact fee of \$975, the Park Department could see an additional \$1,655 per unit.

RECOMMENDATION:

It is recommended by the Park Board and City Staff that a park facility impact fee be established at \$975 per dwelling unit.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

Ordinance 2057(23)
Park Facilities Needs Analysis

AN ORDINANCE TO AMEND SECTION 278-81 AND CREATE SECTION 278-81.1, "PARK FACILITIES IMPACT FEE" OF THE CITY OF BURLINGTON MUNICIPAL CODE

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington does hereby ordain as follows:

- I. Section 278-81 of the City of Burlington Municipal Code entitled, "Public Site Fee" is hereby amended as follows:

If the subdivision does not contain lands to be dedicated as required in § 278-9 and 278-51, the City Plan Commission shall require a fee for the acquisition and development of public sites to serve the future inhabitants of (i) a final plat for a residential subdivision, and/or (ii) a proposed final development plan containing residential dwelling units. Said fee shall be paid to the City Clerk at the time of first application for approval of a final plat of said subdivision in the amount as set by the Common Council for each dwelling unit within the plat. Public site fees shall be placed in a separate service district fund by the City Clerk to be used only for the acquisition and development of park sites which will serve the proposed subdivision. Said fund shall be established on the basis of the service area of existing or proposed park facilities.

- II. Section 278-81.1 of the City of Burlington Municipal Code entitled, "Park Facilities Impact Fee" is hereby created as follows:

278-81.1 Park Facilities Impact Fee

A. Appropriateness and use of fee. The Common Council has determined that it is appropriate to impose and use impact fees to pay for the capital costs for park facilities that are necessary to accommodate new land development without decreasing current levels of service in the City. The impact fees are being imposed in accordance with § 66.0617, Wis. Stats., and the needs assessment and methodology set forth in the Impact Fee Report for Park Improvement ("Needs Assessment Report") on file in the office of the City Clerk.

B. Payment of the Park Facilities Impact Fee. At the time of the submission to the City of an application for the approval of (i) a final plat for a residential subdivision, and/or (ii) a proposed final development plan containing residential dwelling units, the applicant shall pay to the City the then-established Park Facilities Impact Fee based on the number of residential dwelling units in the proposed subdivision/plan (hereinafter referred to as the "Proposal").

C. Trueup. Upon the approval by the City of the final version of the Proposal, the amount of the Park Facilities Impact Fee shall be recalculated, based on the number of residential dwelling units in the approved Proposal. Within thirty (30) days after the date of the final approval of the Proposal by the City, the parties shall make any required trueup payments between themselves, based on the Fee schedule in place at the time of the original Fee payment.

D. Return of the Payment. In the event the City fails to approve the Proposal, or the submitter of the Proposal withdraws the Proposal before approval of the same by the City, the City shall, within thirty (30) days after a written request is made to the City by the submitter of the Proposal, for the return of Park Facilities Impact Fee, the City shall pay to the payor of the fee the Park Facilities Impact Fee originally paid to the City for the Proposal.

II. This ordinance shall take effect and be in full force after its passage and publication as required by law.

Introduced: March 17, 2020
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk



City of Burlington
Park Facilities Needs Analysis

Section One: Introduction

Overview/Statement of Purpose

The purpose of this document is to carry forth a formative needs assessment for parks and recreational facilities within the City of Burlington. The results of this study will then be used to review and revise its current public site fee charges. These public site fee charges are used by the City to account for the new park and recreational needs brought about by new development. This study is coming at an appropriate time as the public site fee itself has not been revised since 1982, the City is looking towards new development opportunities and it coalesces with the newest iteration of Burlington's Comprehensive Outdoor Recreation Plan.

This study document will include an analysis of demographic trends, an inventory of existing parks, future parks, and proposed impact fee calculations. The aforementioned information was utilized in calculating the proposed impact fee per new dwelling unit, included in this study.

In accordance with Wisconsin State Stat. Chapter 66.0617 (2), "a municipality may enact an ordinance under this section that imposes impact fees on developers to pay for the capital costs that are necessary to accommodate land development." Before enacting impact fees a municipality must first conduct a Public Facilities Needs Assessment to properly assess the needs of the community, and the possible costs associated with acquiring and construction of current or new parkland.

The funds collected must be used with a ten-year time frame. If the collected impact fees are not used within ten years the municipality must then refund the fee, or apply for a three year extension.

A public hearing with class one notice was held on March 17, 2020 according to Chapter 66.0617 (3).

Section Two: Background Information

Demographic Trends and Population Projections

The overarching trends of population growth within the City suggest Burlington will continue to add population over the coming decade. This is evidenced by the City’s 2018 population estimate from the U.S. Census Bureau. This Census data indicates Burlington has already surpassed the 2020 population projection the State Department of Administration (DOA) issued in 2013. This broad trend infers that development opportunities are likely to present themselves in and around the community. The second figure demonstrates a downward trend in the average size of households in the City.

Figure #1, below, uses U.S. Census population information from 2010 and 2018 and population projections from the State DOA Demographic Services Center provided in 2013, the last available year for municipal population projections. Figure #2 utilized U.S. Census data to show the average household size for the City, both in 2010 and the last year available.

Figure #1: City of Burlington Population Projections

	2010	2018 Est.	2020	2025	2030
Population	10,464	11,003	11,000	11,310	11,570
Source: U.S. Census (2018) and Wisconsin Department of Administration (2013)					

Figure #2: City of Burlington Average Household Size

Average Household Size	
2017	2.34
2010	2.43
Source: American Community Survey, U.S. Census (2018)	

Overview of Existing Parks

As aforementioned, this document will evaluate the existing parkland currently within the City of Burlington. A point to note about this is that parklands not owned by the City, say playgrounds at schools, will not be included in this analysis. This is justified in that as it relates to usage, the general public does not have priority when it relates to school and privately-held park spaces. Figure #3 lists the existing active use parks within the City of Burlington and calculates a per 1,000 resident acreage total based upon the estimated population of the City using the 2018 Census Bureau estimate. City-owned conservancy parkland is not counted in this figure as its primary function is not recreation.

The City’s most recent Comprehensive Outdoor Recreation Plan utilizes the National Park and Recreation Association’s (NPRA) recommended standards to assess Burlington’s current inventory of parkland. Overall, Burlington is recommended to have 10.5 acres of parkland per 1,000 residents. The NPRA standards break down further the recommended acreage for each category of park, the figure below demonstrates those figures.

Figure #3: NPRA Recommended Acreage Standards by Park Type

Mini Parks	0.5 acre/1,000 residents
Neighborhood Parks	2.0 acre/1,000 residents
Community Parks	8.0 acre/1,000 residents
Total	10.5 acre/1,000 residents

To assess if Burlington is meeting these recommend standards, we can inventory the existing active use park acreage, overall and by type. The figure below outlines that inventory and measures the City’s acreage per thousand. For this acreage calculation, it uses the City’s 2018 estimated population of 11,003. The inventory also lists the category of “Special Parks” which includes specialty athletic fields and open spaces with passive amenities, this category does not have a national standard however is included in the overall acreage of the City’s active use parks.

Figure #4: City of Burlington Existing Active Use Parks

Park Name	Park Acreage	Acreage per 1,000 Residents
Mini-parks		
Benson	0.55	0.05
Bev-Jo	1.63	0.15
Meinhardt	0.34	0.03
Steinhoff	1.69	0.15
Wagner	1.59	0.14
Wehmhoff	0.87	0.08
Westedge	1.69	0.15
Total Mini-parks	8.36	0.76
Neighborhood Parks		
Riverfront	1.66	0.15
Riverside	4.35	0.40
St. Mary's	21.33	1.94
Wehmhoff Jucker	3.28	0.30
Total Neighborhood Parks	30.62	2.78
Community Parks		
Devor	4.63	0.42
Echo	10.48	0.95
McCanna	33.3	3.03
Total Community Parks	48.41	4.39
Special Parks		
Beaumont/Congress	7.42	0.67
Grove Street	0.31	0.03
Hintz	6.71	0.61
Sunset	1.91	0.17
Water Tower	0.06	0.01
Special Park Acreage	16.41	-
Total Park Acreage	103.8	9.43

As the figure indicates, the City has 9.43 acres of parkland per 1,000 residents. This indicates that at the City's present population, we are 1.07 acres per 1,000 residents' deficient of the recommended standard. It is however above the minimum required of 6.5 acres per 1,000. To achieve the recommended standard, at the City's current population, we would need to add 11.73 acres of parkland.

By 2030, the City is expected to add 567 residents, projecting a population of 11,570 residents. With the current total park acreage of 103.8, the projected 2030 park acreage ratio would be 8.97 acres per thousand residents. With these figures, the City would need to add 17.69 acres of parkland by 2030 to satisfy the recommended service level.

Service Area

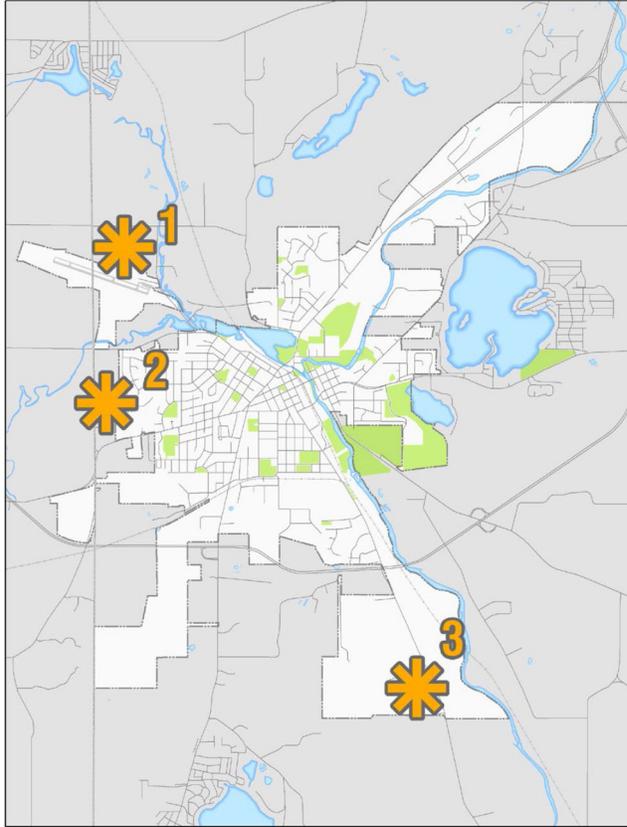
For this analysis the service area examined in the study is defined by the municipal boundary of the City of Burlington

Future Parks

The 2009 Multi-Jurisdictional Comprehensive Plan for Racine County: 2035 outlined in part potential locations for two future parkland developments to serve residents of the City of Burlington. Both developments were projected to be approximately 20 acres in size and on the far northwest of the City. The first proposed park development is located to the north of the Burlington Municipal Airport and south of Spring Prairie Road. Proposed site # 2 is designated to be approximately south of State Highway 11 and directly east of Mormon Road. It is important to note that both sites are outside of City limits as jurisdictional lines currently delineate. Both proposed parkland developments #1 and #2 are have been charted in figure #4 below, a map of proposed future park locations pulled from the City's 2020 Comprehensive Outdoor Recreation Plan

As residential development plans have also been proposed for a subdivision on the southern periphery of the City limits, a third proposed parkland parcel would be proposed at the time of said development. This proposed site #3 has been charted on the map in the approximate area of the development. The City's contracted recreation advisor recommends that the City insist satisfactory "useable" land is set aside as a part of any proposed development in this area to accommodate the needs of future residents. These needs would be exacerbated by the relative recreation isolation the potential residents of this subdivision would face, separated from existing City parkland by State Highway 11 to the north.

Figure #4: Proposed Futrue Park Locations



Source: 2020 City Comprehensive Outdoor Recreation Plan

Section Three: Analysis and Recommended Impact Fee

Projections for Future Park and Recreation Facilities

This section of the analysis aims to detail the overall and capital costs associated with providing new park and recreation facilities. This information will help inform the City of Burlington when making future budgeting and planning decisions related to City Parks. It will also help form a fee schedule that equitably balances the costs for new park facilities with new development.

