



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, December 5, 2011**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Proclamation recognizing **Gaston Elementary School** as being named a National “**Blue Ribbon School**” (Leavy)
4. PUBLIC HEARINGS – none
5. CITIZENS' PARTICIPATION
6. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the General Order of Business and considered at this point on the agenda.

- a. Approval of the **Minutes** of the Regular Meeting of November 21, 2011 (Houseman)
 - b. Resolution approving a **Temporary Class “B”/“Class B” Retailer’s License** for a Visit Beloit Event at 500 Public Avenue on December 9, 2011 (Houseman)
 - c. Application for a **Conditional Use Permit** to allow a Limited Vehicle Service use in a C-2, Neighborhood Commercial District, for the property located at 2056 Liberty Avenue (Christensen) Refer to Plan Commission
 - d. Application for a **Certified Survey Map** for the properties located at 2357 and 2426 Field Crest Road (Christensen) Refer to Plan Commission
7. ORDINANCES – none
8. APPOINTMENTS – none
9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS
10. CITY MANAGER'S PRESENTATION
 - a. **Snow Removal Program** Presentation (Slagoski)
11. REPORTS FROM BOARDS AND CITY OFFICERS
 - a. Resolution approving **Cooperative Agreement** regarding Analog to Digital conversion of Public Safety Radio Equipment (Tyler)

- b. Resolution authorizing the City Manager to enter into a **Contract with Andres Medical Billing** (Liggett)
- c. Resolution authorizing the City Manager to enter into a **Contract with State Collection Service** (Liggett)
- d. Resolution declaring **Doubtful Accounts** authorizing amount to be written off and receiving and filing the 2011 Report of the Comptroller (York)

12. ADJOURNMENT

** Please note that, upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.

Dated: November 30, 2011
Rebecca S. Houseman
City of Beloit City Clerk
<http://www.ci.beloit.wi.us>

<p>You can watch this meeting live on Charter PEG channel 98 or digital channel 992. Meetings are rebroadcast during the week of the Council meeting on Tuesday at 1:00 p.m., Thursday at 8:30 a.m. and Friday at 1:00 p.m.</p>

**PROCLAMATION RECOGNIZING
GASTON ELEMENTARY SCHOOL
AS BEING NAMED A NATIONAL “BLUE RIBBON SCHOOL”**

WHEREAS, the School District of Beloit educates nearly 7,000 students at ten elementary schools, two middle schools, and one high school; and

WHEREAS, it is the mission of the School District of Beloit to provide an education appropriate to each student, in order for students to become productive learners and successful citizens in the world community; and

WHEREAS the City of Beloit recognizes the important role that quality education plays in creating a high quality of life in the City; and

WHEREAS, nationwide, 413 public and private schools were nominated for the Blue Ribbon award from the National Department of Education; and

WHEREAS, Gaston Elementary School was nominated based on criteria in two categories: dramatically improving schools and high performing schools; and

WHEREAS, the National Blue Ribbon Schools Program recognizes schools where students achieve at very high levels and where the achievement gap is narrowing; and

WHEREAS, the U.S. Department of Education has sought out schools where students attain and maintain high academic goals, including those that beat the odds; and

WHEREAS, due to the vision and dedication of the teaching staff and principal at Gaston School, student achievement on state assessments have improved over the past five years and are now above the 60th percentile in reading and mathematics; and

WHEREAS, at a conference and awards ceremony in Washington, DC, Gaston School received a plaque and flag to signify their status as a National Blue Ribbon School;

NOW, THEREFORE, BE IT PROCLAIMED THAT the City of Beloit is proud to honor the students of Gaston Elementary School for their outstanding educational achievements, and salutes the teaching and administrative staff for their guidance and support.

Presented this 5th day of December, 2011.

City of Beloit

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit, WI 53511
Monday, November 21, 2011

Presiding: Kevin D. Leavy
Present: Sheila De Forest, Charles Haynes, David F. Luebke, Mark Spreitzer and James E. Van De Bogart
Absent: Eric Newnham

1. The meeting was called to order at 7:08 p.m. in the Forum at Beloit City Hall
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Vice President Van De Bogart presented a Proclamation recognizing Officer Ryan Flanagan, Captain Dan Risse, and the Beloit Police Department for receiving the **Cities and Villages Mutual Insurance Company (CVMIC) Significant Program Award** for the Force Multiplier Program. Officer Flanagan accepted the Proclamation, thanked the Council, and said that he was proud to represent the Department. File 7148
 - b. Vice President Van De Bogart presented a Proclamation in Commemoration of the **70th Anniversary of the Civil Air Patrol** and declared December 1, 2011 as Civil Air Patrol Day. File 7148
4. PUBLIC HEARINGS
 - a. Community Development Director Julie Christensen presented a proposed Ordinance to amend the **Zoning District Map** to change the Zoning District Classification from PUD, Planned Unit Development District, to R-1A, Single-family Residential District, for the properties located at 1907 and 2000 Aspen Drive and 1907, 2000, and 2001 Dell Drive. It was noted that the Plan Commission recommended approval 5-0. President Leavy opened and closed the public hearing without participation. Councilor Haynes moved to suspend the rules for a second reading of this Ordinance, and Councilor Luebke seconded. The motion carried 6-0. On the merits, Councilor Spreitzer moved to enact the Ordinance, and Councilor Haynes seconded. The motion carried 6-0. File 8517 Ordinance 3454
 - b. Ms. Christensen presented a Resolution authorizing a **Conditional Use Permit** to allow an Outdoor Seating area and Outdoor Sales, Possession, and Consumption of Alcohol in a C-3, Community Commercial District, for the property located at 65 Portland Avenue. It was noted that the Plan Commission recommended approval 5-0. Ms. Christensen explained that Kline's Club 88 had applied for this conditional use permit and that a variance is needed in order for the applicant to obtain a permit for the 8-foot tall privacy fence proposed. Ms. Christensen reviewed the conditions of approval recommended by Planning staff and the Plan Commission. President Leavy opened and closed the public hearing without participation. Councilor De Forest moved to adopt the resolution, and Councilor Luebke seconded. After discussion regarding the proximity of the outdoor seating area to the bike path and sidewalk and the variance required for the privacy fence, Councilor Spreitzer moved to lay the item over until the Board of Appeals decides the merits of the necessary variance. Councilor De Forest seconded. The motion passed and the item was laid over until the Board of Appeals acts. Ms. Christensen noted that the Board of Appeals application has not been filed yet and that it is likely that the Council will not see this application again until the second meeting in January 2012. File 8446-8497
5. CITIZENS' PARTICIPATION
 - Debbie Fischer, 1477 Fisher Road, property owner of 1338 McKinley Avenue, spoke in support of banning concealed weapons City facilities.

- Robert Bellard, 842 Bluff Street, spoke in opposition of the proposed Ordinance to ban the concealed weapons in City facilities.
- Mike Zoril, 1756 Carlyle Road, spoke in opposition to the Ordinance prohibiting dangerous weapons in City facilities. He provided a hand-out outlining his opinions and suggestions to improve the Ordinance.
- Paul Limbrich, 102 N River Street, Apt. 301, Janesville, spoke in opposition to the proposed Ordinance banning dangerous weapons in City facilities. He said that more guns equate to less danger to the public.
- Jack Leader, 1705 Randolph Road, Janesville, spoke regarding his opposition to the proposed Ordinance to ban dangerous weapons in City facilities.
- Randall Fiore, 2544 Edgewood Drive, Vice Chair of the Board of Appeals, expressed concern with the possibility of concealed weapons being carried at contentious Board of Appeals meetings. He stated that allowing concealed weapons to be carried in City facilities presents a danger that does not need to be there.
- Chuck Kuecker, 2511 W. Creedy Road, Town of Beloit, said that it is not a good idea to ban guns unless there are metal detectors and people to enforce the law. He stated that the proposed Ordinance would not do anything to make people safer.
- Georgia Janisch, 1514 Dayton Drive, Janesville, spoke against the proposed Ordinance banning concealed weapons in City facilities.
- Kim Mork, 1822 Sun Valley Drive, spoke against the proposed Ordinance banning weapons in City facilities.
- Bill Mitchell, 4105 Skyview Drive, Janesville, spoke against the proposed Ordinance banning dangerous weapons in City facilities.
- Brian Jones, 612 Meadow Crest Drive, Rockton, IL, expressed concern about the trend toward the abolition of gun use for personal protection.
- James Pardee, Janesville, spoke against the proposed Ordinance and said that it would wise for teachers and public employees in charge of critical infrastructure to carry concealed weapons.

6. CONSENT AGENDA

Councilor Luebke moved to adopt the Consent Agenda, which consists of items 6.a. through 6.c., and Councilor Van De Bogart seconded. The motion carried that all items on the Consent Agenda be accepted, approved, adopted, or referred and acted upon as required by state and local codes by a vote of 6-0.

