



**AGENDA
COMMON COUNCIL**

Tuesday, June 19, 2012

**To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street**

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Peter Hintz, Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Council President and Alderman, 3rd District
Steve Rauch, Alderman, 3rd District
Katie Simenson, Alderman, 4th District
Tom Preusker, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Citizen Comments.
4. Chamber of Commerce Representative.
5. Approval of the Common Council minutes for June 6, 2012. *(K. Simenson)*
6. Letters and Communications: *(T. Preusker)*
 - A. Correspondence from Alderman Hintz regarding his absence from the June 19, 2012 meetings.
 - B. Resignation from Kelly Kamlager for Park Board.
7. Reports by Aldermanic Representatives and Department Heads.
8. Reports 1-2: *(R. Prailes)*
 - Report 1 – Plan Commission minutes, May 8, 2012
 - Report 2 – Recall Election Report, June 5, 2012
 - Report 3 – Committee of the Whole minutes, June 6, 2012
9. Payment of Vouchers. *(E. Johnson)*
10. Licenses and Permits. *(R. Dawidziak)*
11. Appointments and Nominations: *(T. Vos)*
 - A. Peter Turke to be appointed to the Park Board, replacing Kelly Kamlager, term to expire 5/1/14.

12. **PUBLIC HEARINGS:**

- A. A Public Hearing to hear comments and concerns regarding City of Burlington's intention to exercise its police power in accordance with §66.0703, Wis. Stats., and §274-4 of the Code of the City of Burlington to levy special assessments upon property as described in Resolution 4560(11) for the resurfacing/reconstruction of the alley located in Elmhurst Subdivision. (S. Rauch)

13. **RESOLUTIONS:**

- A. Resolution 4560(11) to approve the final resolution exercising assessment powers regarding pavement improvements to the alley in Elmhurst Subdivision. This item was discussed at the June 6, 2012 Committee of the Whole meeting. (K. Simenson)
- B. Resolution 4561(12) to approve the 2011 Compliance Maintenance Annual Report. This item was discussed at the June 6, 2012 Committee of the Whole meeting. (T. Preusker)
- C. Resolution 4562(13) to approve a lot line adjustment in the City of Burlington for property located at 824 Milwaukee Avenue. This item was discussed at tonight's Committee of the Whole meeting. (R. Prailes)

14. **ORDINANCES:**

- A. Ordinance 1953(7) to amend the Racine County Multi-Jurisdictional Comprehensive Plan for 824 Milwaukee Avenue from Industrial to Commercial Zoning. This item was discussed at the June 6, 2012 Committee of the Whole meeting. (E. Johnson)

15. **MOTIONS:**

- A. Motion 12-747 to consider approving the 2011 Annual Audit Report. This item was discussed the June 6, 2012 Committee of the Whole meeting. (R. Dawidziak)

16. **ADJOURNMENT** (T. Vos)

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.



CITY OF BURLINGTON

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

Common Council Agenda Item Number: 5	Date: June 19, 2012
Submitted By: Beverly R. Gill, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the minutes from June 6, 2012 Common Council meeting. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the June 19, 2012 Common Council meeting.



City of Burlington
Official Minutes
Common Council
Robert Miller, Mayor
Beverly R. Gill, City Clerk
June 6, 2012

1. CALL TO ORDER - ROLL CALL

Mayor Bob Miller called the meeting to order at 8:01 p.m. starting with roll call. Aldermen present: Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Steve Rauch, Tom Preusker
Excused: Bob Prailes, Katie Simenson

Also present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Police Chief Peter Nimmer, Treasurer Steve DeQuaker, Public Works Director Connie Wilson, Streets and Parks Supervisor Dan Jensen, Fire Chief Dick Lodle, Tom Foht of Kapur Engineering

2. PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Miller led the council, staff and audience in the Pledge of Allegiance

3. CITIZEN COMMENTS

Mr. Brad Brewer, 324 Highridge, Burlington commented that he is the owner of two businesses in Burlington. He is currently proposing an expansion of one of those businesses and questioned the city's goal for growth. He has found it difficult to understand the codes and the process the city requires for the expansion of his business.

The mayor said the problem that Mr. Brewer is encountering is with the building codes. He said Brewer's proposal is to change a business from a restaurant to a beauty salon and there are different building codes that must be addressed. He suggested Mr. Brewer meet with himself after the meeting and they could further discuss it.

4. CHAMBER OF COMMERCE REPRESENTATIVE

None

5. APPROVAL OF COUNCIL MINUTES FOR MAY 15, AND MAY 30, 2012

A motion was made by Johnson with a second by Hintz to approve the minutes from May 15 and May 30, 2012. With all in favor, the motion carried.

6. LETTERS AND COMMUNICATIONS

A motion was made by Rauch with a second by Vos to approve a letter from Alderman Simenson regarding her absence at this evening's meeting. With all in favor, the motion carried.

7. REPORTS BY ALDERMANIC REPRESENTATIVES AND DEPARTMENT HEADS

Dawidziak reported the Health Department has suggested an ordinance be in place for those situations that require an animal to be either quarantined or put down. If the owner chooses to quarantine, it then puts a financial burden on the health department for monitoring. The health department would like to see the homeowner pay those costs. Nimmer stated that he believed

the city already has an ordinance. He said that at the moment, he and the city attorney are working on animal ordinances.

Dawidziak also reported that the Health Department would like to see a drop box for prescription medication placed in the police department. Nimmer said this has been discussed in the past and it was not looked upon favorably. The problem is that it is now funded but in the future that funding may disappear and that would put a hardship on the police department.

Atty. Bjelajac suggested a meeting be held between Dawidziak, Lahner and Nimmer for further discussion on the drop box.

Jensen reported on activities at the Department of Public Works.

Lahner said that while out of the office on medical leave from June 21 to June 24, Chief Nimmer will be the acting administrator.

Vos and Preusker complimented the Department of Public Works on their recent tree trimming project.

8. REPORTS 1-7

A motion was made by Hintz with a second by Johnson to approve Reports 1-7. With all in favor, the motion carried.

9. PAYMENT OF VOUCHERS

A motion was made by Vos with a second by Hintz to approve vouchers, prepaids and reimbursements in the amount of \$286,248.00 Roll Call Aye: Johnson, Hintz, Dawidziak, Vos, Rauch, Preusker Nay: None Motion carried 6-0

10. LICENSES AND PERMITS

A motion was made by Rauch with a second by Hintz to approve licenses as presented with the exception of Veronico's who had rescinded their application. With all in favor, the motion carried.

11. APPOINTMENTS AND NOMINATIONS

A motion was made by Johnson with a second by Hintz to appoint Mr. Robert Musgrave as an alternate to the Board of Review. With all in favor, the motion carried.

12. PUBLIC HEARING

A. A PUBLIC HEARING TO HEAR PUBLIC COMMENT REGARDING A REZONE REQUEST FROM O'REILLY AUTOMOTIVE STORES FOR PROPERTY LOCATED AT 824 MILWAUKEE AVENUE TO REZONE THE PROPERTY FROM M-1, LIGHT MANUFACTURING DISTRICT TO B-1, NEIGHBORHOOD BUSINESS DISTRICT

The mayor opened the public hearing at 8:30 p.m. There was no discussion. A motion was made by Vos with a second by Hintz to close the hearing. With all in favor, the hearing closed at 8:31 p.m.

13. RESOLUTIONS

A. RESOLUTION 4556(7) "A RESOLUTION TO APPROVE A LEASE AGREEMENT BETWEEN RACINE COUNTY AND THE CITY OF BURLINGTON FOR THE BURLINGTON SENIOR CENTER"

A request for a second reading and a motion to approve was made by Johnson with a second by Hintz. Roll Call Aye: Johnson, Hintz, Dawidziak, Vos, Rauch, Preusker Nay: None Motion carried 6-0

B. RESOLUTION 4558(9) "A RESOLUTION TO CHANGE ADDRESSES FOR CERTAIN PROPERTIES ON SOUTH PINE AND GROVE STREET"

A request for a second reading and a motion to approve was made by Hintz with a second by Dawidziak to approve Resolution 4558(9). With all in favor, the motion carried.

C. RESOLUTION 4559(10) "A RESOLUTION TO APPROVE TASK ORDER EIGHTY-SIX WITH KAPUR & ASSOCIATES FOR ENGINEERING AND CONSTRUCTION MANAGEMENT OF THE 2012 STREET IMPROVEMENT PROJECT"

A request for a second reading and a motion to approve was made by Vos with a second by Hintz to approve Resolution 4559(10) Roll Call Aye: Johnson, Hintz, Dawidziak, Vos, Rauch, Preusker Nay: None Motion carried: 6-0

14. ORDINANCES

A. ORDINANCE 1952(6) "AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP BY REZONING 824 MILWAUKEE AVENUE FROM M-1, LIGHT MANUFACTURING DISTRICT TO B-1, NEIGHBORHOOD BUSINESS DISTRICT"

A request for a second reading and a motion to approve was made by Rauch with a second by Preusker. Roll Call Aye: Johnson, Hintz, Dawidziak, Vos, Rauch, Preusker Nay: None Motion carried 6-0

15. MOTIONS

A. MOTION 12-745 "A MOTION TO AUTHORIZE THE GIRLS SCOUTS OF WISCONSIN SOUTHEAST TO INSTALL A RAIN GARDEN ON CITY GROUNDS ON MARYLAND AVENUE"

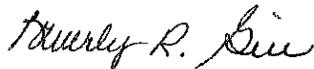
A motion was made by Rauch with a second by Vos to approve Motion 12-745 with the change of description from "Maryland Avenue" to "Echo Park" subject to staff approval. With all in favor, the motion carried.

B. MOTION 12-746 "A MOTION TO APPROVE A CERTIFICATE OF APPROPRIATENESS APPLICATION IN THE HPC OVERLAY DISTRICT FOR 388 NORTH PINE STREET"

A motion was made by Johnson with a second by Rauch to approve Motion 12-746. With all in favor, the motion carried.