The City of Burlington's population is expected to increase by 567 in the next 10 years. Utilizing the average household size (2.34 persons), we can assume this means the addition of 242.31 dwelling units. Given the City's current park deficiency and this projected population growth, the City would need to add approximately 17.69 acres of park to achieve a ratio of 10.5 acres per 1,000 residents. Since the existing deficiency would require 11.73 acres to be added, we can see that 5.95 acres, 34%, of the 2030 deficiency will be growth-related.

Figure #6: Additional Acres Needed to Maintain Current Standard Based on Projections

Calculation	Value
Projected Add. Pop. In 2030	567
Projected Add. Households In 2030	242.31
Additional Acres of Park Needed to achieve NPRA standard by 2030	17.69
Growth related portion of the additional park acres needed by 2030	5.95
Growth related percentage of 2030 park facility needs	34%

That being said the City’s current ordinance requires subdividers to dedicate one acre of parkland per 100 units of residential development. While we could calculate the fee-in-lieu of land dedication based upon the projected 242 residential units to be added and subsequently the needed park acreage to achieve a specific standard, due to the ordinance requirements clearly stating the one-acre per 100 units requirement, we will calculate the dedication fee based upon the ordinance requirements.

The estimated cost of acquiring one acre of land of undeveloped residential land in the City is \$68,000. This average was arrived at by staff from Accurate Appraisal, the City’s contracted firm for property assessment, who examined land assessments for undeveloped residential properties in the City. The properties examined ranged in zoning designation from Rs-1, Rs-2, Rs-3, Rd-2, Rm-1, Rm-2, Rm-2/C-1.

Figure #6, on the following page, demonstrates the projected costs associated with acquiring land equivalent to the ratio of one acre per 100 units as dictated by ordinance. Should a developer choose not to dedicate land or not have land suitable for dedication, this cost equation will be used to set a “fee-in-lieu of land dedication” that the subdivider is to per each unit of development.

Figure #6: Parkland Dedication Requirements and Fee-In-Lieu of Land Dedication

Calculation	Value
A. Units Added	100
B. Required Dedication Acreage per 100 Units	1
C. Calculated Land Dedication Requirement per Dwelling Unit in Acres (Row A/Row B)	0.010 Acres
D. Land Cost per Acre Estimate (Based upon vacant, undeveloped residential land assessments from 2019)	\$68,000
E. Calculated Fee-in-Lieu of Land Dedication per Dwelling Unit (Row F/Row A)	\$680.00

The ratio at which the City requires developers to dedicate parkland could be examined further to better achieve NPRA standards. However with that being said the City’s current ordinance requires subdividers to dedicate one acre of parkland per 100 units of residential development. The “fee-in-lieu of land dedication”, based upon the donation requirement proscribed by ordinance and the average residential land assessment, is \$680. Whereas a park impact fee, discussed in the following section, should be applied regardless of dedication, this fee-in-lieu of land dedication again will not be charged should a developer dedicate land for park spaces that meets the City requirements for dedication.

Park Facilities Impact Fee

In addition to factoring the costs for land acquisition as it relates to developing parkland, the capital costs associated with developing the acquired land may also be factored to determine a park facility impact fee. The proceeds of this fee must be spent on capital costs associated with developing previously non-existent recreation space to serve new development. To arrive at the overall costs associated with the capital development of a park facility, the analysis will use projected cost figures from the City of Burlington’s 2020 Comprehensive Outdoor Recreation Plan (CORP) as well as recent costs incurred from similar projects. The City’s CORP lays out estimated facility improvement costs associated with developing a neighborhood park. This is the park type that would usually accompany a subdivision development and would most likely be developed at the three proposed park locations sited in the CORP. For this report, certain features laid forth in the CORP’s example facility were omitted from the improvement cost calculation. These items were omitted because of both their specialty nature and the likelihood they would not be included in a neighborhood park. Omitted from the improvement cost figure:

- Splash Pad: \$250,000
- Softball/Baseball Diamond and Plaza: \$105,000
- Trail Network: \$50,000
- Exercise Equipment \$25,000

Certain capital costs were also figured considering recent capital expenses occurred by the City for similar projects. The park features that were included, and their accompanying costs, are listed in Figure #7 below.

Figure #7: Example Park Facility Improvement Costs

Park Facility Improvement Categories	Value
A. Play Area	\$125,000
B. Shelter	\$150,000
C. Parking Lot	\$40,000
D. Park Lighting	\$75,000
E. Landscaping	\$20,000
F. Tennis/Basketball Courts	\$50,000
G. Other costs (utilities, grading, site furniture, drinking fountains, signage, demo)	\$235,000
Estimated Initial Improvement Costs for a New 6-acre Neighborhood Park	\$695,000

As noted above, the estimated cost for facility improvements in creating a six-acre neighborhood park is \$695,000. With any capital project of this nature, it is important to note that the unique factors that impact the project could lead to actual costs being inflated.

To determine an equitable cost share for the development of new parkland, we can start by taking the above overall estimate of a typical park facility development that accompanies a residential development and apply the projected growth-related share of that project. Utilizing the current inventory of park acreage and population projections, we determined that by 2030, 34% of the need for new park facilities will be related to new development.

Taking the typical park improvement costs associated with developing a neighborhood park in a new residential development and figuring that 34% of that cost is growth-related, we find that \$236,300 is the new development's share of the overall cost. If we were to take the \$236,300 and divide it by the additional 242.31 households of projected growth in the City by 2030, we arrive at a rounded total of \$975. This figure then represents the individual park facilities impact fee per housing unit.

Park Facilities Impact Fee Cost Breakdown	Value
A. Overall Improvement Costs for Example 6-acre Park	\$695,000
B. Growth-related share of costs (Row A*0.34)	\$236,300
C. Growth-related share per projected additional household (Row B/242.31)	\$975

The figure of \$975 could be used as a recreational facility fee rate to charge for each unit of development. Whereas the fee-in-lieu of land dedication would only be applied should a developer be unable or choose not to dedicate park space, this portion of an overall impact fee would be applied regardless.

Total Fees

Adjusting the City of Burlington's development fees in relation to park facilities should reflect both the cost of parkland acquisition and park facility improvements. Projected population growth highlights the need for the continued development of parkland to achieve recommended national standards. It is also imperative that the costs associated with developing new parkland be equitably distributed and not unduly be assumed by existing Burlington residents.

The City's current fee-in-lieu of land dedication or "public site fee", which is charged at a rate of \$500, has not been adjusted since it was first set in 1982. Further, this "public site fee" is only applied when a subdivider cannot or chooses to not dedicate qualifying land for park spaces. This means that the fee does not account for the capital improvement costs associated with constructing a new park for new residential development.

Given the current residential land values in Burlington, as determined by the vacant residential land assessments attached, and the City's ordinance requiring one acre be dedicated per 100 units, the "fee-in-lieu of dedication" is recommended to be adjusted to \$680 per residential unit. This fee is again charged only in-lieu of a subdivider dedicating land that meets the City's standards for parkland development.

In addition to this fee-in-lieu of land dedication, this study also outlines the rate at which the City should charge subdividers, regardless of land donation, for the cost of capital improvements for new parklands. Utilizing the cost estimates for the development of a neighborhood park and the projected share of those costs tied to growth, it is recommended a park facility impact fee be established at \$975 per unit.

Together, both of these fees as recommended can be combined to a total of \$1,655. If a subdivider possesses the land that meets parkland requirements and chooses to dedicate it accordingly, the fee-in-

lieu of land dedication portion of the total impact fee should be subtracted. This would mean only the park facility impact fee of \$975 would be charged per housing unit, with those funds purposed towards improvements on dedicated land.

Total Park Fees	
Combined Park Fees (Both fee-in-lieu of land dedication and park facility impact fee)	\$1,655
Park Facility Impact Fee-Only (After the dedication of acceptable parklands)	\$975

Section Four: Impact on Affordable Housing

Wisconsin state statute requires that this analysis estimate the impacted effect of imposing the fees above on affordable housing within the community. Factoring in the current affordable housing options in our community is an important component to consider when assessing the ability to implement the proposed fees. For this analysis, it is assumed that housing in the City of Burlington is affordable if:

- Cost of the monthly mortgage payment consumes no more than 30 percent of an adjusted gross income;
- Homeowners borrow no more than 2.5 times the City of Burlington’s median household income for a home mortgage; and
- Homeowners would make a minimum down payment of 5% of the total home cost

In compliance with state statute, figure #10 shows the estimated costs of an average mortgage in the City of Burlington, should the homeowner borrow 2.5 times the City’s median household income, with and without the proposed park fees. The estimated median household income in the City was \$59,627 in 2018, according to the most recent Census Bureau information. The increase in monthly mortgage payments due to the imposition of the recommended park fees is \$9 per month. Therefore, using the assumptions for an affordable home in the City of Burlington, this study finds that the recommended park fees have a minimal impact on the provision of affordable housing in the City of Burlington.

Figure #10: Impact on Low Income Housing

Calculation	Value
A. Median Household Income*	\$59,627
B. 2.5 times the City of Burlington Median Household Income (Mortgage Amount)	\$149,067
C. Total Cost of Assumed Affordable Home	\$156,913
D. Monthly Payment on a 30-year Mortgage with 5% Interest	\$800
E. Total Recommended Park Fees (Assumes both the fee-in-lieu and park facility impact fee are charged)	\$1,655
F. Monthly Mortgage Payment including Recommended Park Fees	\$809
G. Total Park Fees Cost per Month on Affordable Mortgage (Row D- Row F)	\$9

*Source: American Community Survey, 2014-2018 estimates, U.S. Census Bureau



DATE: April 8, 2020

SUBJECT: MOTION 20-958 -To consider approving the 2020 Fireworks Agreement for July 4, 2020 with Five Star Fireworks Co.

SUBMITTED BY: Megan Watkins, Assistant City Administrator | Zoning Administrator

BACKGROUND/HISTORY:

Presented before you tonight, is Five Star Firework’s 2020 Fireworks Agreement for this year’s July 4th fireworks, to be displayed on the ChocolateFest grounds located at 681 Maryland Avenue. Five Star Fireworks, Co. has provided fireworks for the July 4th in the City of Burlington since 2014 with great success and popularity.

The following companies were requested a quote for this year's July 4th display:

Five Star Fireworks	Contract attached
A.R.F. Pyro & Professional Displays	Booked on 7/4/2020 and 7/4/2021
Krueger Pyrotechnics	Booked on 7/4/2020, min. \$20,000 for July 4 shows.
J & M Displays	No response
Melrose Pyrotechnics	Quote attached
Spielbauer Fireworks Co.	Booked on 7/4/20. Can quote for a different date if desired

Staff received two quotes for July 4th as shown below:

	Five Star (\$10,000) Number of Shells	Melrose (\$10,000) Number of Shells
Grand Opening	150	140
3-inch shells	150	212
4-inch shells	110	77
5-inch shells	42	0
Finale	612	279
Special Effects	600	400
Total Shells	2006	1108

Based on the amount of shells Five Star will supply, staff recommends approving the contract with Five Star. Five Star made some adjustments to the display compared with 2019, roughly 100 shells, to fit in our budget of \$10,000, which has been standard practice as the cost of fireworks goes up each year. Five Star feels the less shells should go unnoticed overall.

The terms and conditions in the attached agreement have remained the same as previous years. For your convenience, attached to the cover sheet is the itemized quote from 5-Star Fireworks, as well as a comparison sheet to 2019's show.

BUDGET/FISCAL IMPACT:

The amount of the Agreement is \$10,000. A down payment of \$3,000 shall be made upon signing of the Agreement. The remaining amount is due 30 days after the display. Payment is made through the Festivals Account within the General Fund.

A comparison of area community fireworks budgets has been attached for your convenience.

RECOMMENDATION:

Staff recommends approving the agreement with Five Star Firework Co.

TIMING/IMPLEMENTATION:

This item is for discussion at the March 3, 2020 Committee of the Whole meeting and is scheduled for the April 8, 2020 Common Council meeting for final consideration.

