



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, November 5, 2012**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
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 Special and Regular Meetings of October 15, 2012, and the Special Meeting of October 16, 2012 (Houseman)
- b. Resolution approving an amendment of the **Agreement** between the City of Beloit and VantageCare Retirement Health Savings (RHS) Plan (Arft)
- c. Application for **Class "B" Beer and Reserve "Class B" Liquor License** for BMC Property Management, LLC, d/b/a Rivals Bar & Grill, located at 443 East Grand Avenue, Michael Jero, Agent (Houseman) Refer to ABLCC

7. ORDINANCES

- a. Proposed Ordinance to amend section 6.19 of the Code of General Ordinances of the City of Beloit as it relates to the **Fees** for the Fire Department Services (Liggett) First Reading, suspend the rules for a Second Reading

8. APPOINTMENTS – none

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION

11. REPORTS FROM BOARD AND CITY OFFICERS

- a. **Resolution approving 2013 Community Development Block Grant (CDBG) Proposed Budget and Annual Action Plan** (Christensen)
Community Development Authority recommendation for approval 4-0
- b. **Resolution approving 2013 HOME Investment Partnership (HOME) Budget** (Christensen)
Community Development Authority recommendation for approval 4-0

- c. Resolution approving the **2013 Business Improvement District Plan and Budget** (El-Amin)
- d. Resolution authorizing changes to the **2013 Schedule of Fees, Charges, and Rates** for the City of Beloit, Wisconsin (York)
- e. Resolution approving the **Operating Budgets, Appropriating Funds and Levying Property Taxers necessary for the Operation and Administration of the City of Beloit for the Year 2013** including the 2013 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) (Budget available for review 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: October 31, 2012
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.



PROCEEDINGS OF THE BELOIT CITY COUNCIL

Special Meeting

October 15, 2012

6:30 p.m.

Presiding: Charles Haynes

Present: Sheila De Forest, Chuck Kincaid, Kevin D. Leavy (arrived at 6:39 p.m.), David F. Luebke, and Mark Spreitzer, James E. Van De Bogart

Absent: None

1. President Haynes called the meeting to order at 6:34 p.m. in the 4th Floor City Manager's Conference Room at City Hall.
2. City Manager Larry Arft presented an amended resolution providing certain assurances to the Town of Turtle related to the existing Cooperative Boundary Plan, the 208 Sewer Service Boundary, and the **Inman Parkway Extension**. Mr. Arft said that the Town of Turtle Board met and passed a resolution that was similar to the resolution passed by the Beloit City Council at a special meeting on October 4, 2012, without the last enacting clause. He also said that the Rock County Board passed a resolution recommending the preferred Inman Parkway Extension at the meeting on October 11, 2012 by a vote of 24-2. Councilor Van De Bogart made a motion to adopt the amended resolution, and Councilor De Forest seconded. The motion carried 7-0. File 7782/8558
3. Councilor Luebke made a motion to adjourn the meeting, and Councilor Kincaid seconded. The motion carried, and the meeting adjourned at 6:40 p.m.

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 15, 2012

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

1. The meeting was called to order at 7:02 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Vice President Mark Spreitzer read a proclamation declaring October 15, 2012 **White Cane Safety Day**. File 7148
4. PUBLIC HEARINGS
 - a. Community Development Director Julie Christensen presented the **2013 Community Development Block Grant (CDBG) Proposed Budget and Annual Action Plan**. It was noted that the Community Development Authority recommend approval 4-0. Councilor De Forest recused herself from the discussion and the vote. Ms. Christensen indicated that this budget represents a shift to allow more funding for programs that benefit homeless individuals. Ms. Christensen said that this item will be on the November 5, 2012 Council agenda for action. President Haynes opened the public hearing. Mark Perry, Director of Planning and Development for Community Action, said that the CDBG funds allocated to community service organizations help the community immensely. President Haynes closed the public hearing. Councilor De Forest returned to the Forum. File 8571
 - b. Ms. Christensen presented the **2013 HOME Investment Partnerships Proposed Budget**. It was noted that the Community Development Authority recommended approval 4-0. Ms. Christensen said that this item will be on the November 5, 2012 Council agenda for action. President Haynes opened and closed the public hearing without participation. File 8571
 - c. Finance and Administrative Services Director Paul York presented the **2013 Operating, Library, and Capital Improvements Proposed Budgets**. It was noted that the full budget is available for review at www.ci.beloit.wi.us. Mr. York indicated that the total budget for 2013 is less than the total 2012 budget but that the General Fund portion represents an increase of three percent. He said that the assessed values of properties in Beloit are an estimate at this time and that the exact tax rate cannot be determined until the State provides the City with the assessed values. Mr. York indicated that the public hearing for this item is at this meeting, that there will be a workshop on proposed fees by the Fire Department in the future, and that a resolution adopting the entire budget will likely be on the November 5, 2012 regular Council meeting agenda. President Haynes opened the public hearing. Mark Preuschl, 1266 McKinley Avenue, presented Mike Ramsden's letter to the Council for the record. Mr. Preuschl indicated that they would like the Council to bring back the parks patrol position and asked the Council to make funding the position a priority. President Haynes closed the public hearing. Councilor De Forest indicated that she would like to see a creative way to fund a part time parks patrol position based on concerns about safety in parks. She said that the City has spent a lot of money to make the parks beautiful and that people will enjoy them more if they feel safe. Councilor De Forest also said that her passion is to get the Fire Department to a minimum of 15 people per shift and that she cannot vote for a budget that does not include that. Councilor Leavy asked the City Manager and Police

Chief to pull together a report of crimes in the parks within the last year. Councilor Spreitzer asked if there is a way to include the parks patrol in the new Community Service Officer position. Councilor Luebke said that it is still a priority to get the Fire Department to 15 people per shift. Councilor Haynes said that the Council went down a tough road last year when minimum manning was reducing and that the reasons for that are still relevant. File 8570

- d. Ms. Christensen presented a resolution approving an **Amendment to the 2011 and 2012 HOME Budget** related to Community Housing Development Organization (CHDO) funding. She indicated that the funds were not being spent fast enough and the Community Development Authority re-awarded 2011 HOME funds to Community Action to spend before the deadline. She also said that 2012 HOME funds would be re-awarded to Neighborhood Housing Services, representing a decrease in the total funds for NHS. Ms. Christensen said that NHS supports the amendment. President Haynes opened and closed the public hearing without participation. Councilor Leavy made a motion to adopt the resolution, and Councilor Luebke seconded. Councilor Leavy said that he is excited that another home in the Merrill neighborhood will be renovated and that he will follow up with Community Action to ensure the project is completed in a timely manner. The motion carried 7-0. File 8515/8503

5. CITIZENS' PARTICIPATION

- Jeff Livingston, 542 East Grand Avenue, said that he is the attorney for Hajinder Samra and that he is available to answer any questions about items 6.c. and 6.d.

6. CONSENT AGENDA

Councilor Spreitzer requested that items 6.d. and 6.e. be removed from the Consent Agenda. Councilor De Forest requested that item 6.c. be removed from the Consent Agenda. Councilor Luebke made a motion to adopt the Consent Agenda, which consists of items 6.a., 6.b., 6.f., and 6.g. Councilor Leavy seconded, and the motion carried that the Consent Agenda, consisting of items 6.a., 6.b., 6.f., and 6.g. be accepted, approved, adopted, or referred and acted upon as required by state and local codes by a vote of 7-0.

- a. The **Minutes** of the Regular Meeting of October 1, 2012 and the Special Meeting of October 4, 2012 were approved.
- b. The proposed ordinance to amend section 11.2.5(e)(2) of the **Zoning Ordinance**, Chapter 19 of the Code of General Ordinances of the City of Beloit, relating to retail sales/service accessory uses was referred to the Plan Commission. File 7724
- f. The resolution approving a **Change of Agent** for Beloit Express Inc., d/b/a Holiday Inn Express, located at 2790 Milwaukee Road, from Brenda Gould to Kelsey Szudy was adopted. File 8542
- g. The resolution approving a temporary construction **Easement Agreement** between the City of Beloit and Hendricks Commercial Properties, LLC, for the property located at 425 Broad Street was adopted. File 8569
- c. City Clerk Rebecca Houseman presented a resolution approving a **Class "A" Beer** License for S & S Express Mart, Inc., d/b/a S & S Express Mart, Inc., Harjinder Samra, Agent, located at 1407 Liberty Avenue. It was noted that the ABLCC recommended approval 7-0. Councilor Luebke made a motion to adopt the resolution, and Councilor Spreitzer seconded. Councilor De Forest indicated that she is concerned about the problems at this location in the past. Harjinder Samra, 1985 Pebble Drive, said that he is planning to make improvements at the property, including new signage, new pumps, and a remodeled interior. He said that he runs six other clean convenience stores with a manager at each one. Councilor De Forest asked Mr. Samra if he will be taking any specific measures to make sure that problems do not occur at this location. Mr. Samra said that he is aware of the previous issues at this station, and Mr. Livingston said that Mr. Samra has a history of working with the Police Department to eliminate problems at his other convenience stores. Councilor Van De Bogart asked Mr. Samra if he has received any citations for selling to underage people, and Mr. Samra said that he received a citation five years ago and has since purchased new software and provided new training for himself and his staff. Councilor Spreitzer said that he is inclined to give Mr. Samra a chance based on his record. Councilor Leavy said that

he wants to make sure the Council makes decisions based on what is best for the entire City. He said that he has seen the positive changes at the Shopiere Road store and that he is encouraged that a new owner is taking a chance on a property with issues. Councilor De Forest said that she takes the history of the property seriously and that a license to sell alcohol is a great responsibility. President Haynes said that his philosophy for issuing licenses is that most people get a chance, a few people get a second chance, and no one gets a third chance. The motion carried 7-0. File 8542