16. ADJOURNMENT

A motion was made by Hintz with a second by Preusker to adjourn the meeting. With all in favor, the motion carried and the meeting adjourned at 8:36 p.m.



Beverly R. Gill
City Clerk
City of Burlington
Racine and Walworth Counties



Administration Department
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Common Council Agenda Item Number: 6A	Date: June 19, 2012
Submitted By: Alderman Peter Hintz	Subject: Communications

Details:

Communication A – Alderman Peter Hintz will be unable to attend the June 19, 2012 Committee of the Whole and Common Council meetings.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept this communication at the July 19, 2012 Common Council meeting.

To: Mayor, City of Burlington
City of Burlington Common Council

From: Alderman Peter Hintz *PH*

Date: June 8, 2012

Re: Common Council meeting of June 19, 2012

Please be advised that I will not be in attendance at the Common Council meeting scheduled for June 19, 2012 due to family vacation.



CITY OF BURLINGTON

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Common Council Agenda Item Number: 6B	Date: June 19, 2012
Submitted By: Mayor Miller	Subject: Communications

Details:

Communication B – Resignation of Kelly Kamlager from Park Board.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept this communication at the July 19, 2012 Common Council meeting.

June 12, 2012

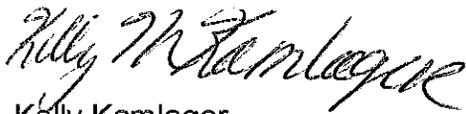
To Whom it May Concern:

I am officially resigning from the City of Burlington Park Board. I have fulfilled the role of Commissioner for several terms, and while this is in the middle of my current term, I hope you understand the reasoning. My husband and I are starting our family.

Please extend my thanks to the entire Council and Park Board. I have enjoyed my time on the Park Board. I hope that I have represented the citizens of Burlington to the best of my ability.

I look forward to seeing you all around town.

Sincerely,

A handwritten signature in cursive script that reads "Kelly Kamlager". The signature is written in black ink and is positioned above the printed name.

Kelly Kamlager

Phone: 262-758-2726



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Common Council Agenda Item Number: 8	Date: June 19, 2012
Submitted By: City Staff	Subject: Reports 1-3

Details:

Attached please find the following reports:

Report 1 – Plan Commission minutes, May 8, 2012
Report 2 – Recall Election Report, June 5, 2012
Report 3 – Committee of the Whole minutes, June 6, 2012

Options & Alternatives:
N/A

Financial Remarks:
None.

Executive Action:
Staff recommends that the Council accept these reports at the June 19, 2012 Common Council meeting.



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Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
May 8, 2012, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. Roll call: Alderman Robert Prailes; Commissioners Darrel Eisenhardt, Chris Reesman Michael Deans and John Lynch, Town of Burlington Representative Phil Peterson, and Student Representative Bianca Clayton were present. Alderman Tom Vos was excused. Student Representative Kyle Burns was absent. Also present was Zoning Administrator Patrick Scherrer.

APPROVAL OF MINUTES

Commissioner Lynch moved and Commissioner Eisenhardt seconded to approve the minutes of April 10, 2012. Commissioner Eisenhardt stated there was a typo to be corrected on page 4 under item “D” where it stated “Alderman Vos Deans”. All were in favor and the motion carried for the corrected minutes.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to recommend approval of Ordinance 1952(6) to the Common Council to amend the Official Zoning Map by rezoning 824 Milwaukee Avenue from M-1, Light Manufacturing to B-1, Neighborhood Business District and consideration to approve Resolution 13 to amend the Multi-Jurisdictional Comprehensive Plan to match land use categories.

- Mayor Miller opened this item for discussion.

- Commissioner Eisenhardt questioned if consideration has been given to adding a traffic light to the intersection of Milwaukee Avenue and Maryland Avenue since there is the potential of heavier traffic. Mayor Miller responded it had been looked into in the past, however with the traffic light by Walgreens (Grove Street) and by the driveway to Kohls and Pick & Save, it would not be conducive at this time to place a signal at that location. Mayor Miller further stated there is an easement on the ChocolateFest grounds that connects to the Walgreens property that can be used to get to the light at Grove Street and Milwaukee Avenue.
- Alderman Prailes questioned if a frontage road could be put in behind the businesses on Milwaukee Avenue (where the Compost Site is) from Maryland Avenue to the Kohls/Pick & Save drive, to allviate traffic problems. Mayor Miller stated it can be looked into however it may be an issue as that property is where the former landfill was.
- Commissioner Deans stated he would like to see a crosswalk installed in that area as there are none between the two traffic lights on Milwaukee Avenue and there is heavy pedestrian traffic in the summer. He further questioned what the feedback has been regarding the crosswalk by Veterans Terrace. Mayor Miller stated traffic hasn't been paying attention enough with this crosswalk and stopping when they should, leading to pedestrian safety issues lately. Discussion ensued between the commission members about the need for enhanced pedestrian safety awareness and the rules vehicles are to follow.
- There were no further comments.

Alderman Prailes moved and Commissioner Eisenhardt seconded to approve a Rezone request for 824 Milwaukee Avenue and to approve Resolution 13, subject to Patrick Meehan's April 25, 2012 memorandum to the Plan Commission as follows:

- The comprehensive plan map for the City of Burlington titled "Recommended Land Use Plan for the City of Burlington Planning Area: 2035" be amended by the City of Burlington from the "INDUSTRIAL" land use designation to the "COMMERCIAL" land use designation.
- The Common Council must rezone the subject property from the M-1, Light Manufacturing District to the B-1 Neighborhood Business District.

All in favor and the motion carried.

ADJOURNMENT

Commissioner Lynch moved and Commissioner Reesman seconded to adjourn the meeting at 6:44 p.m. *All were in favor and the motion carried.*



Recording Secretary
Megan E. Johnson
Assistant to the City Administrator



CITY OF BURLINGTON

Administration Department
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Common Council Agenda Item Number: 11

Date: June 19, 2012

Submitted By: Mayor Miller

Subject: Appointment A

Details:

- A. Peter Turke to be appointed to the Park Board, replacing Kelly Kamlager, term to expire 5/1/14.

Options & Alternatives:

The Council may elect to deny this request and ask the Mayor to seek a different person for this board.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these appointments at the June 19, 2012 Common Council meeting.



CITY OF BURLINGTON

Administration Department
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Committee of the Whole Item Number: 3	Date: June 19, 2012
Submitted By: Beverly R. Gill, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Committee of the Whole minutes from the June 6, 2012 meeting. Staff recommends approval of these minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these minutes at the June 19, 2012 Committee of the Whole meeting and as a report on the Common Council agenda.



CITY OF BURLINGTON

Administration Department
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CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Beverly R. Gill, City Clerk
June 6, 2012

1. CALL TO ORDER/ROLL CALL

Mayor Bob Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Steve Rauch, Tom Preusker
Excused: Bob Prailes, Katie Simenson

Also present: City Attorney John Bjelajac, City Administrator Kevin Lahner, Police Chief Peter Nimmer, Treasurer Steve DeQuaker, Public Works Director Connie Wilson, Streets and Parks Supervisor Dan Jensen, Fire Chief Dick Lodle, Tom Foht of Kapur Engineering

2. CITIZENS COMMENTS AND QUESTIONS

Ms. Sarah Brossard, 5614 East Peninsula Road, Waterford representing "Racine County Link" was present to speak about the new shuttle service. She explained the shuttle service was made available through federal funding and links the east side of Racine County with the west side. There are scheduled stops but she said the route is subject to modification. She also said the shuttle service is available to all citizens.

Johnson questioned if this service would be available for door-to-door service. Brossard stated that door-to-door service is limited to three-quarters of a mile from the scheduled route and reservations must be made one day in advance.

3. APPROVAL OF MINUTES FOR MAY 15, 2012

A motion was made by Rauch with a second by Hintz to approve the minutes from May 15, 2012. With all in favor, the motion carried.

4. DISCUSSION REGARDING PUBLIC SERVICES OFFERED BY THE RACINE COUNTY TREASURER

Racine County Treasurer Ms. Jane Nickolai was present to thank the City of Burlington for collecting property taxes for her office. She announced she will have office hours at the Racine County Service Center on the third Tuesday of each month by appointment. Her focus will be on delinquent taxpayers and issues of foreclosures. She said there are options available for people whose homes are in foreclosure and she would like to try to assist them so they don't lose their homes.

5. DISCUSSION AND PRESENTATION OF THE FINAL SIGNALIZATION ANALYSIS BY KAPUR & ASSOCIATES

Tom Foht of Kapur and Associates reported on the Traffic Analysis and Signalization Study that was presented to council. He discussed the recommendations that had been made by Kapur.

Lahner questioned the use of photo sensors for controlling the intersections. Foht replied that as signals are replaced, the photo sensors should be considered rather than the loop sensors that are now used.

Preusker asked if the current system has an override for emergency vehicles. Lodle replied that it had been looked into and it was cost prohibitive.

Wayne and Kristie Swihart, 289 West State Street were concerned with the pedestrian crossing on State and Elmwood in regard to the speed of the traffic that comes through the intersection and

suggested a stop light to fix the problem. The mayor replied that issue is more of a police matter for traffic enforcement.

Nimmer suggested the 35 mph speed limit on State Street is too fast for a residential area and it would be his recommendation to lower the speed limit.

Wayne Swihart questioned the "Yield" sign at the B.J. Wentker's intersection. The mayor replied that at one time this was the most dangerous intersection in the city because of the awkwardness of how Pine meets State Street. The mayor also said the intersection was improved with the elimination of a left turn from Amanda Street.

This resolution will move forward to this evening's council meeting.

6. **RESOLUTION 4558(9) "A RESOLUTION TO CONSIDER APPROVING THE CHANGE OF ADDRESSES FOR CERTAIN PROPERTIES ON SOUTH PINE AND GROVE STREET"**

The mayor introduced Resolution 4558(9) to the council for discussion.