Attachments

Community Budget Comparison
Five Star Contract
Five Star 2020 Proposal
2019-2020 Firework Display Comparison
Melrose 2020 Proposal

Area Community Fireworks Budget Comparison

Municipality	Population	Date Held	Budget	
Raymond	3,516	July 3	\$ 20,000.00	Paid for by the Raymond Community Business Organization
East Troy	4,297	July 6	No response	Paid for by the Lions Club
Twin Lakes	6,064	July 4	\$ 10,000.00	Paid for by the Chamber of Commerce
Sturtevant	6,967	July 3	\$ 17,000.00	
Hales Corners	7,642	July 4	\$ 10,000.00	
Delavan	8,356	July 4	\$ 12,100.00	
St. Francis	9,442	July 4	No response	
Sussex	10,819	July 4	\$ 16,250.00	<i>Receives \$5000 in sponsorships*</i>
City of Burlington	10,924	July 4	\$ 10,000.00	
Cedarburg	11,465	July 4	\$ 10,000.00	Paid for by the Chamber of Commerce. City donates \$7000
Port Washington	11,762	July 4	No response	
Hartford	14,277	July 4	No response	
Oak Creek	36,354	July 4	\$ 15,000.00	

*Sussex bases their budget on \$1 per resident and the remaining balance from sponsorships

FIVE STAR FIREWORKS, CO.

Mystic Fireworks, Inc., d/b/a Five Star Fireworks

P. O. Box 143

Oconomowoc, WI 53066-0143

Telephone (262)569-7820; Cell (262)490-4164

THIS AGREEMENT is made this 24th day of January, 2020, between:

Mystic Fireworks Inc. d/b/a

FIVE STAR FIREWORKS

- and -

CUSTOMER, City of Burlington, 300 N. Pine St., Burlington, WI 53105

Customer agrees to engage Mystic Fireworks, Inc. d/b/a Five Star Fireworks, ("Five Star") to shoot a fireworks show ("Show") on July 4, 2020.

Customer agrees to pay Five Star the total price \$10,000.00, subject to modification for changes, for the labor, shooting and furnishing of fireworks for the Show referenced above.

A down payment of \$3,000.00 shall be made upon the signing of this Agreement. The remaining amount is due 30 days after the display.

Five Star and the Customer agree as follows:

FIREWORKS EXHIBITION TERMS AND CONDITIONS

1. **Parties.** This contract engages the services of Five Star to produce and perform pyrotechnic displays over a one-year period for the Customer as referenced above.

2. **Product.** Five Star agrees to furnish to Customer a fireworks display Show containing the fireworks indicated on the attached Exhibit "A" which is a list of the purchased fireworks to be used for the Show.

3. **Supply.** In the event any of the fireworks listed in Exhibit "A" should not be available through no fault of Five Star, Five Star reserves the right to substitute said fireworks with comparable fireworks without further notice. Any said substitutions will be of equal or greater value to Customer and will not affect the "look" or "feel" of the Show.

4. **Date.** The date of the Show shall be for July 4, 2020.

5. **Weather.** In case of inclement weather, the displays will be rescheduled for the following day or on such other day and time as mutually agreed. In the event inclement weather forces the cancellation of the Show and said Show is not rescheduled, Customer shall pay a restocking charge of 15% of the cost of the Show.

6. **Financing/Sponsorship.** Should a Customer lose funding for the Show or a sponsor of the Show withdraws funds, the Customer must give written notice of same to Five Star indicating what amount of funds were lost and what is the new budget for the Show. Notice must be received before the end of May of the year the Show is to be produced. The Customer will have the following options:

- a. **Cancellation.** If the funds available for the Show are less than the amount necessary to conduct a reasonable Show, then the contract for that year may be canceled. If the Customer has additional years remaining on its contract, then the Customer must make all reasonable efforts to secure financing for the remaining Shows. Cancellation of the contract due to lack of funds does not free Customer of the terms of this Contract or allow Customer to search out other fireworks companies to shoot the Show.
- b. **Reorganization.** After informing Five Star of the loss of funds, Customer can arrange with Five Star a reorganization the Show given the new amounts available. If notice is received less than thirty (30) days prior to the Show, any cancellation or change will be disallowed. Five Star reserves the right to refuse cancellation or reorganization of the Show based on its own judgment of the facts in any given situation.

7. **Personnel.** Five Star shall provide qualified personnel who will handle the delivery, set-up and execution of the display fireworks, as well as appropriate clean-up of the display area. Said personnel are under the direct control and supervision of Five Star. Any changes in the Show or information regarding the Show on the date of the Show must be referred to the site supervisor.

8. **Safety.** Five Star shall take all safety precautions with respect to the Show, shall comply with all safety measures required by the Contract, and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property at the Show. The following provisions are also necessary for the safety of the Show:

- a. **Area.** Customer shall provide Five Star with sufficient area to shoot said Show in a safe and reasonable manner in accordance with NFPA guidelines and standards.
- b. **Police and Fire.** Customer shall provide all necessary police and fire personnel, as well as any other appropriate protection necessary. This includes, but is not limited to contact with the police and fire departments in the area, providing private security as necessary, providing access to fire suppression equipment and water, and any other necessary safety personnel or equipment.
- c. **After-Show Inspection and Clean-Up.** Five Star will, to the best of its ability, conduct a search of the grounds after the Show, in an effort to dispose of any unexploded shells and for a general clean-up of the area. The extent of this inspection and clean-up may be affected by other commitments, inclement weather, or other unforeseeable circumstances, including, but not limited to; fire, lighting, rain, snow, or any other factors that hamper its after-show inspection and clean-up.
- d. **Morning Search.** Customer explicitly acknowledges and accepts responsibility to conduct a search of the grounds and surrounding area the morning after the Show. Customer acknowledges that this search is of critical importance. If any unexploded or defective fireworks are found that were missed during Five Star's inspection the previous evening, Customer shall notify Five Star immediately for further instructions concerning proper disposal.

9. **Hold Harmless.** To save harmless Five Star and all other workers or subcontractors from any and all losses or damage (including, without limiting the generality of the foregoing, legal fees and disbursements paid or incurred by Five Star to enforce the provisions of this Contract) occasioned by

the failure of the Customer to carry out the provisions of this Contract unless such failure results from causes beyond the control of the Customer.

10. **Non-Assignment.** Not to assign or sub-let this Contract, or any part thereof, and not to assign any money due or to become due hereunder without first obtaining the written consent of the Customer hereto.

11. **Compliance.** To comply with all federal and state laws, codes, and regulations and all municipal ordinances and regulations effective where the work under this Contract is to be performed.

12. **Permits.** The customer will be responsible for obtaining all necessary permits for the Show. Failure to obtain permits may result in cancellation of the Show.

13. **Entire Agreement.** This Agreement constitutes the entire Contract of the parties. It is expressly agreed that no statement, arrangement, warranty, or understanding, oral or written, express or implied, will be recognized unless it is stated in, or otherwise permitted by, this Agreement. Customer warrants that the person executing this Agreement, and any subsequent change orders, has legal authority to do so. Customer acknowledges review and approval of the entire Agreement before execution. This Agreement is not assignable by either party without the other's consent.

14. **Debt or Obligations.** Each party shall be responsible for its separate debts and obligations.

15. **Payment.** The cost of each display shall be \$10,000.00, and the cost of \$2,000,000.00 liability insurance shall be included, for a total amount due of \$10,000.00, plus sales tax, if applicable. At the time of the signing of this Contract, the Customer shall pay a deposit in the amount of \$3,000.00. The remaining balance shall be due and payable 30 days after the evening of the Show. A 5% financing charge shall be applied per month until the receipt by Five Star of any unpaid balance.

16. **Indemnification.** Five Star shall indemnify Customer against all liability to any person for or by reason of any condition, whether defective or otherwise, of any fireworks, apparatus, equipment, or fixtures furnished by Five Star in connection with the Show, and against all liability to any person for or by reason of any act of omission of Five Star or any of its agents or employees.

17. **Severability.** The invalidity of any part of this Agreement shall not be deemed to affect the validity of any other part. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provisions.

18. **Access.** Customer agrees to maintain access for Five Star to the display area, to keep the site free from obstructions, and to obtain permission for Five Star to gain access through any property as necessary to facilitate the shooting of the Show. Customer shall be solely responsible for all risk, shall hold Five Star harmless and free of liability, and shall compensate for any damage or costs arising out of such access or the failure to maintain access.

19. **Protection of Customer's Property and Site.** Customer agrees to remove or protect any personal property inside and outside the display area. Five Star shall take reasonable efforts to avoid damage to existing property, and in such event, shall not be responsible for damage to the Customer's property or any other property in the area where the Show was shot, including existing walks, driveways, telephone or electric lines, lawn, shrubs, trees, homes or other property whether caused in whole or in part by Five Star, its employees or subcontractors, or their suppliers in the performance of the Show or in the delivery of materials to the display site.

20. **Insurance.** Five Star shall maintain workers compensation and general liability insurance (in an amount of \$2,000,000.00), as necessary, either through itself or its parent company, Five Star Fireworks, Corp. Customer, as appropriate, shall maintain homeowners insurance covering all physical loss to any structure or buildings near the display area, and expressly including, but not be limited to; coverage for multiple perils, collapse, fire, weather damage, theft, vandalism and malicious mischief, naming Five Star as additional insured. Customer assumes all risk of loss during the Show, save for what is covered under the policies held by Five Star on its behalf. It is the Customer's responsibility to contact their insurance agent and inform them of the necessary required coverage or assume any loss not covered by their insurance carrier.

21. **Alternative Dispute Resolution.** In the event that either party requests, in writing, that a dispute relating in any way to this Agreement be resolved by mediation, the other party to this contract *must* proceed to mediate the dispute prior to filing a lawsuit. In the event mediation is requested, the mediation shall be conducted by the Mediation Service of the Metropolitan Builders Association of Greater Milwaukee or any other mediator or group that the parties can mutually agree to. Disputes that are subject to mandatory mediation include, but are not limited to contractual disputes and disputes directly relating to the Show or to the provision of services and/or materials for the Show. The parties agree, in the event the dispute proceeds to mediation, that they will make a good faith effort to resolve their dispute(s) through the mediation process and that they will abide by the MBA Mediation Service policies and procedures.

22. **Waiver.** Customer's commencement of litigation against Five Star for breach of contract or other dispute(s) prior to providing the notice required above, shall be deemed a waiver of any and all claims Customer may have had against Five Star for breach of contract or other dispute(s).

23. **Acceptance.** In executing this Agreement, Customer represents that Customer has the necessary financial resources to fulfill its obligations under this Agreement and has the legal authority to execute this Agreement.

By signing this Agreement, Customer represents and warrants that: (1) they have the authority to execute this Agreement for the Show; and (2) they have reviewed and approved the Agreement and the attached Exhibit "A." This Agreement shall become binding on Five Star and Customer upon signing below.

Submitted by Five Star:

By: _____ Date: January 24, 2020
Tim Heinecke, President

The undersigned Customer certifies that he/she has carefully read this entire Agreement before signing below and acknowledges receipt of a copy of the entire Agreement at the time of signing.

Accepted by Customer:

By: _____ Date: _____

Accepted by Five Star:

By: _____ Date: _____
Tim Heinecke, President



PREPARED FOR

City of Burlington

July 4, 2020

GRAND OPENING

150 1 ¼ BROCADE KING WITH BRIGHT BLUE STARS

MAIN EVENT

10 THREE INCH FLASH SALUTES

Salutes will be used to signal the open of your show
and will continue throughout the program.

50 THREE INCH CROWN PYRO COLOR DISPLAY SHELLS

40 THREE INCH CROWN PYRO DISPLAY SHELLS

50 THREE INCH DANCING DRAGON DISPLAY SHELLS

150 Total Three Inch Shells

Three inch display shells include: Colored Diadems, Crossett's, Tiger Tails, Sneaking Peony's, and Bright Stars to name a few.

20 FOUR INCH CROWN PYRO DISPLAY SHELLS

20 FOUR INCH CROWN PYRO SHELLS WITH TAILS

35 FOUR INCH SPECIALTY YUNG FENG DISPLAY SHELLS

35 FOUR INCH FLOWER KING DISPLAY SHELLS WITH TAILS

110 Total Four Inch Shells

Four inch display shells include: Multi-Colored Crossett's, Shimmering Peony's, Bright Kamuros, Glowing Comets, and many more.

- 12 FIVE INCH CROWN PYRO DISPLAY SHELLS WITH TAILS
- 12 FIVE INCH DANCING DRAGON DISPLAY SHELLS
- 10 FIVE INCH CROWN PYRO DISPLAY SHELLS WITH TAILS

Five inch display shells include: Falling Leaves, Colored Diadems, Falling Willows, Giant Peony's, Bright Stars, and a wide variety of other effects.