- a. **Minutes** of the Regular Meeting of November 7, 2011 were approved.
- b. The Resolution approving an Amendment to the **Class "B" Beer and "Class B" Liquor License** for PRD Saloon of Beloit, Inc., d/b/a Patti's Road Dawg Pub, to include the Rodeway Inn Hotel premises was adopted. File 8497
- c. The application for a **Class "B" Beer License** for Summer's Banquet Hall LLC, d/b/a Summer's Banquet Hall, 1304 Cranston Road, Virginia L. Cabrera, Agent was referred to the Alcohol Beverage License Control Committee. File 8497

7. ORDINANCES

- a. City Attorney Tom Casper presented a proposed Ordinance to repeal and recreate Section 15.07(1), to create Section 15.07 (1g), and to amend Sections 15.01 and 15.30 of the Code of General Ordinance of the City of Beloit pertaining to **Dangerous Weapons in City Buildings**. A second reading of the Ordinance was given. Councilor De Forest moved to enact the Ordinance, and Councilor Luebke seconded. After discussion, Councilor De Forest moved to amend Section 1 of the Ordinance by removing the word "locations" from two places in the "Dangerous Weapons Restricted" paragraph and including "park bathroom facilities" as exempt from the concealed carry prohibition. Councilor Haynes seconded this amendment, and it carried 6-0. Councilor Spreitzer moved to amend Section 2 of the Ordinance by removing the last clause in the definition of "Dangerous weapon." Councilor De Forest seconded this amendment, and it carried 6-0. Councilor Spreitzer moved to amend Section 4 of the Ordinance to reduce the fine for a first offense for carrying a concealed weapon in a City facility from \$300 to \$200. Councilor De Forest seconded this amendment, and it carried 4-2 with Councilors Van De Bogart and Leavy voting in

opposition. On the merits, the Council voted 4-2 to enact the Ordinance with Councilors Van De Bogart and Haynes voting in opposition. File 6255 Ordinance 3455

8. APPOINTMENTS

President Leavy announced openings and submitted the following appointments to the City Committees, Boards, and Commissions for approval. The appointed were approved on a motion by Councilor Van De Bogart and a second by Councilor Luebke. The motion carried 6-0.

- a. **Alcohol Beverage License Control Committee:** Tina Goecks for the 2011-2012 school year. File 6145
- b. **Park, Recreation & Conservation Advisory Commission:** Michael K. McNulty for a term ending September 30, 2014. File 6180
- c. **Police and Fire Commission:** Timmy Link for a term ending April 30, 2013. File 6114

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- a. Councilor De Forest said that she enjoyed the Veterans' Day program at Grinnell Center and thanked John Powers to providing a meal for veterans on Veterans' Day.
- b. Councilor Spreitzer said he enjoyed attending the Stateline Community Foundation annual dinner and event.
- c. Councilor Luebke said that he was honored to represent the City Council at the 92nd NAACP event and thanked the members of the high school AP History class for attending the Council meeting.
- d. Councilor Van de Bogart said that the Stateline Community Foundation annual dinner was great, and he encouraged people to attend the holiday parade on the Friday after Thanksgiving.
- e. President Leavy thanked the students who attended the meeting and said that debate is important and disagreeing is acceptable as long as you are not disagreeable.

10. CITY MANAGER'S PRESENTATION

- a. The **Snow Removal Program** Presentation was postponed until the December 5, 2011 Council meeting by the City Manager due to time constraints. Councilor Van De Bogart presented a Proclamation recognizing November 21, 2011 as **Snow Plow Drivers Appreciation Day** and presented it to Street Operations Supervisor Bruce Slagoski on behalf of the Council. Mr. Slagoski thanked the Council and said that the crew takes ownership and pride in what they do and are impressed that the Governor and the City are paying attention. File 7148

11. REPORTS FROM BOARDS AND CITY OFFICERS – none

12. At 9:05 p.m. Councilor De Forest moved to adjourn the meeting, and Councilor Spreitzer seconded. The motion carried 6-0.

Rebecca S. Houseman, City Clerk

www.ci.beloit.wi.us

Date approved by Council:

**RESOLUTION APPROVING TEMPORARY CLASS "B"/"CLASS B" RETAILER'S
LICENSE FOR VISIT BELOIT**

WHEREAS, Visit Beloit has applied for a Temporary Class "B"/"Class B" Retailer's License to allow them to possess, serve and sell beer and wine on December 9, 2011 at 500 Public Avenue; and

WHEREAS, according to State Statute 125.68(3), City Council action is necessary to approve this application because of proximity to church and school; and

WHEREAS, the Beloit City Council and the City of Beloit are supportive of Visit Beloit.

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council of the City of Beloit approves the application for the temporary license.

Dated this 5th day of December 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 pd 11-28-11

Application Date: 11-22-11

Town Village City of Beloit County of Rock

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

at the premises described below during a special event beginning 12-9-11 and ending 12-9-11 and agrees to comply with all law, resolution, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name Visit Beloit

(b) Address 500 Public Ave
(Street) Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation July 1987

(e) Names and addresses of all officers:

President Nancy Heidt 2543 Lauredale Dr. Beloit, WI

Vice President Deanna Watts 5417 Arnold Ct. Rockford, IL 61108

Secretary Brenda Gould 2790 Milwaukee Rd Beloit, WI

Treasurer Brenda Gould

(f) Name and address of manager or person in charge of affair: TARA DUNN, 500 Public Ave. Beloit, WI 53511

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 500 Public Ave

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Part

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: entire first floor

3. NAME OF EVENT

(a) List name of the event Holiday Zzle

(b) Dates of event December 9, 2011

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Nancy K. Heidt
(Signature/date)

Officer Deanna Watts
(Signature/date)

Visit Beloit
(Name of Organization)

Officer _____
(Signature/date)

Officer Brenda Gould
(Signature/date)

Date Filed with Clerk 11-21-11

Date Granted by Council _____

Date Reported to Council or Board _____

License No. N/A

To Council 12-5-11

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Conditional Use Permit Application for the property located at 2056 Liberty Avenue – Council Referral to the Plan Commission

Date: December 5, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Miguel Servin, the operator of Miguel's Tires and Rims, has filed an application for a Conditional Use Permit to allow a limited vehicle service use in a C-2, Neighborhood Commercial District, for the property located at 2056 Liberty Avenue. The applicant has proposed to sell new and used tires and rims, and provide limited services to vehicles at 2056 Liberty Avenue. Limited vehicle service uses provide direct services to motor vehicles where the driver or passengers generally wait in the car or nearby while the service is performed.

Key Issues (maximum of 5):

- Limited Vehicle Service uses are a conditional use within the C-2, Neighborhood Commercial District, and require a recommendation by the Planning Commission, and approval, approval with conditions, or denial by City Council.
- The property at 2056 Liberty Avenue was built in 1958 and includes retail space, a single-family residence, and an attached residential garage.
- The applicant has proposed to use the attached residential garage to provide limited services to vehicles, and the retail space to display tires and rims, as well as, store waste tires.
- The property at 2056 Liberty Avenue fronts State Highway 81 and abuts single-family residential districts to the North and West, a two-family district to the South, and Neighborhood Commercial District to the East.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

- Consideration of this request supports Strategic Goal #4.

Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- Reduce dependence upon fossil fuels – N/A
- Reduce dependence on chemicals and other manufacturing substances that accumulate in nature – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation:

- Referral to the Plan Commission for the December 7, 2011 meeting
- This item will most likely return to the City Council for a public hearing and possible action on December 19, 2011

Fiscal Note/Budget Impact: N/A

Attachments: Application, Zoning and Location Map

CITY of BELOIT

Neighborhood Planning Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Conditional Use Permit Application

(Please Type or Print)

File Number: CU-2011-05

1. Address of subject property: 2056 Liberty Ave. Beloit WI 53511

2. Legal description: Miguel's tires *Rims LLC.

If property has not been subdivided, attach a copy of the complete legal description from deed.

Property dimensions are: 49 feet by 98 feet = _____ square feet.

If more than two acres, give area in acres: _____ acres.

3. Tax Parcel Number(s): 13480900

4. Owner of record: Michael & Cindy Ross Phone: (608) 290-1534

2750 So Highcrest Rd Beloit wis 53511

(Address) (City) (State) (Zip)

5. Applicant's Name: Miguel Servin

5229 S. County Rd. D. Apton WI 53501

(Address) (City) (State) (Zip)

(608) 756-6926 (608) 289-3586 / Miguel's-Services@yahoo.com.

(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: Tires change new *used.

Rims Sale and Tires Balance.

7. **THE FOLLOWING ACTION IS REQUESTED:**

A Conditional Use Permit for: New * Used tires change and Rims

_____ in a(n) _____ Zoning District.

8. All the proposed use(s) for this property will be:

Principal use: New * Use tires * rims sale and

replaced

Secondary use: _____

Accessory use: _____

9. Project timetable: Start date: _____ Completion date: 10-13-2011

10. I/We represent that I/we have a vested interest in this property in the following manner:

Owner MR

Leasehold, length of lease: 6 mos. to start w/option

Contractual, nature of contract: _____

Other, explain: _____

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct.

I/We, the undersigned, do hereby respectfully make application for and petition the City Plan Commission and City Council to grant the requested action for the purpose stated herein. I/We represent that the granting of the proposed request will not violate any of the required standards of the Zoning Ordinance of the City of Beloit. I/We also agree to abide by all applicable federal, state and local laws, ordinances, rules, and regulations.

Michael D. Lofton II
(Signature of Owner)

AS OWNER
(Print name)

MIKE ROSS
110-12-2011
(Date)

(Signature of Applicant, if different)

(Print name)

(Date)

In order for your request to be heard and considered in a timely manner, you must submit the completed application, and all accompanying documents, to the Neighborhood Planning Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting.

This application must be submitted with one copy of a scaled drawing showing the layout of the proposed development in accordance with all code requirements, and the \$275.00 application fee. Applicants will also be charged a fee for mailing public notices at the rate of \$0.50 per notice. An invoice for this fee will be sent to the applicant and these costs are typically between \$5.00 and \$15.00.