Vos questioned when the residents would be notified of the proposed address changes. Lahner replied the notification process would begin after the passage of the resolution. Vos further questioned the date the new addresses would take affect. Lahner had originally thought of a deadline of six months but then thought extending it to nine months would allow the residents more time.

This resolution will move forward to this evening's council meeting.

7. **RESOLUTION 4559(10) "A RESOLUTION TO CONSIDER APPROVING TASK ORDER EIGHTY-SIX WITH KAPUR & ASSOCIATES FOR ENGINEERING AND CONSTRUCTION MANAGEMENT OF THE 2012 STREET IMPROVEMENT PROJECT"**

The mayor introduced Resolution 4559(10) to the council for discussion. There was no further discussion.

This resolution moves forward to this evening's Common Council meeting.

8. **RESOLUTION 4560(11) "A RESOLUTION TO CONSIDER THE FINAL RESOLUTION EXERCISING ASSESSMENT POWERS REGARDING PAVEMENT IMPROVEMENTS TO THE ALLEY IN ELMHURST SUBDIVISION"**

This mayor introduced Resolution 4560(11) to the council for discussion.

Vos questioned if all of the property owners had been notified. The mayor replied that they have all received an estimate of cost.

Preusker asked what formula is being used to compute the cost per owner. The mayor said that it had been previously agreed by council to divide it equally among the owners.

This resolution moves forward to the June 19, 2012 Common Council meeting.

9. **RESOLUTION 4561(12) "A RESOLUTION TO CONSIDER APPROVING THE 2011 COMPLIANCE MAINTENANCE ANNUAL REPORT"**

The mayor introduced Resolution 4561(12) to the council for discussion. The mayor commented that the Wastewater Treatment Plant received an "A" rating which meant no violations or problems. He then complimented Connie Wilson on a job well done.

This resolution is scheduled for the June 19, 2012 Common Council meeting.

10. **ORDINANCE 1953(7) "AN ORDINANCE TO CONSIDER AMENDING THE RACINE COUNTY MULTI-JURISDICTIONAL COMPREHENSIVE PLAN FOR 824 MILWAUKEE AVENUE FROM INDUSTRIAL TO COMMERCIAL ZONING"**

The mayor introduced Ordinance 1953(7) to the council for discussion. The mayor noted the reason for the ordinance is to accommodate the O'Reilly Automotive Parts store on the former Department of Public Work's site.

Vos questioned if there was a schedule from ChocolateFest regarding the repairs on the nearby storage shed. The mayor said he will have to contact the ChocolateFest group but there is language in the lease regarding the repairs on the storage shed.

This motion is scheduled for this evening's Common Council meeting.

11. MOTION 12-745 " A MOTION TO CONSIDER AUTHORIZING THE GIRL SCOUTS OF WISCONSIN SOUTHEAST TO INSTALL A RAIN GARDEN ON CITY GROUNDS ON MARYLAND AVENUE"

The mayor introduced Motion 12-745 to the council for discussion.

A leader from the local Girl Scout organization, Ms. Stacey Stewart, W1726 State Road 11 explained there are twelve troops with over one-hundred twenty girls involved in this project. The area being considered is near the compost site. Ms. Stewart commented that the work would be done on the days that the site is closed to the public for the safety of the girl scouts. Ms. Stewart said the space required is approximately three-hundred square feet with three-hundred plants to be placed on the site. The local garden club had given the scouts a grant to pay for the plants.

Vos was not in favor of the Maryland Avenue site due to runoff from nearby parking lots. The mayor spoke against the site also because it is inaccessible on certain days of the week.

An alternate site in Echo Park was suggested and that was deemed a better location by the council.

This motion is scheduled for this evening's Common Council meeting.

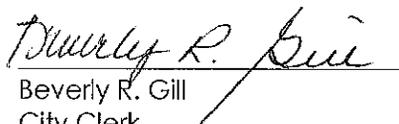
12. MOTION 12-746 "A MOTION TO CONSIDER APPROVING A CERTIFICATE OF APPROPRIATENESS APPLICATION IN THE HPC OVERLAY DISTRICT FOR 388 NORTH PINE STREET"

The mayor introduced Motion 12-746 to the council for discussion. There was no discussion.

This motion is scheduled for this evening's Common Council meeting.

13. ADJOURNMENT

A motion was made by Hintz with a second by Dawidziak to adjourn the meeting. With all in favor, the motion carried and the meeting adjourned at 8:00 p.m.


Beverly R. Gill
City Clerk
City of Burlington
Racine and Walworth Counties



City Clerk
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Common Council Agenda Item Number: 10	Date: June 19, 2012
Submitted By: Beverly R. Gill, City Clerk	Subject: Licenses

Details:

OPERATOR'S LICENSE

Appenzeller, Brian E.	McFadden, Crystal D.
Appenzeller, Mary T.	Miller, Abigail M.
Becker, Catherine M.	Miller, Mike V.
Benser, Tina M.	Noel, Gene d.
Berger, Jamey S.	Pulczynski, tammy J.
Clarey, Patti Jo	Riemer, Gerald K.
Dangelser, Kale C.	Riemer, Theresa J.
Dangutis, Kristi L.	Romero, Alejandro Q.
DeHart, Jessica A.	Schafer, Kerry L.
Dietz, Joseph M.	Schilling, Elizabeth A.
Downey, Erica R.	Schlitz, Lynda M.
Fanke, Kathleen G.	Smith, Kathleen A.
Favell, Sarah M.	Spencer, Joshua J.
Finster, Jason M.	Stadter, Dana J.
Finucane, Brian M.	Taylor, Richard H.
Geddes, Dawn M.	Torres, Teah a.
Grisham, Randy J.	Weber, Shayna D.
Gross, Susan C.	
Herolt, Christopher J.	
Holbek, Cotie J.	
Klunk, Sarah A.	
Kruse, Allison M.	
Leger, Brian J.	
Lois, Glenn F.	
Longo, Nate, D.	
Lorono, Athena L.	
Malecki, Connie L.	
Martin Jason L.	

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business license fees are calculated on a case by case basis depending on the type of license applied for.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the June 19, 2012 Council meeting.



CITY OF BURLINGTON

Administration Department
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Common Council Agenda Item Number: 11	Date: June 19, 2012
Submitted By: Mayor Miller	Subject: Appointment A

Details:

A. Peter Turke to be appointed to the Park Board, replacing Kelly Kamlager, term to expire 5/1/14.

Options & Alternatives:

The Council may elect to deny this request and ask the Mayor to seek a different person for this board.

Financial Remarks:

None.

Executive Action:

Staff recommends that the Council accept these appointments at the June 19, 2012 Common Council meeting.



CITY OF BURLINGTON

Administration Department
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Common Council Item Number: 12A	Date: June 19, 2012
Submitted By: Kevin Lahner, City Administrator	Subject: Public Hearing to levy special assessments upon property for the resurfacing/reconstruction of the alley located in Elm-Hurst Subdivision.

Details:

A Public Hearing has been scheduled to hear comments and concerns from the public regarding the final step in the special assessment process for the resurfacing and reconstruction of the alley in Elmhurst Subdivision. The following properties will be affected by this project:

- 149 and 157 N. Elmwood Ave.
- 416, 424, and 432 Summit Ave.
- 419, 425 and 431 Walnut St.

Consistent with past practices of the City, the proposed assessments may be paid in cash or in five annual installments with an interest rate of 4.0%, payable to the Treasurer. The City Clerk will mail a copy of the resolution to each property owner, as well as publish an Installment Notice when the contract is set

Options & Alternatives:

For public comment only.

Financial Remarks:

None.

Executive Action:

This item is for a Public Hearing at the June 19, 2012 Common Council meeting.

STATE OF WISCONSIN

COUNTY OF RACINE

The Common Council in and for the City of Burlington

**NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS FOR ALLEY
IMPROVEMENTS IN ELM-HURST SUBDIVISION IN THE CITY OF BURLINGTON,
WISCONSIN.**

To Whom It May Concern:

NOTICE is given that the Common Council of the City of Burlington, Wisconsin has declared its intention to exercise its police power in accordance with §66.0703, Wis. Stats., and §274-4 of the Code of the City of Burlington to levy special assessments upon property within the following described assessment district for benefits conferred upon the properties at the following locations:

ASSESSMENT DISTRICT

Resurfacing/reconstruction of the alley located in Elm-Hurst Subdivision, bounded on the North by Walnut St., on the South by Summit Ave., on the East by N. Elmwood Ave. and on the West by N. Maple Ave., affecting the following addresses:

149 and 157 N. Elmwood Ave.
416, 424, and 432 Summit Ave.
419, 425 and 431 Walnut St.

A complete list of locations, a report showing final plans and specifications, estimated cost of improvements and proposed assessments is on file at City Hall and may be inspected there during any business day between the hours of 8:00 a.m. and 5:00 p.m.

You are further notified that the Common Council of the City of Burlington, Wisconsin, will hear all interested persons, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing the assessments and in the above described report during the meeting of the Common Council scheduled to begin at

**TUESDAY, JUNE 19, 2012 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 16th day of May, 2012.

Beverly Gill, City Clerk

*Published in the Burlington Standard Press
June 7, 2012*



CITY OF BURLINGTON

Department of Public Works

Street & Park Department
2200 S. Pine St. Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13A	Date: June 19, 2012
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4560(11) to declare intent to exercise Special Assessment powers for alley resurfacing in Elm-Hurst Sub., bounded by Walnut St., Summit Ave., N. Elmwood Ave., and N. Maple Ave.

Details:

This resolution is the final step in the special assessment process for alley resurfacing in Elm-Hurst Subdivision, associated with the expanded 2012 Street Improvement Project.

Consistent with past practices of the City, the proposed assessments may be paid in cash or in five annual installments with an interest rate of 4.0%, payable to the Treasurer. The City Clerk will mail a copy of the resolution to each property owner, as well as publish an Installment Notice when the contract is set. A public hearing will be held in front of the Council on June 19, 2012.

Staff recommends that the City Council approve this final intent to exercise Special Assessments for the alley resurfacing as detailed in Resolution No. 4560(11).