- d. Ms. Houseman presented a resolution approving a “**Class A**” **Liquor** License, which is a requested addition to an existing Class “A” Beer License, for Samra & Singh Inc., d/b/a Beloit Mobil, Harjinder Samra, Agent, located at 1902 Shopiere Road. It was noted that the ABLCC recommended approval 4-3. Councilor Luebke made a motion to adopt the resolution, and Councilor Leavy seconded. Councilor Van De Bogart said that he does not support selling liquor at a gas station/convenience store and that the Council does not need to make it easier to buy liquor at every street corner. He said that he feels the same way about item 6.e. Councilor De Forest said that she is against expanding sales of liquor at convenience stores. She said that fairness should not rule over the concerns of public safety. Councilor Spreitzer asked Ms. Houseman if she knew the number of full liquor licenses at convenience stores, and she stated that she would have to research the number and follow up with the Council the next day. Mr. Livingston said that all liquor sales would be from behind bullet-proof glass, which is a protection that most stores do not have. Councilor Luebke said that he is concerned about being fair and consistent with regard to issuing licenses. Councilor Leavy said that he is concerned about being consistent and that it is not likely the Council would deny a license at a new grocery store locating in the area. Councilor Haynes said that he does not support being able to purchase liquor, which can intoxicate quickly, on one’s way to get gas. Councilor Kincaid said that he thinks selling liquor at service stations is offensive. Councilor Haynes called the question, and motion failed by a vote of 2-5 with Councilors Luebke and Leavy voting in favor and Councilors De Forest, Kincaid, Haynes, Spreitzer, and Van De Bogart voting in opposition. File 8542
- e. Ms. Houseman presented a resolution approving a “**Class A**” **Liquor** License, which is a requested addition to an existing Class “A” Beer License, for Rollette Oil Co. Inc., located at 1451 Madison Road, Paul R. Simon, Agent. It was noted that the ABLCC recommended approval 4-3. Paul Simon, 911 Suffolk Drive, Janesville, said that he has a full liquor license at his truck stop on Shopiere Road. He said people stop at inner city stores to pick up gas and alcohol and go home and that stores located at the edges of the city or on highways are different. He encouraged the City to ask store owners to do more with regard to catching and prosecuting underage individuals attempting to purchase alcohol. Councilor Luebke made a motion to adopt the resolution, and Councilor Leavy seconded. Councilor Van De Bogart said that the nexus between driving and liquor seem to be too close. Councilor Haynes called the question, and the motion failed by a vote of 2-5 with Councilors Leavy and Luebke voting in favor and Councilors De Forest, Kincaid, Haynes, Spreitzer, and Van De Bogart voting in opposition. File 8542

7. ORDINANCES – none

8. APPOINTMENTS

President Haynes 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 Leavy and a second by Councilor Van De Bogart. The motion carried 7-0.

- a. **Community Development Authority:** Loretta Evans for a term ending December 31, 2015. File 6054
- b. **Landmarks Commission:** Ruth Vader for a term ending October 31, 2015 and Lynette Johnson for a term ending October 31, 2015. File 5860
- c. **Traffic Review Committee:** Dennis Walsh for a term ending September 30, 2014. File 7399

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor Leavy welcomed the high school students in the audience and told the students that they may disagree with co-workers or other students but that they should not be disagreeable. He also asked staff to follow up with the Porter Avenue Watch Group regarding a request for trash cans.
- Councilor Spreitzer said that he is looking forward to setting a policy regarding the sale of liquor at gas stations to give the Council a more systematic way to deal with applications.
- Councilor Luebke said that our policies and procedures should be consistent. He also said that he attended the ground-breaking event at Merrill School.
- Councilor Van De Bogart said that he looks forward to the discussion regarding alcohol and that a quota system may or may not be a good thing. He said that he assisted 500 or more high school students packaging meals for Kids Against Hunger on their day off of school and was at the Riverfront to cook ribs for Ribfest benefiting domestic violence programs.
- Councilor De Forest congratulated Blackhawk Technical College for celebrating 100 years of technical education. She said that she participated in BMHS's challenge day and complimented the Senior Fair organizers. She also said that she is encouraged by the great activities available for youth in Beloit including swimming, football, and hockey.
- Haynes said that there are only a few farmers markets left and encouraged people to enjoy the last visages of summer. He also stated that he attended the Wisconsin League of Municipalities Conference.

10. CITY MANAGER'S PRESENTATION – none

11. REPORTS FROM BOARD AND CITY OFFICERS

- a. City Engineer Mike Flesch presented a resolution approving the **Stateline Area Bike and Pedestrian System Plan**. It was noted that the full plan is available for review at www.ci.beloit.wi.us and that the Plan Commission recommended approval 6-0. Mr. Flesch indicated that the plan was updated in 2010 but it did not come back to the City Council for approval. Councilor Luebke made a motion to adopt the resolution, and Councilor Van De Bogart seconded. The motion carried 7-0. File 8008

12. At 8:28 p.m., Councilor Leavy made a motion to adjourn the meeting, and Councilor Spreitzer seconded. The motion carried 7-0.

Rebecca S. Houseman, City Clerk

www.ci.beloit.wi.us

Date approved by Council:



PROCEEDINGS OF THE BELOIT CITY COUNCIL

Special Meeting

Tuesday, October 16, 2012

5:30 p.m.

Presiding: Charles Haynes
Present: Sheila De Forest (arrived at 6:30 p.m.), Chuck Kincaid, Kevin D. Leavy, David F. Luebke, and Mark Spreitzer, James E. Van De Bogart
Absent: None

1. President Haynes called the meeting to order at 5:30 p.m. in the Forum on the first floor of City Hall.
2. City Manager Larry Arft introduced a report from staff and the Snappers representative regarding the **current condition and needed improvements for Pohlman Field**. Mr. Arft indicated that the previous baseball franchise left Beloit because of the condition of the field and facilities. He said that Beloit has the right to a contract with a different franchise and that the Oakland Athletics have expressed interest provided that the facility is improved. Mr. Arft indicated that the request is for \$100,000 to perform basic improvements with the goal of keeping the franchise in Beloit for the next several years. Councilor Van De Bogart said that he is not impressed with the timing and nature of this request. Councilor Spreitzer expressed concern about the possibility of other emergency expenditures and how long it would be before the next team requests more improvements in order to stay in Beloit. Councilor Van De Bogart asked if the use of the facilities by other organizations merits a contribution toward the upkeep, and Mr. Arft said that the use is not great enough. Councilor Luebke said that having the Snappers in Beloit is a source of pride for Beloit and the positive impact has been great. Mr. Arft introduced Dennis Connerton, President of the Beloit Snappers, who discussed the condition of the facility, the history of the team in Beloit, and the bids for the proposed work received. Councilor Van De Bogart expressed concern about Major League Baseball continuing to increase the standards of facilities to the point when Beloit can no longer compete. Councilor De Forest indicated that other City facilities may continue to suffer if the Council approves this request.
3. Mr. Arft presented a resolution authorizing the supplemental appropriation of funds for **Pohlman Field** repairs and improvements, and authorizing the City Manager to enter into a contract with Van's Enterprises Ltd. for that work. Councilor Luebke made a motion to adopt the resolution, and Councilor Van De Bogart seconded. Councilor Van De Bogart indicated that he intends to vote in favor of the resolution but that he objects to the timing. Councilor De Forest said that she intends to abstain from voting on this item because she does not have enough information to make an informed decision. The motion carried by a vote of 6-0-1 with Councilor De Forest abstaining. File 7274
4. Councilor Leavy made a motion to adjourn the meeting, and Councilor Kincaid seconded. The motion carried, and the meeting adjourned at 7:13 p.m.

Rebecca S. Houseman
City Clerk

www.ci.beloit.wi.us

Date approved by Council:

RESOLUTION
APPROVING AN AMENDMENT OF THE AGREEMENT BETWEEN
THE CITY OF БЕЛОIT AND
VANTAGECARE RETIREMENT HEALTH SAVINGS (RHS) PLAN

WHEREAS, the City of Beloit has administrative, supervisory, professional, confidential and bargaining unit employees that have rendered valuable services to the City during their careers; and

WHEREAS, the City of Beloit adopted various terms and conditions of its retirement health savings plan #801297 with VantageCare Retirement Solutions in 2007 one of which requires retirees to be age 55 or older to access their account; and

WHEREAS, it is recommended that the plan be amended to allow retirees to access their accounts at age 50 rather than 55 to accommodate those employees retiring early, and

WHEREAS, the amendment of its existing retiree health savings plan for such employees serves the interests of the Employer and Employees;

NOW, THEREFORE, BE IT RESOLVED by the Beloit City Council that the City Manager be, and he hereby is, authorized to amend the Plan in the form of the ICMA Retirement Corporation's VantageCare Retirement Health Savings program.

Adopted this 5th day of November, 2012.

Charles M. Haynes, City Council President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Amendment of the VantageCare Retirement Health Savings Plan.

Date: November 5, 2012

Presenter(s): Larry Arft
Services/Human Resources

Department: Finance and Administrative

Overview/Background Information:

The City of Beloit established a health savings retirement plan in 2007 to provide security for employees' health care needs during retirement. The former plan document restricted access to funds by retirees until they were age 55. There have been recent retirements prior to age 55 by plan members and this amendment will make their funds available to them for medical expenses as early as age 50.

Key Issues (maximum of 5):

- Amend the plan to allow retirees to access their funds at age 50.

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 #1.

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

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

Action required/Recommendation:

- Approval authorizing City Manager to amend the City's plan.

