



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

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - 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 (Jacobs)
4. PUBLIC HEARINGS
 - a. Resolution amending the **2010 and 2011 HOME Budgets** related to funding for Neighborhood Housing Services (NHS) (Christensen)
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 Special Meeting of October 14, 2011, and the Regular and Special Meetings of October 17, 2011 (Houseman)
- b. Resolution approving Fuller's Woods **Condominiums Addendum No.1** for properties located on the 2700 block of East Ridge Road (Christensen)
Plan Commission recommendation for approval 5-0
- c. Application for a **Zoning Map Amendment** to change the Zoning District Classification from PUD, Planned Unit Development District, to R-1A, Single-family Residential District, for properties located at 1907 and 2000 Aspen Drive and 1907, 2000, and 2001 Dell Drive (Christensen) Refer to Plan Commission
- d. Application for a **Conditional Use Permit** to allow an outdoor seating area and the outdoor sales, possession, and consumption of alcohol in a C-3, Community Commercial District, for the property located at 65 Portland Avenue (Christensen)
Refer to Plan Commission
- e. Resolution supporting the **Rock River Trail Initiative** (Ramsey)
- f. Resolution concurring with the City Manager's Decision to Authorize the City of Beloit to Apply for and Enter into a **Grant Agreement for the Hydrogen Fuel Use In Municipal Fleets Grant** through the Wisconsin State Energy Office (Jacobsen)

7. ORDINANCES

- 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** (Krueger)
1st Reading

8. APPOINTMENTS – none

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION

- a. Resolution authorizing the Issuance and Sale of Approximately **\$4,325,000 Taxable General Obligation Refunding Bonds, Series 2011B** (York)

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution approving the **2012 Annual Action Plan and Community Development Block Grant (CDBG) Budget** (Christensen)
Community Development Authority recommendation for approval 5-0-1
- b. Resolution approving the **2012 HOME Investment Partnership (HOME) Budget** (Christensen) Community Development Authority recommendation for approval 6-0
- c. Resolution approving the **2012 Business Improvement District Plan and Budget** (Braatz)
- d. Resolution authorizing changes to the **2012 Schedule of Transit Fares** for the City of Beloit, Wisconsin (Gavin)
- e. Resolution authorizing changes to the **2012 Schedule of Fees, Charges, and Rates** for the City of Beloit, Wisconsin (York)
- f. Resolution approving the **Operating Budgets, Appropriating Funds and Levying Property Taxes necessary for the Operation and Administration of the City of Beloit for the Year 2012** including the 2012 Capital Improvement Budget; the Beloit Public Library Budget; and further authorizing the City Treasurer to spread the City Property Tax along with the apportionments Certified for other Jurisdictions upon the Current Tax Roll of the City (Arft/York)
(Full budget available at www.ci.beloit.wi.us)

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 2, 2011
Rebecca S. Houseman
City of Beloit City Clerk
<http://www.ci.beloit.wi.us>

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.

WHEREAS, The Beloit Police Department strives to reduce crime and apprehend criminals, and officers are encouraged to be proactive in this effort; and

WHEREAS, Officer Ryan Flanagan had the initiative to create an innovative program called Force Multiplier which utilized radio dispatched City of Beloit workers as “eyes” for the police department, and Officer Flanagan developed a training program and successfully presented it to several City departments; and

WHEREAS, Since Force Multiplier was initiated by the Beloit Police Department, several significant arrests have been made, including two for operating a motor vehicle without owner’s consent and one for graffiti, and two stolen vehicles have been recovered; and

WHEREAS, Patrol Captain Dan Risse submitted Officer Flanagan’s Force Multiplier program on behalf of the department to the Cities and Villages Mutual Insurance Company (CVMIC) as part of their national “Significant Program Award” competition; and

WHEREAS, CVMIC selected Force Multiplier as one of the five winners of their annual competition and awarded the Beloit Police Department \$1,000 for safety equipment;

NOW, THEREFORE, BE IT RESOLVED that the Beloit City Council does hereby call upon all citizens of Beloit, Wisconsin to recognize Officer Ryan Flanagan, Captain Dan Risse and members of the Beloit Police Department for promoting a safe and healthy community, minimizing personal injury, preventing loss of life, and protecting property and natural resources through the Force Multiplier program.

Dated this 7th day of November 2011.

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman
City Clerk

RESOLUTION
AMENDING THE 2010 AND 2011 HOME BUDGETS RELATED
TO FUNDING FOR NEIGHBORHOOD HOUSING SERVICES (NHS)

WHEREAS, Neighborhood Housing Services of Beloit (NHS) is the designated Community Housing Development Organization (CHDO) for the Rock County HOME Consortium, and

WHEREAS, the HOME regulations require 15 percent of the HOME funds to be awarded to a CHDO, and

WHEREAS, the City Council previously awarded the 2010 and 2011 CHDO funds to NHS for owner-occupied rehabilitation loans, and

WHEREAS, the HOME regulations do not allow these CHDO funds to be used for owner-occupied rehabilitation loans but do allow these funds to be used for acquisition rehab projects.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Beloit, Rock County, Wisconsin amends the 2010 and 2011 HOME budgets to allocate the CHDO dollars to NHS to acquisition-rehabilitation projects in the City of Beloit.

Adopted this 7th day of November, 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: Consideration of a resolution allowing NHS' 2010 and 2011 HOME funds to be used for acquisition rehabilitation projects

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development Authority

Overview/Background Information:

In July 2001, the City of Beloit, Rock County and City of Janesville formed the Rock County HOME Consortium. This allows us to receive HOME funds directly from the Department of Housing and Urban Development (HUD) similar to CDBG. The 2010 and 2011 HOME funds awarded to Neighborhood Housing Services (NHS) were originally budgeted for owner-occupied rehab projects.

Key Issues (maximum of 5):

1. HOME Investment Partnership Program guidelines require 15 percent of the Consortium HOME funds to be used for a Community Housing Development Organization (CHDO) for eligible HOME activities.
 2. The 2010 and 2011 CHDO HOME funds were awarded to NHS for owner-occupied rehab projects.
 3. CHDO funds are not allowed to be used for owner-occupied rehab. However, acquisition rehabilitation is an eligible activity.
-

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** – Not applicable
 - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – Not Applicable
 - **Reduce dependence on activities that harm life sustaining eco-systems** – Not Applicable
 - **Meet the hierarchy of present and future human needs fairly and efficiently** – Not Applicable.
-

Action required/Recommendation:

CDA recommends approval of the proposed resolution

Fiscal Note/Budget Impact:

Not Applicable

Attachments:



PROCEEDINGS OF THE BELOIT CITY COUNCIL

Special Meeting

October 14, 2011

6:30 p.m.

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. President Kevin D. Leavy called the meeting to order at 6:35 p.m. in the 4th Floor City Manager's Conference Room at City Hall. Roll called showed Councilors De Forest, Haynes, Luebke, Spreitzer, and Van De Bogart present.
2. Councilor De Forest moved to adjourn into closed session Pursuant to Wis. Stats. 19.85(1)(e) to discuss and develop negotiating strategies related to **collective bargaining**. Councilor Luebke seconded. The motion carried, and the Council adjourned into closed session at 6:35 p.m. At 6:45 p.m., Councilor De Forest left the meeting.
3. Councilor Luebke moved to adjourn the meeting, and Councilor Haynes seconded. The motion carried, and the meeting adjourned at 7:05 p.m.

Rebecca S. Houseman
City Clerk

www.ci.beloit.wi.us

Date Approved by Council:



PROCEEDINGS OF THE BELOIT CITY COUNCIL

Special Meeting

October 17, 2011

8:15 a.m.

Presiding: Kevin D. Leavy

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

1. President Kevin D. Leavy called the meeting to order at 8:25 a.m. in the 2nd Floor Conference Room at the Beloit Public Library, located at 605 Eclipse Boulevard. Roll called showed Councilors De Forest, Haynes, Luebke, Newnham, Spreitzer, and Van De Bogart present.
2. Councilor Luebke moved to adjourn into closed session Pursuant to Wis. Stats. 19.85(1)(e) to discuss and develop negotiating strategies related to **collective bargaining**. Councilor Newnham seconded. The motion carried, and the Council adjourned into closed session at 8:25 a.m.
3. Councilor Spreitzer moved to adjourn the meeting, and Councilor Luebke seconded. The motion carried, and the meeting adjourned at 9:56 a.m. The Council then reconvened for a budget workshop at 10:05 a.m. in the Community Room on the first floor of the Beloit Public Library.

Rebecca S. Houseman
City Clerk

www.ci.beloit.wi.us

Date Approved by Council:



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit, WI 53511
Monday, October 17, 2011

Presiding: Kevin D. Leavy
Present: Sheila De Forest, Charles Haynes, David F. Luebke, Eric Newnham, Mark Spreitzer and James E. Van De Bogart
Absent: None

1. The meeting was called to order at 7:00 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. President Leavy asked if anyone in the audience was present to speak regarding item 11.b., the Resolution providing for the Sale of Approximately **\$4,325,000 Taxable General Obligation Refunding Bonds, Series 2011B**. Seeing no one, President Leavy requested that the Council hear and take action on this item so the presenter would not have to stay for the entire meeting. The Council was agreeable to this, and Finance and Administrative Services Director Paul York presented the Resolution. Dawn Gunderson, Ehlers and Associates, presented the pre-sale report and explained the process. Councilor Luebke moved to adopt the Resolution, and Councilor Newnham seconded. Councilor Van De Bogart clarified that this action does not add any new debt and that debt service funds will be saved annually. The Council approved the resolution unanimously through a roll call vote (7-0). File 8463
4. PUBLIC HEARINGS
 - a. Community Development Director Julie Christensen presented the **2012 Community Development Block Grant (CDBG) Proposed Budget and Annual Action Plan**. It was noted that the Community Development Authority recommended approval of the budget and action plan by a vote of 5-0-1, with an abstention, and the budget would return to the Council for action on November 7th. Councilor De Forest recused herself from the public hearing and discussion. President Leavy opened and closed the public hearing without participation. Councilor Newnham asked why Meals on Wheels was not being funded, and Councilor Luebke indicated that they have other funding sources. President Leavy requested that male homelessness be addressed in the action plan, that staff works with the school district to identify the needs of homeless students, and that staff follow up with the organizations receiving funds to ensure that the funds are being spent properly. Councilor De Forest returned to the meeting. File 8514
 - b. Ms. Christensen presented the **2012 HOME Investment Partnerships Proposed Budget**. It was noted that the Community Development Authority recommended approval 6-0, and the budget would return to the Council for action on November 7th. President Leavy opened and closed the public hearing without participation. File 8515
 - c. Mr. York presented the **2012 Operating, Library, and Capital Improvements Proposed Budgets** in summary form. He indicated that the budget would return to the Council on November 7th for possible action. President Leavy stated that there is a possibility that a snow-removal fee could be added to the budget, and the Council asked staff to do more research on the topic. President Leavy opened the public hearing, and the following people spoke:
 - Michael McNulty, 1245 Eaton Avenue, asked the Council to think about the Beloit they will leave their children when making decisions about the budget. He spoke in support of the parks and recreation opportunities for children in the community.
 - Mike Zoril, 1756 Carlyle Road, suggested that the budget should be fixed by cutting costs not by cutting services. He said that taxpayers should not be paying for City employees' expensive health insurance plans and that it is a waste of money to purchase and destroy houses. He indicated that it is not the taxpayers' job to provide recreation for children and suggested that the pool only be open every other year.

- Deloyde Sanders, 1015 Park Avenue, expressed concern regarding the cuts to the police and fire departments. He indicated that the Porter Area Watch Group has been working to establish a good relationship between the police and the community, and reducing the number of officers will negatively impact the community.
- Art Lefeber, 637 Wisconsin Avenue, spoke against the budget cuts to the police and fire departments. He stated that these cuts will negatively impact the quality of life in Beloit.
- Ed Scoville, 1654 White Avenue, recommended that the city-issued cars be eliminated and police and fire administration be consolidated.
- Jim Cronin, 1710 Emerson Street, spoke in favor of continuing the City's recreational programming including the ice rink, which brings money into Beloit through games and tournaments.
- Heather Miller, address not given, indicated that a reduction in the number of typists in the police department may create more overtime for officers because they will be waiting for reports. She also said that 10-hour shifts for officers would not cost the City additional money.
- Kerry Daugherty, 1018 Cleveland Street, spoke against the cuts in the police and fire departments and asked why safety personnel have not received their contracted raises.

President Leavy closed the public hearing. File 8514

5. CITIZENS' PARTICIPATION – none

6. CONSENT AGENDA

Councilor De Forest moved to adopt the Consent Agenda, and Councilor Luebke seconded. The motion carried that the Consent Agenda be accepted, approved, adopted, or referred and acted upon as required by state and local codes by a vote of 7-0.

- a. **Minutes** of the Regular Meeting of October 3, 2011 were approved.
- b. Application for a **Condominium Plat** for the Fuller Woods Condominiums Addendum No. 1, for property located on the 2700 block of East Ridge Road was referred to the Plan Commission. File 8025
- c. Resolution authorizing **Final Payment of Public Works Contract C11-20 Barrett Place Rehabilitation** was adopted. File 8504

7. ORDINANCES

- a. Proposed Ordinance to Repeal and Recreate Sections 1.10 and 1.11 and to amend 25.04(4)(c) of the Code of General Ordinances of the City of Beloit pertaining to **Emergency Management and Continuity of Government** was given a second reading. Assistant City Attorney Elizabeth Krueger presented an overview of the proposed changes. Councilor Van De Bogart moved to enact the Ordinance, and Councilor Luebke seconded. The motion carried 7-0. File 6543 Ordinance 3453

8. APPOINTMENTS

President Leavy announced openings and submitted the following appointments to the City Committees, Boards, and Commissions for approval. The appointments were approved on a motion by Councilor Newnham and a second by Councilor Haynes. The motion carried 7-0.

- a. **Alcohol Beverage License Control Committee:** Frank J. Marsden for a term ending June 30, 2014. File 6145
- b. **Board of Appeals:** Charles Kincaid for a term ending May 31, 2013 and Merlin L. Bussan, as First Alternate, for a term ending May 31, 2014. File 6130
- c. **Disabled Parking Enforcement Assistance Council:** Roger Spenle for a term ending October 31, 2014. File 6201
- d. **Landmarks Commission:** Rick McGrath, for a term ending October 31, 2014, and Shari Carley for a term ending October 31, 2014. File 5860

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- a. Councilor Spreitzer indicating that the majority of his time has been spent working on the budget.
- b. Councilor Newnham said that the budget has been challenging and thanked staff, Manager Arft, and citizens who are participating in the budget process.
- c. Councilor Luebke said that he went to Horace White Park on Saturday to see the pumpkins, and he expressed hope that it becomes an annual event.
- d. Councilor De Forest said that she enjoyed attending the senior health fair and thanked John Kalkirtz and his volunteers for their hard work. She also recognized Ryan Flannigan for his award from CIVMIC Insurance.
- e. Councilor Haynes indicated that he enjoyed helping with the Fall Fiesta in the Merrill Park Community Garden the previous weekend.
- f. President Leavy thanked the other Councilors for giving so much of their time and energy into this budget process, and he thanked staff for quickly providing information requested. He also invited the public to the Townhall-style workshops on Monday, October 24th at the Rotary River Center and on Tuesday, October 25th at Grinnell Senior Center.

10. CITY MANAGER'S PRESENTATION -none

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Operations Director Christine Walsh presented a Resolution awarding **Composting Bid** and authorizing City Manager to enter into a Contract for Services. Ms. Walsh indicated that Leafan is the recommended winner of the contract and that residents would have the option of using Leafan or Bedrock Grinding for yard waste materials at no charge for the rest of this year. Councilor Spreitzer moved to adopt the resolution, and Councilor Haynes seconded. Manager Arft pointed out that the City is saving an extraordinary amount of money from this contract. The motion carried 7-0. File 8220
- b. Economic Development Director Andrew Janke presented a Resolution approving **Farm Leases** between the City of Beloit and Walsh Agricultural Holding, LLC. Mr. Janke disclosed that Ms. Walsh is related to the individual who is recommended to receive the contract; however, she does not have any financial stake in the transaction. Councilor Luebke moved to adopt the resolution, and Councilor Haynes seconded. The motion carried 7-0. File 7834

12. At 8:25 p.m. Councilor De Forest moved to adjourn the meeting, and Councilor Haynes seconded. The motion carried 7-0.

Rebecca S. Houseman, City Clerk

www.ci.beloit.wi.us

Date approved by Council:

RESOLUTION
APPROVING FULLER'S WOODS CONDOMINIUMS ADDENDUM NO. 1
FOR PROPERTIES LOCATED ON THE 2700 BLOCK OF EAST RIDGE ROAD

WHEREAS, R.H. Batterman & Co., Inc., on behalf of the Fuller's Woods Condominium Association, has submitted a Condominium Plat known as Fuller's Woods Condominiums Addendum No. 1, for properties located on the 2700 block of East Ridge Road; and

WHEREAS, this Condominium Plat removes six approved but not yet constructed dwelling units (units 31 – 36) from the previously approved Condominium Plat; and

WHEREAS, the City of Beloit Plan Commission has reviewed and recommended approval of this Condominium Plat, subject to one (1) condition outlined below; and

WHEREAS, the City Council of the City of Beloit has reviewed this proposed Condominium Plat, which pertains to the following described land:

Lots 1, 2, 3, and Out-Lot 1 of Certified Survey Map Doc. #1618380 as recorded in Volume 26 on Pages 162-165 of Certified Survey Maps, being all a part of the S.W. ¼ and S.E. ¼ of the S.W. ¼ of Section 20, T. 1 N., R. 13 E. of the 4th P.M., City of Beloit, Rock County, Wisconsin.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Beloit does hereby conditionally approve this Condominium Plat known as Fuller's Woods Condominiums Addendum No. 1 for properties located on the 2700 block of East Ridge Road, subject to the following condition:

1. The applicant shall record the plat with the Rock County Register of Deeds and shall provide the Neighborhood Planning Division with a copy of the recorded plat by December 31, 2011.

Adopted this 7th day of November, 2011.

City Council of the City of Beloit:

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Fuller's Woods Condominiums Addendum No. 1 for properties located on the 2700 block of East Ridge Road

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

R.H. Batterman & Co., Inc., on behalf of the Fuller's Woods Condominium Association, has submitted the attached Condominium Plat, which is officially known as Fuller's Woods Condominiums Addendum No. 1, for properties located on the 2700 block of East Ridge Road. The attached plat removes six approved but not yet constructed dwelling units (units 31 – 36) from the previously approved plat. The attached **Location & Zoning Map** shows the location of the properties involved in this request.

Key Issues (maximum of 5):

- This development, which consists of 15 duplexes (30 units) under condominium ownership, was approved in 2003.
- The owners of the 30 units that were constructed have voted to remove the final six units from the plat, which will ensure that the existing open space between unit 30 and Cranston Road remains undeveloped.
- This development was approved as a Planned Unit Development (PUD). Because this proposal involves a reduction in density, the Neighborhood Planning Division has determined that the applicant does not need to amend the previously approved PUD – Master Land Use Plan.
- The Plan Commission reviewed this item on October 19, 2011 and voted unanimously (5-0) to recommend approval of this plat, subject to one condition.

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** – The proposed plat includes less impervious surface area than the previously approved plat, which will result in more precipitation infiltration and less stormwater run-off.
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Action required/Recommendation:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact: N/A

Attachments: Resolution and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: October 19, 2011

Agenda Item: 3

File Number: FS-2011-01

Applicant: R.H. Batterman & Co., Inc.

Owner: Various

Location: 2700 Block of E. Ridge Road

Existing Zoning: PUD, Planned Unit
Development District

Existing Land Use: Two-Family
Dwellings

Request Overview/Background Information:

R.H. Batterman & Co., Inc., on behalf of the Fuller's Woods Condominium Association, has submitted the attached Condominium Plat, which is officially known as Fuller's Woods Condominiums Addendum No. 1, for properties located on the 2700 block of East Ridge Road. The attached plat removes six approved but not yet constructed dwelling units (units 31 – 36) from the previously approved plat. The attached **Location & Zoning Map** shows the location of the properties involved in this request. Section 12.04 of the Subdivision Ordinance directs the Plan Commission to review the plat and to forward a recommendation to the City Council.

Key Issues:

- This development, which consists of 15 duplexes (30 units) under condominium ownership, was approved in 2003.
- The owners of the 30 units that were constructed have voted to remove the final six units from the plat, which will ensure that the existing open space between unit 30 and Cranston Road remains undeveloped.
- This development was approved as a Planned Unit Development (PUD). Because this proposal involves a reduction in density, the Neighborhood Planning Division has determined that the applicant does not need to amend the previously approved PUD – Master Land Use Plan.
- Public facilities and infrastructure exist in this area and the properties receive the full range of municipal services.
- The Assessor's Office has reviewed the plat and has noted that the assessed value of the common open space may change in 2012 as a result of the reduction in total dwelling units.
- The City's other Review Agents have reviewed the plat and have not submitted any comments or concerns.

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends Two-family/Townhouse Residential uses for the subject properties. This proposal effectively creates additional open space within an existing two-family development, which is consistent with the Comprehensive Plan. Consideration of this request supports City of Beloit 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** – The proposed plat includes less impervious surface area than the previously approved plat, which will result in more precipitation infiltration and less stormwater run-off.
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Staff Recommendation:

The Neighborhood Planning Division recommends **approval** of the attached Fuller's Woods Condominiums Addendum No. 1, for properties located on the 2700 block of East Ridge Road in the City of Beloit, subject to the following condition:

1. The applicant shall record the plat with the Rock County Register of Deeds and shall provide the Neighborhood Planning Division with a copy of the recorded plat by December 31, 2011.

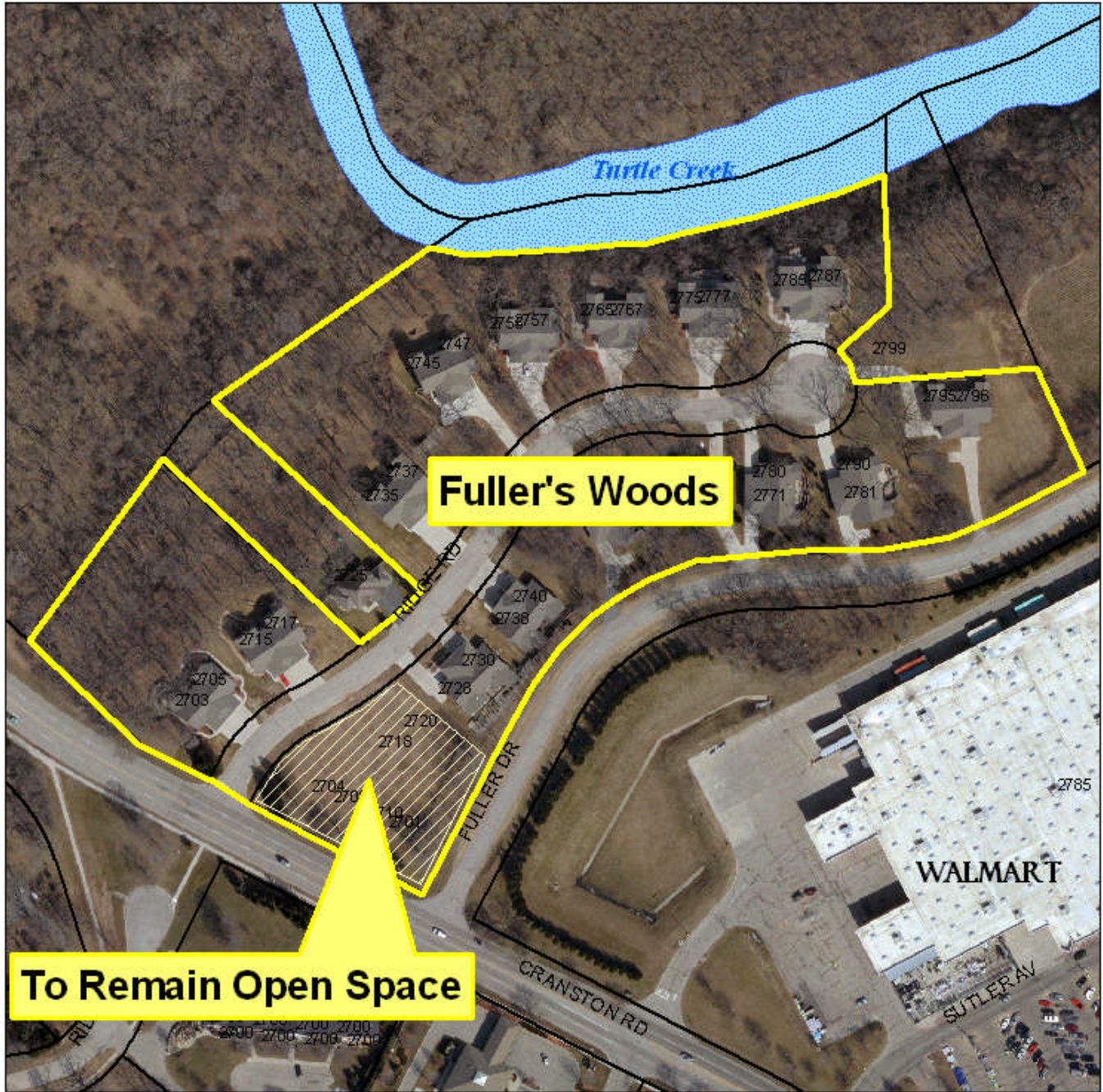
Fiscal Note/Budget Impact: N/A

Attachments: Location & Zoning Map, Proposed Plat, Previously Approved Plat, and Application.