Options & Alternatives: The Common Council could decide to do no pavement improvements to the alley and DPW crews can continually monitor and repair with frequent pothole patching.

Financial Remarks:

The total estimated cost of the project is \$26,544.80. Each property owner will be assessed \$3,318.10.

Executive Action:

This item was discussed at the June 6, 2012 Committee of the Whole meeting and is scheduled for the June 19, 2012 Common Council meeting for consideration.

**A FINAL RESOLUTION EXERCISING ASSESSMENT POWER REGARDING PAVEMENT
IMPROVEMENTS TO THE ALLEY IN ELM-HURST SUBDIVISION, BOUNDED BY WALNUT
STREET, SUMMIT AVENUE, N. ELMWOOD AVENUE, AND N. MAPLE AVENUE**

WHEREAS, the Common Council of the City of Burlington, Racine County, Wisconsin, have had plans and specifications prepared for resurfacing the alley located in Elm-Hurst Subdivision, bounded on the North by Walnut St., on the South by Summit Ave., on the East by N. Elmwood Ave. and on the West by N. Maple Ave.

WHEREAS, the Common Council intends to award a contract for such alley resurfacing project to the lowest responsible bidder for such project; and

WHEREAS, the Common Council intends to pay for the cost of such resurfacing project by levying special assessments, in an exercise of its police power, pursuant to the terms and provisions of Section 66.0703 of the Wisconsin Statutes, and the Common Council expressly declared this in a Preliminary Resolution adopted May 1, 2012, all as required by such Statute; and

WHEREAS, as further required by Section 66.0703 of the Wisconsin Statutes, a Report has been prepared and duly filed with the City Clerk regarding such project and proposed special assessments, written notice of the same having been properly and timely mailed to all interested parties, as required by law; and

WHEREAS, as further required by Section 66.0703 of the Wisconsin Statutes, a public hearing was held on June 19, 2012, regarding the said project, the Report and proposed special assessments, at which hearing persons appeared and voiced their questions and objections to the same;

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Report on file with the City Clerk regarding said Alley Improvement Project, including the plans and specifications therefore, is hereby amended to be in conformity with any final amendments made to the same by the Common Council of the City of Burlington (if any), and as so modified, such Report is hereby adopted and finally approved; and
2. That said alley improvement project shall be implemented and conducted in accordance with the said Report and related plans and specifications; and
3. The cost of such alley improvement project shall be paid by the levying of special assessments, in an exercise of the police power of the City of Burlington Common Council, pursuant to Section 66.0703 of the Wisconsin Statutes, and that such special assessments be levied in the amounts and in the manner specified in the said Report referred to above (payment for said improvements is to be made by assessing 100% of the total cost to the property benefitted), such special assessments being determined on a reasonable basis and all of the assessed properties being benefitted by the said project; and,
4. That the assessments may be paid in cash or in five installments to the Treasurer, installment payments to bear an interest rate of Four percent (4.0%) per annum on the unpaid balance from the

date of the publication of the Installment Notice; and,

5. That the City Clerk is directed to publish this Final Resolution as a Class I notice in the official paper; and the City Clerk is further directed to mail a copy of this Final Resolution to all interested parties whose post office address is known or can be ascertained with reasonable diligence. Additionally, to the extent provided for by law, the City Clerk is further directed to publish an Installment Notice regarding the said special assessments.

Introduced: June 6, 2012

Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk



CITY OF BURLINGTON

Department of Public Works

Wastewater & Water Utility

2100 S. Pine Street, Burlington, WI, 53105

(262) 539-3646 - (262) 342-1173 - (262) 539-3648 fax

www.burlington-wi.gov

Common Council Item Number: 13B	Date: June 19, 2012
Submitted By: Connie Wilson, Director of Public Works	Subject: Resolution 4561(12) to consider approving the 2011 Compliance Maintenance Annual Report

Details:

The Compliance Maintenance Annual Report (CMAR) is a report required by the Department of Natural Resources to ensure the City's Wastewater Treatment Plant is in compliance with the regulations of the Department of Natural Resources (DNR). This report, which is required annually, must be evaluated by the Common Council, and the DNR.

The 2011 CMAR grade point average for the Wastewater Treatment Plant was 3.95 based on a 4.0 system. The low score on financial management is due to the time that has elapsed between sewer rate reviews. Recall that a rate study is being completed for the City presently, and was duly noted on the CMAR document. Overall, the plant is in full compliance with its DNR regulations.

The DNR deadline for the submittal of the CMAR and resolution is June 30, 2012. The Wastewater Utility is requesting approval of this resolution.

Options & Alternatives:

N/A

Financial Remarks:

N/A

Executive Action:

This item was discussed at the June 6, 2012 Committee of the Whole meeting and is scheduled for the June 19, 2012 Common Council meeting for consideration.

Resolution No. 4561(12)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE 2011 DEPARTMENT OF NATURAL
RESOURCES COMPLIANCE MAINTENANCE ANNUAL REPORT**

WHEREAS, the Wisconsin Department of Natural Resources requires the completion of a Compliance Maintenance Annual Report (CMAR) which will evaluate and document the performance and condition of the wastewater utility; and,

WHEREAS, the Compliance Maintenance Annual Report will assist treatment plant owners to plan for the future where necessary so that each plant will maintain their permit requirements; and,

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington has reviewed and approved the 2011 Compliance Maintenance Annual Report, a copy of which is attached hereto.

Introduced: June 6, 2012
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Influent Flow and Loading

Questions								
1.	Monthly average flows and (C)BOD loadings.							
	InFluent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentrati on mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day
	January	2.395	X	420	X	8.34	=	8393
	February	2.616	X	383	X	8.34	=	8363
	March	3.271	X	379	X	8.34	=	10343
	April	3.254	X	326	X	8.34	=	8843
	May	3.199	X	380	X	8.34	=	10136
	June	2.836	X	340	X	8.34	=	8052
	July	2.730	X	336	X	8.34	=	7653
	August	2.680	X	366	X	8.34	=	8179
	September	2.443	X	355	X	8.34	=	7235
	October	2.382	X	390	X	8.34	=	7743
	November	2.583	X	512	X	8.34	=	11020
	December	2.540	X	337	X	8.34	=	7144
2.	Maximum month design flow and design (C)BOD loading.							
		Design	X	%	=	% of Design		
	Max Month Design Flow, MGD	4.9	x	90	=	4.41		
			x	100	=	4.9		
	Design (C)BOD, lbs./day	11350	x	90	=	10215		
			x	100	=	11350		

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Influent Flow and Loading (Continued)

3.	Number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:				
	Months of Influent Flow	Number of times flow was greater than 90% of design	Number of times flow was greater than 100% of design	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
	January	1	0	0	0
	February	1	0	0	0
	March	1	0	0	1
	April	1	0	0	0
	May	1	0	0	0
	June	1	0	0	0
	July	1	0	0	0
	August	1	0	0	0
	September	1	0	0	0
	October	1	0	0	0
	November	1	0	0	1
	December	1	0	0	0
	Points per each exceedance	2	1	3	2
	Exceedances	0	0	2	0
	Points	0	0	6	0
	Total Number of Points				6

4.	Was the influent flow meter calibrated in the last year?
	<input checked="" type="radio"/> Yes Enter last calibration date, MM/DD/YYYY 01/16/2012 <input type="radio"/> No -explain <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>

5.	Sewer Use Ordinance
	<p>5.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If No, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Influent Flow and Loading (Continued)

5.2 Was it necessary to enforce?
 Yes
 No
 If Yes, please describe:

6. Septage Receiving

6.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

6.2 Did you receive septage at your facility? If yes, indicate volume in gallons

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
3,123,073 gal	22,430,950 gal	gal

6.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes

7. Pretreatment

7.1 Did your facility experience operational problems, permit violations, biosolids quality concerns or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?
 Yes
 No
 If Yes, describe the situation and your community's response:

7.2 Did your facility accept hauled industrial wastes, landfill leachate, etc?
 Yes
 No
 If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the plant from the discharge of hauled industrial wastes.

Total Points Generated	6
Score (100 - Total Points Generated)	94
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/22/2012

Reporting Year: 2011

Effluent Quality and Plant Performance ((C)BOD)

Questions							
1.	Monthly average effluent values, exceedances, and points for (C)BOD:						
	Outfall No.001	Monthly Average C(BOD) Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average C(BOD) (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	
	January	30	27	13	1	0	
	February	30	27	15	1	0	
	March	30	27	14	1	0	
	April	30	27	12	1	0	
	May	30	27	16	1	0	
	June	30	27	13	1	0	
	July	30	27	6	1	0	
	August	30	27	6	1	0	
	September	30	27	7	1	0	
	October	30	27	7	1	0	
	November	30	27	8	1	0	
	December	30	27	7	1	0	
	* Equals limit if limit is <=10						
	Months of Discharge/yr				12		
	Points per each exceedance with 12 months of discharge:					7	3
	Exceedances					0	0
	Points					0	0
	Total Number of Points						0
	<p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0</p>						
2.	If any violations occurred, what action was taken to regain compliance?						
	N/A						
3.	Was the effluent flow meter calibrated in the last year?						
	<input checked="" type="radio"/> Yes - enter last calibration date, MM/DD/YYYY: 01/16/2012						
	<input type="radio"/> No - explain:						

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Effluent Quality and Plant Performance ((C)BOD) (Continued)

4.	<p>What problems, if any, were experienced over the last year that threatened treatment?</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">N/A</div>
5.	<p>Other Monitoring and Limits</p> <p>5.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as metals, pH, residual chlorine, or fecal coliform?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> <p>5.2 At any time in the past year was there an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Testing done in December, 2011. Passed both tests.</div> <p>5.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA </p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Effluent Quality and Plant Performance (Total Suspended Solids)

Questions							
1.	Monthly average effluent values, exceedances, and points for TSS:						
	Outfall No.001	Monthly Average TSS Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average TSS (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	
	January	30	27	11	1	0	
	February	30	27	9	1	0	
	March	30	27	8	1	0	
	April	30	27	6	1	0	
	May	30	27	6	1	0	
	June	30	27	9	1	0	
	July	30	27	8	1	0	
	August	30	27	8	1	0	
	September	30	27	10	1	0	
	October	30	27	11	1	0	
	November	30	27	10	1	0	
	December	30	27	12	1	0	
	* Equals limit if limit is <=10						
	Months of Discharge/yr				12		
	Points per each exceedance with 12 months of discharge:					7	3
	Exceedances					0	0
	Points					0	0
	Total Number of Points						0
	<p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$</p>						
2.	If any violations occurred, what action was taken to regain compliance?						
	N/A						

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/22/2012

Reporting Year: 2011

Effluent Quality and Plant Performance (Ammonia = NH3)

Questions

1. Monthly and weekly average effluent values, exceedances, and points for NH3:

Outfall No.001	Monthly Average NH3 LIMIT (mg/L)	Weekly Average NH3 LIMIT (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January									
February									
March									
April									
May	9.1		3.7	0					
June	9.1		0.4	0					
July	9.1		0.1	0					
August	9.1		0.2	0					
September	9.1		0.1	0					
October									
November									
December									

Points per each exceedance of monthly average:	10
Exceedances, Monthly:	0
Points:	0
Points per each exceedance of weekly average(when there is no monthly average):	2.5
Exceedances, Weekly:	0
Points:	0
Total Number of Points:	0

Note: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to detect exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to detect exceedances and generate points.