To be completed by Planning Staff

Filing fee: \$275.00 Amount paid: \$275.00 Meeting date: _____

No. of notices: _____ x mailing cost (\$0.50) = cost of mailing notices: \$ _____

Application accepted by: Michael D. Lofton II Date: 10/20/11

Location & Zoning Map

2056 LIBERTY AVENUE



CU-2011-05



1 inch = 47 feet

0 510 20 30 Feet

Legend

-  Zoning District
-  Parcels

Map prepared by: Michael D. Lofton II
Date: November 11, 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: April 2011

NEIGHBORHOOD PLANNING DIVISION

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Certified Survey Map (CSM) for the properties located at 2357 & 2426 Field Crest Road – Council Referral to the Plan Commission

Date: December 5, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

R.H. Batterman & Co., Inc. has submitted an Application for the Review of a Minor Subdivision and a 2-Lot Certified Survey Map (CSM) for the properties located at 2357 & 2426 Field Crest Road.

Key Issues (maximum of 5):

- The intent of the proposed CSM is to separate a 1.474-acre parcel for the existing single-family home in the northeast corner of the property located at 2357 Field Crest Road from the remainder of this primarily agricultural parcel. However, since the property located at 2357 Field Crest Road does not have any right-of-way frontage, the proposed CSM also involves the dedication of land to the public to create some frontage.
- As shown on the attachments, the proposed CSM extends the Field Crest Road right-of-way by 70 feet. This dedication creates 70 feet of right-of-way frontage for proposed Lot 2 and 92.46 feet of frontage for proposed Lot 1, which is 28.02 acres (the remainder of the parcel). A small triangular portion of the proposed dedication involves the property to the north (2426 Field Crest Road), which will retain 31.57 feet of frontage following this dedication.
- The land to be dedicated to the public will not be improved as a public street until additional development occurs.
- Since there is an existing driveway leading from the existing end of Field Crest Road to the house, the proposed CSM includes an ingress/egress easement over a portion of proposed Lot 1 to benefit proposed Lot 2.
- The proposed CSM must be reviewed by the City Council because of the dedication of public right-of-way.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

- Consideration of this request supports Strategic Goal #4.

Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- **Reduce dependence upon fossil fuels** – N/A
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Action required/Recommendation:

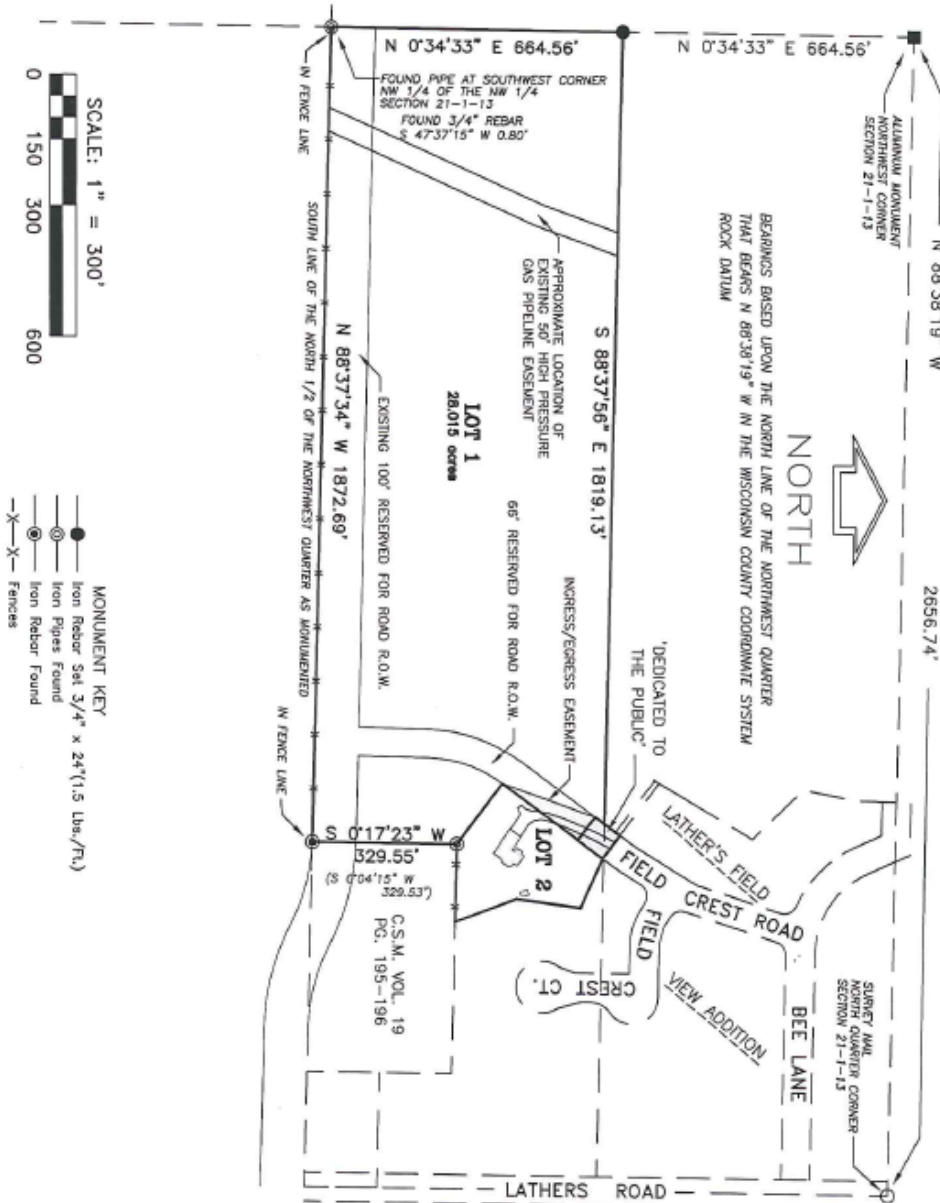
- Referral to the Plan Commission for the December 7, 2011 meeting
- This item will most likely return to the City Council for consideration on December 19, 2011

Fiscal Note/Budget Impact: N/A

Attachments: Proposed CSM and Application

CERTIFIED SURVEY MAP

OF PART OF THE N.W. 1/4 OF THE N.W. 1/4 AND
PART OF THE N.E. 1/4 OF THE N.W. 1/4 OF SECTION 21,
T. 1 N., R. 13 E., OF THE FOURTH P.M., CITY OF БЕЛОИТ,
ROCK COUNTY, WISCONSIN



ORDER NO. 31256
FOR: DON & TARA TINDER
DATE: NOVEMBER 16, 2011
BOOK/PAGE *SEE FILE
File Name: J:\31250-31299\31256\31256.DWG
Plotted on 11/16/11 at 13:44:08.
SHEET 1 OF 4







Batterman
engineers surveyors planners

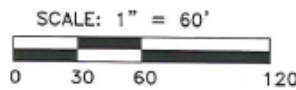
2857 Bartels Drive Beloit, Wisconsin 53511
608.365.4464 www.rhbatterman.com

CERTIFIED SURVEY MAP





OF PART OF THE N.W. 1/4 OF THE N.W. 1/4 AND PART OF THE N.E. 1/4 OF THE N.W. 1/4 OF SECTION 21, T. 1 N., R. 13 E., OF THE FOURTH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

Key:

-  Existing Property Lines
-  Proposed Property Lines
-  Proposed ROW Dedication
-  Proposed Easement
-  ROW Frontage for Lot 1
-  ROW Frontage for Lot 2



ORDER NO. 31256
 FOR: DON & TARA TINDER
 DATE: NOVEMBER 16, 2011
 BOOK/PAGE *SEE FILE
 File Name: J:\31250-31299\31256\31256.DWG
 Plotted on 11/16/11 at 13:44:08.
 SHEET 2 OF 4

- MONUMENT KEY
-  Iron Rebar Set 3/4" x 24"(1.5 Lbs./Ft.)
 -  Iron Pipes Found
 -  Iron Rebar Found
 -  Fences

Batterman
 engineers surveyors planners

2657 Bartels Drive Beloit, Wisconsin 53511
 608.365.4464 www.rhbatterman.com



CERTIFIED SURVEY MAP

OF PART OF THE N.W. 1/4 OF THE N.W. 1/4 AND PART OF THE N.E. 1/4 OF
THE N.W. 1/4 OF SECTION 21, T. 1 N., R. 13 E., OF THE FOURTH P.M., CITY
OF BELOIT, ROCK COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

State of Wisconsin) I, Jeffrey R. Garde, a Registered Land Surveyor, do hereby certify that I
County of Rock)^{ss.} have surveyed and mapped Part of the N.W. ¼ of the N.W. ¼ and part of the N.E.
¼ of the N.W. ¼ of Section 21, T. 1 N., R. 13 E. of the Fourth P.M., City of Beloit, Rock County, Wisconsin.

DESCRIBED AS FOLLOWS: Commencing at the Northwest corner of Section 21 aforesaid; thence South 00°34'33" West 664.56 feet along the West line of the N.W. ¼ of said Section 21 to the place of beginning; thence South 88°37'56" East 1819.13 feet; thence North 36°38'46" East 43.57 feet to the Southeasterly corner of Lot 6 of Lather's Field View Addition; thence along said Lather's Field View Addition as follows, South 53°19'30" East 66.00 feet; thence South 65°55'22" East 123.02 feet; thence South 07°22'43" West 147.32 feet; thence South 21°00'41" East 149.77 feet to the Southwest corner of Lot 15 of Lather's Field View Addition being also on the North line of Out-Lot 1 of a Certified Survey Map as recorded in Volume 19 on Pages 195-196 of Certified Survey Maps of Rock County; thence North 88°40'14" West 177.57 feet along the North line of said Certified Survey Map; thence South 00°17'23" West 329.55 feet to the Southwest corner of said Certified Survey Map; thence North 88°37'34" West 1872.69 feet to the Southwest corner of the Northwest Quarter of the Northwest Quarter marked with an iron pipe; thence North 00°34'33" East 664.56 to the place of beginning.