Fiscal Note/Budget Impact:

There is not fiscal impact.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 12 ;
ending June 30 20 13

TO THE GOVERNING BODY of the: Town of }
 Village of } Beloit
 City of }

County of _____ Aldermanic Dist. No. _____ (if required by ordinance)

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): BMC Property Management LLC d/b/a/ Rivals Bar & Grill c/o Brad McCaslin

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member <u>Member</u>	<u>Brad McCaslin</u>	<u>15515 Walnut Ln. S.</u>	<u>Beloit, WI 61080</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Brad McCaslin, 306 State Street, Beloit, WI 53511</u>	<u>MICHAEL SERO</u>	<u>862 PETUNIA LN BELoit WI</u>
Directors/Managers			

3. Trade Name Rivals Bar & Grill Business Phone Number 608-322-2493
4. Address of Premises 443 East Grand Avenue Post Office & Zip Code Beloit, WI 53511

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state Wisconsin and date 6/5/2012 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 443 East Grand Avenue Diningroom, Kitchen, storeroom

10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? Denalis
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776] Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 25 day of October, 20 12

Brandon D Beavers Jackson (Clerk/Notary Public)
[Signature] (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
My commission expires June 29, 2014
[Signature] (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)
[Signature] (Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>10-26-12</u>	Date reported to council board	Date of initial license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village of Beloit County of Rock
 City

The undersigned duly authorized officer(s)/members/managers of Rivals Bar & Grill LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Rivals Bar & Grill
(trade name)

located at 443 East Grand Avenue, Beloit, WI 53511

appoints Michael Jero
(name of appointed agent)
862 Petunia Lane, Beloit, WI 53511
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 56 years

Place of residence last year 862 Petunia Lane, Beloit, WI 53511

For: BMC PROPERTY MANAGEMENT
(name of corporation/organization/limited liability company)

By: [Signature]
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Michael Jero, hereby accept this appointment as agent for the
(print/type agent's name)
corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Michael Jero _____ Agent's age _____
(signature of agent) (date)
862 Petunia Lane, Beloit, WI 53511 Date of birth _____
(home address of agent)

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(date) (signature of proper local official) (town chair, village president, police chief)

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) McCaslin		(first name) Brad	(middle name) Steven	
Home Address (street/route) 15515 Walnut Lane		Post Office	City South Beloit	State IL
Home Phone Number 608-322-2493		Age	Date of Birth	Zip Code 61080
				Place of Birth Rockford, IL

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Member President of BMC Property Management, LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? N/A
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
underage drinking 1998
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending. official misconduct, Winnebago County, IL case # 11CF1137
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Brand Construction	306 State St., Beloit, WI 53511	2010	Present
City of South Beloit	519 Blackhawk Blvd., S.Beloit, IL 60180	June 2002	March 2012

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 25 day of October, 2012

Brandon D Beavers Jackson
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires June 19, 2014

Brandon D. Beavers-Jackson
Notary Public
State of Wisconsin



Printed on Recycled Paper

Wisconsin Department of Revenue

Michael Jero

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
JERO		MICHAEL		DENNIS	
Home Address (street/route)		Post Office	City	State	Zip Code
862 PETUNIA LN		BELWIT	BELWIT	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
608 365 1209				BELWIT	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
 - A member of a partnership which is making application for an alcohol beverage license.
 - Agent of BMC Property Management LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 56 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
WOODWARD GOVERNOR	5001 N. 2ND LOVE PARK	1994	PRESENT
Employer's Name	Employer's Address	Employed From	To
STELLA SHEESE	BELWIT WI	1974	1994

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 26 day of Oct, 2012

[Signature]
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 12-7-15



Wisconsin Department of Revenue

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 6.19 OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF БЕЛОIT AS IT RELATES TO THE FEES FOR FIRE DEPARTMENT SERVICES

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

Section 1. Section 6.19 of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

“6.19 FEES FOR ~~RESCUE-EXTRICATION~~ FIRE DEPARTMENT SERVICES.

- (1) CHARGES FOR SERVICES. The City's Fire Department shall charge a fee for providing ~~rescue-extrication~~ services for responding to motor vehicle incidents and vehicle occupant extrication; hazardous material incidents; pipeline incidents, including water pipelines; fire investigations; specialized rescue, including heavy rescues; and helicopter landing site services. Nonresidents of the City shall be charged for Fire Department services responding to motor vehicle or trailer fires. The fee shall include the cost of personnel, incident command services, and disposable supplies and equipment used in providing those services and shall be billed to the person receiving the services.
- (2) FEE SCHEDULE. The fees for ~~rescue-extrication~~ Fire Department services shall be established by City Council resolution.
- ~~(3) — DISPOSITION OF FEES. The fees collected for rescue-extrication services shall be placed in a special account used for the purpose of funding the costs incurred by the City of Beloit Fire Department in providing rescue-extrication services, training and equipment.~~
- (4) REFUSAL TO PROVIDE SERVICES. The City of Beloit Fire Department shall not refuse or delay in the provision of any service to any person who has failed to pay for ~~rescue-extrication~~ Fire Department services when due.”

Section 2. This ordinance shall be in force and take effect upon passage and publication.

Adopted this 5th day of November, 2012.

BELOIT CITY COUNCIL

By: _____
Charles M. Haynes, President

ATTEST:

By: _____
Rebecca S. Houseman, City Clerk

PUBLISHED: _____

EFFECTIVE DATE: _____

01-611100-5231- _____

tdh/ord/6 19=ORD=121031 1504 (rdln) (12-1214)

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Proposed Ordinance to amend section 6.19 of the Code of General Ordinances of the city of Beloit as it relates to the Fees for the Fire Department Services

Date: November 5, 2012

Presenter(s): Fire Chief Brad Liggett Department: Fire Department

Overview/Background Information: During the 2012 and 2013 Municipal Operating Budget Process I was encouraged by the city council membership, City Manager Arft and my department membership to seek out forms of revenue that could help restore our department to its 2011 Operational Capacity. The fire department was charging residents and non-residents for services rendered during hazardous materials incidents and special rescue situations requiring highly technical for many years.

The city is allowed to recoup costs from spillers through the United States Code SARA Title 3. The department implemented an extrication fee for vehicle, machinery, high angle, trench collapse, and building collapse rescue services all encompassed with in the "extrication rescue fees". Also incident command was included as a response cost for both of these services. The current billing responsibility lies in the Risk Managers office. At the time of this report I did not have collection rates but I will have them at the meeting on November 5.

In our research and networking with other departments and in consultation with our ambulance billing company we contacted subject matter experts at the company named Fire Recovery USA, Inc. They provided us with information on usual and customary charges and what their professional experience has been in collecting fees on behalf of fire departments. The list of fees they were charging closely matched what we were charging. The council heard their presentation on Monday, October 29, 2012.

Based on the recommendation of the vendor we reconfigured our fees to include those usual and customary charges in the format they presented to us including items we are currently charging for. We did this to capture untapped sources of revenue that through the vendors experience collecting on 75% of billable revenue. Those untapped resources include a basic fee for Motor Vehicle Incidents and a tiered fee structure for more complicated motor vehicle responses including car fires. This also included a tiered fee structure for special rescue and hazardous materials response where previously we charged a flat fee. We also added a fee fire water pipeline breaks, and fire investigation. We will not charge for fires.

Also we included a fee for fire investigation. In February of 2012 Wisconsin became a Daubert State. This requires that anyone conducting fire investigation and testifying for an arson or fire origin and cause trial must be an expert witness. The only expert witness in Rock County is employed by the Beloit Fire Department. The training investment to build this resource is very expensive and the liability to the City of Beloit is tremendous for improper fire investigation. Therefore we believe it was prudent to begin charging a fee for these investigations when they occur. We investigate about 115 fires each year and an investigation can take fifteen minutes to several hours.

The rest of these fees are defined in the attached documentation.

The insurance industry is balking at these charges. Discussions in peer groups and articles in trade magazines indicate that the insurance industry is seeking legislation to outlaw these fees. If I had something to compare this program too it would be the insurance industry. Our tax dollars provide for the base policy whether we use it or not. When we use the policy there is a deductible we all have to pay. These fees are that deductible.

The final component to this program is the service provider. We will need to outsource this work to a vendor that specializes in this type of service including an third party agency for collection. We anticipate a 20% collection and processing fee that has been incorporated as the cost of our base fee structure. This will greatly improve our collection process.

Key Issues (maximum of 5):

1. We are currently charging for these services and we are collecting revenue from internal customers, insurance companies and residents.
2. We are not charging for fire response except in the instance of non-resident vehicle and trailer fires. We currently do no charge for fire response.
3. In 1999 the city moved from billing ambulance in the treasurer's office where we improved our collection rate from 29% to 65%. Using a service to collect these fees should result in increased revenue for the **department**.

4. Alternative funding sources based in user fees is becoming the norm for recouping operational cost for fire departments. The United States Fire Administration under President Bush recommended these fees as options to reduce the burden of these cost centers and ever expanding mission of the fire service on the tax payer.
5. Our Subject matter expert has a national client list of 320 clients, 29 in Illinois, 2 in Wisconsin. There are many departments in Wisconsin that charge fees I will present survey results Monday.
6. We will be selecting a vendor from a competitive bid process that will commence once the ordinance is approved.

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

This is compliant with city goal number 1.

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.

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: Adopt the ordinance authorizing the fire department to charge fees described in the ordinance.

Fiscal Note/Budget Impact: The department has collected fees for extrication and hazardous materials services. The three years history is detailed her in actual revenue. We will have billed vs collected data at the council meeting.

2009	2010	2011	2012
\$31, 609	\$44,652	\$17,854	\$28,000

Projection from our subject matter expert we are expecting net \$100,000 in total revenue. Removing structure fires and resident vehicle fires we are projecting net revenue of approximately \$68,000. Projections will be affected by the actual number of calls for service, report writing documentation and clarity, payee demographics, and actual time on scene when services are provided.

Attachments:

Draft Ordinance
Standard Billing Rates

Typical Mitigation Rates

BASED ON PER HOUR

MOTOR VEHICLE INCIDENTS

Level 1 – Resident \$435.00 Non-Resident \$525.00

Provide hazardous materials assessment and scene stabilization. This will be the most common “billing level”. This occurs almost every time the fire department responds to an accident/incident.

Level 2 – Resident \$495.00 Non-Resident \$595.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE – Non-Resident Only \$725.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 4 - Resident \$1,800.00 Non-Resident \$2,160.00

Includes Level 1 & 2 services as well as extrication (heavy rescue tools, ropes, airbags, cribbing etc.). We will bill at this level if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Level 5 - Resident \$2,200.00 Non-Resident \$2,640.00

Includes Levels 1, 2, & 4 services as well as Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter is utilized to transport the patient(s).

Level 6

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual,

customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

HAZMAT

Level 1 – Resident \$700.00 Non-Resident \$840.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

Level 2 – Resident \$2,500.00 Non-Resident \$3,000.00

Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

Level 3 – Itemized Claim Charges Non-Resident 20% Mark-Up

Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene.

