

CITY OF БЕЛОIT



**December 2,
2011**

*A weekly publication
from the Office of the
City Manager*

Beloit

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All-America City Finalist

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Special points of interest:

- **Council Meeting
Agenda Review
(page 2)**
- **City Meetings and
Community Events
(page 4)**

THE БЕЛОIT REPORT

CONTINUING ITS RESURGENCE AS A GEM OF THE ROCK RIVER VALLEY

CURRENT EVENTS AND ACTIVITIES

HOLIDAY SEASON IN БЕЛОIT

Santa's arrival and the wonderful holiday parade graced downtown this past Friday evening. The next major holiday season event is "Holidazzle" which is scheduled for Friday, December 9 from 5:00—9:00 p.m. Downtown businesses will be open with refreshments and multiple crafters will be on site. This will be an opportunity to find that unique and special gift.

CONSTRUCTION UPDATES

We are very happy to report that **Cranston Road** between Milwaukee Road and the railroad tracks was opened for full traffic this past Wednesday afternoon. For a number of reasons, this project ran past the original completion date; however, we were very pleased to see the road open with most of the restoration complete. It is anticipated that early next spring, trees will be planted along the terrace portions of the street.

The **North Riverside Park** entry treatment and improvements are in design. Plans should be ready for review in January, and the project will be bid in February or March so that construction of the improvements will be completed well before the Henry Avenue Bridge reconstruction project is complete and ready for opening.

The Engineering Division is now completing design work on a number of projects scheduled for next season to try and get as many bids as possible out this winter, with work following early in the spring. There are very few street reconstruction projects creating significant inconvenience included in next year's capital spending plan, other than the continued work on the Henry Avenue Bridge. The City does have funds in the Capital Budget for the shorter duration street resurfacing projects, and that work will also be scheduled early in the season.

BUDGET/POLICY UPDATES

Most of the work required to complete the 2012 adopted budget has been finalized, and the document has been posted to the website. A link is available from the home page for your convenience.

The City is still working on various policy modifications necessitated by change in the collective bargaining laws.

As we do at the conclusion of each budget cycle, employee evaluations are underway. Most City employees are on a calendar year schedule and will have their performance reviews completed prior to the end of this calendar year.

CITY COUNCIL MEETING - MONDAY, DECEMBER 5, 2011

At 5:30 p.m., the City Council will convene a [Special Meeting](#) and adjourn into closed session in the City Manager's Conference Room to review a number of projects from a potential real estate acquisition to an update on the status of Collective Bargaining negotiations. The Council will also review the regular compensation adjustment for the City Manager, scheduled for December 15 per the 2011 adopted budget. Council will adjourn the meeting at 6:30 p.m. and no announcements are anticipated.

At 6:30 p.m. the City Council will have an [Agenda Review](#) session in the City Manager's Conference Room.

The [attached](#) agenda is for the **Monday, December 5, 2011** regular City Council meeting beginning at 7:00 p.m. in the Forum.

3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS

- a. A proclamation has been placed on the agenda recognizing Gaston Elementary School for their recent honor by being named a National Blue Ribbon School.

3. PUBLIC HEARINGS—None**6. CONSENT AGENDA**

- a. Approval of the **Minutes** from the regular meeting on November 21, 2011.
- b. Resolution approving a **Temporary Class "B"/"Class B" Retailer's License** for a Visit Beloit event scheduled for December 9, 2011. Because of the proximity of the Vision Beloit facility to the adjacent church property, each special event license issued must receive concurrence by the City Council.
- c. Application for a **Conditional Use Permit** to allow a limited vehicle service in a C-2, Neighborhood Commercial District. This property is located at 2056 Liberty Avenue and the intended use is related to the sale of new and used tires. This application is being referred to the Plan Commission for their review and recommendation.
- d. Application for a **Certified Survey Map** for the properties located at 2357 and 2426 Field Crest Road. This is a large agricultural use parcel on which a new home was built just a few years ago. The property has now gone into an estate and it is necessary that the residential parcel be divided from the remaining agricultural land. A right-of-way dedication is also required to provide frontage for this property upon a public street. The map is being referred to the Plan Commission for their review and recommendation.

7. ORDINANCES—None**8. APPOINTMENTS—None****10. CITY MANAGER'S PRESENTATION**

- a. The **Snow Removal Program** report and presentation, which was deferred from the last City Council meeting, will be presented to Council and the community at this meeting. Bruce Slogoski, Public Works Street Supervisor, will be in attendance to conduct the presentation.

