



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, June 6, 2011**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDER OF THE DAY/ANNOUNCEMENTS
 - a. Presentation of **State and National Main Street Awards** to the Downtown Beloit Association and Others (Kathleen Braatz, Downtown Beloit Association)
 - b. Proclamation Declaring June 5 through June 11, 2011 **NeighborWorks Week** (Christine Schlichting and Kathleen Adler, Neighborhood Housing Services)
 - c. Proclamation Declaring June 6 through June 10, 2011 **Bike to Work Week** and Recognizing the Dedication of the **Steve Gregg Memorial Path** (President Kevin D. Leavy)
4. PUBLIC HEARINGS
 - a. Resolution approving a **Conditional Use Permit for a Drive-through Use** in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue (Christensen) Plan Commission recommendation for denial (3-1)
 - b. Proposed Ordinance to amend the **Zoning District Map** to change the Zoning District Classification from R-3, Low-density Multi-family Residential District, to R-1B, Single-family Residential District, for the property located at 823 Parker Court (Christensen) 1st and 2nd readings Plan Commission recommendation for approval (4-0)
5. CITIZENS' PARTICIPATION
6. CONSENT AGENDA

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

- a. Approval of the **Minutes** of the Regular Meeting of May 16, 2011 (Houseman)
- b. Resolution approving the **Renewal of Alcohol Beverage Licenses** for the License Period July 1, 2011 – June 30, 2012 (Houseman) ABLCC recommendation for approval (5-0)
- c. Resolution approving a **Class "B" Beer and "Class C" Wine License** for Atlanta Bread Beloit LLC, d/b/a Atlanta Bread Beloit located at 2747 Milwaukee Road (Houseman) ABLCC recommendation for approval (5-0)

- d. Resolution approving a **Class “B” Beer and “Class B” Liquor License** for HRNS V Entertainment, d/b/a La Movida located at 1310 Cranston Road (Houseman) ABLCC recommendation for approval (5-0)
- e. Resolution approving a **Class “A” Beer and “Class A” Liquor License** for Akshar Brahma Inc., d/b/a Tobacco Shack located at 1212 Cranston Road (Houseman) ABLCC recommendation for approval (5-0)
- f. Resolution approving a **Class “B” Beer and “Class C” Wine License** for El Rancho Restaurant, LLC, d/b/a El Rancho Restaurant located at 2648 Prairie Avenue (Houseman) ABLCC recommendation for approval (5-0)
- g. Resolution approving a **Change of Agent** for the VFW of America, Mead-Allen Post #2306, located at 2811 Afton Road, to Wayne C. Bown (Houseman) ABLCC recommendation for approval (5-0)
- h. Resolution approving a **Change of Agent** for Midwest Adventure Group, d/b/a Paddle and Trail, located at 110 West Grand Avenue, to Walter Loos (Houseman) ABLCC recommendation for approval (5-0)
- i. Resolution approving the renewal of an annual **Mobile Home Park License** for the property located at 2601 Colley Road (Houseman)
- j. Resolution approving an **Easement for Wisconsin Power & Light Company** related to the Henry Avenue Bridge Reconstruction Project (Botts) Plan Commission Recommendation for approval (4-0)
- k. Resolution approving an **Easement for Charter Communications** related to the Henry Avenue Bridge Reconstruction Project (Botts) Plan Commission Recommendation for approval (4-0)
- l. Resolution approving a **Sidewalk Easement** for the property located at 28 State Street (Botts) Plan Commission Recommendation for approval (4-0)
- m. Resolution awarding **Public Works Contract C11-07** for the 2011 Intermittent Street Resurfacing Program (Botts)
- n. Resolution awarding **Public Works Contract C11-22** for the Clary Street Water Main (Botts)
- o. Resolution awarding **Public Works Contract C11-14** for the Park Avenue and Shirland Avenue Reconstruction Projects (Botts)
- p. Resolution establishing a **Neighborhood Stabilization Program 3** (Christensen)
- q. Resolution authorizing the City Manager to Apply for the **2011 HUD Lead Hazard Reduction Demonstration Grant** (Christensen)
- r. Application for an **Exception to the Architectural Review and Landscape Code** for the property located at 1255 Park Avenue (Christensen) Refer to Plan Commission

7. LICENSES

- a. Resolution approving a **Class “A” Beer and “Class A” Liquor License** for Dollar General located at 1520 Madison Road (Houseman) ABLCC recommendation for denial (3-2)
- b. Resolution approving a **Class “A” Beer and “Class A” Liquor License** for Dollar General located at 2240 Prairie Avenue (Houseman) ABLCC recommendation for denial (5-0)
- c. Resolution approving a **Class “A” Beer and “Class A” Liquor License** for Prairie Beverage Mart located at 2705 Prairie Avenue (Houseman) ABLCC recommendation for approval (4-1)

8. ORDINANCES – none

9. APPOINTMENTS – none

10. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

11. CITY MANAGER'S PRESENTATION

12. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution authorizing the City of Beloit to Advertise for Bids for **Public Works Contract C11-24** Gantry and Gantry Plaza (Botts/Braatz)
- b. Resolution approving the **Compliance Maintenance Annual Report** (Botts)
- c. Resolution approving the **2012 Strategic Plan** (York)

13. 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: June 1, 2011
Rebecca S. Houseman
City of Beloit City Clerk
<http://www.ci.beloit.wi.us>

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

WHEREAS, National NeighborWorks® Week was initiated in 1984 by a United States congressional resolution cosponsored by more than 240 members of Congress and signed by President Reagan;

WHEREAS, the formal introduction of National NeighborWorks® Week occurred in the spring of 1986 and began an annual, national celebration held the first through the second Saturday in June; and

WHEREAS, National NeighborWorks® Week is a celebration of neighborhood pride and unity among organizations in more than 4,414 urban, suburban, and rural communities across the country; and

WHEREAS, National NeighborWorks® Week celebrates the efforts of local organizations working with partners and volunteers to create healthier communities; and

WHEREAS, Neighborhood Housing Services of Beloit, a NeighborWorks® organization, has worked in the City of Beloit, for thirty-two years;

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council of the City of Beloit, does hereby proclaim Saturday, June 4, through Saturday, June 11, 2011, to be NATIONAL NEIGHBORWORKS® WEEK in the City of Beloit, Wisconsin, and urges all citizens to participate in the activities planned by Neighborhood Housing Services of Beloit.

Adopted this 6th day of June, 2011

BELOIT CITY COUNCIL

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

WHEREAS, for more than a century the bicycle has been an important part of the lives of most Americans; and

WHEREAS, the use of a bicycle is encouraged as a means of transportation to benefit all citizens by improving air quality, reducing traffic noise, and fostering exercise; and

WHEREAS, incorporating the development of bicycle facilities into the vision for revitalizing the City of Beloit encourages the use of bicycles as a viable mode of transportation and promotes safe and responsible bicycling; and

WHEREAS, former Assistant City Manager Steve Gregg suddenly and unexpectedly passed away in May, 2010; and

WHEREAS, Steve was an avid runner and cyclist and enjoyed using the City's bicycle and pedestrian path system; and

WHEREAS, his family and friends were desirous of creating a lasting legacy in his name for the enjoyment and use of Beloit's citizens and visitors; commemorate his meaningful contributions to the Beloit Community; and to recognize his vision and spirit; and

WHEREAS, a segment of the bicycle and pedestrian path in Riverside Park and along the east side of the Rock River from Henry Avenue south to Public Avenue has been named the Steve Gregg Memorial Path and will be officially dedicated on Saturday, June 11, 2011;

NOW, THEREFORE, THE CITY COUNCIL PRESIDENT OF THE CITY OF BELOIT, in conjunction with the Bicycle Federation of Wisconsin's promotion of "Bike to Work Week," does hereby proclaim the date of **June 11, 2011** as

STEVE GREGG DAY

in honor and recognition of his spirit and many contributions to the Beloit community.

Presented this 6th day of June, 2011.

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

RESOLUTION
AUTHORIZING A CONDITIONAL USE PERMIT TO ALLOW
DRIVE-THROUGH ALCOHOL SALES IN A C-3, COMMUNITY COMMERCIAL
DISTRICT, FOR THE PROPERTY LOCATED AT 2705 PRAIRIE AVENUE

WHEREAS, the application of Donna Disch for a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue, having been considered by the City Council of the City of Beloit, Wisconsin at a public hearing held for that purpose and due notice of said hearing having been given by publication as appears by the Proof of Publication on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council of the City of Beloit, Rock County, Wisconsin does hereby grant a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue in the City of Beloit, for the following described premises:

Lot 3 of a Certified Survey Map, as recorded in Volume 8, Pages 301-304, Certified Survey Maps of Rock County, all situated in the City of Beloit, County of Rock, State of Wisconsin. Said parcel contains 0.73 acre, more or less.

As a condition of granting the Conditional Use Permit, the City Council does hereby stipulate the following conditions and restrictions upon the Conditional Use, which are hereby deemed necessary for the public interest:

1. Prior to using the drive-through window, all existing Property Maintenance Code violations shall be corrected.
2. Prior to using the drive-through window, the applicant shall install two video surveillance cameras, one inside the building that is aimed at the seller and one outside that is aimed at the customer. The cameras shall be connected to a recording system that records transactions in real time and saves the previous 72 hours of footage.
3. If the applicant fails to obtain an Alcohol Beverage License or the license is revoked, this permit is null and void.
4. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission and City Council by amending this Conditional Use Permit. The Zoning Administrator may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of the standards and requirements of the City of Beloit Municipal Code.

Adopted this 6th day of June, 2011.

BELOIT CITY COUNCIL

Kevin D. Leavy, Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Conditional Use Permit Application for the property located at 2705 Prairie Avenue

Date: June 6, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Donna Disch has filed an application for a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue. There is an existing building on the subject property that was previously used as a fast food restaurant. The applicant intends to open a liquor store within the existing building, and wishes to use the existing drive-through window. Drive-through uses are a conditional use in all commercial zoning districts. If the Conditional Use Permit is approved, the City Council is authorized to impose conditions it deems necessary to reduce or minimize any potential adverse effects on surrounding properties.

Key Issues (maximum of 5):

- The existing building on the subject property was previously used as a fast food restaurant. The restaurant closed and the building has been vacant for approximately ten years. The use of the building as a liquor store is permitted in the C-3 district, provided that the applicant obtains an Alcohol Beverage License. This application only involves the drive-through component.
- The subject building has been vacant for more than ten years, which conveys a sense of distress and blight along an important commercial corridor. Ideally, the subject property would be utilized as a restaurant. The applicant has proposed the utilization of this blighted property, therefore Planning staff is not opposed to the operation of the proposed liquor store. However, the drive-through component raises serious public health and safety concerns.
- It is imperative that businesses selling alcoholic beverages verify the legal drinking age and sobriety of their customers. When customers must park their vehicles and enter a licensed establishment, their personal characteristics (e.g. height, weight, eye color, age) can be evaluated by the seller against their photo ID. However, when customers are seated in a vehicle and the seller is several feet away inside of the building, this verification becomes much more difficult. In addition, a seller will have difficulty detecting an intoxicated customer when the customer does not have to walk into the store and interact with the seller. Finally, the proposed drive-through has the potential to encourage the possession of open intoxicants. For all of the above reasons, the proposed drive-through may endanger public health, safety, and welfare.
- The Plan Commission reviewed this item on May 18, 2011 and voted (3-1) to recommend denial of the Conditional Use Permit.

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** – Drive-through uses actually increase dependence upon fossil fuels.
- **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:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact: N/A

Attachments: Resolution, Staff Report to the Plan Commission, and Letter from Owner.

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: May 18, 2011

Agenda Item: 3

File Number: CU-2011-02

Applicant: Donna Disch

Owner: Prairie Post LLC

Location: 2705 Prairie Avenue

Existing Zoning: C-3, Community Commercial District

Existing Land Use: Vacant Building

Parcel Size: 0.73 Acre

Request Overview/Background Information:

Donna Disch has filed an application for a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue. There is an existing building on the subject property that was previously used as a fast food restaurant. The applicant intends to open a liquor store within the existing building, and wishes to use the existing drive-through window. The attached **Location and Zoning Map** shows the location of the parcel involved in this application. The adjacent zoning and land uses are as follows:

- North: C-3, Community Commercial District; Commercial (Shopko Plaza)
- South: C-2, Neighborhood Commercial District; Commercial
- East: C-3, Community Commercial District; Commercial (Shopko Plaza)
- West: R-1A, Single-Family Residential District; Single-Family Dwellings

Drive-through uses are a conditional use in all commercial zoning districts. If the Conditional Use Permit is approved, the City Council is authorized to impose conditions it deems necessary to reduce or minimize any potential adverse effects on surrounding properties.

Key Issues:

- The existing building on the subject property was previously used as a fast food restaurant. The restaurant closed and the building has been vacant for approximately ten years.
- As stated above, the use of the building as a liquor store is permitted in the C-3 district, provided that the applicant obtains an Alcohol Beverage License. This application only involves the drive-through component.
- The subject property does not include any direct access to Prairie Avenue or Post Road. The subject property is accessible from a driveway that serves the adjacent Shopko Plaza.
- As shown by the worn pavement visible on the aerial photo, vehicles would enter the drive-through from the shared driveway and stop at the window on the north side of the building. Following the transaction, vehicles would circle the building in a counter-clockwise motion and exit onto the shared driveway.
- The subject property contains adequate off-street parking spaces for the proposed use.
- The Traffic Generation Manual that the City uses does not include statistics for drive-through liquor stores. The most similar use in the manual is a drive-through drug store, which generates 293 vehicle trips per day.
- The Director of Housing Services has reviewed this application and has noted that all outstanding code violations for the subject property must be corrected before the use is established.
- The City's other Review Agents have reviewed this application and have not submitted any comments or concerns.
- Public facilities and infrastructure exist in this area and the property receives the full range of municipal services.
- The attached Public Notice was sent to nearby property owners. As of this writing, Planning staff has received one letter opposing the proposed drive-through. A copy of that letter is attached to this report.
- **Findings of Fact**

Based on Section 2-504 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:

- a. *Whether the establishment, maintenance, or operation of the conditional use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;*
 - The subject building has been vacant for more than ten years, which conveys a sense of distress and blight along an important commercial corridor. Ideally, the subject property would be utilized as a restaurant. The applicant has proposed the utilization of this blighted property, therefore Planning staff is not opposed to the operation of the proposed liquor store. However, the drive-through component raises serious public health and safety concerns, as addressed below.
 - It is imperative that businesses selling alcoholic beverages verify the legal drinking age and sobriety of their customers. When customers must park their vehicles and enter a licensed establishment, their personal characteristics (e.g. height, weight, eye color, age) can be evaluated

by the seller against their photo ID. However, when customers are seated in a vehicle and the seller is several feet away inside of the building, this verification becomes much more difficult. In addition, a seller will have difficulty detecting an intoxicated customer when the customer does not have to walk into the store and interact with the seller. Finally, the proposed drive-through has the potential to encourage the possession of open intoxicants. For all of the above reasons, the proposed drive-through may endanger public health, safety, and welfare.

- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted;*
 - The proposed drive-through would not affect the use and enjoyment of nearby properties.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
 - The proposed drive-through would not substantially diminish or impair property values in the neighborhood.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
 - Not Applicable.
- e. *Whether the exterior architectural design or site layout of the proposed conditional use is so dissimilar or otherwise incompatible with existing or proposed development in the immediate neighborhood that it will cause a depreciation in property values;*
 - Although the building design and site layout are compatible with the neighborhood, the building and site need many repairs following ten years of vacancy.
- f. *Whether adequate utilities, access roads, drainage or other necessary facilities will be available to serve the proposed use at the time of its occupancy or use;*
 - Adequate facilities and infrastructure are available to serve the conditional use.
- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
 - The proposed drive-through would not cause traffic congestion.
- h. *Whether the conditional use will comply with all applicable regulations of the Zoning Ordinance.*
 - The conditional use would comply with all other applicable regulations of the Zoning Ordinance.

Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan recommends Planned Mixed Uses for the subject property, which is intended to guide the future redevelopment of the subject property and the surrounding area. Consideration of this request supports Strategic Goal #4.

Sustainability:

- **Reduce dependence upon fossil fuels** – Drive-through uses actually increase dependence upon fossil fuels.
- **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

Staff Recommendation:

The Neighborhood Planning Division recommends **denial** of a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at 2705 Prairie Avenue, based upon the above Findings of Fact. However, if the City Council decides to authorize the requested Conditional Use Permit, the Neighborhood Planning Division recommends the following conditions of approval:

1. Prior to using the drive-through window, all existing Property Maintenance Code violations shall be corrected.
2. Prior to using the drive-through window, the applicant shall install two video surveillance cameras, one inside the building that is aimed at the seller and one outside that is aimed at the customer. The cameras shall be connected to a recording system that records transactions in real time and saves the previous 72 hours of footage.
3. If the applicant fails to obtain an Alcohol Beverage License or the license is revoked, this permit is null and void.
4. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission and City Council by amending this Conditional Use Permit. The Zoning Administrator may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of the standards and requirements of the City of Beloit Municipal Code.

Fiscal Note/Budget Impact: N/A

Attachments: Location & Zoning Map, Photograph, Application, Public Notice, Mailing List, and Opposition Letter.

Location & Zoning Map

2705 Prairie Avenue

CU-2011-02



1 inch = 103 feet
0 25 50 100 150 Feet

Legend

- COB Parcels
- Zoning District

Map prepared by: Drew Pennington
Date: May 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: April 2008

NEIGHBORHOOD PLANNING DIVISION



CITY of BELOIT

Neighborhood Planning Division

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

Conditional Use Permit Application

(Please Type or Print)

File Number: CU-2011-02

1. Address of subject property: 2705 Prairie Avenue

2. Legal description: see attached

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

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

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

3. Tax Parcel Number(s): 206 21862000

4. Owner of record: Prairie Post, LLC Phone: 847-526-9066

400 n. main St. Wauconda IL 60084
(Address) (City) (State) (Zip)

5. Applicant's Name: Donna Disch

14617 W. Carroll Rd, Brodhead WI 53520
(Address) (City) (State) (Zip)

1608-295-5447 | hogpen@msn.com
(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: _____

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

A Conditional Use Permit for: Drive thru

_____ in a(n) C3 _____ Zoning District.

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

Principal use: for selling liquor / tobacco / cheese products
pop, beer

Secondary use: _____

Accessory use: _____

9. Project timetable: Start date: _____ Completion date: _____

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

() Owner

() Leasehold, length of lease: Five years

() Contractual, nature of contract: _____

() Other, explain: _____

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

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

Richard M. Blawrock | Richard Blawrock | 4/12/11
(Signature of Owner) (Print name) (Date)

Donna Disch | Donna Disch | 5-2-11
(Signature of Applicant, if different) (Print name) (Date)

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

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

To be completed by Planning Staff

Filing fee: **\$275.00** Amount paid: \$275.⁰⁰ Meeting date: May 18, 2011
No. of notices: _____ x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: [Signature] Date: 4/12/11



NOTICE TO THE PUBLIC

May 6, 2011

To Whom It May Concern:

Donna Disch has filed an application for a Conditional Use Permit to allow drive-through alcohol sales in a C-3, Community Commercial District, for the property located at:

2705 Prairie Avenue.

There is an existing building on the subject property that was previously used as a fast food restaurant. The applicant intends to open a liquor store within the existing building, and wishes to use the existing drive-through window. Indoor alcohol sales is a permitted use in the C-3 district, but drive-through uses are a conditional use in all commercial zoning districts. The following public hearings will be held regarding this proposed Conditional Use Permit:

City Plan Commission: Wednesday, May 18, 2011, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council: Monday, June 6, 2011, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

THE PUBLIC IS INVITED TO ATTEND THESE HEARINGS.

We are interested in your opinion.

Anyone bringing handouts to the Plan Commission meeting must bring ten (10) copies and submit them to the Recording Secretary before the meeting begins. Staff is unable to leave the meeting area to make copies.

For additional information, please contact Drew Pennington in the Neighborhood Planning Division at (608) 364-6711 or penningtond@ci.beloit.wi.us. Comments will be accepted via telephone, email, and U.S. Mail.

SCHOOL DISTRICT OF BELOIT
1633 KEELER AVE
BELOIT, WI 53511

KARL GASBARRA
6755 WEAVER RD
ROCKFORD, IL 61114

DONALD G, MARY & CHAD A
LUDLUM
1899 POST RD
BELOIT, WI 53511

PRAIRIE POST LLC
400 N MAIN APT 2
WAUCONDA, IL 600843042

RAY E & JOANNE K CAPES
2725 SCOTTIES DR
BELOIT, WI 535112250

GE CAPITAL FRANCHISE
FINANCE CORP
8377 E HARTFORD STE 200
SCOTTSDALE, AZ 85255

BELOIT PLAZA PARTNERS
LLC
400 N MAIN ST APT 2
WAUCONDA, IL 600843042

F/K/A BLACKHAWK STATE
BANK BLACKHAWK BANK
9609 FOREST HILLS RD
MACHESNEY PARK, IL 61115

Badger Spirits
2621 Prairie Ave.
Beloit, WI 53511
608-362-3000

City of Beloit
Mr. Larry Arft
100 State St.
Beloit, WI 53511
May 4, 2010


Dear Mr. Arft;

Regarding the proposed "Beverage Mart" on Prairie Avenue in the City of Beloit.

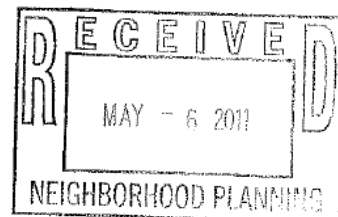
The proposed site includes a drive through window for the sale of alcohol and cigarettes. When I proposed my building which houses Badger Spirits in 2005, I was told that the City strongly discouraged my including a drive through window because they felt that those type of sales were harder to monitor for underage abuse. Having operated at our location for the past four years without a drive through window, I strongly object to another location having such a window. Underage drinking and smoking is a concern for all of us and having to check an ID without the benefit of having the person stand in front of you to compare with the description on their ID, makes it much harder. Weight and height cannot be judged when someone is sitting down. And, eye color can be difficult from a distance and with poor lighting.

I am not objecting to what they are selling, but I do object to allowing another store within a block of another store. Already we have 3 stores within a mile radius of each other plus almost every corner gas station is selling liquor and/or beer. My other question regarding the issuing of liquor licenses lies in drug stores and Dollar General stores seeking licenses. I don't look at them as a viable competitor but rather question their ability to control the sales of beer and alcohol to underage persons.

I hope you will consider my points.

Sincerely,

Alice Blue
President

Cc: City Planner
City Council
City Clerk



Blaurock Realty, Ltd
400 N. Main St., Unit 2
Wauconda, Illinois 60084

May 18, 2011

Beloit City Plan Commission

RE: 2705 Prairie
Beloit Wi

Dear Commission Member,

Our small shopping center owners group purchased the Beloit Shopko Plaza several years ago. Our goals and objectives to make this center highly successful have been difficult to achieve due to the national, regional and local economic conditions. The center currently has a 28% vacancy rate.

About 3 years ago in an effort to control the appearance, use and tenancy of the front corner of the property, Prairie and Post, we purchased the closed Hardee's Restaurant property and building. It is my understanding it has now been closed and unoccupied for about 10 years.

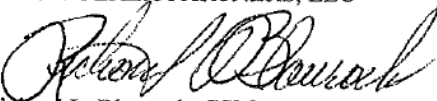
This spring I made it my mission to take over the leasing of both the shopping center and the Prairie Post/Hardees building. We have recently leased two spaces in the shopping center and hopefully will secure approval for our prospective tenant, Ms. Donna Disch to lease, occupy and operate a quality cheese and package liquor store in the closed Hardees building and utilize the existing drive thru facility. A quality good looking retail store at this location will help to make a more positive impression on neighbors, customers and prospective tenants for the shopping center.

This is an important step in the process to build confidence in the public in general, retailers and our current tenants and customers, that Beloit Shopko Plaza is viable and a convenient and competitive place to shop. Our goal and my commitment, is to lease the majority of the vacant space in the Beloit Shopko Plaza this year.

Thank you for your consideration of this important matter. Our tenant review, application process, credit review and general knowledge of Mr. And Mrs. Disch give us the confidence that they are good people and will operate a first class retail business at the front of our shopping center property. We are committed to remodel the Hardees building to make it a positive first impression of Beloit Shopko Plaza. We will also be making very visible improvements to the shopping center this summer as well.

Sincerely,

BELOIT PLAZA PARTNERS, LLC



Richard L. Blaurock, CSM
Managing Member

708-269-9860 Real Estate Fax: 847-526-9133
Brokerage • Development • Leasing • Management • Consulting

ALCOHOL-RELATED CONDITIONAL USE PERMITS

In 1999, the Zoning Ordinance was amended to require conditional use permits for drive-through uses in the City's C-1, C-2, and CBD Zoning Districts. Prior to 1999, drive-through uses were only required to obtain conditional use permits if there were two or more lanes in the drive-through. A single drive-through lane was allowed as long as it met certain design standards. In 2003, the Zoning Ordinance was amended to require a conditional use permit for all drive-through uses in the City's commercial and industrial zoning districts.

Turtle Tap – 1344 E. Grand Avenue

This business had a drive-through prior to the 1999 Zoning Ordinance amendment which required conditional use permits for drive-through uses in the C-2 zoning district this business is located in.

Tobacco Shack – 1212 Cranston Road

We are not certain when this drive-through was established. However, we do know that this business had a drive-through prior to the 2003 zoning ordinance amendment requiring one because when they did a building addition in 2002, the drive-through window was already constructed. Currently, this business sells packaged alcohol through the drive-through window.

Mad Matty's – 1314 Madison Road – denied in 2003

This applicant submitted an application for packaged alcohol sales and selling alcohol through a drive-through. Plan Commission recommended denial of the drive-through but recommended approval of the packaged alcohol sales. Applicant submitted an amended application just for packaged sales, and Plan Commission recommended approval. City Council denied the conditional use permit.

La Casa Grande – 618 Fourth Street – approved in 2004

When this conditional use permit to add a drive-through was approved, the resolution contained the following condition:

- The sale of packaged liquor shall not be permitted at the drive-up window. If the sale of liquor at the drive-up window is desired, an application must be submitted to amend this conditional use permit.

Walgreens – 910 Broad Street – approved in 2007

When this conditional use was approved prior to construction of the building, alcohol sales was not anticipated. Therefore, there is no condition related to alcohol sales in the drive-through.

CVS – 2149 Prairie Avenue – approved in 2008

When this conditional use was approved prior to construction of the building, CVS did not inform staff that they would be selling alcohol. Therefore, there is no condition related to alcohol sales in the drive-through.

CVS – 900 Fourth Street – approved in 2008

When this conditional use was approved prior to construction of the building, CVS did not inform staff that they would be selling alcohol. Therefore, there is no condition related to alcohol sales in the drive-through.

Atlanta Bread – 2747 Milwaukee Road – approved in 2008

When this conditional use permit for outdoor searing, outdoor alcohol sales and consumption, and a drive-in use was approved, the resolution contained the following condition:

- Alcoholic beverages shall not be sold to customers using the restaurant's drive-through window.

Walgreens – 1531 Madison Road – approved in 2010

When this conditional use permit to add alcohol sales at this location was approved, the resolution contained the following condition:

- Alcoholic beverages shall not be sold through the store's drive-through windows.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE
ZONING DISTRICT MAP OF THE CITY OF БЕЛОIT**

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

Section 1. The Zoning District Map of the City of Beloit, mentioned in the Zoning Code, Chapter 19 of the Code of General Ordinances of the City of Beloit, is amended as follows:

The following described land, also known as 823 Parker Court, is hereby changed from R-3, Low-Density Multifamily Residential District to R-1B, Single-Family Residential District:

Lot 2 of a Certified Survey Map, as recorded in Volume 34, Pages 184-186, Certified Survey Maps of Rock County, all situated in the City of Beloit, County of Rock, State of Wisconsin. Said parcel contains 0.228 acre, more or less.

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

Adopted this ____ day of _____, 2011.

City Council of the City of Beloit

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk

Published this ____ day of _____, 2011

Effective this ____ day of _____, 2011

01-611100-5231-_____

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Zoning Map Amendment Application for the property located at 823 Parker Court

Date: June 6, 2011

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Christine Schlichting, on behalf of Neighborhood Housing Services of Beloit, Inc., has submitted an application for a Zoning Map Amendment to change the zoning district classification from R-3, Low-Density Multifamily Residential District to R-1B, Single-Family Residential District, for the property located at 823 Parker Court.

Key Issues (maximum of 5):

- The applicant intends to construct a single-family dwelling on the subject property.
- Although single-family dwellings are permitted in the R-3 district, the minimum building setbacks are greater than those in the R-1B district, especially when applied to a single-family dwelling on a relatively small (9,944 square foot) lot.
- The minimum building setbacks in the R-1B district will allow the applicant to construct a contemporary single-family dwelling on the subject property.
- The Plan Commission reviewed this item on May 18, 2011 and voted unanimously (4-0) to recommend approval of this Zoning Map Amendment.

Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan recommends Mixed Residential uses, which includes single-family dwellings. This proposed Zoning Map Amendment is consistent with the Comprehensive Plan, as required by Section 66.1001(3) of Wisconsin Statutes. Consideration of this request supports City of Beloit Strategic Goal #4.

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

- **Reduce dependence upon fossil fuels** – This rezoning is related to an infill project that will create a new single-family dwelling on existing infrastructure near numerous destinations and transportation options.
- **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:

- City Council consideration and 1st and 2nd readings of the proposed Ordinance

Fiscal Note/Budget Impact: N/A

Attachments: Ordinance and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: May 18, 2011

Agenda Item: 4

File Number: ZMA-2011-04

Applicant: Christine Schlichting

Owner: NHS of Beloit, Inc.

Location: 823 Parker Court

Current Zoning: R-3

Existing Land Use: Vacant Land

Parcel Size: 0.23 Acre

Request Overview/Background Information:

Christine Schlichting, on behalf of Neighborhood Housing Services of Beloit, Inc., has submitted an application for a Zoning Map Amendment to change the zoning district classification from R-3, Low-Density Multifamily Residential District to R-1B, Single-Family Residential District, for the property located at 823 Parker Court. A map of the subject property and the surrounding area is attached to this report. The Zoning Ordinance directs the Plan Commission to hold a hearing and make a recommendation regarding a Zoning Map Amendment when the specific site and context are suitable for the uses permitted in the proposed zoning district. The R-1B District is primarily intended to accommodate single-family detached dwellings.

Key Issues:

- The applicant intends to construct a single-family dwelling on the subject property.
- Although single-family dwellings are permitted in the R-3 district, the minimum building setbacks are greater than those in the R-1B district, especially when applied to a single-family dwelling on a relatively small (9,944 square foot) lot.
- The minimum building setbacks in the R-1B district will allow the applicant to construct a contemporary single-family dwelling on the subject property.
- **Findings of Fact** - Based on Section 2-304 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:
 - a. *The existing use of property within the general area of the subject property;*
 - There are existing single-family and two-family dwellings in the area, and the subject property is adjacent to the Parker Bluff public housing development.
 - b. *The zoning classification of property within the general area of the subject property;*
 - The subject property is adjacent to a large R-1B district.
 - c. *The suitability of the subject property for the uses permitted under the existing zoning classification; and*
 - Although the subject property meets the minimum dimensional standards, its relatively small size make it somewhat unsuitable for multi-family residential uses.
 - d. *The trend of development and zoning map amendments in the general area of the subject property.*
 - The subject property is comprised of three lots that were recently combined into one through a Certified Survey Map (CSM) following the demolition of the structures on the lots.
 - The Parker Bluff property to the north was recently rezoned from R-3 to PUD.

Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan recommends Mixed Residential uses, which includes single-family dwellings. This proposed Zoning Map Amendment is consistent with the Comprehensive Plan, as required by Section 66.1001(3) of Wisconsin Statutes. Consideration of this request supports City of Beloit Strategic Goal #4.

Sustainability:

- **Reduce dependence upon fossil fuels** – This rezoning is related to an infill project that will create a new single-family dwelling on existing infrastructure near numerous destinations and transportation options.
- **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

Staff Recommendation:

Based upon the above Findings of Fact and the City's Comprehensive Plan, the Neighborhood Planning Division recommends **approval** of a Zoning Map Amendment to change the zoning district classification from R-3, Low-Density Multifamily Residential District to R-1B, Single-Family Residential District, for the property located at 823 Parker Court.

Attachments: Location & Zoning Map, Application, Public Notice, and Mailing List.

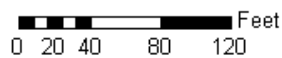
Location & Zoning Map

823 Parker Court

ZMA-2011-04



1 inch = 91 feet



Legend

- COB Parcels
- Zoning District

Map prepared by: Drew Pennington
Date: May 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: April 2008

NEIGHBORHOOD PLANNING DIVISION

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

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

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

Name(s): Christine Schlichting Phone: 362-9051
520 W Grand Ave Beloit WI 53511
(Address) (City) (State) (Zip)

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

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

Christine Schlichting / Christine Schlichting / 4/12/11
(Signature of Owner) (Print name) (Date)

_____/_____/_____
(Signature of Applicant, if different) (Print name) (Date)

In order for your request to be heard and considered in a timely manner, you must submit the completed application and all accompanying documents to the Neighborhood Planning Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting. This application must be submitted with the \$275.00 application fee. Applicants will also be charged a fee for mailing public notices at the rate of \$0.50 per notice. An invoice for this fee will be sent to the applicant, and it is typically between \$5.00 and \$20.00.

To be completed by Planning Staff			
Filing Fee: <u>\$275.00</u>	Amount Paid: <u>\$275.⁰⁰</u>	Meeting Date: <u>May 18, 2011</u>	
Number of notices: _____ x mailing cost (\$0.50) = cost of mailing notices: \$ _____			
Application accepted by: <u>Don Pennington</u>		Date: <u>4/20/11</u>	
Date Notice Published: _____		Date Notice Mailed: _____	



NOTICE TO THE PUBLIC

May 6, 2011

To Whom It May Concern:

Christine Schlichting, on behalf of Neighborhood Housing Services of Beloit, Inc., has submitted an application for a Zoning Map Amendment to change the zoning district classification from R-3, Low-Density Multifamily Residential District to R-1B, Single-Family Residential District, for the property located at:

823 Parker Court.

The applicant intends to construct a single-family dwelling on the subject property.

The following public hearings will be held regarding this application:

City Plan Commission: Wednesday, May 18, 2011, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council: Monday, June 6, 2011, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

THE PUBLIC IS INVITED TO ATTEND THESE HEARINGS.

We are interested in your opinion.

Anyone bringing handouts to the Plan Commission meeting must bring ten (10) copies and submit them to the Recording Secretary before the meeting begins. Staff is unable to leave the meeting area to make copies.

For additional information, please contact Drew Pennington in the Neighborhood Planning Division at (608) 364-6711 or penningtond@ci.beloit.wi.us. Comments will be accepted via telephone, email, and U.S. Mail.

