

Burlington City Hall
300 N. Pine Street
Burlington, WI
53105
262.342.1161



**CITY OF BURLINGTON
COMMON COUNCIL**

Robert Miller, Mayor
(262) 342-1161

First District Aldermen

Bob Prailes
(262) 763-5194

Ed Johnson
(262) 763-8321

Second District Aldermen

Peter Hintz
Council President
(262) 763-7063

Ruth Dawidziak
(262) 763-3965

Third District Aldermen

Tom Vos
(262) 763-2213

Jon Schultz
(262) 757-8580

Fourth District Aldermen

Tom Preusker
(262) 661-4488

Todd Bauman
(262) 210-9257



Announcements

December: Santa's Chalet will be open the first three weeks of December on Fridays from 6-8 p.m., Saturdays from 2-4 p.m. and Sundays from 2-4 p.m. in Wehmhoff Square Park.

Mid December: 2014 Real Estate and Personal Property Tax bills to be mailed. First installment payments are due by January 31, 2015. If you want to claim a deduction on your income taxes, you must pay by December 31, 2014.

December 25, 26, 31 and January 1 and 19: Non-emergency City offices will be closed for the holidays.

March 21: The Annual Home Show & Chocolate Extravaganza will be held on Saturday, March 22 from 9 a.m. to 3 p.m. at Burlington High School, 400 McCanna Parkway.

March 31: Last day to license a dog or cat at City Hall without a late fee.

April 1: City Compost Site on Maryland Avenue opens. Call the Department of Public Works at 539-3770 for specific hours.

CITY STAFF DIRECTORY

City Hall

300 N. Pine Street - 342-1161

Robert Miller	Mayor
Kevin Lahner	City Administrator
Megan Watkins	Director of Administrative Services
Steve DeQuaker	Treasurer/Budget Officer
Patrick Scherrer	Building Inspector
Diahnn Halbach	City Clerk

Fire Department

165 E. Washington Street - 763-7842

Perry Howard	Fire Chief
John Niederer	Fire Inspector

Public Library

166 E. Jefferson Street - 342-1130

Gayle Falk	Library Director
Joy Schupp	Youth Services Director
Carole Rybarczyk	Adult Services Director

Police Department

224 E. Jefferson Street - 342-1100

Peter Nimmer	Police Chief
Mark Anderson	Lieutenant

Public Works - Streets/Parks/Water

2200 S. Pine Street - 539-3770

Craig Workman	Public Works Director
Dan Jensen	Supervisor - Streets & Parks

Public Works - Wastewater

2100 S. Pine Street - 539-3646

Craig Workman	Public Works Director
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Municipal Court

300 N. Pine Street - 342-1129

Marvin Daniel	Municipal Court Judge
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Recycling Collection Schedule

- Week of December 8-12
- Week of December 22-26
- Week of January 5-9
- Week of January 12-16 **
- Week of January 26-30
- Week of February 9-13
- Week of February 23-27

***Recycling service will occur two weeks in a row January 5-16, then every other week after the 16th.*

December Meetings

- | | | |
|-------|-----------|-----------------------|
| 12/2 | 5:00 p.m. | - Police & Fire Comm. |
| 12/2 | 5:30 p.m. | - CDA |
| 12/2 | 6:30 p.m. | - Common Council |
| 12/9 | 6:30 p.m. | - Plan Commission |
| 12/16 | 6:30 p.m. | - Common Council |
| 12/18 | 6:30 p.m. | - Park Board |
| 12/23 | 4:00 p.m. | - Library Board |
| TBD | 6:30 p.m. | - HPC |

January Meetings

- | | | |
|------|-----------|-----------------------|
| 1/6 | 5:30 p.m. | - CDA |
| 1/6 | 6:30 p.m. | - Common Council |
| 1/6 | 6:30 p.m. | - Police & Fire Comm. |
| 1/13 | 6:30 p.m. | - Plan Commission |
| 1/15 | 6:30 p.m. | - Park Board |
| 1/20 | 6:30 p.m. | - Common Council |
| 1/22 | 6:00 p.m. | - Airport Committee |
| 1/22 | 6:30 p.m. | - HPC |
| 1/27 | 4:00 p.m. | - Library Board |