- 8 FIVE INCH AN-PING MULTI-BREAKING DISPLAY SHELLS
ALL SHELLS ARE TWO FULL SIZE BREAKS

42 Total Five Inch Shells

- 20 SIX INCH CROWN PYRO DELUXE DISPLAY SHELLS
The Crown Pyro Deluxe line was designed to have larger pattern breaks with bold colors and a longer burn time.

20 Total Six Inch Shells

FINALE

- 150 1 ½ INCH COLOR STRODE TO TIME RAIN
- 50 TWO INCH TITIANUM SALUTES WITH REPORT
- 200 1 ½ INCH CRACKLING COCONUT TREES
- 62 THREE INCH DANCING FINALE COLOR SHELLS WITH TAILS
- 60 THREE INCH GOLD CROWN FINALE SHELLS
- 30 THREE INCH PYRO FINALE COLOR SHELLS AND SALUTES
- 30 THREE INCH CROWN PYRY CANOPY SHELLS WITH FLASH
- 30 FOUR INCH CROWN PYRO DROCADE FINALE SHELLS

The conclusion of your show will consist of more than 600 shells to end the show on an extremely dramatic note!



SPECIAL EFFECTS

- 200 1 ½ INCH BROCADE COCONUT TO TIME RAIN

- 200 1 ½ INCH COLOR DAHLIA WITH COLOR TAIL

- 200 1 ½ INCH CRACKLE WILLOW WITH GLITTER

Special effects will be presented as 3 dramatic segments throughout your show!!!

The length of this show will be 20-23 minutes duration.
Program Exhibit "A"

Display Budget \$10,000.00
(Plus Sales Tax)

2019	2020	TYPE OF SHELL
GRAND OPENING		
150	150	1 ¼ BROCADE KING WITH BRIGHT BLUE STARS
150	150	Total Grand Opening Shells
MAIN EVENT		
12	10	THREE INCH FLASH SALUTES
50	50	THREE INCH CROWN PYRO COLOR DISPLAY SHELLS
40	40	THREE INCH CROWN PYRO DISPLAY SHELLS
50	50	THREE INCH DANCING DRAGON DISPLAY SHELLS
152	150	Total Three Inch Shells
20	20	FOUR INCH CROWN PYRO DISPLAY SHELLS
20	20	FOUR INCH CROWN PYRO SHELLS WITH TAILS
36	35	FOUR INCH SPECIALTY YUNG FENG DISPLAY SHELLS
44	35	FOUR INCH FLOWER KING DISPLAY SHELLS WITH TAILS
120	110	Total Four Inch Shells
10	12	FIVE INCH CROWN PYRO DISPLAY SHELLS WITH TAILS
15	12	FIVE INCH DANCING DRAGON DISPLAY SHELLS
10	10	FIVE INCH CROWN PYRO DISPLAY SHELLS WITH TAILS
15	8	FIVE INCH AN-PING MULTI-BREAKING DISPLAY SHELLS
50	42	Total Five Inch Shells
27	20	SIX INCH CROWN PYRO DELUXE DISPLAY SHELLS
27	20	Total Six Inch Shells
FINALE		
100	150	1 ½ INCH COLOR STROBE TO TIME RAIN
60	50	TWO INCH TITIANUM SALUTES WITH REPORT
200	200	1 ½ INCH CRACKLING COCONUT TREES
60	62	THREE INCH DANCING FINALE COLOR SHELLS WITH TAILS
60	60	THREE INCH GOLD CROWN FINALE SHELLS
30	30	THREE INCH PYRO FINALE COLOR SHELLS AND SALUTES
30	30	THREE INCH CROWN PYRY CANOPY SHELLS WITH FLASH
20	30	FOUR INCH CROWN PYRO DROCADE FINALE SHELLS
560	612	Total Finale Shells
SPECIAL EFFECTS		
150	200	1 ½ INCH BROCADE COCONUT TO TIME RAIN
150	200	1 ½ INCH COLOR DAHLIA WITH COLOR TAIL
200	200	1 ½ INCH CRACKLE WILLOW WITH GLITTER
200	0	1 1/2 INCH GREEN STROBE TO CRACKLE PISTOL
700	600	Total Special Effect Shells
2108	2006	Total Show Shells



City Of Burlington

January 28th, 2020

Enclosed is the quote for the July 4th display. The quoted price is all inclusive. It includes all our costs associated with putting on the display. I have included a copy of our contract, so that you can see what our payment terms are.

Please call me if you have any other questions.

Sincerely,

Matt Langer
Event Producer

Melrose Pyrotechnics

1 Kingsbury Industrial Park
P.O. Box 302
Kingsbury, IN 46345

T 219-393-5522 800-771-7976
F 219-393-5710 800-775-7976

melroseyro.com

MELROSE PYROTECHNICS, INC.

AGREEMENT

This contract entered into this 28th Day of January AD 2020 by and between MELROSE PYROTECHNICS, INC. of Kingsbury, Indiana and City of Burlington (CUSTOMER) of City Burlington State Wisconsin.

WITNESSETH: Melrose Pyrotechnics, Inc. for and in consideration of the terms hereinafter mentioned, agrees to furnish to the Customer One (1) Fireworks Display(s) as per agreement made and accepted and made a part hereof, including the services of our Operator to take charge of and fire display under the supervision and direction of the Customer, said display to be given on the evening of July 4, 2020 Customer Initial _____, weather permitting, it being understood that should inclement weather prevent the giving of this display on the date mentioned herein the parties shall agree to a mutually convenient alternate date, within six (6) months of the original display date. If the show is rescheduled prior to our truck leaving the facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 15% of the total contract price for additional expenses in presenting the display on an alternate date. If the show is rescheduled after our trucks leave the facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 40% of the total contract price for additional expenses incurred. The determination to cancel the show because of inclement or unsafe weather conditions shall rest within the sole discretion of Melrose Pyrotechnics, Inc. In the event the Customer does not choose to reschedule another date or cannot agree to a mutually convenient date, Melrose Pyrotechnics, Inc. shall be entitled to 50% of the contract price for costs, damages and expenses. If the fireworks exhibition is canceled by Customer prior to the display, Customer shall be responsible for and shall pay to Melrose Pyrotechnics, Inc. on demand, all Melrose Pyrotechnics Inc.'s out of pocket expenses incurred in preparation for the show including, but not limited to, material purchases, preparation and design costs, licenses and employee charges.

MELROSE PYROTECHNICS, INC. agrees to furnish all necessary fireworks display materials and personnel for a fireworks display in accordance with the program approved by the parties. Quantities and varieties of products in the program are approximate. After final design, exact specifications will be supplied upon request. Should this display require any Union related costs; their fees are not included in this agreement.

It is further agreed and understood that the CUSTOMER is to pay MELROSE PYROTECHNICS, INC. the sum of Ten Thousand Dollars and 00/100 (\$10,000.00). A service fee of 1 1/2 % per month shall be added, if account is not paid within 30 days of the show date.

MELROSE PYROTECHNICS, INC. will obtain Public Liability and Property Damage and Workers Compensation Insurance. All those entities/individuals who are listed on the certificate of insurance will be deemed an additional insured on our liability policy.

CUSTOMER will timely secure and provide the following items:

- (a) Sufficient area for the display, including a minimum spectator set back of 300 feet at all points from the discharge area.
- (b) Funds for all permits, licenses, and approvals as required by local, state and federal laws for fireworks display.
- (c) Protection of the display area by roping-off or similar facility.
- (d) Adequate police protection to prevent spectators from entering display area.
- (e) Search of the fallout area at first light following a nighttime display.

It is further agreed and mutually understood that nothing in this contract shall be construed or interpreted to mean a partnership, both parties being hereto responsible for their separate and individual debts and obligations and neither party shall be responsible for any agreements not stipulated in this contract. Customer agrees to pay any and all collection costs, including reasonable attorney's fees and court costs incurred by Melrose Pyrotechnics, Inc. in the collection or attempted collections of any amount due under this agreement and invoice.

The parties hereto do mutually and severally guarantee terms, conditions, and payments of this contract, these articles to be binding upon the parties, themselves, their heirs, executors, administrators, successors and assigns.

MELROSE PYROTECHNICS, INC.

CUSTOMER

By 

By _____
Its duly authorized agent, who represents he/she has full authority to bind the customer.

Date Signed: January 28, 2020

Date Signed _____
(PLEASE TYPE OR PRINT)

Matt Langer - Event Producer
P.O. Box 302, 1 Kingsbury Industrial Park
Kingsbury, IN 46345
(800) 771-7976

Name _____
Address _____
Phone _____
Email _____

Event Name Burlington, Wisconsin

Event Date July 4, 2020

Client Contact Person Ms. Megan Watkins

Type of Show Fireworks Display

Length of Show 20 Minutes

Type of Pyrotechnic Effects Low Level Pyrotechnic Effects to 4" Aerial Shells

Proposal Includes
Five Million Dollars Public Liability Insurance
Licensed Professional Pyrotechnicians
Workers Compensation Insurance
All Fireworks Material Necessary to the Production
All Firing Equipment Necessary to the Production

Proposal Cost \$10,000.00

“Melrose is like part of the family.”

- Nichole Manning, Senior Director of Game Operations for the Chicago White Sox

Proposal

In an effort to provide you with a detailed and clear proposal, we have included a list of components to be considered for the design of your Melrose Pyrotechnics display. Please take a moment to review our show design concepts and proposed pyrotechnic effects.

Opening Segment

The opening scene of your show is one of the most important segments of the display. Whether you choose a traditional display or a pyromusical, our design team members are masters at tailoring your opening segment to thrill your audience from the very first shot. Your audience will be captivated immediately, as we set the tone, pace, and feel for the rest of the program. This is traditionally established through a barrage of multi-shot effects paired with an assortment of aerial shells.

Design Components

Red Peony Fan with Silver Tail

Golden Glittering Chrysanthemums with Red Pistils

White Peony Fan with Silver Tail

Golden Glittering Chrysanthemums with Green Pistils

Blue Peony Fan with Silver Tail

Golden Glittering Chrysanthemums with Yellow Pistils

Main Body

After your audience is fully enthralled in the spectacle of the opening segment, we transition into the main body of the display. You will experience our commitment to design and organization first-hand as we present a progression of scenes that we design specifically for you and your show. Because every device that we incorporate into your show is hand-picked, meticulously tested, and rated by our design team, we are able to build a cohesive program that is highly dynamic and suited to your event and audience.

Design Components

Color Strobing Dahlias with Matching Tails

Diadem Chrysanthemums to Crackling Tips

Color-Changing Pastel Crossettes

Brocade Kamuro with 1000's Bouquet Pistils

Assorted Patterns; Smiling Face, Hearts and Stars

Magical Peonies to Gold Centers

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.

Grand Finale

The ultimate destination and final act of every fireworks display is the grand finale. This is the segment of the show that your audience will remember above everything else. Careful design and product selection are vital components of the process we use to customize your grand finale. Not only sound, but color, flight time, effect duration, impact, and presentation are all criteria we consider when choreographing your grand finale.

Design Components

Multi-color Finale Chrysanthemum Shells with Silver Tails

Triple Peony with Strobing Tips Barrage

Red White and Blue Cross Ring Finale Shells

Signature - Heavy Crackling Golden Willows

Double Layer Peony Shells with Flashing Cores

Assorted Color and Flash Salute Finale Shells

Silver Comets to Titanium Reports Finale Chain

Dark Thunder Salutes

Special Effects/Multi-Shots

In addition to the shells, multi-shots, candles, and chains that we implement throughout all segments of your show, we employ an extraordinary catalog of special effects and display techniques that we use to complement the traditional crowd favorites. These effects range from nautical shells, custom angled Roman candle scenes, expansive ground effect placements featuring strobes and flares, and layered multi-shot effects, as well as custom-pattern shapes that are manufactured just for Melrose, such as hearts and smiling faces. These special effects work in harmony and greatly enhance the look and feel of any display!

Design Components

Magical Peony with Gold Brocade Ring

Euro Style Candle Glitter Comet with Red Comet Tip

Patriotic Palms in Red, Silver and Blue

Purple Sunflower with Rising Splitting Pedals

Strobing Waterfalls in Rosy Red or Luscious Lemon

Saturns of Red, Green and Purple with Kamuro Rings

Multi-color Pastel Crossette Mine Candle

Color Changing Silver Crown to Purple/Green Crossettes

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.