DONALD BERG
218 ROOSEVELT AVE
BELOIT, WI 535115261

GARY WEINKAUF
1822 EMERSON ST
BELOIT, WI 53511

OUR SAVIORS LUTHERAN
CHURCH
749 BLUFF ST
BELOIT, WI 535115350

THEODORE CRAIG
202 ST LAWRENCE AVE
JANESVILLE, WI 53545

ANDREW MAURIZZI
807 BLUFF ST
BELOIT, WI 53511

JOE WALL
W7947 TOWNHALL RD
SHARON, WI 53585

MICHAEL RAMSDAIL
203 ROOSEVELT AVE
BELOIT, WI 53511

WILLIE BETTS
215 ROOSEVELT AVE
BELOIT, WI 53511

RONALD MOE
1732 CRANSTON RD
BELOIT, WI 53511

JOHN MITCHELL
811 BLUFF ST
BELOIT, WI 535115253

JUAN CRUZ
812 PARKER CT
BELOIT, WI 53511

FPS RENTAL INC
P O BOX 41
BELOIT, WI 535120041

FEDERAL HOME LOAN
MORTGAGE CORPORATION
3415 VISION DR
COLUMBUS, OH 43219

DENNIS & ROSE KEENEY
817 BLUFF ST
BELOIT, WI 535115253

JEAN A BLUM REVOCABLE
TRUST DTD 9/13/06
1610 14TH ST
MONROE, WI 53566

MARC J & JENNIFER
VANDERPAL
829 BLUFF ST
BELOIT, WI 53511

LEANNE VARNEY
835 BLUFF ST
BELOIT, WI 535115253

ANDY WENGER
843 BLUFF ST
BELOIT, WI 53511

DBA KANE PROPERTIES
DOUGLAS A CASH
P O BOX 1317
BELOIT, WI 535121317

TARA LAMB
857 BLUFF ST
BELOIT, WI 53511



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
Monday, May 16, 2011

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

1. The meeting was called to order at 7:03 p.m.

2. SPECIAL ORDER OF THE DAY/ANNOUNCEMENTS

- a. Vice President Van De Bogart presented a proclamation declaring May 15 through May 21, 2011 **Public Works Week** to Public Works Director Dave Botts. Mr. Botts thanked the Council for the recognition and invited the Council and the public to attend the Public Works Open House on Saturday, May 21, 2011 from 12:30 to 3:30 p.m. at 2351 and 2400 Springbrook Court.
- b. Vice President Van De Bogart presented a proclamation declaring May 15 through May 21, 2011 **Emergency Medical Services Week** to Fire Chief Brad Liggett. Chief Liggett thanked the Council and gave a brief history of emergency medical services in Beloit.

3. PUBLIC HEARINGS

- a. Community Development Director Julie Christensen presented a Resolution approving a **Conditional Use Permit for Indoor Alcohol Sales** in a C-2, Neighborhood Commercial District, for the property located at 412 Liberty Avenue. It was noted that the Plan Commission recommended approval 3-1. Ms. Christensen gave a brief history of the sale of alcohol on this property. President Leavy opened the public hearing. Emad Qutoum, 1997 Lane Drive, stated that he is the owner of this business and that he would not be able to stay in business without alcohol sales. He presented a training manual and identification scanner to the Council and said that he hopes he will never make a mistake and sell alcohol to underage persons again. President Leavy closed the public hearing. Councilor De Forest said that she appreciates the efforts made by the applicant, but hoping to not make the same mistake is not good enough. She indicated that a liquor license is a privilege and that the Council must take alcohol licensing and violations seriously. Councilor De Forest also noted that, according to the staff report from Planning staff, several neighbors had expressed concern about the sale of alcohol at this location. She said that a machine does not guarantee compliance. Councilor Newnham noted that, before the Council revoked Mr. Qutoum's license in 2010, the Alcohol Beverage License Control Committee recommended suspension instead of revocation. Councilor Luebke indicated that he was at the Alcohol Beverage License Control Committee meeting on May 10, 2011, and Mr. Qutoum convinced him that he would not sell to underage persons again. Councilor Van De Bogart said that while he does not want to deny an individual the chance to make a living, the Council needs to look at the bigger picture and the message they are sending to other alcohol retailers. President Leavy noted that Planning staff recommended denial of this Conditional Use Permit. Councilor Luebke made a motion to approve the Conditional Use Permit, and Councilor Spreitzer seconded. The motion for approval failed 2-5 with Councilors Luebke and Newnham voting in favor and Councilors Leavy, Van De Bogart, Haynes, De Forest, and Spreitzer voting in opposition. File 8489
- b. Ms. Christensen presented a Resolution approving a **Planned Unit Development – Master Land Use Plan** for the properties located at 220 Portland Avenue and 840 Fifth Street. It was noted that the Plan Commission recommended approval 4-0. Ms. Christensen reviewed a summary of the project, which is part of the City's public housing redevelopment project. President Leavy opened and closed the public hearing without participation. Councilor Van De Bogart moved to approve the Resolution, Councilor Newnham seconded, and the motion carried. File 8493

- c. Ms. Christensen presented a proposed Ordinance to amend the **Zoning District Map** to change the Zoning District Classification from R-3, Low-density Multi-family Residential District, to PUD, Planned Unit Development District, for the properties located at 220 Portland Avenue and 840 Fifth Street. It was noted that the Plan Commission recommended approval 4-0. Ms. Christensen described the project and the PUD process and requested that the Council perform the first and second reading of the Ordinance. President Leavy opened and closed the public hearing without participation. Councilor Van De Bogart asked Tom Landgraf, Dimension Development, if the project is on time and on budget at this point. Mr. Landgraf indicated that some public housing funds may need to be reshuffled in the future if the federal government cuts public housing appropriations. Councilor De Forest moved to suspend the rules for a first and second hearing of the Ordinance, and Councilor Haynes seconded. The motion carried. On the merits of the Ordinance, Councilor De Forest moved to enact the Ordinance, and Councilor Spreitzer seconded. The motion carried. Ordinance No. 3442 File 8493

4. CITIZENS' PARTICIPATION – none

5. CONSENT AGENDA

Councilor De Forest requested to remove item 5.b. from the Consent Agenda. Councilor Haynes moved to adopt, Councilor Luebke seconded, and the motion carried that the following items from the Consent Agenda be accepted, approved, adopted, or referred and acted upon as required by state and local codes except item 5.b.

- a. **Minutes** of the Joint City Council/Community Development Authority Meeting of May 2 and the Regular Meeting of May 2, 2011 were approved.
- c. Application for a **Zoning Map Amendment** to change the Zoning District Classification from R-3, Low-density Multi-family Residential District, to R-1B, Single-family Residential District, for the property located at 823 Parker Court was referred to Plan Commission. File 8228
- d. Application for an **Easement for Wisconsin Power & Light** related to the Henry Avenue Bridge Reconstruction Project was referred to Plan Commission. File 8265
- e. Application for an **Easement for Charter Communications** related to the Henry Avenue Bridge Reconstruction Project was referred to Plan Commission. File 8265
- f. Application for a **Sidewalk Easement** for the property located at 28 State Street was referred to Plan Commission. File 7711
- g. Resolution approving **Temporary Class “B”/”Class B” Retailer’s License** for an Art Walk event at the Visit Beloit Office at 500 Public Avenue was approved. File 8449
- b. Councilor De Forest requested information regarding other establishments with drive-through alcohol sales in the City of Beloit. Ms. Christensen stated that there are two such establishments in the City and both have had drive-through alcohol sales since before a drive-through use required a Conditional Use Permit. Councilor De Forest moved to refer the application for a **Conditional Use Permit for a Drive-Through Use** for the property located at 2705 Prairie Avenue to Plan Commission. Councilor Haynes seconded and the motion carried. File 8496

6. LICENSES

- a. The Council did not take action on a Resolution approving **Class “A” Beer and “Class A” Liquor License** for Emad Qutoum d/b/a Liberty Mart, 412 Liberty Avenue, because the Conditional Use Permit required for indoor alcohol sales at this location was denied earlier in the meeting. File 8449

7. ORDINANCES – none

8. APPOINTMENTS – none

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- a. Councilor De Forest encouraged all residents to attend the Department of Public Works Open House on May 21st.
- b. Councilor Haynes mentioned that the Council has participated in a Strategic Planning workshop, and he encouraged residents to voice their opinions about the upcoming budget cycle.

- c. Councilor Luebke commended Councilor Haynes on the article and pictures in the Beloit Daily News about his garden.
- d. Councilor Newnham said he was honored to attend the ribbon-cutting ceremony for the completion of the State Street reconstruction project with President Leavy. He also encouraged people to attend the ArtWalk event.
- e. Councilor Spreitzer said that he and Councilor Luebke attended a workshop in Madison the previous week for new elected officials. He also congratulated the Beloit College class of 2011 on graduation.
- f. President Leavy thanked all the Downtown Beloit Association members and other people involved in the State Street project. He encouraged people to tour the City and see how many great things are happening.

10. CITY MANAGER'S PRESENTATION

- a. Housing Services Director Tom Clippert presented the Annual **Code Enforcement Presentation** and updates. Councilor De Forest asked if the inspectors inform people that extensions are available, and Mr. Clippert said that they do. Councilor Van De Bogart commended Mr. Clippert and his staff for their work and indicated that he can see the difference they make. President Leavy asked how many extensions are given before tickets are issued, and Mr. Clippert said that if there is progress on the property, the inspectors give people as much time as they need to complete the work.

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution approving a **Lease Agreement** for a portion of the parking lot located at 321 Broad Street. Ms. Christensen presented the Resolution and stated that Bushel & Pecks, located at 328 State Street, has requested to install a pergola on the property behind the store, which is part of the City's parking lot at 321 Broad Street. Councilor Haynes moved to amend the title of the Resolution to reflect the correct address of the parking lot (321 Broad Street), and Councilor Newnham seconded. The motion carried. Councilor Luebke moved to approve the Resolution, and Councilor Van De Bogart seconded. The motion carried.
- b. Resolution amending the **2011 Capital Improvements Budget** to Reflect the Inclusion of the Gateway Monument Sign Improvement. Economic Development Director Andrew Janke presented the project, which includes a larger sign advertising the land in the Gateway Business Park and the fact that it is Certified Shovel Ready. He also indicated that the Greater Beloit Economic Development Corporation is donating \$5,000 and that no general fund dollars are being spent on the project. Councilor Luebke moved to approve, and Councilor Haynes seconded. The motion carried.

- 12. At 7:59 p.m., Councilor De Forest moved to adjourn the meeting, Councilor Luebke seconded, and the motion carried.

Rebecca S. Houseman, City Clerk

www.ci.beloit.wi.us

Date approved by Council:

**RESOLUTION APPROVING RENEWAL OF
ALCOHOL BEVERAGE LICENSES FOR
LICENSE PERIOD JULY 1, 2011 - JUNE 30, 2012**

WHEREAS, applications have been received for renewal for fermented malt beverage and intoxicating liquor licenses for licensing period July 1, 2011 to June 30, 2012 (see attached list); and

WHEREAS, the Alcohol Beverage License Control Committee recommends approval of these applications.

NOW, THEREFORE, BE IT RESOLVED that the renewal alcohol beverage license applications are approved.

Dated this 6th day of June 2011.

Kevin D. Leavy
President, City Council

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council

FROM: Alcohol Beverage License Control Committee

DATE: May 10, 2011

SUBJECT: Renewal alcohol licenses for July 1, 2011 to June 30, 2012

The Alcohol Beverage License Control Committee recommends approval of the submitted listing of renewal alcohol licenses for the license period July 1, 2011 through June 30, 2012.

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

NOTICE

APPLICATIONS FOR BEER/LIQUOR LICENSES 2011-2012

CLASS "B" BEER AND "CLASS B" LIQUOR

Alarm Box - Kathleen A. Davis, Business Address: 925 Fourth St., Home Address: 1326 Hackett St.

Alumni House - MTT Enterprises, Ltd. (Teresa L. Grooms, Agent) Business Address: 863 Fifth St., Home Address: 104 S. Wright St., Orfordville, WI

Applebee's Neighborhood Grill & Bar - The Bloomin' Apple Beloit, LLC (Scott Moen, Agent) Business Address: 2680 Cranston Rd., Home Address: 1439 S. Grant Ave., Janesville, WI

Asia Buffet – Asia LLC (May Chen, Agent) Business Address: 2787 Milwaukee Rd., Home Address: 1771 Harrison Ave.

Beloit College - Pearsons Hall – Board of Trustees of Beloit College (Peter J. Kraemer, Agent) Business Address: 700 College St., Home Address: 435 Central Ave.

Beloit Snappers - Beloit Professional Baseball Association, Inc. (Jeffrey S. Vohs, Agent) Business Address: 2301 Skyline Dr., Home Address: 2525 E. Hill Rd.

Bitters Pub – Ming Fong, Business Address: 1309 Madison Rd., Home Address: 1841 Garfield Ave.

The Bop – The Sicilian Restaurant, Inc. (Daniel Ainger, Agent) Business Address: 530 East Grand Ave., Home Address: 2774 Boulder Ct.

The Brass Rail – CPRTB, LLC (Ryan Roberts, Agent) Business Address: 646 Fourth Street, Home Address: 2016 Bradley St.

Bump and Run – Dennis E. Quinn and Georgia A. Quinn, Business Address: 1611 Hackett St., Home Address: 2350 Riverside Dr.

Bushel and Peck's – Jacqueline Gennett & Richard Horbaczewski, Business Address: 328 State St., Home Address: W8473 Smock Valley Rd., Monroe, WI

Café Belwah - Hendricks Riverfront, LLC (Tanya A. Meuret, Agent) Business Address: 500 Pleasant St., Home Address: 1237 Ninth St.

Carom Room – Dave Coles, Inc. (David L. Coles, Sr., Agent) Business Address: 614 East Grand Ave., Home Address: 942 Division St.

Cartunes Grill & Bar - Cartunes Grill & Bar, LLC (Janet Lynn Keesey, Agent) Business Address: 2640 Prairie Ave., Home Address: 3045 South Petunia Lane

Club Ballyhoo - Tilley Corporation (Teresa M. Donovan, Agent) Business Address: 902-904 Fourth St., Home Address: 17137 Avon Townline Rd., Brodhead, WI

Club Impulse - Aquarius Management Corporation (Wayne J. Pratt, Agent) Business Address: 132 West Grand Ave., Home Address: 3069 Park Ave.

Coyotes Bar and Banquet – Coyotes of Rock Co. LLC (Brad Lawver, Agent) Business Address: 107 Dearborn St., Home Address: 711 Azalea Terr.

Denali's Food & Spirits - Eric Newnham, Business Address: 443 East Grand Ave., Home Address: 443 ½ East Grand Ave.

Diamond Lanes – Diamond Lanes, LLC (Daniel B. Bucholtz, Agent) Business Address: 1218 Cranston Rd., Home Address: 3430 S. Prairie Ave.

Domenico's - Domenico's Pizza and Restaurant, Inc. (Cindy Ross, Agent) Business Address: 547 East Grand Ave., Home Address: 3708 N. Cedar Ridge Dr., Janesville

Eagles Club - Fraternal Order of Eagles Beloit 557, Inc. (Dennis Keeney, Agent) Business Address: 302 State St., Home Address: 817 Bluff St.

End Zone Bar & Grill - Sandra Manning-Brown, Business Address: 616 Fourth St., Home Address: 1127 Ridgeway St.

The Filling Station – Gopher's Filling Station, LLC (Wendy Talignani, Agent) Business Address: 1414 Cranston Rd., Home Address: 1738 Dell Dr.

Grand Slam - Ruckert Investments, Inc. (Thomas A. Ruckert, Agent) Business Address: 173 West Grand Ave., Home Address: 2440 S. Clover Ln.

Holiday Inn Express – Beloit Express, Inc. (Brenda S. Gould, Agent) Business Address: 2790 Milwaukee Rd., Home Address: 1113 Chapin St.

Jersey's Bar & Grill – Jerseys, Inc. (Tiffany Abraham, Agent) Business Address: 2770 Milwaukee Rd., Home Address: 1725 Burton St.

Kline's Club 88 - Kline's Club 88, Inc. (David L. Kline, Sr., Agent) Business Address: 65 Portland Ave., Home Address: 1948 Sun Valley Dr.

LaMovida - DeLara, Inc. (Jaime Hernandez, Agent) Business Address: 1310 Cranston Rd., Home Address: 2137 Deer Run., Delavan, WI **(Will give up license to HRNS V Entertainment LLC if Council grants them a license)**

The Last Lap - Last Lap, Inc. (James W. Sandmire, Agent) Business Address: 1028 Mary St., Home Address: 1206 Townline Ave.

Liberty Inn – Singles Family Enterprises, Inc. (Casey T. Singles, Agent) Business Address: 1901 Liberty Ave., Home Address: 2099 Yorkshire Dr.

Mike's Roadhouse – Cupcake Investments, LLC (Michael J. Fink, Agent) Business Address: 614 Broad St., P. O. Box 272, Home Address: 1940 Fairfax Ave.

The Mouse Tavern & Restaurant - Mickey Mouse Tavern, Inc. (Thomas R. Roehl, Agent) Business Address: 1408 Madison Rd., Home Address: 755 Petunia Ln.

Patti's Road Dawg Pub – PRD Saloon of Beloit, Inc. (Patti Vance, Agent) Business Address: 2956 Milwaukee Rd., Home Address: 5133 E. County Rd. S.

Pitchers Mound – Beloit Neighbors, LLC (Terrence Nass, Agent) Business Address: 2745 Prairie Ave., Home Address: 2942 S. Iris Dr.

Pizza Hut – Rockford Pizza, Inc. (Daniel M. Duffy, Agent) Business Address: 2787 Prairie Ave., Home Address: 1221 Bingham, Janesville

The Rock Bar & Grill - Hospitality on the Rock, Inc. (Jason A. Agate, Agent) Business Address: 101 Maple Ave., Home Address: 2734 Park Avenue

Sara's Pub – Sara's Pub, Inc. (Shpezime Fadilovski, Agent) Business Address: 1565-1567 Madison Rd., Home Address: 3605 Eagles Ridge Dr.

The 615 Club – P and G of Beloit, Inc. (Gregory L. Hatley, Agent) Business Address: 615 Broad St., Home Address: 1710 Morgan Terr.

Suds O'Hanahan's Irish Pub - O'Hanahan's Irish Pub, Inc. (Thomas L. Hankins, Agent) Business Address: 433, 435 East Grand Ave., Home Address: 1804 Henderson Ave.

Town Club – Debra E. Peterson, Business Address: 1900 St. Lawrence Ave., Home Address: 1925 Vernon Ave.

Turtle Tap - Turtle Tap, LTD (Curtis Brannon, Agent) Business Address: 1344 East Grand Ave., Home Address: 2108 East Ridge Rd.

VFW Club - V.F.W. Mead-Allen Post #2306 (Wayne C. Bown, Agent) Business Address: 2711 Afton Rd., Home Address: 2220 West Hart Rd. **NEW AGENT**

CLASS "B" BEER AND RESERVE "CLASS B" LIQUOR

Alibi Bar & Grill – BRBK LLC, Bonnie R. Kunde, Agent, Business Address: 1180 Madison Road, Home Address: 2480 Riverside Dr.

Center Court – Kandu Industries, Inc. (Rodney Oksuita, Agent) Business Address: 100 Eclipse Center, Home Address: 4500 Indian Lake Dr., Janesville

La Casa Grande - Casa Grande, Inc. (Ron Ross, Agent) Business Address: 618 Fourth St., Home Address: 3708 N. Cedar Ridge Dr., Janesville

Rose's Soulfood – Clancy L. Smith, Business Address: 201 Short Street, Home Address: 204 Middle Street

CLASS "A" BEER AND "CLASS A" LIQUOR

Aldi #48 - Aldi, Inc. (James Crouch, Agent) Business Address: 2780 Milwaukee Rd., Home Address: 946 Elm St.

BP Gas Station – Sembhi, Inc. (Kristin Loehr, Agent) Business Address: 2933 Milwaukee Road, Home Address: 1163 Milwaukee Rd.

Badger Spirits – Badger Spirits LTD (Alice Blue, Agent) Business Address: 2621 Prairie Ave., Home Address: 2077 S. Pow Wow Trail

Beloit Mobil on the Run – NDGAS LLC (Connie M. Gunning, Agent) Business Address: 2883 Milwaukee Rd., Home Address: 1601 E. Ridge Rd.

Cornellier Superstore - Cornellier Limited (Brad Lee Lawver) Business Address: 2909 Ford St., Home Address: 711 Azalea Terrace

CVS Pharmacy #8534 – Wisconsin CVS Pharmacy, LLC. (Judy A. Thomas, Agent) Business Address: 1063 Fourth St., Home Address: 2203 Staborn Dr.

CVS Pharmacy #5600 – Wisconsin CVS Pharmacy, LLC (Jean Ellen Curley, Agent) Business Address: 2149 Prairie Ave., Home Address: 2251 W. Creedy Rd.

Madison Road BP – Beloit Enterprises, Inc. (Gary O. Shoemaker, Agent) Business Address: 1343 Madison Road, Home Address: 14402 W. State Rd. 81, Brodhead

Wal-Mart Supercenter #2532 - Wal-Mart Stores East, LP (Seaborn Attaway, Agent) Business Address: 2785 Milwaukee Rd., Home Address: 3111 Crabapple Lane, Janesville

Walgreens #06096 – Walgreen Co. (Jessica Reavis, Agent) Business Address: 1901 Prairie Ave., Home Address: 128 W. Hidden Tr., #202., Elkhorn

Walgreens #12136 – Walgreen Co. (Brenda Neumann, Agent) Business Address: 910 Broad St., Home Address: 1107 W. State St., Janesville

Walgreens #11528 – Walgreen Co. (Tammy Patterson, Agent) Business Address: 1531 Madison Rd., Home Address: 1969 Virginia St.

Woodman's Food Market - Woodman's Food Market, Inc. (Peter J. Mentele, Agent) Business Address: 1877 Madison Rd., Mailing Address of Corporation: 2631 Liberty Lane., Janesville 53545-0741, Home Address: 2701 S. Paddock Rd.

CLASS "A" BEER

Beloit Citgo – MF Oil, Inc. (Gale Van Marter, Agent) Business Address: 1888 Shopiere Rd., Home Address: 1674 Sheridan Ave.

Beloit Mobil – Samra & Singh, Inc. (Harjinder S. Samra, Agent) Business Address: 1902 Shopiere Rd., Home Address: 1985 Pebble Dr.

Pilot Travel Center #289 – Pilot Travel Centers LLC (William J. Goodwin, Agent) Business Address: 3001 Milwaukee Rd., Home Address: N61W23715 Sumac Lane, Sussex, WI 53089

R & R Quick Marts – R & R Quick Marts, LLC (Narendra Patel, Agent) Business Address: 2158 Prairie Ave., Home Address: 1409 Center Ave., Janesville

Rollette Oil #1 - Rollette Oil Co., Inc. (Paul R. Simon, Agent) Business Address: 1451 Madison Rd., Home Address: 911 Suffolk Dr., Janesville

Speedway #2086 - Speedway SuperAmerica LLC (Ann M. Edgecomb, Agent) Business Address: 1107 Liberty Ave., Home Address: 2185 Linway Dr.

Speedway #4087 - Speedway SuperAmerica LLC (Jennifer D. Lococo, Agent) Business Address: 148 Liberty Ave., Home Address: W9215 RND Town Line, Delavan

Speedway #4293 - Speedway SuperAmerica LLC (Nancy A. Bryant, Agent) Business Address: 2781 Milwaukee Rd., Home Address: W9302 Cemetery Rd., Clinton

Tex's Grocery – Tex's Grocery, LLC (Fred Papendorf, Agent) Business Address: 1909 St. Lawrence Ave., Home Address: 6395 W. Cleophas Rd.

CLASS "B" BEER

American Industrial Arts Bldg. – Kandu Industries, Inc. (Rodney Oksuita, Agent) Business Address: 655 Third St., Suite 302, Home Address: 4500 Indian Lake Dr., Janesville

Beloit College Coughy Haus - Beloit College (Sean Keith, Agent) Business Address: 708 Clary St., Home Address: 700 College Street, Beloit College Box 203

Taqueria Azteca – Ruben Rosas, Business Address: 1910 Shopiere Rd., Home Address: 2543 Sunshine Ln.

Tony & Maria's - Antonino Piccione, Jr., Business Address: 1181 Madison Rd., Home Address: 1201 Madison Rd.

Turtle Tap Ball Park - Turtle Baseball Association, Inc. (Curtis Brannon, Agent) Business Address: 136 Dearborn Ave., Home Address: 2108 E. Ridge Rd.

CLASS "B" BEER AND "CLASS C" WINE

Bagels and More – Bagels & More, LLC (David J. Siekierski, Agent) Business Address: 324 State St., Home Address: 1632 Garfield Ave.

Beloit Fine Arts Incubator – Beloit Fine Arts Incubator, Inc. (Ben Henthorn, Agent) Business Address: 520 East Grand Ave., Home Address: 1113 B Bushnell St.

Happy Wok – Happy Wok Corporation (Mei Tjoe Kwan, Agent) Business Address: 2627 Prairie Ave., Home Address: 2160 Mandi Ln.

The Little Bistro – The Little Bistro LLC (Christine Charbonneau, Agent) Business Address: 315 State St., Home Address: 944 West St.

Nikki's Café – Nikki's Café of Beloit LLC (Lloyd M. Smith, Agent) Business Address: 604 Pleasant St., Home Address: 202 Apache Dr., Janesville

Paddle and Trail – Midwest Adventure Group, LLC (Walter Loos, Agent) Business Address: 110 West Grand Ave., Home Address: 10019 Ellendale, Edgerton **NEW AGENT**

Salvador's Restaurant - Salvador Z. Sanchez, Business Address: 907 Bayliss Avenue, Home Address: 2112 Roosevelt Ave.

Vince's Pizza - Vince's Pizza, Inc. (Vincenzo Gabriele, Agent) Business Address: 1050 Hackett St., Home Address: 1560 Cleveland St.

**RESOLUTION APPROVING CLASS "B" BEER AND
"CLASS C" WINE LICENSE**

WHEREAS, an application has been received for a Class "B" Beer and "Class C" Wine License for Atlanta Bread Beloit LLC, d/b/a Atlanta Bread Beloit ; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommends approval for a Class "B" Beer and "Class C" Wine License.

NOW, THEREFORE, BE IT RESOLVED, that the Class "B" Beer and "Class C" Wine License for Atlanta Bread Beloit LLC, d/b/a Atlanta Bread Beloit, 2747 Milwaukee Road, Sadique Isahaku, Agent, is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, City Council President

ATTEST:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Atlanta Bread

The Alcohol Beverage License Control Committee recommends approval of the Class "B" Beer and "Class C" Wine License application of Atlanta Bread Beloit, LLC, 2747 Milwaukee Road, Sadique Ishaku, Agent.

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 2011 20 11 ;
ending June 2012 20 12

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

County of Low 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): Atlanta Bread Beloit LLC

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	Member	GODFREY ANYANWU	1732 Morse	Beloit WI 53511
Vice President/Member	MEMBER	SADIQUE ISAHAKU	758 RETURN RD	
Secretary/Member				
Treasurer/Member				
Agent		SADIQUE ISAHAKU		
Directors/Managers				

3. Trade Name ATLANTA BREAD BELOIT Business Phone Number 608-364-1000
4. Address of Premises 2747 MILWAUKEE RD Post Office & Zip Code 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 employee 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 WI and date _____ of registration. Yes No
(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.) Restaurant - 1 story main sales area, coolers

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? _____
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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 13th day of April, 20 11
John J. Abrams
(Clerk/Notary Public)
My commission expires 12-11-11

John Anyanwu
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
Sadique Isahaku
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

Applicant's Wisconsin Seller's Permit Number: <u>Applied for</u>	
Federal Employer Identification Number (FEIN): <u>680679836</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input checked="" type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$50.00 <u>AD 4/13</u>
TOTAL FEE	\$

TO BE COMPLETED BY CLERK			
Date received and filed with municipal clerk <u>4-13-11</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
Isahakee Sadique					
Home Address (street/route)		Post Office	City	State	Zip Code
758 E. Petunia Ln			Beloit	WI	53511
Home Phone Number		Age	Date of Birth		Place of Birth
608-365-9629					ZADIA

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.
- A member of a LLC of Agent of Atlanta Bread Beloit
(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? 10+ 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 license; 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 <u>Atlanta Bread Beloit</u>	Employer's Address <u>2747 Milwaukee Rd</u>	Employed From <u>2007</u>	To <u>2010</u>
Employer's Name <u>Beloit College</u>	Employer's Address <u>700 College St Beloit, WI 53511</u>	Employed From <u>Sept 1998</u>	To <u>Aug 2008</u>

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 13th day of April, 2011
Jelena J. Ahrens
(Clerk/Notary Public)
 My commission expires 12-11-11

[Signature]
(Signature of Named Individual)



Printed on Recycled Paper

Wisconsin Department of Revenue

**RESOLUTION APPROVING CLASS "B" BEER AND
"CLASS B" LIQUOR LICENSE**

WHEREAS, an application has been received for a Class "B" Beer and "Class B" Liquor License for HRNS V Entertainment, LLC, d/b/a La Movida; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommends approval for a Class "B" Beer and "Class B" Liquor License.

NOW, THEREFORE, BE IT RESOLVED, that the Class "B" Beer and "Class B" Liquor License for HRNS V Entertainment, LLC, d/b/a La Movida, 1310 Cranston Road, Jaime Hernandez, Agent, is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, City Council President

ATTEST:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: LaMovida

The Alcohol Beverage License Control Committee recommends approval of the Class "A" Beer and "Class A" Liquor License application of HRNS V Entertainment, d/b/a LaMovida, 1310 Cranston Road, Jaime Hernandez, Agent.

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

April 21

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning JULY 1st 20 11 ;
ending JUNE 30 20 12

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

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

Applicant's Wisconsin Seller's Permit Number:	
Federal Employer Identification Number (FEIN): <u>45-1838256</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u> Pd 4-21-11
TOTAL FEE	\$

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):
ISMAEL HERNANDEZ JR - HRNS V ENTERTAINMENT LLC

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>ISMAEL HERNANDEZ</u>	<u>571 N LAKEWOOD TER</u>	<u>ROUND LAKE IL 60073</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>JAIME HERNANDEZ</u>	<u>2137 Deer Run</u>	<u>DeLavan, WI 53115</u>
Directors/Managers			

3. Trade Name LA MOVIDA Business Phone Number 224-321-4779

4. Address of Premises 1310 CRANSTON RD BELOIT Post Office & Zip Code WI 53546

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 _____ and date _____ of registration. Yes No
- (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.) Bar area Stage Dance Floor Storage Room

10. Legal description (omit if street address is given above): _____ Yes No
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? DeLava, Inc
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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 21 day of April, 20 11

[Signature]
(Clerk/Notary Public)

My commission expires 9-22-13

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
<u>4-21-11</u>	<u>5-2-11</u>	<u>N/A</u>	
Date license granted	Date license issued	License number issued	
<u>6-6-11</u>		<u>N/A</u>	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) HERNANDEZ JR ISMAEL			Social Security Number		
Home Address (street/route) 511 LAKEWOOD TERRACE		Post Office	City ROUND LAKE	State IL	Zip Code 60073
Home Phone Number 224-321-4779		Age	Date of Birth	Place of Birth LIBERTYVILLE 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.
- ISMAEL HERNANDEZ JR.** of **HRNS V ENTERTAINMENT**
(Officer/Director/Member/Manager/Agent) Resident (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? 0
- 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. HRNS V ENTERTAINMENT 1310 CRANSTON RD BELLEVILLE ROCK CO.
(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 license; brewery/winery permit or wholesale liquor manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. HRNS V ENTERTAINMENT 1310 CRANSTON RD BELLEVILLE ROCK CO.
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name JR EXTERIOR ROOFING	Employer's Address 511 LAKEWOOD TERRACE ROUND LAKE	Employed From NOV 2010	To TODAY
Employer's Name H.B. CONSTRUCTION	Employer's Address 511 LAKEWOOD TERRACE ROUND LAKE	Employed From APRIL 2008	To NOV 2010

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 21 day of April, 2011

[Signature]
(Clerk/Notary Public)

My commission expires 9-22-13

[Signature]
(Signature of Named Individual)



Printed on Recycled Paper

Wisconsin Department of Revenue

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) Hernandez Jaime			Social Security Number 2		
Home Address (street/route) 2137 Deer Run		Post Office	City Delavan	State WI	Zip Code 53115
Home Phone Number 262-215-5794		Age	Date of Birth	Place of Birth Mexico	

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 H R N S V Entertainment, 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:

1. How long have you continuously resided in Wisconsin prior to this date? 15 years
2. 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.)
3. 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.
4. 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. Delara LLC
(Name, Location and Type of License/Permit)
5. 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 license; brewery/winery permit or wholesale liquor manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. Delara LLC 7942 Canterbury Ridge
(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 <u>Palmer Hamilton</u>	Employer's Address <u>143 Jackson st suite 1</u>	Employed From <u>2-20-2000</u>	To <u>Present</u>
Employer's Name	Employer's Address <u>Elkhorn WI</u>	Employed From	To

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 April, 2011
[Signature]
(Clerk/Notary Public)
My commission expires 9-22-13

Jaime Hernandez
(Signature of Named Individual)



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 HRNS U. Entertainment 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 La movida
(trade name)

located at 1310 Cranston Road Beloit WI

appoints Jaime Hernandez
(name of appointed agent)

2137 Deer Run Delavan WI 53115
(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? 15 years

Place of residence last year 2137 Deer Run - Delavan WI

For: ISMAEL HERNANDEZ JR.
(name of corporation/organization/limited liability company)

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

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

ACCEPTANCE BY AGENT

I, Jaime Hernandez, 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.

Jaime Hernandez 4/23/11 Agent's age _____
(signature of agent) (date)
2137 Deer Run Delavan WI 53115 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)

**RESOLUTION APPROVING CLASS "A" BEER AND
"CLASS A" LIQUOR LICENSE**

WHEREAS, an application has been received for a Class "A" Beer and "Class A" Liquor License for Akshar Brahma, Inc., d/b/a Tobacco Shack; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommends approval of the Class "A" Beer and "Class A" Liquor License, and

NOW, THEREFORE, BE IT RESOLVED that the Class "A" Beer and "Class A" Liquor License for Akshar Brahma, Inc., d/b/a Tobacco Shack, 1212 Cranston Road, Jignesh Desai, Agent, is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Tobacco Shack

The Alcohol Beverage License Control Committee recommends approval of the Class "A" Beer and "Class A" Liquor License application of Akshar Brahma, Inc., d/b/a Tobacco Shack, 1212 Cranston Road, Jignesh Desai, Agent.

Recommendation for approval carried 5-0

Rebecca Houseman
City Clerk

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 20 11 ;
ending June 20 12

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

County of Rock 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): AKSHAR BRAHMA INC.