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Effluent Quality and Plant Performance (Ammonia = NH3) (Continued)

2.	If any violations occurred, what action was taken to regain compliance?
	N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/22/2012

Reporting Year: 2011

Effluent Quality and Plant Performance (Phosphorus)

Questions

1.	Monthly average effluent values, exceedances, and points for Phosphorus:																																																																																					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Outfall No.001</th> <th style="width: 15%;">Monthly Average phosphorus Limit (mg/L)</th> <th style="width: 15%;">Effluent Monthly Average phosphorus (mg/L)</th> <th style="width: 15%;">Months of Discharge with a Limit</th> <th style="width: 10%;">Permit Limit Exceedance</th> </tr> </thead> <tbody> <tr><td>January</td><td>1</td><td>0.7</td><td>1</td><td>0</td></tr> <tr><td>February</td><td>1</td><td>0.6</td><td>1</td><td>0</td></tr> <tr><td>March</td><td>1</td><td>0.6</td><td>1</td><td>0</td></tr> <tr><td>April</td><td>1</td><td>0.4</td><td>1</td><td>0</td></tr> <tr><td>May</td><td>1</td><td>0.5</td><td>1</td><td>0</td></tr> <tr><td>June</td><td>1</td><td>0.6</td><td>1</td><td>0</td></tr> <tr><td>July</td><td>1</td><td>0.8</td><td>1</td><td>0</td></tr> <tr><td>August</td><td>1</td><td>0.8</td><td>1</td><td>0</td></tr> <tr><td>September</td><td>1</td><td>0.7</td><td>1</td><td>0</td></tr> <tr><td>October</td><td>1</td><td>0.7</td><td>1</td><td>0</td></tr> <tr><td>November</td><td>1</td><td>0.7</td><td>1</td><td>0</td></tr> <tr><td>December</td><td>1</td><td>0.9</td><td>1</td><td>0</td></tr> <tr> <td colspan="3">Months of Discharge/yr</td> <td>12</td> <td></td> </tr> <tr> <td colspan="4">Points per each exceedance with 12 months of discharge:</td> <td>10</td> </tr> <tr> <td colspan="4">Exceedances</td> <td>0</td> </tr> <tr> <td colspan="4">Total Number of Points</td> <td>0</td> </tr> </tbody> </table> <p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$</p>	Outfall No.001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	January	1	0.7	1	0	February	1	0.6	1	0	March	1	0.6	1	0	April	1	0.4	1	0	May	1	0.5	1	0	June	1	0.6	1	0	July	1	0.8	1	0	August	1	0.8	1	0	September	1	0.7	1	0	October	1	0.7	1	0	November	1	0.7	1	0	December	1	0.9	1	0	Months of Discharge/yr			12		Points per each exceedance with 12 months of discharge:				10	Exceedances				0	Total Number of Points				0
Outfall No.001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance																																																																																		
January	1	0.7	1	0																																																																																		
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2.	If any violations occurred, what action was taken to regain compliance?																																																																																					
	N/A																																																																																					

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Biosolids Quality and Management

	Questions	Points						
1	<p>Biosolids Use/Disposal:</p> <p>1.1 How did you use or dispose of your biosolids?(Check all that apply)</p> <p> <input checked="" type="checkbox"/> Land Applied Under Your Permit <input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids <input type="checkbox"/> Hauled to Another Permitted Facility <input type="checkbox"/> Landfilled <input type="checkbox"/> Incinerated <input type="checkbox"/> Other </p> <p>NOTE:If you do not remove biosolids from your system annually, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc, and if biosolids were land applied last year, please also check top box above.</p> <p>1.1.1 If you checked Other, Please describe: <input style="width: 100%;" type="text"/></p>							
2	<p>Land Application Site:</p> <table border="1" style="width: 100%; margin: 10px 0;"> <tr> <td colspan="2" style="text-align: center;">Last Year's Approved and Active Land Application Sites</td> </tr> <tr> <td style="width: 50%;">2.1.1 How many acres did you have?</td> <td style="width: 50%;">2.1.2 How many acres did you use?</td> </tr> <tr> <td style="text-align: center;">717 acres</td> <td style="text-align: center;">272 acres</td> </tr> </table> <p>2.2 If you did not have enough acres for your land application needs, what action was taken? <input style="width: 100%;" type="text" value="N/A"/></p>	Last Year's Approved and Active Land Application Sites		2.1.1 How many acres did you have?	2.1.2 How many acres did you use?	717 acres	272 acres	
Last Year's Approved and Active Land Application Sites								
2.1.1 How many acres did you have?	2.1.2 How many acres did you use?							
717 acres	272 acres							
	<p>2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?</p> <p> <input type="radio"/> Yes(30 points) <input checked="" type="radio"/> No </p>	0						
	<p>2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <input type="radio"/> N/A </p>	0						
3	<p>Biosolids Metals</p> <p>Number of biosolids outfalls in your WPDES permit = 1</p> <p>3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year</p>							
BIOSOLIDS METALS CHARACTERISTICS								
Outfall:004 - Liquid Sludge								

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Biosolids Quality and Management (Continued)

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	mg/kg on a dry weight basis												Times Exceeded				
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling		
arsenic		41	75			4.5		6.1		5			5					0	0	0
cadmium		39	85			1.5		1.3		1.1			1.2					0	0	0
copper		1500	4300			610		650		650			760					0	0	0
lead		300	840			42		43		36			40					0	0	0
mercury		17	57			.26		.79		.26			.35					0	0	0
molybdenum	60		75			22		25		23			25					0		0
nickel	336		420			32		34		31			39					0		0
selenium	80		100			2.4		5.7		7.1			15					0		0
zinc		2800	7500			970		1000		1300			1400					0	0	0

<p>3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel or selenium = 0</p>	0												
<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="3">Exceedance Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">●</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0 Points</td> </tr> <tr> <td style="text-align: center;">○</td> <td style="text-align: center;">1-2</td> <td style="text-align: center;">10 Points</td> </tr> <tr> <td style="text-align: center;">○</td> <td style="text-align: center;">> 2</td> <td style="text-align: center;">15 Points</td> </tr> </tbody> </table>	Exceedance Points			●	0	0 Points	○	1-2	10 Points	○	> 2	15 Points	
Exceedance Points													
●	0	0 Points											
○	1-2	10 Points											
○	> 2	15 Points											
<p>3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loadings at each land application site? (check applicable box)</p>	0												
<p> <input type="radio"/> Yes <input type="radio"/> No (10 points) <input checked="" type="radio"/> NA. Did not exceed limits or no HQ limit applies (0 points) <input type="radio"/> NA. Did not land apply biosolids until limit was met(0 points) </p>													
<p>3.1.3 Number of times any of the metals exceeded the ceiling limits = 0</p>	0												
<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="3">Exceedance Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">●</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0 Points</td> </tr> <tr> <td style="text-align: center;">○</td> <td style="text-align: center;">1</td> <td style="text-align: center;">10 Points</td> </tr> <tr> <td style="text-align: center;">○</td> <td style="text-align: center;">> 1</td> <td style="text-align: center;">15 Points</td> </tr> </tbody> </table>	Exceedance Points			●	0	0 Points	○	1	10 Points	○	> 1	15 Points	
Exceedance Points													
●	0	0 Points											
○	1	10 Points											
○	> 1	15 Points											
<p>3.1.4 Were biosolids land applied which exceeded the ceiling limit?</p>	0												
<p> <input type="radio"/> Yes(20 points) <input checked="" type="radio"/> No (0 points) </p>													
<p>3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?</p>													

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Biosolids Quality and Management (Continued)