PIPELINE INCIDENTS

(Includes, but not limited to: Gas, Sewer, Septic to Sewer, and Water Pipelines)

Level 1 – Resident \$400.00 Non-Resident \$480.00

Basic Response: Claim will include engine response and first responder assignment, perimeter establishment, evacuations, first responder set-up and command. Includes inspection without damage or breakage.

Level 2 – Resident \$1,000.00 Non-Resident \$1,200.00

Intermediate Response: Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command. May include HAZMAT team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair.

Level 3 – Itemized Claim Charges Non-Resident 20% Mark-up

Advanced Response: Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command. May include HAZMAT team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair of intermediate to major pipeline damage. May include set-up and removal of decon center, detection, recovery and identification of material. Disposal and environment clean up.

FIRE INVESTIGATION

Fire Investigation Team – Resident \$275.00 per hour. Non-Resident \$330.00 per Hour.

Includes:

- Scene Safety
- Investigation
- Source Identification
- K-9/Arson Dog Unit
- Identification Equipment
- Mobile Detection Unit
- Fire Report

The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates.

Itemized, per person, at various pay levels and for itemized products use.

WATER PIPE INCIDENTS

Level 1 Resident \$400 plus \$50 per hour, per rescue person.

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common “billing level”. This occurs almost every time the fire department responds to a water incident.

Level 2 Residents \$800 plus \$50 per hour, per rescue person.

Intermediate Response: includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

Level 3 \$2,000 plus \$50 per hour per rescue person, plus \$100 per hour per HAZMAT team member.

Advanced Response: includes Level 1 and Level 2 services as well as Hazardous Materials Team activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Level 4

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

SPECIAL RESCUE

Resident

\$400 for the first response vehicle plus \$50 per rescue person. Additional rates of \$400 per hour per response vehicle and \$50 per hour per rescue person.

Non-Resident

\$480 for the first response vehicle plus \$60 per rescue person. Additional rates of \$480 per hour per response vehicle and \$60 per hour per rescue person.

Itemized Response: each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

CHIEF RESPONSE

Resident \$250 per hour. Non-Resident \$300.00

This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.

MISCELLANEOUS

**Engine billed at Resident \$400 per hour. Non-Resident \$480.00 per hour.
Truck billed at Resident \$500 per hour. Non-Resident \$600.00 per hour
Heavy Rescue billed at Resident \$600 per hour. Non- Resident \$720.00 hour
Miscellaneous auxiliary equipment equipment billed at Resident \$300 per hour.
Non-Resident \$360.00**

Helicopter Landing Site Assistance

Resident \$2100.00 Non-Resident \$2,520.00

Setting up a safe landing zone and providing emergency fire protection for the aircraft. Billed to the responsible part for the accident or emergency. This is only for non FAA compliant landing sites.

MITIGATION RATE NOTES

The mitigation rates above are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department’s “actual personnel expense” and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

RESOLUTION
APPROVING THE 2013 ANNUAL ACTION PLAN AND COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) BUDGET

WHEREAS, the City of Beloit is required to submit a 2013 Annual Action Plan to the Department of Housing and Urban Development (HUD) in order to receive its 2013 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 2013 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 2013 Annual Action Plan, and

NOW THEREFORE BE IT FURTHER RESOLVED, that the City Council of the City of Beloit, Rock County, Wisconsin, approves the 2013 CDBG Budget as identified in the attached spreadsheet.

Adopted this 5th day of November, 2012.

BELOIT CITY COUNCIL

Charles M. Haynes, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: 2013 Annual Action Plan and 2013 Community Development Block Grant (CDBG) Budget

Date: November 5, 2012

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 2013 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 2013 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. Marc Perry, Director of Planning and Development at from Community Action, Inc. spoke and said that the CDBG funds allocated to public service organizations help the community immensely. No written comments were filed.

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:

2013 Annual Plan and Proposed 2013 CDBG budget



Fourth Program Year 2013 Action Plan

The CPMP 2013 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 2013 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 2013 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 2005-2009 American Community Survey data shows low-income census tracts in the City of Beloit as 15, 16, 17, 18, and 21. All of these census tracts also have high concentrations of very-low income households. Roughly 26% of households in the City of Beloit are living at incomes at or below 30% of the County Median 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 2013 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 2013 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 2013 Action Plan Sources of Funds response:

\$485,000 in Community Development Block Grant, \$137,673 in HOME Investment Partnerships program funds, approximately \$400,000 in Low Income Public Housing Operating Subsidy, \$3,135,000 in Housing Choice Voucher Housing Assistance Payment Subsidy, \$340,000 in Housing Choice Voucher Administrative Subsidy, and \$165,000 in Capital Fund Program dollars are expected to be available in 2013.

- 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 2013 Action Plan Sources of Funds response:

We do not intend to dedicate funds within a local targeted area in 2013.

- 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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 16, 2012 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 on July 11, 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 Community Development Authority recommended the following funding priorities at their June 27 meeting and the City Council adopted them at the July 16, 2012 hearing: Public Service programs which help stabilize neighborhoods by keeping people in their homes, with priority given to innovative evidence based homeless assistance programs, foreclosure prevention, credit counseling, financial counseling, and utility assistance; Code enforcement; Housing Rehabilitation; Economic Development activities with priority given to Microenterprise Assistance; Program Administration; and Fair Housing.

The CDBG budget process began when a notices were published on July 21 in the Beloit Daily News and July 22 in The Stateline News announcing that applications were available. A notice was also mailed to the CDBG mailing list on July 21, 2012 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 26, 2012 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 21. A notice was published in the Stateline News on September 30, 2012 and in the Beloit Daily News on September 29, 2012 notifying the public of the 30-day public review period which began on October 1, 2012 and ended on October 31, 2012. 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 15 and that final City Council action would take place on November 5, 2012. This notice was also mailed to the CDBG mailing list.

On October 15, a public hearing was held to give citizens an opportunity to comment on the proposed Annual Plan and proposed 2013 CDBG budget. Marc Perry, Director of Planning and Development at from Community Action, Inc. spoke at the public hearing. He said that the CDBG funds allocated to public service organizations help the community immensely. On November 5, the Annual Plan, and 2013 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 October 8, 2012, that discussed the impact of the 2010 Census on the CDBG formula, and Beloit's allocation. The article also explained that drastic fluctuations should be lessened in future years by the use of the American Community Survey. 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 2013 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 2013 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 2013 Action Plan Managing the Process response:

No one spoke during the public hearing on July 16, 2012. A public hearing was also held on October 15, 2012. Marc Perry, Director of Planning and Development at from Community Action, Inc. spoke and said that the CDBG funds allocated to public service organizations help the community immensely. 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 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. 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 2013 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 2013 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 2013 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 2013 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 2013 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 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 475 for public housing and 567 for Section 8 vouchers.

Of the 131 Public Housing units, 65 units have undergone major rehab which was completed in December of 2011. Phase 2 which is comprised of the remaining 66 units, began in October of 2011 and will be completed in October of 2012. This project is possible due to tax credit investors and the use of HUD Capital Fund monies.

It is not expected that any units will be removed from the public housing inventory in the near future, but some were 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. 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 2013 Action Plan Needs of Public Housing response:

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

Antipoverty Strategy

27. **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 2013 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 2013.
- The Beloit Housing Authority will continue to provide homeownership opportunities to Section 8 participants in cooperation with NHS in 2013.
- 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

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

PY 2013 Action Plan Barriers to Affordable Housing response:

1. The City updated its Analysis of Impediments to Fair Housing in January of 2012. The report concluded that the City has continues to meet the goals of affordable and fair housing.

The City has applied for 2013 CDBG funds to hire an intern to perform fair Housing outreach and education on a quarterly basis. City staff will continue enforcement activity in 2013.

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

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

PY 2013 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

30. **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 2013 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, which will expire in November of 2012. The City receives these funds through the State of Wisconsin, and they have applied for an extension through 2013 and are 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.

31. **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 2013. Again, please identify barriers to achieving this.**

PY 2013 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.

32. 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 2013 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.

33. **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 2013 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)

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

PY 2013 Action Plan ESG response:

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

35. **(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 2013 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.*

36. **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 2013 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*

- 37. 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 2013 Action Plan Community Development response:

\$485,000 in 2013 new grant dollars and an estimated \$195,100 in program income will be used for activities that benefit person of low- and moderate-income. \$74,100 of this is generated from LMI rental properties in the City-wide Rental Dwelling Permit program. This program requires all rental units to be inspected on a three year cycle to ensure the properties are maintained to the minimum standards outlined in the City's Property Maintenance Code.

- 38. 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 2013 Community Development response:

\$120,000 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 2013 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 2013 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 2013 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 2013 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 2013 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 2013 Community Development response:

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

39. 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 2013 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.

40. **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 2013 Community Development response:

This information is provided in Table 2B.

41. **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 2013 Community Development response:

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

HOME/ American Dream Down payment Initiative (ADDI)

NA

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

PY 2013 Action Plan HOME/ADDI response:

Not applicable.

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

PY 2013 Action Plan HOME/ADDI response:

Not applicable.

44. **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 2013 Action Plan HOME/ADDI response:

Not applicable.

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

PY 2013 Action Plan HOME/ADDI response:

Not applicable.

46. **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 2013 Action Plan HOME/ADDI response:

Not applicable.

47. **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 2013 Action Plan HOME/ADDI response:

Not applicable.

48. **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 2013 Action Plan HOME/ADDI response:

Not applicable.

49. **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 2013 Action Plan HOME/ADDI response:

Not applicable.

50. **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 2013 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.*

51. **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 2013 Action Plan HOPWA response:
Not applicable.

52. **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 2013 Action Plan HOPWA response:
Not applicable.

53. **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 2013 Action Plan HOPWA response:
Not applicable.

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

PY 2013 Action Plan HOPWA response:
Not applicable.

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

PY 2013 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.