Applicant's Wisconsin Seller's Permit Number: <u>456-1027265213-03</u>	
Federal Employer Identification Number (FEIN): <u>27-0906920</u>	
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$ 500.00
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$ 500.00
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ 50 PD 4-15
TOTAL FEE	\$

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
<input checked="" type="checkbox"/>	President/Member	<u>Pras.</u>	<u>Tijndesh Desai</u>	<u>2777 N. Robinson Dr #3</u>
	Vice President/Member			<u>53511</u>
	Secretary/Member			
	Treasurer/Member			
	Agent	<u>Tijndesh Desai</u>		
	Directors/Managers			

3. Trade Name Tobacco Shack Business Phone Number (608) 363-0577
4. Address of Premises 1212 Cranston Rd Reboit Post Office & Zip Code 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 Wisc. and date 7-21-2010 of registration. Yes No
(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.) 3200 Self Building Sales Floor, Storage cooler

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? Tobacco Shack INC
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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 14 day of April, 20 11

[Signature]
(Clerk/Notary Public)

My commission expires 11-25-12

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-15-11</u>	Date reported to council/board <u>5-2-11</u>	Date provisional license issued <u>N/A</u>	Signature of Clerk / Deputy Clerk
Date license granted <u>6-6-11</u>	Date license issued	License number issued <u>N/A</u>	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
Desai Jignesh U					
Home Address (street/route)		Post Office	City	State	Zip Code
2777 W. Robinson Dr. Apt 3			Beloit	WI	53511
Home Phone Number		Age	Date of Birth		Place of Birth
630-829-4906					INDIA

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.

Officer - President Agent of ARSHAR BRAHMA INC.
(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? 9 months
- 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 license, 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
Roselle Tobacco	27 West Frank PK RD Roselle IL.	JAN 2005	JUNE 2010
Employer's Name	Employer's Address	Employed From	To
Woodridge Tobacco	8217 S. JAMES AVE Woodridge IL.	MAY 2003	JAN 2005

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 14 day of April, 2011
My P. O. Long
(Clerk/Notary Public)

Desai
(Signature of Named Individual)

My commission expires 11-25-12



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 AKSHAR BRAHMA Inc.
(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 Tobacco Shack
(trade name)

located at 1212 Cranston Rd Beloit WI 53511

appoints Jignesh Desai
(name of appointed agent)

2777 N. Robinson Dr #3 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? 11 months

Place of residence last year 784 Overland Ct. Roselle IL 60172

For: AKSHAR BRAHMA Inc.
(name of corporation/organization/limited liability company)

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

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

ACCEPTANCE BY AGENT

I, Jignesh Desai, 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.

f. [Signature] 4-14-2011 Agent's age _____
(signature of agent) (date)

2777 N. Robinson Dr #3 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)

**RESOLUTION APPROVING CLASS "B" BEER AND
"CLASS C" WINE LICENSE**

WHEREAS, an application has been received for a Class "B" Beer and "Class C" Wine License for El Rancho Restaurant, LLC, d/b/a El Rancho Restaurant; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommends approval for a Class "B" Beer and "Class C" Wine License.

NOW, THEREFORE, BE IT RESOLVED, that the Class "B" Beer and "Class C" Wine License for El Rancho Restaurant, LLC, d/b/a El Rancho Restaurant, 2648 Prairie Avenue, Eduardo Cobos, Agent is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, City Council President

ATTEST:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: El Rancho Restaurant

The Alcohol Beverage License Control Committee recommends approval of the Class "B" Beer and "Class C" Wine License application of El Rancho Restaurant, LLC, 2648 Prairie Avenue, Eduardo Cobos, Agent.

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 7-1 20 11 ;
ending 6-30 20 12

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

County of Rock 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): El Rancho Restaurant LLC

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>Eduardo Cobos</u>	<u>1810 Lee Lane, Beloit, WI. 53511</u>
Vice President/Member	<u>member</u>	<u>Paulino Aguirre</u>	<u>2424 Manor Dr. Beloit, WI. 53511</u>
Secretary/Member	<u>member</u>	<u>Alejandro Leon</u>	<u>750 Elm St. Beloit, WI. 53511</u>
Treasurer/Member			
Agent	<u>Eduardo Cobos - 1810 Lee Lane, Beloit, WI. 53511</u>		
Directors/Managers			

3. Trade Name El Rancho Restaurant LLC Business Phone Number 608-449-5927

4. Address of Premises 2648 Prairie Ave. Post Office & Zip Code Beloit

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 WI and date 4-17-11 of registration. Yes No
- (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.) Restaurant: Sale of alcohol @ Bar Located in center of

10. Legal description (omit if street address is given above): Building Storage Room @ rear of Building to store alcohol.

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? Jose Alonzo Lopez

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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 28 day of April, 20 11

Justine A. Neko
(Clerk/Notary Public)

My commission expires 1-15-2012

X [Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
<u>4-19-11</u>	<u>5-2-11</u>	<u>N/A</u>	
Date license granted	Date license issued	License number issued	
<u>6-6-11</u>			

Applicant's Wisconsin Seller's Permit Number: <u>600-1027469105-03</u>	
Federal Employer Identification Number (FEIN): <u>45-1578706</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input checked="" type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u> Pd 4-19
TOTAL FEE	\$

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (first name) <u>Cobos</u> (middle name) <u>Eduardo</u>			Social Security Number		
Home Address (street/route) <u>1810 Lee Ln</u>		Post Office	City <u>Beloit</u>	State <u>WI</u>	Zip Code <u>53511</u>
Home Phone Number <u>(608) 295-6373</u>		Age	Date of Birth	Place of Birth <u>Mexico</u>	

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.
- Eduardo Cobos of EL RANCHO RESTAURANT LLC.
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
President + Agent
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? Since 1992
- 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 employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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 <u>Eddy's Drywall</u>	Employer's Address <u>1810 Lee Ln Beloit WI</u>	Employed From <u>1995</u>	To <u>2011</u>
Employer's Name <u>"</u>	Employer's Address <u>"</u>	Employed From <u>"</u>	To <u>"</u>

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 18 day of April, 2011
Justine A. Nick
(Notary Public)

My commission expires 1-15-2012

Eduardo Cobos
(Signature of Named Individual)



Printed on Recycled Paper

Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
Leon Alejandro					
Home Address (street/route)		Post Office	City	State	Zip Code
750 Elm St.			Beloit	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
608-718-6346				Mexico	

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 of El Rancho Restaurant 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? From Year 85
- 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 license; 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
Don Lamm & Co.	Janesville WI	2000	2002
Milles Const.	Milton WI	2002	2007

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 18 day of April, 2011
Justin P. Hill
(Clerk/Notary Public)

My commission expires 1-15-2012

Alejandro Leon
(Signature of Named Individual)



Printed on Recycled Paper

Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Aguirre</u> (first name) <u>Paulino</u> (middle name)		Social Security Number	
Home Address (street/route) <u>2424 Manor Dr</u>		Post Office	City <u>Beloit</u>
Home Phone Number <u>608-295-7103</u>		Age	Date of Birth
		State <u>WI</u> Zip Code <u>53511</u>	
		Place of Birth <u>Mexico</u>	

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 of El Rancho Restaurant LLL
(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? From 1992
- 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 license; 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 <u>Beloit Fun Rest</u>	Employer's Address <u>2780 prairie Ave</u>	Employed From <u>1992</u>	To <u>2011</u>
Employer's Name <u>"</u>	Employer's Address <u>"</u>	Employed From <u>"</u>	To <u>"</u>

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 18 day of April 20 11
Justine A. Ack P
(Clerk/Notary Public)

My commission expires 1-15-2012

[Signature]
(Signature of Named Individual)



Printed on
Recycled Paper

Wisconsin Department of Revenue

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 El Rancho Restaurant 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 El Rancho Restaurant LLC
(trade name)

located at 2648 Prairie Ave. Beloit, WI. 53511

appoints Eduardo Cobos
(name of appointed agent)
1810 Lee 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? 18 yrs.

Place of residence last year 1810 Lee Lane, Beloit, WI. 53511

For: El Rancho Restaurant LLC
(name of corporation/organization/limited liability company)

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

And: [Signature] - member
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Eduardo Cobos, 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.

[Signature] 4-18-2011
(signature of agent) (date) Agent's age _____

1810 Lee Lane, Beloit, WI. 53511
(home address of agent) Date of birth _____

**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)

**RESOLUTION APPROVING A CHANGE OF AGENT
FOR AN ALCOHOL BEVERAGE LICENSE**

WHEREAS, the agent of record for VFW of America, Mead-Allen Post #2306, d/b/a VFW Club, 2711 S. Afton Road, is Robert Jordan; and

WHEREAS, the Alcohol Beverage License Control Committee has recommended that the agent be changed to Wayne Charles Bown.

NOW, THEREFORE, BE IT RESOLVED that the new agent for VFW of America, Mead-Allen Post #2306, d/b/a VFW Club, is Wayne Charles Bown.

Dated this 6th day of June 2011.

BELOIT CITY COUNCIL

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: VFW Club, Mead-Allen Post #2306

The Alcohol Beverage License Control Committee recommends approval of the Change of Agent on the Class "B" Beer and "Class B" Liquor License application of VFW Club, 2711 Afton Road, to Wayne C. Bown.,

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7/1/11 ending: 6/30/12
(MM DD YYYY) (MM DD YYYY)

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

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

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) _____ Home Address _____ Post Office & Zip Code _____

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company VFW of America Mead-Allen Post 2306
 Address of Corporation/Limited Liability Company (if different from licensed premises) _____
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>BRAD AIAN MAYFIELD</u>	<u>1035 10th ST</u>	<u>Beloit WI 53511</u>
Vice President/Member	<u>COLUMBUS W FAIRCLOTH</u>	<u>1021 OAK ST</u>	<u>Beloit WI 53511</u>
Secretary/Member	<u>PETER A WATERS</u>	<u>1879 MACION CT.</u>	<u>Beloit WI 53511</u>
Treasurer/Member	<u>Wayne CHARLES BOWN</u>	<u>2220 West HART</u>	<u>Beloit WI 53511</u>
Agent	<u>Wayne Charles Bown</u>	<u>2220 West Hart</u>	<u>Beloit WI 53511</u>
Directors/Managers	<u>Sally FRANCES FELDT</u>	<u>2078 PRAIRIE</u>	<u>Beloit WI 53511</u>

C.1. Trade Name VFW Club Business Phone Number 608-362-0299
 2. Address of Premises 2711 S. AFTON Rd. Post Office & Zip Code Beloit WI 53511

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers? Yes No

4. 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.) Bar, Meeting Room, Kitchen, Liquor Room, Walk in Cooler, Outdoor area pop C.U.

5. Legal description (omit if street address is given above): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side ... Yes No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side ... Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. New Officers Yes No

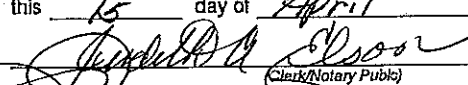
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No

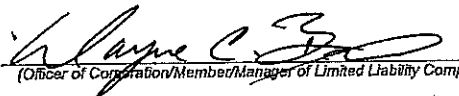
9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] ... Yes No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ... Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ... 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.)

SUBSCRIBED AND SWORN TO BEFORE ME
 this 15 day of April, 20 11

(Clerk/Notary Public)
 My commission expires 9-22-13


(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>4-15-11</u>	Date reported to council/board <u>5-10-11</u>	Date license granted <u>6-6-11</u>
License number issued <u>N/A</u>	Date license issued	Signature of Clerk / Deputy Clerk

Brad

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number	
Mayfield Bradley Alan				
Home Address (street/route)	Post Office	City	State	Zip Code
1035 10th St		Beloit	WI	53511
Home Phone Number	Age	Date of Birth	Place of Birth	
608-368-8158			Beloit	

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.
- President of VFW of American Mend-Allen Post 2306
(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:

1. How long have you continuously resided in Wisconsin prior to this date? 2.5 yrs
2. 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.)
3. 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.
4. 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)
5. 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 license; 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
US Army		Mar 27 2002	Jul 10 2009
Employer's Name	Employer's Address	Employed From	To
Swiss Colony		Oct 2001	Dec 2001

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 22 day of April, 2011
[Signature]
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 5/16/12



Peter

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number	
Waters Peter Allen				
Home Address (street/route)	Post Office	City	State	Zip Code
1879 Marion Ct.		Beloit	WI	53511
Home Phone Number	Age	Date of Birth	Place of Birth	
608-207-3981			Jamesville, WI	

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.
 - Secretary of VFW of America Mead-Allen Post 2306
(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:

1. How long have you continuously resided in Wisconsin prior to this date? _____
2. 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.) _____
3. 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. _____
4. 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)
5. 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 license; 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
USAR	1160 Brandenburg St. Rd., Ft. Knox, KY	2009 - Present	Present
US Army	Various locations, USA	2000-2009	2009

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 22 day of April, 2011
[Signature]
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 5/16/12



Printed on Recycled Paper

Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) Faircloth Columbus William			Social Security Number		
Home Address (street/route) 1021 Oak St.		Post Office	City Beloit	State WI	Zip Code 53511
Home Phone Number 608-363-0755		Age	Date of Birth	Place of Birth Quitman, Ga.	

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.
 - Vice Pres** of **VFW of America Mead-Allen Post 2306**
(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:

1. How long have you continuously resided in Wisconsin prior to this date? 2 years
2. 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.)
domestic battery
3. 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.
4. 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)
5. 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 license; 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.

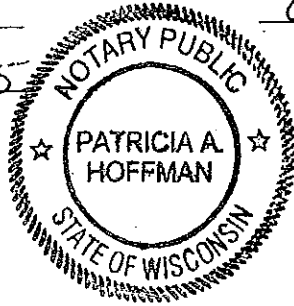
Employer's Name Arrow Industries	Employer's Address Royce Ave. Beloit	Employed From 1993	To 1998
Employer's Name Naughty but Nice	Employer's Address shoprire, WI	Employed From 1990	To 1993

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 22 day of April, 2011
Patricia A. Hoffman
(Clerk/Notary Public)

Columbus W. Faircloth
(Signature of Named Individual)

My commission expires 03/01/2015
Rock Co



Original

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 City of Beloit County of Rock

The undersigned duly authorized officer(s)/members/managers of _____ (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 VFW of America Mead-Allen Post 2306 (trade name)

located at 2711 S. AFTON RD, Beloit, WI

appoints Wayne C Bawn (name of appointed agent)

2220 E West Hart Rd Beloit, WI (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? 54 years

Place of residence last year 2220 E West Hart Rd Beloit, WI

For: _____ (name of corporation/organization/limited liability company)

By: [Signature] Waters Peter A Secretary (signature of Officer/Member/Manager)

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

ACCEPTANCE BY AGENT

I, Wayne C Bawn (printtype agent's name), hereby accept this appointment as agent for the

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.

[Signature] 4-16-2011 Agent's age _____ (signature of agent) (date)

2220 E West Hart Rd Beloit WI 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 5/10/11 by [Signature] Title Police Chief (date) (signature of proper local official) (town chair, village president, police chief)

Capt. Sciamme

**RESOLUTION APPROVING A CHANGE OF AGENT
FOR AN ALCOHOL BEVERAGE LICENSE**

WHEREAS, the agent of record for Midwest Adventure Group, d/b/a Paddle and Trail, 110 West Grand Avenue, is Dan Boutelle; and

WHEREAS, the Alcohol Beverage License Control Committee has recommended that the agent be changed to Walter Loos.

NOW, THEREFORE, BE IT RESOLVED that the new agent for Midwest Adventure Group, d/b/a Paddle and Trail, is Walter Loos.

Dated this 6th day of June 2011.

BELOIT CITY COUNCIL

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Paddle and Trail

The Alcohol Beverage License Control Committee recommends approval of the Class "B" Beer and "Class C" Wine License application of Midwest Adventure Group, d/b/a Paddle and Trail, 110 West Grand Avenue, to Walter Loos.

Recommendation for approval carried 5-0.

Rebecca Houseman
City Clerk

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7-1-11 ending: 6-30-12
(MM DD YYYY) (MM DD YYYY)

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

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

CHECK ONE Individual Partnership Limited Liability Company
 Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number: <u>456-1026916736-03</u>	
Federal Employer Identification Number (FEIN): <u>272319451</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Wholesale beer	\$
<input checked="" type="checkbox"/> Class C wine	\$ <u>100</u>
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>25</u> <u>AD 4-26</u>
TOTAL FEE	\$

Complete A or B. All must complete C.

A. Individual or Partnership:
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code
Loos, Walter Edward 10019 N Ellendale Edgerton WI 53534

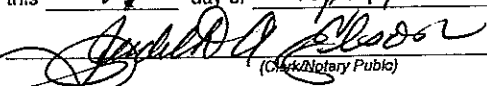
B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Midwest Adventure Group dba Paddle and Trail
 Address of Corporation/Limited Liability Company (if different from licensed premises) _____


All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:
 Title Name (Inc. Middle Name) Home Address Post Office & Zip Code
 President/Member Walter Loos 10019 N Ellendale Edgerton WI 53534
 Vice President/Member _____
 Secretary/Member _____
 Treasurer/Member _____
 Agent Walter Loos " " " "

C. 1. Trade Name Paddle and Trail of Beloit Business Phone Number 608 362-6521
 2. Address of Premises 110 W Grand Ave Post Office & Zip Code 53511

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers? Yes No
4. 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.) Cafe in the back our retail location.
5. Legal description (omit if street address is given above): Basement Storage 22 x 100 Room
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side .. Yes No
- b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side .. Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Didn't have one license Yes No
9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776] .. Yes No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? .. Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? .. 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.)

SUBSCRIBED AND SWORN TO BEFORE ME
 this 24 day of April, 20 11

(Notary Public)
 My commission expires _____


(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-26-10</u>	Date reported to council/board <u>5-2-11</u>	Date license granted <u>6-6-11</u>
License number issued <u>N/A</u>	Date license issued	Signature of Clerk / Deputy Clerk

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) <u>Loos Walter Edward</u>			Social Security Number -		
Home Address (street/route) <u>10019 N Ellendale</u>		Post Office	City <u>Edgerton</u>	State <u>WI</u>	Zip Code <u>53534</u>
Home Phone Number <u>608 265-3773</u>		Age	Date of Birth	Place of Birth <u>Bellefonte, Pa.</u>	

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.
- President of Madness Adventure Group dba Paddle and
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization) Trail of Bellefonte
- 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? 4 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 license; 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 <u>Paddle and Trail</u>	Employer's Address <u>10019 N Ellendale</u>	Employed From <u>4/2004</u>	To <u>current</u>
Employer's Name <u>Roster Seals WI</u>	Employer's Address	Employed From <u>2/11/2005</u>	To <u>5/2007</u>

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 April, 2011
David A. Elson
(Clerk/Notary Public)
My commission expires 9-22-13

W. Loos
(Signature of Named Individual)

Original - Change or Register

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 Midwest Adventure Group dba Paddle and Trail of Beloit
(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 Paddle and Trail of Beloit
(trade name)

located at 110 W Grand Ave

appoints Walter Loos
(name of appointed agent)

1007 E W Grand Ave
(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? 4 years

Place of residence last year 10029 N Ellendale

For: Paddle and Trail of Beloit
(name of corporation/organization/limited liability company)

By: W Loos
(signature of Officer/Member/Manager)

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

ACCEPTANCE BY AGENT

I, Walter Loos, 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.

W Loos 4/22/11 Agent's age _____
(signature of agent) (date)

10029 N Ellendale 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 5/10/11 by Norm Jacobs Title Police Chief
(date) (signature of proper local official) (town chair, village president, police chief)

Capt. Scione

**RESOLUTION APPROVING
RENEWAL OF MOBILE HOME PARK LICENSE**

WHEREAS, Reeseville & Associates, LLC, has applied for renewal of the license to operate a Mobile Home Park, known as Springbrook Village, located at 2601 Colley Road for the period of July 1, 2011 – June 30, 2012.

THEREFORE, IT IS RESOLVED that the renewal is approved and the license shall be issued upon compliance with all City Ordinances.

Adopted this 6th day of June 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman

This is not a License

Application	CITY OF БЕЛОIT STATE OF WISCONSIN	<i>Non-Transferable</i>
RESEVILLE & ASSOCIATES, LLC		
APPLICATION is hereby made for L I C E N S E		
TO:	<u>OPERATE A MOBILE HOME PARK</u>	
AT:	<u>SPRINGBROOK VILLAGE, 2601 COLLEY ROAD</u>	
With the License fee of \$ <u>300.00</u>		
Within this City, subject to the ordinances thereof and to the laws of this State. I understand and agree that such license, if granted, shall be non-transferable and may be revoked at any time for just and legal cause, and that in case of relinquishment or revocation thereof, I shall be entitled to no refund of license tax for the unexpired term.		
This License expires:	<u>JUNE 30, 2012</u>	Application approved by: <u>CITY COUNCIL</u>
	X	 Signature of Applicant

Note: This is an **APPLICATION** only

Please be advised it is time to **renew** your License to OPERATE A MOBILE HOME PARK, sign where indicated and return to the City Clerk's office with your License fee of \$ \$300.00. - Paid 5/13/11

Rebecca Houseman
City Clerk
100 State Street
Beloit, WI 53511
(608) 364-6680

APPROVED BY: _____

DATE: _____

**RESOLUTION APPROVING
AN UNDERGROUND GAS UTILITY EASEMENT AGREEMENT
IN THE AREA OF RIVERSIDE PARK & WOOTTON PARK**

WHEREAS, it is necessary for Wisconsin Power and Light Company to relocate their gas line in the area of the Henry Avenue Bridge because of the reconstruction of said bridge beginning in the fall of 2011; and

WHEREAS, the gas line is currently installed under the bridge deck and Wisconsin Power and Light Company wishes to relocate it underground; and

WHEREAS, the attached easement agreement provides for the protection of the areas of Riverside Park and Wootton Park under which said gas line is requested to be located.

NOW, THEREFORE, the City Council of the City of Beloit, Rock County, Wisconsin, hereby resolves that the attached Underground Gas Utility Easement Agreement from the City of Beloit to Wisconsin Power and Light Company be, and it is hereby, approved.

BE IT FURTHER RESOLVED that the City Manager of the City of Beloit be, and he is hereby, authorized to execute this easement on behalf of the City of Beloit.

Adopted this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

tdh\resolution\WP&L(EasementRiverside&WoottonParks)=110510 1008 (11-1029)

Underground Gas
Utility Easement Agreement
Title of Document

Document Number

THIS UTILITY EASEMENT AGREEMENT (*Agreement*) is granted by the City of Beloit, a Wisconsin municipal corporation (the *Owner*), to Wisconsin Power and Light Company, a Wisconsin corporation (the *Utility*).

RECITALS:

A. The Owner is the fee holder of certain real property in the City of Beloit, Rock County, State of Wisconsin, as more particularly described on the attached and incorporated Exhibits A & B (the *Property*).

B. The Utility has requested that the Owner grant a permanent easement (the *Easement*) and temporary construction easement (the *Temporary Construction Easement*) over the Property (also referred to as the *Utility Easement Area*).

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Grant of Easement. The Owner grants to the Utility, and its licensees, a perpetual easement and right-of-way to construct, reconstruct, maintain, operate, supplement, and remove natural gas main and pipe facilities, and other related fixtures, equipment, and appurtenances that may from time to time be required, with the right of ingress and egress for the purpose of this grant, within the Utility Easement Area. With the exception of location markers, to be located on each side of the shore at or near the water's edge, all improvements shall be located below grade, and the Utility shall not install anything above grade or in any fashion that would affect the appearance of the surface of the real property or limit access to the real property. The Utility acknowledges that the real property is used for park purposes. The Utility agrees to construct all such improvements no later than December 31, 2011 (the *Final Completion Date*). The Utility also agrees to use the grant of easement only for the specific purposes described above and for no other purpose, and this grant is not assignable by the Utility to others for other uses nor shall it be construed to create a common utility corridor. The grant of easement is exclusive for the purposes described.

2. Temporary Construction Easement. During the period of construction or installation of improvements within the Property, the Utility shall have a Temporary Construction Easement over those portions of the Property located within 20 feet of the Utility Easement Area for the purpose of transporting equipment and materials in connection with the construction or installation of improvements within the Property. The Temporary Construction Easement shall expire on the earlier to occur of (a) completion of installation as contemplated in Section 1 above, or (b) the Final Completion Date as specified in Section 1 above.

Recording Area

Name and Return Address

Wisconsin Power and Light Company
Attn: Real Estate
4902 North Biltmore Lane, Suite 1000
Madison, WI 53718-2148

Parcel Identification Number (PIN)

206-12620440 and 206-13511220

This is not homestead property.

3. Indemnification. The Utility shall indemnify the Owner from and against all loss, costs (including reasonable attorney fees), injury, death, or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the Utility's activities conducted in the Utility Easement Area, except to the extent caused by the negligence or misconduct of the Owner or its agents or employees.

4. Consistent Uses Allowed. The Owner reserves the right to use the Easement and the Temporary Construction Easement for purposes that will not interfere with the Utility's full enjoyment of the Easement rights granted in this Agreement. The Owner specifically reserves the right to alter and improve the surface area of the Easement for purposes consistent with use of the Property as a park, and the Utility agrees that the elevation of the surface area may be increased, but not permanently decreased, that paved bike paths and walkways may be installed, and landscaping consistent with park purposes may occur. Owner agrees that it will not install any playground equipment nor will it erect any permanent buildings, such as park shelters, within the surface area of the Easement.

5. General Compliance. The Utility, at its own expense, and with all due diligence, shall observe and comply with all laws, ordinances, rules, and regulations which are now in effect or may later be adopted by any governmental authority, and which may be applicable to the Utility Easement Area or any improvement on it or any use of it.

6. Environmental Laws. In furtherance and not in limitation of the foregoing paragraph, the Utility must, at its own expense, comply with all laws, ordinances, regulations and administrative agency or court orders relating to health, safety, noise, environmental protection, waste disposal, hazardous or toxic materials, and water and air quality. In the event any discharge, leakage, spillage, emission or pollution of any type occurs caused by the Utility upon or from the Utility Easement Area the Utility shall immediately notify Owner and shall, at the Utility's own expense, clean and restore the Utility Easement Area to the satisfaction of the Owner and any governmental body or court having jurisdiction of the matter.

7. Disturbance of Surface and Restoration of Surface. The Utility shall restore the surface disturbed by any construction or maintenance of any equipment located within the Easement or the Temporary Construction Easement to its condition before the disturbance. The Utility shall make every reasonable effort not to disturb any trees, nor shall any underground boring activities be done in such a fashion as to damage the root systems of any trees or otherwise damage the viability of the trees. In the event that the Utility does disturb or damage any trees, the Utility shall restore, cause to have restored or pay reasonable sum for such trees.

8. Covenants Run with Land. All terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Owner and the Utility and their respective successors and assigns. The party named as Owner in this Agreement and any successor or assign to the Owner as fee simple owner of the Property shall cease to have any liability under this Agreement with respect to claims arising after the party has transferred its fee simple interest in the Property.

9. Non-Use. Non-use or limited use of the Easement or Temporary Construction Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement or Temporary Construction Easement rights to the fullest extent authorized in this Agreement.

10. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.

11. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Rock County, Wisconsin.

12. Notices. All notices to either party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.

13. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

14. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

15. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its reasonable and documentable costs, including reasonable attorney fees, from the nonprevailing party.

16. No Public Dedication. Nothing in this Agreement shall be deemed a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

Dated: _____

OWNER:

CITY OF БЕЛОIT

By: _____
Larry N. Arft, City Manager

UTILITY:

WISCONSIN POWER AND LIGHT COMPANY

By: _____
F.J. Buri, Corporate Secretary

ATTEST:

By: _____
Rebecca S. Houseman, City Clerk

STATE OF WISCONSIN)
)SS
COUNTY OF ROCK)

Personally appeared before me this _____ day of _____, 2011, the above-named Larry N. Arft, City Manager and Rebecca S. Houseman, City Clerk, to me known to be such City Manager and Clerk of the City of Beloit, and to me known to be the persons who executed the foregoing instrument as such officers of said City, by its authority.

Notary Public, Rock County, Wisconsin
My Commission is permanent
or expires:_____

STATE OF WISCONSIN)
)SS
COUNTY OF DANE)

Personally appeared before me this _____ day of _____, 2011, the above-named F.J. Buri, Corporate Secretary, of Wisconsin Power and Light Company, and to me known to be the person who executed the foregoing instrument and acknowledged the same.

Peter A. Chen
Notary Public, Dane County, Wisconsin
My commission is permanent
or expires:_____

This document was drafted by:
Thomas R. Casper, City Attorney
100 State Street
Beloit, WI 53511
tdh/files/11-1029/Easement=110527 0853 (cln)

Exhibit A

Easement Description

A forty (40) foot wide easement strip across a part of the Northeast Quarter (NE1/4) of Section 26, Township 1 North, Range 12 East, City of Beloit, Rock County, Wisconsin, lying within 20 feet either side of the following described reference line:

Commencing at the East Quarter corner of Section 26, Township 1 North, Range 12 East;

thence N89°58'32"W, 1706.91 feet along the East-West Quarter line to a point on the centerline of Fourth Street;

thence N00°13'47"W, 186.15 feet to a point on a curve;

thence northeasterly 340.38 feet along a curve to the right with a radius of 764.49 feet and a chord which bears N12°31'31"E, 337.57 feet;

thence S64°26'16"E, 55.00 feet to a point on the southeasterly right-of-way of Henry Avenue and the Point of Beginning;

thence S64°26'16"E, 82.60 feet; thence N32°22'24"E, 83.47 feet to a point on the westerly shore of the Rock River;

thence N32°22'24"E, 694.32 feet to a point on the easterly shore of the Rock River;

thence N32°22'24"E, 149.10 feet;

thence N14°19'22"E, 203.69 feet;

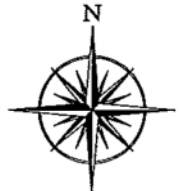
thence N50°39'31"W, 3.00 feet to a point on the southeasterly right-of-way of Henry Avenue and there terminating.

The side margins of the easement strip are lengthened or shortened to end at the property lines and the rivers edge that are intersected by the above described reference line.

EASEMENT MAP (EXHIBIT B)

HENRY AVENUE BRIDGE GAS MAIN RELOCATE
 NE 1/4, SECTION 26, T 01 N, R 12 E, CITY OF БЕЛОIT,
 ROCK COUNTY, WISCONSIN.

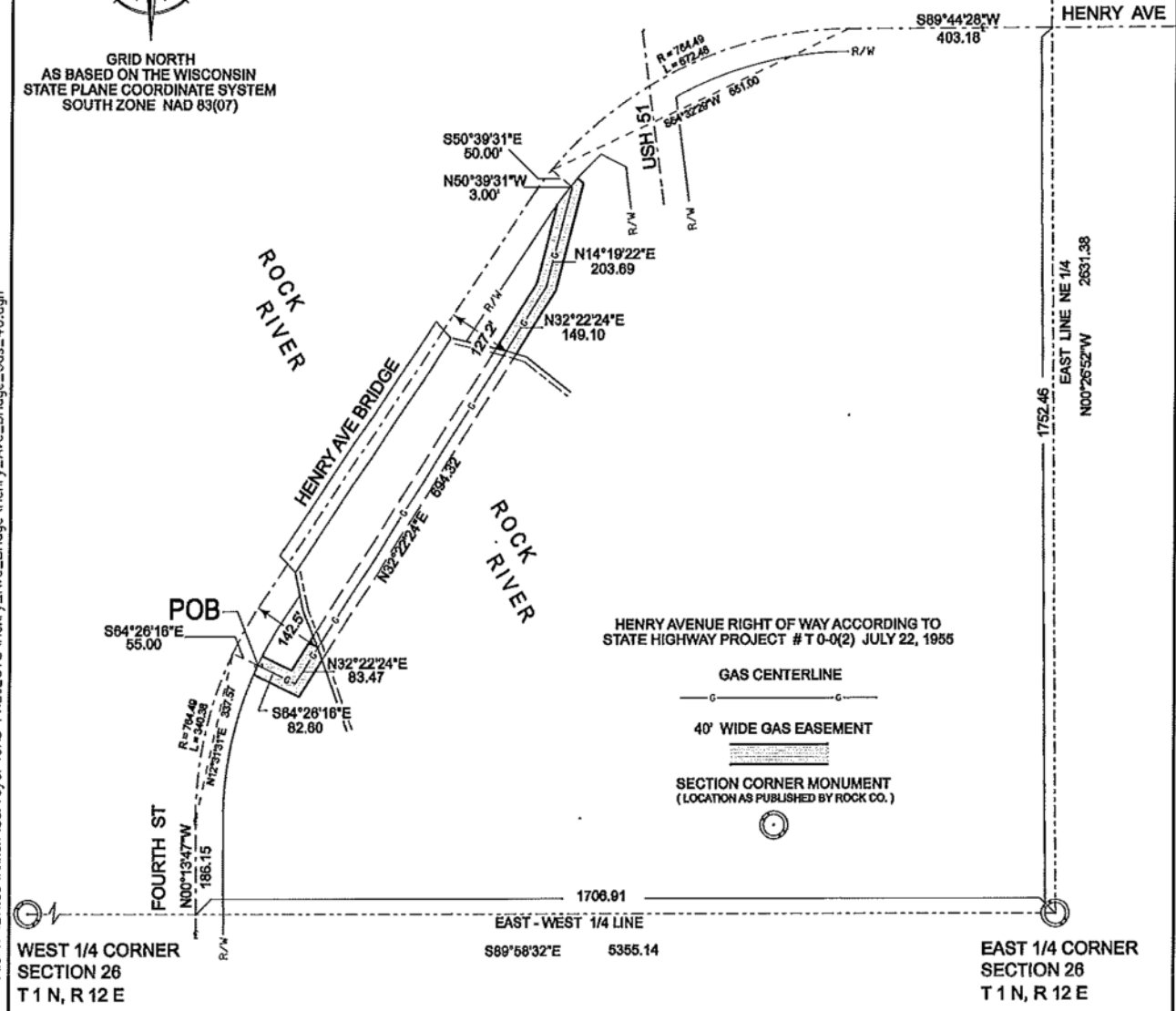
NE CORNER
 SECTION 26
 T 1 N, R 12 E



GRID NORTH
 AS BASED ON THE WISCONSIN
 STATE PLANE COORDINATE SYSTEM
 SOUTH ZONE NAD 83(07)

GRANTOR:
 CITY OF БЕЛОIT
 CITY HALL
 100 STATE STREET
 БЕЛОIT, WI 53511

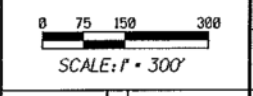
GRANTEE:
 WISCONSIN POWER AND LIGHT COMPANY
 4902 N. BILTMORE LN.
 MADISON, WI 53718



File: X:\Office\Annex\Surveyor\GAS PROJECTS\Henry_Ave_Bridge\Henry_Ave_Bridge_Gas_40.dgn
 Plotted: 3/4/2011

ALLIANT ENERGY.
 Wisconsin Power and Light

These documents are for the use of Alliant Energy. Alliant Energy disclaims all warranties, both expressed and implied. Use by anyone other than Alliant Energy is at their own risk.