	N/A																	
4.	Pathogen Control(per outfall):																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>004</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>01/01/2011 12:00:00 AM - 03/31/2011 12:00:00 AM</td></tr> <tr><td>Density:</td><td>29222</td></tr> <tr><td>Sample Concentrator Amount:</td><td>CFU/G TS</td></tr> <tr><td>Process:</td><td></td></tr> <tr><td>Process Description:</td><td></td></tr> </table>	Outfall Number:	004	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	01/01/2011 12:00:00 AM - 03/31/2011 12:00:00 AM	Density:	29222	Sample Concentrator Amount:	CFU/G TS	Process:		Process Description:		
Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	01/01/2011 12:00:00 AM - 03/31/2011 12:00:00 AM																	
Density:	29222																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>004</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>04/01/2011 12:00:00 AM - 06/30/2011 12:00:00 AM</td></tr> <tr><td>Density:</td><td>7652</td></tr> <tr><td>Sample Concentrator Amount:</td><td>CFU/G TS</td></tr> <tr><td>Process:</td><td></td></tr> <tr><td>Process Description:</td><td></td></tr> </table>	Outfall Number:	004	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	04/01/2011 12:00:00 AM - 06/30/2011 12:00:00 AM	Density:	7652	Sample Concentrator Amount:	CFU/G TS	Process:		Process Description:		
Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	04/01/2011 12:00:00 AM - 06/30/2011 12:00:00 AM																	
Density:	7652																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>004</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>07/01/2011 12:00:00 AM - 09/30/2011 12:00:00 AM</td></tr> <tr><td>Density:</td><td>2696</td></tr> <tr><td>Sample Concentrator Amount:</td><td>CFU/G TS</td></tr> <tr><td>Process:</td><td></td></tr> <tr><td>Process Description:</td><td></td></tr> </table>	Outfall Number:	004	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	07/01/2011 12:00:00 AM - 09/30/2011 12:00:00 AM	Density:	2696	Sample Concentrator Amount:	CFU/G TS	Process:		Process Description:		
Outfall Number:	004																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	07/01/2011 12:00:00 AM - 09/30/2011 12:00:00 AM																	
Density:	2696																	
Sample Concentrator Amount:	CFU/G TS																	
Process:																		
Process Description:																		

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Biosolids Quality and Management (Continued)

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit	F
Sample Dates:	10/01/2011 12:00:00 AM - 12/31/2011 12:00:00 AM
Density:	4058
Sample Concentrator Amount:	CFU/G TS
Process:	
Process Description:	

4.1 If exceeded Class B limit or did not meet the process criteria at the time of land application(40 Points)

4.1.1 Was the limit exceeded or the process criteria not met at any time?

- Yes
 No

If yes, what action was taken?

5 Vector Attraction Reduction(per outfall):0

Outfall Number:	004
Method Date:	03/31/2011 12:00:00 AM
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	06/30/2011 12:00:00 AM
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	09/30/2011 12:00:00 AM
Option Used To Satisfy Requirement:	INJ

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Biosolids Quality and Management (Continued)

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Outfall Number:</td> <td>004</td> </tr> <tr> <td>Method Date:</td> <td>12/31/2011 12:00:00 AM</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>INJ</td> </tr> <tr> <td>Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table>	Limit (if applicable):		Results (if applicable):				Outfall Number:	004	Method Date:	12/31/2011 12:00:00 AM	Option Used To Satisfy Requirement:	INJ	Limit (if applicable):		Results (if applicable):			
Limit (if applicable):																			
Results (if applicable):																			
Outfall Number:	004																		
Method Date:	12/31/2011 12:00:00 AM																		
Option Used To Satisfy Requirement:	INJ																		
Limit (if applicable):																			
Results (if applicable):																			
	<p>5.1 If the limit or criteria was exceeded at the time of land application, 40 point</p> <p>5.1.1 Was the limit exceeded or the process criteria not met at any time?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0																	
6	Biosolids Storage:0																		
	<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p> <input checked="" type="radio"/> >+ 180 days (0 points) <input type="radio"/> 150 - 179 days (10 points) <input type="radio"/> 120 - 149 days (20 points) <input type="radio"/> 90 - 119 days (30 points) <input type="radio"/> < 90 days (40 points) <input type="radio"/> Not Applicable (0 points) </p>	0																	
	<p>6.2 If you check Not Applicable above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																		
7	Issues:																		
	<p>7.1 Describe any outstanding biosolids issues with treatment, use or overall mgt?-</p> <div style="border: 1px solid black; padding: 5px;">N/A</div>																		

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/22/2012

Reporting Year: 2011

Biosolids Quality and Management (Continued)

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/22/2012

Reporting Year: 2011

Staffing and Preventative Maintenance (All Treatment Plants)

Questions	Points
<p>1. Was your wastewater treatment plant adequately staffed last year?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If No, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No. Explain </p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>3. Did your plant have a <u>documented AND implemented</u> plan for preventative maintenance on major equipment items?</p> <p> <input checked="" type="radio"/> Yes (Continue with questions below) <input type="radio"/> No (40 points and go to question 6) </p> <p>If No, explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>4. Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) </p>	0
<p>5. Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> (Paper file system) <input checked="" type="radio"/> (Computer program) <input type="radio"/> (Both Paper and Computer) <input type="radio"/> No (10 points) </p>	0
<p>6. Did your plant have a detailed O&M Manual that was used as a reference when needed?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>	
<p>7. Rate the overall maintenance of your wastewater plant.</p> <p> <input checked="" type="radio"/> Excellent </p>	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Staffing and Preventative Maintenance (All Treatment Plants) (Continued)

	<p> <input type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor </p> <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Work orders are generated and distributed weekly for preventative maintenance and tracked and recorded for completion. </div>	
--	---	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Operator Certification and Education

	Questions	Points
1	<p>Did you have a designated operator-in-charge during the report year?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p> <p>Name: <input type="text" value="CONNIE R WILSON"/></p> <p>Certification No: <input type="text" value="01392"/></p>	0
2	<p>In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required: <input type="text" value="4 - ABCEFGIJ; A - PRIMARY SETTLING; B - TRICKLING FILTER/RBC; C - ACTIVATED SLUDGE; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY"/></p> <p>Held: <input type="text" value="4 - ABCDEFGHIJ; T - KL; 4 - A=PRIMARY SETTLING GRADE 4; B=TRICKLING FILTER/RBC GRADE 4; C=ACTIVATED SLUDGE GRADE 4; D=PONDS/AERATED LAGOONS GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; H=FILTRATION GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4; T - K=SPECIAL K GRADE T; L=ELECTROPLATING/METAL FINISHING GRADE T"/></p>	
3	<p>Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p>	0
4	<p>In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation & maintenance of the plant that includes one or more of the following options (check all that apply):</p> <p>4.1 <input type="checkbox"/> one or more additional certified operators on staff</p> <p>4.2 <input type="checkbox"/> an arrangement with another certified operator</p> <p>4.3 <input type="checkbox"/> an arrangement with another community with a certified operator</p> <p>4.4 <input checked="" type="checkbox"/> an operator on staff who has an operator-in-training certificate for your plant and is expected be certified within one year</p> <p>4.5 <input type="checkbox"/> a consultant to serve as your certified operator</p> <p>4.6 <input type="checkbox"/> None of the above (20 points)</p>	0

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Operator Certification and Education (Continued)

	Explain:		
5.	If you had a designated operator-in-charge, was the operator-in-charge earning continuing education credits at the following rates?		
	Grades T, 1, and 2: <input type="radio"/> Averaging 6 or more CEUs per year <input type="radio"/> Averaging less than 6 CEUs per year Grades 3 and 4: <input checked="" type="radio"/> Averaging 8 or more CEUs per year <input type="radio"/> Averaging less than 8 CEUs per year Not applicable: <input type="radio"/> See Question 1.		

Total Points Generated	0
Score (100 = Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/24/2012**

Reporting Year: 2011

Financial Management

	Questions	Points
1	Person Providing This Financial Information <hr/> Name: Steve DeQuaker Telephone: (262) 342-1170 E-Mail Address(optional): sdequaker@burlington-wi.gov	
2	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ? <hr/> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) If No, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
3	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2007 <hr/> <input type="radio"/> 0-2 years ago (0 points) <input checked="" type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility)	20
4	Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <hr/> <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points)	0
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)		
5	Equipment Replacement Funds <hr/> 5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2011 <hr/> <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
	5.2 What amount is in your Replacement Fund? <div style="text-align: center;">Equipment Replacement Fund Activity</div>	
	5.2.1 Ending Balance Reported on Last Year's CMAR: \$618,865.86 5.2.2 Adjustments + \$0.00 if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) 5.2.3 Adjusted January 1st Beginning Balance \$618,865.86	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/24/2012**

Reporting Year: 2011

Financial Management (Continued)

	<p>5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.) + \$191,870.00</p> <p>5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*). - \$24,104.76</p> <p>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$786,631.10</p> <p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Replace primary & secondary sludge transfer pumps; replace 1st stage Marlow pump; replace pump-solids bldg. </div>										
	<p>5.3 What amount <u>should</u> be in your replacement fund? \$191,870.00</p> <p>(If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)</p>										
	<p>5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No Explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>										
6	Future Planning										
	<p>6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>Phase I construction design.</td> <td style="text-align: right;">\$3,200,000.00</td> <td style="text-align: center;">2008</td> </tr> <tr> <td>Phase 2 construction & design</td> <td style="text-align: right;">\$9,000,000.00</td> <td style="text-align: center;">2012</td> </tr> </tbody> </table>	Project Description	Estimated Cost	Approximate Construction Year	Phase I construction design.	\$3,200,000.00	2008	Phase 2 construction & design	\$9,000,000.00	2012	
Project Description	Estimated Cost	Approximate Construction Year									
Phase I construction design.	\$3,200,000.00	2008									
Phase 2 construction & design	\$9,000,000.00	2012									
7	Financial Management General Comments:										
	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Phase 2 going forward in 2012. </div>										

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:
5/24/2012

Reporting Year: 2011

Financial Management (Continued)

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Sanitary Sewer Collection Systems

	Questions	Points
1	<p>Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Goals: Describe the specific goals you have for your collection system: <input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have): <ul style="list-style-type: none"> <input type="checkbox"/> Ownership and governing body description <input type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY 09/15/1998 <input type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input type="checkbox"/> Private lateral inspections/repairs <input type="checkbox"/> Service and management agreements <input type="checkbox"/> Maintenance Activities: details in Question 4 <input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/> Others: 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Sanitary Sewer Collection Systems (Continued)

	<input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals Within your sewer system have you identified the following? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <input type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed. <input checked="" type="checkbox"/> Special Studies Last Year (check only if applicable): <ul style="list-style-type: none"> <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input checked="" type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: 	
--	---	--

4.	Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:	
-----------	---	--

Cleaning	50	%	of system/year	
Root Removal	5	%	of system/year	
Flow Monitoring	100	%	of system/year	
Smoke Testing	0	%	of system/year	
Sewer Line Televising	5	%	of system/year	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Sanitary Sewer Collection Systems (Continued)