Containing 29.594 acres more or less.

Subject to any and all easements, agreements, covenants or restrictions, recorded or unrecorded.

That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. That I have made such survey and map by the direction of the Owner of said land, and that I have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying dividing and mapping the same. Given under my hand and seal, this 16th day of November, 2011 at Beloit, Wisconsin.

I hereby certify that the property taxes on the parent
parcel are current and have been paid as of
_____, 2011.

By: _____
Rock County Treasurer

Approved by the City of Beloit Council, this _____
day of _____, 2011.

By: _____

ORDER NO. 31256
DATE: NOVEMBER 16, 2011
FOR: DON & TARA TINDER

SHEET 3 OF 4

R. H. BATTERMAN & CO., INC.
Land Surveyors • Engineers • Planners
2857 Bartells Drive
Beloit, Wisconsin 53511

CERTIFIED SURVEY MAP

OF PART OF THE N.W. 1/4 OF THE N.W. 1/4 AND PART OF THE N.E. 1/4 OF
THE N.W. 1/4 OF SECTION 21, T. 1 N., R. 13 E., OF THE FOURTH P.M., CITY
OF BELOIT, ROCK COUNTY, WISCONSIN

OWNERS CERTIFICATE

I, Tara J. Tinder, Personal Representative for the estate of John & Patricia Dabson, Owners of the land described in the foregoing description, do hereby certify that I have caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. I also certify that this plat is required by Sections 236.10 and .12 of the Wisconsin Statutes to be submitted to the following for approval or objection: The City of Beloit City Council.

WITNESS the hand and seal of said Representative for the estate of John & Patricia Dabson, this _____ day of _____, 2011.

Tara J. Tinder, Personal Representative for
The estate of John & Patricia Dabson

State of Wisconsin)
County of) ss.

Personally came before me, this _____ day of _____, 2011,
the above-named Tara J. Tinder, Personal Representative for the estate of
John & Patricia Dabson to me known to be the person who executed the
foregoing certificate and acknowledge the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

DOCUMENT NO. _____ RECEIVED FOR RECORD THIS _____ DAY OF _____ A.D. 2011
AT _____ O'CLOCK ____M. AND RECORDED IN VOLUME _____, PAGES _____ OF
CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN.

REGISTER OF DEEDS

ORDER NO. 31256
DATE: NOVEMBER 16, 2011
FOR: DON & TARA TINDER
SHEET 4 OF 4

R. H. BATTERMAN & CO., INC.
Land Surveyors • Engineers • Planners
2857 Bartells Drive
Beloit, Wisconsin 53511

CITY of BELOIT
Neighborhood Planning Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Application for Review of a Minor Subdivision

(Please Type or Print) § 2426 File Number: CSM-2011-09

1. Address of property: 2357 Field Crest Road
2. Tax Parcel Number(s): 22180010, 22180600
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie
 In the NW Quarter of Section 21, Township 1 North, Range 13 East of the 4th P.M.
4. Owner of record: John & Patricia Dabson Living Trust (Tara Tinder) Phone: (608) 751-2022
2357 Lathers Road Beloit WI 53511
(Address) (City) (State) (Zip)
5. Surveyor's name: Batterman Phone: (608) 365-4464
2857 Bartells Drive Beloit WI 53511
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is 2 lot(s).
7. Total area of land included in this map: 29.6 +/- Acres
8. Total area of land remaining in parent parcel: 0
9. Is there a proposed dedication of any land to the City of Beloit? yes
10. The present zoning classification of this property is: DH
11. Is the proposed use permitted in this zoning district: Proposed R1A

12. **THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:**
- Site Assessment Checklist; is required if the total area of CSM is over 5 acres.
 - Pre-application meeting; a pre-application meeting was held on 10/31/2011 with City of Beloit Staff.
 - Developer's Statement; as required by section 12.02(7) of the Subdivision Ordinance.
 - Phase One Environmental Assessment; as per section 12.05(1)(c) of the Subdivision Ordinance.
 - Certified Survey Map; one copy as required by section 12.05(1) of the Subdivision Ordinance.

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct. The undersigned does hereby respectfully make application for and petition the City Plan Commission or City Council for approval of this Certified Survey Map for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.

Tara Jean Tinder | TARA JEAN TINDER | 11-15-2011
(Signature of applicant) (Name of applicant) (Date)

This application must be submitted at least 21 days prior to the Plan Commission meeting date.

Review fee: \$150 plus \$10 per lot Amount paid: \$170.⁰⁰
 Scheduled meeting date: Dec. 7, 2011
 Application accepted by: Dee Pennington Date: 11/16/11

**RESOLUTION APPROVING A COOPERATIVE AGREEMENT
REGARDING ANALOG TO DIGITAL CONVERSION
OF PUBLIC SAFETY RADIO EQUIPMENT**

WHEREAS, the City of Janesville, County of Rock and the City of Beloit are committed to delivery of the highest possible level of fire, law enforcement, medical emergency and related services; and

WHEREAS, the City of Janesville, County of Rock and the City of Beloit believe that the ability for public safety agencies and communications center to seamlessly communicate with each other is a critical component of the state-of-the-art public safety radio communications; and

WHEREAS, the City of Janesville, County of Rock and the City of Beloit are committed to participating in the use and support of such state-of-the-art public safety radio communications that will provide for efficient and effective support of the delivery of public safety services to people who need help and will provide the greatest support possible for firefighters, EMS, law enforcement officers and others for whom interoperable communications can mean the difference between life and death; and

WHEREAS, the City Council finds that it is in the best interest of the City of Beloit to enter into the attached Cooperative Agreement, pursuant to §66.0301, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Beloit, Rock County, Wisconsin, hereby approves the attached Cooperative Agreement and hereby authorizes the City Manager to execute the same and to do all other things necessary to implement and carry forward the agreement contained therein.

Adopted this 5th day of December, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Cooperative Agreement – Public Safety Radio Equipment

Date: December 5, 2011

Presenter: Captain William Tyler

Department: Police Department

Overview/Background Information:

The Rock County 911 Center was established in 1992. After nearly a decade of operation, Rock County assumed the responsibility for maintaining and upgrading the radio system infrastructure for most Rock County Law Enforcement agencies and all Rock County Fire Agencies, including the City of Beloit Fire Department. The only two departments that were not included in the countywide system of maintenance and infrastructure management were the Janesville PD and the Beloit PD.

Since the Federal requirements were established to update our communication systems by 12/31/2012, the city has been working with the Rock County Communications Center staff to implement these changes for the past several years. A communication plan was developed for the changeover and upgrade of our respective systems. One component of this process was to have Rock County be responsible for the management of all public safety radio system infrastructure related to Police and Fire services in Rock County.

Consistent with the required upgrades in 2012, these two agencies requested that the county take over the responsibility for maintaining their systems as they have been fully integrated into the county communications system for many years. After several months of negotiations and evaluations of the current systems, Rock County has agreed to take over the maintenance for the Beloit Police Communication system, upon the completion of scheduled upgrades in 2012. This will positively impact the department and will decrease operating expenses starting in 2013 for maintenance of identified infrastructure of approximately \$20,000.00 per year. Rock County also committed over \$200,000.00 for actual upgrades to existing equipment in 2011 and 2012. This allowed us to reduce our 2012 CIP for this project from \$950,000.00 to \$750,000.00. We are still responsible for upgrades related to some system enhancements prior to the turnover and for all of our mobile and portable operations necessary for implementation.

Key Issues (maximum of 5):

- This agreement outlines the parameters of the service agreement that will be supplied by Rock County.
- This agreement helps the city maintain their radio interoperability requirements.
- This action resulted in a reduction in anticipated CIP expenditures in 2012 by over \$200,000.00.
- This action will result in a reduction of maintenance and infrastructure costs, related to PD communications, of approximately \$20,000.00, effective in 2013.
- This is a net benefit to the department, the city, and the community.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

This resolution is part of a strategic plan to remove maintenance costs from the operating budget whenever possible. This is a negotiated strategy that will allow us to maintain a high level of communications in the public safety environment, while diminishing some of the operating expenses.

Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- | | | | |
|---|-----|-----|-----|
| ▪ Reduce dependence upon fossil fuels | N/A | | |
| ▪ Reduce dependence on chemicals and other manufacturing substances that accumulate in nature | | | N/A |
| ▪ Reduce dependence on activities that harm life sustaining eco-systems | N/A | | |
| ▪ Meet the hierarchy of present and future human needs fairly and efficiently | | N/A | |

Action required/Recommendation:

Staff recommends approval.

Fiscal Note/Budget Impact: Fiscal impact is a net reduction of approximately \$20,000.00 in maintenance to PD infrastructure costs effective in 2013.

COOPERATIVE AGREEMENT
BETWEEN
CITY OF JANESVILLE, CITY OF БЕЛОIT AND
COUNTY OF ROCK

REGARDING THE ANALOG TO DIGITAL CONVERSION OF
PUBLIC SAFETY RADIO EQUIPMENT

This agreement entered into this, _____ day of _____, 2011, by and between the COUNTY OF ROCK, hereinafter referred to as the "County," and the CITY OF JANESVILLE and the CITY OF БЕЛОIT, hereinafter referred to as "Cities," pursuant to section 66.0301, Wis. Stats.