REVISIONS	
-----------	--

HENRY AVE 8" GAS RELOCATE	
HENRY AVENUE BRIDGE NE 1/4, SEC. 26, T01N, R12E, CITY OF БЕЛОIT	
Drawn: SJF	Date: 03/04/2011
Scale: 1" = 300'	SHEET 1 OF 1

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Wisconsin Power and Light Company Easement Request for Henry Avenue Bridge Project

Date: June 6, 2011

Presenter(s): Dave Botts

Department(s): Public Works

Request Overview/Background Information:

The Henry Avenue Bridge is planned for a complete reconstruction beginning in the summer/fall 2011. The project will involve the removal of the current bridge deck and the reconstruction of a new bridge deck which will accommodate four lanes of traffic. A bike and pedestrian path will be constructed on the south side, and a five-foot sidewalk will be located on the north side.

Key Issues:

- Wisconsin Power and Light Company (WP&L) currently has an underground transmission line installed under the Henry Avenue bridge deck. Prior to the removal of the current bridge deck, it is necessary for WP&L to relocate these facilities.
- WP&L's intention is to bore an underground line under the river south of the Henry Avenue Bridge running through portions of both Riverside and Wootton Parks (see attached drawing). Consequently, WP&L has submitted a request for an easement involving those areas in Riverside Park and Wootton Park.
- Exhibits A and B in the easement agreement identify the legal description and locations of the proposed easements in Riverside Park and Wootton Park.
- The Plan Commission reviewed this item at its May 18 meeting and voted unanimously (4-0) to recommend approval of this easement. Two Plan Commissioners were absent.

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**
This project will meet the present and future gas needs of the residents and employees in the area.

Action required/Recommendation:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact:

N/A

Attachments:

Resolution and Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date:
May 18, 2011

Agenda Item:
5

File Number:
RPB-2011-05

Applicant:
City of Beloit

Location:
1160 Riverside Drive
1451 Fourth Street

Existing Land Use:
Riverside Park and Wootton Park

Request Overview/Background Information:

The Henry Avenue Bridge is planned for a complete reconstruction beginning in the summer/fall 2011. The project will involve the removal of the current bridge deck and the reconstruction of a new bridge deck which will accommodate four lanes of traffic. A bike and pedestrian path will be constructed on the south side, and a five-foot sidewalk will be located on the north side.

Key Issues:

- Wisconsin Power and Light Company (WP&L) currently has an underground transmission line installed under the Henry Avenue bridge deck. Prior to the removal of the current bridge deck, it is necessary for WP&L to relocate these facilities.
- WP&L's intention is to bore an underground line under the river south of the Henry Avenue Bridge running through portions of both Riverside and Wootton Parks (see attached drawing). Consequently, WP&L has submitted a request for an easement involving those areas in Riverside Park and Wootton Park.
- Exhibits A and B in the easement agreement identify the legal description and locations of the proposed easements in Riverside Park and Wootton Park.

Consistency with Comprehensive Plan and Strategic Plan:

- The City of Beloit Comprehensive Land Use Plan (2008) shows this area as appropriate for Parks and Open Space.
- 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**
This project will meet the present and future gas needs of the residents and employees in the area.

Staff Recommendation:

The Neighborhood Planning Division recommends **approval** of the requested underground gas utility easement as identified in the attached easement document.

Fiscal Note/Budget Impact:

There is no fiscal impact on the City's budget related to this easement. The bridge project is in the Capital Budget for the City.

Attachments:

Draft Easement Document

**RESOLUTION APPROVING
AN UNDERGROUND BROADBAND AND TELECOMMUNICATIONS
SERVICES UTILITY EASEMENT AGREEMENT
IN THE AREA OF RIVERSIDE PARK & WOOTTON PARK**

WHEREAS, it is necessary for Cable Partners, LLC, d/b/a Charter Communications, to relocate their broadband and telecommunications services in the area of the Henry Avenue Bridge because of the reconstruction of said bridge beginning in the fall of 2011; and

WHEREAS, the facilities are currently located under the bridge deck and the company desires to relocate them underground; and

WHEREAS, the attached easement agreement provides for the protection of the areas of Riverside Park and Wootton Park under which said broadband and telecommunications services are requested to be located.

NOW, THEREFORE, the City Council of the City of Beloit, Rock County, Wisconsin, hereby resolves that the attached Underground Broadband and Telecommunications Services Utility Easement Agreement from the City of Beloit to Wisconsin Power and Light Company be, and it is hereby, approved.

The City Council of the City of Beloit, Rock County, Wisconsin, hereby resolves that the attached Underground Broadband and Telecommunications Services Utility Easement Agreement from the City of Beloit to Cable Partners, LLC d/b/a Charter Communications be, and it is hereby, approved.

BE IT FURTHER RESOLVED that the City Manager of the City of Beloit be, and he is hereby, authorized to execute this easement on behalf of the City of Beloit.

Adopted this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

tdh\resolution\Charter(EasementRiverside&WoottonParks)=110510 1000 (10-1205)

Document Number	Underground Broadband and Telecommunications Services Utility Easement Agreement Title of Document
-----------------	--

THIS UTILITY EASEMENT AGREEMENT (*Agreement*) is granted by the City of Beloit, a Wisconsin municipal corporation (the *Owner*), to Charter Cable Partners, LLC, d/b/a Charter Communications, a foreign corporation qualified to do business in Wisconsin (the *Utility*).

RECITALS:

A. The Owner is the fee holder of certain real property in the City of Beloit, Rock County, State of Wisconsin, as more particularly described on the attached and incorporated Exhibits A & B (the *Property*).

B. The Utility has requested that the Owner grant a permanent easement (the *Easement*) and temporary construction easement (the *Temporary Construction Easement*) over the Property (also referred to as the *Utility Easement Area*).

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Grant of Easement. The Owner grants to the Utility, and its licensees, an exclusive perpetual easement and right-of-way to construct, reconstruct, maintain, operate, supplement, and remove underground broadband and telecommunications services facilities, and other related fixtures, equipment, and appurtenances that may from time to time be required, with the right of ingress and egress for the purpose of this grant, within the Utility Easement Area. All improvements shall be located below grade, and the Utility shall not install anything above grade or in any fashion that would affect the appearance of the surface of the real property or limit access to the real property. The Utility acknowledges that the real property is used for park purposes. The Utility agrees to construct all such improvements no later than _____ (the *Final Completion Date*). The Utility also agrees to use the grant of easement only for the specific purposes described above and for no other purpose, and this grant is not assignable by the Utility to others for other uses nor shall it be construed to create a common utility corridor. The grant of easement is exclusive for the purposes described.

2. Temporary Construction Easement. During the period of construction or installation of improvements within the Property, the Utility shall have a Temporary Construction Easement over those portions of the Property located within 20 feet of the Utility Easement Area for the purpose of

Recording Area

Name and Return Address

City Attorney
100 State Street
Beloit, WI 53511

Parcel Identification Number (PIN)

This is not homestead property.

transporting equipment and materials in connection with the construction or installation of improvements within the Property. The Temporary Construction Easement shall expire on the earlier to occur of (a) completion of installation as contemplated in Section 1 above, or (b) the Final Completion Date as specified in Section 1 above.

3. Indemnification. The Utility shall indemnify the Owner from and against all loss, costs (including reasonable attorney fees), injury, death, or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the Utility's activities conducted on the Property, regardless of the cause of the injury, except to the extent caused by the gross negligence or misconduct of the Owner or its agents or employees.

4. Consistent Uses Allowed. The Owner reserves the right to use the Easement and the Temporary Construction Easement for purposes that will not interfere with the Utility's full enjoyment of the Easement rights granted in this Agreement. The Owner specifically reserves the right to alter and improve the surface area of the Easement for purposes consistent with use of the Property as a park, and the Utility agrees that the elevation of the surface area may be increased, but not permanently decreased, that paved bike paths and walkways may be installed, and landscaping consistent with park purposes may occur. Owner agrees that it will not install any playground equipment nor will it erect any permanent buildings, such as park shelters, within the surface area of the Easement.

5. General Compliance. The Utility, at its own expense, and with all due diligence, shall observe and comply with all laws, ordinances, rules, and regulations which are now in effect or may later be adopted by any governmental authority, and which may be applicable to the Utility Easement Area or any improvement on it or any use of it.

6. Environmental Laws. In furtherance and not in limitation of the foregoing paragraph, the Utility must, at its own expense, comply with all laws, ordinances, regulations and administrative agency or court orders relating to health, safety, noise, environmental protection, waste disposal, hazardous or toxic materials, and water and air quality. In the event any discharge, leakage, spillage, emission or pollution of any type occurs caused by the Utility upon or from the Utility Easement Area the Utility shall immediately notify Owner and shall, at the Utility's own expense, clean and restore the Utility Easement Area to the satisfaction of the Owner and any governmental body or court having jurisdiction of the matter.

7. Disturbance of Surface and Restoration of Surface. The Utility shall restore the surface disturbed by any construction or maintenance of any equipment located within the Easement or the Temporary Construction Easement to its condition before the disturbance. In no case shall the Utility disturb any trees nor shall any underground boring activities be done in such a fashion as to damage the root systems of any trees or otherwise damage the viability of the trees.

8. Covenants Run with Land. All terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Owner and the Utility and their respective successors and assigns. The party named as Owner in this Agreement and any successor or assign to the Owner as fee simple owner of the Property shall cease to have any liability under this Agreement with respect to facts or circumstances arising after the party has transferred its fee simple interest in the Property.

9. Non-Use. Non-use or limited use of the Easement or Temporary Construction Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement or Temporary Construction Easement rights to the fullest extent authorized in this Agreement.

10. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.

11. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Rock County, Wisconsin.

12. Notices. All notices to either party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.

13. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

14. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

15. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the nonprevailing party.

16. No Public Dedication. Nothing in this Agreement shall be deemed a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

Dated: _____

OWNER:

CITY OF BELOIT

By: _____
Larry N. Arft, City Manager

ATTEST:

By: _____
Rebecca S. Houseman, City Clerk

UTILITY:

CHARTER CABLE PARTNERS, LLC, d/b/a
CHARTER COMMUNICATIONS

By: _____
(signature)

(print name)

Its

(print title)

ATTEST:

By: _____
(signature)

(print name)

Its

(print title)

STATE OF WISCONSIN)
)SS
COUNTY OF ROCK)

Personally appeared before me this _____ day of _____, 2011, the above-named Larry N. Arft, City Manager and Rebecca S. Houseman, City Clerk, to me known to be such City Manager and Clerk of the City of Beloit, and to me known to be the persons who executed the foregoing instrument as such officers of said City, by its authority.

Notary Public, Rock County, Wisconsin
My Commission is permanent
or expires: _____

STATE OF WISCONSIN)
)SS
COUNTY OF ROCK)

Personally appeared before me this _____ day of _____, 2011, the
above-named _____ [name &
title] and _____ [name &
title], and to me known to be such _____ [title] and
_____ [title] of Charter Cable Partners, LLC, d/b/a Charter
Communications and to me known to be the persons who executed the foregoing instrument and
acknowledged the same.

(Signature)

[SEAL]

(Printed Name)
Notary Public, Rock County, Wisconsin
My commission is permanent. If not, state
expiration date: _____

This document was drafted by:
Thomas R. Casper, City Attorney
100 State Street
Beloit, WI 53511
tdh/files/10-1205/Easement=110510 1504 (cln)

EXHIBIT A

CHARTER COMMUNICATIONS UTILITY EASEMENT 20 FEET IN EQUAL WIDTH

BEING A PART OF GOVERNMENT LOT 6 AS SITUATED IN SECTION 26, T. 1 N., R. 12 E. OF THE 4TH P.M, NOW CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

20 FOOT UTILITY EASEMENT FURTHER DESCRIBED AS FOLLOWS:

Commencing at a concrete monument marking the East 1/4 corner of Section 26, aforesaid; thence North 72°46'04" West as referenced to the Wisconsin County Coordinate System (Rock Datum) 460.57 feet to a point on the curving Westerly right of way line of Riverside Drive (USH 51) and the place of beginning; thence South 87°46'50" West 64.26 feet to the Easterly bank (waters edge) of the Rock River; thence upstream along said Easterly bank as follows: North 4°41'16" West 15.07 feet; thence North 26°07'51" West 5.40 feet to the Northerly line of said 20 foot easement; thence North 87°46'50" East 62.11 feet along said Northerly line to said Westerly curving right of way line; thence Southerly along a curve to the right 20.61 feet, having a radius of 2815.00 feet and the chord bearing South 16°13'59" East 20.61 feet to the place of beginning.

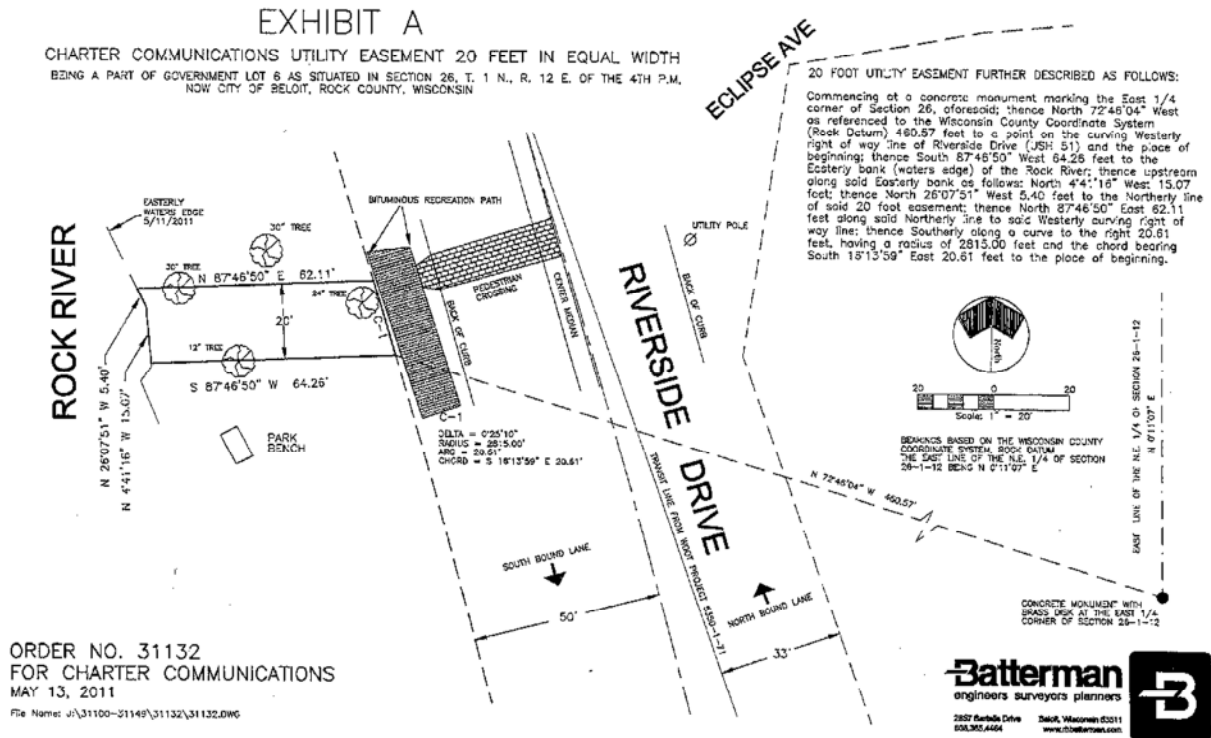
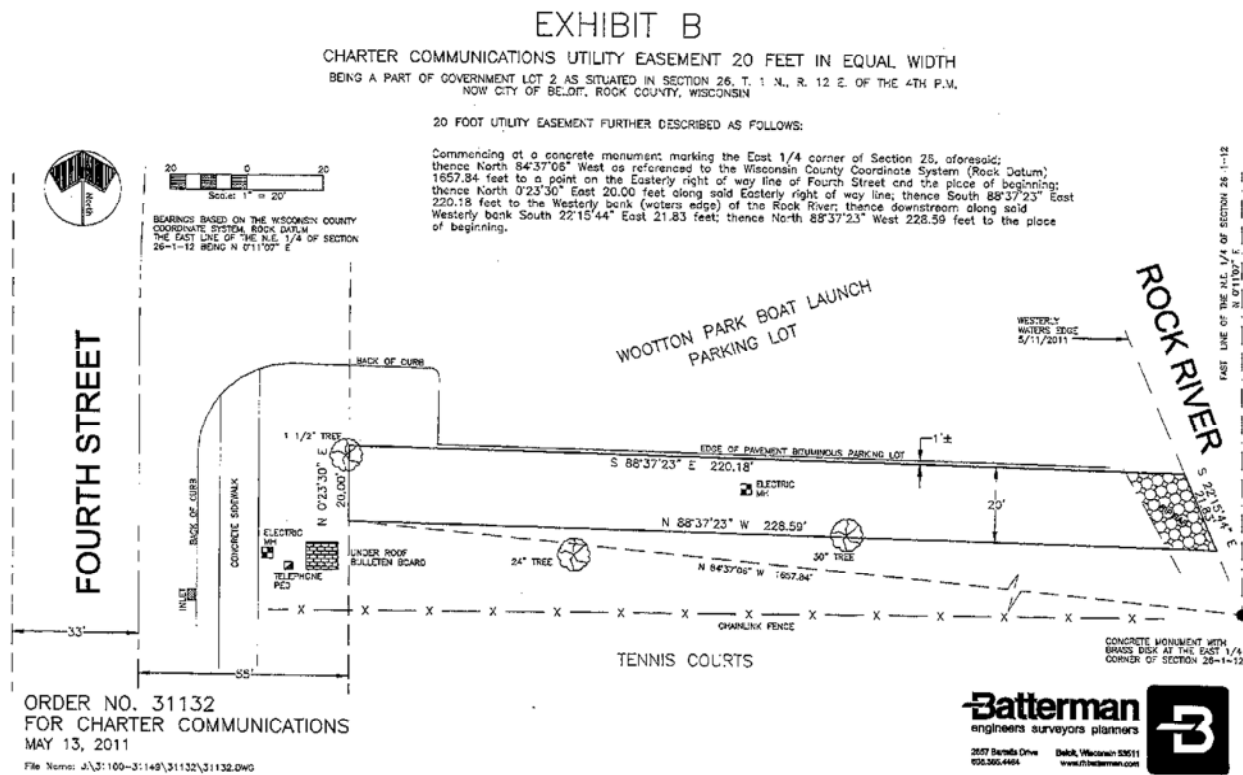


EXHIBIT B

CHARTER COMMUNICATIONS UTILITY EASEMENT 20 FEET IN EQUAL WIDTH
 BEING A PART OF GOVERNMENT LOT 2 AS SITUATED IN SECTION 26, T. 1 N., R. 12 E.
 OF THE 4TH P.M, NOW CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

20 FOOT UTILITY EASEMENT FURTHER DESCRIBED AS FOLLOWS:

Commencing at a concrete monument marking the East 1/4 corner of Section 26, aforesaid; thence North 84°37'06" West as referenced to the Wisconsin County Coordinate System (Rock Datum) 1657.84 feet to a point on the Easterly right of way line of Fourth Street and the place of beginning; thence North 0°23'30" East 20.00 feet along said Easterly right of way line; thence South 88°37'23" East 220.18 feet to the Westerly bank (waters edge) of the Rock River; thence downstream along said Westerly bank South 22°15'44" East 21.83 feet; thence North 88°37'23" West 228.59 feet to the place of beginning.



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Charter Cable Easement Request for Henry Avenue Bridge Project

Date: June 6, 2011

Presenter(s): Dave Botts

Department(s): Public Works

Overview/Background Information:

Charter Cable Partners, LLC, d/b/a Charter Communications, has submitted a request for an easement involving certain areas of Riverside Park and Wootton Park because of the Henry Avenue Bridge reconstruction. It is necessary for Charter to relocate its broadband and telecommunications services line which is currently installed under the bridge deck. Charter intends to bore an underground line under the river beginning near the intersection of Eclipse Blvd. and Riverside Dr. on the east side of the river and run the bore westerly underground along the north side of the tennis courts in Wootton Park. It is necessary for Council to refer this matter to Plan Commission for consideration and recommendation.

Key Issues (maximum of 5):

- Charter Cable Partners, LLC, d/b/a Charter Communications currently has a broadband and telecommunications services line installed under the Henry Avenue bridge deck. Prior to the removal of the current bridge deck, it is necessary for Charter to relocate these facilities.
- Charter's intention is to bore an underground line under the river beginning near the intersection of Eclipse Boulevard and Riverside Drive on the east side of the river and run the bore westerly underground along the north side of the tennis courts in Wootton Park (see attached photos). Consequently, Charter Communications has submitted a request for an easement involving those areas in Riverside Park and Wootton Park (see attached letter from Charter Communications and proposed easement document).
- The Plan Commission reviewed this item at its May 18 meeting and voted unanimously (4-0) to recommend approval of this easement. Two Plan Commissioners were absent.

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

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**
This project will meet the present and future broadband and telecommunication needs of the residents and employees in the area.

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:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact:

N/A

Attachments:

Resolution and Plan Commission staff report.

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date:
May 18, 2011

Agenda Item:
6

File Number:
RPB-2011-04

Applicant:
City of Beloit

Location:
1160 Riverside Drive
1451 Fourth Street

Existing Land Use:
Riverside Park and Wootton Park

Request Overview/Background Information:

The Henry Avenue Bridge is planned for a complete reconstruction beginning in the summer/fall 2011. The project will involve the removal of the current bridge deck and the reconstruction of a new bridge deck which will accommodate four lanes of traffic. A bike and pedestrian path will be constructed on the south side, and a five-foot sidewalk will be located on the north side.

Key Issues:

- Charter Cable Partners, LLC, d/b/a Charter Communications currently has a broadband and telecommunications services line installed under the Henry Avenue bridge deck. Prior to the removal of the current bridge deck, it is necessary for Charter to relocate these facilities.
- Charter's intention is to bore an underground line under the river beginning near the intersection of Eclipse Boulevard and Riverside Drive on the east side of the river and run the bore westerly underground along the north side of the tennis courts in Wootton Park (see attached photos). Consequently, Charter Communications has submitted a request for an easement involving those areas in Riverside Park and Wootton Park (see attached letter from Charter Communications).
- **Location and Zoning Map**
The attached Location and Zoning Map shows the approximate locations of the two proposed 20-foot wide easements in yellow on either side of the Rock River.

Consistency with Comprehensive Plan and Strategic Plan:

- The City of Beloit Comprehensive Land Use Plan (2008) shows this area as appropriate for Parks and Open Space.
- 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**
This project will meet the present and future broadband and telecommunication needs of the residents and employees in the area.

Staff Recommendation:

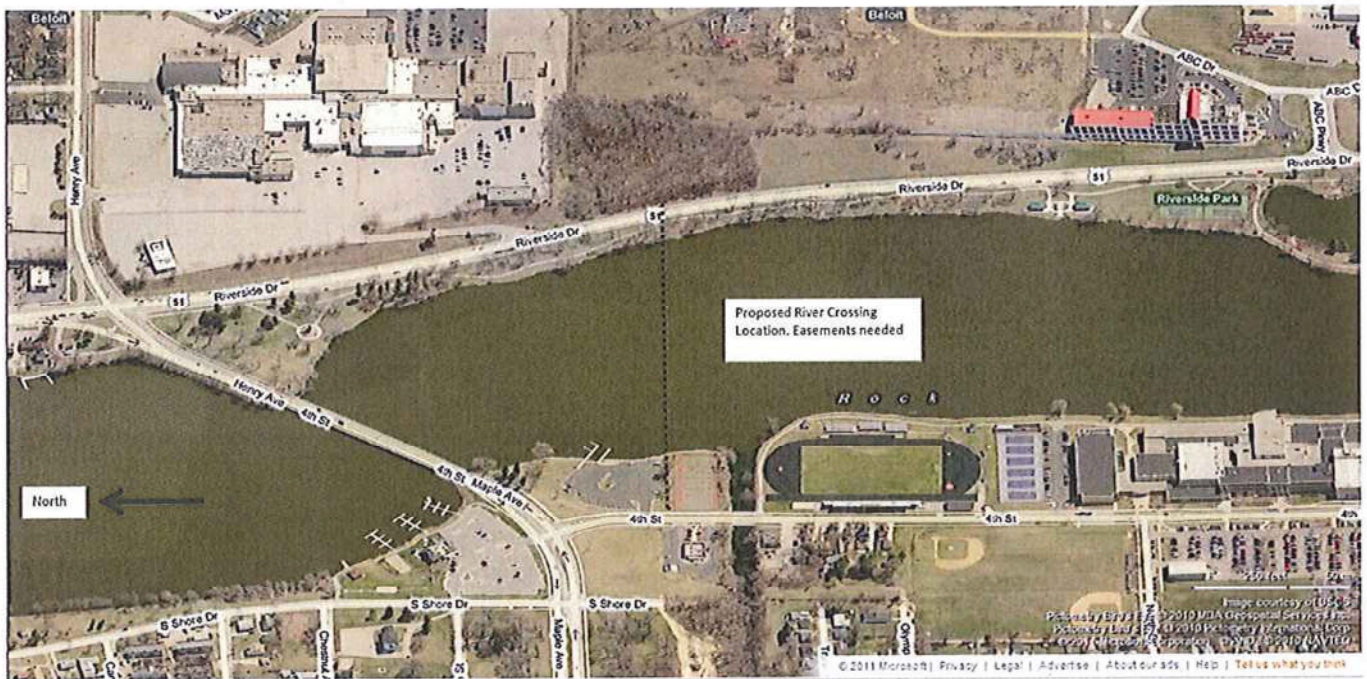
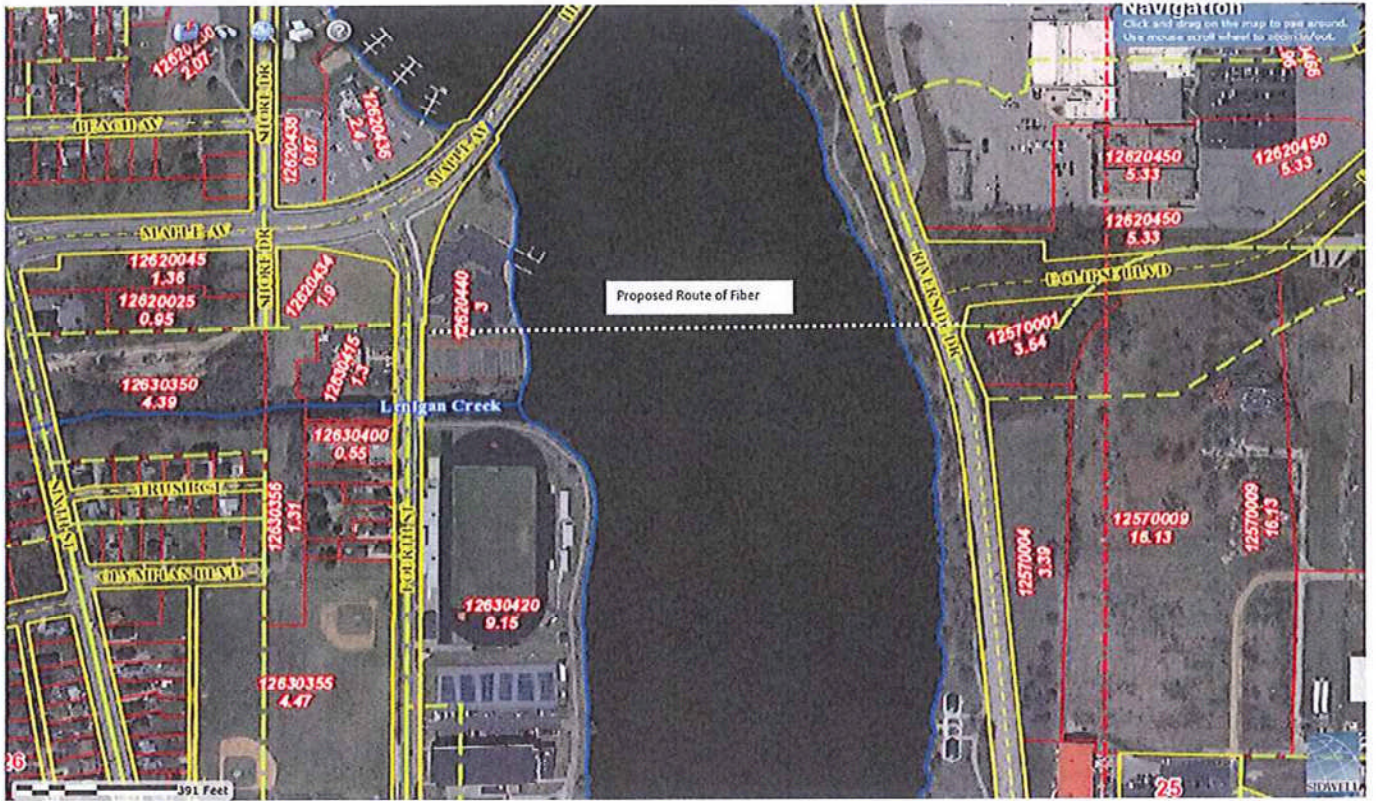
The Neighborhood Planning Division recommends **approval** of the requested broadband and telecommunications services utility easement as shown on the attached maps.

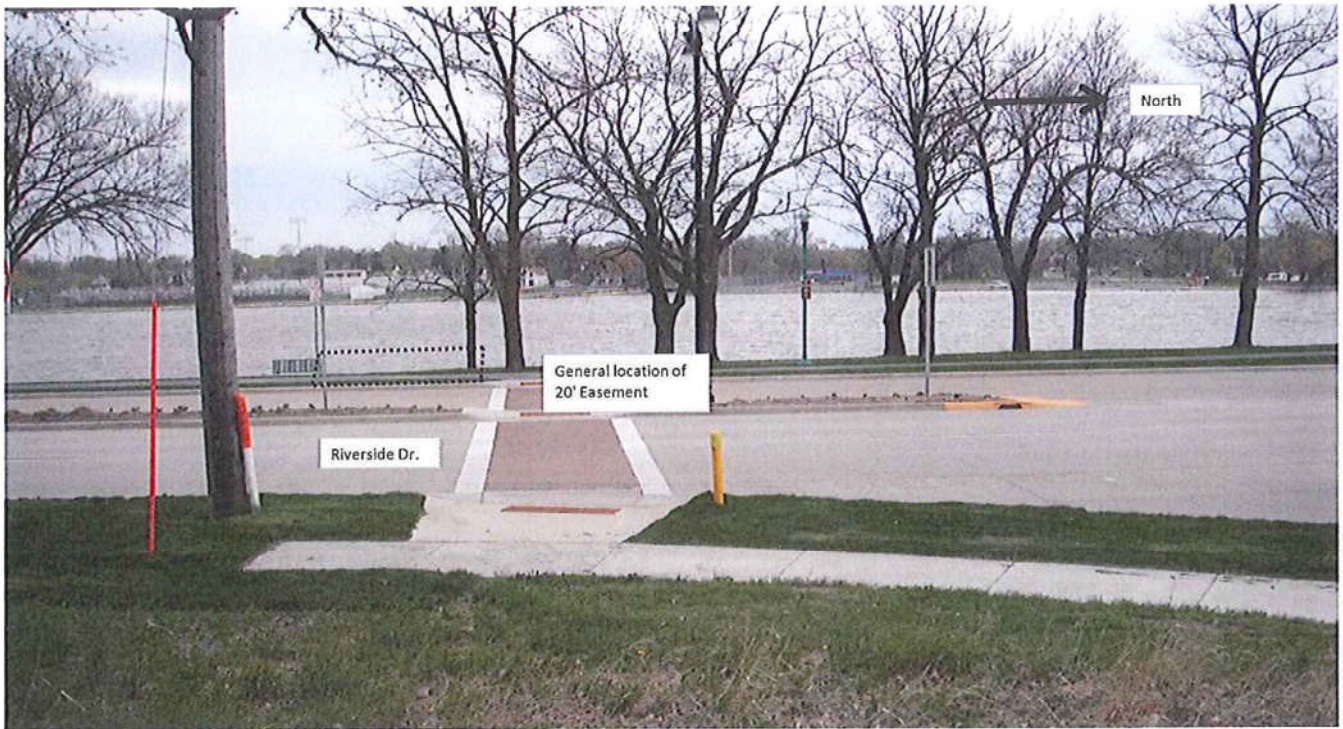
Fiscal Note/Budget Impact:

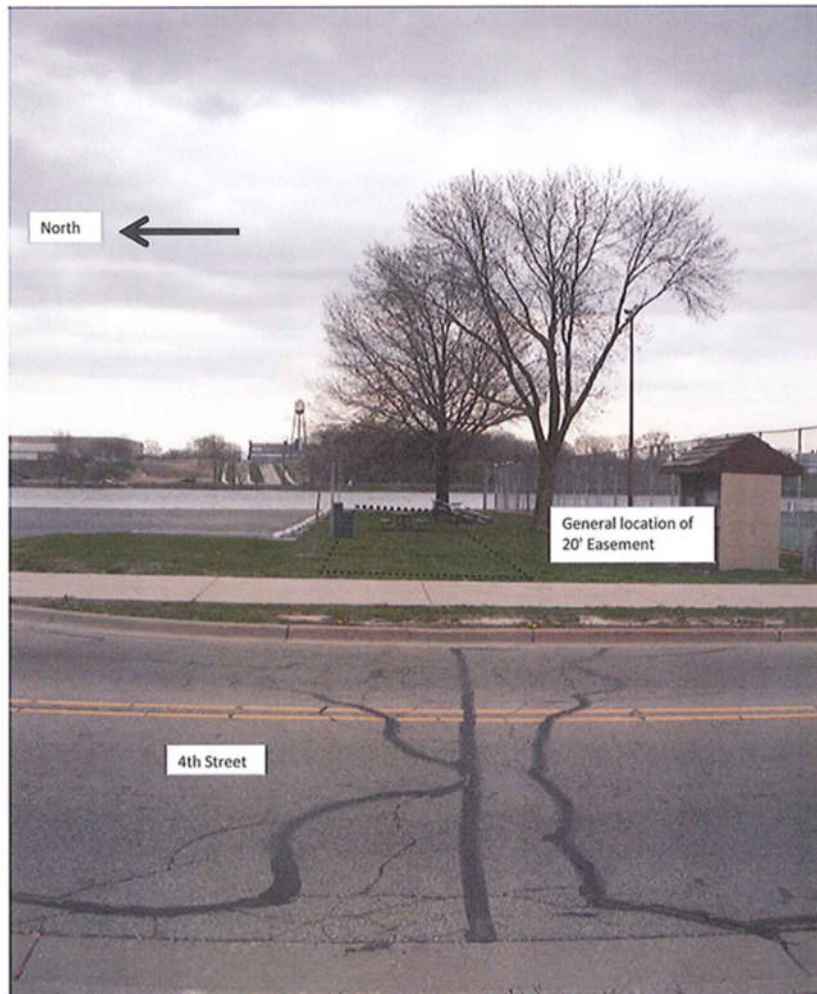
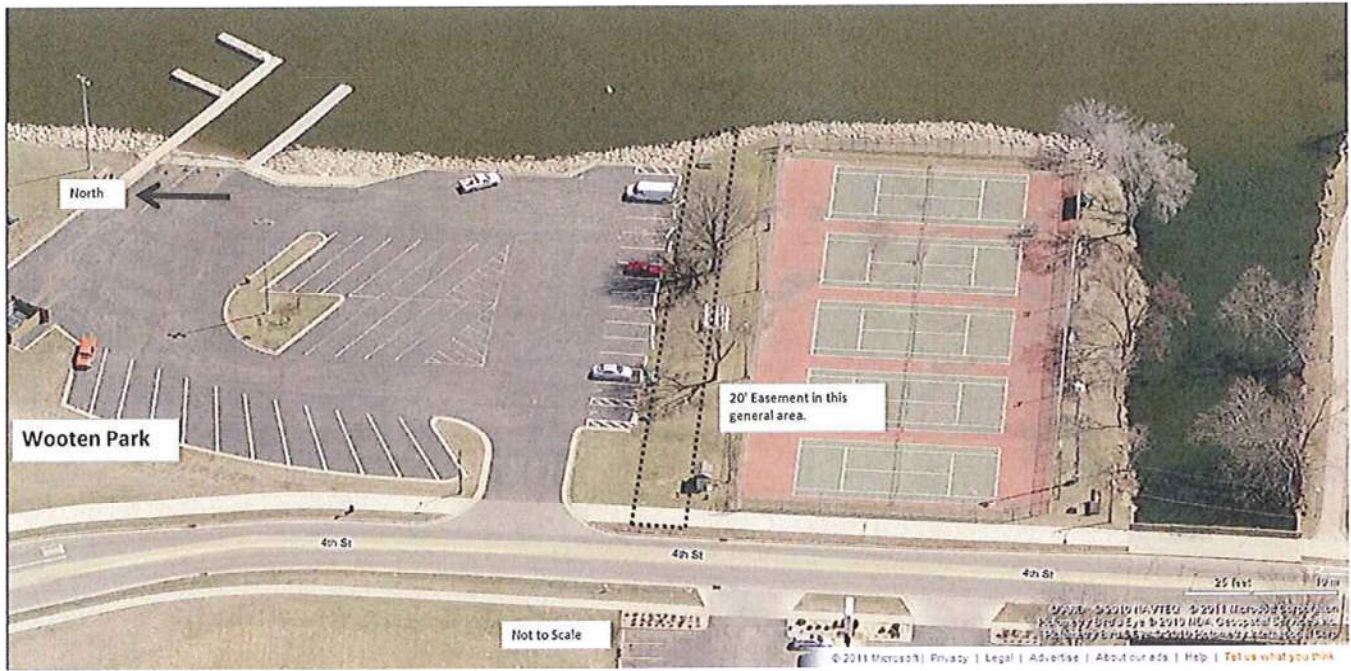
There is no fiscal impact on the City's budget related to this easement. The bridge project is in the Capital Budget for the City.