Manhole Inspections	<input style="width: 50px;" type="text" value="50"/>	% of system/year
Lift Station O&M	<input style="width: 50px;" type="text" value="7"/>	# per L.S./year
Manhole Rehabilitation	<input style="width: 50px;" type="text" value="1"/>	% of manholes rehabed
Mainline Rehabilitation	<input style="width: 50px;" type="text" value="1"/>	% of sewer lines rehabed
Private Sewer Inspections	<input style="width: 50px;" type="text" value="0"/>	% of system/year
Private Sewer I/I Removal	<input style="width: 50px;" type="text" value="0"/>	% of private services
Please include additional comments about your sanitary sewer collection system below:		
<input style="width: 100%; height: 20px;" type="text"/>		

5. Provide the following collection system and flow information for the past year:

<input style="width: 80px;" type="text" value="36.345"/>	Total Actual Amount of Precipitation Last Year
<input style="width: 80px;" type="text" value="33.83"/>	Annual Average Precipitation (for your location)
<input style="width: 80px;" type="text" value="51"/>	Miles of Sanitary Sewer
<input style="width: 80px;" type="text" value="7"/>	Number of Lift Stations
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Station Failure
<input style="width: 80px;" type="text" value="0"/>	Number of Sewer Pipe Failures
<input style="width: 80px;" type="text" value="0"/>	Number of Basement Backup Occurrences
<input style="width: 80px;" type="text" value="11"/>	Number of Complaints
<input style="width: 80px;" type="text" value="2.9"/>	Average Daily Flow in MGD
<input style="width: 80px;" type="text"/>	Peak Monthly Flow in MGD(if available)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Sanitary Sewer Collection Systems (Continued)

	<p>NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 20%;">Cause</th> <th style="width: 25%;">Estimated Volume (MG)</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">NONE REPORTED</td> </tr> </tbody> </table> <p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED				0
Date	Location	Cause	Estimated Volume (MG)							
NONE REPORTED										
	<p>PERFORMANCE INDICATORS</p> <p><input style="width: 60px;" type="text" value="0.00"/> Lift Station Failures(failures/ps/year)</p> <p><input style="width: 60px;" type="text" value="0.00"/> Sewer Pipe Failures(pipe failures/sewer mile/yr)</p> <p><input style="width: 60px;" type="text" value="0.00"/> Sanitary Sewer Overflows (number/sewer mile/yr)</p> <p><input style="width: 60px;" type="text" value="0.00"/> Basement Backups(number/sewer mile)</p> <p><input style="width: 60px;" type="text" value="0.22"/> Complaints (number/sewer mile)</p> <p><input style="width: 60px;" type="text" value="0.0"/> Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</p> <p><input style="width: 60px;" type="text" value="0.0"/> Peaking Factor Ratio(Peak Hourly:Annual daily Average)</p>									
6.	<p>Was infiltration/inflow(I/I) significant in your community last year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>									
7.	<p>Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>									
8.	<p>Explain any infiltration/inflow(I/I) changes this year from previous years?</p>									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

**Last Updated:
5/22/2012**

Reporting Year: 2011

Sanitary Sewer Collection Systems (Continued)

9.	What is being done to address infiltration/inflow in your collection system?	
	We televise our sewers every year and do spot repairs if necessary.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:

Reporting Year: 2011

WPDES No.0022926

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings	A	4.0	3	12
Effluent Quality BOD	A	4.0	10	40
Effluent Quality TSS	A	4.0	5	20
Effluent Quality Ammonia	A	4.0	5	20
Effluent Quality P	A	4.0	3	12
Biosolids Mgt	A	4.0	5	20
Prev Maintenance Staffing	A	4.0	1	4
Operator Certification	A	4.0	1	4
Financial Management	C	2.0	1	2
Collection Systems	A	4.0	3	12
TOTALS			37	146
GRADE POINT AVERAGE(GPA)=3.95		3.95		

Notes:

- A = Voluntary Range
- B = Voluntary Range
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Burlington Water Pollution Control

Last Updated:

Reporting Year: 2011

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
City of Burlington	
RESOLUTION NUMBER	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B, required for grade C, D, or F):	
Influent Flow and Loadings: Grade=A	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Ammonia: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=C	
The City of Burlington is in the process of having a rate review completed by Donohue & Associates, which will include an equipment replacement update to reflect the 2012-13 plant modifications and updates.	
Collection Systems: Grade=A	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.95	



Administration Department
300 N. Pine St., Burlington, WI, 53105
(262) 342-1661 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item Number: 5	Date: June 19, 2012
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4562(13) to approve a lot line adjustment in the City of Burlington for property located at 824 Milwaukee Avenue.

Details:

This item adds 15 feet to the proposed lot for the new O'Reilly Auto Parts Store, located on the former Department of Public Works site. The lot-line adjustment is being proposed due to the fact that the proposed layout of the parking and building for the new store requires 15 additional feet in order to meet City building codes.

This is the last item to address before the sale is completed with O'Reilly.

Options & Alternatives:

The Council could deny the adjustment. However, after conferring with O'Reilly Representatives it appears that adding the additional 15 is the only reasonable way to ensure the building and parking are laid out to meet our codes.

Financial Remarks:

There are no financial impacts to City resources associated with this item.

Executive Action:

This item was discussed at the June 19, 2012 Committee of the Whole meeting and is for consideration at the Common Council meeting the same night.

Resolution Number: 4562(13)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A LOT LINE ADJUSTMENT IN THE CITY OF BURLINGTON
FOR PROPERTY LOCATED AT 824 MILWAUKEE AVENUE**

WHEREAS, the City of Burlington desires to add 15 feet to Lot 2 of Certified Survey Map 3046, recorded in the Racine County Register of Deeds office in document 2308087 and located in the Southeast 1/4 of the Southeast 1/4 of Section 20, Town 7 North, Range 21 East and;

WHEREAS, the Quit Claim Deed hereby referenced as Exhibit A accurately reflects the adjustment to Lot 2 desired by the City of Burlington;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County, State of Wisconsin, that the attached Lot Line Adjustment prepared on April 25, 2012 by Gary Splinter of Kapur and Associates, is hereby approved.

BE IT FURTHER RESOLVED that the City Clerk record said Quit Claim Deed with the Racine County Register of Deeds and provide a copy of the recorded Quit Claim Deed to the Planning and Development Director, Julie Anderson, of Racine County Planning and Development, located at 14200 Washington Ave., Sturtevant, WI 53177.

Introduced: June 19, 2012
Adopted: June 19, 2012

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk

Exhibit "A"

LEGAL DESCRIPTION

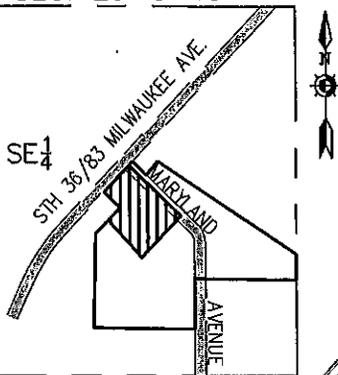
That part of Lot 2 of Certified Survey Map 3046, as recorded in the Racine County Register of Deeds office in document 2308087 and located in the Southeast 1/4 of the Southeast 1/4 of Section 20, Town 7 North, Range 21 East, described as follows:

The Northwesterly 15 feet of the Northeasterly 205.38 feet of said Lot 2.

EXHIBIT A

SEC. 29-3-19

29



LOCATION SKETCH
NOT TO SCALE

NORTH REFERENCED TO THE WI COUNTY
COORDINATE SYSTEM (RACINE ZONE) NAD
1983(91). THE WEST LINE OF THE SW
1/4 OF SEC. 28-3-19 BEARING
N00°18'12"W, ALSO WI STATE PLANE
SYSTEM SOUTH ZONE AS NOT 45'14" W