Location & Zoning Map

Fuller's Woods Condo Plat Add. No. 1

FS-2011-01



To Remain Open Space



1 inch = 179 feet
0 40 80 160 240 Feet

Legend
[] COB Parcels

Map prepared by: Drew Pennington
Date: October 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: March 2011

NEIGHBORHOOD PLANNING DIVISION

EXHIBIT "A"
ANNEXED TO AND MADE A PART OF THE
"DECLARATION"
BY

FULLER'S WOODS CONDOMINIUM ASSOCIATION

LOTS 1, 2, 3 AND OUT-LOT 1 OF CERTIFIED SURVEY MAP DOC. P1818280 AS RECORDED IN VOLUME 28 ON PAGES 182-183 OF CERTIFIED SURVEY MAPS, BEING ALL A PART OF THE S.W. 1/4 AND S.E. 1/4 OF THE S.W. 1/4 OF SECTION 20, T. 1 N., R. 13 E. OF THE 4TH P.M., CITY OF BELLEVUE, ROCK COUNTY, WISCONSIN

THIS PLAT IS BEING REVISED TO REMOVE UNITS
31, 32, 33, 34, 35 AND 36.

SURVEYOR'S CERTIFICATE

State of Wisconsin }
County of Rock } ss.
I, Jerry Conley, being the plat from which is a correct reproduction of the plat from which this plat is a correct reproduction, do hereby certify that the plat from which this plat is a correct reproduction is a true and correct copy of the original plat from which this plat is a correct reproduction and that the same is a true and correct copy of the original plat from which this plat is a correct reproduction.

Given under my hand and seal this 10th day of December 2010 A.D. at Beloit, Wisconsin

Robert B. Lauerberger - Wisconsin
Registered Land Surveyor No. 5-1244

ADDENDUM NO. 1

FULLER'S WOODS CONDOMINIUMS	
PREPARED BY R.H. BATTERMAN & CO., INC LAND SURVEYORS - ENGINEERS - PLANNERS 2657 BARTLETT DRIVE, BELLEVUE, WI 53511	
DRAWN BY: R.H.L.	ORDER NO. 31059
DATE: DECEMBER 10, 2010	FOR:
File Name:	SHEET 1 OF 2

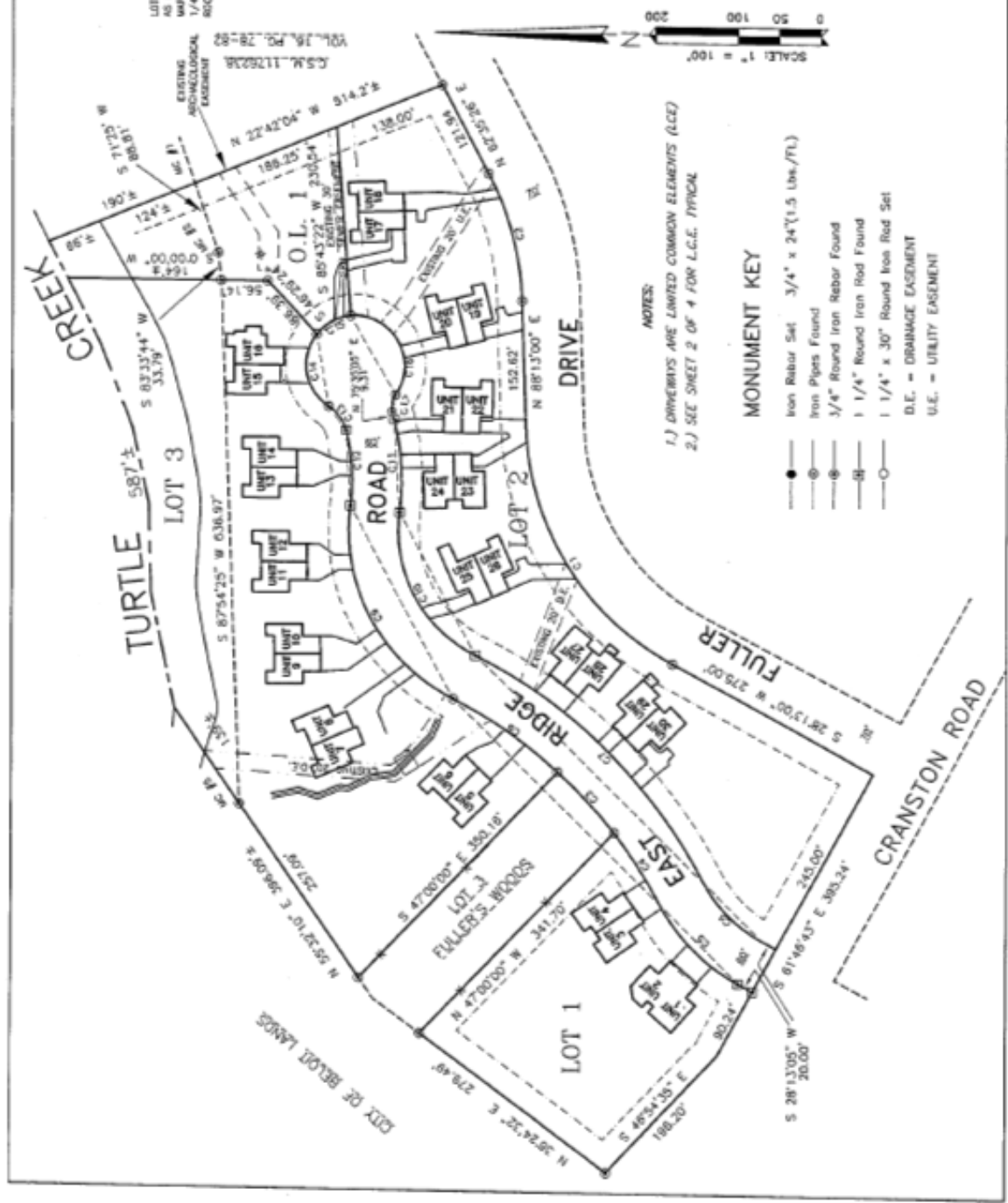


EXHIBIT " A "
ANNEXED TO AND MADE A PART OF THE
"DECLARATION"

BY
FULLER'S WOODS CONDOMINIUM ASSOCIATION

LOTS 1, 2, 3 AND GAR-LOT 1 OF CERTIFIED SURVEY MAP DOC. #1618390 AS RECORDED IN VOLUME 26 ON PAGES 162-165 OF CERTIFIED SURVEY MAPS, BEING ALL A PART OF THE S.W. 1/4 AND S.E. 1/4 OF THE S.W. 1/4 OF SECTION 30, T. 1 N., R. 13 E. OF THE 4TH P.M., CITY OF BELLEVUE, ROCK COUNTY, WISCONSIN

CURVE TABLE

NUMBER	DELTA	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	60°00'00"	338.11	354.07	N 58°13'00" E	338.11
C2	25°37'34"	380.67	161.31	N 75°24'13" E	159.97
C3	10°05'27"	570.00	100.39	N 47°06'53" E	100.26
C4	10°23'23"	570.00	103.36	N 57°21'18" E	103.22
C5	34°19'59"	230.00	137.82	N 45°23'00" E	135.77
C6	34°19'56"	170.00	101.87	N 45°22'57" E	100.35
C7	35°49'50"	630.00	393.98	N 44°28'05" E	387.59
C8	15°20'50"	570.00	152.71	N 34°23'40" E	152.25
C9	70°32'00"	230.00	283.14	N 61°59'10" E	285.60
C10	70°32'00"	170.00	209.28	N 61°59'10" E	196.31
C11	21°40'00"	505.00	115.34	N 88°25'10" E	114.85
C12	21°40'00"	245.00	92.65	N 88°25'10" E	92.10
C13	42°47'24"	50.00	37.34	N 54°11'29" E	36.48
C14	85°40'43"	60.00	160.19	N 80°58'08" E	88.95
C15	46°05'48"	60.00	48.27	N 28°28'31" W	46.58
C16	131°19'52"	60.00	137.53	N 60°14'13" E	109.34
C17	50°18'59"	25.00	21.95	N 79°15'21" W	21.26

Approved by the City of Beloit, Division of Neighborhood Planning,
 this _____ day of _____, 2011.

By: _____
 Community Development Director

ADDENDUM NO. 1

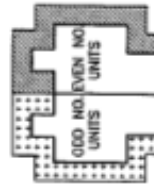
FULLER'S WOODS CONDOMINIUMS

PREPARED BY
R.H. BATTERMAN & CO., INC
 LAND SURVEYORS - ENGINEERS - PLANNERS
 2857 BIRFELLS DRIVE, BELLEVUE, WI 53511

DRAWN BY: R.H.L.	ORDER NO. 31099
DATE: DECEMBER 10, 2010	FOR:
File Name:	SHEET 2 OF 2

NOTE:
 A SIGNED WAIVER IS ON FILE WITH R.H. BATTERMAN & CO., INC., AND FULLER'S WOODS CONDOMINIUM ASSOCIATION, AS AGREED TO EXCLUDE THE MONUMENTATION REQUIREMENTS FOR THIS PROPERTY SURVEY AS SET FORTH IN CHAPTER A-E 7.01 THE WISCONSIN ADMINISTRATIVE CODE FOR THE MINIMUM STANDARDS FOR PROPERTY SURVEYS.

DRAWINGS ARE LIMITED COMMON ELEMENTS (LCE)
 10' LIMITED COMMON ELEMENTS
 SHOWN BY HATCHING



TYPICAL

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Zoning Map Amendment Application for the properties located at 1907 and 2000 Aspen Drive and 1907, 2000, and 2001 Dell Drive – Council Referral to the Plan Commission

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

The Neighborhood Planning Division has submitted a Zoning Map Amendment Application requesting a change in the zoning district classification of the properties located at 1907 and 2000 Aspen Drive and 1907,2000, and 2001 Dell Drive from PUD, Planned Unit Development District, to R-1A, Single Family Residential District.

Key Issues (maximum of 5):

- On February 2, 2009, the City Council adopted a Resolution authorizing a Planned Unit Development (PUD) Master Land Use Plan for a development consisting of 9 single-story buildings consisting of 8 dwelling units each, for a total of seventy-two dwelling units on the properties located at 1907 and 2000 Aspen Drive; and 1907,2000 and 2001 Dell Drive. The corresponding Zoning Map Amendment from R-1A and R-2 to PUD was approved by the City Council on February 2, 2009.
- The Neighborhood Planning Division has not received a PUD Final (Site) Plan for this development. Therefore, the previously approved PUD Master Land Use Plan has officially lapsed and is of no further force and effect. When this occurs, Section 2-402 of the Zoning Ordinance instructs the Plan Commission to remove the land from the PUD zoning district. Staff will notify property owners within three hundred feet of the subject properties of this proposed action before October 28, 2011.
- This 16.9-acre area remains undeveloped.
- The City's Comprehensive Plan recommends the R-1A zoning district classification.

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 November 9, 2011 meeting
- This item will most likely return to the City Council for a public hearing and possible action on November 21, 2011

Fiscal Note/Budget Impact: N/A

Attachments: Application

CITY of BELOIT

NEIGHBORHOOD PLANNING DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

Zoning Map Amendment Application Form

(Please Type or Print)

File No.: ZMA-2011-05

1. Address of subject property: 1907 & 2000 Aspen Drive, 1907, 2000, 2001 Dell Drive

2. Legal description: Lot: _____ Block: _____ Subdivision: _____
(If property has not been subdivided, attach a copy of the complete legal description from deed.)

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

If more than two acres, give area in acres: 16.9 acres acres.

3. Tax Parcel Number(s): _____

4. Owner of record: City of Beloit Phone: _____

(Address)

(City)

(State)

(Zip)

5. Applicant's Name: Community Development Department, Neighborhood Planning Division

100 State Street

Beloit

Wisconsin

53511

(Address)

(City)

(State)

(Zip)

(Office Phone #)

(Cell Phone #)

(E-mail Address)

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

Change zoning district classification from: PUD to: R1-A

All existing uses on this property are: Vacant Land

7. All the proposed uses for this property are:

Principal use(s): N/A

Secondary use(s): _____

Accessory use(s): _____

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

- () Owner
- () Leasehold, Length of lease: _____
- () Contractual, Nature of contract: _____
- () Other, explain: _____

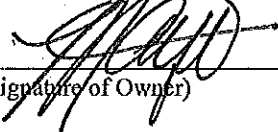
9. Individual(s) responsible for compliance with conditions (if any), if request is granted:

Name(s): _____ Phone: _____

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

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.

 / LARRY ARFT / 10-13-11
 (Signature of Owner) (Print name) (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 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 it is typically between \$5.00 and \$20.00.

To be completed by Planning Staff	
Filing Fee: \$275.00	Amount Paid: <u>N/A</u> Meeting Date: _____
Number of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: _____	Date: _____
Date Notice Published: _____	Date Notice Mailed: _____

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Conditional Use Permit Application for the property located at 65 Portland Avenue – Council Referral to the Plan Commission

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

David Kline Sr., the owner of Kline's Club 88, has filed an application for a Conditional Use Permit to allow an outdoor seating area and outdoor sales, possession, & consumption of alcohol in a C-3, Community Commercial District, for the property located at 65 Portland Avenue.

Key Issues (maximum of 5):

- The applicant has proposed a covered outdoor bar area and an uncovered outdoor deck on the east side of the existing building.
 - The proposed outdoor seating area includes a privacy fence, an emergency exit, and ramps leading from the deck to the elevated bar area.
 - Section 4-804 of the Zoning Ordinance states that outdoor seating areas for bars are only allowed if reviewed and approved in accordance with the Conditional Use Permit review procedures.
-

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 November 9, 2011 meeting
 - This item will most likely return to the City Council for a public hearing and possible action on November 21, 2011
-

Fiscal Note/Budget Impact: N/A

Attachments: Application and Site Sketch

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-2011-04

1. Address of subject property: 65 Portland Ave.

2. Legal description: Kline's Club 88, Inc.

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

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

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

3. Tax Parcel Number(s): 13510525

4. Owner of record: David L. Kline Sr. Phone: 608 362-4275

1948 Sun Valley Dr. Beloit WI 53511
(Address) (City) (State) (Zip)

5. Applicant's Name: David L. Kline Sr.

1948 Sun Valley Dr. Beloit WI 53511
(Address) (City) (State) (Zip)

608 362-1440 608 931-7549 roadwayspub@att.net
(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: Bar & restaurant

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

A Conditional Use Permit for: outside seating
in a(n) C-3 Zoning District.

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

Principal use: Bar garden and smoking area

Secondary use: Outside events being pig roast and parties

Accessory use: During warmer weather extra Seating for eating.

9. Project timetable: Start date: Dec 1 2011 Completion date: _____

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

Owner

Leasehold, length of lease: _____

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.

David K. Kline Sr. / David K. Kline Sr. / 10/3/2011
(Signature of Owner) (Print name) (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.

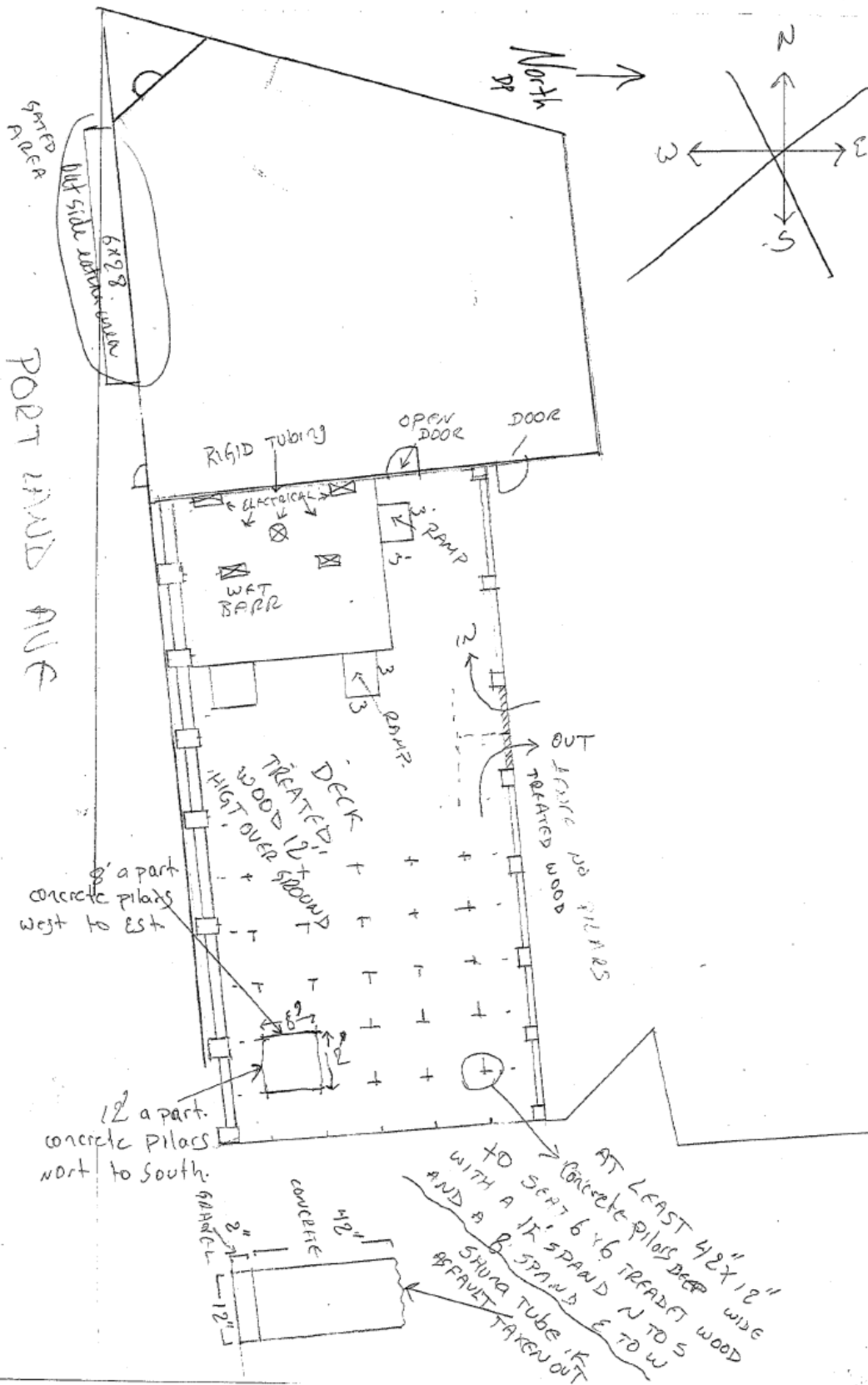
To be completed by Planning Staff

Filing fee: \$275.00 Amount paid: \$275.⁰⁰ Meeting date: November 9, 2011

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

Application accepted by: Dev Pennington Date: 10/7/11

THIRD ST



**RESOLUTION
SUPPORTING THE ROCK RIVER TRAIL INITIATIVE**

A resolution pertaining to the establishment of a recreation water trail along the course of the Rock River and a scenic and historic road route through the City of Beloit, Wisconsin, as integral parts of a two-state initiative to establish a national recreation water trail known as the Rock River Water Trail and a separate Rock River Route on roads within the river corridor through Wisconsin and Illinois.

WHEREAS, the Rock River is a Legacy Place named in the Wisconsin Land Legacy Report and recognized as a major natural resource corridor with potential for recreation, scenic and historic trails; and

WHEREAS, President Obama's America's Great Outdoors Initiative of 2010 is designed to reconnect Americans, especially children, to America's rivers and waterways and parks and landscapes; and

WHEREAS, the Wisconsin State Trails Network Plan for the South Central Region includes trail number 34, Rock River-Watertown to Beloit, with potential within rail, roadway and natural resource corridors, and with interstate trail potential with a connection at the state line in Beloit; and

WHEREAS, the City of Beloit is the gateway to Wisconsin and a gem of the Rock River Valley; and

WHEREAS, the City of Beloit Parks and Open Space Plan calls for preservation of environmental corridors and natural areas for passive and active outdoor recreation, development of diverse recreational opportunities to serve different age groups and maintenance and upgrade of existing parks and recreational facilities along the Rock River; and

WHEREAS, the Rock County Parks, Outdoor Recreation & Open Space Plan calls for partnerships to develop a "Rock River Trail" from Janesville through the City of Beloit to the Illinois state line and connectivity with other scenic and recreation trails, including the Ice Age National Scenic Trail; and

WHEREAS, the mission of the Rock River Trail Initiative is to establish and interpret a Rock River Water Trail along the 300-mile river course from the headwaters in Fond du Lac County, Wisconsin, to the Mississippi River at Rock Island, Illinois, and a separate Rock River Route on roads within the river corridor to provide access for all to the natural resources, recreational opportunities, scenic beauty and historic and cultural assets of the Rock River Valley; and

WHEREAS, the City of Beloit Parks, Recreation, and Conservation Advisory Commission has accepted the Resolution and is recommending the adoption of this Resolution to the City Council of Beloit.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Beloit, Rock County, Wisconsin, hereby adopts the Resolution of Support of the Rock River Trail Initiative; and Furthermore, commits to designating a person from the Division of Parks and Leisure Services to act as its representative to the Rock River Trail Initiative Council to provide advice and assist with the planning process of the Rock River Water Trail and Route, and to consult with other departments, boards, commissions and committees of the City of Beloit in future matters.

Adopted this 7th day of November, 2011, in the City of Beloit, Wisconsin.

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution of Rock River Trail Initiative

Date: November 7, 2011

Presenter(s): Brian Ramsey, Director of Parks & Leisure

Department(s): Public Works

Overview/Background Information:

The mission of the Initiative is to establish and interpret a Rock River Water Trail along the 300 mile river course from the headwaters in Fond du Lac County, Wisconsin, to the Mississippi River at Rock Island, Illinois, and a separate Rock River Route on roads within the river corridor to provide access for all the natural resources, recreational opportunities, scenic beauty and historic and cultural assets of the Rock River Valley.

To date, numerous of communities along the Rock River have demonstrated their support for this initiative and have adopted the attached Resolution.

Key Issues (maximum of 5):

Objectives of the Rock River Trail Initiative include:

- 1.) Establish the Rock River Water Trail and achieve designation as a state and national recreation water trail.
- 2.) Establish a scenic, recreational and historic road route within the river corridor.
- 3.) Promote ecotourism and recreational opportunities throughout the river corridor, including safe portage of the dams from Waupun, Wisconsin to Rock Island, Illinois.
- 4.) Protect, preserve and educate about our Native American people, settlement cultural heritages and contributions of the river valley's industrialists, agriculturalist, statesmen and visionaries to the American experience.
- 5.) Enhance the river ecosystem through natural resource conservation, stewardship and environmental planning and design.
- 6.) Support economic development and revitalization of river communities.
- 7.) Enhance community recognition using unique signage, markers and public materials to conserve and promote the natural, recreational, scenic and historic assets of the trail for present and future generations.