Attachments:

Photos of Proposed Easement Area, Easement Request, and Location and Zoning Map







RPB-2011-04, Charter Easement, Riverside and Wootton Parks

RPB-2011-04



Riverside Park ; 1160 Riverside Drive; PIN: 13511220
Wootton Park; 1451 Fourth Street; PIN: 12620440

Tom Casper
City Attorney
City of Beloit
100 State Street
Beloit, WI 53511

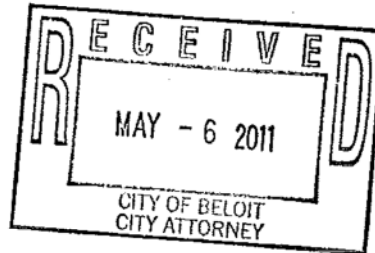
May 5, 2011

Tom,

Charter Cable Partners LLC. *dba Charter Communication* would like to obtain an easement in two parks in the City of Beloit. The first location is Riverside Park, on Riverside Drive at its junction with Eclipse Blvd. We would like a 20 foot wide easement from the west side of the road right of way going through Riverside Park to the east shore of the Rock River. The second location is Wootton Park, along the north side of the tennis courts. We would like a 20 foot wide easement from the east side of the road right of way of 4th Street going through Wootton Park to the west shore of the Rock River. These easements would be used for Broadband and Telecommunications Services. We would be relocating our fiber optic line that is currently on the Henry Ave Bridge, which is scheduled for replacement in September, to this easement. Legal description of the easements will follow.

A handwritten signature in black ink, appearing to read 'Tom Phillips'.

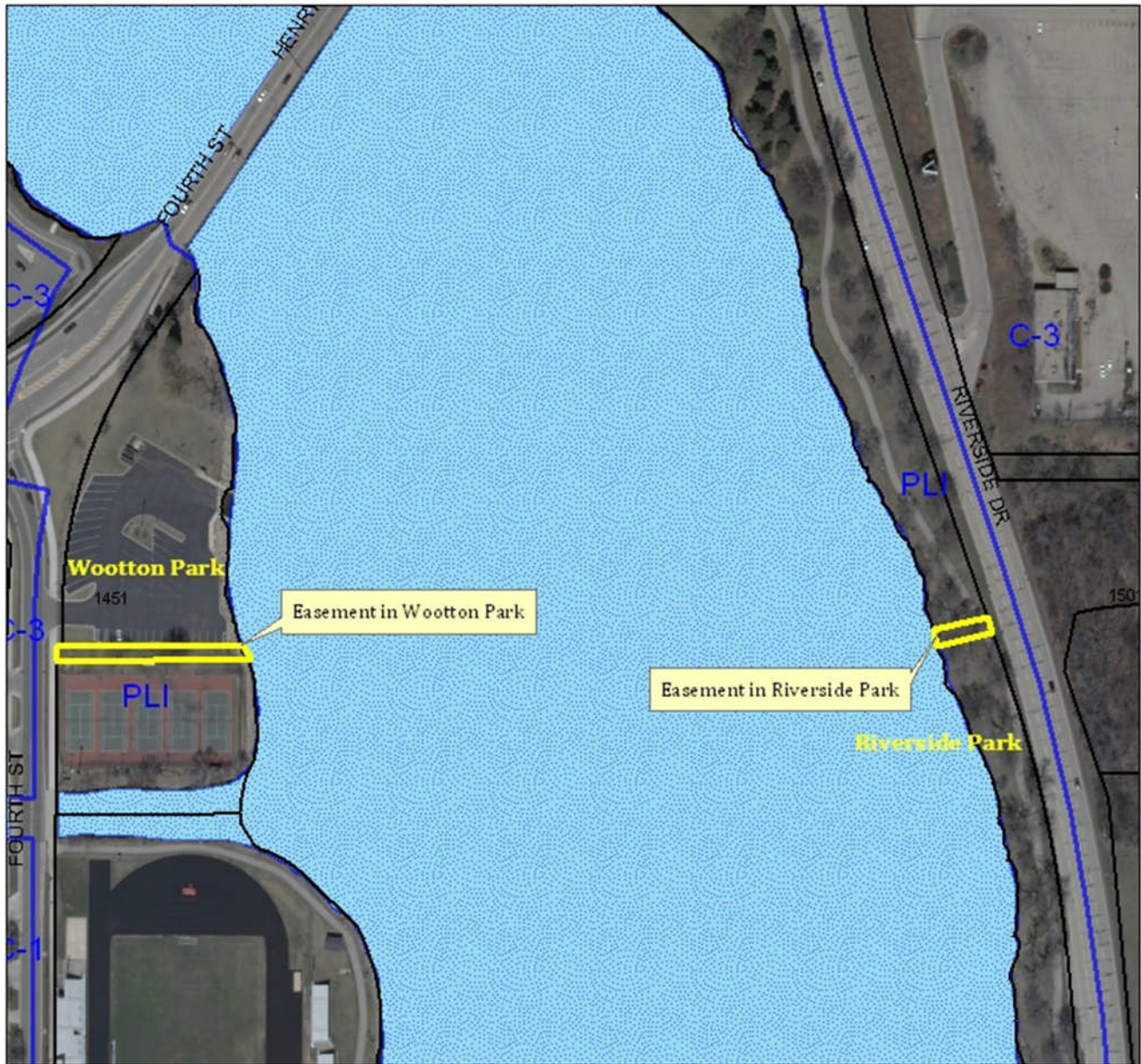
Tom Phillips
Charter Communications
608-373-7537 Office
608-209-4821 Cell



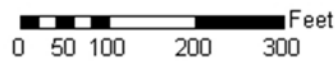
Location & Zoning Map

1160 Riverside Drive
1451 Fourth Street

RPB-2011-04



1 inch = 194 feet



Legend

- City Limits
- Zoning District

Map prepared by: Julie Christensen
Date: May 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: April 2008

NEIGHBORHOOD PLANNING DIVISION

**RESOLUTION APPROVING PERPETUAL SIDEWALK EASEMENT
AT STATE STREET AND SHIRLAND AVENUE**

The City Council of the City of Beloit, Rock County, Wisconsin, hereby finds that the attached Perpetual Sidewalk Easement is in the best interests of the City of Beloit and resolves that the attached Perpetual Sidewalk Easement between Amusement Brokers Ltd. and the City of Beloit be, and it is hereby, approved.

BE IT FURTHER RESOLVED that the City Manager of the City of Beloit be, and he is hereby, authorized to execute any documents necessary to carry out the terms and conditions of the Perpetual Sidewalk Easement.

Adopted this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

tdh\resolution\ShirlandStatePerpetualSidewalkEasement=res=110509 1652 (11-1070)

**PERPETUAL SIDEWALK
EASEMENT**

Document Number

Document Title

This Agreement is made this ____ day of _____, 2011, by and between Amusement Brokers, Ltd., and the City of Beloit, a Wisconsin municipal corporation, hereinafter referred to as the "CITY".

Amusement Brokers, Ltd., in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby grants to the CITY, a perpetual sidewalk easement over certain land owned by Amusement Brokers, Ltd., described as follows:

A triangle of land in the NE corner of Lot 103, Goodhue's Subdivision, being 25.00 feet along the Shirland Avenue Right-of-way, 10.00 feet along the State Street Right-of-way, and 25.08 feet more or less along the diagonal, containing 122.68 square feet.

Amusement Brokers, Ltd., authorizes the CITY to enter the easement area for the purpose of initial construction of a new sidewalk. Amusement Brokers, Ltd., its successors and assigns, agree to be bound by the provisions of Wisconsin Statutes §66.0907 regarding public sidewalks as though this sidewalk were in the public right-of-way.

This space is reserved for recording data

Return to
City Engineer
City of Beloit
2400 Springbrook Court
Beloit, WI 53511

Parcel Identification Number/Tax Key Number
1354-0040

(Signature)

Amusement Brokers, LTD., John Patch,
President

(Print Name)

(Date)

State of Wisconsin)
) ss.
_____ County)

On the above date, this instrument was acknowledged before me by the named person(s).

(Signature, Notary Public, State of Wisconsin)

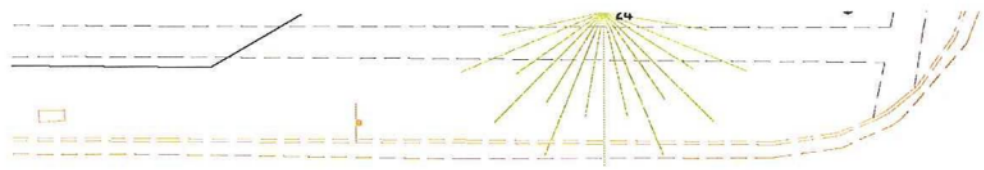
(Date Commission Expires)

(Print or Type Name, Notary Public, State of Wisconsin)

Project ID C11-14

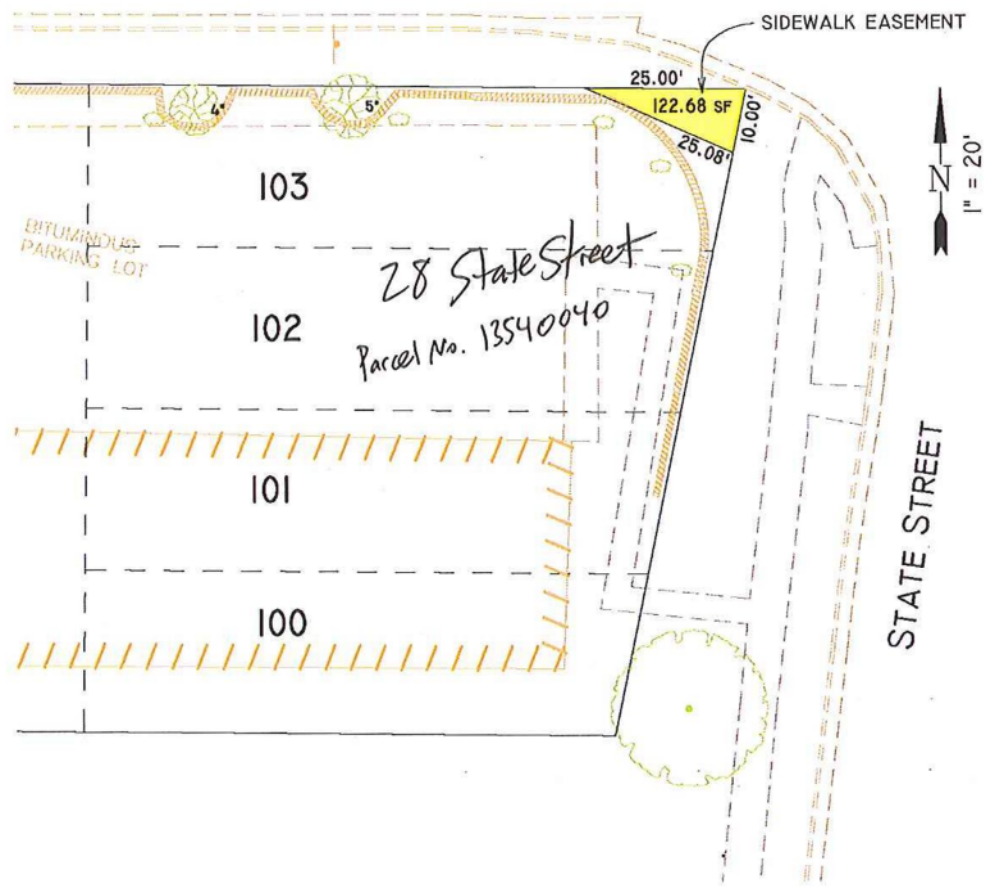
This instrument was drafted by City of Beloit

Parcel No. A



CONCRETE PAVEMENT BITUMINOUS

SHIRLAND AVENUE



Project ID C11-14

This instrument was drafted by City of Beloit

Parcel No. A

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Perpetual Sidewalk Easement between Amusement Brokers Ltd and the City of Beloit

Date: June 6, 2011

Presenter(s): David Botts

Department: Public Works

Overview/Background Information:

This year the Engineering Division will be reconstructing a portion of Shirland Avenue near City Hall. As part of the project, a new sidewalk will be installed on the south side of Shirland Avenue from the intersection of State Street and Shirland Avenue to Subway.

Key Issues (maximum of 5):

- The only way to connect the new sidewalk on the south side of Shirland Avenue with the sidewalk on the west side of Blackhawk Boulevard/State Street is to acquire an easement from Amusement Brokers, Ltd., the owner of 28 State Street.
 - The property owner has agreed to the Perpetual Sidewalk Easement, which is attached to this report.
 - According to State Statutes, the Plan Commission must make a recommendation to the City Council regarding any proposed easement before the City Council may take action on accepting an easement involving the City.
 - Plan Commission reviewed the Perpetual Sidewalk Easement at its May 18 meeting and voted unanimously (4-0) to recommend approval of the easement. Two Commissioners were absent.
-

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

- Consideration of this request supports Strategic Goal #4.
-

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

- **Reduce dependence upon fossil fuels** – N/A
 - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
 - **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
 - **Meet the hierarchy of present and future human needs fairly and efficiently** – This will provide an additional pedestrian connection to existing bike-pedestrian network. This will allow pedestrians to travel safely on the south side of Shirland Avenue.
-

Action required/Recommendation:

- Consideration of the resolution approving the perpetual sidewalk easement.
-

Fiscal Note/Budget Impact:

There is no negative fiscal impact on the City's budget related to this easement. The Shirland Avenue reconstruction project is in the Capital Budget for the City.

Attachments: Resolution, Plan Commission Staff Report, and Perpetual Sidewalk Easement

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date:
May 18, 2011

Agenda Item:
7

File Number:
RPB-2011-03

Applicant:
City of Beloit

Location:
28 State Street

Existing Land Use:
Commercial Building with Tenant Spaces

Request Overview/Background Information:

This year the Engineering Division will be reconstructing a portion of Shirland Avenue near City Hall. As part of the project, a new sidewalk will be installed on the south side of Shirland Avenue from the intersection of State Street and Shirland Avenue to Subway.

Key Issues:

- The only way to connect the new sidewalk on the south side of Shirland Avenue with the sidewalk on the west side of Blackhawk Boulevard/State Street is to acquire an easement from Amusement Brokers, Ltd., the owner of 28 State Street.
- The property owner has agreed to the Perpetual Sidewalk Easement, which is attached to this report.
- According to State Statutes, the Plan Commission must make a recommendation to the City Council regarding any proposed easement before the City Council may take action on accepting an easement involving the City.
- After Plan Commission has reviewed the Perpetual Sidewalk Easement, City Council will take action on the proposed easement.

Consistency with Comprehensive Plan and Strategic Plan:

- The City of Beloit Comprehensive Land Use Plan (2008) shows this area as appropriate for Parks and Open Space.
- 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** – This will provide an additional pedestrian connection to existing bike-pedestrian network. This will allow pedestrians to travel safely on the south side of Shirland Avenue.

Staff Recommendation:

The Neighborhood Planning Division recommends **approval** of the requested perpetual sidewalk easement as shown on the attached map.

Fiscal Note/Budget Impact:

RPB-2011-03, Sidewalk Easement, 28 State Street

There is no fiscal impact on the City's budget related to this easement. The Shirland Avenue reconstruction project is in the Capital Budget for the City.

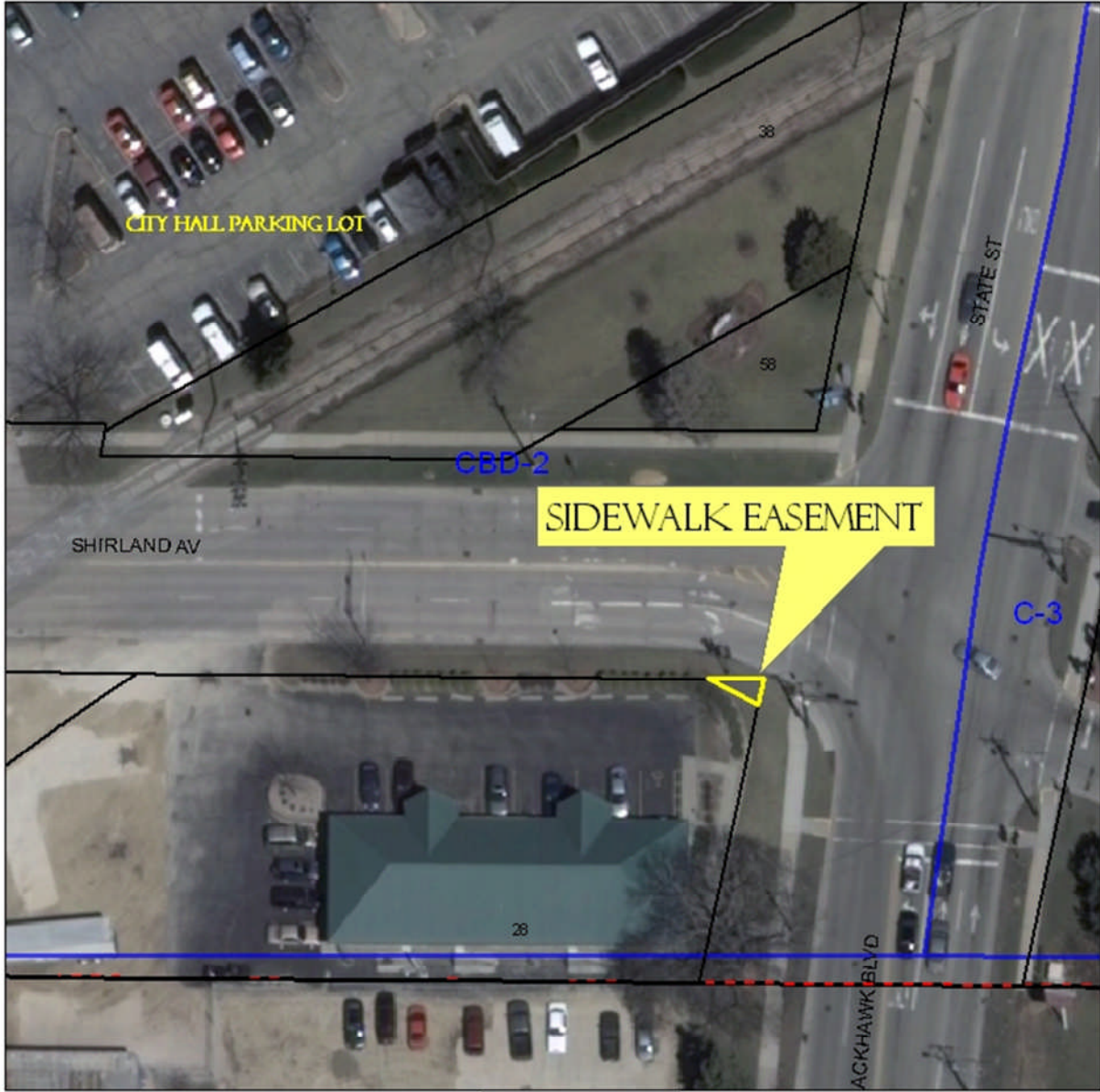
Attachments:

Location and Zoning Map and Draft Easement Document

Location & Zoning Map

28 State Street

RPB-2011-03



1 inch = 45 feet
0 12.5 25 50 75 Feet

Legend

- COB Parcels
- City Limits
- Zoning District

Map prepared by: Julie Christensen
Date: May 2011
For: City of Beloit, Neighborhood Planning
Date of Aerial Photography: April 2008

NEIGHBORHOOD PLANNING DIVISION

**RESOLUTION
AWARDING CONTRACT C11-07
STREET MAINTENANCE**

WHEREAS, the adopted capital improvements budget for 2011 provided funding and an appropriation for the maintenance of City Streets, and;

WHEREAS, project design and construction bid specifications were developed by the City Engineer and distributed to qualified contractors, and;

WHEREAS, the project will have the base material stabilized with fly ash, will replace pavements on North Street, Carlyle Avenue, Pioneer Drive, Avon Court, Wren Road, and Manor Drive, and will resurface Clary Street, Hackett Street and Kennedy Drive, and;

WHEREAS, one competitive bid was received, the low bid being from Rock Road, Companies Inc., and,

WHEREAS, Rock Road Companies, Inc. is a qualified bidder, therefore,

IT IS RESOLVED, that Contract C11-07 Street Maintenance, be, and hereby is, awarded to Rock Road Companies Inc., Janesville, Wisconsin, in the following amounts:

Rock Road Companies, Inc.
P.O. Box 1779
Janesville, WI 53547

Rock Road Companies, Inc. Base Bid	\$ 585,869.32
Allowance for Change Orders and/or Extra Work	\$ 87,830.68
TOTAL PROJECT COST	\$ 673,700.00

AND IT IS FURTHER RESOLVED, that the amount of \$673,700.00, be, and hereby is, funded as follows:

P2902187-5514-2011	Street Maintenance	\$ 426,600.00
P5312552-5514-2009	Kennedy Drive	\$ 186,400.00
P2702542-5511-2009	Storm Water Ponds	\$ 60,700.00
TOTAL		\$ 673,700.00

Dated at Beloit, Wisconsin this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Construction Contract for C11-07, Street Maintenance

Date: June 6, 2011

Presenter(s): David Botts, Public Works Director

Department(s): Public Works/Engineering

Overview/Background Information:

This project will replace pavements on North Street, Carlyle Avenue, Pioneer Drive, Avon Court, Wren Road, and Manor Drive, and will resurface Clary Street, Hackett Street and Kennedy Drive. Clary Street will also have new curb and gutter installed. All streets receiving new pavement will have the base stabilized with fly ash..

Key Issues (maximum of 5):

1. One (1) bid was received for this project. The low bid of \$ 585,869.32 was from Rock Road Companies, Inc. and is 25.7% less than the engineer's estimate of \$ 736,300.00.
2. Rock Road Companies, Inc. is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$ 585,869.32 for construction, \$ 87,830.68 for Change Orders or extra work, for a total of \$ 673,700.00.
4. No properties will be special assessed for this project.

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

1. **Develop a high quality community through the responsible stewardship and enhancement of City resources to further Beloit's resurgence as a gem of the Rock River Valley.**
 - This project will enhance the quality of life in Beloit by improving the appearance and quality of ride on City Streets while lowering street maintenance costs.

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 improved pavement meets the present and future human needs by extending the life of the pavement, and reducing pavement maintenance.

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

Action required/Recommendation:

The Engineering Division recommends awarding this Public Works Contract to Rock Road Companies, Inc. in the amount of \$585,869.32.

Fiscal Note/Budget Impact:

Funding is available in the 2011 Capital Improvement Plan.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch

FROM: Luke Arnold, Project Engineer

DATE: May 27, 2011

SUBJECT: Bid Results for Contract C11-07
Street Maintenance

Pursuant to advertisements placed May 11 & 18, 2011, bids were received until 10:30 a.m. on May 26th, 2011 for C11-07 Street Maintenance. A summary and tabulation of bids is attached.

One (1) bid was received for this project as follows:

1. Rock Road Companies, Inc. Janesville, WI	\$ 585,869.32	*Low Bid*
<i>Engineer's Estimate</i>	<i>\$ 736,300.00</i>	<i>+25.7%</i>

Upon review of the Contractor's Proof of Responsibility Statement, Rock Road Companies, Inc. is determined to be a responsible bidder.

I recommend that the contract be awarded to Rock Road Companies, Inc. of Janesville, WI. The following is a breakdown of the proposed project cost:

COSTS

Rock Road Companies, Inc. Base Bid	\$ 585,869.32
Allowance for Change Orders and/or Extra Work	\$ 87,830.68
TOTAL PROJECT COST	\$ 673,700.00

PROJECT INFORMATION

This project will replace pavements on North Street, Carlyle Avenue, Pioneer Drive, Avon Court, Wren Road, and Manor Drive, and will resurface Clary Street, Hackett Street and Kennedy Drive. Clary Street will also have new curb and gutter installed. All streets receiving new pavement will have the base stabilized with fly ash.

**RESOLUTION
AWARDING CONTRACT C11-22
CLARY STREET WATER MAIN**

WHEREAS, the adopted capital improvements budget for 2011 provided funding and an appropriation for the maintenance of City Water Mains, and;

WHEREAS, project design and construction bid specifications were developed by the City Engineer and distributed to qualified contractors, and;

WHEREAS, the project will replace the water main in Clary Street with a new 8-inch PVC pipe and new valves and hydrants, and existing lead services will be replaced with new HDPE pipe, and;

WHEREAS, five competitive bids were received, the low bid being from E&N Hughes Co., Inc., and,

WHEREAS, E&N Hughes Co., Inc. is a qualified bidder, therefore,

IT IS RESOLVED, that Contract C11-22 Clary Street Water Main, be, and hereby is, awarded to E&N Hughes Co. Inc., Monroe, Wisconsin, in the following amounts:

E&N Hughes Co., Inc.
P.O. Box 408
Monroe, WI 53566

E&N Hughes Co., Inc. Base Bid	\$ 172,899.00
<u>Allowance for Change Orders and/or Extra Work</u>	<u>\$ 25,901.00</u>
TOTAL PROJECT COST	\$ 198,800.00

AND IT IS FURTHER RESOLVED, that the amount of \$198,800.00, be, and hereby is, funded as follows:

<u>P2605541-5511-2009</u>	<u>Water Main Replacement</u>	<u>\$ 198,800.00</u>
TOTAL		\$ 198,800.00

Dated at Beloit, Wisconsin this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Construction Contract for C11-22, Clary Street Water Main

Date: June 6, 2011

Presenter(s): David Botts, Public Works Director

Department(s): Public Works/Engineering

Overview/Background Information:

This project will replace the water main in Clary Street with a new 8-inch PVC pipe and new valves and hydrants, and existing lead services will be replaced with new HDPE pipe.

Key Issues (maximum of 5):

1. Five (5) bids were received for this project. The low bid of \$ 172,899.00 was from E&N Hughes Co., Inc. and is 6.1% less than the engineer's estimate of \$ 183,371.50.
2. E&N Hughes Co., Inc. is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$ 172,899.00 for construction, \$ 25,901.00 for Change Orders or extra work, for a total of \$ 198,800.00.
4. No properties will be special assessed for this project.

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

1. **Develop a high quality community through the responsible stewardship and enhancement of City resources to further Beloit's resurgence as a gem of the Rock River Valley.**
 - This project will enhance the quality of life in Beloit by improving the water quality and supply while lowering maintenance costs.

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 improved water main will increase supply capacity and reduce water main maintenance.

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

Action required/Recommendation:

The Engineering Division recommends awarding this Public Works Contract to E&N Hughes Co., Inc. in the amount of \$172,899.00.

Fiscal Note/Budget Impact:

Funding is available in the 2009 Capital Improvement Plan under Water Main Replacements.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch

FROM: Luke Arnold, Project Engineer

DATE: May 27, 2011

SUBJECT: Bid Results for Contract C11-22
Clary Street Water Main

Pursuant to advertisements placed May 11 & 18, 2011, bids were received until 11:00 a.m. on January 27th, 2011 for C11-22 Clary Street Water Main. A summary and tabulation of bids is attached.

Five (5) bids were received for this project as follows:

1. E&N Hughes Co., Inc.	Monroe, WI	\$ 172,899.00	*Low Bid*
2. H&K Contracting, Inc.	Sauk City, WI	\$ 176,636.00	+2.2%
	<i>Engineer's Estimate</i>	\$ 183,371.50	+6.1%
3. Iverson Construction, Inc.	Cottage Grove, WI	\$ 185,884.00	+7.5%
4. Wanasek Corporation, Inc.	Burlington, WI	\$ 187,405.00	+8.4%
5. Northern Illinois Service Co.	Rockford, IL	\$ 227,932.00	+31.8%

Upon review of the Contractor's Proof of Responsibility Statement, E&N Hughes Co., Inc. is determined to be a responsible bidder.

I recommend that the contract be awarded to E&N Hughes Co., Inc. of Monroe, WI. The following is a breakdown of the proposed project cost:

COSTS

E&N Hughes Co., Inc. Base Bid	\$ 172,899.00
Allowance for Change Orders and/or Extra Work	<u>\$ 25,901.00</u>
TOTAL PROJECT COST	\$ 198,800.00

PROJECT INFORMATION

This project will replace the water main in Clary Street with a new 8-inch PVC pipe and new valves and hydrants, and existing lead services will be replaced with new HDPE pipe.

**RESOLUTION
AWARDING CONTRACT C11-14
PARK AVENUE AND SHIRLAND AVENUE RECONSTRUCTION**

WHEREAS, four competitive bids were received, the low bid being from Rock Road Co. Inc., and,

WHEREAS, Rock Road Co. Inc. is a qualified bidder, therefore,

IT IS RESOLVED, that Contract C11-14, Park Av. and Shirland Av Reconstruction, be, and hereby is, awarded to Rock Road Co. Inc., Janesville, WI, in the following amounts:

Rock Road Co. Inc.
P.O. Box 1779
Janesville, WI 53547

Base Bid	\$ 604,505.57
Allowance for Change Orders and/or Extra Work	\$ 90,494.43
TOTAL PROJECT COST	\$ 695,000.00

AND IT IS FURTHER RESOLVED, that the amount of \$695,000.00, be, and hereby is, funded as follows:

P4502588-5514-2011 PARK SHORT PROSP COLL RECON	\$ 368,000.00
P4502589-5514-2011	\$ 327,000.00
TOTAL	\$ 695,000.00

Dated at Beloit, Wisconsin this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy, President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Construction Contract for C11-14, Park Av. and Shirland Av Reconstruction

Date: June 6, 2011

Presenter(s): David Botts, Public Works Director

Department(s): Public Works/ Engineering

Overview/Background Information:

This project will construct new concrete pavement on Park Avenue between Broad Street and East Grand Avenue, will replace and upgrade the signalization of the Park Avenue and Grand Avenue intersection, and will construct new concrete pavement on Shirland Avenue between the Transit Transfer entrance and State Street.

Key Issues (maximum of 5):

1. Four bids were received for this project. The low bid of \$604,505.57 was from Rock Road Co. Inc. and is -15.7% less than the engineer's estimate of \$717,254.09.
2. Rock Road Co. Inc. is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$604,505.57 for construction, \$ 90,494.43 for Change Orders or extra work, for a total of \$695,000.00.
4. No properties will be special assessed for this project.

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

1. **Develop a high quality community through the responsible stewardship and enhancement of City resources to further Beloit's resurgence as a gem of the Rock River Valley.**
 - This project will enhance the quality of life in Beloit by improving the appearance and quality of ride and improving pedestrian safety on these streets while lowering street maintenance costs.

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 improved pavement meets the present and future human needs by extending the life of the pavement, increasing pedestrian safety, and reducing pavement maintenance.

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

Action required/Recommendation:


The Engineering Division recommends awarding this Public Works Contract to Rock Road Co. Inc. in the amount of \$604,505.57.

Fiscal Note/Budget Impact:

Funds are available.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch
FROM: Andy Hill, Project Engineer 
DATE: May 26, 2011
SUBJECT: Bid Results for Contract C11-14
Park Av. and Shirland Av Reconstruction

Pursuant to advertisements placed May 4 and May 11, bids were received until 2:00 PM on May 26 for the Park Av. and Shirland Av Reconstruction. A tabulation of bids is attached.

Four bids were received for this project as follows:

1. Rock Road Co. Inc.	Janesville, WI	\$ 604,505.57	*Low Bid*
2. E & N Hughes Co.	Monroe, WI	\$ 626,580.05	+ 3.7%
3. Raymond P. Cattell, Inc.	Madison, WI	\$ 635,350.34	+ 5.1%
4. Parisi Const. Co. Inc.	Verona, WI	\$ 676,452.25	+ 11.9%
Engineer's Estimate		\$ 717,254.09	

Upon review of the Contractor's Proof of Responsibility Statement, Rock Road Co. Inc. is determined to be a responsible bidder.

I recommend that the contract be awarded to Rock Road Co. Inc. of Janesville, WI. The following is a breakdown of the proposed project cost:

COSTS

Rock Road Co. Inc. Base Bid	\$ 604,505.57
Allowance for Change Orders and/or Extra Work	\$ 90,494.43
TOTAL PROJECT COST	\$ 695,000.00

PROJECT INFORMATION

This project will construct new concrete pavement on Park Avenue between Broad Street and East Grand Avenue, will replace and upgrade the signalization of the Park Avenue and Grand Avenue intersection, and will construct new concrete pavement on Shirland Avenue between the Transit Transfer entrance and State Street.