WITNESSETH

WHEREAS, the parties to this Agreement are committed to delivery of the highest possible level of fire, law enforcement, medical emergency and related services; and

WHEREAS, the parties to this Agreement believe that interoperability, the ability for public safety agencies and communications centers to seamlessly communicate with each other, is a critical component of state-of-the-art public safety radio communications; and

WHEREAS, the parties to this Agreement are committed to participating in the use and support of such state-of-the-art public safety radio communications, that:

- Provide for efficient and effective support of the delivery of public safety services to people who need help;
- Provide the greatest support possible for firefighters, EMS, law enforcement officers and others for whom reliable, interoperable communications can mean the difference between life and death;

WHEREAS, attached as Exhibits A and B, are the technical radio components which the County shall acquire from the Cities to develop a state-of-the-art interoperable public safety radio communication system based on an analog/digital radio system that is capable of being

expanded in a manner consistent with current and future public safety communications technical standards.

ARTICLE I – PURPOSE

1.01 The purpose of this Agreement is to define the rights and obligations of the County and the Cities with respect to the coordinated operation, maintenance, and upgrades of the county-wide analog/digital radio system.

ARTICLE II – COOPERATION

2.01 The County and Cities will cooperate and use their best efforts to ensure that the various provisions of this Agreement are fulfilled. The parties agree in good faith to undertake resolutions of all disputes, if any, in an equitable and timely manner in accordance with the provisions of this Agreement.

ARTICLE III – TERM

3.01 This Agreement shall take effect upon execution by all parties hereto, and shall remain in effect for a period of ten (10) years, starting upon the day upon which the governing bodies of the County and Cities have executed this Agreement.

3.02 If no action is taken to dissolve this Agreement and the County and the Cities fail to extend the Agreement after ten (10) years, the Agreement shall automatically be renewed for additional twelve (12) month period(s) under the same terms.

ARTICLE IV – DEFAULT

4.01 Any material violation of the Agreement during the term of this Agreement shall constitute a default. In the event of an alleged default, the appropriate parties shall give the alleged defaulting party notice of such alleged default. Upon notice, the party alleged

to have defaulted shall have a period of 30 calendar days to cure the alleged default.
Failure to cure the default may result in the termination of the agreement.

- 4.02 Either the County or the Cities may terminate this agreement upon 180 days written notice to the other parties.

ARTICLE V – CONFORMANCE TO PLANS, ETC.

- 5.02 The County equipment operating on the analog/digital radio system shall comply with technical and performance best practices.
- 5.03 The County and Cities agree maintenance proposals for the analog/digital radio system will be updated on 5 year intervals and that a vendor recommendation to the County will be made by the 911 Commission. The County will attempt to have one vendor maintain all infrastructure.
- 5.04 All improvements of existing facilities, additional infrastructure or new tower sites must be approved by the County and the 911 Commission.

ARTICLE VI – OWNERSHIP OF INFRASTRUCTURE

- 6.01 The County shall own all infrastructure associated with the analog/digital radio system unless otherwise stated within this Agreement. Infrastructure may include all Janesville and Beloit radio equipment as well as all related receivers, voters, antennas and microwave units. See Exhibits A and B for current list of equipment.
- 6.02 Radio equipment buildings owned by the respective municipalities will remain that municipalities' responsibility for maintenance and upkeep.
- 6.03 Exhibits C and D are a list of all of the Cities' tower sites as of November 1, 2011, the radio equipment at these sites are hereby transferred to the County.

- 6.04 County shall be responsible for all analog/digital upgrades and maintenance of existing public safety and voice communication systems.
- 6.05 Cities agree that their existing public safety radio sites will be up to acceptable standards before turn over to the County occurs. The County will be the final judge of acceptable standards.
- 6.06 The parties agree that any County approved public radio system maintenance vendor will be allowed access to the respective municipalities radio equipment buildings at any time.

ARTICLE VII – SYSTEM FUNDING

- 7.01 The County shall be responsible for the initial analog/digital mode radio infrastructure purchase and installation and for subsequent infrastructure public safety radio maintenance and improvements purchases. See Exhibits E through H.

ARTICLE VIII – FCC LICENSE AND USE OF FREQUENCIES

- 8.01 The Cities will transfer their public safety radio licenses to the County.
- 8.02 The County shall be responsible for the maintenance of all FCC licenses required to operate the analog/digital radio system.
- 8.03 All County and Cities radios used for law enforcement shall be capable of full operation on the County provided public safety radio system.
- 8.04 All County and Cities shall operate two-way radio equipment in accordance with the rules of the FCC.

ARTICLE IX – RADIO SYSTEM USES AND LIMITATIONS

- 9.01 Permitted users of the radio system will include the County and Cities public safety and may also include non-public safety users.

- 9.02 To ensure that the channel capacity of the radio system will not be unnecessarily reduced, neither the County nor the Cities shall utilize any radio with a telephone interconnect capability except as approved by the County.
- 9.03 Parties agree to work out acceptable co-location agreements with third parties. County has final say on co-location agreements.
- 9.04 The County agrees to provide and maintain site generators or uninterruptible power supplies (UPS) and other utilities for all tower sites that contain more than 50% emergency radio infrastructure equipment. For facilities 50% or less-devoted to emergency radio, the cost for generators or UPS or other utilities will be paid for by the respective cities.
- 9.05 Cities agree that the County will have the right of inspection and acceptance before turning over cities' radio equipment to the County.
- 9.06 This agreement does not include the cities mobile and portable radios. All public safety mobile and portable radios remain the individual municipalities responsibility.

ARTICLE X – NOTICE

- 10.01 Any notice, report of demand which must be given or made by a party hereto under the terms of this Agreement shall be sent by registered or certified mail, return receipt requested. Notice to the County shall be sent to 911 Communication Director, 911 Communications Center, 3636 N. Cty. Hwy. F, Janesville, Wisconsin 53545. Notice to the City of Janesville shall be sent to: Chief of Police, City of Janesville, 100 North Jackson Street, Janesville, WI 53547-5005. Notice to the City of Beloit shall be sent to: Chief of Police, City of Beloit, 100 State St., Beloit, WI 53511.

ARTICLE XI – MERGER AND MODIFICATION

- 11.01 It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supercedes all oral agreements, previous written agreements and negotiations between the County and the Cities.
- 11.02 Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by parties hereto as an amendment to this Agreement.

ARTICLE XII – RECORDS

- 12.01 County and the Cities agree to maintain all records relative to this agreement and the use of the system during the period in which that system is used by the County and the Cities and further for any additional period of time as prescribed by law.

ARTICLE XIII – INDEPENDENT CONTRACTOR AND INDEMNIFICATION

- 13.01 The County and Cities are, and shall remain, independent contractors with respect to all services performed under this Agreement. Except as provided within this Agreement, the County and Cities shall select the means, method, and manner of performing their respective services herein. Nothing is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the County and Cities hereto or as constituting either party as the agent, representative, or employee of the other for any purpose or in any manner whatsoever. The Cities represent that they have or they will secure at their own expense all personnel required in performing services under this Agreement. Any and all personnel of the Cities or other persons engaged in the performance of any work or services under this Agreement shall have no contractual relationship with the other party, and shall not be considered an employee of any other

party. Each party hereto agrees to defend, indemnify and hold the other parties, its officers, agents and employees harmless from any and all claims, including reasonable attorney's fees, arising out of any acts or omissions of that idemnifying party related to the performance of this agreement.

13.02 Each of the parties shall maintain their own insurance to cover all their equipment, buildings or other items deemed necessary.

ARCTICLE XIV – GOVERNING LAW

14.01 The laws of the State of Wisconsin shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations and performance and obligations between the County and Cities.

The parties have agreed to these terms and have been authorized to execute this agreement.

Date: _____, 2011.

COUNTY OF ROCK

By: _____

Date: _____, 2011.

CITY OF JANESVILLE

By: _____

Name:

Title:

Date: _____, 2011.

CITY OF BELOIT

By: _____

Name:

Title:

MAINTENANCE SERVICE AGREEMENT

General Communications, Inc. (herein after referred to as General), agrees for the period of this Agreement to provide the services listed on the reverse side, to the equipment listed below. This Agreement does not include replacement of antennas or batteries, or maintenance of any transmission line, antenna, tower or tower lighting unless stated.

This Agreement is for a period of one year(s), beginning 1st day of October, 2007.

It is agreed Janesville Police Department will pay for the stated services Monthly.

*Public SAFETY RADIO
INFRA STRUCTURE EQUIPMENT*

Qty	Description of Equipment	Per Unit	Total
<u>Main Repeater System</u>			
1	GE Mastr III Repeater w/ Battery B-U - Tower Site - SXHMCJ S/N: 1788012	\$ 40.00	\$ 40.00
1	GE Satellite Receiver Comparator - Tower Site	\$ 20.00	\$ 20.00
5	GE Mastr III Satellite Receiver - FD4, PD, Craig, Jefferson, & FD2	\$ 20.00	\$ 100.00
<u>TAC Repeater System</u>			
1	GE Mastr II Repeater w/ Battery B-U	\$ 40.00	\$ 40.00
1	GE Satellite Receiver Comparator	\$ 20.00	\$ 20.00
1	DC Remote Keying Panel (RKP)	\$ 10.00	\$ 10.00
1	GE Mastr III Satellite Receiver - Janesville Fire Station # 4	\$ 20.00	\$ 20.00
4	GE Mastr II Satellite Receivers - Tower, Craig, Jefferson, & FD2	\$ 15.00	\$ 60.00
<u>PD & 18 N. Jackson Equipment</u>			
1	Dispatch Console at PD	\$ 30.00	\$ 30.00
1	GE Master II Base at Police Department - Car-to-Car and Pt-Pt	\$ 20.00	\$ 20.00
1	GE Phoenix Control Station for MARCI Repeater - N5A17 S/N: 6716752-D	\$ 10.00	\$ 10.00
2	GE Mastr III Receivers - Prorated Warranty	\$ 10.00	\$ 20.00
1	JPS Voter	\$ 40.00	\$ 40.00
Sub-Total			\$ 430.00
Tax			Government
Monthly Total			\$ Continued

Equipment will be serviced at Janesville Police Department's location or General Communications.