2013 Community Development Block Grant Budget Spreadsheet

	2012 Award	2013 Request	2013 CDA Recommendation	2013 Council Approved
Public Service: 15% cap = \$118,500				
1 Community Action - Fatherhood Initiative and Skills Enhancement	\$ 18,193	\$ 60,000	\$ 16,695	
2 Family Services - The Key: Transitional Living Program	\$ 6,367	\$ 8,000	\$ 5,843	
3 Family Services - Beloit Domestic Violence Center: Emergency Housing	\$ 6,367	\$ 7,000	\$ 5,843	
4 Family Services - Home Companion Registry for Senior Personal Care	\$ 18,193	\$ 15,000	\$ 12,450	
5 Family Services - Homelessness Prevention and Rapid Rehousing Project	\$ 4,548	\$ 15,000	\$ 8,419	
6 Hands of Faith - Emergency Shelter for Homeless Families	\$ 6,822	\$ 9,000	\$ 6,261	
7 Merrill Community Center - Youth and Senior Programs	\$ 18,193	\$ 20,000	\$ 16,695	
8 NHS - Promoting and Preserving Homeownership through Education and Counseling	\$ 17,551	\$ 50,000	\$ 16,107	
9 Stateline Literacy Council - Hispanic Outreach for Comprehensive Literacy	\$ 18,193	\$ 30,000	\$ 16,695	
10 Voluntary Action Center - Beloit Senior Chore Service	\$ 6,367	\$ 7,202	\$ 5,843	
Total Public Services	\$ 120,794	\$ 221,202	\$ 110,852	
Planning and Program Administration: 20% cap = \$136,020				
*11 Fair Housing Activities	\$ -	\$ 25,000	\$ 15,000	
12 Program Administration (No Application Needed)	\$ 155,000	\$ 134,000	\$ 118,248	
Total Planning and Program Administration	\$ 155,000	\$ 159,000	\$ 133,248	
Code Enforcement				
13 Community Development Dept. - Code Enforcement / Inspection Program	\$ 96,000	\$ 135,000	\$ 110,900	
Total Code Enforcement	\$ 96,000	\$ 135,000	\$ 110,900	
Housing Rehabilitation				
14 Community Development Dept. - Housing Rehabilitation Revolving Loan Program	\$ 115,971	\$ 162,500	\$ 130,000	
Total Housing Rehabilitation	\$ 115,971	\$ 162,500	\$ 130,000	
Economic Development				
*15 Economic Development - Commercial and Industrial Revolving Loan Fund	\$ -	\$ 50,000	\$ -	
Total Economic Development	\$ -	\$ 50,000	\$ -	
GRAND TOTAL	\$ 487,765	\$ 727,702	\$ 485,000	
CDBG Funds Available	\$ 487,765	\$ 485,000	\$ 485,000	
Surplus/Deficit	\$ 0	\$ (242,702)	\$ (0)	

	2012 Estimated Program Income	2012 Actual Program Income		
Estimated Program Income				
17 Economic Development Revolving Loan Fund	\$40,000	\$ 35,000	\$ 63,000	
18 Code Enforcement	\$200,000	\$ 200,000	\$ 74,100	
19 Housing Rehabilitation Revolving Loan Fund	\$100,000	\$ 61,000	\$ 50,000	
20 Neighborhood Housing Services	\$10,000	\$ 9,000	\$ 8,000	
Total Estimated Program Income	\$350,000	\$ 305,000	\$ 195,100	
Total CDBG Budget	\$837,765		\$ 680,100	

Pub Service Cap = (2013 Grant + 2012 PI) x 15%	118,500
Planning Cap = (2013 Grant + 2013 PI) x 20%	136,020

**RESOLUTION
APPROVING THE 2013
HOME INVESTMENT PARTNERSHIP (HOME) BUDGET**

WHEREAS, the City of Beloit is expected to receive \$76,935 in HOME Investment Partnership (HOME) funds for City projects and \$60,738 in Community Housing Development Organization (CHDO) projects in 2013, and

WHEREAS, Neighborhood Housing Services of Beloit (NHS) and Community Action, Inc. (CAI) are both eligible Community Housing Development Organizations in the City of Beloit, and

WHEREAS, CHDO dollars are required to be expended on development activities and are recommended by the Community Development Authority to be used for acquisition-rehabilitation projects, and

WHEREAS, the City's housing rehabilitation loan program and acquisition-rehabilitation projects are eligible HOME projects, 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 2013 City HOME funds to the City's housing rehabilitation loan program for owner-occupied and rental rehabilitation projects and the 2013 CHDO funds to either NHS' or CAI's acquisition-rehabilitation programs.

Adopted this 5th day of November, 2012.

BELOIT CITY COUNCIL

Charles M. Haynes, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Consideration of the 2013 HOME Investment Partnerships Proposed Budget

Date: November 5, 2012

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 2013, we are estimating that the Consortium will receive \$404,922. Based on that budget, the City of Beloit's share would be \$76,935, and the CHDO share would be \$60,738.
3. On October 3, 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. At this time, the CDA is recommending that the CHDO dollars be used for acquisition-rehabilitation projects by either NHS or CAI. We will formally program those dollars in 2013.

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 2013 BUSINESS IMPROVEMENT DISTRICT
OPERATING 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-fourth 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; and

WHEREAS, the Downtown Beloit Association Board of Directors approved the 2013 Operating Plan and Budget on October 25, 2012; and

WHEREAS, the estimated 2012 Business Improvement District assessment is \$121,761.60.

NOW, THEREFORE, BE IT RESOLVED, that the 2013 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 Economic Development Corporation in 2013 to continue Beloit's designation as a Wisconsin Main Street Community.

Dated at Beloit, Wisconsin this 5th day of November 2012

Charles M. Haynes, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution approving the 2013 Business Improvement District Operating Plan and Budget

Date: Monday, November 5, 2012

Presenter(s): Shauna El-Amin

Department(s):

Economic Development

Overview/Background Information:

In 1987, the Downtown Beloit Association (DBA) was formed. In 1988, the Business Improvement District (BID) was formed along with designating Downtown Beloit as a Main Street Community. The BID is an essential source of income for the DBA. The BID Assessment rate will remain the same at \$3.88/1000, where it has been since 2007.

Key Issues (maximum of 5):

1. The estimated BID Assessment to be received in 2013 is \$121,761.60.
2. On October 25, 2012, the Downtown Beloit Association Board of Directors approved the Budget for 2013.

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

This project clearly supports Goal #2 since it has the potential to create new jobs and will leverage new private investment. The project also supports Goal #4 as it supports community revitalization.

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**
The Business Improvement District is a powerful economic development tool used to leverage private investment and creation of good paying jobs. This organization invests in the historic core of our community and preserves the heritage and economic vitality of Downtown Beloit for generations to come.

Action required/Recommendation: Staff recommends approval of the resolution.

Fiscal Note/Budget Impact: No impact on operating budget. Funded through the BID.



DOWNTOWN
BELOIT

Windows of Opportunity

2013

BUSINESS IMPROVEMENT DISTRICT OPERATING PLAN

be in it

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 BID. 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 BID 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 BID 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.

4. Increase Corporate Involvement: Much of Beloit's success to date in redeveloping Downtown is attributable to public-private partnerships. Beloit corporations should continue to 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, Farmers' Market, Celebrate Weekend and Street Dance, Grand Lighted Holiday Parade, Halloween Parade & Party, Holidazzle and Fridays 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 complement existing retail uses. New business startups 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 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 that is updated regularly. The Board of Directors will be responsible for overseeing the implementation of the work plan and will ensure the 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.

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.

OPERATIONS / EXECUTIVE COMMITTEE

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

OBJECTIVE: Strengthen Main Street Organization

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 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 Façade Grant program
- OBJECTIVE: Nominate properties for local historic designation
- OBJECTIVE: Continue Hanging Baskets and Flower Urns program

ECONOMIC RESTRUCTURING COMMITTEE

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

- OBJECTIVE: Continue business recruitment and retention programs
- OBJECTIVE: Implement marketing and business development projects
- OBJECTIVE: Publish online business directory
- OBJECTIVE: Develop Downtown marketing program

BOARD OF DIRECTORS

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 BID. 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.

Furthermore, an Operations / Executive Committee will meet on a monthly basis to manage the day to day

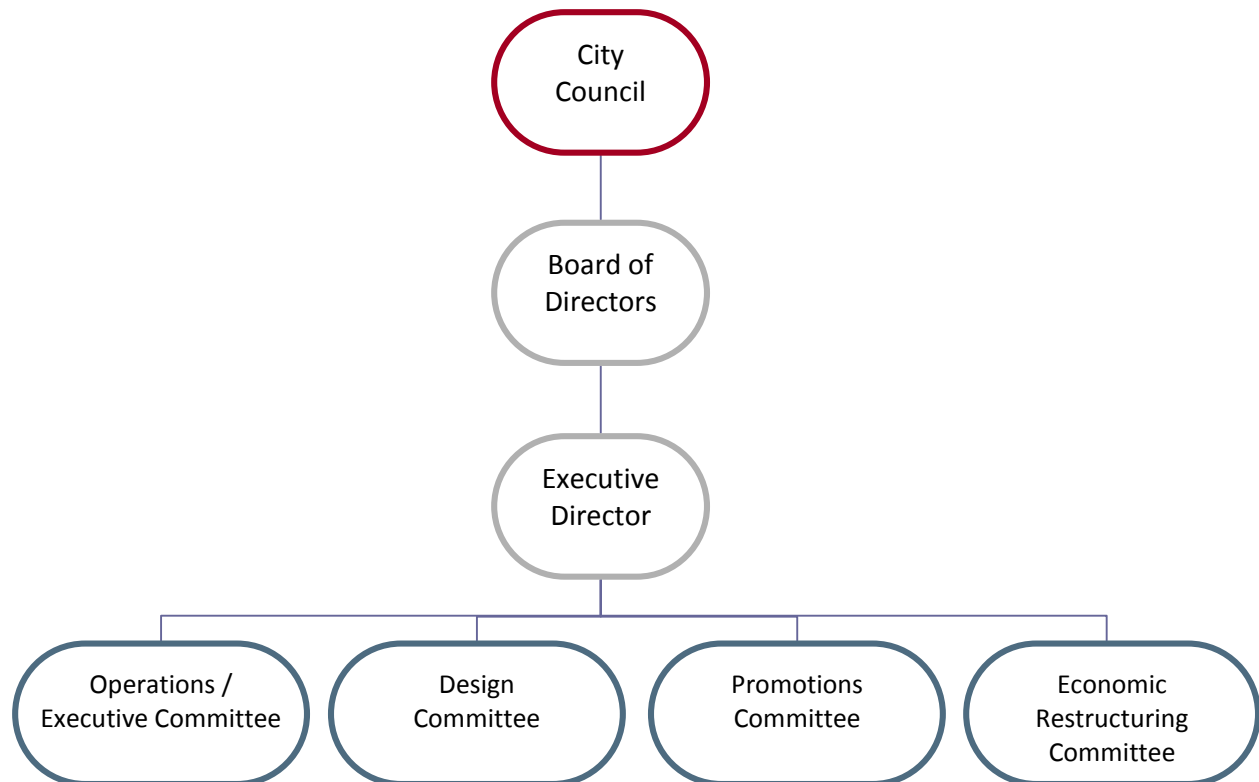
activities of the district. The Operations / Executive Committee will consist of the 4 (four) officers: Chairperson, Vice Chairperson, Secretary, and Treasurer. Other people on this committee will be the chair from each committee and the immediate Past Chairperson.