Mult-Shots

Design Components

Yellow Peonies with Silver Tails

Golden Crackling Chrysanthemums

Green-Color Palm with Green-Color Tails

Green Swirling Whistles with Green Tips

Golden Crackling with Palm Flowers

Lamp Black Gold Coconut Shells

Product Description

Yellow-Colored Peonies over Silver Tails

Golden chrysanthemum breaks

Green-colored palm tree leaves over green-color tails

Screaming whistles erupting to green thunderous noise

Golden crackling palms bursting into golden flowers

Deep gold with bushy coconut shells

Program

In an effort to provide you with a detailed and clear proposal, we have included a list of components to be considered for the design of your Melrose Pyrotechnics display. Please take a moment to review our show design concepts and proposed pyrotechnic effects.

Opening Segment

Shot Quantities

100

Multi-Shot Items

Whistle and Coconut Titanium Salute with Color Fan Barrage

Product Description

Screaming whistles erupting into white bursts with a thunderous noise

Aerial Shells

5	2 ½" Dancing Fireworks Group
5	2 ½" Sunny International
5	2 ½" Glorious Entertainment Production
5	2 ½" Lidu Fireworks Corporation Ltd.
20	2 ½" Riccardo Caballer

The opening segment of our show includes an assortment of aerial shells from several of our favorite manufacturers. This variety of effects will captivate and invite the audience to immerse themselves into the night sky canvas we are painting in front of them.

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.

Main Body

Shot Quantities	Aerial Shells	Product Description
64	2 ½" Glorious Entertainment Production	<p>This selection of assorted of 3" shells will fill the night sky with color and sound. Laying the foundation of your display in the canvas of the dark, our diverse collection of colors and break patterns look great alone or when used as complimentary devices in combination with effects such as candles and multi-shot boxes.</p>
45	2 ½" Vulcan Premier Fireworks	
30	3" Anping Fireworks	
21	3" Dancing Fireworks Group	
19	3" Glorious Entertainment Production	
17	3" Sunny International	
16	3" Yung-Feng Fireworks	
16	4" Dancing Fireworks Group	<p>Our catalog of 4" shells is second to none in terms of both quality and diversity. Whether we are enhancing a scene of low level effects or designing a central theme to your display with them, our 4" shells are the layers of paint on top of the canvas foundation. Unique to this size are crossettes and specialty Euro-style cylinders.</p>
14	4" Glorious Entertainment Production	
13	4" Icon Pyrotechnics International	
11	4" Lidu Fireworks Corporation Ltd.	
10	4" Sunny International	
8	4" Vulcan Premier Fireworks	
5	4" Yung-Feng Fireworks	

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.

Grand Finale

Shot Quantities	Multi-Shot Items	Product Description
17	Quick Crackling Crossette	Bright magnesium crackling crossettes fired all at once creating a gold glitter with delayed crackling sparks
17	Red Comets to Red Crossettes	Patriotic red comets crossing each other to burst into crossettes of red
17	Blue Comets to Blue Crossettes	Patriotic blue comets crossing each other to burst into crossettes of blue
16	Silver Comets to Silver Crossettes	Patriotic white comets crossing each other to burst into crossettes of white
16	Red Comet Tail to Red Crossette	Stickless rockets bursting into red-color crossettes creating a sky of red falling stars
16	Blue Comet Tail to Blue Crossette	Stickless rockets bursting into blue-color crossettes creating a sky of blue falling stars
	Aerial Shells	
100	2 ½" Anping Fireworks	As we arrive at our finale, the progression of the show has allowed us to set up your audience for the high impact moment they have been waiting for. This selection of aerial shells compliment the rhythm and pace of the program to conclude your event with a powerful ending that will leave your audience roaring in applause.
14	3" Anping Fireworks	
14	3" Dancing Fireworks Group	
14	3" Glorious Entertainment Production	
14	3" Icon Pyrotechnics International	
12	3" Lidu Fireworks Corporation Ltd.	
12	3" Sunny International	

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.

Special Effects

Shot Quantities	Multi-Shot Items	Product Description
25	Fan-Shaped Silver Comet and Titanium Salute	Fan-shaped silver comets with atomic titanium salutes
25	Color Crossette Fan Multi-Shot	Fan-shaped rainbow-color crossettes creating a rainbow in the night sky
25	Mixed Peony Multi-Shot	Vibrant pastel-colored peonies in teal, lemon, mauve, aqua, and cyan
25	Blue Tail To Brocade Coconut Crackling	Bright blue comets with golden brocade crackling coconut branches
50	Assorted Colors Rising Stars Changing into Silver Whistles	Assorted glittering colors pressed into a silver whistling jacket
50	Lamp Black Gold Coconut Shells	Deep gold with bushy coconut shells
100	Sparkling Blue inner Shells	Round breaking blue shimmering shells
100	Fan-Shape Color Whistling Dragon	Fast repeating fan shaped rows of colored flares changing into swirling silver whistling jackets

This proposal is intended to give an approximate show design and description. Please contact your Melrose Pyrotechnics Event Producer with any questions or concerns.



DATE: April 8, 2020

SUBJECT: MOTION 20-959 - To approve an application for a Joint Effort Marketing Grant (JEM) for Destination Marketing.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

The Branding Committee and staff seek support to move forward with the “City of Trails” and filing the JEM grant to hire a third-party consultant refine the concept, create various logos, identify the necessary identification for wayfinding for a future implementation. To accomplish this, the City of Burlington has met with David Spiegelberg of the Department of Tourism and Dave Blank of Real Racine specifically regarding the Joint Effort Marketing Grant (JEM) or Destination Marketing grant. Projects must include a partnership of at least three municipalities or communities who all benefit from increasing visitor expenditures as a result of the project. To date, the City has received a letter of support from the Village of Rochester, Village of Waterford and the Town of Lyons as recreational trails traverse through our communities. There are two facets within this grant: a development option and marketing option.

The Destination Marketing grant is a 3-year cycle that allows the City to refine and define its vision for a rebrand. In year 2, a marketing brand and message would be identified and year 3 is implementation. Guidelines for the grant include: reimbursement up to \$39,550 for the first year of the grant, and possible grants for subsequent years.

This journey began in 2015 when the Burlington Common Council approved its 2016-2018 Strategic Plan. One of the Strategic Priorities outlined Economic Development which incorporated thriving retail areas and the overall reduction of empty storefront buildings. The city’s empty storefronts have dramatically reduced; however, have not been completely eliminated. This is key as thriving Downtown's increase tourism. In 2016, as a part of this Strategic Priority, the City and Racine County Economic Development Corporation (RCEDC) completed a Downtown Strategic Plan facilitated by Wisconsin Economic Development Corporation (WEDC) that outlined priorities for the city through its merchants. An outcome of the WEDC Downtown Strategic Plan spurred several committees each comprised of business owners and city staff that included various degrees of success. The four committees emerged as:

- An Organization Committee responsible for researching other municipal counter parts to identify/ educate business owners on various forums featuring topics of interest and vet a Business Improvement District.
- A Design Committee charged with improving the overall downtown aesthetics including processes as the City has a Historic Preservation Commission.
- An Economic Vitality charged with identifying property owners to address deferred maintenance and create marketing materials.
- A promotions Committee to engage existing organizations and market downtown to enhance and increase tourism and economic development.

In 2018, Racine County, Real Racine, The City of Burlington and the Village of Waterford, hired Roger Brooks to “secret shop” each of the communities and to provide an overall assessment specific to Tourism and Marketing. In the City of Burlington, Roger Brooks outlined approximately seventy-three (73) areas of improvement from branding to wayfinding signage. Based on the momentum of the Destination Assessment, the Re-Branding Committee was formed. This community minded group, comprised of local businesses utilized Roger Brooks’ Step-By Step Guide to Branding ultimately vetting four possible Branding themes for the City of Burlington. The “City of Trails” rose to the top in which the committee held a public meeting and had over 30 signatures from the

local business supporting the endeavor. The recommendation of the Branding Committee has been presented to the City of Burlington Park Board and Common Council; however, questions still remain. It is with the guidance of the consultant to refine a clear, concise message for future messaging.

This evening, Andrew Lynch, chair of the Branding Committee to present the committee's work to date promoting "City of Trails".

BUDGET/FISCAL IMPACT:

Should the City receive 4 letters of support, the total grant awarded dollars for year one will be \$39,995 and the City's portion would be approximately \$40,000. These dollars will come from the Economic Development Fund.

RECOMMENDATION:

Staff recommends approval to submit an application for a Joint Effort Marketing Grant (JEM) for Destination Marketing.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

JEM Grant Memo

Heidi Schultz
Department of Tourism
201 W. Washington Ave.
P.O. Box 8690
Madison, Wi 53708

April 1, 2020

Re: Destination Marketing (JEM Grant) Year 1

Ms. Schultz,

The City of Burlington aka “Chocolate City” is excited to file a Joint Effort Marketing Grant (JEM) to the Wisconsin Department of Tourism regarding the city’s re-branding effort. The goal of the Destination Marketing Grant will serve the City by refining the work of various studies completed by the City, Burlington Area Chamber of Commerce, the Promotions/ Re-Branding grass roots Committee and Racine County and Real Racine’s (Racine County Convention and Visitors Bureau) opportunity Assessment completed by Roger Brooks, International to finalize a branding, and creating a marketing effort. By engaging a consultant, the identified re-brand or “City of Trails,” will need refinement in the philosophy, theme, and foundation that will pave the way for our future marketing effort. The marketing effort will ripple to our neighboring communities to include Racine County, the Towns of Burlington and Lyons, and the Village of Rochester and Village of Waterford, who have provided letters of support in this exciting endeavor. Each of these communities have a connection to Burlington either by the Seven Waters Bike Trail, Fox River Waterway Trail, White River State Trail touch and/or are in close proximity to the trail(s) for pedestrian/ bicycle access; whereas, regionally economic development may organically occur.

This journey began in 2015 when the Burlington Common Council approved its 2016-2018 Strategic Plan. One of the Strategic Priorities outlined Economic Development which incorporated thriving retail areas and the overall reduction of empty storefront buildings. The City’s empty storefronts have dramatically reduced; however, have not been completely eliminated. This is key as thriving downtowns increase tourism. In 2016, as a part of this Strategic Priority, the City and Racine County Economic Development Corporation (RCEDC) completed a Downtown Strategic Plan facilitated by Wisconsin Economic Development Corporation (WEDC) that outlined priorities for the City through its merchants. An outcome of the WEDC Downtown Strategic Plan spurred several committees each comprised of business owners and city staff that included various degrees of success. The four committees emerged as:

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As the re-branding effort is a public/private collaboration, the City has increased its room tax collection from 6% to 8%, the Burlington Chamber of Commerce and Real Racine and local merchants have committed funding over the next several years to ensure the implementation of the re-brand is a joint undertaking. This includes the funding of Way Finding Signage necessitated to brand the City. We anticipate approximately \$500,000 over five years in additional revenue to assist with signage and wayfinding signage and perhaps minor capital infrastructure relating to the rebranding.

Project Objective:

The City of Burlington’s current brand is “Chocolate City, USA” that was trademarked in 1987 (trademark expired in 2007) in conjunction with the announcement of the Chocolate Festival a.k.a. ChocolateFest. ChocolateFest is held annually over Memorial Day weekend. As articulated above, the City is looking to rebrand ourselves recognizing that branding is more than one event a year. Although Nestle is still committed to the City and its businesses, Nestle has continuously re-branded its line to articulate they are more than chocolate and as business evolution occurs, they too have expanded their food production lines. Nestle is a strong supporter of the community and will continue to do so. Nestle is also in support of the City’s branding effort. Branding must be infused with the local government, businesses and residents with a consistent delivery throughout the year. The community recognizes Chocolate City, will forever be interwoven with the community; however, goals of the re-branding effort are to:

1. Drive Tourism/Economic Development (Increase Prosperity, pride, vibrant for decades to come)
2. Attract Young, Active Families to Visit and Live in Burlington

The objective of the branding project is to finalize a brand that will communicate our story, our promise and what we want the traveling public to believe about our destination. Much data has been collected to date and a preliminary brand of “City of Trails” has been explored; however, now we need the research to advise how to finalize the brand, develop a plan, identify metrics to measure success of the future marketing efforts, create the outline of how input will be gathered, and how the data collected will be measured. These required research elements will be identified by the following four (4) step process outlined by the JEM application.