February Meetings

- | | | |
|------|-----------|-----------------------|
| 2/3 | 5:30 p.m. | - CDA |
| 2/3 | 6:30 p.m. | - Common Council |
| 2/3 | 6:30 p.m. | - Police & Fire Comm. |
| 2/10 | 6:30 p.m. | - Plan Commission |
| 2/17 | 6:30 p.m. | - Common Council |
| 2/19 | 6:30 p.m. | - Park Board |
| 2/24 | 4:00 p.m. | - Library Board |
| 2/26 | 6:00 p.m. | - Airport Committee |
| 2/26 | 6:30 p.m. | - HPC |



Volume 27 / Winter 2015

The City's Official Newsletter

PRE SORT
STANDARD U.S.
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BURLINGTON, WI
PERMIT NO. 2

Burlington, WI 53105
300 N. Pine Street
City of Burlington



Real Estate Taxes

Where did the summer go? It seems like we never really had hot temperatures for any long periods of time and now winter is fast approaching. How time flies! This is also the time of year when the City of Burlington gears up for the winter and completes its annual budget for the upcoming year.

As in the last four years, the City held the Citizen Budget Partners (CBP) process in an effort to maintain transparency, keep the public informed of City operations and to seek input from residents on policies and budgetary items that will be affecting the City in the next fiscal year. The CBP was a huge success this year as we had the most members ever, 13! The City gained valuable input on a number of issues and items related to the 2015 Budget. All of this is important as the Budget is directly related to the Levy that is needed to fund the programs for 2015. The Levy is what generates the tax bills to the property owners in the City of Burlington. If you are interested in being a part of the CBP next year, contact the City Treasurer at (262) 342-1170.

Your tax bill is made up of a number of parts. There are six taxing bodies in the City of Burlington: the State of Wisconsin, County of Racine, Burlington Area School District, City of Burlington, County of Racine Handicap (Disability and County provided Human Services), and Gateway Technical College. All of these taxing bodies provide the City with a levy that is used to calculate the overall tax charged to property owners in the City of Burlington. The State of Wisconsin provides a small amount of tax credits which are

automatically deducted from the levy from each taxing body, called State Credits.

The total levy, in combination with the overall assessed value of the city, creates the MIL rate which is used to generate the individual tax bills. In the 2013 tax year (paid in 2014), the City rate tax was \$8.65 per \$1,000 of value. The overall Tax rate in 2013 for the total bill was \$24.09 per \$1,000 - less Lottery and First Dollar Credits if they apply to your property.

Real Estate Tax Bills

Real Estate tax bills are prepared and mailed on or about December 15 for both Racine County and Walworth County property owners. Please contact City Hall if you do not receive your tax bill or if you have any questions regarding your tax bill. City Hall and the participating banks listed below will accept checks, money orders, bank checks or cash. This year the City is partnering with Payment Service Network (www.paymentservicenetwork.com) for online credit card payments of taxes. There is a service fee of 3% added to your tax payment amount to use this service. City Hall will also be able to accept Visa, MasterCard and Discover at the front counter for payment of taxes.

First installments are paid to the Municipality in which you live. First installment checks should be made payable to "City of Burlington Treasurer". If you are bringing in an escrow check make sure you endorse the check. If it is made out to two parties and the City, both parties must endorse the check. It is your responsibility to make sure your escrow agent/mortgage company receives a copy of the tax bill if

you are escrowing your taxes. We will apply the full amount of your escrow check, not a portion of it to your tax bill.

First installments are due no later than January 31, 2015. To have your tax payments credited in 2014 (for income tax reporting purposes) you must pay in person by December 31, 2014, or if you are mailing your payment to City Hall, envelopes must be postmarked by December 31, 2014 to be applied to 2014. We cannot apply payments to 2014 after December 31st in accordance with state statute.

If for some reason you cannot pay your taxes when they are due, you are encouraged to contact the Racine County Treasurer's office at (262) 636-3239 for help.