**RESOLUTION ESTABLISHING A BELOIT
NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP3)**

WHEREAS, the Neighborhood Stabilization Program 3 (NSP3) is authorized under Title III of Division B of the Housing and Economic Recovery Act (HERA), 2008 for emergency assistance for redevelopment of abandoned and foreclosed homes and residential properties, and

WHEREAS, the State of Wisconsin Department of Commerce has received a Neighborhood Stabilization Program funding allocation from the U.S. Department of Housing and Urban Development (HUD), and

WHEREAS, the City of Beloit's Strategic Goals include neighborhood revitalization and neighborhood preservation activities, and

WHEREAS, the Neighborhood Stabilization Program 3 funds will have two facets: to acquire, rehabilitate and resell foreclosed and abandoned properties in the City of Beloit and to acquire and demolish foreclosed and abandoned properties, and

WHEREAS, the Neighborhood Stabilization Program Funds will allow the City to meet needs addressed in the Strategic Plan.

NOW THEREFORE BE IT RESOLVED, that the City Manager and the Community Development Authority are hereby authorized to implement a Neighborhood Stabilization Program 3 within the guidelines of the Federal Government and the Wisconsin Department of Commerce and this resolution, and

BE IT FURTHER RESOLVED that the City's Community Development Authority is hereby designated the oversight agency for this program and the Community Development Authority shall be vested with all the powers and duties established by this resolution as well as the Municipal Code and State Statutes, when such other powers and duties are related to the implementation of the Neighborhood Stabilization Program 3. The powers and duties shall include:

1. The oversight and establishment of the Neighborhood Stabilization Program 3. The CDA shall partner with the City of Beloit Community Development Department to administer the program under the rules established by the State and Federal government.

2. The oversight of the property acquisition/rehabilitation program and demolitions. The CDA shall approve the acquisition of properties and the rehabilitation plans, select contractors to complete the remodeling or to demolish a property, determine what activities should be completed related to the remodeling process and market and sell all properties acquired by the City under the Neighborhood Stabilization Program 3.
3. Such other powers and duties as the City Council may authorize from time to time to fully implement the Neighborhood Stabilization Program 3 and

BE IT FURTHER RESOLVED that the City Council has selected one census tract as dictated by the Neighborhood Stabilization Program application. Census Tract 16 was selected which is generally bounded by the Rock River, Portland Avenue, McKinley Avenue and Shirland Avenue on the near west side.

Adopted this 6th day of June, 2011

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Establish the Beloit Neighborhood Stabilization Program 3

Date: June 6, 2011

Presenter(s): Julie Christensen

Department(s): Community Development

Overview/Background Information:

The Neighborhood Stabilization Program (NSP) is authorized under Title III of Division B of the Housing and Economic Recovery Act (HERA), 2008 for emergency assistance for redevelopment of abandoned and foreclosed homes and residential properties. NSP 3 funds in the amount of \$5,000,000 are available to the Wisconsin State Program through HUD. The City of Beloit as part of the Rock County Consortium applied and has been awarded \$1,293,000 of which \$655,750 will be utilized by the City of Beloit to be used in the Near West Side Neighborhood otherwise known as Census Tract 16. The City applied for these funds in cooperation with the City of Janesville, Neighborhood Housing Services and Family Services of Northern IL and Southern WI.

Key Issues (maximum of 5):

1. On May 2, 2011, the Beloit City Council authorized the City Manager to accept the NSP-3 funds. The City of Beloit's funds will be used in Census Tract 16. This census tract is located on the near west side and is bounded by the Rock River, Portland Avenue, McKinley Avenue, and Shirland Avenue.
2. The grant will be used to acquire, rehabilitate and sell foreclosed and abandoned properties to low or moderate income families. Additionally, some of the funds will also be used to raze some properties that are condemnable to be land banked and redeveloped.
3. In the past, the Beloit City Council authorized the Community Development Authority (CDA) to implement the Neighborhood Development Initiative and the Neighborhood Stabilization Program 1. This resolution, if approved, would give the CDA the authorization to implement NSP-3.

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

The Neighborhood Stabilization Program meets three goals in the Strategic Plan.

Goal 1: Sustainable stewardship of City resources and enhance the quality of life.

Goal 4: Community revitalization and new development.

Goal 5: Communicate and partner with organizations to coordinate effective and efficient service delivery.

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

- **Reduce dependence upon fossil fuels**
This program will create homes that are more energy efficient and in turn will use less electricity and gas.
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature**
Through the rehabilitation or the demolition of these homes, we will be removing harmful chemicals from the environment such as asbestos and lead.
- **Reduce dependence on activities that harm life sustaining eco-systems**
NA
- **Meet the hierarchy of present and future human needs fairly and efficiently**
This program will provide quality housing options to the citizens of Beloit.

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

Action required/Recommendation:

Staff recommends approval of a resolution to establish the Beloit Neighborhood Stabilization Program 3 and authorizing the CDA to implement the program.

Fiscal Note/Budget Impact:

There will be no negative fiscal impact to the City of Beloit. This program will be entirely funded with the grant dollars received.

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO APPLY FOR THE 2011 HUD LEAD
HAZARD REDUCTION DEMONSTRATION GRANT**

WHEREAS, the State of Wisconsin has set a goal to eliminate childhood poisoning in the state, and

WHEREAS, the City of Beloit's Consolidated Plan includes goals for creating a lead-safe environment in Beloit's housing stock; and

WHEREAS, the Lead Hazard Reduction Demonstration Grant funds will allow us to meet some of the needs addressed in the Consolidated Plan.

NOW THEREFORE BE IT RESOLVED, that the City Manager is authorized to apply for the Lead Hazard Control Grant funds in the amount of \$1.1 million in cooperation with Rock County and the City of Janesville for the prevention and elimination of childhood lead poisoning in the City of Beloit.

Adopted this 6th day of June, 2011

City Council of the City of Beloit

Kevin D. Leavy, President

Attest:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Authorizing the City Manager to apply for HUD 2011 Lead Hazard Reduction Demonstration Grant in cooperation with Rock County and the City of Janesville

Date: June 6, 2011

Presenter(s): Julie Christensen

Department(s): Community Development

Overview/Background Information:

Lead poisoning is still a major issue facing Wisconsin's children, and Beloit is on the state's list of high risk communities. The most recent data shows that 3,488 children were poisoned in Wisconsin in 2007, 73 of those cases were children in Beloit. Lead poisoning contributes to increased cost for medical needs, special education and the juvenile justice system which costs Wisconsin \$14,037,259 annually. In 2009, the consortium of the City of Beloit, City of Janesville and Rock County received a HUD Lead Hazard Reduction Grant of \$1.1 Million. The City of Beloit has utilized its portion through the Housing Rehabilitation Loan program to make 64 dwelling units lead safe for the children of Beloit, with more projects currently underway. The funds from this grant will continue to be used to provide resources to home owners and landlords to make their dwellings lead safe for children.

Key Issues (maximum of 5):

1. The City of Beloit is proposing to apply for the lead grant in cooperation with Rock County and the City of Janesville.
 2. The grant will be used to provide funding to home owners and landlords to make their dwelling units lead safe for children.
 3. Rock County will be the lead agency.
 4. Local match is required and will consist of in-kind contributions, CDBG and NSP funds from the City of Beloit or cash match provided by the property owner. This match will have no budgetary implications for the City of Beloit.
-

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

This grant conforms to the following 2011 strategic goals:

3. Proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life, and protect property and natural resources.
 4. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization and successful new development.
-

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**
This grant allows us to reduce the amount of lead in the environment.
- **Reduce dependence on activities that harm life sustaining eco-systems**
This will allow us to reduce a substance that is harmful to life sustaining eco-systems.
- **Meet the hierarchy of present and future human needs fairly and efficiently**
This grant will allow current and future generations to live in dwellings that are healthy and safe.

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:

Approval of a resolution authorizing the City Manager to apply for Lead Hazard Reduction Demonstration Grant funds from the Department of Housing and Urban Development in cooperation with Rock County and the City of Janesville for \$1.1 million which will be shared between the partners.

Fiscal Note/Budget Impact:

There will be no negative fiscal impact to the general fund. Matching funds will consist of in-kind, CDBG and NSP funds.

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Exception to the Architectural Review and Landscape Code for the property located at 1255 Park Avenue – Council Referral to the Plan Commission

Date: June 6, 2011

Presenter: Julie Christensen

Department: Community Development

Overview/Background Information:

Dennis Mulcahy, the owner & operator of the Old Fashion Bakery, has filed an application for an Exception to Sections 34.21(2)(b) and 34.21(2)(c) of the Architectural Review and Landscape Code to waive the Open Green Space and Landscape Strip landscaping requirements for the property located at 1255 Park Avenue.

Key Issues (maximum of 5):

- The applicant intends to remove and replace his entire parking lot, which requires compliance with the Landscape Code.
- The applicant has requested relief from the Open Green Space and Landscape Strip landscaping requirements, but has indicated that he can meet the other landscaping requirements.
- The application and site sketch are attached to this report.

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

- Consideration of this request supports Strategic Goal #4.

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

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

Action required/Recommendation:

- Referral to the Plan Commission for the June 8, 2011 meeting
- This item will most likely return to the City Council for a public hearing and possible action on June 20, 2011

Fiscal Note/Budget Impact: N/A

Attachments: Application and Site Sketch.

CITY of BELOIT

Neighborhood Planning Division

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

Architectural Review Exception Application Form

(Please Type or Print)

File number: ARC/EXP-2011-02

1. Name of applicant: Old Fashion Bakery Phone #: 608-365-6461
1255 Park Ave Beloit WI 53511
(Address) (City) (State) (Zip)
2. Address of subject property: 1255 Park Ave
3. Tax Parcel Number(s): 12560095
4. Legal description: _____

5. Present zoning: _____ Present use: Bakery production & Retail

6. Proposed use (if different): _____

7. Owner of record: Dennis & Rose Mulcahy Phone: 608-751-2813
13150 N. Frontline Line Rd Brodhead, WI 53520
(Address) W. Avon N. Town (City) (State) (Zip)

8. Code from which relief is sought or exception is taken:

() Architectural Review (X) Landscape Regulations

9. State specific sections of code and exception(s) requested: (Use separate sheet if necessary)

Open Green Space, Landscape strip for Alley
34.21 (2)(b) 34.21 (2)(c)

10. State specific hardship experienced by the applicant: (Use separate sheet if necessary)

We don't have the space to accommodate
the green space and landscape requirement

(Continued on back)

11. In order for this application to be considered complete, the applicant must attach a scale drawing (1" = 20' usually works best) showing the location of property lines and their dimensions, existing buildings and improvements, all abutting properties and improvements thereon, and the proposed changes or additions. A professional drawing is not required. You are required to furnish a legible drawing with enough detail that will adequately advise and inform the Commission.

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

Dennis M. Mulcahy / Dennis M. Mulcahy / 5/3/11
 (Signature of Owner) (Print name) (Date)

_____/_____/_____
 (Signature of Applicant, if different) (Print name) (Date)

The applicant acknowledges that this application is not deemed filed until dated and receipt acknowledged by a person authorized to receive the application. The applicant is entitled to receive a copy of the acknowledged application once it is officially reviewed and accepted.

Hearings are usually held in City Hall Forum, City Hall, 100 State Street at 7:00 P.M.

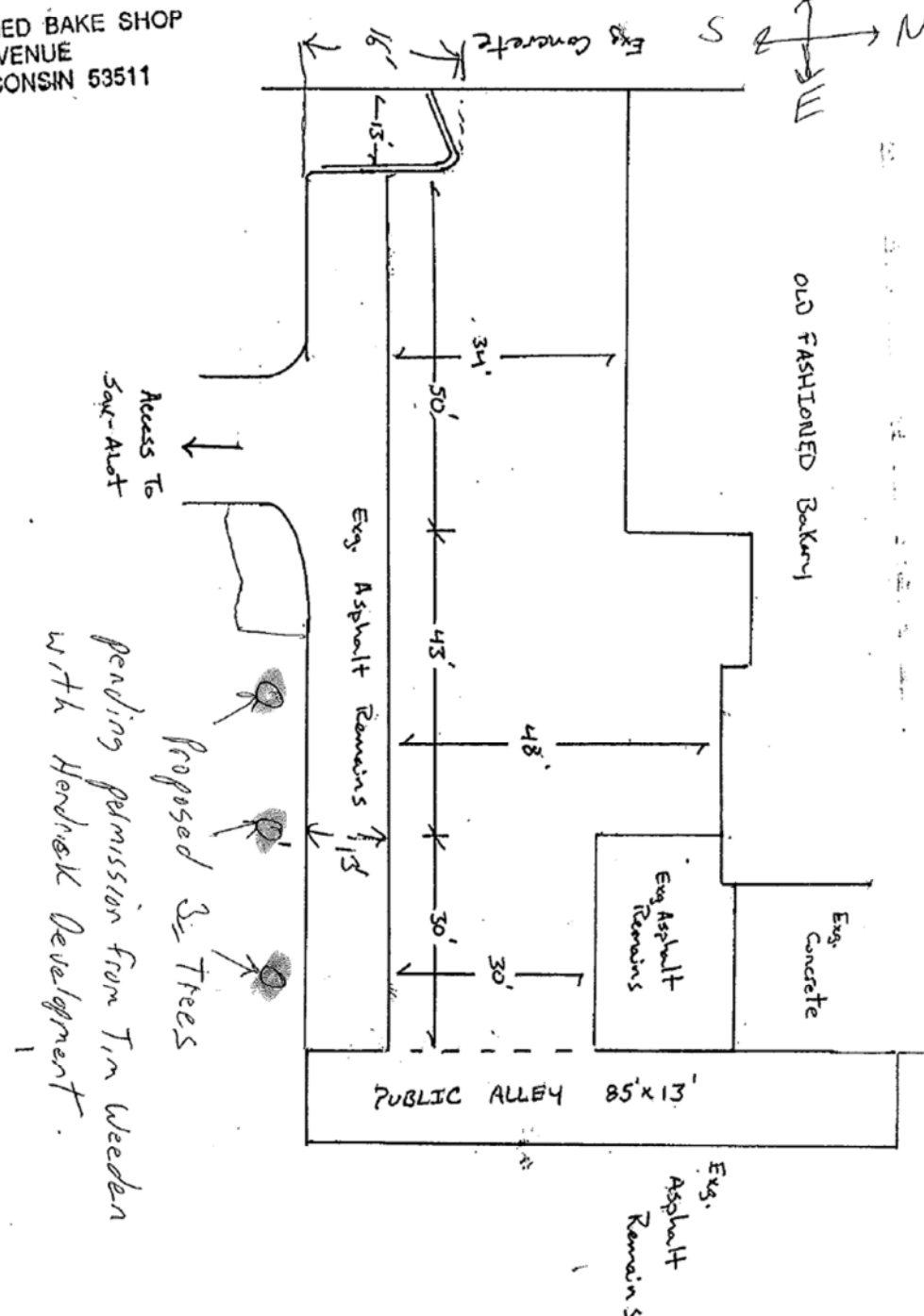
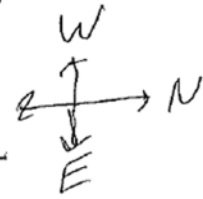
In order for your request to be heard and considered in a timely manner, you must submit the completed application to the Neighborhood Planning Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting.

The application fee will be \$100 and applicants will be charged actual out-of-pocket costs for mailing public notices at the rate of \$0.50 per notice.

To be completed by Planning staff	
Filing fee: \$100.00	Amount paid: <i>\$100.⁰⁰</i> Meeting date: <i>June 8, 2011</i>
Application accepted by: <i>Drew Pennington</i>	Date: <i>5/3/11</i>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Date Notice Published: _____	Date Notice Mailed: _____

OLD FASHIONED BAKE SHOP
1255 PARK AVENUE
BELOIT, WISCONSIN 53511

Park Ave



**RESOLUTION APPROVING CLASS "A" BEER AND
"CLASS A" LIQUOR LICENSE**

WHEREAS, an application has been received for a Class "A" Beer and "Class A" Liquor License for Dolgencorp, LLC, d/b/a Dollar General Store #10069, James F. Rice, Agent; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommended denial of the Class "A" Beer and "Class A" Liquor License by a 3-2 vote, and

NOW, THEREFORE, BE IT RESOLVED that the Class "A" Beer and "Class A" Liquor License for Dolgencorp, LLC, d/b/a Dollar General Store #10069, 1520 Madison Road, James F. Rice, Agent is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Dollar General #10069

The Alcohol Beverage License Control Committee recommends denial of the Class "A" Beer and "Class A" Liquor License application of Dolgencorp, LLC, d/b/a Dollar General #10069, 1520 Madison Road, James F. Rice, Agent.

Recommendation for denial carried 3 for denial of license, 2 for approval of license with Marsden and Scharmer voting against the motion.

Rebecca Houseman
City Clerk

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 11 ;
ending June 30th 20 12

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

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

Applicant's Wisconsin Seller's Permit Number: <u>456-0000208845-05</u>	
Federal Employer Identification Number (FEIN): <u>61-0852764</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$

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): ▶ Dolgencorp, LLC

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>Manager</u>	<u>David M. Tehle</u>	<u>(See address on Auxiliary form)</u>
Vice President/Member	<u>Manager</u>	<u>Susan S. Lanigan</u>	
Secretary/Member	<u>Manager</u>	<u>James W. Thorpe</u>	
Treasurer/Member			
Agent ▶	<u>District Manager</u>	<u>721/Fred Rice</u>	<u>W5642 Rolling Acres Lane, Monroe, WI 53566</u>
Directors/Managers		<u>(James F Rice)</u>	

3. Trade Name ▶ Dollar General Store 10069 Business Phone Number (608) 361-1154
4. Address of Premises ▶ 1520 Madison Rd., Beloit Post Office & Zip Code ▶ 53511-3213

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? Agent will complete training. 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 Kentucky and date 10/09/08 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.) 8444 sf single story stand alone located at address shown in #4

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? _____
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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 or agent 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, TENNESSEE

this 21 day of November 2011

Julie [Signature]
(Clerk/Notary Public)

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires _____ My Commission Expires JAN 6, 2014

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Explanation of "Yes" responses on Question 8:

(b) Dolgencorp, LLC is owned by Dollar General Corporation, a publicly traded Tennessee Corporation. Dollar General Corporation is the Sole Member of Dolgencorp, LLC.

(c) Dolgencorp, LLC is currently applying for Class A off-premise licenses for the majority of the Dollar General stores in Wisconsin. See attached list titled "Wisconsin Dollar General Stores Targeted for Class A License Application".

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)	(middle name)	Social Security Number	
Rice		James			
Home Address (street/route)		Post Office	City	State	Zip Code
W5642 Rolling Acres Lane			Monroe	WI	53566
Home Phone Number		Age	Date of Birth	Place of Birth	
(608) 328-1431				Fayetteville, AR	

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 Dolgencorp, 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:

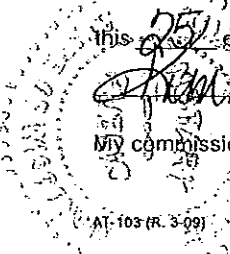
- How long have you continuously resided in Wisconsin prior to this date? 20 yrs
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(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 license, 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
Self Employed		02/2003	08/2006
Employer's Name	Employer's Address	Employed From	To
Dollar Tree	Chesapeake, VA	03/1999	01/2003

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 February, 2011
 [Signature]
 My commission expires March 17, 2013
Green County, Wisconsin

[Signature]
 (Signature of Named Individual)



**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) Tehle David M			Social Security Number		
Home Address (street/route) 6008 Jocelyn Hollow Rd		Post Office	City Nashville	State Tn	Zip Code 37205
Home Phone Number 615-855-4000		Age	Date of Birth		Place of Birth Berklyn, FL

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.
- Manager** of **Dolgenercorp, 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:

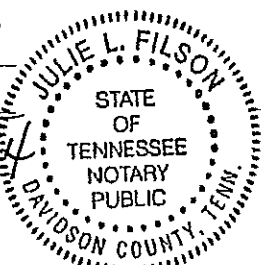
1. How long have you continuously resided in Wisconsin prior to this date? N/A
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? 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.)
3. 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.
4. 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
5. 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 license, 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 Haggan	Employer's Address 11511 Luna Rd Dallas, TX 75234	Employed From 6/97	To 6/04
Employer's Name Stanley Works	Employer's Address 14827 Valley Branch Lane Dallas, TX 75234	Employed From 6/96	To 6/97

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 21 day of January, 2011
Julie L. Filson
(Notary Public)



David Tehle
(Signature of Named Individual)

My commission expires Jan. 6, 2014



**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Lanigan</u> (first name) <u>Susan</u> (middle name) <u>Leigh</u>			Social Security Number		
Home Address (street/route) <u>123 Walnut Drive</u>		Post Office	City <u>Hendersonville</u>	State <u>TN</u>	Zip Code <u>37075</u>
Home Phone Number <u>615-855-4000</u>		Age	Date of Birth	Place of Birth <u>GA</u>	

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.
 - Manager of Dolgencorp, 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:

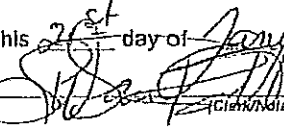
- How long have you continuously resided in Wisconsin prior to this date? N/A
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? 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.)
- 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(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 license, 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)

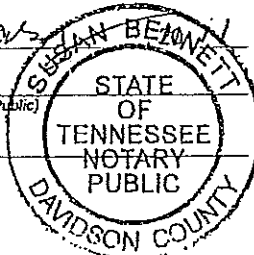
6. Named individual must list in chronological order last two employers.


Employer's Name	Employer's Address	Employed From	To
<u>Zale Corporation</u>	<u>901 W Walnut Ln. Irving TX</u>	<u>Feb. 1996</u>	<u>July 2002</u>
<u>Dollar General Corporation</u>	<u>100 Mission Ridge Gville TN</u>	<u>2002</u>	<u>present</u>

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 26th day of January

(Notary Public)



My Commission Expires March 10, 2012

(Signature of Named Individual)

My commission expires _____



**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name) Thorpe James William			Social Security Number		
Home Address (street/route) 1220 Chloe Dr.		Post Office	City Gallatin	State TN	Zip Code 37066
Home Phone Number 615-855-4000		Age	Date of Birth	Place of Birth Massachusetts	

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.
- Manager** of **Dolgencorp, 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.)
- 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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 DOLLAR GENERAL CORP	Employer's Address 100 MISSION RIDGE GOODLETTSVILLE, TN 37072	Employed From MAY 06	To PRESENT
Employer's Name SEARS HOLDING CORP	Employer's Address 3333 BEVERLY RD HOFFMAN ESTATES IL 60179	Employed From MAR 91	To MAY 06

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 29th day of April, 2012

 My commission expires _____

My Commission Expires
March 10, 2012


(Signature of Named Individual)



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 City of Beloit County of Rock

The undersigned duly authorized officer(s)/members/managers of Dolgencorp, 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 Dollar General Store # 100069
(trade name)

located at 1520 Madison Rd., Beloit, WI 53511

appoints James Rice
(name of appointed agent)

W5642 Rolling Acres Lane Monroe, WI 53566
(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).
All applicable Dollar General Stores; see attached list.

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? 20 yrs

Place of residence last year W5642 Rolling Acres Lane Monroe, WI 53566

For: Dolgencorp, LLC
(name of corporation/organization/limited liability company)

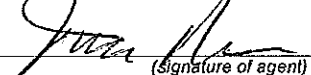
By: 
(signature of Officer/Member/Manager)

And: 
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, James Rice, 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.

 2-23-11 Agent's age _____
(signature of agent) (date)

W5642 Rolling Acres Lane Monroe, WI 53566 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)

**RESOLUTION APPROVING CLASS "A" BEER AND
"CLASS A" LIQUOR LICENSE**

WHEREAS, an application has been received for a Class "A" Beer and "Class A" Liquor License for Dolgencorp, LLC, d/b/a Dollar General Store #6848, James F. Rice, Agent; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommended denial of the Class "A" Beer and "Class A" Liquor License by a 5-0 vote, and

NOW, THEREFORE, BE IT RESOLVED that the Class "A" Beer and "Class A" Liquor License for Dolgencorp, LLC, d/b/a Dollar General Store #6848, 2240 Prairie Avenue, James F. Rice, Agent is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Dollar General #6848

The Alcohol Beverage License Control Committee recommends denial of the Class "A" Beer and "Class A" Liquor License application of Dolgencorp, LLC, d/b/a Dollar General #6848, 2240 Prairie Avenue, James F. Rice, Agent.

Recommendation for denial carried 5-0

Rebecca Houseman
City Clerk

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 2011 ending June 30th 2012

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

County of Rock 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): Dolgencorp, LLC

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>Manager</u>	<u>David M. Tehle</u>	<u>(See address on Auxiliary form)</u>
Vice President/Member	<u>Manager</u>	<u>Susan S. Lanigan</u>	
Secretary/Member	<u>Manager</u>	<u>James W. Thorpe</u>	
Treasurer/Member			
Agent	<u>District Manager</u>	<u>721/Fred Rice</u>	<u>W5642 Rolling Acres Lane, Monroe, WI 53566</u>
Directors/Managers		<u>(James F. Rice)</u>	

3. Trade Name Dollar General Store 6848 Business Phone Number (608) 362-8038
 4. Address of Premises 2240 Prairie Ave, Beloit Post Office & Zip Code 53511-2648

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? Agent will complete training. 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 Kentucky and date 10/09/08 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.) 8678 sf single story unit in center located at address shown in #4

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?

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. Is the applicant indebted to any wholesaler by 15 days for beer or 30 days for liquor? 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 21 day of July 2011
Julie L. Filson
 (Clerk/Notary Public)
 My Commission Expires JAN. 6, 2014

[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
[Signature]
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)
 (Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Applicant's Wisconsin Seller's Permit Number: <u>456-000208845-05</u>	
Federal Employer Identification Number (FEIN): <u>61-0852764</u>	
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$

PAID
 3-28-11

Explanation of "Yes" responses on Question 8:

(b) Dolgencorp, LLC is owned by Dollar General Corporation, a publicly traded Tennessee Corporation. Dollar General Corporation is the Sole Member of Dolgencorp, LLC.

(c) Dolgencorp, LLC is currently applying for Class A off-premise licenses for the majority of the Dollar General stores in Wisconsin. See attached list titled "Wisconsin Dollar General Stores Targeted for Class A License Application".

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number	
Rice James				
Home Address (Street/route)	Post Office	City	State	Zip Code
W5642 Rolling Acres Lane		Monroe	WI	53566
Home Phone Number	Age	Date of Birth	Place of Birth	
(608) 328-1431			Fayetteville, AR	

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 Dolgencorp, 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? 20 yrs
- 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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)
- Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Self Employed		02/2003	08/2006
Employer's Name	Employer's Address	Employed From	To
Dollar Tree	Chesapeake, VA	03/1999	01/2003

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 February, 20 11

[Signature]
Notary Public
My commission expires March 17, 2013

Green County, Wisconsin

[Signature]
(Signature of Named Individual)



AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Tehle</u> (first name) <u>David</u> (middle name) <u>M</u>			Social Security Number		
Home Address (street/route) <u>6008 Jocelyn Hollow Rd</u>		Post Office	City <u>Nashville</u>	State <u>Tn</u>	Zip Code <u>37205</u>
Home Phone Number <u>615-855-4000</u>		Age	Date of Birth	Place of Birth <u>Berklyn, FL</u>	

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.
 - Manager of Dolgencorp, 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:

1. How long have you continuously resided in Wisconsin prior to this date? N/A
2. 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.)
3. 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.
4. 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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.

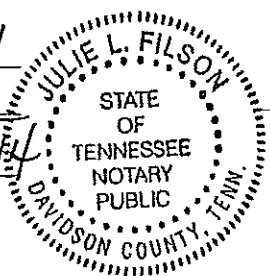
Employer's Name <u>Haggan</u>	Employer's Address <u>11511 LUNA RD DALLAS, TX 75234</u>	Employed From <u>6/97</u>	To <u>6/04</u>
Employer's Name <u>Stanley Works</u>	Employer's Address <u>12827 Valley Branch Lane DALLAS, TX 75234</u>	Employed From <u>6/96</u>	To <u>6/97</u>

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 21 day of January 20 11

Julie L. Filson
(Clary/Notary Public)
My commission expires Jan. 6, 2014



David Tehle
(Signature of Named Individual)

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Lanigan</u> (first name) <u>Susan</u> (middle name) <u>Leigh</u>			Social Security Number		
Home Address (street/route) <u>123 Walnut Drive</u>		Post Office	City <u>Hendersonville</u>	State <u>TN</u>	Zip Code <u>37075</u>
Home Phone Number <u>615-855-4000</u>		Age	Date of Birth	Place of Birth <u>GA</u>	

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.
- Manager** of Dolgencorp, 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.)
- 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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)

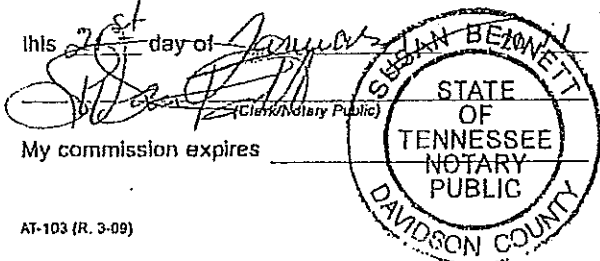
6. Named individual must list in chronological order last two employers.

Employer's Name <u>Zale Corporation</u>	Employer's Address <u>901 W Walnut Ln. Irving TX</u>	Employed From <u>Feb. 1996</u>	To <u>July 2002</u>
Employer's Name <u>Dollar General Corporation</u>	Employer's Address <u>100 Mission Ridge Gville TN</u>	Employed From <u>2002</u>	To <u>present</u>

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 26th day of January



My commission expires _____

My Commission Expires
March 10, 2012

[Signature]
(Signature of Named Individual)



**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)			Social Security Number		
Thorpe James William					
Home Address (street/route)		Post Office	City	State	Zip Code
1220 Chloe Dr.			Gallatin	TN	37066
Home Phone Number		Age	Date of Birth	Place of Birth	
615-855-4000				Massachusetts	

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.
- Manager** of **Dolgencorp, 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:

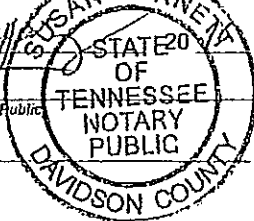
- How long have you continuously resided in Wisconsin prior to this date? N/A
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? 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.)
- 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. All applicable Dollar General Stores in Wisconsin. See attached list.
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, 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 DOLLAR GENERAL CORP	Employer's Address 100 MISSION RIDGE GODDLETTSVILLE, TN 37072	Employed From MAY 06	To PRESENT
Employer's Name SEARS HOLDING CORP	Employer's Address 3333 BEVERLY RD HOFFMAN ESTATES IL 60179	Employed From MAR 91	To MAY 06

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 29th day of April, 2011, at Sevierville, TN

 My commission expires _____

My Commission Expires **March 10, 2012**


 (Signature of Named Individual)



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 Dolgencorp, 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 Dollar General Store # 60848
(trade name)

located at 2240 Prairie Ave., Beloit, WI 53511

appoints James Rice
(name of appointed agent)

W5642 Rolling Acres Lane Monroe, WI 53566
(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).

All applicable Dollar General Stores; see attached list.

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? 20 yrs

Place of residence last year W5642 Rolling Acres Lane Monroe, WI 53566

For: Dolgencorp, LLC
(name of corporation/organization/limited liability company)

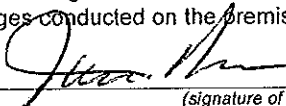
By: 
(signature of Officer/Member/Manager)

And: 
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, James Rice, 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.


(signature of agent)

2-23-11
(date)

Agent's age 50

W5642 Rolling Acres Lane Monroe, WI 53566
(home address of agent)

Date of birth 07-10-60

**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)

MAY 19 2011 AM 11:22

City of Beloit
City Council
100 E State St
Beloit, WI 53511

May 18, 2011

Dear Beloit City Council,

I strongly opposed to granting a liquor license at the location of 2240 Prairie Avenue and urge the board to deny this license. This store could result in increased crime and create addition public safety challenges. Beloit does not need another liquor store. Please take this into recommendation and deny the license.

Thank you for your time.

Sylvester and Penny Jordon
2612 Iva Ct
Beloit, WI 53511
608-207-9023



**RESOLUTION APPROVING CLASS "A" BEER AND
"CLASS A" LIQUOR LICENSE**

WHEREAS, an application has been received for a Class "A" Beer and "Class A" Liquor License for Donna L. Disch, d/b/a Prairie Beverage Mart; and

WHEREAS, the Alcohol Beverage License Control & Advisory Committee recommends approval of the Class "A" Beer and "Class A" Liquor License by a vote of 4-1, and

NOW, THEREFORE, BE IT RESOLVED that the Class "A" Beer and "Class A" Liquor License for Donna L. Disch, d/b/a Prairie Beverage Mart, 2705 Prairie Avenue is hereby approved.

Dated this 6th day of June 2011.

Kevin D. Leavy, Council President

Attest:

Rebecca S. Houseman, City Clerk



**ALCOHOL BEVERAGE LICENSE CONTROL COMMITTEE
RECOMMENDATION**

TO: Beloit City Council
FROM: Alcohol Beverage License Control Committee
DATE: May 10, 2011
SUBJECT: Prairie Beverage Mart

The Alcohol Beverage License Control Committee recommends approval of the Class "A" Beer and "Class A" Liquor License application of Donna L. Disch, d/b/a Prairie Beverage Mart, 2705 Prairie Avenue.

Recommendation for approval carried 4-1 with Tinder voting no.

Rebecca Houseman

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 11 ;
ending JUNE 30 20 12

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

County of Rock 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): Oisch, Donna L

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			
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent			
Directors/Managers			

3. Trade Name Prairie Beverage mart Business Phone Number _____
4. Address of Premises 2705 Prairie Ave, Beloit, WI Post Office & Zip Code 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 _____ and date _____ of registration. Yes No
(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.) Old Harckes bldg, storage to be coolers & basement

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? _____
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. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? 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 7th day of April, 20 11

[Signature]

(Clerk/Notary Public)

My commission expires 9-22-11

Donna Oisch

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>4-7-11</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Applied For

Applicant's Wisconsin Seller's Permit Number:	
Federal Employer Identification Number (FEIN):	
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>50</u>
TOTAL FEE	\$

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name, (please print) (last name) (first name) (middle name) <u>DISch</u> <u>Donna</u> <u>Lee</u>			Social Security Number		
Home Address (street/route) <u>14617 W Carroll Rd</u>		Post Office	City <u>Brodhead</u>	State <u>WI</u>	Zip Code <u>53520</u>
Home Phone Number <u>608-879-9477</u>		Age	Date of Birth	Place of Birth <u>Chicago</u>	

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.
- _____ of _____
(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? 40 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 license, 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 <u>Amerigas</u>	Employer's Address <u>209 E Beloit St Orfordville, WI 53576</u>	Employed From <u>6-30-2010</u>	To <u>present</u>
Employer's Name	Employer's Address	Employed From	To

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 7th day of April, 20 11

[Signature]
(Clerk/Notary Public)

Donna DISch
(Signature of Named Individual)

My commission expires 9-22-11



Printed on Recycled Paper

Blaurock Realty, Ltd
400 N. Main St., Unit 2
Wauconda, Illinois 60084

May 10, 2011

Alcohol Beverage License
Control Committee of Beloit

RE: 2705 Prairie
Beloit Wi

Dear Committee Member,

Our small shopping center owners group purchased the Beloit Shopko Plaza several years ago. Our goals and objectives to make this center highly successful have been difficult to achieve due to the national, regional and local economic conditions. The center currently has a 28% vacancy rate.