1) Strategic Planning:

By enlisting a consultant, they will be able to synthesize the following studies to identify a clear, concise message or philosophy through strategic research and creative process to establish a fresh brand for the City of Burlington, as a destination location centered around the concept of “City of Trails.”

- 2016-2018 City of Burlington Strategic Plan
- 2016 Burlington Downtown Planning, (WEDC)
- 2016 Burlington Assessment, Wisconsin Department of Tourism

- 2018 Burlington and Waterford Assessment Findings and Suggestions Report, Roger Brooks International
- 2019 Branding Committee PowerPoint Presentation

Within each of the studies, careful consideration to incorporate the community of elected officials, business leaders, the Chamber of Commerce, Real Racine, Racine County Economic Development (RCEDC) Corp. were involved. There has been close to 100 volunteers at every stage of the various studies with common themes within each document.

The studies initiated by either the City, County, or Chamber of Commerce each have a baseline of information that state the City of Burlington is unique, having Nestle chocolate factory within its borders aka, “Chocolate City, USA”, a quaint, historic downtown with small community character or hometown feeling nestled between two rivers, a stunning Riverwalk, complimented by a healthy international business climate. With downtown businesses reinventing themselves, the City also needs to reinvent its strategy on identifying why people visit Burlington, how to execute on a Brand, get visitors and residents to shop in Burlington, offer amenities that make people want to invest in, raise a family and want to visit. Each study highlighting the elements of vibrant dining experiences, changing business hours past 6 p.m., pedestrian friendly experiences that allows pets, removing excess/ outdated signage, unique experience of the silent and non-silent opportunities. In its core essence, the studies all indicate to increase quality jobs, increase tax base, establish a thriving retail area, support our businesses, market a consistent strong message that resonates with residents and visitors alike.

As it relates to the branding, the Consultant may determine a refinement of the “City of Trails” is necessary to make the City of Burlington unique in its philosophy. The City desires a clear brand or brand strategy that is consistent or universally applied throughout its marketing platforms - online or offline - and is seeking to create a new or refreshed brand to raise its competitiveness in the travel market. This brand identify will be infused through the Chamber of Commerce, Real Racine, Racine County, local businesses and offered events. The existing logo is estimated to be at least 20 years old. Following the finalization of the logo, the first task will be to replace existing wayfinding signage and park signage and park trail signage.

The consultant will be asked to develop a plan to evaluate past and current knowledge base, input from key stakeholders and the traveling public to answer the questions above.

Staff and Project Team

The Consultant will work with the City Administrator and a sub-set of the community members engaged in the Branding Committee, Burlington elected officials, Park Board Commissioners, the Chamber of Commerce, and Real Racine and Strategic Planning process.

2) Baseline Data Analysis:

We anticipate when we have a clear vision, philosophy, this message can assist with developing baseline metrics; however, we anticipate if “City of Trails” is the Brand, we can begin to further expand our pedestrian, passive trails, water way trails as the City of Burlington is dissected by the Whiteriver and Fox Rivers adding ample opportunity for further recreational growth. Although the consultant will be responsible for metrics, it could be determined a measure success is seeing more bikers, walkers, kayaker’s touring the community, thus infusing more dollars into the local economy. We also anticipate, that by becoming a destination for recreation, more families could move into the City, our Hotels/Motels would see greater activity. We can monitor growth by home sales and brand perception through social media.

The consultant will be charged with identifying the metrics that will be used to measure success of the marketing efforts that will follow this research project, as well as the method and timing for this process.

3) Qualitative Research:

The consultant would need to identify and create an outline of how input from current and potential visitors about perceptions and possible insights about the Burlington Area will be collected.

Perhaps, an angle is the community component leverage, we anticipate businesses seeking input from customers, a brief survey could be distributed to businesses and hotels to identify why tourists are visiting the community. We can create a “suggestion box” to solicit input on how the branding and activities created by the branding were successful. We anticipate data collection by the Burlington Area Chamber of Commerce and local merchants. This may be harder to qualify; however, we believe digital marketing and survey will have a role to play in qualitative and quantitative data collection.

4) Quantitative Research:

The Consultant will create an outline of how the size of opportunities and strengths of beliefs as uncovered in the qualitative process will be measured. The community will measure success, if the stores see an increase of sales, the weekly Farmers Market sees an uptick in visitors and sales and the hotels/motels see less vacancies throughout the year. The stakeholders believe by creating a strong brand i.e. “City of Trails” and collaboratively delivering on the brand through social and digital media, special events and campaigns the City will see the overall goals of the re-brand being met. We anticipate these measures will drive tourism/ economic development, see a population growth rate increase; whereas, active families will want to visit and live in our region.

Throughout the project process, the consultant will be expected to provide the following research deliverables:

1. Documented notes and outcomes from any strategic planning sessions and activities related to the data analysis.
2. Documented notes and outcomes of qualitative and quantitative research
3. Executive Summary of the research findings that identifies the Burlington Area's point-of-difference and points of parity (brand promise);
 - The summary defines target markets and audiences;
 - The summary recommends strategies that translate the research outcome into actionable marketing efforts; and
 - defines benchmarks and tracking methods.

Although the JEM Grant has four (4) step specific research criteria outlined within the JEM application, the City is also expecting the consultant to complete the following deliverables as part of the overall project.

The Consultant will also be asked following the completion of the research to be creative utilizing the existing materials and based on the research completed in the data analysis would be to create at least 3 visual elements associated with the new brand including an official logo, Wayfinding Signage, tagline, signature font, color palette and identity standards. The consultant will also review the work from the Brand Committee who had preliminary logo designs created for the “City of Trails.” This data should also be utilized to focus an on a clear marketing strategy that measures the impact of visitors on the local economy.

Upon completion and necessary approval of the finalization of the brand, logo, the consultant will be asked to review the current inventory of wayfinding signage, parking, wayfinding signs, municipal parking lot signs and recreational signage to allow the consultant to review and identify the most appropriate locations for the above signs that will be purchased as a result of the approved visual elements with respect to branding. A detailed budget of expenses as a result of purchased signage should be attached. This document should allow the City to go out to bid for signage costs and installation.



DATE: April 8, 2020

SUBJECT: **MOTION 20-960** - To approve the acceptance of the Community Grant from Walmart- Burlington.

SUBMITTED BY: Alan Babe, Fire Chief

BACKGROUND/HISTORY:

The City of Burlington Fire Department applied for a Community Grant from Walmart- Burlington on February 18, 2020. On March 7, 2020, the City of Burlington Fire Department received word that Walmart Facility #3488, had approved our Community Grant Application to receive a \$2,500.00 grant.

BUDGET/FISCAL IMPACT:

Acceptance of this grant allows for the City of Burlington Fire Department to purchase equipment and gear without affecting the budget.

RECOMMENDATION:

Staff recommends approval of the Community Grant from Walmart-Burlington.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.



DATE: April 8, 2020

SUBJECT: Motion 20-961 - To Ratify, Approve and Adopt a Declaration of Emergency for the City of Burlington regarding the coronavirus or COVID-19 outbreak.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

This motion adopts the provisions of attached Exhibit X, regarding a Declaration of Emergency for the City of Burlington, under the provisions of Chapter 31 of the City of Burlington Municipal Code, which was adopted pursuant the provisions of Section 323.11 of the Wisconsin Statutes.

Under Section 31-2(A)(2) of the City of Burlington Municipal Code, adopted pursuant to the provisions of Section 323.11 of the Wisconsin Statutes, the Common Council is to confirm and approve, by a motion, the Emergency Proclamation issued by the Mayor on March 18, 2020.

Pursuant Section 31-2(A)(2) of the City of Burlington Municipal Code, “If the Common Council is unable to meet with promptness, the Mayor is hereby authorized to declare a state of emergency by proclamation. The proclamation shall be subject to ratification, alteration, modification or repeal by the Common Council as soon as that body can meet, but the subsequent action taken by the Common Council shall not affect the prior validity of the proclamation.”

Pursuant Section 323.11 of the Wisconsin Statutes, “The governing body of any local unit of government may declare, by ordinance or resolution, an emergency existing within the local unit of government whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the local unit of government. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.”

BUDGET/FISCAL IMPACT:

The state of emergency is aimed at positioning the City of Burlington for state and federal resources to help mitigate the impacts of Coronavirus (i.e. City operational expenses, etc.).

RECOMMENDATION:

Staff recommends approval of this declaration of emergency.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

Exhibit X
Exhibit XY

Exhibit X

Regarding the Ratification, Approval and Adoption of a Declaration of Emergency for the City of Burlington.

1. The Common Council of the City of Burlington hereby ratifies, approves and adopts the Declaration of Emergency signed by Mayor Jeannie Hefty on the date of March 18, 2020, for the City of Burlington. The said Declaration of Emergency and related press release are attached hereto as Exhibit XY.

2. The Common Council of the City of Burlington, under the provisions of Chapter 31 of the City of Burlington Municipal Code, which was adopted pursuant the provisions of Section 323.11 of the Wisconsin Statutes, (i) hereby confirms the Declaration of Emergency attached hereto as Exhibit XY, and (ii) hereby, through this action of the Common Council of the City of Burlington, declares a state of emergency for the City of Burlington, all for the reasons stated in the Declaration of Emergency attached as Exhibit XY.



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

Contact:

Jeannie Hefty, Mayor

262.342.1161

Email: mayor@burlington-wi.gov

March 18, 2020

FOR IMMEDIATE RELEASE

STATE OF EMERGENCY DECLARED IN THE CITY OF BURLINGTON

BURLINGTON – Mayor Jeannie Hefty has declared a state of emergency for the City of Burlington in response to the COVID-19 (coronavirus) outbreak.

The declaration follows Governor Evers’ and Racine County Executive, Jonathan Delagrave’s issuance of an emergency declaration on March 12, 2020. It is aimed at positioning The City of Burlington for state and federal resources to help mitigate the impacts of coronavirus.

The City of Burlington continues to monitor the rapidly changing COVID-19 or coronavirus outbreak and working to mitigate the impact to its employees and residents. We are working closely with our local Health Department and Racine County.

“As your Mayor, I am deeply concerned for your well-being. Please continue to take the necessary precautions to keep yourselves, your families, your co-workers and our community safe. Lastly, please remain calm, we are doing everything we can.”

***** END *****



**CITY OF BURLINGTON DECLARATION OF
EMERGENCY**

WHEREAS, a novel strain of the coronavirus, named COVID-19 has spread throughout numerous countries including the United States; and

WHEREAS, the World Health Organization has declared a Public Health Emergency of International Concern; and

WHEREAS, the United States Department of Health and Human Services has declared a Public Health Emergency; and

WHEREAS, the State of Wisconsin and Racine County has declared a Public Health Emergency; and

WHEREAS, it is necessary and expedient for the health, safety, welfare and good order of the City of Burlington to proclaim that emergency conditions exists; and,

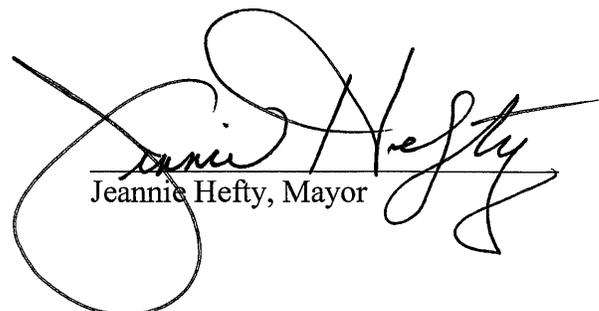
WHEREAS, the disaster has caused the City of Burlington to expand, commit, and exhaust all of its available resources; and,

WHEREAS, the City of Burlington is asking for County assistance and requests the County to advise the State of Wisconsin of our emergency conditions.

NOW THEREFORE, pursuant to 166.23 of the Wisconsin Statutes, as Chief Elected Official of the City of Burlington in testimony whereof I have hereunto set my hand.

Done at City Hall this Eighteenth Day of March, 2020.