Personal Property Tax Bills

If you receive a Personal Property Tax bill, it is because you run a business within the City. If you are renting a property in the City to run your business, you are still required to pay personal property taxes on some of the equipment used in your business. Personal Property Tax forms are sent out early in the year, January typically, for the upcoming year. The City of Burlington uses Accurate Appraisal to manage Personal Property Taxes. If you receive a Personal Property Tax bill, do not discard it thinking you do not owe the tax. You should contact Accurate Appraisal at (800) 770-3927 for questions regarding your bill. Personal Property Tax bill data is confidential to the owner/operator of the business.

Christmas Tree Safety



As the holiday season approaches, we should all take a minute to think about safety during the holidays. Every year, thousands of people are injured or killed due to faulty Christmas decorations. Careful planning on all our parts can help prevent any needless injuries. The members of the Fire Department would like to encourage everyone to use the following fire safety tips to ensure a safe and happy holiday season:

- When purchasing a live tree, check for freshness. The tree is sticky with resin, and when bounced on the ground, the tree shouldn't loose needles.
- Choose a sturdy tree stand designed not to tip over and be sure to keep it filled with water.
- Carefully plan where your tree is to be placed. Make sure the tree is at least three feet away from any source of heat. Never block a door or hallway.
- Use only lights that have been tested by a recognized laboratory. Be sure to follow the manufacturer's instructions on how to use the lights. Check each set for broken or cracked sockets, bare or frayed wires and throw defective strings away. Use no more than three strands connected together at a time.
- When purchasing an artificial tree, look for the label "fire-resistant," and never use electric lights on a metal tree.
- Turn off all lights when you go to bed or use a timer.
- Never use candles on a live tree.
- Keep a watchful eye on small children and pets around the tree.
- Safely dispose of the tree when it begins dropping needles. Dried-out trees are very dangerous and should not be left in a garage or next to the house.

Celebration and joy can quickly turn into sorrow and anguish because basic fire safety guidelines were neglected. Don't let this happen to your family. Be safe this holiday season!

Keep Your Beagle Legal License Your Pets

State and municipal law dictates that all dogs and cats 5 months and older be licensed with the city by March 31 of each year. City of Burlington tags will be available January 1st at City Hall for 2015.

If you are licensing your pet for the first time or you have recently vaccinated your pet, a rabies certificate must be presented at the time of licensing. The city is proud to offer low cost fees for licensing as listed below:

Dogs & Cats (Spayed/Neutered) - \$6
 Dogs & Cats (Non-spayed/neutered) - \$10
 After March 31 a \$10 late fee is added to the cost of the tag

Residents that move to the city or have a pet that reaches 5 months of age after the deadline date will not be charged the late fee. A move within the city does not qualify for this exception. Not only is licensing your pet a requirement of the city, the tag numbers are listed with the Burlington Police Department. If your pet were to stray, the tag is a valuable resource to bring them back home quickly.



Want to Run for Office?



December 1, 2014 is the first day to circulate nomination papers for the 2015 Spring Election for the following offices: First District Alderman, Second District Alderman, Third District Alderman and Fourth District Alderman. The final day for filing nomination papers is 5:00 p.m. Tuesday, January 6, 2015. The Spring Election will be held on April 7, 2015 and if a primary is necessary that date will be February 17, 2015. The terms for the Aldermen will begin on Tuesday, April 21, 2015. All terms are for two years unless otherwise indicated.

If you have an interest in being appointed as an election inspector at the polls, please contact City Hall at (262) 342-1161 and ask to be added to the list.

Can You Help?

Are you a resident with a fire hydrant in front of your home? Please help us by keeping the hydrant clear and visible. Clear about 3 feet in all directions from the hydrant and have a path available to the street. Keep the snow banks around the hydrant low to improve visibility of the hydrant. A few minutes of your time will aid the fire department in the event of an emergency.



Make Payments at These Convenient Locations

CITY HALL

300 N. Pine Street • Burlington, WI
 Monday – Friday : 8 a.m. to 5 p.m.

Closed on Saturday & Sunday

Also Closed: December 25th, 26th, 31st, January 1st and 19th

www.OfficialPayments.com*
 www.paymentservicenetwork.com*

*A small fee is charged

BMO HARRIS BANK

1000 Milwaukee Avenue • Burlington
 Monday – Thursday 9 a.m. to 5 p.m.
 Friday – 9 a.m. – 6 p.m.
 Saturday – 9 a.m. to 12 p.m.