The board will consist of thirteen members, eight of which shall be property owners within the district. This board shall be appointed by 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 BELOIT ASSOCIATION



SPECIAL ASSESSMENT AND EXEMPTIONS

The projects proposed in the 2013 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 \$773,200 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 48.6% 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, 2013. The City of Beloit will assess Downtown properties and distribute those assessments to the Downtown Beloit Association's BID Board of Directors.

Clerical costs involved with the administration of the assessment shall be provided by the City of Beloit.

PROPOSED 2013 BUDGET

REVENUE

Misc. Income	\$ 12,000.00
Annual Dinner	1,000.00
Celebrate Downtown	30,000.00
Holidazzle	2,500.00
City of Beloit-Assessment	121,761.60
Showmobile	1,500.00
Investment Income	500.00
Hanging Baskets/Urns	5,000.00
Farmers' Market	25,000.00
Fridays in the Park	8,000.00
ArtWalk	3,200.00
Non-Assessed Members	1,000.00
Halloween Parade	1,250.00
Interest Income	100.00
Merchandise Sales	1,000.00
Grand Lighted Holiday Parade	2,000.00
Income Sub Total	\$ 215,811.60
Carry Over	181,111.57
Income And Assets Total	\$ 396,923.17

EXPENSES

Audit	\$ 2,100.00
Annual Meeting	1,000.00
Accounting Services	2,400.00
Conference/Training	4,000.00
Computer Replacement	1,500.00
Executive Director	45,000.00
Newsletter	350.00
Office Supplies	4,000.00
Postage	1,000.00
Promotions Coordinator	35,000.00
Rent/Utilities	12,000.00
Service Charges-City	4,300.00
Telephone	1,800.00
Vision Center Costs	1,000.00
Truck/Van Expense	700.00
Organization Exp. Sub Total	\$ 116,150.00

CID Project	\$ 500.00
Web site	500.00
Business Retention	1,000.00
Business Recruitment	1,000.00
Business Exp. Sub Total	\$ 3,000.00

Design-Façade Grants	\$ 4,500.00
Project Clean Sweep-Salaries	13,000.00
Project Clean-Supplies	1,500.00
Design-Sign Grants	2,000.00
Downtown Maintenance	5,000.00
Hanging Baskets/Urns	12,000.00
Banner/Brackets	1,000.00
Design Exp. Sub Total	\$ 39,000.00

Celebrate Weekend	\$ 10,000.00
Holidazzle	5,000.00
Farmers Market	10,000.00
Fridays in the Park	9,000.00
Halloween	1,250.00
Marketing Assistance	500.00
Showmobile	1,000.00
Merchandise	1,500.00
Volunteer Recognition	500.00
Co-Op Advertising	5,000.00
ArtWalk	2,500.00
Grand Lighted Holiday Parade	5,000.00
Promotions Exp. Sub Total	\$ 51,250.00

Total Expenses	\$ 209,400.00
Carry Over	<u>187,523.17</u>
Total Income/Cash Assets	\$ 396,923.17

CALCULATING THE ASSESSMENT

TOTAL BUDGET

Credits		
	Expected Income	\$ 94,050.00
	Balance Forward	<u>181,111.57</u>
Total Credits		\$ 275,161.57
Net Assessment @ \$3.88/1000		121,761.60
TOTAL		\$ 396,923.17

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 was \$3.88/1000
2012 Assessment is \$3.88/1000

**RESOLUTION AUTHORIZING CHANGES TO THE 2013 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 2013 budget, including proposed fee adjustments was the subject of a public hearing held on October 15, 2012, 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 2013 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, 2013.

SECTION 1. THE 2013 SCHEDULE OF FEES, CHARGES AND RATES FOR AMBULANCE SERVICES, MOTOR VEHICLE INCIDENTS, HAZMAT, PIPELINE INCIDENTS, FIRE INVESTIGATION, WATER PIPE INCIDENTS, SPECIAL RESCUE, INCIDENT COMMAND AND ITEMIZED APPARATUS.

A. 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>2012 Fee</u>	<u>2013 Fee</u>
a. Per run for advance life support transportation to a hospital or other facility (ALS1)	\$1,021.00	\$1,194.00
b. Per run for advance life support transportation to a hospital or other facility (ALS2)	\$1,123.00	\$1,305.00
c. Per run for basic life support transportation to a hospital or other facility	\$563.00	\$692.00
d. Per response when transportation is refused and 15 minutes have passed or treatment is rendered and transportation is refused	\$216.00	\$312.00
e. Per mile per loaded stretcher	\$14.00	\$15.00
f. Per person for administration of oxygen during transport.	\$51.00	\$56.00
g. Per run for out of town interfacility transfers	\$1,236.00	\$1,429.00

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>2012 Fee</u>	<u>2013 Fee</u>
a. Per run for advance life support transportation to a hospital or other facility (ALS1)	\$819.00	\$972.00
b. Per run for advance life support transportation to a hospital or other facility (ALS2)	\$901.00	\$1,062.00
c. Per run for basic life support transportation to a hospital or other facility	\$475.00	\$596.00
d. Per response when transportation is refused and 15 minutes have passed or treatment is rendered and transportation is refused	\$216.00	\$312.00
e. Per mile per loaded stretcher	\$14.00	\$15.00
f. Per person for administration of oxygen during transport.	\$51.00	\$56.00
g. Per run for out of town interfacility transfers	\$1,236.00	\$1,429.00

B. FEES FOR MOTOR VEHICLE INCIDENTS

1. Fees for Non-Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	NA	\$525.00
Level 2	N/A	\$595.00
Level 3 Car Fire	N/A	\$725.00
Level 4	N/A	\$2,160.00
Level 5	N/A	\$2,640.00
Level 6	N/A	Itemized Response

2. Fees for Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	NA	\$435.00
Level 2	N/A	\$495.00
Level 3 Car Fire	N/A	\$0.00
Level 4	N/A	\$1,800.00
Level 5	N/A	\$2,200.00
Level 6	N/A	Itemized Response

C. FEES FOR HAZMAT

1. <u>Fees for Non-Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	Basic Response	NA	\$840.00
Level 2	Intermediate Response	N/A	\$3,000.00
Level 3	Advanced Response	N/A	Itemized Claim Charges Non-Resident 20% Mark-Up
2. <u>Fees for Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	Basic Response	NA	\$700.00
Level 2	Intermediate Response	N/A	\$2,500.00
Level 3	Advanced Response	N/A	Itemized Claim Charges

D. FEES FOR PIPELINE INCIDENTS (Includes, but not limited to: Gas, Sewer, Septic to Sewer, and Water Pipelines)

1. <u>Fees for Non-Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	Basic Response	NA	\$480.00
Level 2	Intermediate Response	N/A	\$1,200.00
Level 3	Advanced Response	N/A	Itemized Claim Charges Non-Resident 20% Mark-Up
2. <u>Fees for Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1	Basic Response	NA	\$400.00
Level 2	Intermediate Response	N/A	\$1,000.00
Level 3	Advanced Response	N/A	Itemized Claim Charges

E. FEES FOR FIRE INVESTIGATION

1. <u>Fees for Non-Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>
		NA	\$330.00 per hour
2. <u>Fees for Residents.</u>		<u>2012 Fee</u>	<u>2013 Fee</u>

	NA	\$275.00 per hour
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F. FEES FOR WATER PIPE INCIDENTS

1. Fees for Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
Level 1 Basic Response	NA	\$400.00 plus \$50.00 per hour, per rescue person.
Level 2 Intermediate Response	N/A	\$800.00 plus \$50.00 per hour, per rescue person.
Level 3 Advanced Response	N/A	\$2,000.00 plus \$50.00 per hour, per rescue person. \$100.00 per hour per HAZMAT team member.
Level 4 Itemized Response		Custom Mitigation Rates

G. FEES FOR SPECIAL RESCUE

1. Fees for Non-Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
First Response Vehicle	NA	\$480.00 plus \$60 per rescue person
Additional Response Vehicle	N/A	\$480.00 plus \$60 per rescue person
Itemized Response	N/A	Custom Mitigation Rates

2. Fees for Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
First Response Vehicle	NA	\$400.00 plus \$50 per rescue person
Additional Response Vehicle	N/A	\$400.00 plus \$50 per rescue person
Itemized Response	N/A	Custom Mitigation Rates

H. FEES FOR FIRE INCIDENT COMMAND

1. Fees for Non-Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
	NA	\$300.00 per hour

2. Fees for Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
	NA	\$250.00 per hour

I. FEES FOR ITEMIZED APPARATUS

1. Fees for Non-Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
Engine Billed	NA	\$480.00 per hour
Truck Billed	N/A	\$600.00 per hour
Heavy Rescue Billed	N/A	\$720.00 per hour
Miscellaneous Auxiliary Equipment	N/A	\$360.00 per hour
Helicopter Landing Site Assistance	N/A	\$2,520.00