Signed by:



Jeannie Hefty, Mayor



DATE: April 8, 2020

SUBJECT: MOTION - 20-962 - to approve temporary procedures for City of Burlington governmental meetings.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

This motion adopts the temporary procedures described in the attached Exhibit A, for the holding of the meetings of the Committee of the Whole and Common Council, as well as other committees and commissions of the City of Burlington, during the time period of the Declaration of Emergency signed by Mayor Jeannie Hefty, all pursuant to the provisions of Section 31-6 of the City of Burlington Municipal Code, adopted pursuant to the provisions of Section 323.52 of the Wisconsin Statutes.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of this motion.

TIMING/IMPLEMENTATION:

This item is was discussed at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the April 8, 2020 Common Council meeting.

Attachments

Exhibit A

Exhibit AB

Exhibit A

Regarding Temporary Procedures for City of Burlington Governmental Meetings

On March 20, 2020 Josh Kahl, Wisconsin Attorney General, released a press release to provide municipalities information on how to conduct open meetings in compliance with Wisconsin's open meetings law, Wis. Stat. § 19.81 to 19.98, in light of current public health concerns regarding COVID-19, attached for your convenience, as Exhibit AB.

To remain compliant with Governor Evers March 17, 2020 state-wide ban of gatherings of ten or more, as well as the March 23, 2020 state-wide "Safe at Home" order, the City of Burlington, in conjunction with SWAG-it, a web-streaming program that has been in use by the City since 2017, will continue to be used and in conjunction with Zoom, an online video conferencing platform during this critical time. Each meeting agenda will provide either an online link or telephone number to join the Zoom meeting, as well as a meeting ID number and password.

Members of the Common Council will be able to view each other and converse during the video meeting and members of the public will have an opportunity to speak during times of public comment and/or during public hearings.

The other committees and commissions of the City of Burlington shall also, to the extent reasonably feasible, conduct their meetings through teleconferences, with arrangements for participation by the members of the public, through a telephone connection to the teleconference and/or meeting, to its extent the members of the public would normally be allowed to attend the meeting and/or participate or speak at its meeting.

Pursuant to Section 31-6(B) of the City of Burlington Municipal Code, the Common Council hereby establishes and designates the procedures described herein for the governmental meetings of the City of Burlington, for so long as the State of Emergency exists.



Josh Kaul
Wisconsin Attorney General

P.O. Box 7857
Madison, WI 53707-7857

NEWS FOR IMMEDIATE RELEASE

March 20, 2020

Office of Open Government Advisory: Additional Information Regarding Coronavirus Disease 2019 (COVID-19) and Open Meetings

MADISON, Wis. – The Wisconsin Department of Justice’s (DOJ) Office of Open Government (OOG) continues to prepare additional information in response to inquiries as to the applicability of the Wisconsin’s open meetings law, Wis. Stat. §§ 19.81 to 19.98, in light of current public health concerns regarding COVID-19. This advisory is provided pursuant to Wis. Stat. § 19.98.

Conducting open meetings remotely can pose a number of technological and practical issues that governmental bodies should consider in advance, including, among other things, the following:

- Governmental bodies must ensure that they follow the notice requirements of Wis. Stat. § 19.84 and such notice should inform the public that the meeting will be held remotely and provide all information necessary for the public to monitor the meeting.
- Notices should provide instructions for how the public may access the remote meeting, whether it is to be held via telephone conference call or video conference call. This includes providing the telephone number, video conference link, and any necessary passcodes or other login information.
- As DOJ’s Office of Open Government advised in its March 17, 2020 [advisory](#), a governmental body conducting a meeting remotely should be mindful of the possibility that it may be particularly burdensome or even infeasible for one or more individuals who would like to observe a meeting to do so remotely—for example, for people without telephone or internet access or who are deaf or

hard of hearing—and appropriate accommodations should be made to facilitate reasonable access to the meeting for such individuals.

- When conducting a videoconference or internet-based meeting, the governmental body should strongly consider providing the public with an alternative telephone dial-in option for observing such a meeting so that lack of internet access is not a barrier to observing the meeting.
- At the beginning of each meeting conducted remotely, the chair of the governmental body should encourage all body members to identify themselves before they begin speaking and not to speak over one another. This will help all those listening to the meeting better understand who is speaking.
- When possible, a governmental body may wish to consider recording the meeting and posting it on its website as soon as practicable after the meeting concludes.
- As a bottom line, governmental bodies meeting remotely can and should consider steps that ensure that their meetings remain open and accessible to the public.

If you have questions or concerns regarding the application of the open meetings law, please contact the Office of Open Government at (608) 267-2220.

See also:

March 17, 2020 – [Office of Open Government Advisory: Coronavirus Disease 2019 \(COVID-19\) and Open Meetings](#)



DATE: April 8, 2020

SUBJECT: MOTION- 20-963 To Ratify, Approve and Adopt a Declaration of Designation of “emergency responder” Employees under the Families First Coronavirus Response Act.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

This motion adopts the provisions of attached Exhibit A, regarding a Declaration of Designation of “emergency responder” Employees under the Families First Coronavirus Response Act (FFCRA). On March 24, 2020, the State of Wisconsin issued a Safer at Home Emergency Order, Emergency Order #12, in response to the COVID-19 emergency, which categorically exempts broad categories of local government employees from the restrictions contained therein and otherwise provides local governments with broad discretion to identify employees and contractors necessary for the performance of a local government’s “Essential Governmental Functions”.

Pursuant to Ch. 31 of the City of Burlington Municipal Code regarding Emergency Government; the City recognizes that all services provided by local governments to ensure the continuing operation of the government body and provide and support the health, safety, and welfare of the public are considered “Essential Governmental Functions” that must continue during the duration of Emergency Order #12;

The purpose of this Declaration is to provide the process for identifying employees, categories of employment, positions and/or departments that are “emergency responders” under the FFCRA and, as a result, exempt from the provisions of the FFCRA.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of this declaration of emergency.

TIMING/IMPLEMENTATION:

This item is for discussion at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the Common Council meeting the same night.

Attachments

Declaration

Contact:**Carina Walters, City Administrator****262.342.1161****Email: cwalters@burlington-wi.gov****March 31, 2020****FOR IMMEDIATE RELEASE****BURLINGTON – COVID-19 (Update #5)****EMERGENCY DECLARATION**

The City of Burlington’s Emergency Declaration, issued by Mayor Jeannie Hefty on March 18, 2020, provides protection to the community and procedural flexibility for the City of Burlington’s governmental actions with respect to the COVID-19 (Coronavirus).

The Mayor of The City of Burlington, under the emergency powers granted to her pursuant to that Declaration, has authorized the City Administrator, Carina Walters, to execute and deliver this Emergency Declaration on her behalf.

DECLARATION

*Designation of “emergency responder” Employees under the
Families First Coronavirus Response Act*

WHEREAS, in December, 2019, a novel strain of the coronavirus was detected, now named COVID-19, and it has spread throughout the world, including every state in the United States;

WHEREAS, on January 3, 2020, the World Health Organization declared COVID-19 to be a Public Health Emergency of International Concern;

WHEREAS, on March 12, 2020, Governor Tony Evers declared a public health emergency to direct all resources needed to respond to and contain COVID-19 in Wisconsin;

WHEREAS, on March 13, 2020, President Donald Trump proclaimed a National Emergency concerning COVID- 19;

WHEREAS, the City of Burlington declared a local state of emergency;

WHEREAS, on March 18, 2020, President Donald Trump signed the Families First Coronavirus Response Act (“FFCRA”), which expands the Family and Medical Leave Act (Emergency Family and Medical Leave Expansion Act), and creates a paid sick leave entitlement for certain eligible employees (Emergency Paid Sick Leave Act);

WHEREAS, the provisions of the FFCRA allows employers to exempt “emergency responders” and “health care provider” from provisions of the FFCRA;

WHEREAS, on March 24, 2020, the State of Wisconsin issued a Safer at Home Emergency Order, Emergency Order #12, in response to the emergency;

WHEREAS, pursuant to Ch, 31 of the City’s Code regarding Emergency Government;

WHEREAS, Paragraphs 1 and 12 recognize that all services provided by local governments to ensure the continuing operation of the government body and provide and support the health, safety, and welfare of the public are considered “Essential Governmental Functions” that must continue during the duration of Emergency Order #12;

WHEREAS, Emergency Order #12 categorically exempts broad categories of local government employees from the restrictions contained therein and otherwise provides local governments with broad discretion to identify employees and contractors necessary for the performance of a local government’s “Essential Governmental Functions;” and

WHEREAS, the purpose of this Declaration is to provide the process for identifying employees, categories of employment, positions and/or departments that are “emergency responders” under the FFCRA and, as a result, exempt from the provisions of the FFCRA.

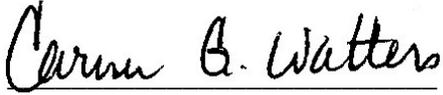
NOW, THEREFORE, BE IT RESOLVED:

1. The following positions in the City of Burlington are hereby designated as “emergency responder” for purposes of the application and implementation of the FFCRA and the EFMLEA and EPSLA:

- City Administrator
- Chief of Police
- All sworn law enforcement officers including but not limited to Lieutenants, Sergeants, and Patrol Officers
- Fire Chief
- All employees of the Fire Department including, but not limited to Fire Inspector, Firefighter/EMT, Firefighter/Paramedic and all emergency medical responding personnel and excluding only the Public Safety Administrative Assistant.
- All emergency medical responding personnel
- Director of Public Works
- Utility Manager
- Utility Foreman and Utility Operator
- WWTP Foreman and WWTP Operator
- Water Foreman and Water Operator
- Laboratory Technician
- All personnel identified in City of Burlington Code Chapter 31 Emergency Government

2. It is the intent of this Declaration to define the terms “emergency responder” in the broadest sense possible consistent with the law in an effort to ensure and continue our essential functions during this pandemic and time of emergency. Final determinations regarding the definition of emergency responder and/or health care provider as applied to any employment position with the City, including any position inclusions to this list or removals, shall be determined by the City Administrator, with such decision being final.

3. This Declaration is effective immediately. Dated March 31, 2020



By: Carina G. Walters
City Administrator Carina Walters

*** END ***



DATE: April 8, 2020

SUBJECT: MOTION - 20-964 To Ratify, Approve and Adopt an Emergency Declaration by the City of Burlington for change of election location and election process.

SUBMITTED BY: Carina Walters, City Administrator

BACKGROUND/HISTORY:

This motion adopts the provisions of attached Exhibit A, regarding a Declaration of Emergency for the City of Burlington regarding a change in voting location and election process. The residents of The City of Burlington are the number one priority during the Coronavirus Pandemic. The Wisconsin Elections Commission (WEC) has provided guidance, as set forth in the attached March 29, 2020, Memorandum allowing municipalities to establish a “drive-through” singular voting procedure, for all in person voting on April 7, 2020, and also to move polling places outside of the traditional buildings, to allow for more protection for voters and inspectors.

In order to maintain the health and safety of our Poll Workers, Election Judges, City staff and volunteers, while maintaining the integrity and rights of the American Democratic Process, The City of Burlington hereby changes its election location and the election process for the April 7, 2020, Spring Election, beginning at 7:00 a.m. until poll closure at 8:00 p.m. all voting for the Spring Election will be held at the Department of Public Works located at 2200 South Pine Street as a drive-through polling location.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of this declararion.

TIMING/IMPLEMENTATION:

This item is for discussion at the April 8, 2020 Committee of the Whole meeting, and is scheduled for final consideration at the Common Council meeting the same night.

Attachments

Declaration



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

Contact:

Carina Walters, City Administrator
262.342.1161
Email: cwalters@burlington-wi.gov

April 1, 2020

FOR IMMEDIATE RELEASE

BURLINGTON – COVID-19 (Update #6)

**EMERGENCY DECLARATION
BY THE CITY OF BURLINGTON
CHANGE OF ELECTION LOCATION AND ELECTION PROCESS**

The City of Burlington’s Emergency Declaration, issued by Mayor Jeannie Hefty on March 18, 2020, provides protection to the community and procedural flexibility for the City of Burlington’s governmental actions with respect to the COVID-19 (Coronavirus).

The Mayor of The City of Burlington, under the emergency powers granted to her pursuant to that Declaration, has authorized the City Administrator, Carina Walters, to execute and deliver the following governmental procedures for the 2020 Spring Election.