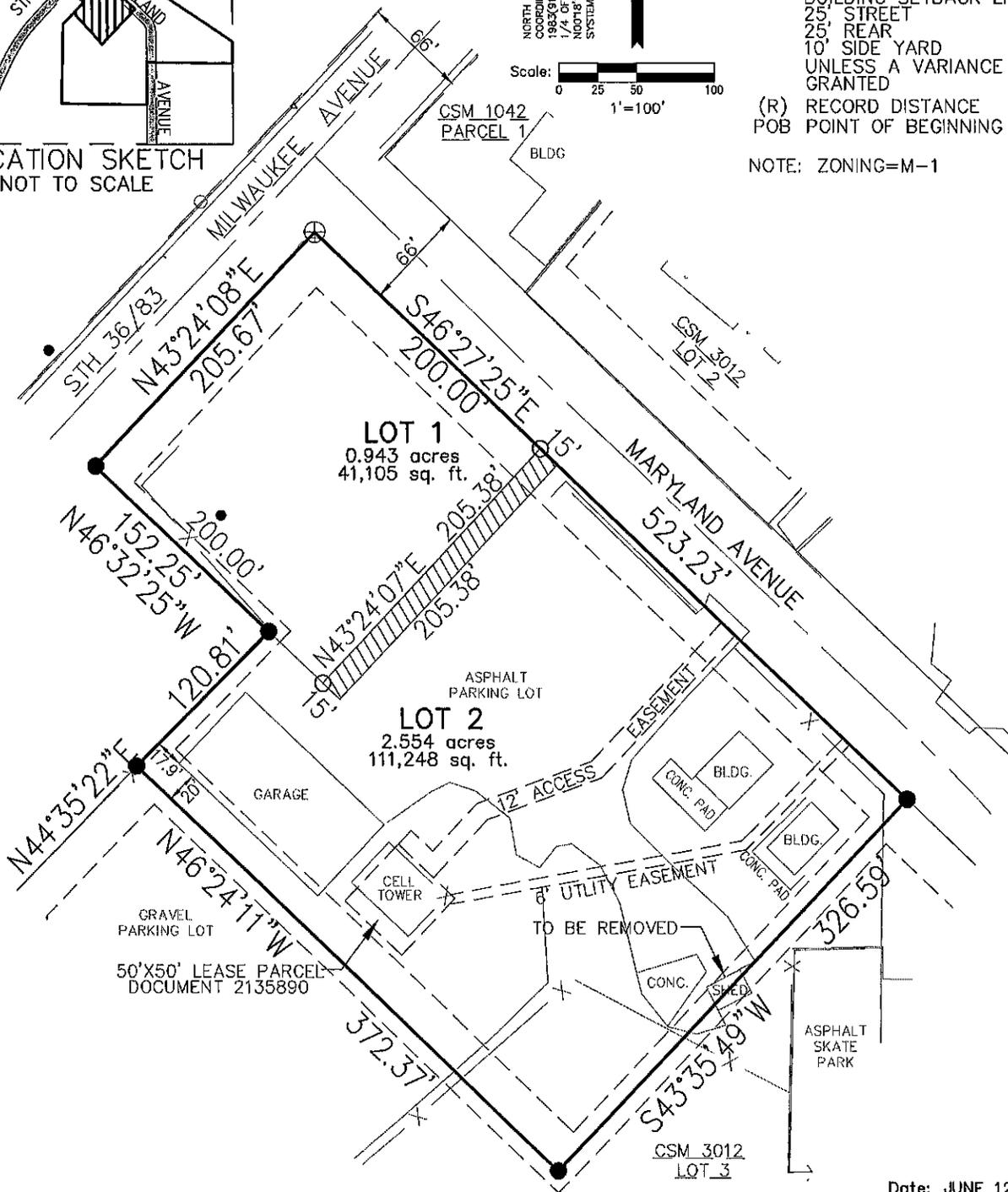


Scale: 0 25 50 100
1"=100'

LEGEND

- 1 5/16" O.D. x 24" IRON PIPE SET WEIGHING 1.13 LBS/FT
- 1 5/16" OD IRON PIPE FOUND
- ⊕ CUT "X" FOUND
- - - BUILDING SETBACK LINE
- 25' STREET
- 25' REAR
- 10' SIDE YARD
- UNLESS A VARIANCE WAS GRANTED
- (R) RECORD DISTANCE
- POB POINT OF BEGINNING

NOTE: ZONING=M-1



D:\RACINE_C01\BURLINGTON_CITY\AGD\100238_DLD_DP\ SITE\CSM 12-7-11\CSW-DLD_DP\100238-CSM 6-12-2012.DWG

Owner/Subdivider:
City of Burlington
300 N. Pine Street
City of Burlington

Surveyor:
Kapur & Associates, Inc.
6025 South Pine Street
Burlington, WI. 53105
(262)767-2747

Date: JUNE 12, 2012





CITY OF BURLINGTON

Department of Public Works
Streets, Parks & Water Departments
2200 S. Pine St. Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 14A	Date: June 19, 2012
Submitted By: Kevin Lahner, City Administrator	Subject: Ordinance 1953(7) to consider amending the Multi-Jurisdictional Comprehensive Plan for 824 Milwaukee Avenue.

Details:

The Racine County Multi-Jurisdictional Comprehensive Plan was implemented by state statute on January 1, 2010. As part of a rezone request to zone property at 824 Milwaukee Avenue, an amendment to the Comprehensive Plan would be necessary. Currently this property is zoned as Industrial and would need to be amended to Commercial to be compliant.

The process of a Comprehensive Plan Amendment began with a Plan Commission recommendation. A thirty day waiting period occurred in which surrounding communities were notified of the Public Hearing that will occur at the May 1, 2012 Council meeting. After the Public Hearing the Common Council will consider the amendment and make it part of permanent record if approved. Racine County will amend the land use plan yearly with any updates or amendments.

This request was recommended for approval at the May 8th Plan Commission meeting.

Options & Alternatives:

This amendment is a necessary part of the rezone if it is approved.

Financial Remarks:

There are no costs associated with this request.

Executive Action:

This item was discussed at the June 6, 2012 Committee of the Whole meeting and is scheduled for the June 19, 2012 Common Council meeting for consideration.

**ORDINANCE AMENDING THE RACINE COUNTY MULTI-JURISDICTION COMPREHENSIVE
PLAN FOR THE CITY OF BURLINGTON, WISCONSIN FOR 824 MILWAUKEE AVENUE**

The City Common Council of the City of Burlington, Wisconsin, do ordain as follows:

Section 1. On July 21, 2009, the City of Burlington adopted, as Ordinance No. 1890(11) a comprehensive plan (the "Plan") pursuant to the provisions of Sections 62.23(3)(b) and 66.1001 of the Wisconsin Statutes, such Plan being formally titled "A Multi-Jurisdictional Comprehensive Plan for the City of Burlington, Wisconsin."

Section 2. Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes allows the Plan to be amended, from time to time, by the City of Burlington under and pursuant to the provisions and procedures contained in such Sections 62.23(3)(b) and 66.1001(4).

Section 3. The City of Burlington wishes to so amend the Plan as expressly described below (the "Plan Amendment") and the procedures specified on Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes for the Plan Amendment have been fully complied with by the City of Burlington.

Section 4. The Plan Amendment pertains to the real property (the "Real Property") located in the City of Burlington and which is more specifically described in attached Exhibit A, such Exhibit A being hereby incorporated herein by reference.

Section 5. The Common Council held a public hearing on said amendment on _____ and which public hearing was properly noticed by a Class 1 notice under Chapter 985 of the Wisconsin Statutes and was duly published on May 3, 2012 at least thirty (30) days before the public hearing was held.

Section 6. The City of Burlington Common Council hereby finds and determines based, in part, upon the City plan Commission's recommendation and Plan Commission Resolution Number Thirteen dated May 8, 2012 that:

- a) The Comprehensive Plan Amendment is consistent with the goals, objectives, and policies of the Plan.
- b) The Plan Amendment will not lead to any detrimental environmental effects.
- c) The Plan Amendment is compatible with surrounding land uses.
- d) The Comprehensive Plan Amendment will not overburden existing local and County facilities and services and such facilities and services are adequate to serve the type of development associated with the Plan Amendment.
- e) The Comprehensive Plan Amendment will enhance economic development within the City and County.
- f) The Comprehensive Plan Amendment is in substantial agreement with the recommendations of the regional land use plan.

Section 7. The Comprehensive Plan is accordingly hereby amended by the adoption of the following Plan Amendment: "Real Property (described in attached Exhibit A) be changed from its current land use designation of "Industrial" in the Plan to the new land use designation of

"Commercial" in the Land Use Plan Element and Land Use Plan Map for the year 2035 of the City's Comprehensive Plan to construct an 8-unit apartment building.

Section 8. This ordinance shall take effect upon passage by a majority vote of the members-elect of the City of Burlington Common Council and publication or posting as required by law.

Introduced: June 6, 2012
Adopted:

Robert Miller, Mayor

Attest:

Beverly Gill, City Clerk

EXHIBIT A

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3046, AS RECORDED IN THE RACINE COUNTY REGISTER OF DEEDS OFFICE IN VOLUME 9, ON PAGE 901, DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT THE NORTHERNMOST CORNER OF SAID LOT 1; THENCE SOUTH 46 DEGREES 27 MINUTES 25 SECONDS EAST, ASSUMED BEARING ALONG THE NORTHEASTERLY LINE OF SAID LOT 1, A DISTANCE OF 200.00 FEET TO THE EASTERNMOST CORNER OF SAID LOT 1; THENCE SOUTH 43 DEGREES 24 MINUTES 07 SECONDS WEST, A DISTANCE OF 205.38 FEET TO THE SOUTHERNMOST CORNER OF SAID LOT 1; THENCE NORTH 46 DEGREES 32 MINUTES 25 SECONDS WEST, A DISTANCE OF 200.00 FEET TO THE WESTERNMOST CORNER OF SAID LOT 1; THENCE NORTH 43 DEGREES 24 MINUTES 08 SECONDS EAST, A DISTANCE OF 205.67 FEET TO THE POINT OF BEGINNING AND THERE TERMINATING.

**Finance Department**

300 N. Pine Street, Burlington, WI 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
www.burlington-wi.gov

Committee of the Whole Item Number: 4	Date: June 19, 2012
Submitted By: Kevin Lahner, City Administrator and Steve DeQuaker, Treasurer	Subject: Motion 12-747 to consider approving the 2011 Annual Audit Report.

Details:

The 2011 Annual Audit has been completed and is enclosed for your review. The City audit is a comprehensive view of the City's revenues and expenditures throughout all of 2011. The audit is compiled of all the basic financial statements: Statement of Net Assets, Statement of Activities, Balance Sheet, Statement of Cash Flows, Debt Schedule, and Schedule of Revenues and Expenditures. The annual financial reports encompass the General Fund, Proprietary funds, and various Authority's and Special Revenue Funds which fall under the City's spectrum. The purpose of the City audit is to gain an understanding of the City's yearly finances, test the internal controls in place, as well as evaluate estimates and financial decisions made by management. The audit found that the City of Burlington is in conformity with accounting principles generally accepted in the United States of America.

Patrick Romenesko, the City Auditor will be making a short presentation at the Council meeting where you can also address him with any questions.

Options & Alternatives:

The audit report is an annual report required by state statutes. The Common Council must accept the report in order to comply with state laws.

Financial Remarks:

The 2011 budget year resulted in a decrease of \$362,447 in the general fund reserves. This brings the general fund reserves down to \$1.98 million or 27.9% of 2011 expenditures. The budgeted fund balance for 2011 was 2.1 million. 27.9% is within accepted levels of fund balance to expenditures, as a percentage. A minimum of 25% is recommended for fund balance. Sale of City property, which was budgeted at \$250,000 in 2011 also were put on hold. The General Fund reserves spend-down was planned in 2011.

Executive Action:

This item was discussed at the June 19, 2012 Committee of the Whole and is scheduled for tonight's Common Council meeting for consideration.