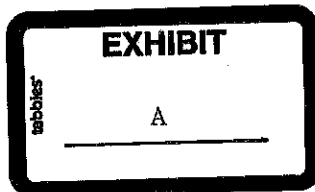
Janesville Police Department has read this Agreement and understands the terms and conditions contained herein.

GENERAL COMMUNICATIONS, INC.

Janesville Police Department
18 N. Jackson Street
Janesville, WI 53545

Gary E. Pelletier
Service Manager
October 25, 2007

By: _____
Title: _____ Date: _____



MAINTENANCE SERVICE AGREEMENT

General Communications, Inc. (herein after referred to as General), agrees for the period of this Agreement to provide the services listed on the reverse side, to the equipment listed below. This Agreement does not include replacement of antennas or batteries, or maintenance of any transmission line, antenna, tower or tower lighting unless stated.

This Agreement is for a period of one year(s), beginning 1st day of January, 2007.

It is agreed Beloit Police Department will pay for the stated services monthly or yearly.

Public SAFETY
RADIO INFRASTRUCTURE
EQUIPMENT

Qty	Description of Equipment	Per Unit	Total
2	GE Mastr III TAC 1, TAC 2 Repeaters	\$ 35.00	\$ 70.00
2	GE Voter Comparators	\$ 25.00	\$ 50.00
10	GE Satellite Receivers	\$ 10.00	\$ 100.00
1	GE Mastr III TAC 3 Receiver at Ute Ct.	\$ 20.00	\$ 20.00
2	GE MVP Link Transmitters for Rockford Site	\$ 15.00	\$ 30.00
2	GE Link Receivers for Rockford at Mill Street	\$ 10.00	\$ 20.00
3	Kenwood TKR-820 Repeaters - SN 80900220 & 01000242, 20300198	\$ 10.00	\$ 30.00
1	Kenwood TKR-850 Repeaters	\$ 10.00	\$ 10.00
23	Marked Squad Cards w/MDC's and TK-790/890 Mobiles	\$ 75.00	\$ 1,725.00
13	Unmarked Squad Cards - NO MDC's	\$ 20.00	\$ 260.00
2	Expedition & F350 Ford w/phones & Light Bar	\$ 25.00	\$ 50.00
2	Command Post Trailer & Tactical Trailer	\$ 50.00	\$ 100.00
6	Kenwood TK-3140 Portables - Purchased 9/13/05	\$ 0.00	\$ 0.00
6	Kenwood TK-290 Portables - Purchased 2/18/04	\$ 4.00	\$ 24.00
29	Kenwood TK-290 Portables - Purchased 12/14/05	\$ 0.00	\$ 0.00
		Sub-Total	\$ 2,489.00
		Tax	Government
		Monthly Total	\$ 2,489.00
Annual Total \$2,489.00/mon x 12mon/yr = \$29,868.00			

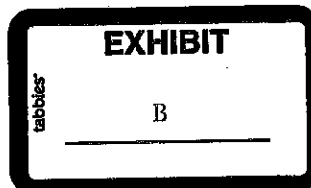
Equipment will be serviced at Beloit Police Department's location or General Communications. Beloit Police Department has read this Agreement and understands the terms and conditions contained herein.

GENERAL COMMUNICATIONS, INC.

Beloit Police Department
100 State Street
Beloit, WI 53511

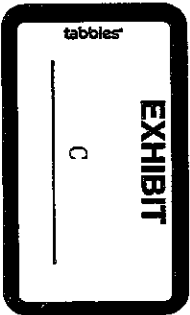
Gary E. Pelletier
Service Manager
January 26, 2007

By: _____
Title: _____ Date: _____



JANESVILLE POLICE TOWER SITES

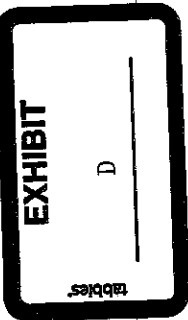
SITE NAME	NEAREST INTERSECTION	EXACT ADDRESS	PHONE	LAT/LONG
Janesville Fire Station 2	S. Washington St. & Nicolet St.	1545 S. Washington St.	752-2718	42.657375/-89.032755
Janesville Fire Station 4	E. Milwaukee St & Holly Dr.	4117 E. Milwaukee St.	752-1660	42.657942/-89.033105
Janesville Fire Station 1	Milton Av. & N. Atwood Av.	303 Milton Av.	755-3050	42.686693/-89.018407
Jefferson Elem School	Mt Zion Av. & Jefferson School Dr.	1831 Mt Zion Av.	743-6600	42.701674/-88.999780
Janesville City Hall	N. Jackson St. & W. Wall St.	18 N. Jackson St.	755-3000	42.682064/-89-026768
Janesville Water Tower	Oakridge Bend & Arbor Ridge Way	2897 Oakridge Dr.		42.709934/-89.059030
Janesville Police Dept	W. Wall St. & N. Jackson St.	100 N. Jackson St.	755-3100	42.682730/-89.027257
Southern Wis Airport	W. Airport Rd. & S. Columbia Dr.	1716 W. Airport Rd.	757-5768	42.614307/-89.041418
St. Mary's Hospital	E. Racine St. & S. Wright Rd.	3400 E. Racine St		42.669786/-88.975311

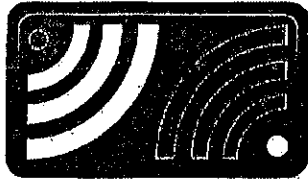


Current Sites.

BELOIT POLICE DEPARTMENT TOWER SITES

SITE NAME	NEAREST INTERSECTION	EXACT ADDRESS	PHONE	LAT/LONG
Beloit, Mill Street	Water St. & Mill St.	124 Mill St. (Alliant Tower)	363-8343	42.546465/-89.009466
Beloit Memorial Hospital	Prairie Av. & W. Hart Rd.	1969 W. Hart Rd.	364-5011	42.552713/-88.865324
Beloit, Ute Street	Ute St. & Master St.	2237 Ute Ct. (Alliant Tower)	363-8320	42.839676/-89.064003
Janesville City Hall	N. Jackson St. & W. Wall St.	18 N. Jackson St.	755-3000	42.682064/-89-026768
Rockford, IL	Hwy 2 & N. River Bluff	N. River Bluff		
Beloit Gateway Water Tower	Eagles Ridge Dr. & Raven Dr.	3600 Eagles Ridge Dr.		42.518537/-88.959809
Winnebago Co. Tower		4401 N. Main St., Rockford, IL		
Rock Co. Sheriff Tower	S. Hy 51 & E. Hy 14	200 E. Hy 14	757-8000	42.700115/-88.959809





GENERAL COMMUNICATIONS

your safety is our business

May 20, 2011

Janesville Police Department
100 N. Jackson Street
Janesville, WI 53545

RE: Radio System Upgrade Quotes

Below are the quotes for the following upgrades:

1. Airport Receiver Site Move
2. DPW and Transit Move to new Water Tower
3. Sports Complex Tower
4. Radio Console Digital Upgrade
5. Move TAC Repeater to Water Tower

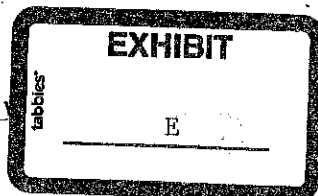
1. **Airport Receiver Site Move:** A flashing red flight will need to be mounted at the top of the antenna. The light quoted will need to be approve by the airport director.

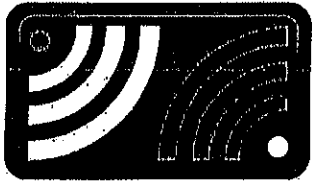
*Required
Completion by:
11/2011*

<u>Qty</u>	<u>Description</u>	<u>Cost Each</u>	<u>Total Cost</u>
1	6dB Dipole Antenna with Light Bracket	\$ 1,975.00	\$ 1,975.00
80	7/8" Hardline Cable	\$ 6.00	\$ 480.00
2	7/8" Connectors	\$ 33.00	\$ 66.00
2	7/8" Grounding Kit	\$ 30.00	\$ 60.00
2	Snap-Stack Hangers, 10 Pack	\$ 30.00	\$ 60.00
2	Snap-in Angle Adapters, 10 Pack	\$ 45.00	\$ 90.00
1	4" Boot with two 7/8" Holes	\$ 30.00	\$ 30.00
1	Ground Bar, 4" x 24"	\$ 100.00	\$ 100.00
1	Outdoor Cabinet with AC and Heater Option	\$ 6,500.00	\$ 6,500.00
1	Cement Pad and Cabinet Mount	\$ 2,500.00	\$ 2,500.00
1	Miscellaneous Materials	\$ 100.00	\$ 100.00
1	Antenna System Freight	\$ 200.00	\$ 200.00
1	Red Flashing Beacon Lighting System	\$ 1,800.00	\$ 1,800.00
1	Installation	\$ 6,000.00	\$ 6,000.00
Sub Total:			\$ 19,961.00

Madison
5157 Anton Drive
Madison, WI 53719
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Milwaukee
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GENERAL COMMUNICATIONS

your safety is our business

January 20, 2011

Janesville Police Department
100 N. Jackson Street
Janesville, WI 53545

The following is our quote to develop a new radio site at the new Janesville Water Tower to replace the existing site on Winchester. The City requires a brick building with gabled roof. In addition, if a generator is needed the City requires the generator and fuel take to be indoors. So we quoted two different buildings sizes, one with a generator and one without. There is also more site development then anticipated.