Open December 24th until 12 p.m. Open
 December 31st until 3 p.m.
 Closed: December 25th, January 1st & 19th

Check or money only. No cash payments
 accepted per bank policy.
 * Tax payments will not be accepted at bank
 drive-up windows.

FOX RIVER STATE BANK

241 E. Jefferson Street • Burlington
 Monday – Thursday 8 a.m. to 5 p.m.
 Friday – 8 a.m. to 6 p.m.
 Saturday – 8 a.m. to 12 p.m.

Open on December 24th & 31st
 until 12 p.m.

Closed: December 25th and
 January 1st

* Tax payments will not be accepted at
 bank drive-up windows.

Programs for Children at the Public Library

Time Out for Play

Join the library's informal play group for kids and their adults on Mondays in the Children's Room from 9:30-11:30 a.m. Puppets, puzzles, and books provided; or bring your own toys. Free coffee available. No registration needed.

Lap-Sit with Ms. Jane

Finger plays, bouncing movements, rhythmic play and stories are the core of this program for toddlers ages 2 and under and their caretakers. We will meet in the Children's Room on Tuesdays at 10:30 a.m., Jan. 13, 20, and 27 and Feb. 3, 10, 17 and 24. No registration necessary.

Story Time with Ms. Joy

Come listen to books, learn finger plays and rhymes, and sing and dance! Children ages 3 and up are invited to attend on Tuesdays at 10:50 a.m., Jan. 13, 20, and 27 and Feb. 3, 10, 17 and 24. No registration necessary.

Wii Gaming

Tweens, come game on Thursdays at the library from 3:30-4:30 p.m. No registration necessary.

Building Blocks

Musical activities, books, and social play are the highlights of this program for children up to 4 years old and their families. Winter session meets Wednesdays at 9:30 on Jan. 14, 21, 28 and Feb. 4, 11, 18, and 25. To register, contact Linda Breuer, Children's Resource Coordinator at Love, Inc. at 763-6226 ext. 107. Free and open to the public.

WannaWatchaMovie?

Films for kids are fun at the library! Register for a full-length, recently released movie on these dates: Tuesday, Dec. 9 at 1:45 p.m.; Thursday, Jan. 23 at 1:45 p.m.; and Thursday, Feb. 26 at 3:30. Check the library web site for movie titles and ratings. Registration is required.

LEGO Family Night

Imagine and create with LEGOs provided by the library on Thursdays, Dec. 11, Jan. 22 and Feb 12 from 5-6:30 p.m. Registration is required; limited to 20 children and their adults. Children must be accompanied by an adult.