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution approving a **Cooperative Agreement** regarding analog to digital conversion of the Public Safety Radio Equipment. Police Captain Tyler will be in attendance to explain in more detail this agreement with the City of Janesville and Rock County regarding the conversion of the City's emergency communications equipment from an analog to digital format, with new radio equipment purchased to accommodate the Federal narrow band mandate. The City Council is very much aware of this project, which has been in the City's Capital Improvements Budgets for both 2011 and 2012. When the original Countywide Emergency Communications Center was established in 1992, all jurisdictions turned over all of the communications infrastructure needed to move radio communications between the Center and various units in the field, with the exception of the Janesville and Beloit Police Departments. Some of that infrastructure, including repeaters and relay equipment, was retained by the municipalities. With the conversion from analog to digital and the general upgrade of the communications system, both of the cities of Beloit and Janesville asked Rock County to assume responsibility for this communications infrastructure. Since County already controls the infrastructure for all of the other jurisdictions in Rock County, and since it is to the County's advantage to have all of this important infrastructure under the control and management of the Emergency Communications Center, it was agreed that they would take responsibility for this equipment. As you will note from the staff report, this transfer from City to County jurisdiction has saved the City approximately \$200,000 in immediate capital costs, as well as some savings for ongoing operations. This Intergovernmental Agreement will effectuate this transfer of equipment to County jurisdiction.
- b. Resolution authorizing the City Manager to enter into a **Contract with Andres Medical Billing**. This is the billing service for the City's Paramedic program. The Fire Chief recently concluded a purchasing process and selected Andres as submitting the best proposal to provide for ambulance billing services.
- c. Resolution authorizing the City Manager to enter into a **Contract with State Collection Service**. State Collection Service will serve as the collection agency for the City's ambulance billing program. The City has a number of mechanisms in place to collect past due bills, and has routinely utilized collection services when appropriate. Again, this service was selected by the Chief to fulfill that portion of the ambulance billing function.
- d. Resolution declaring **Doubtful Accounts** authorizing the amount to be written off and receiving and filing the 2011 report of the Comptroller. Once again, as we do at the end of each calendar year, we have an accumulation of essentially uncollectible accounts. The City Council needs to authorize the Finance and Administrative Services Director to write off these amounts as "doubtful accounts" for accounting purposes. Once again, this year we have a number of such bills, most of which are related to properties that have gone into and through foreclosure. Some of these were Community Development Block Grant financed home improvement loans, and many of these bills are for demolition or other property maintenance expenses incurred by the City because of owner neglect.

We have also included the 2009 bill for services from Riverfest on this resolution. Since the festival was reorganized in 2010, municipal support has been reduced dramatically and there are no additional billing occurrences. This amount remains from 2009, when the larger scale music festival required considerably more municipal support.

It should be noted that the write offs represent a small percentage of the City's billing for various services rendered. Considering these write offs for doubtful accounts each year always seems to be a particularly stressful process. I do want to emphasize that this is a routine business activity and that the write offs represent

a small percentage of our loans and other business related activities. The City's Community Development Block Grant funded housing assistance program continues to function extremely well; the vast majority of loans are making regular payments and the City receives final payoffs on a number of loans each year. Unfortunately, not every one of those loans or other expenses we make for maintenance or demolition costs on private properties that have been allowed to deteriorate will be collectible, and the auditors request each year that we write off for accounting purposes those doubtful accounts.

CITY MEETING CALENDAR DECEMBER 5-9, 2011

Monday, December 5	5:30 p.m.	Special City Council Meeting , City Manager's Conference Room (All Councilors)
Monday, December 5	6:30 p.m.	Agenda Review , City Manager's Conf. Room (All Councilors)
Monday, December 5	7:00 p.m.	City Council meeting , Forum (All Councilors)
Wed., December 7	4:00 p.m.	Visit Beloit Board Meeting (K. Leavy)
Wed., December 7	4:30 p.m.	Community Development Authority , Forum (D. Luebke and J. Van De Bogart)
Wed., December 7	7:00 p.m.	Plan Commission , Forum (M. Spreitzer)

UPCOMING COMMUNITY EVENTS

This is just a sample of events coming up in Beloit. A more complete listing is available on the Visit Beloit website: www.visitbeloit.com

Beloit Public Library offers many events for youth, teens and adults. Please click [here](#) for more information.

Friday, Dec. 2	4:00—8:00 pm	“O Tannenbaum” presented by the Beloit Historical Society at the Hanchett Bartlett Homestead, 2149 St. Lawrence Ave. Seventeen trees will be decorated, one for each decade since 1850. No admission charge, donations are accepted.
Saturday, Dec. 3	11:00—4:00 pm	“O Tannenbaum” at the Hanchett Bartlett Homestead, 2149 St. Lawrence Ave.
Saturday, Dec. 3	1:00 pm	Little Holly Tea Party at The Angel Museum, 656 Pleasant Street. Reservations required. Adults \$14 and “Little Angels” \$7.
Sunday, Dec. 4	2:00 pm	Home for the Holidays Family Spectacular Janesville Beloit Symphony concert at The Eclipse Center, Beloit. Adults \$15; Students \$5 (K-College)
Friday, Dec. 9	5:00-9:00 pm	Holidazzle in Downtown Beloit. Featuring artists and specialty craftspeople in 30+ locations throughout the downtown. Live music, children's events and holiday treats. Free admission!
Wed., Dec. 14	2:00-3:30 pm	School Break Skate , Edwards Ice Arena, 2101 Cranston Road



NOTICE AND AGENDA

Beloit City Council

Special Meeting

Monday, December 5, 2011

5:30 p.m.