Equipment Move and Antenna System

11/2011

<u>Qty</u>	<u>Description</u>	<u>Cost Each</u>	<u>Total Cost</u>
2	6dB Dipole Antennas	\$ 725.00	\$ 1,450.00
500'	7/8" Hardline Cable	\$ 6.00	\$ 3,000.00
4	Hoisting Grip	\$ 25.00	\$ 100.00
4	7/8" Connectors	\$ 33.00	\$ 132.00
6	7/8" Grounding Kit	\$ 30.00	\$ 180.00
4	Snap-Stack Hangers	\$ 30.00	\$ 120.00
1	4" Boot with two 7/8" Holes	\$ 30.00	\$ 30.00
1	Ground Bar, 4" x 24"	\$ 100.00	\$ 100.00
2	Polyphaser Lightning Protection	\$ 75.00	\$ 150.00
2	6' Superflex Jumper	\$ 120.00	\$ 240.00
1	Miscellaneous Materials	\$ 100.00	\$ 100.00
1	Antenna Shipping	\$ 350.00	\$ 350.00
1	Labor to move equipment and phone lines	\$ 12,000.00	\$ 12,000.00
Sub Total:			\$ 17,952.00

Site Improvements

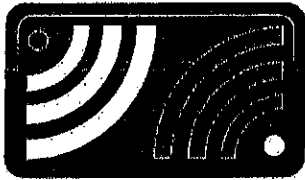
11/2011

<u>Qty</u>	<u>Description</u>	<u>Cost Each</u>	<u>Total Cost</u>
1	Trench in PVC Conduit to new building	\$ 2,500.00	\$ 2,500.00
1	Trench PVC Conduit and install antenna and cables	\$ 2,500.00	\$ 2,500.00
1	Remove Old Tower, guys and antennas	\$ 2,500.00	\$ 2,500.00
1	90' Fence w/ Double Door	\$ 4,000.00	\$ 4,000.00
1	Extend road to end Building	\$ 3,000.00	\$ 3,000.00
1	Alliant Power Connection from Road	\$ 3,000.00	\$ 3,000.00
1	PDC Electrical Connections	\$ 4,000.00	\$ 4,000.00
1	AT&T Phone Line Installation from Road	\$ 6,000.00	\$ 6,000.00
1	Landscaping for new water run off	\$ 5,000.00	\$ 5,000.00
1	City Permits as required (estimate only)	\$ 2,000.00	\$ 2,000.00
1	Labor and Project Management	\$ 5,000.00	\$ 5,000.00
Sub Total:			\$ 39,500.00

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GENERAL COMMUNICATIONS

your safety is our business

Option 1: 10' x 24' Building with UPS and Generator

Qty	Description	Cost Each	Total Cost
1	10' x 24' Building with indoor Generator	\$ 39,983.75	\$ 39,983.75
1	Gabled roof with 4:12 pitch, 30 year shingles	\$ 1,162.50	\$ 1,162.50
1	Brick finish in lieu of rock	\$ 10,335.00	\$ 10,335.00
1	4'x7' door for generator room	\$ 1,430.00	\$ 1,430.00
1	Interior wall to divide shelter into 2 rooms	\$ 1,020.00	\$ 1,020.00
1	Ventilation package for generator room	\$ 3,580.00	\$ 3,580.00
1	Exhaust thimble for generator room	\$ 355.00	\$ 355.00
1	Additional surge suppressor for transfer switch	\$ 765.00	\$ 765.00
1	Reinforce skid in generator area of shelter	\$ 920.00	\$ 920.00
1	Additional freight charge for Gabled Roof	\$ 1,500.00	\$ 1,500.00
1	Generac 25KW Diesel generator with 24 hour run double wall tank	\$ 28,031.00	\$ 28,031.00
1	GE 10KVA/8KW UPS system (minimum of 30 minutes of back-up time for 30 amps)	\$ 10,565.00	\$ 10,565.00
1	External Generator Plug with Transfer Switch	\$ 2,000.00	\$ 2,000.00
1	Site Excavation and Cement Pad with Step	\$ 9,240.00	\$ 9,240.00
1	Crane Rental	\$ 1,400.00	\$ 1,400.00
1	Building Installation & Grounding	\$ 7,000.00	\$ 7,000.00
Sub Total:		\$	119,287.25

Option 2: 10' x 12' Building with UPS

Qty	Description	Cost Each	Total Cost
1	10' x 12' Building	\$ 28,542.50	\$ 28,542.50
1	Gabled roof with 4:12 pitch, 30 year shingles	\$ 812.50	\$ 812.50
1	Brick finish in lieu of rock	\$ 8,167.50	\$ 8,167.50
1	Additional freight charge for Gabled Roof	\$ 1,500.00	\$ 1,500.00
1	GE 10KVA/8KW UPS system (minimum of 30 minutes of back-up time for 30 amps)	\$ 10,565.00	\$ 10,565.00
1	External Generator Plug with Transfer Switch	\$ 2,000.00	\$ 2,000.00
1	Site Excavation and Cement Pad with Step	\$ 6,024.00	\$ 6,024.00
1	Crane Rental	\$ 1,000.00	\$ 1,000.00
1	Building Installation & Grounding	\$ 5,000.00	\$ 5,000.00
Sub Total:		\$	63,611.50

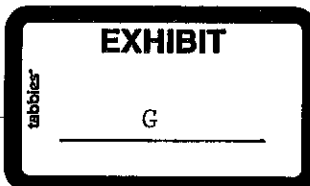
Option 1: Total For 10' x 24' Building with Generator: \$ 176,739.25
Option 2: Total For 10' x 12' Building with UPS Only: \$ 121,063.50

If you have any questions please email mwahl@gencomm.com or call me at 608-310-7110.

Sincerely,
Marlyn Wahl
 Marlyn Wahl
 Account Executive

Madison
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 Madison, WI 53719
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Milwaukee
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Beloit Police

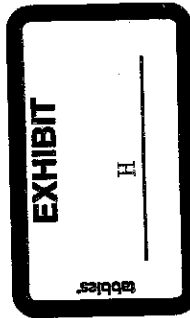
<u>Qty</u>	<u>Description</u>	<u>Each</u>	<u>Extended</u>
7	Mastr III Repeaters TAC 1,2,3,4,5,6,7	\$ 40.00	\$ 280.00
6	JPS Voter Comparators	\$ 30.00	\$ 180.00
2	Kenwood TKR-750K Repeaters - TAC 5&6 Links	\$ 20.00	\$ 40.00
28	Mastr III Satellite Receivers	\$ 20.00	\$ 560.00
6	TX/RX Receiver Multicouplers	\$ 10.00	\$ 60.00
1	TX/RX BDA at Police Department	\$ 30.00	\$ 30.00
12	Airmux Microwave Digital Radios	\$ 30.00	\$ 360.00
8	Adtran Atlas 550 MUXs with Cards	\$ 30.00	\$ 240.00
Sub Total:		\$	\$ 1,750.00

Janesville Police Main Repeater

<u>Qty</u>	<u>Description</u>	<u>Each</u>	<u>Extended</u>
1	GE Mastr III Repeater w/ Battery B-U – Tower Site – SXHMC1 S/N: 1788012	\$ 40.00	\$ 40.00
1	JPS Voter Comparator with Site Voter Modules	\$ 40.00	\$ 40.00
7	GE Mastr III Satellite Receiver – FD2, FD4, City Hall, Sports Complex, Jefferson, Milton & Airport	\$ 25.00	\$ 175.00
<u>JPD TAC Repeater System</u>			
1	GE Mastr III Repeater w/ Battery B-U	\$ 40.00	\$ 40.00
1	JPS Voter Comparator with Site Voter Modules	\$ 40.00	\$ 40.00
7	GE Mastr III Satellite Receiver – FD2, FD4, Winchester, Sports Complex, Jefferson, Milton, & Airport	\$ 25.00	\$ 175.00
Sub Total:		\$	\$ 510.00

Monthly \$ 2,260.00

Yearly: \$ 27,120.00



**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH ANDRES MEDICAL BILLING LTD**

WHEREAS, the City of Beloit Fire Department is the primary provider for paramedic level Emergency Medical Services for the citizens of Beloit as well as intercept services to other Stateline communities and

WHEREAS, the City of Beloit Fire Department utilizes a third party company to perform all aspects of Emergency Medical Service billing and collections and

WHEREAS, the City of Beloit's current contract for such service will terminate on December 31, 2011 and

WHEREAS, Andres Medical Billing, Ltd. has met the specifications of our Request for Proposal and

WHEREAS, Andres Medical Billing, Ltd. will provide the services required by the City of Beloit Fire Department.

NOW, THEREFORE, BE IT IS RESOLVED THAT, the City Manager is authorized to enter into a contract with Andres Medical Billing.

Adopted this 5th day of December 2011

BELOIT CITY COUNCIL

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution authorizing the City Manager to enter into a contract with Andres Medical Billing, Ltd., an Emergency Medical Services (EMS) billing agency.

Date: December 5, 2011

Presenter(s): Chief Bradley Liggett

Department: Fire

Overview/Background Information:

The City of Beloit Fire Department provides paramedic level emergency medical services to the citizens and visitors of the Greater Beloit Area. The City of Beloit Fire Department contracts with a third party company to bill for Emergency Medical Services. The current contract with Specialty Billing Services will terminate at the request of the vendor on December 31, 2011. Specialty Billing Services is changing their business model and expanding in a different area; they are providing services to Janesville St. Mary's Hospital. A Request for Proposal (RFP) was done for this service and a committee selected Andres Medical Billing, Ltd. from two other RFP's received. Andres Medical Billing was the lowest bidder.