The Making of a Sled Dog Team



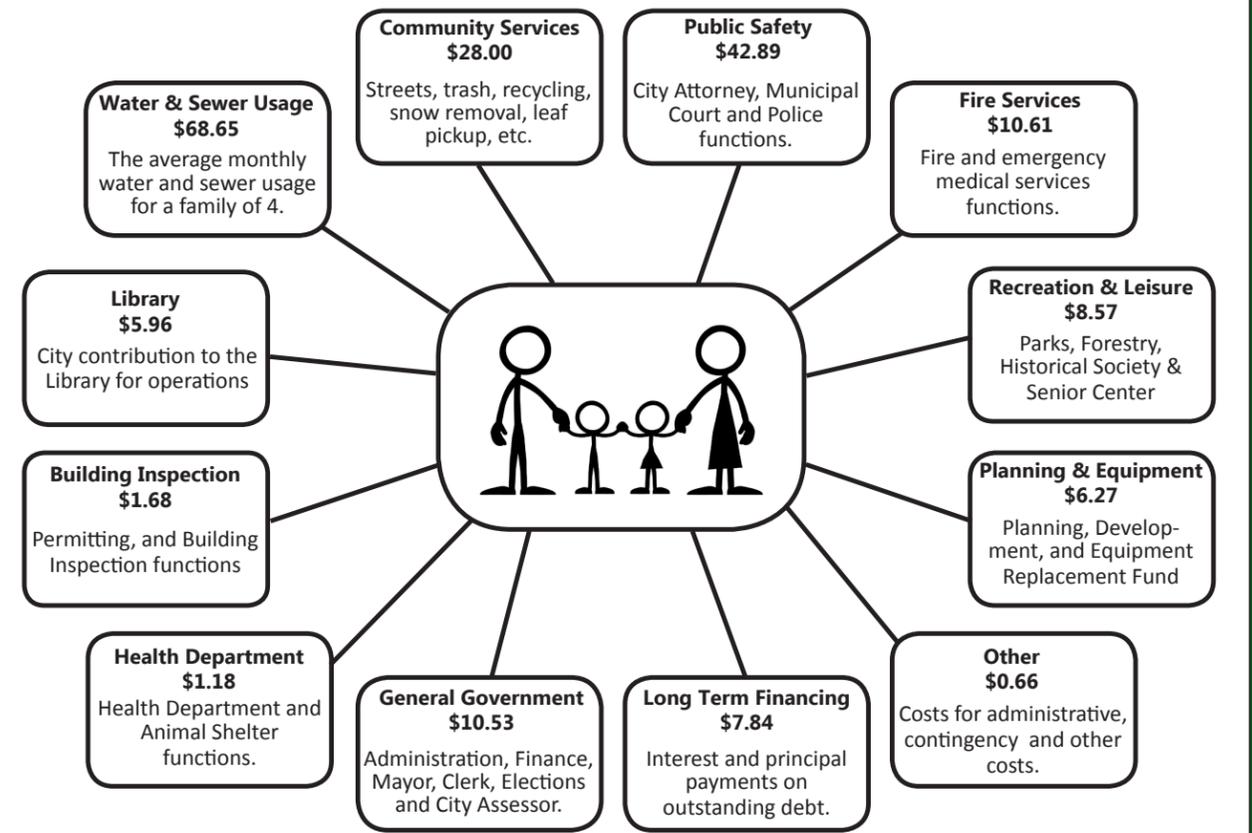
Two mushers and a sled dog, Boo Boo, a 100 lb. licensed therapy sled dog, will present the program on Tuesday, Dec. 9 at 6:30. The program will cover good pet care, positive training ideas, building and practicing team and leadership skills, and the qualities of a good citizen. There will be an opportunity to ask questions, sit on the sled, and pose for photos with Boo Boo.

How is my money being spent at the City of Burlington?

Currently, the average assessed value of a residential home in the City is \$172,300. The 2013 City tax rate was \$8.65/\$1,000 of value. The chart below answers some basic questions:

- Average Assessed Value: \$172,300
- Average Quarterly Water/Sewer Bill: \$205.97 (for a family of 4)
- Property Tax City Portion: \$1,490.00
- Monthly Cost: \$124.16 (Tax Portion) - Monthly Cost: \$68.65 (Utility Portion)

Total Monthly Cost: \$192.81 for an average family of 4 household in the City of Burlington.



The Library will be closed December 24, 25, 31 and January 1 for the Holidays. In case of threatening weather, please call the library at (262) 342-1130 to see if we are open and programs are not canceled. We alert Channels 4, 6 and 12 when the library is closed due to bad weather.

Remember Pedestrian Safety

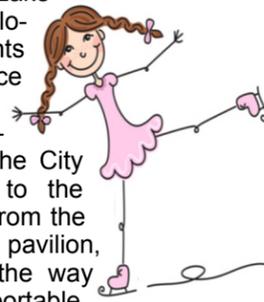
Even in the colder winter months, it is important to remember the laws and rules as they apply to pedestrians and drivers. When operating a motor vehicle, the driver must yield to pedestrians who have started crossing at an intersection or crosswalk on a "walk" signal or green light if there is no walk signal. The driver must yield to pedestrians who are crossing the highway within a marked or unmarked crosswalk (at an intersection where there are no traffic control signals). As you travel through the City of Burlington you will notice several crosswalk signs in the middle of the roadway. When pedestrians are waiting to cross, drivers must yield and allow the pedestrians to cross. Pedestrians should always be diligent and take extra care in the evening hours. Never assume driver's can see you and obey traffic rules to reduce the chance of being struck by a motor vehicle.