About 3 years ago in an effort to control the appearance, use and tenancy of the front corner of the property, Prairie Post, we purchased the closed Hardee's Restaurant property and building. It is my understanding it has now been closed and unoccupied for about 10 years.

This spring I made it my mission to take over the leasing of both the shopping center and the Prairie Post building. We recently have leased two spaces in the shopping center and hopefully will secure approval for our prospective tenant, Ms. Donna Disch to lease, occupy and operate a package liquor store in the closed Hardees building and utilize the existing drive thru facility.

This is an important step in the process to build confidence in the public in general, retailers and our current tenants and customers, that Beloit Shopko Plaza is viable and a convenient and competitive place to shop. Our goal and my commitment is to lease the majority of the vacant space in the Beloit Shopko Plaza this year.

Thank you for your consideration of this important matter. Our tenant review, application process, credit review and general knowledge of Mr. And Mrs. Disch give us the confidence that they are good people and will operate a first class retail business at the front of our shopping center property.

Sincerely,

BELOIT PLAZA PARTNERS, LLC



Richard L. Blaurock, CSM
Managing Member

708-269-9860

Brokerage

• Development

• Real Estate

Leasing

• Management

Fax: 847-526-9133

• Consulting

**Badger Spirits
2621 Prairie Avenue
Beloit, WI 53511
608-362-3000**

Alcohol Beverage License Control Committee
Deputy Chief Clerk
Judy Elson
100 State St.
Beloit, WI 53511
May 17, 2011

Dear Ms. Elson;

It is with great concern that I am writing to you and your fellow council members about the proposed Prairie Beverage Mart to be located at 2705 Prairie Avenue in the Beloit Shopko Plaza. Below I have itemized my concerns:

1. I have heard that a feasibility study was made concerning the future beverage mart for the old Hardee's location on Prairie Avenue but that the only 8 people were surveyed. That is a very small survey. My business is located just 1 block south and no one surveyed me or my manager (who lives across the street in the Iva Court Condos.) I would have objected to the location of the store and potential drive through at this store. When I built my store (Badger Spirits, 2621 Prairie Avenue) 4 years ago, I was told that the City did not want anymore drive through windows for the sale of liquor and/or tobacco products and not to even try to put one into my building. I believe that is a correct stand. A person cannot fully check someone's physical identity against the description on their ID when the person is sitting down in a poorly lit car. How does one adequately judge a person's height or weight or check the color of their eyes. Furthermore, just because a building has a drive through window does not mean that window needs to be used for the sales of alcohol and/or tobacco.

2. In Beloit, there is a high concentration of licenses in the Prairie Avenue corridor. Currently on Prairie Avenue within 1 ¼ miles of each location below, a person can purchase beer and/or wine and liquor at 7 different places:

Marathon Gas Station	2760 Prairie Avenue	Beer	**
Prairie Beverage Mart	2705 Prairie Avenue	Class A Beer & Liquor*	
Badger Spirits	2621 Prairie Avenue	Class A Beer & Liquor	
CVS Drug Store	2147 Prairie Avenue	Class A Beer & Liquor	
R & R Quick Marts	2158 Prairie Avenue	Class A Beer	
Walgreens	1901 Prairie Avenue	Class A Beer & Liquor	
Beloit Citgo	1888 Shopiere Rd.	Class A Beer	
Beloit Mobile	1902 Shopiere Rd.	Class A Beer	

Adding the Prairie Beverage Mart to the mix makes 8 locations on Prairie Avenue, all within a close proximity to each other.

*License for Prairie Avenue Beverage Mart is pending.

** The Marathon Gas Station is in the Township of Beloit but about 1 block from the proposed store at 2705 Prairie Avenue.

3. With all of the concern about underage drinking and drinking and driving in general, it would appear that Beloit has a very liberal policy regarding the issuance of Class A Liquor and Beer licenses. Today, Beloit has 23 Class A liquor licenses and 4 pending as of April 26, 2011. Many communities have limited the number of retail licenses based on population. In Beloit, we have a high number of licenses per population density.

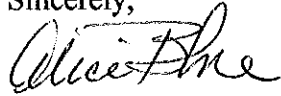
	Retail Sales License	2010 Population	Population per license
South Beloit	Class D retail sales 3 permitted	6828	2276
Janesville City	Class A 18 permitted	63872	3500
Beloit	Class A 23 (4 pending)	34102	1421 (1263 at 27)

Increasing the number of retail outlets not only makes the sale of the products harder to police but also makes it harder for those establishments already in existence to survive in today's tough business economy. The liquor industry is an industry based on low margins and high volume. It is extremely competitive. Comments made by the general public lead me to believe the public's perception of a liquor store is that it "makes lots of money". To be profitable, many stores have a working owner and rely on limited part-time help. By increasing the number of liquor and/or beer outlets in a community, it just slices the pie into smaller pieces and makes it harder on each individual store to survive.

I realize the City would like to see the building at 2705 Prairie Avenue occupied and maintained. As a taxpayer and property owner, I would like that too. But, I believe whether it is occupied or not, it is the responsibility of the current owner to maintain the building and grounds in a good condition. As a taxpayer, I would like to see the building occupied by a sustainable business that adds to the quality of life for Beloit and is an asset to the community. I believe the Prairie Avenue corridor is saturated with enough establishments holding Class A and B Liquor and/or Beer licenses and that allowing a business to sell alcohol and tobacco via a drive through window would be a detriment of the community.

I hope you will consider my concerns and am available for any questions you might have of me. You can reach me on my cell phone at 414-510-8906.

Sincerely,

A handwritten signature in cursive script that reads "Alice Blue".

Alice Blue
President

Cc: City Council Members
Liquor Board Members

Badger Spirits
2621 Prairie Ave.
Beloit, WI 53511
608-362-3000

MAY 6 2011 AM 11:20

City of Beloit
Mr. Larry Arft
100 State St.
Beloit, WI 53511
May 4, 2010

Dear Mr. Arft;

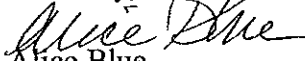
Regarding the proposed "Beverage Mart" on Prairie Avenue in the City of Beloit.

The proposed site includes a drive through window for the sale of alcohol and cigarettes. When I proposed my building which houses Badger Spirits in 2005, I was told that the City strongly discouraged my including a drive through window because they felt that those type of sales were harder to monitor for underage abuse. Having operated at our location for the past four years without a drive through window, I strongly object to another location having such a window. Underage drinking and smoking is a concern for all of us and having to check an ID without the benefit of having the person stand in front of you to compare with the description on their ID, makes it much harder. Weight and height cannot be judged when someone is sitting down. And, eye color can be difficult from a distance and with poor lighting.

I am not objecting to what they are selling, but I do object to allowing another store within a block of another store. Already we have 3 stores within a mile radius of each other plus almost every corner gas station is selling liquor and/or beer. My other question regarding the issuing of liquor licenses lies in drug stores and Dollar General stores seeking licenses. I don't look at them as a viable competitor but rather question their ability to control the sales of beer and alcohol to underage persons.

I hope you will consider my points.

Sincerely,



Alice Blue

President

Cc: City Planner
City Council
City Clerk

*FYI - I'll pass out to ABLCC
Copy to - Krueger & Casper
Sciame & Jacobs*

Ken and April Driver
Happy House Liquor
1121 Elmwood Ave
Beloit, WI 53511

May 3, 2011

To Whom It May Concern:

I am writing you to let you know that I am opposed to the retail liquor store opening at 2705 Prairie Ave. I believe that there is too much saturation of beer and liquor outlets in the Beloit area, especially on this side of town. There are already 3 liquor stores (Happy House Liquor, Badger Spirits and Tobacco Shack) all in a 1/2 mile area, and when you include every gas station, Walgreens, & CVS stores, there are an overwhelming amount of businesses that sell liquor in just a three mile area.

I welcome new business opening in Beloit but I don't think that opening another liquor outlet would benefit the Beloit area. The needs of the community are currently being met by the existing establishments, presumably above our community members' expectations. Another liquor store will not make the community drink more liquor. If anything, it would hurt the existing businesses and we would struggle under the increased competition. Another concern I have is putting a liquor store in that building would surround the elementary with liquor stores. I know that this store would be far enough away from the school for the state statues, but I don't think an elementary school should be surrounded by liquor stores. I would love to see a new business of a different venue fill this space to better enhance our community.

Thank you for your consideration in this matter. I appreciate your time.

Sincerely,

Handwritten signatures of April Driver and Ken Driver in cursive script.

April and Ken Driver

Beloit City Council
100 E State St
Beloit, WI 53511

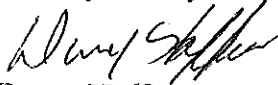
MAY 23 2011 AM 10:32

May 18, 2011

Dear Beloit City Council,

I opposing to granting a liquor license at the location of 2705⁵ Prairie Avenue and urge the board to deny this license. Beloit does not need another liquor store; we are saturated with beer and liquor outlets. Please take this into consideration and deny the license.

Thank you for your time.


Danny Hoffman
1952 Nelson
Beloit, WI 53511
608-718-6582

Beloit City Council,

MAY 23 2011 AM 10:32

I am writing you today to voice opposition to the development of a liquor store that is being proposed at ~~2705~~ 2705 Prairie Avenue. Beloit has enough challenges and the addition of another liquor store would be a detriment to our already struggling neighborhood. While I support redevelopment on this site, I STRONGLY OPPOSE ANOTHER LIQUOR STORE BEING BUILT ON THE NORTH SIDE OF BELOIT. Please listen to the community and deny this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Bredeson". The signature is fluid and cursive, with the first name "Mike" and last name "Bredeson" clearly distinguishable.

Mike Bredeson
2013 Colony Ct #6
Beloit, WI 53511
608-312-3024

MAY 23 2011 AM 10:32

Beloit City Council
100 State Street
Beloit, WI 53511

To Whom It May Concern:

I am writing to let you know that I am against approval of the license for liquor sales at 2705 Prairie Avenue. This area already has plenty of liquor stores and I feel there is no need for another liquor store in this area. There are more liquor outlets in this area than any other type of store and I feel that if you approve the license that you are not looking out for the best interest of the community. I strongly urge you to not approve this license.

Thank You,

Marcia Kraus

Marcia Kraus
1761 Elmwood Ave
Beloit, WI 53511
608-207-3296

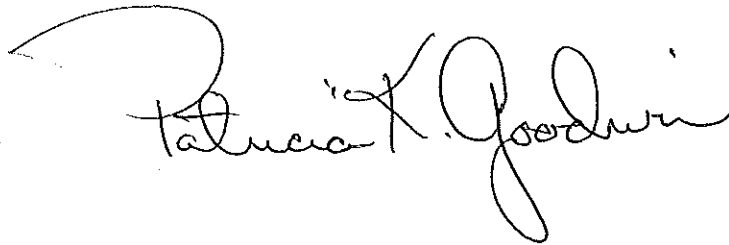
MAY 23 2011 AM 10:31

Dear City Council,

I am writing you to voice my concern about another liquor store that is proposing to open in the old Hardees building. Beloit is already filled with too many liquor outlets. We do need to encourage new business to this area but saturating it with liquor stores is taking this town in the wrong direction. I am against another liquor store opening. I feel the outlets we already have are adequate to our need and serve the community well. I would encourage you to object the approval for this application.

Thanks,

Patricia Goodwin
861 Elmwood Ave
Beloit, WI 53511
608-728-4664

A handwritten signature in black ink that reads "Patricia K. Goodwin". The signature is written in a cursive style with a large, sweeping initial "P" that loops back to the left.

Beloit City Council
100 State Street
Beloit, WI 53511

May 19th 2011

Dear City Council,

We are writing this letter in response to an application for a Class A license for a new liquor store called Prairie Beverage Mart 2705 Prairie Avenue. We are strongly opposed to the granting of such a license at this location and urge the Board to deny this license.

Our community is already amply served by outlets selling beer, wine, and liquor. In fact, it is saturated with establishments. A total of 23 liquor licenses exist in the Beloit community. Seven of these businesses are within 2 miles of the proposed business. That does not include the four that are in the township. There is no need for additional alcohol licenses, particularly off-sale, in this neighborhood.

Approving Prairie Beverage Mart's license will only exacerbate the crime activity in the Beloit community, will contribute to an unsafe feeling in this strip, and will jeopardize the community's desire to revitalize the area. It is not in the best public interest. For these reasons, we are asking you to **DENY** Prairie Beverage Mart license to sell any form of alcohol.

Thank you so much for your attention and for your interest in protecting the community's interest.

Sincerely,

Ryan and Jennifer Hanson
2685 Chatsworth Drive
Beloit WI 53511

MAY 27 2011 AM 10:25

5/23/11

Beloit City Council

To Whom It May Concern:

I am writing to let you know that I am speaking out against the proposed liquor at 2705 Prairie Ave. This town has enough liquor stores in it already; we are saturated with liquor outlets in this area. I encourage you take a close look at this and take into consideration the effects this could have on the surrounding community. What benefits would there be to having another liquor store in this area?

Thank you for your time.

Michael Jordan

322-0749

2254 SKY LINE DR.

BELoit, WI 53511

**RESOLUTION
AUTHORIZING SOLICITATION OF BIDS FOR THE GANTRY STRUCTURE AND
GANTRY PLAZA**

WHEREAS, on April 18, 2011, the City Council of the City of Beloit rejected all Four (4) competitive bids received for the project, and directed the City Engineer to Value Engineer the project and advise the City Council of the City of Beloit of the results of the Value Engineering prior to re-bidding, and;

WHEREAS, the adopted capital improvements budget for 2010 provided funding and an appropriation for the construction of the Gantry Structure and Gantry Plaza, and;

WHEREAS, the project would construct a decorative industrial art structure, a raised stage, decorative multi-colored lighting accents, a sloped lawn area, landscaped planters, and decorative benches, trash and recycling receptacles, and brick inlays, and;

WHEREAS, the City Engineer met with the Downtown Beloit Association to review Value Engineering alternatives and endorse selected modifications to the design, and;

WHEREAS, the City Engineer has completed the Value Engineering process and has identified potential cost reductions and identified additional funding for the Gantry Plaza from private foundation;

THEREFORE, BE IT RESOLVED THAT the City Council of the City of Beloit, Rock County, Wisconsin does hereby authorize the City Engineer to solicit bids for Contract C11-24, Gantry Structure and Gantry Plaza.

Dated at Beloit, Wisconsin this 6th day of June, 2011.

City Council of the City of Beloit

Kevin D. Leavy
Council President

ATTEST:

Rebecca S. Houseman, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Authorize Solicitation of Bids for C11-24, Gantry Structure and Gantry Plaza

Date: June 6, 2011

Presenter(s): David Botts, Public Works Director

Department(s): Public Works/Engineering

Overview/Background Information:

This project will construct a decorative industrial art structure, a raised stage, decorative multi-colored lighting accents, a sloped lawn area, landscaped planters, and decorative benches, trash and recycling receptacles, and brick inlays.

Key Issues (maximum of 5):

1. Council rejected bids for this project on April 18, 2011 and directed the City Engineer to Value Engineer the project.
2. Results of the Value Engineering and review with the DBA resulted in the following changes:
 - a. A structural engineer was retained to complete detailed structural design of the Gantry.
 - b. Structural revisions to the Gantry to utilize common fabrication methods and materials.
 - c. Revisions to the proposed lighting system to surface mount the lights under the arches, reduce the number of lights in the arches by 30%, and specify a more cost-effective control system.
 - d. A private sector donor towards the cost of the Plaza and stage feature was found to help avoid eliminating the Plaza as part of the project. The Plaza will be bid as an added alternate.
 - e. Approximately \$70,000 in unspent contingency funding from the State Street Reconstruction project can be utilized for the Gantry Structure and Gantry Plaza.
3. The Engineering Division recommends soliciting new bids for this project with the revisions endorsed by the DBA.

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

1. **Develop a high quality community through the responsible stewardship and enhancement of City resources to further Beloit's resurgence as a gem of the Rock River Valley.**
 - This project will enhance the quality of life in Beloit by improving the appearance and amenities available in the Beloit City Center.

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 project meets the present and future human needs by providing a signature gathering space for downtown activates.

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

Action required/Recommendation:

The Engineering Division recommends soliciting new bids for this project with the revisions endorsed by the DBA.

Fiscal Note/Budget Impact:

\$250,000 was budgeted for the Gantry project. An additional \$70,000 is also available for this project in unspent State Street project contingency. Additional funding for the Gantry Plaza/stage is also available from a private sector donation.



**RESOLUTION TO APPROVE
COMPLIANCE MAINTENANCE ANNUAL REPORT**

WHEREAS, the State of Wisconsin has established Chapter NR 208, Compliance Maintenance, and

WHEREAS, NR 208, Compliance Maintenance requires owners of publicly owned treatment works to take necessary actions to avoid water quality degradation and prevent violations of WPDES permit effluent limits; and

WHEREAS, Compliance Maintenance encourages actions which promote the owner's awareness and responsibility for wastewater treatment needs, maximize the useful life of sewerage systems through improved operation and maintenance and initiate formal planning, design and construction to prevent effluent violations; and

WHEREAS, the owners of publicly owned treatment works must submit a Compliance Maintenance Annual Report (CMAR) to the Wisconsin Department of Natural Resources (WDNR) on or before June 30th of each year; and

WHEREAS, the CMAR describes the physical conditions and the performance of the sewerage system during the previous calendar year and provides a treatment works owner with an objective analysis to determine whether a more detailed evaluation of the sewerage system shall be conducted; and

WHEREAS, the City of Beloit's 2010 CMAR has been completed and the point system score is 3.91 ; and

WHEREAS, NR 208 states that, "For point totals equal to or less than 3.00, the owner may evaluate and implement steps to address problems identified in the CMAR. The owner may initiate longer range planning for new, upgraded or additional treatment facilities";

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Beloit declares to the State of Wisconsin Department of Natural Resources that the following actions were taken by the Beloit City Council:

1. Reviewed the 2010 CMAR, which is attached to the Resolution.
2. Set forth actions necessary to maintain effluent requirements contained in the WPDES permit.

Adopted this Sixth day of June 2011.

Kevin D. Leavy
City Council President

Attest:

Rebecca S. Houseman
City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Water Pollution Control Facility 2010 Compliance Maintenance Annual Report

Date: 5/9/11

Presenter(s): David Botts

Department(s): Public Works

Overview/Background Information: The purpose of the Wisconsin Department of Natural Resources Compliance Maintenance Annual Report is to evaluate the wastewater treatment system for problems or deficiencies. Management, operation and maintenance activities are described. Owners identify proposed actions to prevent violations of Water Pollution Discharge Elimination System permits and water degradation.

Key Issues (maximum of 5):

1. **Promote the owner's awareness and responsibility for wastewater collection and treatment needs.**
2. **Maximize the useful life of wastewater treatment systems through improved operation and maintenance.**
3. **Initiate formal planning, design and construction for system upgrades.**

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):
The CMAR is a tool to identify strengths and potential weaknesses which can be used/corrected to protect the health, safety and environment of the Lower Rock River Watershed through effective pollution abatement. Key goals include:

1. **Meet all WPDES permit criteria.**
2. **Identify and maintain adequate funding for operation, repair, upgrades and equipment replacement.**
3. **Identify potential deficiencies and develop compliance schedule.**

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:** The Water Resource Division (WRD) continuously seeks and identifies areas to utilize byproducts of the treatment process. As an example, the WRD utilizes the bio-gas (methane) generated in its anaerobic digestion process to fire boilers which, in turn, is used to heat buildings and digesters. This reduces the need and consumption of natural gas.
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature:** In order to prevent disease causing organisms from entering the Rock River, the WRD uses sodium hypochlorite/sodium bisulfite to disinfect the effluent. The current system has worked exceptionally well since the plant's inception however, alternative methods, such as ultra-violet radiation, are evaluated periodically to determine feasibility.
- **Reduce dependence on activities that harm life sustaining eco-systems:** The WRD is required by the EPA to create and implement a public awareness program to make citizens/rate payers aware of alternative activities to reduce the amount of harmful products discharged to the sanitary/storm sewer system. One such public service announcement was to request the minimization/elimination of phosphorus based cleaning products. This has allowed the WRD to reduce its effluent phosphorus contribution to the Rock River dramatically.
- **Meet the hierarchy of present and future human needs fairly and efficiently:** A properly operated and maintained wastewater treatment facility is critical to sustain and improve the Lower Rock River Watershed for current and future generations.

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:

Review and approve CMAR as written.

Fiscal Note/Budget Impact:

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/28/2011

Reporting Year: 2010

Influent Flow and Loading

Questions

1.	Monthly average flows and (C)BOD loadings.																																																																																																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">InFluent No.701</th> <th style="width: 15%;">Influent Monthly Average Flow, MGD</th> <th style="width: 5%;">X</th> <th style="width: 15%;">Influent Monthly Average (C)BOD Concentration on mg.l</th> <th style="width: 5%;">X</th> <th style="width: 10%;">8.34</th> <th style="width: 5%;">=</th> <th style="width: 20%;">Influent Monthly Average(C) BOD Loading, pounds/day</th> </tr> </thead> <tbody> <tr><td>January</td><td>4.508</td><td>X</td><td>346</td><td>X</td><td>8.34</td><td>=</td><td>12997</td></tr> <tr><td>February</td><td>4.044</td><td>X</td><td>521</td><td>X</td><td>8.34</td><td>=</td><td>17570</td></tr> <tr><td>March</td><td>4.807</td><td>X</td><td>431</td><td>X</td><td>8.34</td><td>=</td><td>17276</td></tr> <tr><td>April</td><td>4.896</td><td>X</td><td>466</td><td>X</td><td>8.34</td><td>=</td><td>19022</td></tr> <tr><td>May</td><td>4.401</td><td>X</td><td>471</td><td>X</td><td>8.34</td><td>=</td><td>17283</td></tr> <tr><td>June</td><td>4.462</td><td>X</td><td>435</td><td>X</td><td>8.34</td><td>=</td><td>16197</td></tr> <tr><td>July</td><td>4.661</td><td>X</td><td>315</td><td>X</td><td>8.34</td><td>=</td><td>12246</td></tr> <tr><td>August</td><td>5.099</td><td>X</td><td>383</td><td>X</td><td>8.34</td><td>=</td><td>16304</td></tr> <tr><td>September</td><td>3.803</td><td>X</td><td>409</td><td>X</td><td>8.34</td><td>=</td><td>12979</td></tr> <tr><td>October</td><td>3.538</td><td>X</td><td>494</td><td>X</td><td>8.34</td><td>=</td><td>14586</td></tr> <tr><td>November</td><td>3.535</td><td>X</td><td>550</td><td>X</td><td>8.34</td><td>=</td><td>16202</td></tr> <tr><td>December</td><td>3.526</td><td>X</td><td>518</td><td>X</td><td>8.34</td><td>=</td><td>15219</td></tr> </tbody> </table>	InFluent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentration on mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day	January	4.508	X	346	X	8.34	=	12997	February	4.044	X	521	X	8.34	=	17570	March	4.807	X	431	X	8.34	=	17276	April	4.896	X	466	X	8.34	=	19022	May	4.401	X	471	X	8.34	=	17283	June	4.462	X	435	X	8.34	=	16197	July	4.661	X	315	X	8.34	=	12246	August	5.099	X	383	X	8.34	=	16304	September	3.803	X	409	X	8.34	=	12979	October	3.538	X	494	X	8.34	=	14586	November	3.535	X	550	X	8.34	=	16202	December	3.526	X	518	X	8.34	=	15219
InFluent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentration on mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day																																																																																																		
January	4.508	X	346	X	8.34	=	12997																																																																																																		
February	4.044	X	521	X	8.34	=	17570																																																																																																		
March	4.807	X	431	X	8.34	=	17276																																																																																																		
April	4.896	X	466	X	8.34	=	19022																																																																																																		
May	4.401	X	471	X	8.34	=	17283																																																																																																		
June	4.462	X	435	X	8.34	=	16197																																																																																																		
July	4.661	X	315	X	8.34	=	12246																																																																																																		
August	5.099	X	383	X	8.34	=	16304																																																																																																		
September	3.803	X	409	X	8.34	=	12979																																																																																																		
October	3.538	X	494	X	8.34	=	14586																																																																																																		
November	3.535	X	550	X	8.34	=	16202																																																																																																		
December	3.526	X	518	X	8.34	=	15219																																																																																																		
2.	Maximum month design flow and design (C)BOD loading.																																																																																																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 15%;">Design</th> <th style="width: 5%;">X</th> <th style="width: 10%;">%</th> <th style="width: 5%;">=</th> <th style="width: 35%;">% of Design</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Max Month Design Flow, MGD</td> <td>11.3</td> <td>X</td> <td>90</td> <td>=</td> <td>10.17</td> </tr> <tr> <td></td> <td>X</td> <td>100</td> <td>=</td> <td>11.3</td> </tr> <tr> <td rowspan="2">Design (C)BOD, lbs./day</td> <td>37200</td> <td>X</td> <td>90</td> <td>=</td> <td>33480</td> </tr> <tr> <td></td> <td>X</td> <td>100</td> <td>=</td> <td>37200</td> </tr> </tbody> </table>		Design	X	%	=	% of Design	Max Month Design Flow, MGD	11.3	X	90	=	10.17		X	100	=	11.3	Design (C)BOD, lbs./day	37200	X	90	=	33480		X	100	=	37200																																																																												
	Design	X	%	=	% of Design																																																																																																				
Max Month Design Flow, MGD	11.3	X	90	=	10.17																																																																																																				
		X	100	=	11.3																																																																																																				
Design (C)BOD, lbs./day	37200	X	90	=	33480																																																																																																				
		X	100	=	37200																																																																																																				

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/28/2011

Reporting Year: 2010

Influent Flow and Loading (Continued)

3. Number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent Flow	Number of times flow was greater than 90% of design	Number of times flow was greater than 100% of design	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each exceedance		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

4. Was the influent flow meter calibrated in the last year?

- Yes Enter last calibration date, MM/DD/YYYY 06/21/2010
- No -explain

5. Sewer Use Ordinance

5.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

- Yes
- No

If No, please describe:

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
4/28/2011**

Reporting Year: 2010

Influent Flow and Loading (Continued)

5.2 Was it necessary to enforce?

- Yes
- No

If Yes, please describe:

11 violations. Six commercial license grease interceptor violations. One SIU monthly COD violation. Three SIU pH violations. One SIU failure to sample violation. One SIU FOG violation.

6. Septage Receiving

6.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

6.2 Did you receive septage at your facility? If yes, indicate volume in gallons

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
1000 gal	200675 gal	gal

6.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes

Plant performance not affected.

7. Pretreatment

7.1 Did your facility experience operational problems, permit violations, biosolids quality concerns or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

- Yes
- No

If Yes, describe the situation and your community's response:

7.2 Did your facility accept hauled industrial wastes, landfill leachate, etc?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the plant from the discharge of hauled industrial wastes.

Hormel bottoms from clarifier directly to digester (54300 gallons).

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/28/2011

Reporting Year: 2010

Influent Flow and Loading (Continued)

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Effluent Quality and Plant Performance ((C)BOD)

Questions

1. Monthly average effluent values, exceedances, and points for (C)BOD:

Outfall No.001	Monthly Average C(BOD) Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average C(BOD) (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	6	1	0	0
February	25	22.5	6	1	0	0
March	25	22.5	6	1	0	0
April	25	22.5	5	1	0	0
May	25	22.5	7	1	0	0
June	25	22.5	4	1	0	0
July	25	22.5	5	1	0	0
August	25	22.5	5	1	0	0
September	25	22.5	5	1	0	0
October	25	22.5	5	1	0	0
November	25	22.5	6	1	0	0
December	25	22.5	9	1	0	0

* Equals limit if limit is <=10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

2. If any violations occurred, what action was taken to regain compliance?

3. Was the effluent flow meter calibrated in the last year?

- Yes - enter last calibration date, MO/DAY/YEAR:
- No - explain:

06/21/2010

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Effluent Quality and Plant Performance ((C)BOD) (Continued)

4.	What problems, if any, were experienced over the last year that threatened treatment?
5.	Other Monitoring and Limits
	<p>5.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as metals, pH, residual chlorine, or fecal coliform?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	<p>5.2 At any time in the past year was there an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	<p>5.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA </p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Effluent Quality and Plant Performance (Total Suspended Solids)

Questions

1. Monthly average effluent values, exceedances, and points for TSS:

Outfall No.001	Monthly Average TSS Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average TSS (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	9	1	0	0
February	30	27	7	1	0	0
March	30	27	6	1	0	0
April	30	27	7	1	0	0
May	30	27	11	1	0	0
June	30	27	5	1	0	0
July	30	27	5	1	0	0
August	30	27	5	1	0	0
September	30	27	4	1	0	0
October	30	27	5	1	0	0
November	30	27	9	1	0	0
December	30	27	11	1	0	0
* Equals limit if limit is <=10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

2. If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Effluent Quality and Plant Performance (Phosphorus)

Questions

1. Monthly average effluent values, exceedances, and points for Phosphorus:

Outfall No.001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	2	0.4	1	0
February	2	0.4	1	0
March	2	0.4	1	0
April	2	0.4	1	0
May	2	0.6	1	0
June	2	0.5	1	0
July	2	0.9	1	0
August	2	0.5	1	0
September	2	0.4	1	0
October	2	0.4	1	0
November	2	0.6	1	0
December	2	0.6	1	0
Months of Discharge/yr.			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

2. If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
4/25/2011**

Reporting Year: 2010

Biosolids Quality and Management

	Questions	Points				
1.	<p>Biosolids Use/Disposal:</p> <p>1.1 How did you use or dispose of your biosolids?(Check all that apply)</p> <p> <input checked="" type="checkbox"/> Land Applied Under Your Permit <input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids <input type="checkbox"/> Hauled to Another Permitted Facility <input type="checkbox"/> Landfilled <input type="checkbox"/> Incinerated <input type="checkbox"/> Other </p> <p>NOTE:If you do not remove biosolids from your system annually, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc, and if biosolids were land applied last year, please also check top box above.</p> <p>1.1.1 If you checked Other, Please describe:</p> <div style="border: 1px solid black; height: 20px; width: 400px;"></div>					
2.	<p>Land Application Site:</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p style="text-align: center;">Last Year's Approved and Active Land Application Sites</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">2.1.1 How many acres did you have?</td> <td style="width: 50%;">2.1.2 How many acres did you use?</td> </tr> <tr> <td style="text-align: center;">6258.5 acres</td> <td style="text-align: center;">1474 acres</td> </tr> </table> </div> <p>2.2 If you did not have enough acres for your land application needs, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 400px;"></div>	2.1.1 How many acres did you have?	2.1.2 How many acres did you use?	6258.5 acres	1474 acres	
2.1.1 How many acres did you have?	2.1.2 How many acres did you use?					
6258.5 acres	1474 acres					
	<p>2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?</p> <p> <input type="radio"/> Yes(30 points) <input checked="" type="radio"/> No </p>	0				
	<p>2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <input type="radio"/> N/A </p>	0				
3.	<p>Biosolids Metals</p> <p>Number of biosolids outfalls in your WPDES permit = 1</p> <p>3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year</p>					
BIOSOLIDS METALS CHARACTERISTICS						
Outfall:002 - Anaerobic Sludge						

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
4/25/2011**

Reporting Year: 2010

Biosolids Quality and Management (Continued)

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	mg/kg on a dry weight basis												Times Exceeded			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling	
arsenic		41	75	8.3			1.4			2.3			3					0	0
cadmium		39	85	.99			.88			.77			.78					0	0
copper		1500	4300	250			360			350			390					0	0
lead		300	840	13			19			31			31					0	0
mercury		17	57	.33			.56			.56			.6					0	0
molybdenum	60		75	8.2			12			14			17			0			0
nickel	336		420	12			17			18			20			0			0
selenium	80		100	<6.3			3.5			3.2			6.2			0			0
zinc		2800	7500	400			540			560			610					0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel or selenium = 0

0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1-2	10 Points
<input type="radio"/>	> 2	15 Points

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loadings at each land application site? (check applicable box)

0

- Yes
- No (10 points)
- NA. Did not exceed limits or no HQ limit applies (0 points)
- NA. Did not land apply biosolids until limit was met(0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1	10 Points
<input type="radio"/>	> 1	15 Points

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

0

- Yes(20 points)
- No (0 points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Biosolids Quality and Management (Continued)

4.	Pathogen Control(per outfall):																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>002</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>01/01/2010 - 03/31/2010</td></tr> <tr><td>Density:</td><td>52910</td></tr> <tr><td>Sample Concentrator Amount:</td><td>MPN/G TS</td></tr> <tr><td>Process:</td><td>ANAER</td></tr> <tr><td>Process Description:</td><td>30-45 DAYS AT 94 DEGREES F</td></tr> </table>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	01/01/2010 - 03/31/2010	Density:	52910	Sample Concentrator Amount:	MPN/G TS	Process:	ANAER	Process Description:	30-45 DAYS AT 94 DEGREES F	
Outfall Number:	002																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	01/01/2010 - 03/31/2010																	
Density:	52910																	
Sample Concentrator Amount:	MPN/G TS																	
Process:	ANAER																	
Process Description:	30-45 DAYS AT 94 DEGREES F																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>002</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>04/01/2010 - 06/30/2010</td></tr> <tr><td>Density:</td><td>15650</td></tr> <tr><td>Sample Concentrator Amount:</td><td>MPN/G TS</td></tr> <tr><td>Process:</td><td>ANAER</td></tr> <tr><td>Process Description:</td><td>30-45 DAYS AT 94 DEGREES F</td></tr> </table>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	04/01/2010 - 06/30/2010	Density:	15650	Sample Concentrator Amount:	MPN/G TS	Process:	ANAER	Process Description:	30-45 DAYS AT 94 DEGREES F	
Outfall Number:	002																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	04/01/2010 - 06/30/2010																	
Density:	15650																	
Sample Concentrator Amount:	MPN/G TS																	
Process:	ANAER																	
Process Description:	30-45 DAYS AT 94 DEGREES F																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Outfall Number:</td><td>002</td></tr> <tr><td>Biosolids Class:</td><td>B</td></tr> <tr><td>Bacteria Type and Limit</td><td>F</td></tr> <tr><td>Sample Dates:</td><td>07/01/2010 - 09/30/2010</td></tr> <tr><td>Density:</td><td>24245</td></tr> <tr><td>Sample Concentrator Amount:</td><td>MPN/G TS</td></tr> <tr><td>Process:</td><td>ANAER</td></tr> <tr><td>Process Description:</td><td>30-45 DAYS AT 94 DEGREES F</td></tr> </table>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	07/01/2010 - 09/30/2010	Density:	24245	Sample Concentrator Amount:	MPN/G TS	Process:	ANAER	Process Description:	30-45 DAYS AT 94 DEGREES F	
Outfall Number:	002																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	07/01/2010 - 09/30/2010																	
Density:	24245																	
Sample Concentrator Amount:	MPN/G TS																	
Process:	ANAER																	
Process Description:	30-45 DAYS AT 94 DEGREES F																	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Biosolids Quality and Management (Continued)

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit	F
Sample Dates:	10/01/2010 - 12/31/2010
Density:	49325
Sample Concentrator Amount:	MPN/G TS
Process:	ANAER
Process Description:	30-45 DAYS AT 94 DEGREES F

4.1 If exceeded Class B limit or did not meet the process criteria at the time of land application(40 Points)

4.1.1 Was the limit exceeded or the process criteria not met at any time?

- Yes
 No

If yes, what action was taken?