2. Fees for Residents.

	<u>2012 Fee</u>	<u>2013 Fee</u>
Engine Bill	NA	\$400.00 per hour
Truck Bill	N/A	\$500.00 per hour
Heavy Rescue Bill	N/A	\$600.00 per hour
Miscellaneous Auxiliary Equipment Bill	N/A	\$300.00 per hour
Helicopter Landing Site Assistance	N/A	\$2,100.00

SECTION 2. THE 2013 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>2012 Rate</u>	<u>2013 Rate</u>
Wednesday Golf & Cart special 18 holes (March 1- Sept. 15)	\$20.00	\$25.00
Sunday Golf & Cart special 18 holes (March 1- Sept. 15)	\$20.00	\$25.00

2. Season Pass

Seasonal Pass Single (Prior to March 1)	\$475.00	\$535.00
Seasonal Pass Single (After March 1)	\$535.00	\$550.00
Seasonal Pass Senior Single (Prior to March 1)	\$440.00	\$475.00
Seasonal Pass Senior Single (After March 1)	\$475.00	\$495.00
Seasonal Pass Family (2 Members) (Prior to March 1)	\$865.00	\$940.00
Seasonal Pass Family (2 Members) (After March 1)	\$940.00	\$1,010.00
Seasonal Pass Family (2+) (Prior to March 1)	\$990.00	\$1,150.00
Seasonal Pass Family (2+) (After March 1)	\$1,150.00	\$1,200.00
Seasonal Pass Junior (Prior to March 1)	\$180.00	\$205.00
Seasonal Pass Junior (After March 1)	\$205.00	\$215.00
Summer Pass Junior (Prior to March 1)	\$160.00	\$185.00
Summer Pass Junior (After March 1)	\$185.00	\$190.00
Limited Play – 20 rounds (Prior to March 1)	\$180.00	\$200.00

Twilight Pass Daily after 3 p.m. (After March 1)	\$295.00	\$305.00
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3. Cart Passes	<u>2012 Rate</u>	<u>2013 Rate</u>
Seasonal Rental Single	\$560.00	\$580.00
Seasonal Rental Couple	\$895.00	\$930.00

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

	<u>2012 Rate</u>	<u>2013 Rate</u>
1. Cemetery Spaced		
Grave space	\$770.00	\$800.00
Infant Space	\$215.00	\$225.00
Veteran Space	\$565.00	\$585.00
2. Grave Openings		
Weekday Burial	\$790.00	\$800.00
Saturday Burial	\$980.00	\$1,010.00
Holiday/Sunday Burial	\$1,170.00	\$1,215.00
Infant Weekday Burial	\$250.00	\$255.00
Cremains Weekday Burial	\$295.00	\$300.00
Cremains Saturday Burial	\$405.00	\$415.00
Cremains Holiday/Sunday	\$505.00	\$525.00
Disinterment full body	\$1,310.00	\$1,400.00
Infant Saturday Burial	\$360.00	\$370.00
Infant Burial Holiday/Sunday	\$380.00	\$395.00
Second burial in same place – casket or cremains	\$395.00	\$400.00
3. Marker Settings		
Single Markers	\$195.00	\$200.00
Double Markers	\$255.00	\$260.00
Reset Markers	\$195.00	\$200.00
Monument Foundation	\$525.00	\$540.00
Contractors Setting	\$33.00	\$35.00
Memorial bronze/granite	\$150.00	\$155.00
4. Cemetery other fees		
Perpetual care on NON PC space	\$485.00	\$500.00
Winter surcharge (Nov 15 – April 15)	\$120.00	\$150.00
Weekday OT surcharge after 4:00 p.m.	\$160.00	\$175.00
Grave Transfer	\$37.00	\$40.00
Quitclaim Deed Form	\$2.00	\$5.00

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. KRUEGER POOL

	<u>2012 Rate</u>	<u>2013 Rate</u>
Friday Fun Day	\$5.25	\$2.00 with canned good
Pool triathlon (Prior registration)	N/A	\$35.00
Pool triathlon (Post Registration)	N/A	\$45.00
Swim Team ages (5 to 10 yrs per person)	N/A	\$80.00
Swim Team ages (11 to 17 yrs per person)	N/A	\$90.00
Swim Team ages (18+ yrs per person)	N/A	\$95.00

D. LEISURE SERVICES/RECREATION

	<u>2012 Rate</u>	<u>2013 Rate</u>
Junior Golf League	N/A	\$10.00
Junior City Golf Tournament	N/A	\$5.00
Summer Day Camp extended care	\$26.00	\$15.00
Kid Stage	N/A	Set by Program

SECTION 3. THE 2013 SCHEDULE OF FEES, CHARGES AND RATES FOR SERVICES PROVIDED BY THE DEPARTMENT OF PUBLIC WORKS OPERATIONS.

A. DOWNTOWN BUSINESS ASSOCIATION FEE

	<u>2012 Rate</u>	<u>2013 Rate</u>
1. Downtown Business Association Service Fee	\$3,300.00	\$4,300.00

Dated at Beloit, Wisconsin this 5th day of November, 2012.

By _____
Charles M. Haynes,
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 2013

Date: November 5, 2012

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 2013 listed in the resolution have been incorporated into the 2013 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 2013 Budget.

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

The 2013 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 2013 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 2013 Including the 2013 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, 2013 and ending December 31, 2013; 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 2013 budget began on June 18th 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 1, 2012, 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 8, a budget workshop was 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 15, 2012, 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 2013; and

WHEREAS, the Council has now concluded its review of the proposed 2013 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 2013 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 2013, 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	326,903
City Attorney	402,902
Economic Development	233,072
Finance & Administrative Services	3,372,599
Police Department	11,667,564
Fire Department	7,404,644
Community Development	1,137,925
Department of Public Works	5,971,201
Total Expenditures	<u><u>\$30,563,296</u></u>

General Fund Revenues

Mobile Home Tax	\$14,000
Motel-Hotel Room Tax	50,000
Payments "In Lieu Of" Tax	745,300
Other Taxes	274,000
Licenses and Permits	718,964
Fines and Forfeitures	1,235,000
State Aids – Transportation	2,119,921
State Shared Aidable Revenue	16,176,491
Expenditure Restraint Program	655,728
Other State Aids	77,657
Computer Exemption	50,000
Use of Money – Property	382,800
Department Earnings	703,471
Other General Revenue	34,600
Other Financing Sources (Use of fund balance)	589,028
Total Non-Property Tax General Fund Revenue	<u>\$23,826,960</u>
General Fund Property-Tax Levy	<u>6,736,336</u>
Total Revenues	<u><u>\$30,563,296</u></u>

Debt Service Fund Expenditures

General Debt Service	<u>\$6,381,916</u>
Total Expenditures	<u><u>\$6,381,916</u></u>

Debt Service Fund Revenues

Federal Aid	\$102,472
Departmental Earnings	205,100
Other Financing Sources	<u>1,629,149</u>
Total Non-Property Tax Revenue	<u>\$1,936,721</u>
Debt-Service Property Tax Levy	<u>4,445,195</u>
Total Revenues	<u><u>\$6,381,916</u></u>

Capital Fund Expenditures

CIP Engineering	\$642,700
Vehicle & Computer Replacement Fund	<u>1,185,780</u>
Total Expenditures	<u><u>\$1,828,480</u></u>

Capital Fund Revenues

Cash & Property	\$120,500
Departmental Earnings	1,626,724
Other Financing Sources	<u>81,256</u>
Total Revenues	<u><u>\$1,828,480</u></u>

Enterprise Funds Expenditures

Golf Course	\$487,765
Cemeteries	338,170
Water Utility	6,144,212
Water Pollution Control	7,175,295
Storm Water Utility	979,572
Ambulance Fund	1,134,481
Transit	<u>2,047,079</u>
Total Expenditures	<u><u>\$18,306,574</u></u>

Enterprise Funds Revenues

Fines & Forfeitures	\$401,900
Licenses and Permits	1000
Intergovernmental Aids & Grants	1,074,906
Cash & Property Income	322,875
Departmental Earnings	15,228,180
Other Revenue	247,872
Other Financing Sources	<u>475,474</u>
Non-Property Tax Revenue	<u>\$17,752,207</u>
Property Tax Levy	<u>554,367</u>
Total Revenues	<u><u>\$18,306,574</u></u>

Special Revenue Funds Expenditures

Police Grants	\$459,000
Community Development Block Grant	680,100
Home Program	172,673
MPO Traffic Engineering	277,000
Park Impact Fees	0
TID #5 - Downtown Overlay	1,183,056
TID #6 - Beloit 2000 Riverfront	936,594
TID #8 - Industrial Park	151,108
TID #9 - Beloit Mall	156,165
TID #10 - Gateway Ind. Park	5,018,011
TID #11 - Industrial Park	114,885
TID #12 - Frito Lay	142,739
TID #13 - Milwaukee Road	491,085
TID #14 - 4th Street Corridor	44,409
Solid Waste Collection	2,542,262
Library Operations	2,173,016
Total Expenditures	<u><u>\$14,542,103</u></u>

Special Revenue Funds Revenue

Fines & Forfeitures	\$97,910
Intergovernmental Aids & Grants	1,974,052
Cash & Property Income	209,679
Departmental Earnings	2,519,130
Other Revenues	169,464
Other Financing Sources	79,471
Total Non-Property Revenues	<u>\$5,049,706</u>
TID Tax Increment	<u>\$7,572,020</u>
Property Tax Levy - Grants	144,500
Property Tax Levy - Library	1,775,877
Total Revenues	<u><u>\$14,542,103</u></u>

Internal Service Fund Expenditures

Liability Insurance	\$1,339,856
Health and Dental Plan	9,517,443
Equipment Operation & Maintenance	1,459,005
Total Expenditures	<u><u>\$12,316,304</u></u>

Internal Service Fund Revenues

Departmental Earnings	\$12,165,045
Other Revenues	135,790
Other Financing Sources	15,469
Total Revenues	<u>\$12,316,304</u>

2013 Operating Budget Summary

General Fund	\$30,563,296
Debt Service	6,381,916
Non-CIP Capital Funds	1,828,480
Enterprise Funds	18,306,574
Special Funds	14,542,103
Internal Service Funds	12,316,304
Total Budget before Capital Improvement Plan	<u>\$83,938,673</u>

BE IT FURTHER RESOLVED that there is hereby levied a property tax totaling the sum of \$13,656,275 from all the taxable properties in the City of Beloit as returned by the City Assessor in the year 2012 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	\$6,736,336
Debt Service Fund	4,445,195
Transit Fund	534,367
Cemetery Operations Fund	20,000
Beloit Public Library Fund	1,775,877
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>\$13,656,275</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	\$901,969
TIF District No. 6	864,316
TIF District No. 8	118,085
TIF District No. 9	90,089
TIF District No. 10	4,891,402
TIF District No. 11	111,931
TIF District No. 12	74,417
TIF District No. 13	478,559
TIF District No. 14	41,252
Total	<u>\$7,572,020</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 2013 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 \$7,116,485 funded as follows:

Capital Improvement Budget Revenues

Fund Balance	\$500,000
GO Debt	3,683,240
Equipment Fund	80,400
State/Fed. Grants	750,000
Special Assessments	195,000
Operating Budget	1,777,000
Other Financing Sources	<u>130,845</u>
Total Capital Improvement Revenues	<u><u>\$7,116,485</u></u>

Capital Improvement Budget Expenditures

Infrastructure Improvements	\$4,140,700
Development & Redevelopment	2,229,000
Buildings & Grounds	441,785
Capital Equipment	<u>305,000</u>
Total Capital Improvement Expenditures	<u><u>\$7,116,485</u></u>

Dated at Beloit, Wisconsin, this November 5, 2012.