Key Issues (maximum of 5):

1. Specialty Billing Services terminated our current contract for EMS billing effective December 31, 2011. The City does not have the training, capacity, or software to conduct this service internally.
2. A third party company for this service is necessary in order to maximize ambulance billing revenue, and to ensure compliance with medical records management, patient privacy, bill coding and Medicare/Medicaid Compliance.
3. Andres Medical Billing, Ltd. Is qualified to perform this service for the City of Beloit Fire Department.
4. Specialty Billing Service will continue to manage and collect for all accounts to be billed out through the December 31, 2011 service period. This will cause a service overlap for a period of several months.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.
5. Communicate and partner with other jurisdictions and organizations to coordinate effective and efficient service delivery and stimulate regional prosperity.

Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- **Reduce dependence upon fossil fuels** – N/A
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Action required/Recommendation:

Approval of the resolution to authorize the City Manager to enter into a contract with Andres Medical Billing, Ltd.

Fiscal Note/Budget Impact:

The City of Beloit Fire Department's ambulance budget has money allocated for this expense. We currently pay \$14 per billable chart. In 2010 The City paid Specialty Billing Services \$44,475.00. Andres Medical Billing's fee is 5% of revenue collected. The amount collected in 2010 was \$958,549.99; 5% of this would have been \$47,927.00, an increase of only \$3,452.00.

Attachments:

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH STATE COLLECTION SERVICE INC**

WHEREAS, the City of Beloit Fire Department is the primary provider for paramedic level Emergency Medical Services for the citizens of Beloit as well as intercept services to other Stateline communities and

WHEREAS, the City of Beloit Fire Department utilizes a third party company to perform collection services on Emergency Medical Service past due accounts and

WHEREAS, the City of Beloit Fire Department utilizes a third party company to perform Tax Refund Intercept Program and

WHEREAS, State Collection Service, Inc. is a qualified vendor for the State of Wisconsin under State contract number 15-94633-401 and

WHEREAS, Stateline Collection Service, Inc. provides the services required by the City of Beloit Fire Department.

NOW, THEREFORE, BE IT RESOLVED THAT, the City Manager is authorized to enter into a contract with State Collection Service, Inc.

Adopted this 5th day of December 2011

BELOIT CITY COUNCIL

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution authorizing the City Manager to enter into a contract with State Collection Service, Inc., a collection agency for ambulance bills.

Date: December 5, 2011

Presenter(s): Chief Bradley Liggett

Department: Fire

Overview/Background Information:

The City of Beloit Fire Department provides paramedic level emergency medical services to the citizens of Beloit and to those who pass through the City of Beloit and surrounding areas. The City of Beloit Fire Department contracts with a third party company to perform all billings for EMS. After the standard collection process is done by the billing company the accounts are transferred to a collection agency. State Collection Service, Inc., has a State of Wisconsin contract.

Key Issues (maximum of 5):

1. In order to maximize ambulance billing revenue delinquent accounts need to be transferred to a collection agency.
2. A third party company for this service is necessary in order to maximize ambulance billing revenue.
3. State Collection Service, Inc., qualified to perform this service for the City of Beloit Fire Department.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.
5. Communicate and partner with other jurisdictions and organizations to coordinate effective and efficient service delivery and stimulate regional prosperity.

Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- Reduce dependence upon fossil fuels – N/A
- Reduce dependence on chemicals and other manufacturing substances that accumulate in nature – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation:

Approval of the resolution to authorize the City Manager to enter into a contract with State Collection Service, Inc.

Fiscal Note/Budget Impact:

The City of Beloit Fire Department's ambulance budget has money allocated for this expense.

Attachments:

**RESOLUTION DECLARING DOUBTFUL ACCOUNTS,
AUTHORIZING AMOUNTS TO BE WRITTEN OFF,
AND RECEIVING AND FILING THE 2011
REPORT OF THE COMPTROLLER**

WHEREAS, the City’s adopted administrative policy governing delinquent accounts and their write-off requires City Council to review and approve any doubtful accounts that exceeds \$5,000 and are deemed uncollectible; and,

WHEREAS, the Director of Housing Services and City Treasurer recommended that the following loans made through the City of Beloit Rehabilitation Loan Program, which is completely funded through the CDBG and HOME programs, be written-off as uncollectible; and,

WHEREAS, all of the properties have now been sold at a Sheriff’s foreclosure sale and the City has exhausted all efforts to collect the past due amounts owed; and,

WHEREAS, consistent with this policy, the Comptroller (Finance and Administrative Services Director), City Attorney and the City Manager recommend that the following loans are uncollectible and the amounts should be written off.

NOW THEREFORE BE IT RESOLVED the City Council declares the following CDBG and HOME loans as uncollectible.

Beloit Rehabilitation Loan Program Write-Offs		
Name	Location	Amount
Karl & Shelly Lusetti	1304 Prairie Ave. (tax foreclosure)	\$6,551.03
Matthew & Pamela Kennedy	1123 Highland Ave. (tax foreclosure)	\$5,226.90
Jimmie Nails (Roy Price)	909 Randall (tax foreclosure)	\$15,000.00
Jimmie Nails (Roy Price)	913 Randall (tax foreclosure)	\$10,737.00
Jose & Patricia Becerra	1621 Dewey Ave. (foreclosure)	\$15,599.23
Terry & Laura Lee	1041 Oak St. (foreclosure)	\$9,112.00
Matthew Bronson	1307 Keeler Ave. (condemnation)	<u>\$8,860.12</u>
	Total	<u>\$71,086.20</u>

BE IT FURTHER RESOLVED the City Council declares the following accounts as uncollectible as recommended by the City Treasurer.

Write-Offs Due to Tax Deed Sale		
Name	Location	Amount
Pete Deiler	1529 Porter (sewer fees & demo costs)	\$16,875.42
John Petersen	733 9 th (condemnation demo costs)	\$6,613.16
Thomas Morgan	825 Wisconsin Ave. (condemnation demo costs)	\$9,239.21
Clarence Beckham	1333 Wisconsin Ave. (condemnation demo costs)	<u>\$7,450.12</u>
	Total	<u>\$40,177.87</u>

**Write-offs in Excess of \$5,000 Recommended
By the City Treasurer**

Henry Technology	2005 Personal Property Taxes	\$5,217.76
Harmony Manor, LLC	2005 Personal Property Taxes	\$8,562.00
RML Foods (Sentry)	2005 Personal Property Taxes	\$17,387.93
James M. Hagy	(1242 Wisconsin Ave. condemnation/demo costs)	\$8,145.00
Laurie A. McAtee	(248 Merrill Ave. condemnation/demo costs)	\$8,360.00
Matthew J. Bronson	(1307 Keeler Ave. condemnation/demo costs)	\$9,220.00
Homeowners Financial Services	(1018 Central Ave. condemnation/demo costs)	\$6,999.00
Maria Garcia	(1314 Keeler Ave. condemnation/demo costs)	\$7,760.00
Bank of New York	(340 Highland Ave. condemnation/demo costs)	\$5,815.00
John H. Scheele	(410 8th and 241 Merrill condemnation/demo costs)	\$16,005.00
Beloit Riverfest	2009 Charges for Service	<u>\$5,000.00</u>
	Total	<u>\$98,471.69</u>

BE IT FURTHER RESOLVED that the City Council authorizes the amounts to be written off.

BE IT FURTHER RESOLVED the City Council does receive and file the Comptroller's report for 2011 reporting the accounts declared doubtful or written off that exceed \$5,000.

Adopted this 5th day of December, 2011

Kevin D. Leavy
City Council President

ATTEST:

Rebecca S. Houseman
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Declaration and Write-off of Doubtful Accounts

Date: December 5, 2011

Presenter(s): Paul York, Finance, and Administrative Services Director

Department(s): Finance and Administrative Services

Overview/Background Information:

The City's Administrative Policy for Doubtful Accounts and Accounts Written-off requires the City Comptroller (Finance, and Administrative Services Director) to annually present to the City Council any accounts \$5,000 or more that are considered doubtful accounts and should be written off as uncollectible. The Director of Housing Services and City Treasurer have recommended that several loans made as part of the Housing Rehab Loan Program and various billings for city services and taxes be considered for write-off since the properties have been foreclosed and sold at a Sheriff's sale or are considered no longer collectable. All reasonable efforts to collect these delinquent accounts have been exhausted and in accordance with the City's policy the accounts are considered to be doubtful accounts and should be written-off as uncollectible. All of these accounts are currently listed with the city's collection agency for additional follow-up.

Key Issues (maximum of 5):

1. This write-off is consistent with adopted city policy and Governmental Accounting Standards.
2. Additional efforts to collect the amounts due will further add to the city's expense.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

N/A

Sustainability (Briefly comment on the sustainable long-term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines.):

- Reduce dependence upon fossil fuels N/A
- Reduce dependence on chemicals and other manufacturing substances that accumulate in nature N/A
- Reduce dependence on activities that harm life sustaining eco-systems N/A
- Meet the hierarchy of present and future human needs fairly and efficiently N/A

If any of the four criteria are not applicable to your specific policy or program, an N/A should be entered in that space.

Action required/Recommendation:

Staff recommends Council adoption of the Resolution authorizing the write-off of these doubtful accounts.

Fiscal Note/Budget Impact:

These write-offs are not expected to have any adverse fiscal impact to the City.