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

Adoption of the Resolution would conform to the stated purpose as designated within the City's Vision Statement and Mission Statement, as well as goal #1 focus on the sustainable stewardship of City resources, and to protect natural environment and enhance the quality of life for current and future generations. It would further conform to goal #3 purposes of promoting a safe and healthy community and protecting property and resources. It would also further conform to goal #5 purposes of sustainable practices to promote a high quality community through historic preservation.

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:

Upon previous review by the Beloit Parks and Recreation Commission, the Resolution was accepted as presented and is highly recommend that it be officially adopted by the City Council of Beloit.

Fiscal Note/Budget Impact: N/A

**RESOLUTION
CONCURRING WITH THE CITY MANAGER'S DECISION TO
AUTHORIZE THE CITY OF БЕЛОIT TO APPLY FOR AND
ENTER INTO A GRANT AGREEMENT FOR THE
HYDROGEN FUEL USE IN MUNICIPAL FLEETS GRANT
THROUGH THE WISCONSIN STATE ENERGY OFFICE**

WHEREAS, the City of Beloit is eligible for a Hydrogen Fuel Use in Municipal Fleet grant through the State Energy Office; and

WHEREAS, the Department of Public Works is requesting funds in the amount of \$75,000 to supplement the existing Hydrogen on Demand program which has been active since 2009; and

WHEREAS, the City shall not incur any costs directly related to this grant funded project; and

WHEREAS, the City of Beloit intends to use the grant funds to supplement any labor, travel, materials, direct or indirect costs associated with hydrogen related activities; and

WHEREAS, the State Energy Office grant funding will be spent within the confines of the grant and would run through May 31, 2013.

THEREFOR LET IT BE RESOLVED that the City Council of the City of Beloit authorized the Department of Public Works to pursue the Hydrogen Fuel Use in Municipal Fleets Grant through the Wisconsin State Energy Office providing temporary funding through May 31, 2013. The City Manager is further authorized to execute any resulting grant agreement and do anything else necessary to implement the purpose hereof.

Adopted this 7th day of November 2011.

City Council of the City of Beloit:

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Grant Application Approval for Public Works - Hydrogen Fuel Use in Municipal Fleets: Pilot and Feasibility Study

Date: November 7, 2011

Presenter(s): Larry Arft

Department(s): Public Works

Overview/Background Information:

In August of 2009, the City began to install and test hydrogen on demand systems on City fleet vehicles. This project has produced modest results in the areas of fuel economy and emissions testing. Staff believes that using hydrogen to supplement diesel and unleaded fuel has shown promise and is worth further investigation. Approval of this resolution would allow Public Works to apply for a grant through the State Energy Office to continue testing. The grant application will be sent in prior to council action November 7th due to the short window of time given to complete the application. We are requesting allowance for this early submittal.

Key Issues:

1. Funding through the grant will be used to support staff time and associated expenses, including personnel, fringe, travel, supplies, equipment, training and outreach, indirect and other related expenses.
 2. The SEO grant will allow the City to partner with the University of Wisconsin – Madison, Cummins Engine Corporation, and Ur-Water to complete a pilot project along with a feasibility study.
 3. To date, we have realized modest gains in fuel economy and have achieved significant reductions in emissions. Staff believes hydrogen on demand has shown reason to further explore the capabilities of hydrogen on demand technology.
 4. Public Works will use eight (8) City owned diesel fleet vehicles for this study. Four with hydrogen and four without to provide a comparative test sample.
 5. The grant would be used to complete both laboratory and practical field testing related to hydrogen on demand systems.
-

Conformance to Strategic Plan:

1. Promotes the City's commitment to reducing our dependence on fossil fuels.
 2. Protects our natural resources.
-

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**
This study will strive to find a solution to reducing our dependence on fossil fuels. Our goal is to reduce fuel consumption in our fleet by 25%.
 - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature**
Hydrogen and Oxygen are naturally occurring substances that can help to alleviate the need to use petroleum based products to fuel our vehicles.
 - **Reduce dependence on activities that harm life sustaining eco-systems**
Research provided by this grant will allow engine manufactures to gain meaningful emissions data to help reduce the output of hydrocarbons and fine particle matter.
 - **Meet the hierarchy of present and future human needs fairly and efficiently**
Reduce the consumption of fossil fuels and reduce the release of harmful emissions caused by the burning of fossil fuels.
-

Action required/Recommendation:

- Provide consent for the City Managers decision to allow Public Works to apply for the Hydrogen Fuel Use in Municipal Fleets: Pilot and Feasibility Study grant through the Wisconsin State Energy Office.
-

Fiscal Note/Budget Impact:

The City will receive \$75,000 in the fleet budget to offset the cost of continued testing of hydrogen on demand. No matching funds are required to procure this grant. City staff will work within the confines of the grant funding to ensure this project is a success.

ORDINANCE NO. _____

AN 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 ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO DANGEROUS WEAPONS IN CITY BUILDINGS.

WHEREAS the City Council desires to lawfully regulate the acknowledged right of its citizens to keep and bear arms; and

WHEREAS the City Council recognizes its responsibility to act on matters of local concern, specifically to exercise management and control over city-owned public property; and

WHEREAS that in order to protect the health, safety, and welfare of the citizens of the City of Beloit, the City Council determines that it is necessary to adopt the following ordinance;

THEREFORE, the City Council of the City of Beloit, Rock County, Wisconsin, do ordain as follows:

Section 1. Section 15.07(1) of the Code of General Ordinances of the City of Beloit is hereby repealed and recreated to read as follows:

“(1) DANGEROUS WEAPONS RESTRICTED. In addition to the provisions of Wisconsin Statutes enumerating places where the carrying of a dangerous weapon is prohibited, including exceptions thereto, it shall be unlawful for any person other than a law enforcement officer to enter or remain in City of Beloit municipal buildings, facilities or locations while carrying a dangerous weapon. The prohibition applies to all city buildings, facilities and locations including, but not limited to:

- (a) Beloit Housing Authority, 220 Portland Avenue
- (b) Beloit Public Library, 605 Eclipse Boulevard
- (c) City Hall, 100 State Street
- (d) Department of Public Works-Operations Facility, 2351 Springbrook Avenue
- (e) Department of Public Works-Utilities and Engineering Facility, 2400 Springbrook Avenue
- (f) Edwards Ice Arena and Pavilion, 2101 Cranston Road
- (g) Fire Department Headquarters, 1111 Church Street
- (h) Fire Station #2, 2111 Cranston Road
- (i) Fire Station #3, 1048 McKinley Avenue
- (j) Grinnell Center, 631 Bluff Street
- (k) Krueger Municipal Pool, 1700 Hackett Street
- (l) Krueger-Haskell Golf Clubhouse, 1611 Hackett Street

- (m) Leisure Services Office, 1003 Pleasant Street
- (n) Park buildings other than open-air park shelters
- (o) Pohlman Office/Field, 2301 Skyline Drive
- (p) Pump houses, wells, and all related buildings
- (q) Rotary River Center, 1160 Riverside Drive
- (r) Transit Operations, 1225 Willowbrook Road
- (s) Transit Transfer Facility, 225 Shirland Avenue
- (t) Wastewater Treatment Plant, lift stations and related buildings, 555 Willowbrook Road

Signs meeting the requirements of state statutes shall be posted in prominent places near public entrances of all buildings, structures or locations that restrict or prohibit dangerous weapons.

Section 2. Section 15.07(1g) of the Code of General Ordinances of the City of Beloit is hereby created to read as follows:

(1g) DEFINITIONS.

- (a) “Dangerous weapon” means any firearm, whether loaded or unloaded; any device designed as a weapon and capable of producing death or great bodily harm; any ligature or other instrumentality used on the throat, neck, nose, or mouth of another person to impede, partially or completely, breathing or circulation of blood; any electric weapon, as defined in §941.295 (1c) (a), Wis. Stats.; or any other device or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm.
- (b) “Law enforcement officer” means any person employed by the State of Wisconsin or any political subdivision of this state, for the purpose of detecting and preventing crime and enforcing laws or ordinances and who is authorized to make arrests for violations of the laws or ordinances he or she is employed to enforce.

Section 3. Section 15.01 of the Code of General Ordinances of the City of Beloit is hereby amended to include, in numerical order, the following additions to the list of state statutes adopted by reference.

Section	Offense
175.60(2g)	License to Carry a Concealed Weapon

Section 4. Section 15.30 of the Code of General Ordinances of the City of Beloit is hereby amended to include, in numerical order, the following additions and deletions to the list of penalties for certain violations of Chapter 15 of the Code of General Ordinances.

Section	Offense	Offense	First Offense	Second Offense	Third Offense
15.01	175.60(2g)	Failure to Carry/Display Concealed Weapon License	25	25	25
15.07(1)		Restrictions on Dangerous Weapons in City Facilities Concealed Weapon	300	400	500

Section 5. The City Manager is authorized and directed to make such changes to the City of Beloit Employee Handbook and City policies to prohibit employee use or possession of a dangerous weapon during the course of their employment, except law enforcement officers and those authorized by the Chief of Police. The City Manager shall comply with 2011 Act 35, §175.60(15m), Wis. Stats., and such other and future laws or binding judicial precedent.

Section 6. This ordinance shall be in force and take effect upon passage and publication.

Adopted this _____ day of November, 2011.

BELOIT CITY COUNCIL

By: _____
Kevin D. Leavy, President

ATTEST:

By: _____
Rebecca S. Houseman, City Clerk

PUBLISHED: _____
EFFECTIVE DATE: _____
01-611100-5231- _____

tdh/ordinances/15.07(1), 15.07(1g), 15.01 & 15.30 = ORD 111024 (11-1158)

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: ORDINANCE RELATING TO WEAPONS IN CITY BUILDINGS

Date: November 7, 2011

Presenter(s): ELIZABETH A. KRUEGER

Department(s): ATTORNEY

Overview/Background Information:

The Wisconsin Personal Protection Act was signed into law on July 8, 2011. It is scheduled to take effect November 1, 2011.

The Act outlines certain areas where carrying a weapon is strictly prohibited, regardless of whether any local restrictions are implemented. In Beloit, the prohibition applies to those portions of city hall that include the Police Department and the Municipal Court when the court is in session.

As for other municipal buildings or facilities, the Act permits municipalities to make decisions locally regarding whether to permit or restrict the carrying of weapons. The proposed ordinance prohibits any person (except law enforcement officers) from carrying a dangerous weapon in any city building or facility. The proposed ordinance is consistent with the city's current policy and the state law which prohibits the possession of firearms and weapons in public buildings. The proposed ordinance further updates other sections of the municipal code in order to implement the proposed ordinance.

The Council does have other options to consider. The Council could decide to:

1. Allow license-holders to carry weapons in city buildings or facilities. (public and/or employees)
2. Allow the carrying of weapons, other than firearms, in city buildings or facilities. (public and/or employees)
3. Allow employees to carry weapons in city vehicles.
4. Allow employees to carry weapons during the course of their employment outside of municipal buildings or private vehicles. For example, city inspectors carrying weapons during inspections while located in areas where carrying weapons is allowed.

The ability for municipalities to restrict possession of weapons does not extend to parking lot areas of municipal facilities. Both members of the public and employees are permitted to carry and possess weapons in their own private vehicles.

In order to communicate any restrictions that may be adopted, signs must be posted at all entrances to buildings where the restriction is in place.

Council is asked to decide whether it would like to adopt the regulations as found in the proposed ordinance or determine what other regulations it would like to see in place relating to city buildings and facilities.

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

Adoption of the proposed ordinance would conform with the stated purpose of goal #1 in furthering the responsible stewardship and enhancement of City resources. It would further conform with goal #3's stated purpose of promoting a safe and healthy community and protecting property and resources.

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:

The proposed ordinance has been reviewed by all affected departments and is recommended for approval or modification.

Fiscal Note/Budget Impact:

If the proposed ordinance is adopted, it would obligate the spending of funds to create and post signs at all municipal buildings.

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
\$4,325,000* TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2011B**

WHEREAS, the City Council of the City of Beloit, Rock County, Wisconsin (the "City") hereby finds and determines that it is necessary, desirable and in the best interest of the City to raise funds for the purpose of paying the cost of refinancing certain outstanding obligations of the City, to wit: its Taxable General Obligation Refunding Bonds, Series 2003C, dated July 1, 2003 (the "2003 Bonds") and State Trust Fund Loans, dated November 23, 2005, January 26, 2007 and June 30, 2008 (collectively, the "Refunded Loans" and with the 2003 Bonds, the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding"), and there are insufficient funds on hand to pay said cost;

WHEREAS, the City Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations for the purpose of achieving debt service cost savings;

WHEREAS, cities are authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation refunding bonds to refinance their outstanding obligations;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such general obligation refunding bonds (the "Bonds") on a taxable rather than tax-exempt basis;

WHEREAS, pursuant to a resolution adopted by the Village Board on October 17, 2011, the City directed its financial advisor, Ehlers & Associates, Inc. ("Ehlers"), to take the steps necessary to sell the Bonds;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on November 7, 2011;

WHEREAS, the City Clerk (in consultation with Ehlers) caused notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on November 7, 2011;

WHEREAS, the City has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid

* Preliminary, subject to change.

requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City that:

Section 1A. Ratification of the Notice of Sale and Offering Materials. The City Council of the City hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Authorization of the Bonds. For the purpose of paying the cost of the Refunding, there shall be borrowed, pursuant to Section 67.04, Wisconsin Statutes, through the issuance of the Bonds, the sum of FOUR MILLION THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$4,325,000).*

Section 1C. Award of the Bonds. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal [as modified on the Bid Tabulation], plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal [as modified on the Bid Tabulation], is hereby accepted. The City Manager and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be retained by the City Treasurer until the closing of the bond issue, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Refunding Bonds, Series 2011B"; shall be issued in the aggregate principal amount of \$4,325,000*; shall be dated December 8, 2011; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum; and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2012. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. The Bonds of this issue which mature first are designated as being issued to refund the Refunded Obligations in the order in which the debt evidenced by said obligations was incurred.

* Preliminary, subject to change.

Section 3. Redemption Provisions. The Bonds maturing on March 1, 2019 and thereafter shall be subject to redemption prior to maturity, at the option of the City, on March 1, 2018 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the City and within each maturity, by lot, at the principal amount thereof, plus accrued interest to the date of redemption. [If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.]

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2011 through 2025 for the payments due in the years 2012 through 2026 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Refunding Bonds, Series 2011B, dated December 8, 2011" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise

extinguished. The City Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the City Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purpose for which borrowed or for the payment of the principal of and the interest on the Bonds. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose for which the Bonds has been issued has been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the City Manager and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures

appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 9. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by [_____, _____, _____, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes] **OR** [the City Clerk or City Treasurer] (the "Fiscal Agent"). [The Fiscal Agency Agreement between the City and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.]

Section 10. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the City Manager and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the City Manager and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 11. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company,

New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the City and on file in the City Clerk's office.

Section 13. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 14. Official Statement. The City Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 15. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

The City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 16. Redemption of the 2003 Bonds. The 2003 Bonds due on and after March 1, 2013 are hereby called for prior payment and redemption on March 1, 2012 at a price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to work with Ehlers to cause timely notice of redemption, in substantially the form attached hereto as Exhibit [G] and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice. All actions heretofore taken by the officers and agents of the City to effectuate the redemption of the 2003 Bonds are hereby ratified and approved.

Section 17. Redemption of the Refunded Loans. The City hereby calls the Refunded Loans for redemption on January 12, 2012. The City hereby directs the City Clerk to work with Ehlers to cause timely notice of redemption to be sent to the Board of Commissioners of Public Lands by registered or certified mail at least 30 days prior to the date of redemption of the

Refunded Loans. All actions heretofore taken by the officers and agents of the City to effectuate redemption of the Refunded Loans are hereby ratified and approved.

Section 18. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 19. Bond Insurance. If the Purchaser of the Bonds determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The City Manager and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the City Manager and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the City Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted and recorded November 7, 2011.

Kevin D. Leavy
Council President

ATTEST:

Rebecca S. Houseman
City Clerk

(SEAL)

EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Resolution Approving the Issuance and Sale of Approximately \$4,325,000 Taxable General Obligation Refunding Bonds, Series 2011B

Date: November 7, 2011

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

Department(s): Finance and Administrative Services

Overview/Background Information: The sale of the approximate \$4,325,000 Taxable General Obligation Refunding Bonds Series 2011B will be considered Monday November 7. The city's financial advisor Ehlers and Associates will attend the Council meeting to discuss the bids and make a recommendation of the sale of the bonds to the winning bidder. Outstanding debt from 2003 and the 2005, 2007 and 2008 State Trust Fund Loans are being refunded and earlier analysis indicates possible savings of \$250,000 by refunding these bond issues.

Key Issues (maximum of 5):

1. The city has an opportunity to save over \$250,000 in debt service costs by advance refunding its outstanding 2003 general obligation bonds and 2005, 2007 and 2008 State Trust Fund Loans.

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 approval of the resolution providing for the issue and sale of up to \$4,325,000 in taxable general obligation refunding bonds.

Fiscal Note/Budget Impact:

A potential debt service savings in excess of \$250,000 can be realized by issuing these refunding bonds.

RESOLUTION
APPROVING THE 2012 ANNUAL ACTION PLAN AND COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) BUDGET

WHEREAS, the City of Beloit is required to submit a 2012 Annual Action Plan to the Department of Housing and Urban Development (HUD) in order to receive its 2012 allocation of Community Development Block Grant (CDBG) funds, and

WHEREAS, all proposed CDBG-funded projects are consistent with the Consolidated Plan and its overall goals and strategies and the 2012 Annual Action Plan, and

WHEREAS, the proposed CDBG Budget includes projects which meet the national objective of low- and moderate-income benefit, and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Beloit, Rock County, Wisconsin, approves the 2012 Annual Action Plan, and

NOW THEREFORE BE IT FURTHER RESOLVED, that the City Council of the City of Beloit, Rock County, Wisconsin, approves the 2012 CDBG Budget as identified in the attached spreadsheet.

Adopted this 7th day of November, 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: 2012 Annual Action Plan and 2012 Community Development Block Grant (CDBG) Budget

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development Authority

Overview/Background Information:

To maintain its eligibility for CDBG funding, the City must submit an Annual Action Plan each year. This plan includes specific objectives for housing, homelessness, public housing, and community development. The Plan also includes information on the CDBG process, affordable housing, special needs populations, and CDBG Budget.

Key Issues (maximum of 5):

1. The Annual Plan submitted to HUD must include how the City intends to allocate its CDBG funds. The process for preparing the CDBG budget includes the following steps: Applications are available to agencies interested in applying for the CDBG funds; each applicant is required to present its application to the Community Development Authority (CDA); the CDA makes its recommendation to the City Council on how the CDBG funds should be allocated; a public hearing is held by the City Council; and adoption of the CDBG budget.
2. All recommended projects are consistent with the proposed 2010-2014 Consolidated Plan and 2012 Annual Action Plan. Proposed budget is attached to this report.
3. All recommended projects are eligible CDBG activities and meet one of the three national objectives.
4. All projects will be incorporated into the 2012 Annual Action Plan which is submitted to HUD.
5. A notice was published in the Beloit Daily News announcing the beginning of the 30-day review period and the date of the public hearing. No comments have been submitted to the Planning Department.

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** – Not applicable
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – Not Applicable
- **Reduce dependence on activities that harm life sustaining eco-systems** – Not Applicable
- **Meet the hierarchy of present and future human needs fairly and efficiently** – The CDA has proposed funding projects which meet the present and future needs of our low and moderate income population.

Action required/Recommendation:

Act on resolution approving the Annual Action Plan and Budget

Fiscal Note/Budget Impact:

If funding for Program Administration, Housing Rehabilitation or Code Enforcement is reduced, this may have an impact on the general fund budget.

Attachments:

Annual Plan and Proposed 2012 CDBG budget

2012 Community Development Block Grant Budget Spreadsheet

	Amount Funded in 2011	Amount Requested for 2012	Staff Recommendation	CDA Recommendation 9/28/11
Public Service: 15% cap = \$132,795				
1 Community Action, Inc. of Rock & Walworth Counties - Supportive Services	\$24,625	\$60,000	\$20,000	\$20,000
2 Family Services - The Key: Case Management for Survivors of Domestic Violence	\$7,000	\$8,000	\$7,000	\$7,000
3 Family Services - Emergency Housing & Case Management for Homeless Victims of Domestic Violence	\$7,000	\$8,000	\$7,000	\$7,000
4 Family Services - Greater Beloit Home Companion Registry	\$20,000	\$20,000	\$20,000	\$20,000
5 Family Services - Homelessness Prevention and Rehousing Project	\$3,500	\$15,000	\$5,000	\$5,000
6 Hands of Faith - Emergency Shelter for Homeless Families	\$7,500	\$12,500	\$7,500	\$7,500
7 Merrill Community Center - MCC Youth and Senior Programs	\$24,625	\$30,000	\$20,000	\$20,000
8 Meals on Wheels - Home Delivered Meal Service to Scoville Hall	n/a	\$10,000	\$0	\$0
9 NHS - Promoting and Preserving Homeownership Through Education and Counseling	\$15,000	\$68,750	\$19,295	\$19,295
10 Stateline Literacy Council - Hispanic Outreach	\$20,000	\$30,000	\$20,000	\$20,000
11 Voluntary Action Center - Beloit Senior Chore Service	\$7,000	\$7,400	\$7,000	\$7,000
12 YWCA - Women's Empowerment Center - Beloit	\$0	\$10,000	\$0	\$0
Total Public Services	\$136,250	\$279,650	\$132,795	\$132,795
Planning and Program Administration: 20% cap = \$191,965				
13 Program Administration (No Application Needed)	\$140,000	\$191,965	\$191,965	\$191,965
Total Planning and Program Administration	\$140,000	\$191,965	\$191,965	\$191,965
Code Enforcement				
17 Community Development Dept. - Code Enforcement / Inspection Program	\$236,771	\$130,625	\$130,625	\$130,625
Total Code Enforcement	\$236,771	\$130,625	\$130,625	\$130,625
Housing Rehabilitation				
19 Community Action - Merrill Housing Initiative	\$0	\$60,000	\$60,000	\$60,000
20 Community Development Dept. - Housing Rehabilitation Revolving Loan	\$81,882	\$74,470	\$84,615	\$84,615
Total Housing Rehabilitation	\$81,882	\$134,470	\$144,615	\$144,615
GRAND TOTAL	\$594,903	\$736,710	\$600,000	\$600,000
Estimated 2012 CDBG Funds Available		\$600,000	\$600,000	\$600,000
Surplus/Deficit		(\$136,710)	\$0	\$0

2012 Community Development Block Grant Budget Spreadsheet

	2011 Actual	Proposed 2012	Staff Recommendation	CDA Recommendation 9/28/2011
Estimated Program Income				
23 Economic Development Revolving Loan Fund	\$45,000	\$40,000	\$40,000	\$40,000
24 Code Enforcement	\$167,000	\$209,825	\$209,825	\$209,825
25 Housing Rehabilitation Revolving Loan Fund	\$65,000	\$100,000	\$100,000	\$100,000
26 Neighborhood Housing Services	\$8,300	\$10,000	\$10,000	\$10,000
Total Estimated Program Income	\$285,300	\$359,825	\$359,825	\$359,825
Total 2012 CDBG Budget	\$880,203	\$959,825	\$959,825	\$959,825



Third Program Year 2012 Action Plan

The CPMP 2012 Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. As of May 2006, the Executive Summary narratives are required.

Narrative Responses

GENERAL

GRANTEE: City of Beloit

CON PLAN PERIOD: 2010 to 2014

Executive Summary (92.220(b))

1. **The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.**

PY 2012 Action Plan Executive Summary:

Specific Housing Objectives

- Develop a variety of housing alternatives in order to satisfy a wider range of housing needs.
- Use the existing programs and resources to improve Beloit's older housing stock.
- Promote the conversion of rental to owner-occupied housing in neighborhoods with unusually high percentages of rental properties.
- Promote homeownership as an alternative to renting for qualified households.
- Support programs that enable homeowners to retain their homes, including foreclosure prevention programs.
- Support programs that enable elderly and disabled families to sustain and maintain homes.
- Support neighborhood revitalization efforts.