4th floor City Manager's Conference Room

City Hall – 100 State Street

Beloit, WI 53511

[Return to page 2](#)

[Return to page 4](#)

CALL OF MEETING OF CITY OF BELOIT COUNCIL
CITY OF BELOIT, WISCONSIN

NOTICE IS HEREBY GIVEN that in accordance with Section 2.02(3) of City Code a Special Meeting of the City Council of the City of Beloit, Rock County, Wisconsin, is being called.

1. Roll call
2. The City Council will adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) to discuss the **possible purchase of real estate** (Arft)
3. Continue in closed session pursuant to Wis. Stats. 19.85(1)(e) to discuss and develop negotiating strategies related to **collective bargaining** (Arft)
4. Continue in closed session pursuant to Wis. Stats 19.85(1)(c) to discuss the December 15th **Compensation Adjustment for the City Manager**
5. Council will adjourn the closed session meeting and reconvene at approximately 6:30 p.m. for a workshop.

Following the Special Meeting, or at approximately 6:30 p.m., the City Council will hold a **Workshop** in the City Manager's Conference Room to review the agenda of the regular 7:00 p.m. City Council meeting.

Larry N. Arft, City Manager

Dated: November 30, 2011
Rebecca S. Houseman
City Clerk

**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



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

[Return to page 2](#)

[Return to page 4](#)

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Proclamation recognizing **Gaston Elementary School** as being named a National “**Blue Ribbon School**” (Leavy)

4. PUBLIC HEARINGS – none
5. CITIZENS' PARTICIPATION

6. CONSENT AGENDA

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

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

- a. Resolution approving **Cooperative Agreement** regarding Analog to Digital conversion of Public Safety Radio Equipment (Tyler)

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

12. ADJOURNMENT

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

Return to page 2

Return to page 4

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.



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

Return to page 4

MEETING NOTICE AND AGENDA
Community Development Authority
December 7, 2011 at 4:30 pm
The Forum, Beloit City Hall
100 State Street

1. Call to Order and Roll Call
2. Approval of the Minutes of the Regular Meetings held on September 28 and October 26, 2011
3. Citizen Participation
4. Housing Authority
 - a. Presentation of October Activity Report (Pollard)
 - b. Presentation of October Financial Report (Pollard)
 - c. Discussion of the Required Retirement Contribution by BHA Employees (Pollard)
 - d. Review and consideration of Resolution 2011-45, Approving the Transfer of Nine Single Family Houses (Pollard)
5. Community and Economic Development
 - a. Appointment of a Community Development Authority member to the Greater Beloit Economic Development Corporation (GBEDC) (Christensen)
 - b. Review and Consideration of Resolution 2011-43, Awarding the Contracts for the Demolition of 709 Roosevelt Avenue (Schneider)
 - c. Review and Consideration of Resolution 2011-44, Approving a Development Agreement between the City of Beloit and Family Services relating to the Neighborhood Stabilization Program (Clippert)
6. Adjournment

*If you are unable to attend this meeting, notify Delphine Cobb in the Housing Authority Office at 364-8740 **no later than 4:00 PM the day before the meeting.***

Notice Mailed: December 2, 2011

Approved: Julie Christensen,
Executive Director

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Return to page 4

**MEETING NOTICE AND AGENDA
Beloit City Plan Commission
Wednesday, December 7, 2011 at 7:00 PM
The Forum, Beloit City Hall
100 State Street, Beloit**

- 1. Call to Order and Roll Call**
- 2. Approval of the Minutes of the November 9, 2011 Meeting**
- 3. Conditional Use Permit - 2056 Liberty Avenue**
Public hearing, review and consideration of a Conditional Use Permit to allow limited vehicle service use in a C-2, Neighborhood Commercial District for the property located at 2056 Liberty Avenue
- 4. Certified Survey Map - 2357 and 2426 Field Crest Road**
Review and consideration of a two-lot Certified Survey Map for the properties located at 2357 and 2426 Field Crest Road in the City of Beloit
- 5. Status Report on Prior Plan Commission Items**
- 6. Adjournment**

If you are unable to attend this meeting, please contact Gail Riddle in the Planning Office at 364-6700 **no later than 4:00 PM the day before the meeting.**

Notice Mailed: December 2, 2011

Approved: Julie Christensen, Community
Development Director

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