Charles M. Haynes
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 2013 Operating, Capital Improvements, and Library Budgets and Levying the 2012 property taxes for the City of Beloit

Date: November 5, 2012

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

Department(s): Finance and Administrative Services

Overview/Background Information:

On October 1, 2012, the City Manager presented the 2013 proposed operating, capital improvements and Library budgets to the City Council for consideration. Subsequent to that submittal, on October 8 the Council met and held a workshop with city 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 15 in accordance with Wisconsin Statutes to provide the public an opportunity to comment on the proposed Budget. The Council has now concluded its review of the proposed 2013 operating, capital improvements and Library Budgets. The total Budgets for all funds for 2013 is \$91,055,158 a decrease of \$940,401 or 1.02% over the 2012 Budget. The total municipal property tax levy for 2012 is \$13,656,275 resulting in a proposed mill rate of \$10.311 a decrease of \$0.02 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. A PowerPoint presentation is attached showing the Proposed changes between to 2013 Proposed Budget and 2013 Adopted Budget.

Key Issues (maximum of 5):

- Balancing the 2013 Budget was predicated on the goal of having minimal impact on City services and programs.
 - There will be a \$181,866 increase in the property tax levy and the tax rate will decrease to \$10.311 per \$1,000 of assessed value.
 - There are no fee increases for major services such as sewer utility and storm water fees, or licenses and permits.
 - If eligible, there will be a filing with the PSCW for an inflationary increase in water rates.
 - There are minor fee adjustments for some departmental services which are highlighted in the corresponding fee resolution.
 - A modest \$589,028 of general fund balance is being used to balance the general fund budget.
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Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

The 2013 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 2013 Operating, Capital Improvements and Library Budgets and approval of the 2012 property tax levy.

Fiscal Note/Budget Impact:

The Budgets are balanced as presented.

2013 Operating & CIP Budgets Proposed Changes

November 5, 2012

Summary of 2013 Budget

	2012 Adopted Budget	2013 Proposed Budget	Change Amount	Percent Change
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General Fund	\$29,692,771	\$ 30,563,296	\$ 870,525	2.93%
Debt Service Fund	\$ 7,008,638	\$ 6,381,916	\$ (626,722)	-8.94%
Special Revenue Funds	\$14,192,907	\$ 14,542,103	\$ 349,196	2.46%
Enterprise Funds	\$17,919,626	\$ 18,306,574	\$ 386,948	2.16%
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Total Operating Budget	\$68,813,942	\$ 69,793,889	\$ 979,947	1.42%
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Internal Service Funds	\$12,257,593	\$ 12,316,304	\$ 58,711	0.48%
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Total Budget with Internal Service Fund	\$81,071,535	\$ 82,110,193	\$ 1,038,658	1.28%
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Capital Improvements Budget	\$10,924,024	\$ 8,944,965	\$ (1,979,059)	-18.12%
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Grand Total Budget	\$91,995,559	\$ 91,055,158	\$ (940,401)	-1.02%

2013 Proposed vs. Adopted Budget General Fund Changes

	2013 PROPOSED	2013 ADOPTED	CHANGE	PERCENT CHANGE
REVENUE:				
TAXES	(\$7,819,636)	(\$7,819,636)	\$0	0.00%
LICENSES & PERMITS	(\$718,964)	(\$718,964)	\$0	0.00%
FINES & FORFEITURES	(\$1,235,000)	(\$1,235,000)	\$0	0.00%
INTERGOVT AIDS/GRANT	(\$19,089,092)	(\$19,079,797)	\$9,295	-0.05%
CASH & PROPERTY INC.	(\$382,800)	(\$382,800)	\$0	0.00%
DEPARTMENTAL EARNINGS	(\$703,471)	(\$703,471)	\$0	0.00%
OTHER REVENUES	(\$34,600)	(\$34,600)	\$0	0.00%
OTHER FINANCING SRCE	(\$589,300)	(\$589,028)	\$272	-0.05%
TOTAL	(\$30,572,863)	(\$30,563,296)	\$9,567	-0.03%
EXPENDITURES:				
CITY COUNCIL	\$46,486	\$46,486	\$0	0.00%
CITY MANAGER	\$326,903	\$326,903	\$0	0.00%
CITY ATTORNEY	\$402,902	\$402,902	\$0	0.00%
ECONOMIC DEVELOPMENT	\$233,072	\$233,072	\$0	0.00%
FINANCE & ADMINISTRATION	\$3,372,599	\$3,372,599	\$0	0.00%
POLICE DEPARTMENT	\$11,679,755	\$11,667,564	(\$12,191)	-0.10%
FIRE DEPARTMENT	\$7,420,215	\$7,404,644	(\$15,571)	-0.21%
COMMUNITY DEVELOPMENT	\$1,119,730	\$1,137,925	\$18,195	1.62%
DEPT OF PUBLIC WORKS	\$5,971,201	\$5,971,201	\$0	0.00%
TOTAL	\$30,572,863	\$30,563,296	(\$9,567)	-0.03%

General Fund Budget Changes After Proposed Budget

	Reductions	Additions
Finance & Administration <u>REVENUES</u>		
1. General Transportation Aids Estimate	\$9,295	
2. Reduction in fund Balance for health Savings	\$18,467	

General Fund Budget Changes After Proposed Budget

	Reductions	Additions
Police Department <u>EXPENDITURES</u>		
1. Retiree post 65 health At current rate savings	\$12,191	
2. Cost of taking 3CSO's From Range 9 to 10		\$2,310
3. Cost of taking PT fleet Position to FT CSO		\$44,086
4. 1 Full Time CSO		\$62,723
5. Overtime for CSO's		\$15,881
6. Decrease contract For animal control	\$125,000	

General Fund Budget Changes After Proposed Budget

Reductions

Additions

Fire Department EXPENDITURES

1. Retiree post 65 health

At current rate savings \$15,571

General Fund Budget Changes After Proposed Budget

Reductions

Additions

Community

Development Department

REVENUES

1. Added fund balance

\$18,195

EXPENDITURES

1. 18% of Community &
Housing Services position

Added to general fund.

\$18,195

General Fund Budget Changes After Proposed Budget

Reductions

Additions

Parks & Leisure Services

DPW

EXPENDITURES

1. Savings for new

Senior Center Supervisor \$23,899

2. Additional money

For Parks extra personnel

\$23,899

2013 PROPOSED vs ADOPTED CIP CHANGES

CITY OF BELOIT

2013 CAPITAL IMPROVEMENT BUDGET

		2013 Proposed	2013 Adopted
Street Maintenance & Improvements			
	STREET MAINTENANCE	1,610,000	1,510,000
Repair and Renovation of Existing Operations			
	POHLMAN FIELD IMPROVEMENTS	32,785	132,785

Enterprise Fund Proposed vs. Adopted Budget Changes

	2013 PROPOSED	2013 ADOPTED	CHANGE	PERCENT CHANGE
REVENUES:				
TAXES	(\$554,367)	(\$554,367)	\$0	0.00%
LICENSES & PERMITS	(\$1,000)	(\$1,000)	\$0	0.00%
FINES & FORFEITURES	(\$401,900)	(\$401,900)	\$0	0.00%
INTERGOVT AIDS/GRANT	(\$1,074,906)	(\$1,074,906)	\$0	0.00%
CASH & PROPERTY INC.	(\$322,875)	(\$322,875)	\$0	0.00%
DEPARTMENTAL EARNINGS	(\$15,228,180)	(\$15,228,180)	\$0	0.00%
OTHER REVENUES	(\$247,872)	(\$247,872)	\$0	0.00%
OTHER FINANCING SRCE	(\$422,453)	(\$475,474)	(\$53,021)	12.55%
TOTAL	(\$18,253,553)	(\$18,306,574)	(\$53,021)	0.29%
EXPENDITURES:				
GOLF COURSE	\$487,765	\$487,765	\$0	0.00%
CEMETERIES	\$338,170	\$338,170	\$0	0.00%
WATER UTILITY	\$6,144,212	\$6,144,212	\$0	0.00%
WATER POLLUTION CONTROL	\$7,122,274	\$7,175,295	\$53,021	0.74%
STORM WATER UTILITY	\$979,572	\$979,572	\$0	0.00%
AMBULANCE	\$1,134,481	\$1,134,481	\$0	0.00%
MASS TRANSIT	\$2,047,079	\$2,047,079	\$0	0.00%
TOTAL	\$18,253,553	\$18,306,574	\$53,021	0.29%

Enterprise Fund Budget Changes After Proposed Budget

	Reductions	Additions
Wastewater <u>EXPENDITURES</u>		
1. Lab Technician I Position added		\$65,956
2. Reduction of Reserve account	\$12,935	
3. Fund balance applied		\$53,021