Evaluation of Past Performance

- The City of Beloit provided housing rehabilitation loans to low to moderate income homeowners and landlords renting to low to moderate income tenants. This program generates income and consequently continues to be available each year.
- The City of Beloit supported Neighborhood Housing Services' Foreclosure Prevention Program, which helps people stay in their homes.
- The City of Beloit supported the Senior Chore Service program and the Home Companion Registry which helps the elderly and disabled live independently in their homes.

Public Housing Strategies

- The BHA will work with Neighborhood Housing Services (NHS) to provide homeownership opportunities for its clients.
- The BHA will work with community partners to provide volunteer opportunities for BHA residents and applicants, which exposes the extremely low-income, low-income and moderate-income households to opportunities to increase their job training skills, people skills and self-esteem.
- The BHA will conduct strategic planning to address immediate capital needs with HUD's Capital Funds Program grant money. The BHA may have the opportunity to use other resources such as CDBG funds, HOPE VI funds, and WHEDA funds for longer-term projects such as the tax credit project now underway.
- The BHA will encourage extremely low-income, low-income and moderate-income families to utilize the least resistive housing opportunities available to them. They have a choice of programs that include public housing, Section 8 rental assistance, Section 8 homeownership and Family Self-Sufficiency.

Evaluation of Past Performance

- The Beloit Housing Authority has partnered with NHS over the past several years to provide training and education opportunities for its Family Self-Sufficiency and Homeownership Voucher program participants.
- The Beloit Housing Authority contracted with Voluntary Action Center to provide volunteer opportunities for its public housing residents.

Specific Homeless Strategies

- The City will continue to support and strengthen the limited resources of agencies that provide services and facilities for homeless persons in the City of Beloit.
- The City will continue to support Family Services Association and Community Action, Inc. and their transitional housing programs.

- The City will continue to support non-profits such as NHS and Family Services Association that provide programs to prevent foreclosures such as credit counseling and foreclosure prevention grants.
- The City will support programs that provide a comprehensive strategy to address clients' needs including case management, supportive housing, and client advocacy.

Evaluation of Past Performance

- The City of Beloit continued to provide CDBG funding to homeless programs and services that meet critical needs.

Action Plan Required Elements:

Geographic Distribution/Allocation Priorities:

1. **Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year.**

*Please note that maps or other attachments may be included as additional files within the CPMP Tool.

PY 2012 Action Plan Geographic Distribution/Allocation response:

CDBG programming will be provided City-wide, with priority given to areas with minority or low-income concentrations. Minority concentrations are census tracts in which the total percentage of minority households is higher than would be expected based upon average racial distributions. Census tracts 16, 17, 18 and 23 are classified as areas of minority concentration. The U.S. Department of Housing and Urban Development has created new "Special Income Limit" estimates based on Census 2000 data. Five block groups in the City have the distinction of having over half of their households classified as "low income" including tracts 15, 16 and 18. Nearly half of the block groups in the City (18/38) have over fifty percent of their households earning "moderate" incomes. In fact, 45 percent of all households in the City of Beloit fall into the "moderate" income category and 53 percent of all persons living in Beloit are low- to moderate-income. However, the City will not be dedicating a set percentage of funds to any minority or low-income area.

2. **Describe the reasons for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.**

PY 2012 Action Plan Geographic Distribution/Allocation response:

Priority is given to those serving minority or low-income populations. The City also attempts to fund activities each year in the City's targeted neighborhoods, which include the Near Westside, Merrill and Shore Drive neighborhoods. The relative priority of needs was determined based on public comment received over the past five years. The City will not be dedicating a set amount of funds to any geographic area of the City. The majority of the programs funded are provided on a City-wide basis.

- 3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.**

PY 2012 Action Plan Geographic Distribution/Allocation response:

One of the key obstacles to meeting the underserved needs in Beloit is lack of adequate funding or other non-financial resources to adequately address a particular problem. Insufficient funding precludes the City from appropriately addressing every worthy project and often includes allocating funding at less than an optimal amount. The City does not fund programs which duplicate the work of other programs.

Non-financial resource limitations include insufficient numbers of trained volunteers or staff to provide expertise and support for programs and language barriers. The City will also partner with the non-profits and others to consolidate resources. The City is part of the Rock County Homeless Intervention Task Force which works to consolidate resources, financial and non-financial, to meet the needs of all of Rock County.

Sources of Funds:

- 4. Identify the federal, state, and local resources the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan. (92.220(c)(1))**

PY 2012 Action Plan Sources of Funds response:

\$600,000 in Community Development Block Grant, \$189,480 in HOME Investment Partnerships program funds, \$409,774 in Low Income Public Housing Operating Subsidy, approximately \$3,135,000 in Housing Choice Voucher Housing Assistance Payment Subsidy, \$339,758 in Housing Choice Voucher Administrative Subsidy, and \$167,630 in Capital Fund Program dollars are expected to be available in 2012. The Community Development Authority's LLC was awarded Low Income Housing Tax Credits in the amount of \$1,101,102 for 2010. Additionally, the Community Development Authority's LLC was awarded \$1,215,118 in Low Income Housing Tax Credits which are expected to be expended in 2011 and 2012.

- 5. If you plan to dedicate funds within a local targeted area, provide the boundaries of the targeted area and an estimate of the percentage of funds you plan to dedicate to target area(s). (91.220(f))**

PY 2012 Action Plan Sources of Funds response:

We do not intend to dedicate funds within a local targeted area in 2012.

- 6. If your plan includes a Neighborhood Revitalization Strategy Area or Areas, please identify the census tracts for each NRSA and an estimate of the percentage of funds you plan to dedicate to the NRSA(s).**

PY 2012 Action Plan Sources of Funds response:

Our plan does not include a Neighborhood Revitalization Strategy Area.

7. **Explain how federal funds will leverage resources from private and non-federal public sources.**

PY 2012 Action Plan Sources of Funds response:

The Community Development Block Grant funds used by local agencies are only a small portion of their overall budgets. However, these funds allow them to leverage other local dollars, including United Way funds, and other state, federal and private funds.

8. **Provide a description of how matching requirements of HUD's programs will be satisfied.**

PY 2012 Action Plan Sources of Funds response:

There are no matching requirements for Community Development Block Grant Program. Janesville is the PJ for our HOME dollars, so the match requirements for the HOME program will be reflected in its Annual Action Plan. We do not receive any other federal funds with match requirements.

9. **If the jurisdiction deems it appropriate, indicate publicly owned land or property located within the jurisdiction that may be used to carry out the plan.**

PY 2012 Action Plan Sources of Funds response:

There is no publicly owned land or property which will be used to carry out the plan.

Managing the Process

10. **Identify the significant aspects of the process, by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.**

PY 2012 Action Plan Managing the Process response:

Preparation of the Consolidated Plan included meeting with a steering committee (the Consolidated Planning Committee) which included members of the following organizations:

Beloit Youth Place	Merrill Community Center
Caritas	Neighborhood Housing Services
Community Action, Inc.	Stateline Literacy Council
Habitat for Humanity	Stateline United Way
Homeless Intervention Task Force	Voluntary Action Center
Home Companion Registry	

The Committee met three times over a 10 week period to discuss informational needs, develop formal strategies, and discuss public meetings. The City also held public hearings and hosted public meetings.

For the Annual Plan, a public hearing was held on July 18 to solicit citizen input on community development, housing, public housing and homeless needs in the City of Beloit. A notice was published in the newspaper and a notice was mailed to the City's CDBG mailing list which includes service providers, citizens, neighborhood representatives, and business advocates. No one spoke at the public hearing.

- 11. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.**

PY 2012 Action Plan Managing the Process response:

The City is an active participant on several committees and boards including Neighborhood Housing Services of Beloit, African American Infant Mortality Coalition, Homeless Education Action Team, and the Homeless Intervention Task Force. Additionally, a City Council member is appointed to the Community Action Board. The City also has a good relationship with Rock County's Community Development and Health departments, and the City Manager meets with Rock County officials on a regular basis.

Citizen Participation (91.220(b))

- 12. Provide a description of the process used to allow citizens to review and submit comments on the proposed consolidated annual plan, including how the plan (or a summary of the plan) was published for review; the dates, times and locations of a public hearing, or hearings; when and how notice was provided to citizens of the hearing(s); the dates of the 30 day citizen comment period, and if technical assistance was provided to groups developing proposals for funding assistance under the consolidated plan and how this assistance was provided.**

PY 2012 Action Plan Citizen Participation response:

The City of Beloit gave its citizens the opportunity to participate in an advisory role in planning, implementing, and assessing CDBG programs. Information about the goals of the CDBG program and the activities it funds was provided to all interested stakeholders. Public hearings were held to gauge the views of citizens. The City held a public hearing on July 18, 2011 to give citizens an opportunity to identify issues which needed to be identified in the Annual Plan. A notice was published in the Beloit Daily News on July 16 notifying the public of the public hearing. Additionally, the City put the notice on the City's website, and the City Manager discussed the public hearing in his weekly e-newsletter to the citizens. The notice was also mailed to the CDBG mailing list, which includes the non-profit organizations and other interested agencies which provide services to low income people in Beloit.

The CDBG budget process began in late July when a notice was published on July 18, 2011 in the Beloit Daily News, The Stateline News, and The Chronicle that applications were available. A notice was also mailed to the CDBG mailing list on July 16, 2011 notifying agencies and interested parties that applications were available. Anyone needing assistance with filling out an application, determining the eligibility of a project or other CDBG assistance was helped.

The CDA reviewed the Annual Plan and budget on September 28, 2011 and recommended approval of both the plan and the budget. This meeting was provided to the media and posted on the City's website on September 23. A notice was published in the Stateline News on October 2, 2011 and in the Beloit Daily News on October 3, 2011 notifying the public of the 30-day public review period which began on October 3, 2011 and ended on November 3, 2011. This notice also notified the public that the plan and budget were available on the City's website, at City Hall and at the Beloit Public Library. It also informed the public that a public hearing would be held on October 17 and that final City Council action would take place on November 7, 2011. This notice was also mailed to the CDBG mailing list.

On October 17, a public hearing was held to give citizens an opportunity to comment on the proposed Annual Plan and proposed 2012 CDBG budget. On November 7, the Annual Plan, and 2012 CDBG budget were reviewed and approved at a City Council meeting.

The Beloit Daily News, Stateline News, City Hall, the Public Library, and the City of Beloit's website were also utilized to disseminate information to the public. The Beloit Daily News ran an article in the newspaper on September 1, 2011, as the Community Development Authority began the process of developing the CDBG budget, outlining the applications and the public process. The Beloit Daily News also included the CDBG Budget in an article on October 18, 2011 about the City's budget before it was approved on November 7. Citizens were able to review the Annual Plan at City Hall or the Beloit Public Library, and it was also posted on the City's website. Staff was available to provide assistance to Spanish-speaking residents who were interested in the plan documents. The City has bi-lingual staff in the Department who can provide this assistance.

13. Provide a summary of efforts made to broaden public participation in the development of the consolidated annual plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

PY 2012 Action Plan Managing the Process response:

The annual plan was developed using the information and priorities established in the five-year plan. The process for developing the five-year plan included the establishment of a Steering Committee comprised of representatives from a range of homeless and minority programs.

Organizations which provide assistance to person with disabilities including Home Companion Registry, the Beloit Housing Authority, and Senior Chore Service were represented on the committee. Stateline Literacy Council which provides services to the growing Hispanic population was also involved in the process. Hands of Faith, an organization which provides services to homeless families, and Community Action, which provides a multitude of housing and homeless programs, was represented on the committee. For the 2012 Annual Plan, objectives and goals were reflective of the original five-year plan, which included input from a broad array of groups.

Staff was available to provide assistance to Spanish-speaking residents who were interested in getting involved in the planning process. The City has bi-lingual staff in the Department who can provide this assistance.

14. Provide a summary of citizen comments or views on the annual plan.

PY 2012 Action Plan Managing the Process response:

No one spoke during the public hearing on July 18, 2011. During the public hearing on October 17, 2011 the Council President requested that the City work to address the needs of homeless males with no dependents, as there are few programs that offer assistance to these individuals. He also requested that the City continue to support Project 16:49, which is working to address the needs of homeless teens. No written comments were filed.

15. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

PY 2012 Action Plan Managing the Process response:

All public comments are always accepted and reviewed for inclusion into the Strategic Plan and Annual Plan.

Institutional Structure

16. Describe actions that will take place during the next year to develop institutional structure.

PY 2012 Action Plan Institutional Structure response:

The City of Beloit will work with non-profits, public institutions and the private sector to implement the Consolidated Plan and Annual Plan. The City will continue to utilize the Community Development Authority (CDA) for review of the Consolidated Plan, annual action plans, proposed CDBG funding and any CDBG budget amendments.

The entire Community Development Department, including the Beloit Housing Authority, is now located on the third floor of City Hall. Therefore, the City and the Housing Authority are now able to work more closely together and are striving to partner, where it is appropriate.

Monitoring

17. Describe actions to be taken that will take place during the next year to monitor your performance in meeting goals and objectives set forth in your Consolidated Plan.

PY 2012 Action Plan Monitoring response:

On a quarterly basis, all CDBG applicants submit quarterly reports to the City, which are reviewed by City staff. Additionally, the City of Beloit will review the plan on a quarterly basis to ensure that goals and objectives are being addressed.

18. Describe steps/actions to be taken during the next year to ensure compliance with program requirements, including requirements involving the timeliness of expenditures.

PY 2012 Action Plan Monitoring response:

CDBG Subgrantees will continue to be required to submit quarterly reports, which contain information on the number of people served, progress made toward meeting their objectives and their financial status. Community Development staff will monitor the Subgrantees on an annual basis to ensure compliance with HUD regulations. Their financial reports are also reviewed at this time. Following these visits, letters are sent to Subgrantees when any problems are identified. Monitoring summaries are shared with the CDA and the City Council when they review and approve the CDBG budget.

On an annual basis, the City reviews the Consolidated Plan and Annual Action Plan to determine the progress made toward the goals, objectives and activities listed in the reports.

Mid-year, City staff reviews expenditure levels to ensure that caps are not exceeded. At this time, City staff also reviews current and prior year contracts to ensure that funds are expended in a timely manner.

The City of Beloit will monitor the progress of subgrantees throughout the year to ensure that they are expending their funds in a timely manner and providing the data required by the CDBG program. Additionally, the City will reallocate funds which are not being expended in a timely manner and/or work with subgrantees to ensure that funds are spent.

19. Describe steps/action you will use to ensure long-term compliance with housing codes, including actions or on-site inspections you plan to undertake during the program year.

PY 2012 Action Plan Monitoring response:

The City of Beloit has a construction specialist who monitors the housing rehab projects to ensure that all projects meet housing codes. Before any pay requests are processed for a grant, an on-site inspection is completed to ensure work is completed and housing codes are complied with. Additionally, construction work is always inspected by a building inspector.

The City also ensures that Neighborhood Housing Services obtains the required building permits for their new construction and housing rehab projects and provides on-site inspections of the projects. Additionally, the City has a fair housing code, and the Equal Opportunities and Human Relations Commission is responsible for any fair housing cases submitted to the City.

20. Describe actions to be taken to monitor subrecipients (including sponsors or administering agents) during the next program year. This includes the monitoring of all programs, CDBG, HOME, ESG, or HOPWA, as applicable.

PY 2012 Action Plan Monitoring response:

CDBG subgrantees will submit quarterly reports, which contain information on the number of people served, progress made toward meeting their objectives and their financial status. Staff will review the quarterly reports and ensure that subgrantees are meeting the goals and objectives outlined in their contracts and completing the tasks in a timely basis. Community Development staff monitor the subgrantees on an annual basis to ensure compliance with HUD regulations.

Their financial reports will also be reviewed at this time. Following these visits, letters will be sent to subgrantees when any problems are identified. Monitoring summaries will be shared with the Community Development Authority and the City Council when they review and approve the CDBG budget.

On an annual basis, the City reviews the Consolidated Plan and Annual Action Plan to determine the progress made towards the goals, objectives and activities listed in the reports.

The City receives its HOME dollars through the Rock County HOME Consortium. Janesville is the PJ for this consortium, so all HOME activities are reported through Janesville. The City does not receive ESG or HOPWA funds.

Description of Activities

***If not using the CPMP Tool:** Complete and submit Table 3C

***If using the CPMP Tool:** Complete and submit the Projects Worksheets and the Summaries Table.

21. **The action plan must provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan.**

PY 2012 Action Plan Description of Activities response: (Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

The Projects Worksheets and Summaries Table provide information on the proposed projects for the 2012 Program Year.

In the project worksheets, projects are grouped under five projects: Code Enforcement, Economic Development, Housing Rehabilitation, Planning-Program Administration, and Public Services. The Code Enforcement Project includes the City's Code Enforcement and systematic Rental Inspection program in our deteriorated and deteriorating areas. The Housing Rehabilitation project includes the City's Housing Rehabilitation Revolving Loan Fund, and Community Action's Merrill Housing Initiative Program. The Planning-Program Administration project includes program administration activities. Finally, the Public Services project includes the following activities:

- Community Action – Supportive Services
- The Key – A Transitional Housing Program for Survivors of Domestic Violence
- Domestic Violence Center – Emergency Housing for Homeless Victims of Domestic Violence
- Greater Beloit Home Companion Registry
- Family Services – Homelessness Prevention and Rehousing Project
- Hands of Faith – Emergency Shelter for Homeless Families
- Merrill Community Center
- NHS – Foreclosure Prevention

- Stateline Literacy Council – Hispanic Outreach
- Beloit Senior Chore Service

Summary of Specific Annual Objectives and Outcome Measures

**If not using the CPMP Tool: Complete and submit Table 2C and Table 3A.*

**If using the CPMP Tool: Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls*

22. Provide a summary of specific objectives that will be addressed during the program year. (91.220(c)(3))

PY 2012 Action Plan Summary of Specific Annual Objectives response:

(Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

A summary of the specific objectives is addressed in the Summaries Table and Project Worksheets

23. Describe the Federal Resources, and private and non-Federal public resources expected to be available to address priority needs and specific objectives during the program year.

PY 2012 Action Plan Summary of Specific Annual Objectives response:

(Use of the Summaries Table and Project Worksheets or Table 3C/2A will be sufficient. No additional narrative is required.)

A summary of the specific objectives is addressed in the Summaries Table and Project Worksheets

24. Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability). 91.220(e)

PY 2012 Action Plan Summary of Objectives/Outcomes response: (Use of the Summaries Table or Table 2C/Table 3A will be sufficient. No additional narrative is required.)

This information is provided in the Summaries Table and Table 2C/3A.

HOUSING

Annual Affordable Housing Goals (91.220(g))

**If not using the CPMP Tool: Complete and submit Table 3B Annual Housing Completion Goals.*

**If using the CPMP Tool: Complete and submit the Table 3B Annual Housing Completion Goals.*

25. **Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.**

PY 2012 Action Plan Annual Affordable Housing Goals response:
The information is provided in Table 3B.

Needs of Public Housing (92.220(b))

26. **Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.**

PY 2012 Action Plan Needs of Public Housing response:

The Beloit Housing Authority (BHA) will network with local agencies, departments and businesses to inform the public of available services for extremely low-income, low-income and moderate-income individuals.

- The BHA will partner with NHS to provide homeownership opportunities for its residents.
- The BHA will work with community partners to provide volunteer opportunities for BHA residents and applicants, which exposes the extremely low-income, low-income and moderate-income households to opportunities to increase their job training skills, people skills and self-esteem.
- The BHA will market available programs through local newspapers and radio stations. BHA staff will attend area Senior, Health, and Family events.
- The BHA will conduct strategic planning to address immediate capital needs with HUD's Capital Fund Program. The BHA may have the opportunity to use other resources such as HOPE VI funds, CDBG funds, and WHEDA funds for longer-term projects such as the tax credit project now underway.
- The BHA will encourage extremely low-income, low-income and moderate-income families to utilize the least resistive housing opportunities available to them. They have a choice of programs that include public housing, Section 8 rental assistance, Section 8 homeownership and Family Self-Sufficiency.

The Housing Authority will also encourage residents to participate in the management of BHA through opportunities to serve on a resident council or the governing board, the CDA. There is currently one Section 8 participant on the CDA board who also purchased a home through the Homeownership Voucher program.

The Beloit Housing Authority maintains 131 public housing units and 598 Section 8 vouchers. As of October 2011, the waiting lists for housing were 276 for public housing and 549 for Section 8 vouchers. The condition of the units is about average. Overall, the public housing stock is older. Some units have undergone rehabilitation in the last several years. All of the units are in need of some modernization and restoration. The units are more than 30 years old but structurally sound.

Of the 131 Public Housing units, 65 units have undergone major rehab which was completed in early 2011. Major rehab will begin on the remaining units in late-2011. This project is possible due to tax credits obtained by the Housing Authority.

It is not expected that any units will be removed from the public housing inventory in the near future, but some may be downsized due to the need of smaller units rather than the larger 4-bedroom units. Given the length of the waiting lists, we do not anticipate a decrease in the number of public housing units.

27. **If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.**

PY 2012 Action Plan Needs of Public Housing response:

The Beloit Housing Authority is not a "troubled" public housing agency.

Antipoverty Strategy

28. **Briefly describe the actions that will take place during the next year to reduce the number of poverty level families (as defined by the Office of Management and Budget and revised annually), taking into consideration factors over which the jurisdiction has control.**

PY 2012 Action Plan Antipoverty Strategy response:

Through local partnerships, the City is increasing employment while educating citizens and providing life improvement skills.

- The City will support programs that provide assistance to persons to increase their job skills and marketability.
- The Beloit Housing Authority will continue its Family Self-Sufficiency Program in 2012.
- The Beloit Housing Authority will continue to provide homeownership opportunities to Section 8 participants in cooperation with NHS in 2012.
- The City will support non-profit organizations that provide assistance and advocacy to low- and moderate-income residents.

- The City will use the Economic Development Revolving Loan Fund to increase the number of living wage jobs to low- and moderate-income persons in the community.

The Housing Authority requires all public housing residents to perform 8 hours of community service per month when the participating adult is unemployed. By doing this, adults are learning new skills, acquiring self confidence and opening doors for new opportunities.

The Housing Authority offers intensive case management to families which includes budgeting classes, mentors, educational opportunities, and preferences with local employers. Through local partnerships, the City is increasing employment while educating citizens and providing life improvement skills.

Barriers to Affordable Housing

29. Describe the actions that will take place during the next year to remove barriers to affordable housing.

PY 2012 Action Plan Barriers to Affordable Housing response:

1. Although the City's 2004 Analysis of Impediments to Fair Housing Report has concluded that the City has met and continues to meet the goals of affordable and fair housing, the City has begun updating its Analysis of Impediments to Fair Housing in 2010 to ensure that it reflects the current state of the economy. With the increase of foreclosures in the last several years, there could have been a change in the impediments impacting the City. The completed Analysis of Impediments to Fair Housing will be completed and submitted with this Action Plan.

The City hired MSA to complete Fair Housing outreach and education on a quarterly basis throughout the City of Beloit. City staff will continue this activity in 2012.

The City's zoning and development regulations are comprehensive and progressive and pose no barrier to affordable and fair housing goals for the City.

30. Describe the actions that will take place during the next year to foster and maintain affordable housing.

PY 2012 Action Plan Barriers to Affordable Housing response:

The City of Beloit will ensure that the affordable rental units are decent, safe and sanitary and meet local codes through its systematic rental inspection program.

The City of Beloit will support efforts by others to rehabilitate current tax credit projects.

The City of Beloit will provide financial resources for owner-occupants to maintain their homes.

The City of Beloit will provide financial resources for landlords to upgrade their rental units.

Lead-based Paint

31. **Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.**

PY 2012 Action Plan Lead-based Paint response:

The Rock County Health Department will continue to refer families of children with high lead levels to the City of Beloit's program. We work jointly to solve these problems.

The City of Beloit will use its Lead Hazard Control Grant funds in concert with its housing rehabilitation funds. The lead funds will be used for the lead elements to make the house lead safe, and then the housing rehabilitation funds are used for other rehabilitation work needed to bring the home up to code. The City received additional lead dollars in 2009, through the stimulus bill to make additional houses lead safe. The City applied for lead funding in 2011 and is awaiting response.

The City of Beloit Housing Services Division requires all contractors hired through the Housing Rehabilitation Loan program to be certified lead safe, ensuring all work completed in project homes is performed in a lead safe manner and with lead-free replacement products.