Ice Skating on Echo Lake

For years Echo Lake has been a location residents have used to ice skate. To make this a more enjoyable activity the City provides stairs to the lake, screening from the weather by the pavilion, benches along the way and an outdoor portable restroom.

Last year many residents enjoyed the skating, and we hope this winter will provide another great opportunity for families to enjoy. Please remember all city parks officially closed October 1st. While you may continue to enjoy their beauty and other amenities, water supplies have been shut off to restrooms to prevent pipes from freezing.



Performance Dashboard Available!

The City of Burlington's Performance Dashboard is one of the most comprehensive government transparency tools today. The performance dashboard provides our citizens with real-time information about all of the City's primary functions. It includes a monthly accounting of all the City's General Fund revenue and expenditures, expenditures by department and several other transparency tools.

Most importantly it provides data on most of the city's activities. The public can see how many hours are spent on items such

as leaf pick-up, the number of traffic violations issued, and even drill down to see



the average cost per mile of running the city's fleet. The program also provides a comparison of the City of Burlington's operation to 10 other cities of similar size and demographics. The Common Council and the city staff are currently using the information to implement policy choices, develop budgets and monitor employee performance.

Visit the City of Burlington's website at www.burlington-wi.gov under the Finance page to view the dashboard that is updated monthly!

Adding A Splash of Color to Snow Removal

Burlington residents might do a double take during the next snowstorm, as decorated snowplows hit the streets this winter. The Burlington Public Works Department partnered with a local school to spruce up the plows since the last snow season. The program was initiated by the department as an opportunity to work together with local schools to educate students about Public Works functions and careers in the Public Works field. The original concept was to have schools paint the plow assigned to their neighborhood, which would give students an opportunity to see their school's plow performing winter maintenance activities. Although this plan did not come to fruition on its in-



augural attempt, the Department anticipates the project will "gain traction" in future years. Ultimately, the department hopes to use this program as a means to strengthen community relationships and educate the public about winter weather response efforts.

Christmas Tree Collection



Christmas tree collection will be available the second and fourth Wednesdays of January and February 2015. Pick up of the trees will be in conjunction with brush pick up the same days.

Residents should call the Department of Public Works at (262) 539-3770 to have their address placed on the pick up list. In an effort to be cost effective, we only pick up Christmas trees and brush that has been called in. Please call by the prior Tuesday to have your address added to the list.

Winter Parking Regulations



Winter is officially here and the snow season is quickly approaching.

There are several parking restrictions that may take effect when the snow falls. The restrictions are in place to ensure the streets can be efficiently and completely cleared of snow. It should be noted that alternate side parking (see ordinance 293-3) remains in effect year round, with two exceptions, 1) A Declaration of Snow Emergency, or 2) Winter Restricted Parking.

Winter restricted parking automatically goes into effect when 3 inches or more of snow accumulates in 24 hours or less, or snow has fallen or been blown in such a manner as to produce a conges-

tion of traffic or a traffic hazard. Parking is prohibited between 10 p.m. and 6 a.m. This will remain in effect for 48 hours or until plowing is completed.

Declaration of Snow Emergency applies to more severe conditions that may be caused by snow accumulation. These emergency conditions will be declared by the Mayor and will be broadcast to the general public. When such an emergency is declared, parking is prohibited at all times on city streets, alleys and public parking lots where the emergency situation exists for the duration of the emergency declaration. Two hours after this is broadcasted, the Police Department may remove any vehicle parked in violation of emergency

declaration.

Any vehicle parked in violation of either of the two above ordinances may be towed at the owner's expense and will be ticketed for illegal parking. Please help our Department of Public Works this winter by keeping your vehicle off city streets during any snowfall but certainly when there is 3 inches or more.



Garbage & Recycling Collection Provider Change

The City recently solicited proposals for a new 3 year contract for garbage and recycling collection and disposal services as the current contract with Advanced Disposal expires the end of this year. John's Disposal, based out of Whitewater, was the lowest bidder. John's Disposal is a family owned and operated company that was founded in 1969. They pride themselves on providing a high level of customer service and have a long list of

municipal clients who recommend them. John's Disposal will provide weekly manual collection of garbage and bi-weekly automated collection of recycling beginning January 1, 2015.