The residents of The City of Burlington are the number one priority during the Coronavirus Pandemic. The Wisconsin Elections Commission (WEC) has provided guidance, as set forth in the March 29, 2020, Memorandum, (the “Memorandum”), from the WEC to the Wisconsin Municipal Clerks, allowing municipalities to establish a “drive-through” singular voting procedure, for all in-person voting on April 7, 2020, and also to move polling places outside of the traditional buildings, to allow for more protection for voters and inspectors. A photocopy of that WEC Memorandum is attached for a convenient reference.

In order to maintain the health and safety of our Poll Workers, Election Judges, City staff and volunteers, while maintaining the integrity and right to vote, The City of Burlington hereby changes its election location and the election process for the April 7, 2020, Spring Election, as follows.

On April 7, 2020 beginning at 7:00 a.m. until poll closure at 8:00 p.m. all voting for the Spring Election will be held at the Department of Public Works located at 2200 South Pine Street as a drive-through polling location.

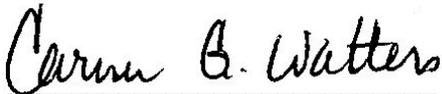
As a voter you can expect the following process as a drive-through voting location:

The driver will enter at the Wastewater Treatment Plant entrance at 2100 S. Pine Street where you will stay in your car AT ALL TIMES and someone will approach your vehicle. All Poll Workers will be wearing appropriate Personal Protective Equipment.

1. Upon entering the Department of Public Works garage, you will need to merge into the lane for your Ward (Wards 1-4 or Wards 5-8). To check your ward ahead of time, visit www.myvote.wi.gov. An election worker will be there to assist as well.
2. You will move forward in your car through the line as instructed by an election worker to your polling location where the election process will begin.
3. The voter will be asked to state their name, address and show an acceptable photo ID identification.
4. The Inspectors shall determine if the voter is in the poll book and is eligible to receive a ballot.
5. If you are not registered, an Election Inspector will assist you with the registration process while in the same line. You must have appropriate proof of residence with you.
6. The voter shall sign a label to be entered into the poll book prior to receiving a ballot. A voter will receive a marking device to sign and use with the ballot.
7. You will complete your ballot.
8. Once you have completed your ballot you will be assisted by an Election Inspector that will confidentially place your ballot in the tabulation equipment.
9. Exit the municipal location.

We understand this change can be disruptive; however, we will strive to provide the best customer service possible under these trying circumstances. Election workers can only assist one voter at a time. Please expect wait times. Please also know that, to the extent the procedures followed by the City of Burlington in this revised voting procedure differ from the provisions of the WEC memorandum provisions, the procedures followed and implemented by the City of Burlington shall control. The City of Burlington appreciates your patience and understanding while we maintain the integrity and right to vote.

This Declaration is effective immediately. Dated April 1, 2020.



By: Carina B. Walters
City Administrator Carina Walters

*** END ***

DATE: March 29, 2020

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission

FROM: Meagan Wolfe, Administrator
Wisconsin Elections Commission

SUBJECT: Curbside Voting, Drive-Through Voting and Outdoor Polling Places

Commission staff has received many inquiries from municipal clerks regarding the legality and feasibility of conducting voting on Election Day using only “curbside voting” as set forth in Wis. Stat. § 6.82(1), allowing individuals to “drive-through” vote or move polling places outside of the traditional building to allow for more social distancing for voters and inspectors. There has also been some confusion regarding the terminology being used to describe the voting options and polling place setup being proposed so the Commission provides this communication to address questions on those topics as planning continues for the April 7 election. We have also received questions as to how public health and social distancing procedures can be incorporated into the curbside and “drive-through” process and this document outlines recommended procedures to address public health concerns.

1. Curbside Voting

What is “curbside voting?”

The Commission’s [Election Day Manual](#) (pgs. 66-67) provides recommended procedures for conducting curbside voting which are consistent with Wis. Stat. § 6.82(1). A voter who, as a result of a disability, is unable to enter the polling place may elect to receive a ballot at the entrance of the polling place. Election inspectors confirm with the voter that they are unable to enter the polling location and then accommodate the voter by observing the photo ID, having the voter complete a voter registration form and showing proof of residence (if necessary), and vote the ballot while still in the vehicle. To avoid removal of the pollbook from the polling location, the curbside voter is exempt from signing the pollbook. Instead, a notation is made on the pollbook indicating that the ballot was cast at the entrance of the polling location and that the person was exempt from signing. If there is no objection, the ballot is then placed in the tabulator or ballot box by the inspector and the incident is logged on the Inspectors’ Statement.

Can “curbside voting” be the only voting method offered at a polling place on Election Day?

Commission staff believe the statutorily prescribed process for “curbside voting” under Wis. Stat. § 6.82(1) is reserved for voters that appear at the polls and make a specific request to vote from their vehicle because they are unable to enter the polling place because of a disability. “Curbside voting” should be offered by municipalities, just like any other election but it cannot be the only method of

voting offered. An increase in usage of that process due to current COVID-19 situation could be for the April 7 election. Additionally, health and safety precautions should be taken to ensure that voters requesting a curbside ballot and the inspectors that administer the process are safe. Municipal clerks should review curbside voting procedures with their inspectors in case an increase in requests materializes.

2. Drive-Through Voting

Can a municipality offer voters the opportunity to “drive-through” vote at a polling location?

“Drive-through” voting, as it has been described by some municipal clerks would be different than curbside voting. Unlike curbside voting which has specific statutory procedures and exemptions (like signing the poll book), Commission staff believe drive-through voting would need to substantially meet the procedures normally reserved for voting in a traditional “brick and mortar” polling location. Many of the recommendations below would also apply to municipal clerks that are considering moving a polling location outside to an area with better ventilation or one that can provide more space.

If a municipality is considering offering “drive-through” voting for its voters, at a minimum, the Commission staff believe the following issues should be taken into consideration. Additionally, Commission staff would recommend that municipal clerks rehearse the drive-through process to work out any potential roadblocks or pinch points prior to Election Day.

Publicize Changes to Process

If a municipality choose to offer drive-through voting, publicizing this change for voters will be important. Municipal clerks should do their best to reach voters via direct mail, media, social media, municipal webpage and postings around the municipality to notify voters of the option to vote drive-through. Municipal clerks should publicize all of the voting options that will be offered at the polling location, and brief instructions on how those processes will work.

State Name and Address

Unless unable to state their name and address as permitted by law, the voter shall state their name and address, and the inspectors shall determine if the voter is on the pollbook and is eligible to receive a ballot. In a drive-through voting situation, a municipality will have to ensure that the inspectors and any observers are able to hear the voter, even if they remain in their vehicle. Appropriate health and safety measures must also be considered.

Photo ID Requirements

Voters utilizing drive-through voting are still required to present an acceptable photo ID prior to a ballot being issued. Inspectors need not handle the photo ID, but the inspectors must be able to determine that it is a valid ID under the law, the photo reasonably resembles the individual and the name is substantially the same as the name on the pollbook. The same process inspectors would use had the person presented to themselves at the pollbook table in a traditional polling location. In a drive-through voting situation, a process for inspectors to view and verify the photo ID against the pollbook will need to be established. Viewing the photo ID through the voter’s vehicle window may be recommended to minimize close face-to-face contact between the voter and the inspector. Additional health and safety measures must also be considered when establishing the view and verification process for photo ID.

Election Day Registration Opportunity

If voting is going to occur via drive-through, municipal clerks should decide if Election Day Registration will also be offered using the same method. Similar to a traditional polling place setup, municipal clerks should decide if there are different drive-through lanes for already registered electors and electors that need to register/change name/change address.

Election Registration Officials conducting registration for voters should be mindful of the same health practices being practiced by officials verifying photo ID and having voters sign the pollbook.

Pollbook

Unless unable to sign the pollbook due to a disability as permitted by law, the voter shall sign the poll book prior to receiving a ballot. A voter may use their own writing utensil to sign the pollbook or use a writing utensil provided by the municipality. Voters should be advised to only sign the pollbook, and not to unnecessarily touch other portions of the pollbook if possible. A process for frequently cleaning the utensils used to sign the book, or in the case of electronic pollbook, the device, should be established to limit exposure by individuals using shared writing utensils. If a municipality uses a “drive-through” option for voting, “curbside voting” would likely not be needed, as many voters would be voting from their vehicles, and not just those individuals that are unable to enter the polling place due to a disability. Other best health practices, like offering hand sanitizer (when available) to the voter before they sign the pollbook and vote their ballot should also be considered.

Casting the Ballot/Ballot Security

Once a voter has completed the ballot, the municipal clerk should establish a process for how the voter will place the ballot into the tabulation equipment or ballot box while remaining in the car (if possible). The Commission recommends that inspectors assist voters in completing the process. Municipal clerks could provide a security sleeve that the voter may place the ballot in while the inspector transports the ballot (in view of the voter) to the tabulation equipment or ballot box. Commission staff would advise against a voter going station to station (ballot station, registration station, voting station, submission station) as voters may drive away with ballots without casting them. However, municipal clerks and voters will need to be flexible in how ballots make it from the voter to the tabulation equipment or ballot box.

Observers

Municipal clerks should ensure that there is a reasonable opportunity for the public to observe the public aspects of the voting process. A designated observer area should be established and marked so members of the public can observe. Depending on the setup of the drive-through location, multiple observer locations may be necessary to enforce social distancing amongst observers while also allowing for observation of voter check-in and registration transactions.

Accessibility

Drive-through voting should be accessible to all voters in the community, including individuals with disabilities. Required notices regarding the election must also be posted and visible for individuals utilizing the drive-through process, including any notices that are to be posted in alternative languages under federal law. ADA compliant accessible voting equipment must be available at all polling locations, regardless of the setup.

Signage, Traffic Control, Line Management

To ensure proper flow of traffic in and out of the drive-through location, proper signage and traffic control measures to assist with voter line management needs to be considered. Proper traffic flow to minimize long lines of cars is important so as not to deter individuals from appearing at the location. Signs to notify voters where to stop and how to enter and leave the drive-through location should be clearly displayed.

Alternatives to Drive-Through Voting

Individuals that are unable or unwilling to use the drive-through process should have the ability to vote using traditional methods in the polling location, or the location that may have been moved outdoors to complement the drive-through voting option. This would include the use of accessible voting equipment if requested.

3. Moving a Polling Location Outside

Can a municipality move its polling location outside?

Commission staff believe that there is nothing that would prohibit a municipality from moving its polling place operations outside, as long as all legal requirements and procedures can be accomplished at the location outside despite it being outside. Moving the location outside could help with maintaining proper social distancing and ventilation for voters appearing at the polls and the inspectors administering the election.

The same considerations recommended above for drive-through voting may apply to an outdoor polling location, and municipal clerks should have a backup plan in case weather or other unforeseen events occur due to holding an election at an outdoor polling place.

4. Public Health Procedures

Regular curbside administrative procedures should be followed but social distancing standards (6 feet between people) should be used to ensure the health and safety of voters and poll workers. We understand that face to face interactions are required for this process, but they should be minimized by verifying information through a vehicle window and keeping interactions brief and limiting conversation to essential voting-related discussion. Here are some procedures that should be incorporated into any curbside or “drive-through” process developed for election day:

- Hand sanitizer or sanitizing spray should be offered to curbside or “drive-through” voters to clean their hands before they vote their ballot or fill out a voter registration form.
- If interactions are needed with a vehicle window rolled down, poll workers should remain six feet from the voter.
- Marking pens used by curbside or “drive-through” voters can be discarded or sanitized after each use.

- Poll workers should be close enough to verify the photo ID but do not have handle it. The photo ID can be verified through the glass of the rolled-up window.
- The ballot should be slid through a window that has been slightly rolled down or “cracked”.
- The voter can slide the ballot back through the “cracked” window into the privacy sleeve held by poll worker. Using a bucket or other method for the voter to drop the ballot into out a crack in the window while maintaining privacy was also suggested as an option.
- Poll workers should transport the voted ballot back from the voter into the voting area in a privacy sleeve, which can be discarded after several uses.
- Any clipboards, writing surfaces or other materials used for this process should be sanitized after each use.
- Touchscreen, or accessible, voting devices used during any “drive-through” voting should be cleaned using 70% isopropyl alcohol wipes on the screen, as per the manufacturer’s specifications.

Please contact us if you have any questions or concerns about curbside voting, drive-through voting or moving a polling location outdoors. Elections Commission Helpdesk: elections@wi.gov or (608)261-2028