The City will continue to operate the Rental Inspection program. Every rental unit in the City is inspected at least once every three years by inspection officials who are trained as Lead Hazard Investigators to look for lead risk in all units. If orders are written to correct a lead hazard, information is sent explaining how to fix the problem in a lead safe manner, and the property owner is cited if the lead issue is not corrected.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

32. **Please describe, briefly, the jurisdiction's plan for the investment and use of available resources and describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.**

PY 2012 Action Plan Specific Homeless Prevention response:

The City will provide funding through the CDBG program to programs that help chronically homeless individuals and families move into permanent housing and assist with any other issues they may have. Specifically, the City will support programs that provide:

- Outreach and assessment

- Supportive services
- Long-term case management and client advocacy
- Transitional housing
- Stabilization strategies to move homeless individuals into economic independence

The Beloit Housing Authority has established a local preference for individuals and families who are participants in the transitional living program for housing rental assistance and those who are victims of domestic violence.

A potential barrier to accomplishing these activities would be the financial viability of the agencies which provide homeless programs. For example, the Domestic Violence Center has struggled over the past several years financially, and continuing the transitional portion of the program, which provides the longer-term support and ensures that people stop the homeless cycle, is essential to achieving the goal of ending homelessness. Another barrier is the public support for these programs. If the public does not support these programs, the City Council could quit funding these programs with CDBG funds.

33. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

PY 2012 Action Plan Specific Homeless Prevention response:

The City will continue to fund programs that provide financial assistance to individuals and families to prevent them from becoming homeless such as foreclosure prevention and emergency rental assistance identified through supportive case management.

The City will continue to support programs that provide rental assistance and supportive services to homeless persons or persons at risk of becoming homeless, such as Hands of Faith and Community Action.

The City will continue to support programs that provide credit counseling and foreclosure prevention programs.

The City will also continue serving on the Homeless Intervention Task Force Displacement Action Response Team, which provides a planned emergency response to mobilize resources in the event of a mass displacement of residents due to unfit conditions or condemnations.

34. Discharge Coordination Policy—The jurisdiction must certify it established a policy for discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care, or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. (91.225 (c)(10))

PY 2012 Action Plan Specific Homeless Prevention response:

The City will continue its involvement in the Homeless Intervention Task Force and its Resources Subcommittee, which continually addresses coordination of services and discharge as well as promotes the implementation of universal forms and participation in the State's homeless database, WI ServicePoint.

Emergency Shelter Grants (ESG)

35. If applicable, describe how the ESG matching requirements will be met.

PY 2012 Action Plan ESG response:

This is not applicable. The City of Beloit does not received ESG dollars.

36. (States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

PY 2012 Action Plan ESG response:

Not Applicable.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

**If not using the CPMP Tool: Complete and submit Table 1B.*

**If using the CPMP Tool: Complete and submit Needs Table/Non-Homeless Needs.*

37. Please describe any supportive housing activities being undertaken to address the priority housing needs of persons who are not homeless (elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol or other substance abuse problems).

PY 2012 Action Plan Non-homeless Special Needs response:

The City will continue to support programs for seniors such as the Home Companion Registry, Senior Chore Service and Grinnell Hall.

The City will provide deferred housing rehab loans to special needs populations.

The Beloit Housing Authority has 40 housing units for the elderly and disabled, and has established a local preference for elderly and disabled residents.

The City will make special needs issues a priority when budgeting CDBG funds. The Beloit Housing Authority will continue to use its funds to provide services and housing to these populations.

COMMUNITY DEVELOPMENT

Community Development Block Grant

**If not using the CPMP Tool: Complete and submit Table 2B, Table 1C Summary of Specific Objectives.*

**If using the CPMP Tool: Complete and submit the Needs Worksheets/Non-Housing Community Development and Summary of Specific Annual Objectives Worksheets or Summaries.xls*

- 38. Identify the estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate-income (an amount generally not to exceed ten percent of the total available CDBG funds may be excluded from the funds for which eligible activities are described if it has been identified as a contingency for cost overruns.)**

PY 2012 Action Plan Community Development response:

\$600,000 in 2012 new grant dollars and an estimated \$359,825 in program income will be used for activities that benefit person of low- and moderate-income.

- 39. CDBG resources must include the following in addition to the annual grant:**

- a. **Program income expected to be received during the program year, including:**
- i. **The amount expected to be generated by and deposited to revolving loan funds;**

PY 2012 Community Development response:

\$140,000 is expected to be generated by and deposited to revolving loan funds.

The total amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

PY 2012 Community Development response:

No funds are expected to be received during the program year from a float-funded activity described in a prior statement or plan.

- b. **Program income received in the preceding program year that has not been included in a statement or plan;**

PY 2012 Community Development response:

There is not any program income that has been received in the preceding program year that has not been included in a statement or plan.

- c. **Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives in its strategic plan;**

PY 2012 Community Development response:

The City of Beloit does not have any Section 108 loan guarantees.

- d. **Surplus funds from any urban renewal settlement for community development and housing activities; and**

PY 2012 Community Development response:

The City of Beloit does not have any surplus funds from an urban renewal settlement.

- e. **Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.**

PY 2012 Community Development response:

The City of Beloit does not have any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

- 41. **NA If a jurisdiction intends to carry out a new CDBG float-funded activity, the jurisdiction's plan must include the following information:**

- a. **For the program income included in 1(b) above, the jurisdiction should identify the month(s) and year(s) in which the program income will be received; and which of the following options it will take for each float-funded activity to address the risk that the activity may fail to generate adequate program income:**
 - i. **amend or delete activities in the amount equal to any amount due from default or failure to produce sufficient income in a timely manner. (If this option is chosen, the action plan must include a description of the process it will use to select activities to be amended or deleted and how it will involve citizens in that process), OR**
 - ii. **obtain an irrevocable line of credit from a commercial lender for the full amount of the float-funded activity. (If this option is chosen, information on the float-funded activity in the action plan must include the lender and the terms of the irrevocable line of credit), OR**
 - iii. **agree to transfer general local government funds to the CDBG line of credit in the full amount of any default or shortfall within 30 days of the float-funded activity's failure to generate projected program income on schedule.**

PY 2012 Community Development response:

The City of Beloit is not carrying out any float-funded activities.

- 40. **Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs, public facilities, public improvements, public services and economic development. (Use of Table 2B or the Community Development Needs Table is sufficient, additional narrative is not required)**

- a. **For activity for which the jurisdiction has not yet decided on a specific location, such as when a jurisdiction is allocating an amount of funds to be used for making loans or grants to businesses or for residential rehabilitation, provide a description of who may apply for the assistance, the process by which the grantee expects to select who will receive the assistance (including selection criteria), and how much and under what terms the assistance will be provided.**

PY 2012 Community Development response:

Economic Development Revolving Loan Fund: This loan fund provides loans to for-profit commercial, industrial or service sector businesses that will locate or expand in the City of Beloit by creating or retaining jobs.

Program funds are used to assist a business to finance exterior and interior building improvements, purchase land and building, new construction, purchase of machinery and equipment, land improvements, demolition, and leasehold improvements.

The program will loan a business up to 30 percent of the total project cost. The interest rate is as follows:

- If loaned in conjunction with a bank loan, 75 percent of the bank rate.
- Stand alone loans will be set at 75 percent of the Wall Street Prime rate at time of loan approval for projects with loan term greater than 10 years. 65 percent of Wall Street Prime rate for 1-10 year loan term.

The repayment terms are up to 25 years for land and buildings and 10 years for machinery and equipment.

The criteria used are the following:

- Ratio of Program dollars to the number of full-time equivalent (FTE) jobs created or retained, not to exceed \$35,000 per job. For FTE calculations, a full-time position will be employed 35 hours per week.
- At least 51 percent of the jobs created or retained must be available for low- to moderate-income persons.
- Ratio of Program dollars to private dollars in a project cannot be less than two private dollars for each Program dollar.
- Only those expenditures made within 18 months after approval of the Program loan shall be counted in the public/private dollar match.
- Applicant must contribute at least 10 percent equity into the project.

Housing Rehab Revolving Loan Fund: Housing rehab loans are available to any low- to moderate-income homeowner in the City of Beloit and any investor-owned rental units in the City of Beloit which is occupied by a low- to moderate-income family.

Additional Criteria: For homeowner loans, applicants must have equity in their homes, be free and clear of any judgments, and be current with their property taxes, with no delinquencies.

The individual loans available to owner-occupied properties are tailored to meet the applicant's financial needs and resources. Owner-occupied interest rates are 0 percent deferred payment loans or a 3 percent amortized loan. Investment property loans are offered at a fixed 3 percent rate.

The maximum loan amount for rehabilitation loans is \$20,000 for one dwelling unit, \$25,000 for two units and \$8,000 for additional dwelling units.

Owner-occupied property loans are available up to a 15-year term or can be deferred as long as the owner occupies the home. Investment property loans are available for ten years.

The Housing Rehab program consists of four loan programs: Owner-occupied Low Interest and Deferred Payment Loans, Rental Housing Rehab Program, Distressed Property Loan Program, and Construction Loan Program.

41. **Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.**

(Use of Table 2B or the Community Development Needs Table and Summaries Table is sufficient, additional narrative is not required)

PY 2012 Community Development response:

This information is provided in Table 2B.

42. **An "urgent need" activity may be included in the action plan only if the jurisdiction certifies that the activity is designed to meet other community development needs having a particular urgency because existing conditions pose a serious and imminent threat to the health or welfare of the community and other financial resources are not available.**

PY 2012 Community Development response:

The City of Beloit is not providing any funding for "urgent needs".

HOME/ American Dream Down payment Initiative (ADDI)

NA

43. **Describe other forms of investment not described in § 92.205(b).**

PY 2012 Action Plan HOME/ADDI response:

Not applicable.

44. **Describe how HOME matching requirements will be satisfied?**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

45. **If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

46. **Describe the policy and procedures the PJ will follow to affirmatively market housing containing five or more HOME-assisted units.**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

47. **Describe actions to be taken to establish and oversee a minority outreach program within the jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking, underwriters, accountants, and providers of legal services, in all contracts, entered into by the PJ with such persons or entities, public and private, in order to facilitate the activities of the PJ to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

48. **NA If you intend to use HOME funds for Tenant-Based Rental Assistance, describe the local market conditions that led to the use of the HOME funds for a tenant-based rental assistance program.**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

49. **NA If the TBRA program will target or provide preference for a special needs group, identify that group from the Consolidated Plan as having an unmet need and show that the preference is needed to narrow the gap in benefits and services received by that population?**

PY 2012 Action Plan HOME/ADDI response:
Not applicable.

50. **NA If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:**

- a. **Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.**
- b. **Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.**
- c. **State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.**
- d. **Specify the required period of affordability, whether it is the minimum 15 years or longer.**
- e. **Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.**
- f. **State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.**

PY 2012 Action Plan HOME/ADDI response:

Not applicable.

51. **NA If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:**

- a. **Describe the planned use of the ADDI funds.**
- b. **Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.**
- c. **Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.**

PY 2012 Action Plan HOME/ADDI response:

Not applicable

Housing Opportunities for People with AIDS **NA**

**If not using the CPMP Tool: Complete and submit Table 1B.*

**If using the CPMP Tool: Complete and submit Needs Table/HOPWA.*

52. **Provide a Brief description of the organization, the area of service, the**

name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

PY 2012 Action Plan HOPWA response:

Not applicable.

53. **Specify the one-year goals for the number of low-income households to be provided affordable housing using HOPWA funds for short-term rent, mortgage, and utility payments to prevent homelessness; tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.**

PY 2012 Action Plan HOPWA response:

Not applicable.

54. **Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.**

PY 2012 Action Plan HOPWA response:

Not applicable.

55. **Identify the method for selecting project sponsors (including providing full access to grassroots, faith-based and other community organizations).**

PY 2012 Action Plan HOPWA response:

Not applicable.

56. **Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.**

PY 2012 Action Plan HOPWA response:

Not applicable.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

No Additional Narrative will be provided.

**RESOLUTION
APPROVING THE 2012
HOME INVESTMENT PARTNERSHIP (HOME) BUDGET**

WHEREAS, the City of Beloit is expected to receive \$105,886 in HOME Investment Partnership (HOME) funds for City projects and \$83,594 in Community Housing Development Organization (CHDO) projects in 2012, and

WHEREAS, Neighborhood Housing Services of Beloit (NHS) is an eligible Community Housing Development Organization in the City of Beloit, and

WHEREAS, the City's housing rehabilitation loan program is an eligible HOME project and acquisition-rehab is an eligible CHDO activity, and

WHEREAS, the two recommended projects are consistent with the City's Consolidated Plan.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Beloit, Rock County, Wisconsin, allocates the 2012 City HOME funds to the City's housing rehabilitation loan program for owner-occupied and rental rehabilitation projects and the 2012 CHDO HOME funds to NHS' acquisition-rehabilitation program.

Adopted this 7th day of November, 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: Consideration of the 2012 HOME Investment Partnerships Proposed Budget

Date: November 7, 2011

Presenter(s): Julie Christensen

Department: Community Development Authority

Overview/Background Information:

In July 2001, the City of Beloit, Rock County and City of Janesville formed the Rock County HOME Consortium. This allows us to receive HOME funds directly from the Department of Housing and Urban Development (HUD) similar to CDBG.

Key Issues (maximum of 5):

1. According to HOME Investment Partnership Program guidelines, 15 percent of the HOME funds must be allocated to a Community Housing Development Organization (CHDO). In this HOME agreement, it was determined that this 15 percent would be allocated to a CHDO in Beloit. This agreement also established that the City of Beloit would receive 19 percent of the Consortium dollars awarded.
 2. For 2012, we are estimating that the Consortium will receive \$557,294. Based on that budget, the City of Beloit's share would be \$105,886, and the CHDO share would be \$83,594.
 3. On September 28, the Community Development Authority (CDA) recommended that the City's dollars be used to fund the City's Housing Rehabilitation Revolving Loan Fund for both owner-occupied and renter-occupied properties. Additionally, the CDA recommended that the CHDO dollars be used by NHS for its acquisition-rehabilitation program.
-

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** – Not applicable
 - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – Not Applicable
 - **Reduce dependence on activities that harm life sustaining eco-systems** – Not Applicable
 - **Meet the hierarchy of present and future human needs fairly and efficiently** – The CDA has proposed funding projects which meet the present and future housing needs of our community.
-

Action required/Recommendation:

CDA recommends approval of the proposed resolution

Fiscal Note/Budget Impact:

Not Applicable

Attachments:

RESOLUTION

**APPROVAL OF 2012 BUSINESS IMPROVEMENT
DISTRICT PLAN AND BUDGET**

WHEREAS, the continued vitality of the Downtown Business district is necessary to retain existing business and attract new business to the City of Beloit; and

WHEREAS, declining public revenues emphasize the importance of assembling a viable public-private partnership to undertake revitalization of this district; and

WHEREAS, the continued management, promotion, and development of Downtown Beloit is necessary to insure continued success in the Downtown Revitalization program; and

WHEREAS, the Downtown Beloit Association has entered into its' twenty-third year as a Main Street organization with Beloit designated as a Main Street community; and

WHEREAS, section 66.1109 of the Wisconsin Statutes authorizes cities, villages and towns to adopt an operation plan for the development, redevelopment, maintenance, operation, and promotion of a business improvement district.

NOW, THEREFORE, BE IT RESOLVED, that the 2012 Operating Plan and Budget be approved.

FURTHERMORE, BE IT RESOLVED, that the city manager is authorized to sign a letter of agreement with the Wisconsin Department of Commerce in 2012 to continue Beloit's designation as a Wisconsin Main Street Community.

Dated at Beloit, Wisconsin this 7th day of November 2011

By:

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk



DOWNTOWN
BELOIT

Windows of Opportunity

2012

**BUSINESS IMPROVEMENT DISTRICT
OPERATING PLAN**

October 2011

STATEMENT OF PURPOSE

Wisconsin Act 184 allows a city, upon petition of property owner, to create a Business Improvement District (BID) that enables property owners within that district to access themselves in order to maintain and enhance business viability by providing services to its' members by engaging in activities that can protect investments and enhance property values. As a result of this pooled assessment, there is a cost-benefit to individual property owners that affect parts of, or the whole district. It affords property owners a very real role in directing those affairs within the district which influence their investment and their environment.

Wisconsin Act 184 is a financial tool created by the state legislature that allows a municipality to levy a special assessment on business to pay for the development management, operation, maintenance and promotion of a defined business improvement district. This is a critical tool for business people in Downtown Beloit in that it allows them to establish a strong organization in order to encourage and promote business development. Just as good schools, good parks, and good roads are essential for a balanced community, a prosperous downtown serves the community as the financial center, service center, and special events center. It is a feature which all sectors of the community can take pride in and share.

A Business Improvement District is the best source of funds that will allow the business people themselves to coordinate promotion, management and maintenance programs for the downtown area. An improved central business district will create a positive image for not only those businesses within the district, but for the community as a whole.

BID'S RELATIONSHIP TO THE БЕЛОIT COMPREHENSIVE PLAN

The Downtown Redevelopment Plan adopted by the Beloit City Council March 3, 2008 was developed by Vandewalle & Associates under the guidance of the Downtown Beloit Association and a Downtown Planning Committee with funding through the City's Community Development Block Grant. The Plan provides a vision and an implementation framework to guide redevelopment activities to shape the future of Downtown Beloit. The Plan provides recommendations for land use, building preservation, redevelopment, urban design, public improvements, and Plan implementation. The Downtown Redevelopment Plan was undertaken concurrently with the Beloit Comprehensive Plan and consequently, in addition to being a stand-alone document, the Plan is also considered an element of the Comprehensive Plan.

It is intended that the Business Improvement District will complement the 2008 Comprehensive Plan as former BID's complemented the 1981 and 1998 Comprehensive Plans.

The following are five key downtown redevelopment opportunities presented in the Plan:

1. **Urban Housing:** Attracting more residents to Downtown is a critical part of enlivening Downtown activity. Beloit offers an affordable cost of living which should be promoted as part of the Downtown housing initiative.
2. **Business Recruitment and Retention:** The DBA and other strategic partners should continue to play an active role to facilitate business recruitment and retention. Downtown Beloit draws from a retail market area of 100,000 people within a 10-mile radius, and its proximity to major population centers creates significant opportunity for Downtown to continue to grow as a regional destination.

3. Strengthen Connections with Beloit College: The DBA should build upon their strong relationship with Beloit College by partnering with them to forward several initiatives, including promoting Downtown housing, retail to serve the campus community, and reuse of the Downtown Library building.
4. Increase Corporate Involvement: Much of Beloit's success to date in redeveloping Downtown is attributable to public-private partnerships. Beloit corporations should continue be sought as long-term partners to advance Downtown initiatives that benefit both the participating businesses and the community as a whole.
5. Riverfront Redevelopment: Downtown redevelopment should be focused, particularly in the initial stages, on the river. Riverfront uses should capitalize on river views and access—retail, residential, and entertainment uses in particular should be targeted. The relocation of Kerry Americas presents an opportunity to redevelop two riverfront sites in particular.

These references, along with others, show how the continued existence of the BID in downtown Beloit will help to implement many of the goals that have been outlined in the comprehensive plan.

PROGRAM BENEFICIARIES

The BID program has been designed so that it will provide some benefit to all business interests within the district. There are many diversified interests existing within downtown Beloit, therefore, a program has been created which will provide an equal amount of benefit to all groups which do business downtown. The BID plan has been developed so that it will provide benefits to the following interests:

RETAILERS: Money generated through the BID assessment will be used to develop programs which will increase business activity in the downtown area. A comprehensive promotional program, which will reinforce the existing promotional programs such as ArtWalk, Farmer's Market, Celebrate Weekend and Street Dance, Grand Lighted Holiday Parade, St. Patrick's Day Weekend Festivities, Halloween, Holidazzle and Friday's in the Park. Retailers will benefit from such activities as these will generate traffic and a feeling of activity in the downtown.

Money budgeted for design improvements will be used for projects which will improve the visual image downtown. The Sign Grant Program, Facade Grant Program, and the Design Assistance Program will directly assist retailers. The continuation of Project Clean Sweep will insure that the public spaces will be kept clean and well maintained. Retailers will benefit from these programs because as the downtown becomes more attractive so shall their business.

An established business recruitment and retention campaign will continue to aid retailers in downtown as it will aid existing businesses to be more competitive and bring in new businesses that will compliment existing retail uses. New business start ups will also help increase traffic.

SERVICE PROVIDERS: Service providers will benefit from the proposed promotional activities as some of these events have been designed to enhance their industry as well. A quality calendar of promotional events helps to animate the environment and build foot traffic.

Design improvements will reflect a positive image on the service providers as well as being that an improved visual image downtown will compliment the image of each private interest downtown. As the public feels more confident and comfortable with the environment downtown they will spend more time and more money there.

Service providers will benefit from the business recruitment program as new compatible retailers and service providers are attracted to the downtown these new businesses will all be potential new customers and clients for the existing service providers.

INDUSTRIAL FIRMS: Industrial firms located downtown will benefit from the BID promotional programs as these events will provide a source of recreation and entertainment for their employees. The additional improvements to the physical environment and the overall effect of creating an ambience downtown will help make downtown an attractive, clean and active business district which will reflect positively on a corporate image.

PROPERTY OWNERS: Property owners will also benefit from the BID activities. As the proposed promotional and design programs take effect, the vitality of the downtown will increase and eventually this increased vitality will result in an increase in the value of property located downtown. The property owner who is in possession of vacant property will benefit from the business recruitment program as it may provide that owner with the best opportunity to fill that space.

PROGRAM GOALS AND OBJECTIVES

In 1988 Beloit was officially designated as one of the State's first five Main Street communities. The Downtown Beloit Association will continue to follow the developmental model outlined by the Main Street four-point approach. The Downtown Beloit Association has developed a set of goals and objectives and has produced a comprehensive work plan (see attached) for 2009. The Board of Directors will be responsible for overseeing the implementation of the work plans and will ensure program's Mission Statement, Goals and Objectives are carried out. The Board shall have all powers necessary or convenient to implement the operating plan, including the power to contract per State Statutes 66.608.

BOARD OF DIRECTORS

VISION STATEMENT:

Downtown Beloit is a culturally rich, vibrant, united neighborhood that promotes and reflects a balanced mix of businesses and an engaged community.

MISSION STATEMENT:

To attract and retain a business mix that cultivates economic and social prosperity.

EXECUTIVE COMMITTEE

GOAL: Partner, communicate and represent District members to advance the District.

- OBJECTIVE: Strengthen Main Street Organization
- OBJECTIVE: Publish online business directory
- OBJECTIVE: Diversify future funding
- OBJECTIVE: Continue to refine parking policies
- OBJECTIVE: Publish newsletter and/or broadcast communications to district
- OBJECTIVE: Recognize projects and people who build and support Downtown Beloit
- OBJECTIVE: Insure compliance with all federal, state, and local regulations

PROMOTIONS COMMITTEE

GOAL: Market downtown Beloit as a place to live, work and play.

- OBJECTIVE: Plan, promote and implement ArtWalk
- OBJECTIVE: Plan, promote and implement Farmers Market
- OBJECTIVE: Plan, promote and implement St. Fridays in the Park
- OBJECTIVE: Plan, promote and implement Celebrate Weekend and Street Dance
- OBJECTIVE: Plan, promote and implement Halloween Costume Parade & Party
- OBJECTIVE: Plan, promote and implement the Grand Lighted Holiday Parade
- OBJECTIVE: Manage and promote Merchant's Holiday Lighted Window Contest
- OBJECTIVE: Plan, promote and implement Holidazzle
- OBJECTIVE: Manage Showmobile

DESIGN COMMITTEE

GOAL: Continuously improve and preserve the appearance and character of the downtown.

- OBJECTIVE: Develop programs that will improve the appearance of privately owned property
- OBJECTIVE: Provide design assistance
- OBJECTIVE: Maintain public areas
- OBJECTIVE: Manage Sign Grant program
- OBJECTIVE: Manage Facade Grant programs
- OBJECTIVE: Nominate properties for local historic designation
- OBJECTIVE: Continue Hanging Baskets and Flower Urns program

BUSINESS DEVELOPMENT COMMITTEE
(ECONOMIC RESTRUCTURING)

GOAL: Strengthen and grow the District's economic base.