What Will Change?

All the services you expect today with Advanced Disposal will be in place with John's Disposal. New recycling carts will be provided prior to January 1. All cur-

rently scheduled pick up days are intended to remain the same. An added convenience for residents is weekly curbside bulk pick up without the need for residents to call in to schedule pick up.

You can contact John's Disposal from 8 a.m. to 4:30 p.m. Monday through Friday and 8:00 a.m. to noon on Saturday at (262) 473-4700 or by visiting their website at www.johnsdisposal.com.



Acceptable Recycling Items

- Tin cans, steel cans, aerosol cans
- Aluminum cans & clean alum. foil
- Glass bottles & jars
- #1-7 plastic
- Newspaper, magazines, books, mail, paper
- Brown corrugated cardboard (flattened) & Gray chipboard (cereal and shoe boxes)
- Brown paper bags

Not Acceptable

- Styrofoam of any kind
- Yard waste
- Trash
- Household hazardous waste
- Construction materials
- Clothing



Acceptable Trash

- Bagged garbage & food waste
- Mixed trash
- Light bulbs
- Styrofoam & other loose trash

Not Acceptable

- Yard waste
- Recyclables
- Household hazardous waste
- Cardboard boxes
- Construction material

Acceptable Bulk Items

- Furniture, bedding, mattresses, and carpeting (no wider than 4ft & rolled)
- Extra garbage bags or garbage in personal cans
- Appliances
- Tires (2 per home per month – 8 per year)
- Construction and demolition materials if they are contained in thirty-two (32) gallon cans (or less) that weigh less than sixty (60) pounds (no limit on the number of cans).

Unacceptable Items

- Yard waste
- Hazardous materials & liquid paint
- Electronics
- Loose bulk construction materials

Snow Removal 101

Winter is Coming! The Police Department and Department of Public Works (DPW) want to remind you of the snow removal regulations before Wisconsin winter strikes again. During snowstorms, the City's primary goal is to provide for the safe and orderly movement of emergency equipment and the traveling public. Ice control and snow clearing operations are hindered by on-street parking.

Streets

During round-the-clock snow and ice control operations, the City's goal is to keep streets passable and safe. Main arterial streets are the first to be plowed, followed by collector streets, then parking lots and alleys. To accomplish this goal effectively and efficiently, community cooperation is required. Residents are asked to stay informed of the status of snow operations and parking restrictions through the City's website and social media pages.

Please remember that snow removal in front of a mailbox is the property owner's responsibility. City crews will make every effort to plow as close to the mailbox as possible.

Any concerns/questions regarding snow

plowing can be directed to the DPW at (262) 539-3770.

Sidewalks

Keeping the sidewalks clear of snow and ice is something that is not only a courtesy to other people in your neighborhood for walking, but also required by City Ordinance. As the owner, occupant or person in charge of a residence(s) in the City, you are responsible for the removal of any snow and ice that has accumulated on the sidewalk in the front of the residence(s) within 18 hours of the snowfall. Any ice that has formed on the sidewalk must be treated to prevent the area from being dangerous. Failure to maintain the sidewalk within this 18-hour timeframe may result in the Street Department cleaning your sidewalk and billing the property owner.

All reports of unshoveled or icy sidewalks should be directed to the Police Department at (262) 342-1100.



Snowmobiling in the City

The Burlington Park Board does not allow snowmobiles to operate in city parks except on designated snowmobile trails. The DPW Supervisor and the Park Board must approve locations of snowmobile trails in the parks. Trails must be clearly marked (by trail users) and markings are to be kept in good repair. The DPW Supervisor will have the authority to close snowmobile trails when, in his judgment, there is insufficient snow cover or when he feels the use of snowmobiles has become abusive to the parks or to the general public in any way.

In general, the City ordinance states that snowmobiles cannot operate on highways or streets, and can only operate on the "Official Snowmobile Routes", between the hours of 9 a.m. to 11 p.m. from November 15th to March 15th.

The routes are to be marked every 100 feet and are marked to prohibit travel at speeds greater than 15 mph. The official Snowmobile Trail map can be found on the City's website at www.burlington-wi.gov under the Maps page.