- OBJECTIVE: Continue business recruitment and retention programs
- OBJECTIVE: Implement marketing and business development projects
- OBJECTIVE: Encourage investment in upper floor housing
- OBJECTIVE: Manage TID #5 Upper Floor Housing Grant program
- OBJECTIVE: Manage TID #5 Facade Grant program
- OBJECTIVE: Develop downtown marketing program

The Downtown Beloit Association will maintain a Board of Directors in conformance with the Wisconsin Act 184. This board will be responsible for the management of the Business Improvement District. Responsibilities of the board include implementing the operating plan and preparing annual reports on the district. The board will also annually consider and make changes to the operating plan and submit the operating plan to the City Council for approval.

The day to day activities of the Board of Directors shall be governed by its By-Laws referred to in this plan (see attached).

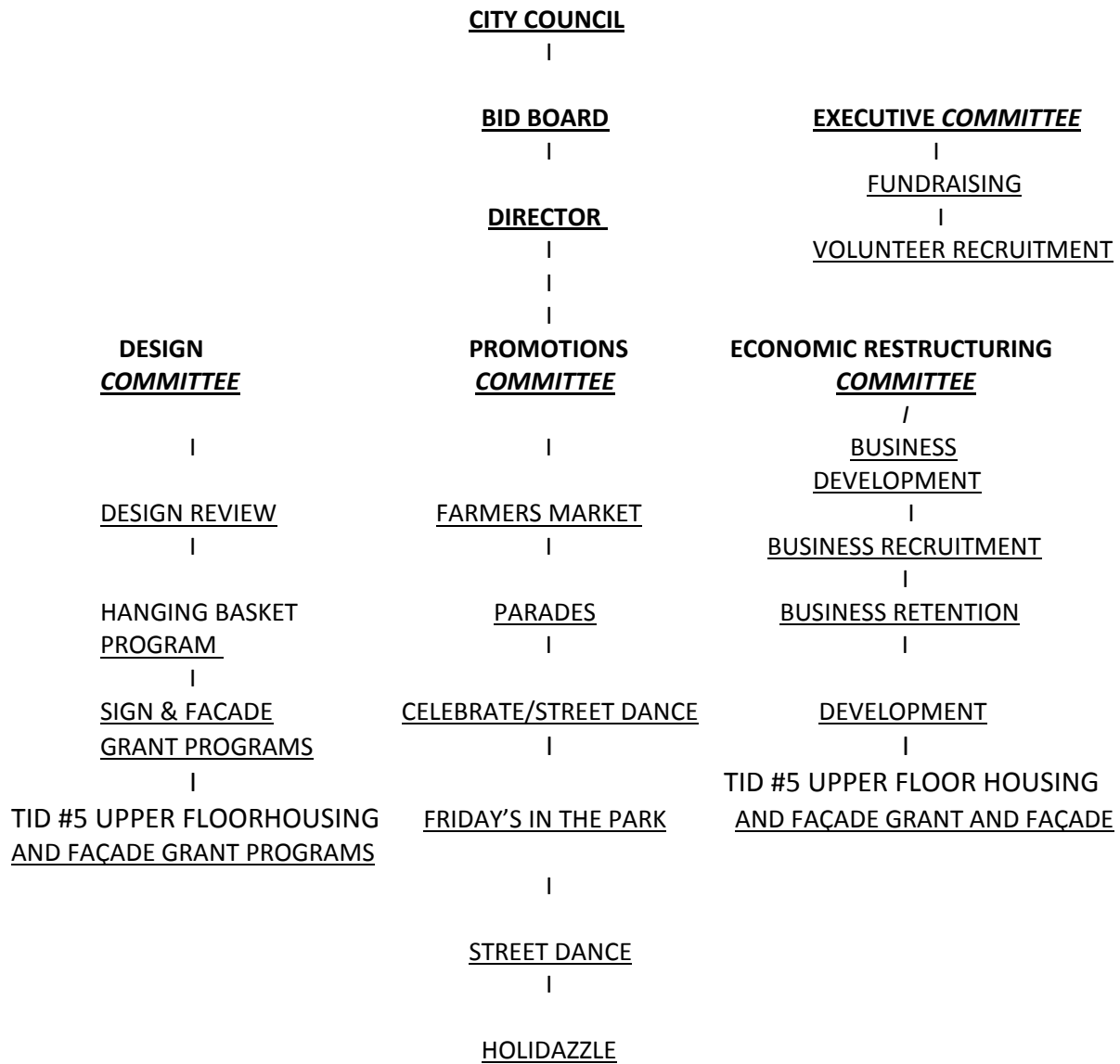
Furthermore, an Executive Committee will meet on a regular basis to manage the day to day activities of the district. The Executive Committee will consist of the 4(four) officers: Chairman, Vice Chairman, Secretary, and Treasurer.

The board will consist of thirteen members, eight of which shall be property owners within the district. This board shall be appointed by the City Manager and approved by the City Council and shall serve staggered terms as designated by the City Council. The board should represent the following interest:

- Six (6) Owner Occupants
- Two (2) Non-Owner Occupants
- Two (2) Property Owners
- One (1) Resident Appointed at large
- One (1) Beloit College Representative
- One (1) Council Representative

In addition, board members should be representative of different areas within the district, as well as large and small business. The board will also conduct its affairs under the open meeting law and will keep minutes for public record.

STRUCTURE OF THE DOWNTOWN БЕЛОIT ASSOCIATION



SPECIAL ASSESSMENT AND EXEMPTIONS

The projects proposed in the 2012 operating plan will be funded through a special assessment. Assessments to meet the BID budget will be levied against each property within the district based on its most recent equalized value. Properties used for commercial purposes and those used exclusively for manufacturing will be eligible for assessment. Real property used exclusively for residential purposes will not be assessed as required by Wisconsin Statute 66.608. Properties which are exempt from paying property taxes such as public utilities, non-profit organizations, religious institutions, and governmental bodies are also exempt from the special assessment.

The proposed assessment is \$3.88/1,000 of assessed valuation.

The only exceptions to this formula relate to the largest properties within the district with an assessed value of \$757,373 or more. In order to equalize the assessment as fairly as possible no property will be specially assessed over \$3,000. This policy has been adopted because these properties account for over 48% of the total valuation of the BID properties. By establishing a special assessment ceiling of \$3,000 the assessment is distributed more evenly between all the properties.

In accordance with the Downtown Beloit Association's By-laws, the fiscal year for this plan begins January 1, 2012. The City of Beloit will assess downtown properties and distribute those assessments to the Downtown Beloit Associations BID Board of Directors.

Cost for clerical costs involved with the administration of the assessment shall be provided by the City of Beloit.

PROPOSED 2012 BUDGET

REVENUE

Annual Dinner	1,100
Wisconsin Main Street Awards	6,500
Celebrate Downtown	25,000
Holiday	3,800
City of Beloit-Assessment	121,524
TID Application Grant Fee	350
Showmobile	900
Investment Income	500
Hanging Baskets/Flowers	5,000
Farmers Market	23,000
Fridays in the Park	8,500
ArtWalk	3,000
Halloween	550
Income Subtotal	199,724
Carry Over	135,916
Income and Assets Total	335,640

PROPOSED 2012 BUDGET

EXPENSES

Audit	3,600
Annual Meeting	2,000
Accounting Services	2,400
Conference/Training	5,000
Computer Replacement	1,500
Contingency/Reserve for City Bill	83,803
D.B.A. Director	58,488
Newsletter	500
Office Supplies	5,600
Postage	2,000
Promotions/Office Coordinator	32,250
Wisconsin Main Street Awards	7,000
Rent/Utilities	12,000
Service Charges-City	4,300
Telephone	1,800
Vision Center Costs	2,000
Truck/Van Expense	700
Organization Exp. Sub Total	224,940
CID Project	500
Web site	1,000
Business Directory	2,000
Business Recruitment	2,000
Development Plan	500
Business Exp. SubTotal	6,000
Design-Façade Grants	4,500
Project Clean Sweep-Salary	14,950
Project Clean-Supplies	1,500
Sign Grant	2,000
Downtown Maintenance	5,000
Hanging Baskets/Flowers	12,000
Banner/Brackets	1,000
Design Exp. SubTotal	40,950

EXPENSES 2012 Budget

Celebrate Weekend	12,500
Holidays	9,000
Farmers Market	14,500
Fridays in the Park	9,200
Halloween	950
Marketing Assistance	1,000
Showmobile	1,600
D.B.A. T-shirts	800
Volunteer Recognition	1,200
Co-Op Advertising	10,000
ArtWalk	3,000
Promotions Exp. SubTotal	63,750
Total Expenses	335,640

Summary 2012 Budget

Total Income/Assets	335,640
Total Expenses	335,640
Net Income (Loss)	(0.00)

CALCULATING THE ASSESSMENT

TOTAL BUDGET **\$335,640**

2012 Budget Assessment @ \$7.4077/1000* **\$335,640**

*This rate of \$7.41/1000 represents a BID "value of services" rate per \$1,000 in assessed property value that will be offset by credits due to projected income generation and balance forward. Actual assessment will be \$3.88/1000.

Credits	
Expected Income	78,200
Balance Forward	135,916
Total Credits	214,116

Total Credits **\$214,116**

Net Assessment @ \$3.88/1000 **\$121,524**

TOTAL **\$335,640**

1989 Assessment was \$3.21/1000
1990 Assessment was \$3.04/1000
1991 Assessment was \$3.04/1000
1992 Assessment was \$3.04/1000
1993 Assessment was \$3.25/1000
1994 Assessment was \$3.25/1000
1995 Assessment was \$3.25/1000
1996 Assessment was \$3.58/1000
1997 Assessment was \$3.58/1000
1998 Assessment was \$3.58/1000
1999 Assessment was \$3.58/1000
2000 Assessment was \$3.58/1000
2001 Assessment was \$3.58/1000
2002 Assessment was \$3.58/1000
2003 Assessment was \$3.58/1000
2004 Assessment was \$3.73/1000
2005 Assessment was \$3.73/1000
2006 Assessment was \$3.73/1000
2007 Assessment was \$3.88/1000
2008 Assessment was \$3.88/1000
2009 Assessment was \$3.88/1000
2010 Assessment was \$3.88/1000
2011 Assessment is \$3.88/1000

2012 Budget

2011 ASSESSMENT ESTIMATE

Total Assessable BID Property Evaluation <i>(excluding 12 capped properties—see below)</i>	\$22,815,500
Divided by 1000	22,815.5
Multiply by 3.88	\$88,524.14
Add 12 capped properties <i>(assessed property value totaling \$22,494,700 or 49.6% of total district property value)</i>	\$36,000
Total Assessment	\$124,524.14
Other Income	\$214,116.32
Total Income	\$338,640.46

10/11

**Downtown Beloit Association
2012
TOTAL BUDGET EXPENDITURE REQUEST**

1. Management	227,940*
2. Business Development	6,000
3. Design	40,950
4. Promotions	<u>63,750</u>
TOTAL	\$338,640

BUDGETED INCOME	
Assessment	\$124,524
Investment Income	500
Promotions	71,450
TID #5 Grant Administration	350
Showmobile	900
Hanging Baskets/Flower Program	5,000
Balance Forward	<u>135,916</u>
TOTAL	\$338,640

Total Potential Income for 2012 **\$338,640**

PROPOSED BUDGET **\$338,640**

*(includes \$86,803 reserve toward 2012 City Services—salaries, DPW contract, audit, etc.
The 2011 City Services invoice totaled \$101,694)

DOWNTOWN BELOIT ASSOCIATION

2012

WORK PLAN

VISION

Downtown Beloit is a culturally rich, vibrant, united neighborhood that promotes and reflects a balanced mix of businesses and an engaged community.

MISSION

To attract and retain a business mix that cultivates economic and social prosperity.

EXECUTIVE COMMITTEE

GOAL: Partner, communicate and represent District members to advance the District.

2011 EXECUTIVE COMMITTEE

Chairman: Jason Braun, Brunton's Car Quest, 510 Broad Street, 365-0104

Vice Chairman: Deanna Ohman, M&I Bank, 500 East Grand Avenue, 364-3837

Secretary and Past Chair: Tim McKearn, Beloit College, 700 College Street, 363-2054

Treasurer: Elaine Ribarich, First National Bank, 345 East Grand Avenue, 363-8021

Ex-Officio: Andrew Janke, Economic Development Director, City of Beloit, 364-6748

OBJECTIVE Strengthen Main Street Organization				Priority 1
FINAL DEADLINE Ongoing Activities				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Recruit Volunteers	More Volunteers 5% by December 2012	Volunteer Committee Board Executive Committee	Ongoing	
Continue speakers program	Presentations lead to community knowledge and support	Director Chairman of the Board	Ongoing	
Manage Seasonal Volunteer Clean Up Days	Good image builder and a more attractive, cleaner downtown	Staff Executive Committee	May-October 2012	
Sustain a strong board and working committees	Strong revitalization program	Board	Ongoing	
Develop a strong working arrangement with City using Director as a resource for communication	Strong private/public commitment shared goals and objectives	Director Chairman of the Board Executive Committee	Ongoing	

OBJECTIVE		Strengthen Main Street Organization Continued		Priority 1
FINAL DEADLINE Ongoing Activities				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Plan and Implement annual meeting	Meeting is well attended by a broad cross-section of the downtown	Director Executive Board Promotions Committee	November 2011 March 2012	
Implement a monthly Board Chairs' meeting with other development agencies	Better cooperation and communication between Beloit Development agencies	Director Board Chair	Ongoing	
Plan and Implement 2012 WI Main Street Awards	Meeting is well attended by Main Street programs across the state including state dignitaries	WI Main Street Staff Director Executive Board Promotions Committee	November 2011 April 2012	Showcase Beloit with local bands and venues.

OBJECTIVE Publish Online Business Directory				
DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Constantly update business changes in Downtown	Directory remains current	Staff Economic Restructuring Committee	Ongoing	

OBJECTIVE To Diversify Future Funding				Priority 1
FINAL DEADLINE		Ongoing Activities		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Develop 2012 BID Plan and budget	Good plan and acceptable budget	Executive Committee Board	Fall 2012	
Explore other funding sources	Additional or subsidized BID budget	Fundraising Committee Executive Committee Board	Ongoing	
If necessary, lobby state legislature for continued funding for Main Street graduate communities	Beloit continues to receive Technical Assistance from state Main Street	Director Board	As needed	

OBJECTIVE Continue to Refine Parking Policies				Priority 3
FINAL DEADLINE		Ongoing		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Monitor parking trends and amend parking policies as necessary	Parking policies that reflect the usage needs of Downtown	Executive Committee	As Needed	

OBJECTIVE Insure Compliance With All Federal, State and Local Regulations				Priority 1
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Conduct BID Audit	Audit completed	Board Treasurer Director	Winter 2012 Spring 2012	
Develop 2012 annual report	Report completed	Executive Committee Director	Winter 2012	

OBJECTIVE Publish Newsletter and/or Broadcast Communications to District				Priority 2
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Broadcast Communications to District	Improved community and business understanding of DBA program	Director Office Coordinator Marketing Firm Committees (content reports)	Ongoing	

OBJECTIVE		Recognize Projects and People Who Build and Support Downtown Beloit		Priority 2
FINAL DEADLINE Ongoing Activities				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Consider initiating a volunteer recognition program	Volunteers recognized for good customer service	Volunteer Committee	January 2012 December 2012	
Continue annual awards program	Award presented	Director/Staff Executive Committee Promotions Committee	November 2011 March 2012	
Consider a Volunteer thank you event	Recognize everyone who was a DBA volunteer through the year	Volunteer Committee Director Executive Committee Promotions Committee	November 2011 March 2012	

PROMOTIONS COMMITTEE

GOAL: Market downtown Beloit as a place to live, work and play.

2011 PROMOTIONS COMMITTEE

Deanna Ohman, Chair, M&I Bank
Peter Fronk, Turtle Creek Bookstore
Ryan Roth, Stateline News
Malinda Obershaw, Beloit Daily News
Sandra Marko, Beloit Resident
Mary Widder, Visit Beloit, I-90 Welcome Center

OBJECTIVE		ArtWALK		Priority 1	
FINAL DEADLINE		May 2012			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH		
Lead: Planning and Management of Event	Well-Run and Attended Successful Event	Staff Promotions Committee	February 2012 May 2012		
Organize: Communications with Businesses and Artists Cultivating Artist List Matching Businesses with Artists	Business and Artist Participation	Promotions Committee Downtown Businesses Staff Promotions Committee Staff Promotions Committee	February 2012 May 2012		
Promote	Help Coordinate media announcement, Map of Businesses, Advertising	Staff Promotions Committee	March 2012 May 2012		
Implement: Secure Trolley Plan Trolley Route Secure Entertainment	Event runs smoothly				
Evaluate	Was it a success?	Promotions Committee Executive Committee	June 2012		

OBJECTIVE		Farmer's Market Program Coordinator and Seasonal Staff – Market Manager			Priority 1
FINAL DEADLINE		Ongoing			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH		
Lead: Planning and Management of Event	Well organized season	Staff	January 2012 November 2012		
Organize: Set rules and dates	Market full to capacity	Staff	Ongoing		
Recruit new vendors	Market grows with quality vendors	Promotions Committee	Ongoing		
Farmer/Vendor Orientation	Well-attended event and high season sign up rate	Staff Promotions Committee	January-March 2012		
Activities Plan and implement special events	Added entertainment and interest to event promoting higher attendance	Promotions Committee	March-October 2012		
Promote: Public Relations Marketing	Appropriate allocation of budget to best promote the market to the public	Promotions Committee	May 2012 October 2012	Promo write releases Staff secure advertising	
Implement: Weekly set-up and on-site management of vendors	Event runs smoothly	Staff/Market Manager	May-October 2012		

Famers Market Implement (cont.): Secure Entertainment Events layered in to enhance visitor experience	Live music adds animation to event Well-run and attended mini-events during market season	Staff will book live music based on funds available/sponsors Promotions Committee	March-October 2012 June-October 2012	
Evaluate Survey market Vendors	Was it a success? Determine what worked this year and what needs to be done next year	Promotions Committee Executive Committee Staff	November 2012	

OBJECTIVE		Friday's in the Park		Priority 1
FINAL DEADLINE		Summer 2012		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Lead: Planning and Management of Event	Well organized season	Staff	January 2012 November 2012	
Organize: Scout for new bands Set dates and select entertainment Recruit local restaurants to sell food for lunch	Eclectic mix of musical styles and high quality bands introduced to FIP Full season booked with quality live music, contracts signed Quality lunches served	Promotions Committee Staff will book live music Promotions Committee Staff	January-March 2012 February-April 2012 January-March 2012	

Fridays in the Park Continued				
Promote: Public Relations Marketing	Appropriate allocation of budget to best promote the market to the public	Promotions Committee	May 2012 August 2012	Promo write press releases Staff secure advertising
Implement: Weekly set-up and on-site management of vendors and musicians Secure Entertainment Ambassadors on-site to welcome visitors	Event runs smoothly Email blasts delivered Live music adds animation to event DBA volunteer presence on-site during season	Staff Staff will book live music Promotions Committee	June-August 2012 February-April 2012 June-August 2012	
Evaluate	Was it a success? Determine what worked this year and what needs to be done next year	Promotions Committee Executive Committee	September 2012	

OBJECTIVE Celebrate Weekend – Street Dance and Sidewalk Sales				Priority 1
FINAL DEADLINE August 2012				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Lead: Planning and Management of Event	Well organized weekend event	Staff	March 2012 August 2012	
Organize: Scout for new bands	Funk R&B regional/national high quality bands	Promotions Committee	January-March 2012	
Set time and select entertainment	Event booked with quality live music, contracts signed	Staff will book live music	February-April 2012	
Recruit local restaurants to sell food	Quality dinners served	Promotions Committee Staff	March-June 2012	
Recruit Businesses and Vendors to participate in Sidewalk Sale	Activities and Shopping fill the street during the day	Promotions Committee	March-August 2012	
Promote: Public Relations Marketing	Appropriate allocation of budget to best promote the market to the public	Promotions Committee	June 2012 August 2012	Promo write press releases Staff secure advertising

Celebrate Weekend cont.				
Implement: Set-up and on-site management of vendors and musicians Secure Entertainment Volunteers on-site to set-up, manage gates, sell beer, manage money, clean up, manage ReCap workers	Event runs smoothly Email blasts delivered Live music adds animation to event DBA volunteer presence on-site during event	Staff Promotions Committee Volunteer Committee Staff will book live music Promotions Committee Volunteer Committee	June-August 2012 February-June 2012 June-August 2012	
Evaluate	Was it a success? Did we make money? Determine what worked this year and what needs to be done next year	Promotions Committee Executive Committee	September 2012	

OBJECTIVE	Halloween Costume Parade & Party			Priority 3
FINAL DEADLINE	October 2012			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Lead: Manage Event	Well organized & well attended event	Promotions Committee Staff	January 2012 October 2012	
Organize: Costume parade Trick or treat Sponsors/Partners and Event Details	Children & Families attending Business Participation Well-planned mini-events and support materials & financing	Promotions Committee Promotions Committee Downtown Tenants Promotions Committee Fundraising Committee	August 2012 October 2012	
Implement: Set-up and on-site management of families with children, activities and musicians Secure Entertainment Ambassadors on-site to welcome visitors and secure crosswalks	Event runs smoothly Email blasts delivered Live music adds animation to event DBA volunteer presence on-site during parade and at Farmers market	Promotions Committee Staff Staff will book live music Promotions Committee	October 2012 September 2012 October 2012	

Halloween Costume Parade & Party Cont.				
Promote	Coordinate media announcement and advertising	Promotions Committee Staff	September 2012 October 2012	
Evaluate	Was it a success?	Promotions Committee Staff	November 2012	

OBJECTIVE	Grand Lighted Holiday Parade			Priority 1
FINAL DEADLINE	November 2012			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Lead: Manage Event	Well organized & well attended event	Promotions Committee Staff	January 2012 October 2012	
Organize: Staging & Parade Route	Volunteers and Logistics in place and parade runs smoothly	Promotions Committee	August 2012 October 2012	Materials, Logistics, Signage, Judging, Set-up, Kick-off
Promote Float Participation	Businesses, Organizations, Churches and Families attending	Promotions Committee		
Sponsors/Partners and Event Details	Well-planned surrounding events and support materials & financing	Promotions Committee Fundraising Committee		
				Route communication and set-up
				Music, Emcee, Santa, Fire Dept., Tree lighting, Police Dept.,

Grand Lighted Holiday Parade Cont.				
Promote	Coordinate media announcement and advertising	Promotions Committee Staff	September 2012 October 2012	
Implement: Set-up and on-site management of event, activities and parade Secure Entertainment Ambassadors on-site to welcome visitors and secure crosswalks	Event runs smoothly Email blasts delivered Live music adds animation to event DBA volunteer presence on-site during parade and at Farmers market	Promotions Committee Staff Staff will book live music Promotions Committee	October 2012 September 2012 October 2012	
Evaluate	Was it a success?	Promotions Committee Staff	November 2012	

OBJECTIVE Priority 1				
Merchants Holiday Lighted Window Contest				
FINAL DEADLINE November 2012				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	BUDGET
Communicate to District	Windows Lighted and Decorated by Thanksgiving	Promotions Committee Staff	October-November 2012	
Promote	Coordinate media announcement promoting winners	Promotions Committee Staff	November 2012	

OBJECTIVE	Holidazzle			Priority 1
FINAL DEADLINE	December 2012			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Lead: Planning and Management of Event	Well-Run and Attended Successful Event	Staff Promotions Committee	August 2012 December 2012	
Organize: Communications with Businesses and Artists Cultivating Artist List Matching Businesses with Artists	Business and Artist Participation	Promotions Committee Downtown Businesses Staff Promotions Committee Staff Promotions Committee	August 2012 December 2012	
Promote	Help Coordinate media announcement, Map of Businesses, Advertising	Staff Promotions Committee	October 2012 December 2012	
Implement: Secure Trolley Plan Trolley Route Secure Entertainment	Event runs smoothly			
Evaluate	Was it a success?	Promotions Committee Executive Committee	December 2012	

OBJECTIVE		Showmobile	Priority 2	
FINAL DEADLINE		N/A		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Establish usage guidelines	Well managed system	DBA Staff Finnegan's RV	Ongoing	
Maintenance	Repair & upgrade as needed	DBA Staff Finnegan's RV	Ongoing	
Promote availability for rental	Amount of use	DBA Staff Promotions Committee	Ongoing	
Delivery & Retrieval	Response	DBA Staff Finnegan's RV	Ongoing	
Evaluation	Community response and satisfaction	DBA Board	Ongoing	

DESIGN COMMITTEE

GOAL: Continuously improve and preserve the appearance and character of the downtown.

2011 DESIGN COMMITTEE

Tim McKearn, Beloit College, 700 College Street, 363.2000
T.J. Nee, Landscape Architect,
Christine Schlichting, Neighborhood Housing Services
Becky Moffett, Beloit College, 700 College Street, 363.2000

Other Resources:

Flower Baskets: Marcia Murray of Shady Tree Floral, Corporate Contractors Inc.

Parking issues: Norm Jacobs, Beloit Police Dept., 100 State Street, 364-6852

Bruce Slagoski, Dept. Public Works, 2351 Springbrook Ct., 364-2929

City Issues: Mike Flesch, City Engineering, 100 State Street, 364-6696

Andrew Janke, City Economic Development, 100 State Street, 364-6610

OBJECTIVE	Develop Programs That Will Improve The Appearance of Privately Owned Property			Priority 2
FINAL DEADLINE	Ongoing			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Educate property owners about design quality	Improved design awareness	Design Committee	Ongoing	
Promote all design improvements	Improved image downtown	Design Committee	Ongoing	
Distribute and promote design guidelines	Improved design awareness	Design Committee	Ongoing	
Distribute and promote design incentives brochure	Awareness of design programs	Design Committee	Ongoing	
Encourage investment in quality design projects	Building and facade renovations	Director Design Committee	Ongoing	

OBJECTIVE		Maintain Public Areas		Priority 1
FINAL DEADLINE		On-going		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Upkeep of planters	Cleaner, more attractive downtown	Staff Design Committee	Spring 2012 Fall 2012	
Direct "Project Clean Sweep"	Well directed and managed program	Staff Design Committee	Spring 2012 Fall 2012	

OBJECTIVE		Provide Design Assistance		
FINAL DEADLINE		Ongoing		
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Provide local services	Better quality design in improvements	Director	Ongoing	
Provide design services from State Main Street Program	Better Quality design in improvements	Director Design Specialist	Ongoing	

OBJECTIVE	Manage Sign Grant Program			Priority 2
FINAL DEADLINE	Ongoing			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Promote program	Awareness of availability	Design Committee	Ongoing	
Administer program	Grants awarded	Design Committee	Ongoing	
Promote projects	Public awareness	Design Committee	Ongoing	

OBJECTIVE		Manage Façade Program			Priority1
FINAL DEADLINE		Ongoing			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH		
Promote program	Awareness of availability	Design Committee	Ongoing		
Administer program	Grants awarded	Design Committee	Ongoing		
Promote Projects	Public awareness	Design Committee	Ongoing		

OBJECTIVE		Nominate Properties for Local Historic Designation			Priority 3
FINAL DEADLINE		Ongoing			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH		
Identify properties	Nominate properties	Design Committee	Ongoing		

OBJECTIVE	Hanging Baskets/ Flower Planters Program (includes Holiday)			Priority 1
FINAL DEADLINE	Fall 2012			
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Formulate implementation and maintenance plan	Plan established	Design Committee	January 2012 March 2012	
Select and order baskets/urns and planting materials	Materials for project on hand	Design Committee	March 2012	Use RFP Process as necessary
Plant baskets/urns	Baskets/urns ready to be installed	Design Committee	March 2012 May 2012	
Hang baskets/Set urns	Public recognition	Design Committee	June 2012	
Maintain baskets/urns	Baskets/urns remain attractive throughout the season	Design Committee	June 2012 October 2012	
Fundraise for Program	Program is Funded	Fundraising Committee	January-April 2012	

**ECONOMIC RESTRUCTURING
BUSINESS DEVELOPMENT COMMITTEE**

GOAL: Strengthen and grow the District's economic base.

2011

**ECONOMIC RESTRUCTURING COMMITTEE
COMMUNITY INITIATED DEVELOPMENT CO-DEVELOPMENT TEAM**

Brad Austin, Corporate Contractors Inc., 655 Third Street, 362-8981
Joel Patch, Commercial Property Group, Janesville, 554-2720
Dan Boutelle, Boutelle Agency, 751-6039
Matthew Reynolds, Blackhawk Bank, 400 Broad Street, 364-8911
Dick Hulburt, Century 21 Affiliated, 365-1481
Mark Membrino, Hendricks Group, 207-5149
Andrew Janke, City of Beloit, 100 State St., 364-6614

OBJECTIVE		Business Recruitment and Retention		Priority 1
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Redevelopment Plan Implementation	Projects Initiated Awareness	Economic Restructuring Committee Director	Ongoing	
Maintain Website	Up to date information	Director/ Staff Promotions Committee Economic Restructuring Committee	Ongoing	
Recruit/Retain	Recruitment and Retention started	Economic Restructuring Committee	Ongoing	
Track availability of buildings	Inventory of available space	Economic Restructuring Committee Director/Staff	On going	

OBJECTIVE Implement Marketing and Business Development Projects				Priority 1
FINAL DEADLINE July 2012				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
MARKETING AND BUSINESS DEVELOPMENT	Identify potential opportunities for use and development, packaging results to proactively market the property to a quality tenant, and develop an initial cash flow analysis (pro-forma).	Economic Restructuring Committee	Ongoing	

OBJECTIVE Encourage Investment in Upper Floor Housing				Priority 1
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Administer TID #5 Grant Program	Grant Money Awarded and New Residential Units Created	Economic Restructuring Committee	Ongoing through 2012	
Provide resource options to property owners	Present options and resources to property owners with regards to financing, contractors and other support services	Economic Restructuring Committee	Ongoing	

OBJECTIVE Manage TID #5 Façade Program				Priority1
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Promote program	Awareness of availability	ER/Design Committee	Ongoing through 2012	
Administer program	Grants awarded	ER/Design Committee	Ongoing through 2012	
Promote Projects	Public awareness	ER/Design Committee	Ongoing through 2012	

OBJECTIVE Develop Downtown Marketing Program				Priority 1
FINAL DEADLINE Ongoing				
ACTIVITY	INDICATOR	RESPONSIBILITY	START-FINISH	
Assemble committee members & brainstorm	Campaign concept developed	Staff Economic Restructuring Committee	Winter 2012	
Develop and implement program	Advertising product/program in the market	Staff Economic Restructuring Committee	Ongoing 2012	
Evaluate	Was it a success	Staff Economic Restructuring Committee	January 2012	

**DOWNTOWN BELOIT ASSOCIATION
BY-LAWS**

Article I

Offices

The offices of the organization shall be located at the City Center Building at 500 Public Avenue, Beloit, Wisconsin, 53511. Such location is determined by the Board of Directors and is subject to change by the Board of Directors.

Article II

Purpose

It shall be the purpose of the Downtown Beloit Association to develop, manage, and promote the Business Improvement District (BID) within the City of Beloit as authorized by Wisconsin state statute. The organization shall operate consistent with the intent of the law to retain existing business and attract new business to the Business Improvement District.

In accordance with the initial Operating Plan and consistent with the City of Beloit having been selected to participate in the Main Street Program, the Association shall organize its activities in accordance with the Main Street 4-Point Approach. The Main Street 4-Point Approach utilizes design, economic restructuring, promotion, and organization to revitalize the central business district.

The DBA Board will also be responsible for preparing the annual Association BID Operating Budget. Final approval of the budget requires a two-thirds (2/3) vote of the entire Board.

Article III

General Membership

Membership is limited to owners of real estate, tenants, board members and officers, and interested parties upon whom assessments are levied by the City of Beloit for the purpose of funding the Association's operations and programs. General membership terminates when a member ceases to have an interest in real estate upon which said assessment has been levied.

Article IV

Associate Membership

Business and community interests that are not assessed or are located outside the BID may voluntarily become Associate Members. The dues for Associate Membership will be designated by the Board. Income generated by such dues shall be applied to the operating budget of the Association. Associate members are eligible to take advantage of all appropriate Downtown Beloit Association programming.

Article V

Relationship with the City of Beloit

The DBA Board will be solely responsible for the management of the BID. The Board will annually submit to the Beloit City Council a proposed BID budget and plan which, upon the approval of the City Council, will be the responsibility of the Board to enact. The City Manager shall have the authority to appoint new Board members if any vacancy occurs due to an expiration of a term, resignation, or dismissal.

The City of Beloit will maintain insurance liability coverage for the members of the Board of Directors, its staff and employees under the City Public Entity Liability Insurance Policy. The policy provides for liability coverage of the member municipalities covering bodily injury, personal injury, property damage, and public officials' errors and omissions.

The City of Beloit shall employ the Executive Director of the Association. Such Executive Director shall be compensated equally or at an agreed to amount between the City of Beloit and the DBA and will report to the Economic Development Director. The Economic Development Director will assess the Executive Director's performance annually in conjunction with the Executive Committee of the Board of Directors.

Although the Executive Director is an employee of the City and subject to its policies, the DBA Board will direct the daily activities of the Executive Director in order to fulfill its goals and objectives as outlined in the Operating Plan.

The Executive Director will be directed by the DBA Board as represented by the Chairman and will be responsible to report to him/her.

Article VI

Membership Meetings

General membership meetings shall be held at a time and place as determined by the Board of Directors.

Special meetings may be called with the approval of three (3) Officers of the Association.

The annual meeting shall be held in the first quarter of the Calendar year.

Article VII

Board of Directors

The affairs of the Association shall be directed by a Board of thirteen (13) members. Members of the Board of Directors are appointed by the City Manager of the City of Beloit. A majority of Board members shall own or occupy real property within the BID. The Board should represent the following interests:

- Six (6) Owner Occupants
- Two (2) Non-Owner Occupants
- Two (2) Property Owners
- One (1) Resident Appointed at large
- One (1) Beloit College Representative
- One (1) Council Representative

Owner or property owner shall be defined as an individual who owns real property within the district or an individual who represents an owner of real property within the district. A non-owner occupant is defined as an individual who owns, or represents the interest of an owner, of a commercial interest that is a commercial tenant within the district. A Resident Appointed at large shall be defined as a citizen of the City of Beloit who may or may not have a property or commercial interest in the district. Council Representative is defined as the elected City Council member that is appointed to the Board by the Common Council.

If a Board member moves from one category to another such as from a non-owner to an owner position or if a Board member relocates outside of the district during a term, that Board member may serve out the remainder of that calendar year but may not serve beyond that point unless that Board member can be reassigned into a position that conforms to the representative positions required above.

The Board shall be appointed by the City Manager and approved by City Council and shall serve staggered terms. The term of office shall be for three years. Each Board Member shall be limited to three (3) consecutive terms. (A total of (9) years.)

Regular Board meetings shall be held on the fourth Thursday of each month at 8:00 a.m. Special meetings may be held if at least twenty-four (24) hours prior notice has been provided. Emergency meetings may be held with a minimum of a two (2) hour advance notice. Closed session meetings may be held by the Board and its committees but are subject to Wisconsin statute 19.85.

A quorum shall consist of seven (7) members of the Board and a majority (2/3) is (9) members.

All Board members are expected to actively participate in the meetings and to notify the Chairman or Executive Director if unable to attend. Missing two consecutive meetings without prior notification may result in the Board recommending to the Beloit City Council to remove that Board Member from the Board of Directors.

A Board member may resign by filing a written resignation with the Secretary. A Board member may be recommended to be removed from the Board of Directors to the Beloit City Council by a two-thirds (2/3) vote of the total Board at a regularly scheduled meeting for conduct

unbecoming a member which is deemed detrimental to the aims and repute of the Association or for other such grounds as specified herein, and after sufficient notice and opportunity for a hearing are afforded the Board member in question. Upon a vacancy being created on the Board, the Board of Directors shall nominate candidates and shall petition the City Manager to appoint a replacement.

The Board's meetings are public meetings and its records are public records subject to Wisconsin open meeting laws and public records laws.

Article VIII

Officers

The Officers of the Association shall be the Chairman, Vice Chairman, Secretary, and Treasurer who are nominated and elected by the Board of Directors. The Officers shall be elected annually by and serve at the pleasure of the Board. Terms of offices shall be one (1) year. The Chair and Vice Chair can be elected for more than 1 term not to exceed two consecutive terms.

Any Officer elected or appointed by the Board of Directors may be removed by an affirmative vote of two-thirds (2/3) of the total Board whenever, in its judgment, the best interests of the Association would be served thereby.

Chairman. The Chairman shall preside at all meetings of the Board and the general membership. S/he may sign, with the Secretary, or any other duly authorized officer of the Association, any deed, mortgage, bond, contract, or other instrument which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated to some other officer or agent of the Association; in general, s/he shall perform all duties incident to the office of Chairman and such other duties which shall be prescribed by the Board of Directors from time to time.

Vice Chairman. In the absence of the Chairman or in the event of the Chairman's inability or refusal to act, the Vice Chairman shall perform the duties of the Chairman, and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairman. The Vice Chairman shall perform other duties as from time to time may be assigned by the Chairman or by the Board of Directors.

Secretary. The Secretary shall maintain the permanent minutes of the meetings of the Board of Directors electronically filed or in one or more books provided for that purpose; see that all notices are duly given in accordance with the provisions of these By-Laws or as required by law; ensure proper storage of the records; maintain a register of the name and mailing address of each Association member; and, in general, perform all duties incident to the office of Secretary and perform other such duties as from time to time may be assigned by the Chairman or the Board of Directors.

Treasurer. The Treasurer shall have charge and joint custody of and be responsible for all funds and securities of the Association; the Treasurer shall perform all the duties incident to the office of Treasurer and shall perform other such duties as from time to time may be assigned by the Chairman or the Board of Directors. The Treasurer and Chairman shall, with the appropriate standing committee(s), prepare an Annual Operating Budget indicating income and

expenses, to be presented to the Board of Directors for approval at the October Board of Directors meeting.

1. Executive Committee. The Executive Committee shall consist of the above four officers and will meet monthly (as possible) with the Executive Director to obtain current input and to provide direction as needed.

Article IX

Executive Director

In accordance with the Operating Plan, the Board will maintain the full-time position of Executive Director. The Executive Director will be directed by the Board and the Economic Development Director and will also consult with the Executive Committee of the Board on a regular basis.

The Executive Director will be responsible for, but not limited to:

- o Retention and recruitment of retail business
- o Coordination of activities with other developmental groups
- o Interaction with city government officials and staff
- o Advocacy for Downtown programs
- o Maintenance of an information clearinghouse
- o Facilitation of the DBA Plan and Board directives
- o Management of daily operations
- o Coordination of special events
- o Production of newsletter and/or broadcast communications to the district

The Executive Director will attend all DBA meetings and activities and shall represent the interests of the Association at all times. The Executive Director will not have voting privileges at either the Board or committee level; the role of the Executive Director is that of facilitator and advisor.

The DBA Board will review the Executive Director's performance every November. The Board will also have the discretion to review the Executive Director's performance at any time deemed necessary. Any individual hired by the Association shall undergo a semi-annual performance review during the first year of employment. All performance reviews will be shared with the Economic Development Director who shall act according to the Board's recommendations.

Article X

Committees

The Board of Directors shall establish committees as deemed necessary. The Board reserves the right to abolish or change the membership or Chairman of any committee at any time it deems that such action is in the best interests of the Association.

No committee member is authorized to incur any debt or other obligation on behalf of the Association without the permission of the Board of Directors.

Article XI

Financial

The Chairman or Treasurer is authorized on behalf of the Association to open such specified bank accounts with a designated Beloit financial institution. All checks and orders of withdrawal shall be signed by two (2) members so designated by the Board.

All invoices for goods supplied or services rendered to the Association shall be approved for payment by the Treasurer and Chairman and paid by the Executive Director.

Board members may make application to the Treasurer for reimbursement of out-of-pocket expenses up to \$50.00. Reimbursement for out-of-pocket expenses in excess of \$50.00 requires prior approval according to procedures established by the Board of Directors.

The Treasurer will be responsible for ensuring timely financial statements are provided indicating the Board's revenues, expenditures, and appropriate fund balances. The Treasurer will assist with the annual audit of the BID consistent with Wisconsin statute(s).

Article XII

Fiscal Year

The fiscal year of the Association shall be from January 1 through December 31.

Article XIII

Nonprofit and Nonpartisan

The Downtown Beloit Association shall be a non-profit, non-partisan, and non-sectarian organization and shall take no part or lend its influence or facilities, either directly or indirectly, to the nomination, election, or appointment of any candidate for public office in the City, County, State or Nation.

Article XIV

Amendment of By-Laws

The By-Laws may be amended by resolution adopted by a majority of the Board of Directors at any regularly scheduled Board meeting or by resolution adopted by the members of the Association at an Annual Meeting or Special Meeting when the notice of such meeting(s) has described the purpose of the amendment.

ATTESTED:

DBA Board Chairman

Date

Revised: September, 1997
September, 1999
October, 1999
October, 2002
October, 2004
September, 2007
October, 2010

**RESOLUTION AUTHORIZING CHANGES TO THE 2012 SCHEDULE OF TRANSIT FARES
FOR THE CITY OF БЕЛОIT, WISCONSIN**

WHEREAS, the City of Beloit has the authority to establish reasonable fees for services provided or costs incurred in the administration of government, and;

WHEREAS, the Municipal Code provides that fees shall be established by City Council resolution, and;

WHEREAS, the City as part of the budget preparation process annually reviews municipal fees, charges, and rates related to costs and services provided by the various departments of the City, and;

WHEREAS, the City manages numerous enterprise operations which are either fully or primarily supported through the establishment of user fees necessary to cover related costs for those services, and;

WHEREAS, the proposed 2012 budget, including proposed fee adjustments was the subject of a public hearing held on October 17, 2011, wherein citizen comments were encouraged and heard, and;

WHEREAS, the City Council has determined that all of the recommended changes to the schedule of fees, charges, and rates set forth hereinafter are reasonable, equitable and necessary to cover the cost of various services included in the 2012 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopts and approves the recommended changes to the schedule of fees, charges, and rates as outlined in the following fee schedules, effective January 1, 2012.

SECTION 1.

City Routes		Beloit/Janesville Express (BJE)	
Regular Cash Fare	\$ 1.50	BJE Cash Fare	\$ 3.00
Seniors, Disabled Cash Fare	\$ 0.75	BJE (Senior, Disabled) Cash Fare	\$ 1.50
BTS Ten Ride Punch Pass (In Town)	\$ 12.00	Blackhawk Tech (Cash Fare)	\$ 1.90
Student Semester Pass (In Town)	\$ 85.00	Blackhawk Tech (Senior, Disabled Cash Fare)	\$ 0.95
Roll of 20 Tokens	\$ 12.00	10 Ride Pass - Beloit to Janesville	\$ 27.00
Roll of 50 Tokens	\$ 23.00	10 Ride Pass - Beloit to Janesville (Senior, Disa	\$ 15.00
Roll of 10 Tokens	\$ 55.00	10 Ride Pass - Beloit to Blackhawk Tech	\$ 17.00
Vending Machine: 8 Tokens	\$ 5.00		
Vending Machine: 4 Tokens	\$ 10.00		
Vending Machine: 17 Tokens	\$ 20.00		

Dated at Beloit, Wisconsin this 7th day of November, 2011.

By _____
Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Proposed Transit Fare Increases

Date: November 7, 2011

Presenter(s): Michelle Gavin

Department(s): Public Works – Transit

Overview/Background Information:

- The last fare increase went into effect January 2, 2008.
- The Wisconsin 2011-13 state budget (Act 32) reduces funding for transit has been reduced by 10%.
- This amounts to a significant loss of \$77,000 in funding.
- Additionally, any increase to the local share of transit funding (levy) is also restricted as a result of Act 32.
- Consequently, the only means to preserve current service is to increase the fares to partially offset the significant loss of funding.

Key Issues (maximum of 5):

- The loss of state funding amounts to **\$77,000**.
- Increasing the fares will offset some of that funding loss (\$61,000), with the majority of the balance (\$9,000) deriving from employee pension contributions (two supervisory staff), and savings on vehicular insurance (from reduction in claim history and safe driving awards) (\$5,000).
- If the fare increase is not approved, there would be a corresponding additional loss of \$120,000 in state, federal and farebox revenues (\$181,000 total)(based on the way that state and federal funding is designed to offset deficits).
- The result would require the complete elimination of Saturday, holiday, and a significant reduction in mid-day off-peak service.

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, enhance the quality of life for current and future generations.

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:

The Council to pass the attached resolution adjusting the fare structure as attached.

Fiscal Note/Budget Impact:

This will cause no net overall change to the budgeted costs with this program. The local levy will remain the same, however the percentage of funding from bus fares will increase.

	Proposed Transit Funding Sources	
	Current (pre-2012)	Proposed (post-Jan 2012)
Local Levy	22%	22%
State	25%	21% (↓)
Federal	32%	32%
Farebox and Advertising	21%	25% (↑)

**RESOLUTION AUTHORIZING CHANGES TO THE 2012 SCHEDULE OF FEES,
CHARGES, AND RATES FOR THE CITY OF БЕЛОIT, WISCONSIN**

WHEREAS, the City of Beloit has the authority to establish reasonable fees for services provided or costs incurred in the administration of government, and;

WHEREAS, the Municipal Code provides that fees shall be established by City Council resolution, and;

WHEREAS, the City as part of the budget preparation process annually reviews municipal fees, charges, and rates related to costs and services provided by the various departments of the City, and;

WHEREAS, the City manages numerous enterprise operations which are either fully or primarily supported through the establishment of user fees necessary to cover related costs for those services, and;

WHEREAS, the proposed 2012 budget, including proposed fee adjustments was the subject of a public hearing held on October 17, 2011, wherein citizen comments were encouraged and heard, and;

WHEREAS, the City Council has determined that all of the recommended changes to the schedule of fees, charges, and rates set forth hereinafter are reasonable, equitable and necessary to cover the cost of various services included in the 2012 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopts and approves the recommended changes to the schedule of fees, charges, and rates as outlined in the following fee schedules, effective January 1, 2012.

SECTION 1. THE 2012 SCHEDULE OF FEES, CHARGES AND RATES FOR FIRE PREVENTION INSPECTIONS, HAZARDOUS MATERIALS, EXTRICATION RESCUE SERVICES RESPONSES AND AMBULANCE SERVICES.

A. FEES FOR FIRE PREVENTION INSPECTIONS

<u>Structure</u>	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Motels/Hotels	\$12.50/guest room	\$13.00/guest room
2. High Life Safety Facilities (Hospitals, Nursing Homes, Community Based Residential Facilities and Industrial Buildings) square footage refers to the floor area of any building or structure:	<u>2011 Fee</u>	<u>2012 Fee</u>
a. Under 5,000 square feet	\$132.00	\$137.00
b. 5,000 – 25,000 square feet	\$262.00	\$272.00
c. 25,001 – 50,000 square feet	\$394.00	\$410.00
d. 50,001 – 75,000 square feet	\$525.00	\$546.00
e. 75,001 – 100,000 square feet	\$656.00	\$682.00
f. 100,001 – 125,000 square feet	\$789.00	\$821.00
g. 125,001 – 150,000 square feet	\$920.00	\$957.00
h. more than 150,000 square feet	\$920.00 plus \$132.00 per each additional 25,000 square feet or portion thereof over 150,000	\$957.00 plus \$137.00 per each additional 25,000 square feet or portion thereof over 150,000

	<u>2011 Fee</u>	<u>2012 Fee</u>
3. All other buildings subject to the Wisconsin Commercial Building Code. Square footage refers to the total floor area of any building or structure		
a. Under 5,000 square feet	\$66.00	\$69.00
b. 5,000 – 25,000 square feet	\$132.00	\$137.00
c. 25,001 – 50,000 square feet	\$197.00	\$205.00
d. 50,001 – 75,000 square feet	\$262.00	\$272.00
e. 75,001 – 100,000 square feet	\$332.00	\$345.00
f. 100,001 – 125,000 square feet	\$394.00	\$410.00
g. 125,001 – 150,000 square feet	\$460.00	\$478.00
h. more than 150,000 square feet	\$460.00 plus \$66.00 per each additional 25,000 square feet or portion thereof over 150,000	\$478.00 plus \$69.00 per each additional 25,000 square feet or portion thereof over 150,000

B. FEES FOR HAZARDOUS MATERIAL SPILLS

<u>Response of:</u>	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Engine Company	\$7.91/minute	\$8.23/minute
2. Ladder Company	\$11.86/minute	\$12.33/minute
3. Ambulance Crew	\$7.91/minute	\$8.23/minute
4. Incident Command	\$3.96/minute	\$4.12/minute
5. Hazardous Yellow Bags	\$6.38 each	\$ 6.64 each
6. 50 Lb Oil Dry	\$13.03/bag	\$13.55/bag
7. Heavy Rescue	\$11.86/minute	\$12.33/minute

In addition to the above-listed fees for hazardous material spills, the usual and customary charge for disposable equipment and supplies used in the mitigation of the chemical spill emergency shall also be charged on the bill for the service when applicable under the law.

C. FEES FOR EXTRICATION RESCUE SERVICES

<u>Response of:</u>	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Engine Company	\$7.91/minute	\$8.23/minute
2. Ladder Company	\$11.86/minute	\$12.33/minute
3. Incident Command	\$3.96/minute	\$4.12/minute
4. Heavy Rescue	\$11.86/minute	\$12.33/minute
5. Boat Rescue	\$9.71/minute	\$10.10/minute

In addition to the above-listed fees for extrication rescue services, the usual and customary charge for cribbing, shoring, or other disposable equipment and supplies used in extrication operations shall also be charged on the bill for service when applicable under the law.

D. FEES FOR AMBULANCE SERVICES

1. Fees for Non-Residents. Any person who is not a resident of the City of Beloit and who is conveyed from any location in the city in a City ambulance to any hospital or other facility shall be charged the following fees, unless a different fee is established by contract with a non-resident's municipality:

	<u>2011 Fee</u>	<u>2012 Fee</u>
a. Per run for advance life support transportation to a hospital or other facility (ALS1)	\$932.00	\$1,021.00
b. Per run for advance life support transportation to a hospital or other facility (ALS2)	\$650.00	\$1,123.00
c. Per run for basic life support transportation to a hospital or other facility	\$514.00	\$563.00
d. Per response when transportation is refused and 15 minutes have passed or treatment is rendered and transportation is refused	\$197.00	\$216.00
e. Per mile per loaded stretcher	\$13.00	\$19.00
f. Per person for administration of oxygen during transport.	\$47.00	\$51.00
g. Per run for out of town interfacility transfers	\$1,129.00	\$1,236.00

2. Fees for Residents. Any person who is a resident of the City of Beloit and who is conveyed in a City ambulance to any hospital or other facility shall be charged the following fees:

	<u>2011 Fee</u>	<u>2012 Fee</u>
a. Per run for advance life support transportation to a hospital or other facility (ALS1)	\$748.00	\$819.00
b. Per run for advance life support transportation to a hospital or other facility (ALS2)	\$596.00	\$901.00
c. Per run for basic life support transportation to a hospital or other facility	\$434.00	\$475.00
d. Per response when transportation is refused and 15 minutes have passed or treatment is rendered and transportation is refused	\$197.00	\$216.00
e. Per mile per loaded stretcher	\$13.00	\$16.00
f. Per person for administration of oxygen during transport.	\$47.00	\$51.00
g. Per run for out of town interfacility transfers	\$1,129.00	\$1,236.00

SECTION 2. THE 2012 CHANGES TO SCHEDULE OF FEES, CHARGES, AND RATES FOR SERVICES PROVIDED BY THE DEPARTMENT OF PUBLIC WORKS DIVISION OF PARKS AND LEISURE SERVICES.

A. SCHEDULE OF FEE CHANGES FOR KRUEGER-HASKELL GOLF COURSE

1. Daily Play Fees	<u>2011 Fee</u>	<u>2012 Fee</u>
Daily 9 hole (March 1- Sept. 15)	N/A	\$12.00
Daily 18 hole (March 1- Sept. 15)	N/A	\$23.00
Senior Daily 9 hole (March 1- Sept. 15)	N/A	\$12.00
Senior Daily 18 hole (March 1- Sept. 15)	N/A	\$15.00
Junior Daily 9 holes (March 1- Sept. 15)	N/A	\$9.00
Junior Daily 18 holes (March 1- Sept. 15)	N/A	\$10.00
Daily Twilight unlimited play after 4 p.m. (March 1- Sept. 15)	N/A	\$20.00
Wednesday Golf & Cart special 9 holes (March 1- Sept. 15)	N/A	\$17.00
Wednesday Golf & Cart special 18 holes (March 1- Sept. 15)	N/A	\$20.00
Sunday Golf & Cart special 9 holes (March 1- Sept. 15)	N/A	\$17.00
Sunday Golf & Cart special 18 holes (March 1- Sept. 15)	N/A	\$20.00
Daily League 9 holes (March 1- Sept. 15)	N/A	\$13.00
Daily 9 hole (Sept. 16 – Nov. 30)	N/A	\$12.00
Daily 18 hole (Sept. 16 – Nov. 30)	N/A	\$21.00
Senior Daily 9 hole (Sept. 16 – Nov. 30)	N/A	\$12.00
Senior Daily 18 hole (Sept. 16 – Nov. 30)	N/A	\$15.00
Junior Daily 9 holes (Sept. 16 – Nov. 30)	N/A	\$9.00
Junior Daily 18 holes (Sept. 16 – Nov. 30)	N/A	\$10.00
Daily Twilight unlimited play after 4 p.m. (Sept. 16 – Nov. 30)	N/A	\$17.00
Wednesday Golf & Cart special 9 holes (Sept. 16 – Nov. 30)	N/A	\$17.00
Wednesday Golf & Cart special 18 holes (Sept. 16 – Nov. 30)	N/A	\$20.00
Sunday Golf & Cart special 9 holes (Sept. 16 – Nov. 30)	N/A	\$17.00
Sunday Golf & Cart special 18 holes (Sept. 16 – Nov. 30)	N/A	\$20.00
Playdays Daily 9 holes w/cart 40+ part (April – Oct.)	N/A	\$20.00
Playdays Daily 18 holes w/cart 40+ part (April – Oct.)	N/A	\$33.00
Playdays Daily 9 holes w/cart 40- part (April – Oct.)	N/A	\$21.00
Playdays Daily 18 holes w/cart 40- part (April – Oct.)	N/A	\$34.00

Daily play fees time periods for 2012 have been restructured, therefore; there are no comparisons for 2011.

2. Seasonal Pass Fees	<u>2011 Fee</u>	<u>2012 Fee</u>
Seasonal Pass Single (Prior to March 1)	\$500.00	\$475.00
Seasonal Pass Single (After March 1)	\$500.00	\$535.00
Seasonal Pass Senior Single (Prior to March 1)	\$400.00	\$440.00
Seasonal Pass Senior Single (After March 1)	\$400.00	\$475.00
Seasonal Pass Family (2 Members) (Prior to March 1)	\$850.00	\$865.00
Seasonal Pass Family (2 Members) (After March 1)	\$850.00	\$940.00
Seasonal Pass Family (2+) (Prior to March 1)	\$990.00	\$990.00
Seasonal Pass Family (2+) (After March 1)	\$990.00	\$1,150.00
Seasonal Pass Junior (Prior to March 1)	\$160.00	\$180.00
Seasonal Pass Junior (After March 1)	\$160.00	\$205.00
Summer Pass Junior (Prior to March 1)	\$120.00	\$160.00
Summer Pass Junior (After March 1)	\$120.00	\$185.00
Limited Play – 20 rounds (Prior to March 1)	\$200.00	\$180.00
Limited Play – 20 rounds (After March 1)	\$200.00	\$200.00
Twilight Pass Daily after 3 p.m.	N/A	\$295.00
3. Other Fees	<u>2011 Fee</u>	<u>2012 Fee</u>
Locker Rental	\$24.50	\$25.00

B. SCHEDULE OF FEE CHANGES FOR EAST LAWN & OAKWOOD CEMETERIES

	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Grave Openings		
Cremorial Ledger Including Space, Burial & Marker: Weekday	\$1,065.00	\$1,100.00
Cremorial Ledger: Saturday	\$1,180.00	\$1,125.00
2. Marker Settings		
Memorial Markers Bronze/Granite	N/A	\$204.00
3. Miscellaneous Fees		
Locate & Recording Fees for Outside Contractors	\$32.00	\$33.00

In addition to the above-listed fees, in accordance with current procedures the revenue from the sale of cemetery lots will be split with one-half going to the perpetual care fund and one-half to the cemetery operating fund.

C. ROTARY RIVER CENTER

	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Rentals		
Primetime Resident (Friday-Sunday, Holiday)	\$465.00	\$480.00
Weekday Resident (Monday-Thursday)	\$220.00	\$230.00
Primetime Non- Resident (Friday-Sunday, Holiday)	\$550.00	\$575.00
Weekday Non- Resident (Monday-Thursday)	\$245.00	\$255.00
Business Meeting Hourly (2 hr min)	N/A	\$60.00/hr

D. KRUEGER POOL

	<u>2011 Fee</u>	<u>2012 Fee</u>
Water Aerobics	N/A	\$25.00/Session
Birthday Package Pool Rental	N/A	\$75.00/hr

E. LEISURE SERVICES/RECREATION

	<u>2011 Fee</u>	<u>2012 Fee</u>
Picnic Kit Rental	\$20.00	\$22.00
Baggo Rental	\$20.00	\$22.00
 Basketball Leagues	 \$480.00	 \$490.00
Tennis 4 th of July Tournament	N/A	\$5.00/per person
Tennis Riverfest Tournament	N/A	\$5.00/per person

F. PARK FACILITY RENTALS

	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Picnic Shelter, Except Leeson Park #1		
Resident Reservation	\$35.00	\$40.00
Nonresident Reservation	\$50.00	\$55.00
2. Leeson Park #1 Picnic Pavilion		
Resident Reservation	\$95.00	\$110.00
Nonresident Reservation	\$110.00	\$120.00
3. Jones and Moore Pavilion		
Resident Reservation	\$110.00	\$125.00
Nonresident Reservation	\$120.00	\$135.00

SECTION 3. THE 2012 SCHEDULE OF FEES, CHARGES, AND RATES FOR SERVICES PROVIDED BY THE DEPARTMENT OF PUBLIC WORKS OPERATIONS.

A. FEES FOR SOLID WASTE

	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Monthly Solid Waste Fee	\$13.00	\$14.00

SECTION 4. THE 2012 SCHEDULE OF CHANGES IN FEES, CHARGES, AND RATES FOR SERVICES PROVIDED BY HOUSING SERVICES & CODE ENFORCEMENT.

A. FEES FOR PERMITS

	<u>2011 Fee</u>	<u>2012 Fee</u>
1. Minimum Electrical Fee	\$30.00	\$50.00
2. Rental Permit Fee	\$30.00	\$35.00

Dated at Beloit, Wisconsin this 7th day of November, 2011.

By _____
Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Resolution approving changes to the schedule of fees, charges, and rates for services for 2012

Date: November 7, 2011

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

Department(s): Finance and Administrative Services

Overview/Background Information:

The Municipal Code provides that fees, charges, and rates related to costs and services provided by the city shall be established by City Council resolution. Each year as part of the annual budget process, city staff reviews the municipal fees and charges for services within their respective departments and includes recommended changes in the operating budgets for the ensuing year. The changes to the schedules for fees, charges, and rates for services for 2012 listed in the resolution have been incorporated into the 2012 Budget.

Key Issues (maximum of 5):

- In order to provide funding to support the cost of City services and programs user fees have been established.
- As part of the annual budget process, these fees are reviewed and if necessary adjusted to ensure they are adequate.
- The recommended changes to the schedule of fees and charges have been incorporated into the 2012 Budget.

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

The 2012 Budget conforms to the Council's adopted Strategic Plan.

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 approving the fees, charges, and rates for services for the 2012 Budget.

Fiscal Note/Budget Impact:

The Budget includes the changes to the fees, charges and rates for services included in the Fee Resolution.

RESOLUTION

Approving the Operating Budgets, Appropriating Funds, and Levying Property Taxes Necessary for the Operation and Administration of the City of Beloit for the Year 2012 Including the 2012 Capital Improvement Budget; the Beloit Public Library Budget; and Further Authorizing the City Treasurer to Spread the City Property Tax Along With the Apportionments Certified for Other Jurisdictions Upon the Current Tax Roll of the City

WHEREAS, the City Manager prepared the annual operating and capital improvement budgets for the City, which provide for the appropriation of funds necessary for all projected City operations and capital improvement needs for the fiscal year beginning January 1, 2012 and ending December 31, 2012; and

WHEREAS, the City also levies a property tax on all real and personal property located in the City to support the appropriations necessary to provide for City operations; and

WHEREAS, preparation of the 2012 budget began on June 27th of this year at a workshop where preliminary expenditure and revenue projections along with various budget assumptions were discussed with Councilors; and

WHEREAS, following that workshop the proposed operating and capital improvements budgets were completed and submitted to the Council on October 3, 2011, at which time a budget presentation was made that included proposed appropriation requests, revenue projections, a capital improvement program, and a proposed property tax levy, for Council review and consideration; and

WHEREAS, on October 10, 17 and 24, 2011, budget workshops were held with the Councilors where departments presented their budgets for each fund and operating division as well as the capital improvements budget; and

WHEREAS, on October 17, 2011, as is required by Wisconsin Statutes, Chapter 65, a Public Hearing was held on the proposed operating and capital improvements budgets where all interested parties were provided an opportunity to ask questions, make comments and otherwise be heard regarding the proposed operating and capital improvements budgets for the year 2012; and

WHEREAS, in addition to the budget workshops, City Council also held two town hall meetings on October 24 and 25, 2011 to explain the budget to citizens and provide an opportunity for them to provide input on the Proposed Budget; and

WHEREAS, at the budget workshops all City Councilors expressed concern about the proposed reduction in staffing for the public safety departments and asked the Manager to make budget modifications to immediately reinstate one firefighter and one police officer to the proposed budget; and

WHEREAS, the Council has further committed to continue to monitor revenues and look for other opportunities to generate savings with a focus on adding back additional public safety positions at the earliest opportunity; and

WHEREAS, many questions and comments were made by residents at the two town hall meetings with many individuals speaking in support of the City's retention of all existing recreation facilities and the fine quality of life amenities which are an important part of Beloit's lifestyle; and

WHEREAS, the Council has now concluded its review of the proposed 2012 operating and capital improvements budgets, along with the proposed property tax levy, and finds it to be in the best interest for the health, safety and welfare of the residents of the City of Beloit to adopt this resolution providing for the appropriations herein authorized and levying property taxes net of other revenue sources sufficient to cover the cost of those appropriations in the 2012 budget year.

NOW, THEREFORE, BE IT RESOLVED that there is hereby appropriated out of the General Governmental Funds of the City of Beloit for the year 2012, including those monies received from the General Property Tax Levy to the funds indicated and for the purposes stated herein the following amounts:

General Fund Expenditures

City Council	\$46,486
City Manager	324,253
City Attorney	393,207
Economic Development	235,593
Finance & Administrative Services	3,185,254
Police Department	11,420,665
Fire Department	7,276,497
Community Development	902,242
Department of Public Works	5,908,574
Total Expenditures	<u><u>\$29,692,771</u></u>

General Fund Revenues

Mobile Home Tax	\$12,000
Motel-Hotel Room Tax	50,000
Payments "In Lieu Of" Tax	641,613
Other Taxes	294,000
Licenses and Permits	583,997
Fines and Forfeitures	1,265,000
State Aids – Transportation	2,128,228
State Shared Aidable Revenue	16,176,491
Expenditure Restraint Program	655,728
Other State Aids	76,440
Computer Exemption	50,000
Use of Money – Property	271,796
Department Earnings	678,704
Other General Revenue	45,200
Other Financing Sources	605,321
Total Non-Property Tax General Fund Revenue	<u>\$23,534,518</u>
General Fund Property-Tax Levy	<u>6,158,253</u>
Total Revenues	<u><u>\$29,692,771</u></u>

Debt Service Fund Expenditures

General Debt Service	\$7,008,638
Total Expenditures	<u>\$7,008,638</u>

Debt Service Fund Revenues

Federal Aid	\$127,575
Departmental Earnings	205,099
Other Financing Sources	<u>1,802,441</u>
Total Non-Property Tax Revenue	\$2,135,115
Debt-Service Property Tax Levy	<u>4,873,523</u>
Total Revenues	<u>\$7,008,638</u>

Capital Fund Expenditures

CIP Engineering	\$666,645
Vehicle & Computer Replacement Fund	<u>1,241,380</u>
Total Expenditures	<u>\$1,908,025</u>

Capital Fund Revenues

Cash & Property	\$250,200
Departmental Earnings	1,402,280
Other Financing Sources	<u>255,545</u>
Total Revenues	<u>\$1,908,025</u>

Enterprise Funds Expenditures

Golf Course	\$479,659
Cemeteries	316,489
Water Utility	5,686,503
Water Pollution Control	7,326,869
Storm Water Utility	948,000
Ambulance Fund	1,109,006
Transit	<u>2,053,100</u>
Total Expenditures	<u>\$17,919,626</u>

Enterprise Funds Revenues

Fines & Forfeitures	\$366,800
Licenses and Permits	1000
Intergovernmental Aids & Grants	1,096,729
Cash & Property Income	268,893
Departmental Earnings	15,226,308
Other Revenue	245,931
Other Financing Sources	176,709
Non-Property Tax Revenue	<u>\$17,382,370</u>
Property Tax Levy	<u>537,256</u>
Total Revenues	<u><u>\$17,919,626</u></u>

Special Revenue Funds Expenditures

Police Grants	\$474,000
Community Development Block Grant	959,825
Home Program	249,480
MPO Traffic Engineering	277,000
Park Impact Fees	20,000
TID #5 - Downtown Overlay	1,271,173
TID #6 - Beloit 2000 Riverfront	939,774
TID #8 - Industrial Park	175,148
TID #9 - Beloit Mall	156,652
TID #10 - Gateway Ind. Park	4,053,580
TID #11 - Industrial Park	111,603
TID #12 - Frito Lay	143,479
TID #13 - Milwaukee Road	658,135
TID #14 - 4th Street Corridor	85,163
Solid Waste Collection	2,503,401
Library Operations	<u>2,114,494</u>
Total Expenditures	<u><u>\$14,192,907</u></u>

Special Revenue Funds Revenue

Fines & Forfeitures	\$55,000
Intergovernmental Aids & Grants	2,110,733
Cash & Property Income	202,793
Departmental Earnings	2,846,702
Other Revenues	142,345
Other Financing Sources	10,620
Total Non-Property Revenues	<u>\$5,368,193</u>
TID Tax Increment	<u>\$6,919,337</u>
Property Tax Levy - Grants	144,500
Property Tax Levy - Library	<u>1,760,877</u>
Total Revenues	<u><u>\$14,192,907</u></u>

Internal Service Fund Expenditures

Liability Insurance	\$1,272,003
Health and Dental Plan	9,474,870
Equipment Operation & Maintenance	1,510,720
Total Expenditures	<u>\$12,257,593</u>

Internal Service Fund Revenues

Departmental Earnings	\$12,137,593
Other Revenues	120,000
Other Financing Sources	0
Total Revenues	<u>\$12,257,593</u>

2012 Operating Budget Summary

General Fund	\$29,692,771
Debt Service	7,008,638
Non-CIP Capital Funds	1,908,025
Enterprise Funds	17,919,626
Special Funds	14,192,907
Internal Service Funds	12,257,593
Total Budget before Capital Improvement Plan	<u>\$82,979,560</u>

BE IT FURTHER RESOLVED that there is hereby levied a property tax totaling the sum of \$13,474,409 from all the taxable properties in the City of Beloit as returned by the City Assessor in the year 2011 for the use and purpose as set forth in the budget above; which, once collected, shall be distributed to the funds as stipulated below:

General Fund	\$6,158,253
Debt Service Fund	4,873,523
Transit Fund	517,256
Cemetery Operations Fund	20,000
Beloit Public Library Fund	1,760,877
Police-OJA Beat Patrol Grant	60,000
Police-School Resources Grant	56,000
MPO Traffic Engineering Grant	25,000
Police-Bulletproof Vest Grant	3,500
Total Property Tax Levy	<u>\$13,474,409</u>

BE IT FURTHER RESOLVED, that there is levied upon the following taxing districts, for purposes of financing the projects and expenditures of Tax Incremental Financing Districts Nos. 5, 6, 8, 9,10,11,12 13, and 14 the following estimated amounts. The final amounts will be determined once the apportionments are received from the other taxing districts.

TIF District No. 5	\$1,013,513
TIF District No. 6	870,100
TIF District No. 8	146,148
TIF District No. 9	83,938
TIF District No. 10	3,903,010
TIF District No. 11	108,596
TIF District No. 12	71,278
TIF District No. 13	640,417
TIF District No. 14	<u>82,337</u>
Total	<u>\$6,919,337</u>

BE IT FURTHER RESOLVED that the City Treasurer is hereby authorized and directed to spread the City Property Tax upon the current tax roll of the City of Beloit with the actual apportionments certified by other taxing districts.

BE IT FURTHER RESOLVED that the 2012 CIP and Capital Improvement Budget containing capital projects necessary for the betterment of the community, is hereby approved and appropriations, which shall remain in effect until completion of the project, are authorized for the total amount of \$9,015,999 funded as follows:

Capital Improvement Budget Revenues

Fund Balance	\$1,061,200
GO Debt	4,055,948
DNR Equipment Fund	170,000
TID Financing	886,151
State/Fed. Grants	505,000
Special Assessments	195,000
Operating Budget	2,041,800
Other Financing Sources	<u>100,900</u>
Total Capital Improvement Revenues	<u>\$9,015,999</u>

Capital Improvement Budget Expenditures

Infrastructure Improvements	\$4,351,000
Development & Redevelopment	2,889,690
Buildings & Grounds	480,400
Capital Equipment	985,000
Financing of Issue	<u>309,909</u>
Total Capital Improvement Expenditures	<u>\$9,015,999</u>

Dated at Beloit, Wisconsin, this November 7, 2011.

Kevin D. Leavy
City Council President

Attest:

Rebecca S. Houseman
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Resolution approving and appropriating funds for the 2012 Operating, Capital Improvements, and Library Budgets and Levying the 2011 property taxes for the City of Beloit

Date: November 7, 2011

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

Department(s): Finance and Administrative Services

Overview/Background Information:

On October 3, 2011, the City Manager presented the 2012 proposed operating, capital improvements and Library budgets to the City Council for consideration. Subsequent to that submittal, on October 10, 17 and 24, 2011 the Council met and held workshops with staff where departments presented their budgets for each fund and operating division as well as the capital improvements budget. A public hearing was held on October 17 in accordance with Wisconsin Statutes to provide the public an opportunity to comment on the proposed Budget. In addition to the budget workshops and public hearing, City Council and staff also held two town hall meetings on October 24 and 25 to explain the budget to citizens and provide an opportunity for them to provide input on the proposed Budget. The Council has now concluded its review of the proposed 2012 operating, capital improvements and Library Budgets. The total Budgets for all funds for 2012 is \$91,995,559 a decrease of \$1.3 million or 1.4% over the 2011 Budget. The total municipal property tax levy for 2011 is \$13,474,409 resulting in a mill rate of \$10.214 an increase of \$0.177 per \$1,000 of assessed valuation. The mill rate is estimated since it is based on preliminary estimated assessed values and will be adjusted accordingly once final values are received from the Wisconsin Department of Revenue. Several other routine fee and service charge increases are included in the Budget and are itemized in a corresponding fee resolution.

Key Issues (maximum of 5):

- Balancing the 2012 Budget was predicated on the goal of having minimal impact on City services and programs.
- There will be a slight increase in the property tax levy and the tax rate will increase to \$10.214 per \$1,000 of assessed value.
- There are no fee increases for major services such as water and sewer utility fees, storm water, or licenses and permits.
- There are minor fee adjustments for some departmental services, a \$1.00 increase in the solid waste fee and a \$0.25 increase in the transit fee.
- A modest \$605,321 of general fund balance is being used to balance the general fund budget.

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

The 2012 Budgets conform to the Council's adopted Strategic Plan.

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 approving and appropriating funds for the 2012 Operating, Capital Improvements and Library Budgets. In addition, approving the 2011 property tax levy.

Fiscal Note/Budget Impact:

The Budgets are balanced as presented.