5. Vector Attraction Reduction(per outfall):0

Outfall Number:	002
Method Date:	03/31/2010
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2010
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	09/30/2010
Option Used To Satisfy Requirement:	INJ
Limit (if applicable):	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
4/25/2011**

Reporting Year: 2010

Biosolids Quality and Management (Continued)

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Results (if applicable):</td> <td></td> </tr> <tr> <td>Outfall Number:</td> <td>002</td> </tr> <tr> <td>Method Date:</td> <td>12/31/2010</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>INJ</td> </tr> <tr> <td>Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table>	Results (if applicable):		Outfall Number:	002	Method Date:	12/31/2010	Option Used To Satisfy Requirement:	INJ	Limit (if applicable):		Results (if applicable):		
Results (if applicable):														
Outfall Number:	002													
Method Date:	12/31/2010													
Option Used To Satisfy Requirement:	INJ													
Limit (if applicable):														
Results (if applicable):														
	<p>5.1 If the limit or criteria was exceeded at the time of land application, 40 point</p> <p>5.1.1 Was the limit exceeded or the process criteria not met at any time?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0												
6.	Biosolids Storage:0													
	<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p> <input checked="" type="radio"/> >+ 180 days (0 points) <input type="radio"/> 150 - 179 days (10 points) <input type="radio"/> 120 - 149 days (20 points) <input type="radio"/> 90 - 119 days (30 points) <input type="radio"/> < 90 days (40 points) <input type="radio"/> Not Applicable (0 points) </p>	0												
	<p>6.2 If you check Not Applicable above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>													
7.	Issues:													
	<p>7.1 Describe any outstanding biosolids issues with treatment, use or overall mgt?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>													

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
4/25/2011

Reporting Year: 2010

Staffing and Preventative Maintenance (All Treatment Plants)

	Questions	Points
1.	<p>Was your wastewater treatment plant adequately staffed last year?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If No, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-bottom: 5px;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 60%;"></div>	
2.	<p>Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No. Explain </p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-top: 5px;"></div>	
3.	<p>Did your plant have a <u>documented AND implemented</u> plan for preventative maintenance on major equipment items?</p> <p> <input checked="" type="radio"/> Yes (Continue with questions below) <input type="radio"/> No (40 points and go to question 6) </p> <p>If No, explain:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-top: 5px;"></div>	0
4.	<p>Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) </p>	0
5.	<p>Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> (Paper file system) <input type="radio"/> (Computer program) <input checked="" type="radio"/> (Both Paper and Computer) <input type="radio"/> No (10 points) </p>	0
6.	<p>Did your plant have a detailed O&M Manual that was used as a reference when needed?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>	
7.	<p>Rate the overall maintenance of your wastewater plant.</p> <p> <input checked="" type="radio"/> Excellent </p>	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility	Last Updated: 4/25/2011	Reporting Year: 2010
---	----------------------------	----------------------

Staffing and Preventative Maintenance (All Treatment Plants) (Continued)

	<input type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor	
	Describe your rating:	
	Highly skilled and committed staff.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Beloit Wastewater Treatment Facility**

Last Updated:
4/25/2011

Reporting Year: **2010**

Operator Certification and Education

	Questions	Points
1.	<p>Did you have a designated operator-in-charge during the report year?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p> <p>Name: <input style="width: 500px;" type="text" value="HARRY C MATHOS"/></p> <p>Certification No: <input style="width: 500px;" type="text" value="05406"/></p>	0
2.	<p>In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required: <input style="width: 500px;" type="text" value="4 - ACEFGIJ; A - PRIMARY SETTLING; C - ACTIVATED SLUDGE; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY"/></p> <p>Held: <input style="width: 500px;" type="text" value="4 - ACEFGI; T - BHI; 4 - A=PRIMARY SETTLING GRADE 4; C=ACTIVATED SLUDGE GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; T - B=TRICKLING FILTER/RBC GRADE T; H=FILTRATION GRADE T; J=LABORATORY GRADE T"/></p>	
3.	<p>Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p>	0
4.	<p>In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation & maintenance of the plant that includes one or more of the following options (check all that apply):</p> <p> 4.1 <input checked="" type="checkbox"/> one or more additional certified operators on staff 4.2 <input type="checkbox"/> an arrangement with another certified operator 4.3 <input type="checkbox"/> an arrangement with another community with a certified operator 4.4 <input type="checkbox"/> an operator on staff who has an operator-in-training certificate for your plant and is expected be certified within one year 4.5 <input type="checkbox"/> a consultant to serve as your certified operator 4.6 <input type="checkbox"/> None of the above (20 points) </p> <p>Explain: <input style="width: 500px;" type="text"/></p>	0

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility	Last Updated: 4/25/2011	Reporting Year: 2010
--	-----------------------------------	-----------------------------

Operator Certification and Education (Continued)

5.	If you had a designated operator-in-charge, was the operator-in-charge earning continuing education credits at the following rates?	
	Grades T, 1, and 2: <input type="radio"/> Averaging 6 or more CEUs per year <input type="radio"/> Averaging less than 6 CEUs per year Grades 3 and 4: <input checked="" type="radio"/> Averaging 8 or more CEUs per year <input type="radio"/> Averaging less than 8 CEUs per year Not applicable: <input type="radio"/> See Question 1.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Beloit Wastewater Treatment Facility**

Last Updated:
5/4/2011

Reporting Year: **2010**

Financial Management

	Questions	Points
1.	Person Providing This Financial Information Name: <input style="width: 60%;" type="text" value="Laureen Presny"/> Telephone: <input style="width: 60%;" type="text" value="(608) 364-6686"/> E-Mail Address(optional): <input style="width: 60%;" type="text"/>	
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ? <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) If No, please explain: <input style="width: 60%; height: 20px;" type="text"/>	0
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2010 <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility)	0
4.	Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points)	0
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)		
5.	Equipment Replacement Funds	
5.1	When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2010 <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: <input style="width: 60%; height: 20px;" type="text"/>	0
5.2	What amount is in your Replacement Fund? <p style="text-align: center;">Equipment Replacement Fund Activity</p>	
5.2.1	Ending Balance Reported on Last Year's CMAR: \$2,696,299.81	
5.2.2	Adjustments + \$0.00 if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	
5.2.3	Adjusted January 1st Beginning Balance \$2,696,299.81	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
5/4/2011

Reporting Year: 2010

Financial Management (Continued)

	<p>5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.) + \$0.00</p> <p>5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*) - \$0.00</p> <p>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$2,696,299.81</p> <p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>										
	<p>5.3 What amount should be in your replacement fund? \$2,696,299.81</p> <p>(If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)</p>										
	<p>5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No Explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>										
6.	Future Planning										
	<p>6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>Odor control upgrade and belt filter press addition.</td> <td style="text-align: right;">\$6,000,000.00</td> <td style="text-align: center;">2010</td> </tr> <tr> <td>Phosphorus removal enhancement.</td> <td style="text-align: right;">\$8,000,000.00</td> <td style="text-align: center;">2016</td> </tr> </tbody> </table>	Project Description	Estimated Cost	Approximate Construction Year	Odor control upgrade and belt filter press addition.	\$6,000,000.00	2010	Phosphorus removal enhancement.	\$8,000,000.00	2016	
Project Description	Estimated Cost	Approximate Construction Year									
Odor control upgrade and belt filter press addition.	\$6,000,000.00	2010									
Phosphorus removal enhancement.	\$8,000,000.00	2016									
7.	Financial Management General Comments:										
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>										

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
5/3/2011**

Reporting Year: 2010

Sanitary Sewer Collection Systems

	Questions	Points
1.	<p>Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2.	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3.	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Goals: Describe the specific goals you have for your collection system: <div style="border: 1px solid black; padding: 2px; margin-left: 20px;">Clean and root saw 1/3 to 1/2 of total collection system.</div> <input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ownership and governing body description <input checked="" type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input checked="" type="checkbox"/> Internal communication procedures <input checked="" type="checkbox"/> Public information and education program <input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY <div style="border: 1px solid black; padding: 2px; margin-left: 10px;">06/01/2009</div> <input checked="" type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input checked="" type="checkbox"/> Private lateral inspections/repairs <input checked="" type="checkbox"/> Service and management agreements <input checked="" type="checkbox"/> Maintenance Activities: details in Question 4 <input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input checked="" type="checkbox"/> Others: <div style="border: 1px solid black; padding: 2px; margin-left: 20px;">Standard specifications (Green Book)</div> 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
5/3/2011**

Reporting Year: 2010

Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <p><input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <p><input checked="" type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input checked="" type="checkbox"/> Special Studies Last Year (check only if applicable):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: 	
4.	<p>Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:</p>	
	<p>Cleaning 57 % of system/year</p> <p>Root Removal 50 % of system/year</p> <p>Flow Monitoring 100 % of system/year</p> <p>Smoke Testing 0 % of system/year</p> <p>Sewer Line Televising 5 % of system/year</p>	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:
5/3/2011

Reporting Year: 2010

Sanitary Sewer Collection Systems (Continued)

Manhole Inspections	<input type="text" value="45"/>	% of system/year
Lift Station O&M	<input type="text" value="11"/>	# per L.S./year
Manhole Rehabilitation	<input type="text" value="1"/>	% of manholes rehabed
Mainline Rehabilitation	<input type="text" value="1"/>	% of sewer lines rehabed
Private Sewer Inspections	<input type="text" value="0"/>	% of system/year
Private Sewer I/I Removal	<input type="text" value="0"/>	% of private services

Please include additional comments about your sanitary sewer collection system below:

5. Provide the following collection system and flow information for the past year:

<input type="text" value="38"/>	Total Actual Amount of Precipitation Last Year
<input type="text" value="34"/>	Annual Average Precipitation (for your location)
<input type="text" value="171"/>	Miles of Sanitary Sewer
<input type="text" value="11"/>	Number of Lift Stations
<input type="text" value="0"/>	Number of Lift Station Failure
<input type="text" value="0"/>	Number of Sewer Pipe Failures
<input type="text" value="1"/>	Number of Basement Backup Occurrences
<input type="text" value="34"/>	Number of Complaints
<input type="text" value="4.553"/>	Average Daily Flow in MGD
<input type="text" value="5.064"/>	Peak Monthly Flow in MGD(if available)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Beloit Wastewater Treatment Facility**

Last Updated:
5/3/2011

Reporting Year: **2010**

Sanitary Sewer Collection Systems (Continued)

NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)					10
	Date	Location	Cause	Estimated Volume (MG)	
1.	05/14/2010 9:00:00 AM to 05/14/2010 9:15:00 AM	2563 rd Court Iva	Plugged Sewer	0.0045	
<p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>					
PERFORMANCE INDICATORS					
0.00	Lift Station Failures(failures/ps/year)				
0.00	Sewer Pipe Failures(pipe failures/sewer mile/yr)				
0.01	Sanitary Sewer Overflows (number/sewer mile/yr)				
0.01	Basement Backups(number/sewer mile)				
0.20	Complaints (number/sewer mile)				
1.1	Peaking Factor Ratio (Peak Monthly:Annual Daily Average)				
0.1	Peaking Factor Ratio(Peak Hourly:Annual daily Average)				
6.	Was infiltration/inflow(I/I) significant in your community last year?				
<p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>					
7.	Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations; or treatment plant at any time in the past year?				
<p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>					

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

**Last Updated:
5/3/2011**

Reporting Year: 2010

Sanitary Sewer Collection Systems (Continued)

8.	Explain any infiltration/inflow(I/I) changes this year from previous years?	
9.	What is being done to address infiltration/inflow in your collection system?	
	Manhole grouting and sewer line C.I.P.P. lining with service connection grouting.	

Total Points Generated	10
Score (100 - Total Points Generated)	90
Section Grade	B

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility

Last Updated:

Reporting Year: 2010

WPDES No.0023370

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings	A	4.0	3	12
Effluent Quality: BOD	A	4.0	10	40
Effluent Quality: TSS	A	4.0	5	20
Effluent Quality: P	A	4.0	3	12
Biosolids Mgt	A	4.0	5	20
Prev. Maintenance Staffing	A	4.0	1	4
Operator Certification	A	4.0	1	4
Financial Management	A	4.0	1	4
Collection Systems	B	3.0	3	9
TOTALS			32	125
GRADE POINT AVERAGE(GPA)=3.91		3.91		

Notes:

A = Voluntary Range

B = Voluntary Range

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Beloit Wastewater Treatment Facility **Last Updated:** **Reporting Year:** 2010

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
RESOLUTION NUMBER	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B, required for grade C, D, or F):	
Influent Flow and Loadings: Grade=A	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=A	
Collection Systems: Grade=B	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.91	

**RESOLUTION
ADOPTING THE CITY OF БЕЛОIT STRATEGIC PLAN FOR 2012**

WHEREAS, the success of a local government depends on a well defined Strategic Plan and a dedication to its implementation; and

WHEREAS, the Beloit City Council held a workshop on May 16, 2011, to modify and reaffirm its vision, mission, goals, and key strategic objectives for 2012; and

WHEREAS, the Beloit City Council wishes to build on the past efforts of the Strategic Plan; and

WHEREAS, as the City of Beloit remains abreast of our changing environment, the needs of our citizens, continuously searching for methods to improve the efficiency of service delivery, and improving the quality of work being produced by City staff.

NOW, THEREFORE, BE IT RESOLVED by the Beloit City Council that the City of Beloit Strategic Plan for 2012 as attached hereto, is hereby adopted including the following Vision and Mission Statements, along with Goals to support the Strategic Plan.

VISION STATEMENT

Greater Beloit – The gem of the Rock River Valley, embracing sustainable public policy, service delivery, and development in ways that protect the natural and built environment, enhance economic competitiveness and create a high quality living experience for current and future generations.

MISSION STATEMENT

The City of Beloit celebrates its proud heritage, diverse culture, entrepreneurial spirit and stewardship of a high quality of life; employing sustainable practices to continue its resurgence as the gem of the Rock River Valley.

GOALS

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.
2. Continue competitive and sustainable economic development focused on workforce development, retention, and recruitment to fully serve the business and entrepreneurial community resulting in private investment and job creation.

3. Proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life and protect property and natural resources.
4. Communicate and partner with other jurisdictions and organizations to coordinate effective and efficient service delivery and stimulate regional prosperity.
5. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.

Dated at Beloit, Wisconsin, this 6th day of June 2011.

Kevin D. Leavy
City Council President

Attest:

Rebecca S. Houseman
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Adoption of 2012 Strategic Plan

Date: June 6, 2011

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

Department(s): Finance and Administrative Services

Overview/Background Information: Each year as a prelude to developing the next year's budget, city staff updates their departmental Strategic Plans and identifies Key Strategic Objectives for the ensuing year. In addition, during this process, the city's Vision Statement, Mission Statement, and Goals are reviewed and, if needed, are updated to ensure they remain current and abreast of the city's changing environment and are on track to meet the needs of the departments and the community. City staff met on May 3 to update the department Strategic Plans. This meeting was followed by a workshop with the City Council on May 16 to seek input from the Council, modify, and reaffirm the city's vision, mission, goals, and key strategic objectives for 2012. Based on this workshop, the 2012 Strategic Plan has been updated and is recommended for Council approval. Once approved, the Strategic Plan will be incorporated into and then implemented as part of the 2012 budget. The Strategic Plan has been posted and is accessible on the city's website.

Key Issues (maximum of 5):

1. Each year as part of the city's budget preparation process the Strategic Plan is updated so that it properly reflects the city's changing environment, the needs of its citizens, identifies ways for the city to operate more efficiently, and improves the quality of work being produced by city staff.
2. As part of this planning process, departments have identified their key strategic objectives for 2012 which have been incorporated into the Strategic Plan.
3. The departmental Key Strategic Objectives will be included in the 2012 department budgets.

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

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.
2. Continue competitive and sustainable economic development focused on retention and recruitment to fully serve the business and entrepreneurial community resulting in private investment and job creation.
3. Proactively collaborate with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life, and protect property and natural resources.
4. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.
5. Communicate and partner with other jurisdictions and organizations to coordinate effective and efficient service delivery and stimulate regional prosperity.

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

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

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 attached Resolution approving the 2012 Strategic Plan.

Fiscal Note/Budget Impact:

The Key Strategic Objectives identified in the Strategic Plan will be incorporated in the 2012 budget for each department.



City of
BELOIT, Wisconsin

2012

STRATEGIC PLAN

AND KEY

DEPARTMENTAL

INITIATIVES

2012 City of Beloit Strategic Plan

- I. Introduction Memo: Pages 1-2
- II. 2012 Vision/Mission Statements & Goals: Page 3
- III. Departmental Strategic Plans for Fiscal Year 2012
Pages: 4-73
 - City Manager: 4- 12
 - Department of Public Works: 13
 - Engineering: 14 - 15
 - Operations: 16 - 17
 - Parks & Leisure Services: 18 - 24
 - Transit: 25
 - Wastewater Utility: 26
 - Water Utility: 27
 - Storm Water Utility: 28
 - Fire Department: 29 - 31
 - Police Department: 32 - 34
 - Community Development: 35 - 41
 - Library: 42 - 43
 - Economic Development: 44 - 50
 - City Attorney: 51 - 52
 - Finance and Administrative Services: 53
 - City Clerk: 54 - 59
 - Municipal Court: 60
 - Assessor's Office: 61 – 64
 - Human Resources: 65 - 66
 - Treasury: 67 - 68
 - Accounting and Purchasing: 69
 - Finance: 70
 - Information Systems: 71 - 72
 - General Services: 73
- IV. Recommended Key Strategic Objectives for City Strategic Plan for 2012
Pages: 74 – 78

June 6, 2011

City Council
City of Beloit
Beloit, Wisconsin

Dear City Councilors:

It is my pleasure to submit to you the Departmental Strategic Plans and Objectives and Key Strategic Objectives for the City of Beloit for fiscal year 2012. One of the first steps in our annual budget planning process is to revisit and review our strategic plans and objectives. It is important that we annually review our Strategic Plan in order to ensure that we remain abreast of and on track with our changing environment. A Strategic Plan is a tool that provides for the establishment of long term goals, annual objectives and detailed actions/strategies that address issues related to performance, productivity, community and required statutory services. It also provides the Council an opportunity to develop strategic objectives for staff implementation.

On April 26th, 2011, the management team submitted their departmental Strategic Plans and Objectives for 2012 to the City Manager for Council consideration. These were prepared based on the City's proposed Vision/Mission Statements and Goals for 2012 and are contained in this document.

This Strategic Plan Document consists of the following four sections:

- I. Introductory Section
- II. Adopted Vision/Mission Statements and Goals
- III. Departmental Strategic Plans for Fiscal Year 2012
- IV. Recommended Key Strategic Objectives for City's Strategic Plan for 2012.

Introductory Section

The introductory section includes this transmittal letter which briefly explains the need for public sector Strategic Planning. Strategic Planning is a process of investigation, learning, and implementation in a collaborative environment that encourages the organization to progress and evolve. It is used by local governments as a means of:

- identifying issues and challenges
- encourage creativity and innovation
- ensure efficient use of resources
- develop greater degree of cooperation and collaboration

- defines roles, responsibilities and accountability
- tied to budget program performance
- serves as the basis for funding requests and clarifies the City's intent and use of funds

Vision/Mission Statements and Goals

This section lists the Vision/Mission Statements and Goals which were provided for on the May 16th Strategic Plan Workshop.

Departmental Strategic Plans for Fiscal Year 2012

Each department has prepared and submitted departmental strategic plan/objectives for FY 2012. These are contained in Section III of the workbook.

Recommended Key Strategic Objectives for City Strategic Plan for 2012

Each department plan was reviewed by the City Manager to determine which departmental objectives would most significantly impact the City or the Budget for FY 2012. These are grouped together as "key strategic objectives" and are contained in Section IV of the workbook. These "key strategic objectives" are the City's Strategic Plan for 2012.

On behalf of the management team we are looking forward to working with the Council on the development of the City's Strategic Plan for FY 2012. This is an exciting opportunity to chart the future of the City and marks the beginning of the FY 2012 Budget process.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul E. York", with a long, sweeping flourish extending to the right.

Paul E. York
Finance and Administrative Services Director

Beloit City Council Vision/Mission Statements and Goals 2012

VISION STATEMENT

Greater Beloit – The gem of the Rock River Valley, embracing sustainable public policy, service delivery and development in ways that protect the natural and built environment, enhance economic competitiveness and create a high quality living experience for current and future generations.

MISSION STATEMENT

The City of Beloit celebrates its proud heritage, diverse culture, entrepreneurial spirit and stewardship of a high quality of life; employing sustainable practices to continue its resurgence as the gem of the Rock River Valley.

GOALS

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.
2. Continue competitive and sustainable economic development focused on workforce development, retention, and recruitment to fully serve the business and entrepreneurial community resulting in private investment and job creation.
3. Proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life and protect property and natural resources.
4. Communicate and partner with other jurisdictions and organizations to coordinate effective and efficient service delivery and stimulate regional prosperity.
5. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization and new development.

City Manager

Department: City Manager

City of Beloit Strategic Goals: 1, 2 & 4

Program: Provide efficient, effective management of day to day government services and operations

Performance Objective:

Provide efficient, effective and economical day to day management of City operations and public services, with special attention given to on-going analysis and modifications necessary to maximize productivity and efficiency. Continue full implementation of the City's eco-municipality program, including continued use of sustainability with regard to public policy decision making and various development initiatives underway in the community.

Performance Measure:

Assist Department Directors in ensuring that all service delivery is provided in an effective and efficient manner; that City resources are budgeted and expensed in a frugal way to provide maximum positive impact and that various administrative support activities are conducted in the most efficient and economical manner.

Action Steps:

1. Direct involvement in the detailed evaluation of all budget submittals for both the operating and capital budgets, will be particularly relevant this year as the City evaluates current service delivery models in light of the significant reduction in resources available for General Fund operations.
2. Continue working with Department Directors analyzing operations and administrative support systems to ensure efficiency and effectiveness.
3. Continue to provide support for elected officials, including development of detailed staff reports and research as needed to assist Councilors with their important public policy responsibilities.
4. Continue working with Department Directors to search for all available revenues, including Federal and State grants to maximize resources available to support Municipal operations and infrastructure upgrades.
5. Continue to focus attention on the Eco-Municipality 4-step decision making process to maximize the positive environmental impact of all public policy and service delivery decisions.

Department: City Manager

City of Beloit Strategic Goal: 2

Program: Continue the focus on the City's eco-municipality program, including the use of sustainable practices.

Performance Objective:

The City Council's adoption of an eco-municipality program and subsequent steps undertaken by the City to implement the "natural step process" started a positive trend toward the use of sustainable practices in all public policy decisions. The City needs to continue the strong eco-municipality focus and several specific initiatives will be undertaken in 2012 to continue that important initiative.

Performance Measure:

The City has already concluded a number of significant environmental and energy efficiency related projects and will continue with those initiatives into 2012. The Action Steps listed below include several specific program initiatives that we anticipate undertaking to further expand the eco-municipality program.

Action Steps

1. Continue utilizing the modified staff report and take other steps as necessary to ensure that decisions made by operating departments or staff recommendations coming to City Council incorporate specific information about the sustainability of those public policy choices.
2. Finalize testing on hydrogen on demand vehicles, and if results warrant, proceed with transition of a significant portion of the Municipal fleet to utilize this fuel alternative.
3. Finish implementation and use of the Energy Block Grant Program, including completion of alternative energy projects approved by Council for the City Hall and Fire Station Headquarters.
4. Continue to utilize an employee-based sustainability committee to work on ways to implement sustainability practices in City facilities with regard to all service delivery operations.
5. Focus on printer consolidation, reducing energy consumption (eliminate number of small appliances) and pursue additional projects.



Department: City Manager

City of Beloit Strategic Goals: 1 & 2

Program: Continue the Manager's involvement in economic development activities

Performance Objective:

Continue the Manager's involvement in economic development activities on a City-wide basis. The strategic plan prepared and submitted by the Economic Development Department provides a more detailed analysis of the various elements of a successful economic development program.

Performance Measure:

As stipulated in the Economic Development Department's strategic plan, performance will be measured by a combination of new businesses recruited to the City, particularly in the Gateway Business Park; the retention and expansion of existing businesses within the corporate limits of Beloit; and the number of new jobs created within the community.

Action Steps:

1. With the completion of the Gateway Boulevard Expansion in 2010, along with a slowly strengthening economy, every effort will be made to market the Gateway Business Park and related privately owned parcels located within the same Tax Incremental Finance District (TID).
2. Continue to work on office, business and residential development and redevelopment in the downtown City Center area. Marketing will continue on vacant buildings and parcels to bring more development downtown. A final effort will be made to determine a viable reuse for the former Wagner's building on Grand Avenue.
3. The City Manager and Economic Development Director will merge their business "courtesy calls" back into the more structured business retention program run by the Greater Beloit Economic Development Corporation. Every effort will be made to extend calls to more mid-size and smaller companies located within the Greater Beloit Area.
4. To continue working closely with the GBEDC as a full and active partner of Rock County 5.0 to further explore the enhanced regional cooperation that has evolved as a result of this new economic development initiative. Efforts will continue on programs that are as diverse as joint marketing to potential food cluster industries, along with the possible expansion and widening of the I-39/90 corridor.

Department: City Manager

City of Beloit Strategic Goals: 2 & 4

Program: Continue to work on the casino development as needed

Performance Objective:

Continue a close dialogue (and collaboration) with the Tribe pursuing a possible Bureau of Indian Affairs approval for a land based tribal casino to be located in the City of Beloit. Communication has now shifted from the Chippewa Tribes to the Ho-Chunk Nation as a result of their purchase of the casino site. The City Manager continues to maintain a positive on-going dialogue with the Tribe and their representatives to continue the process.

Performance Measure:

While the City is not the applicant and has no direct ability to influence either the application or, ultimately, the approvals required by the State and Federal government, every effort will be made to continue to provide assistance. The City Manager maintains a strong, on-going dialogue with Tribes and their representatives to continue to move the process forward.

Action Steps:

1. Continue close communication with the Tribe and their representatives regarding not only the application but various other issues relative to getting a casino into full operation.
2. Continue to support the Ho-Chunk Tribe in their direct effort to develop a new application for a gaming facility for review and consideration by the U.S. Department of the Interior.
3. Be available to provide direct assistance to the Tribe as part of their application process, including periodic travel to Washington, D.C. to communicate directly with the Bureau of Indian Affairs and the U.S. Department of the Interior.
4. If approvals are received for the casino, work closely with the Tribe and their representatives on the site layout and the design of the facility, which will be required during the initial phases of implementation.

Department: City Manager

City of Beloit Strategic Goal: 1

Program: Continue transition to E-government with minimal use of paper, printing and postage to support municipal operations

Performance Objective:

The City's website is a work in progress, continuing to receive significant upgrades. Major changes were made to the home page and to the system for accessing files and documents stored on the website in 2011. It is anticipated that substantial focus on the website will continue into 2012. The City will continue with ways to further improve and expand the City's use of electronic communication means including additional documents placed on the website as opposed to the use of traditional bound paper copies.

Performance Measure:

The City's ever-expanding website provides more and more information, thereby increasing the transparency of all governmental operations. Website "hits" and continued efforts to educate residents about the tremendous amount of information available on the website and to encourage its full utilization is one of the key Performance Measures under this particular annual objective. Savings in printing and publication costs also reflect directly on the e-government initiative to replace written documents with electronic communication. Continued upgrades on the City's website, including additional information on the City's new "green" page will further communicate and educate the public about the City's ongoing eco-municipality and sustainability related initiatives.

Action Steps:

1. The City will continue to carefully monitor and fully utilize the City's website and the major communications medium, with the understanding that the website is the "first impression" most people have of the City of Beloit. The e-mail notification service has substantially improved the communications potential of the website and efforts will continue to make additional technological modifications whenever possible.
2. E-government communication of all types remain a high priority. The City will continue to use electronic means rather than more traditional paper documents whenever possible. Direct deposit for payroll and electronic distribution of payroll stubs implemented in 2009 have further reduced paper and printing costs for the corporation.
3. We will continue to consider the use of electronic packets for various board and commission agendas and related materials, which are still being distributed using a hard copy format.



Department: City Manager

City of Beloit Strategic Goals: 1 & 4

Program: Facilities planning/Police Department/City Hall Space Needs

Performance Objective:

A space needs assessment for a new Police Station was completed in 2009. Various site alternatives were studied in 2010. Council has asked us to do additional work on both the Eclipse Center and the former K-Mart store sites. Work was resumed in 2011 and will continue into 2012. The lack of sufficient available funding for a project of this magnitude has shifted some priority and available time away from this project.

Performance Measure:

Completion of the preliminary site evaluation alternatives for the new Police facility. We will finalize that evaluation and get a decision on the location so that future planning efforts can focus on a single site. Again, because of the lack of available funds, we do not have a particularly tight timeline but do want to continue work on this project.

Action Steps:

1. Continue to work closely with the Police Chief and his staff to finalize planning and obtain final Council approval on the best and most affordable site for the location of a new Police facility.
2. Continue to maintain the City Hall building in serviceable condition, anticipating that it will be a number of years before needed interior remodeling can occur.

Department: City Manager

City of Beloit Strategic Goals: 1 & 4

Program: Snappers Stadium

Performance Objective:

The City will also continue to maintain a dialogue with the Snappers regarding the possible location and construction of a new Snappers stadium. The team's governing board is still working on various options for the location of the facility.

Performance Measure:

This project is under the control of the Snappers Governing Board and the Cities role will be to support the project, then and to the extent necessary. The city, therefore, has no specific performance measure for this project.

Action Steps:

1. Continue close communication with the Snappers management regarding the possible location, funding and construction for a new Snappers stadium to be built for the team's use.

Department: City Manager
Program: Public Information

City of Beloit Strategic Goals: 1 & 3

Performance Objective:

Provide accurate, objective and timely information on services and events in the City of Beloit.

Performance Measure:

We anticipate continuing with the weekly publication of the Beloit Report and monthly production of Beloit Today and other media events on a year around basis.

Action Steps

1. Weekly publication of the “Beloit Report”
2. Monthly production of the “Beloit Today” show
3. Weekly contact with “Beloit Daily News” reporters
4. Write and post press releases, policies, meeting notices and minutes of City Council meetings and the “Beloit Today” show on the City’s website
5. Post information on the Cable Access Message Board as needed. Assist other departments to post information as needed.
6. Assist the Cable Access television station with planning technical upgrades as needed.
7. Promote the City through public education.
8. Promote the City of Beloit via social media outlets.

Department: City Manager

City of Beloit Strategic Goals: 2 & 5

Program: Maintain communications and a positive working relationship with other local government partners.

Performance Objective:

In past years, we have built strong working relationships with all the local governments in the Stateline area. We will continue to develop productive working relationships with all the local governments, particularly those that experience significant changes in leadership as a result of the spring elections in the Stateline area. This year, additional focus and effort will be placed on direct communication between the City Council and various governing boards to discuss shared service delivery with a focus on cost savings and to ensure the most productive use of the available resources.

Performance Measure:

In 2011, the City Manager coordinated direct interaction between the Beloit City Council and various other governing boards in the area. The focus of these discussions was the possibility of sharing (thereby reducing the costs) for public services delivered within the Stateline area. Those efforts will continue into 2012. We will also continue working with Rock County 5.0 on Economic Development initiatives, as well as the City of South Beloit related to the Turtle Creek Corridor improvements anticipated in the southern portions of the City Center.

Action Steps:

1. Meetings were held in 2011 between City Councilors and the Boards and Councils representing other neighboring jurisdictions. The purpose for those meetings was to explore the possibility of shared service delivery, whenever cost savings might result. It is anticipated that additional direct meetings between the City Council and the members of various other Boards and Councils will also be held in 2012.
2. We will continue to collaborate with the City of South Beloit and Beloit 2020 related to City Center Planning Initiatives.
3. Continue monthly meetings with Janesville and Rock County officials, maintaining that positive and collaborative relationship that has developed in recent years.
4. Continue our extensive program of collaboration and cooperation with the Beloit School District to assist the district in any reasonable manner to promote and encourage educational opportunities, facilitate truancy and daytime curfew enforcement, and in general, support the School District's important mission of providing educational opportunities to Beloit residents.
5. Schedule series of joint meetings with surrounding jurisdictions boards/Council.

Department of Public Works

Mission Statement: The Department of Public Works exists to serve the public need through cost effective operations and quality service, while providing for enhanced public safety and quality of life for today and tomorrow.

Department: Public Works
Program: Engineering/CIP

City of Beloit Strategic Goal: 1

Performance Objective:

To develop recommendations for and administer the Capital Improvement Program.

Performance Measure:

Completion of CIP projects within budget.

Action Steps:

1. Prepare schedule for each project.
 2. Assign staff to projects.
 3. Evaluate staffing needs to meet project schedules.
 4. Evaluate project.
 5. Evaluate contractor performance.
-

Department: Public Works
Program: Engineering/Administration

City of Beloit Strategic Goal: 1

Performance Objective:

To provide engineering services and technical support to other governmental agencies and the general public that improves public welfare and the quality of life.

Performance Measure:

Other Divisions and Departments implementation of engineering's recommendations.
Complete signal and light repairs in a timely fashion.
Contaminated sites evaluated and remediated.

Action Steps:

1. Oversee environmental assessments and remediation of environmentally impacted properties.
2. Plan for installation and repair of traffic and street lights in a timely manner.
3. Perform semiannual maintenance inspection of traffic signal controller systems.
4. Design infrastructure improvements cost effectively and with sound engineering judgment.
5. Review of Development plans for compliance with City standards and ordinances.
6. Staff Traffic Review Committee's monthly meetings.
7. Update Cadastral Mapping monthly or as needed.
8. Continue City Works Implementation for Sanitary Sewer and Storm Sewer.
9. Maintain City Works Software and assist existing and new users as needed.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Engineering/ Metropolitan Planning Program (MPO) Transportation Planning

Performance Objective:

To maintain a cooperative, continuous and comprehensive area wide transportation planning program and promote a forum for resolution of regional transportation issues.

Performance Measure:

Complete required plans and updates on time.

Action Steps:

1. Hold quarterly meetings of the Technical and Policy Committees.
2. Implement the Long Range Transportation Plan.
3. Update the Six Year Transportation Improvement Plan.
4. Provide technical support for Regional Multimodal Commuter Transportation Study.

Department: Public Works
Program: Operations/Administration

City of Beloit Strategic Goal: 1

Performance Objective:

Develop a staff that performs efficiently and safely.

Performance Measure:

To utilize a streets annual work plan and track projects completed.

Action Steps:

1. Develop a list of budget savings, meeting with individual work groups.
 2. Complete Evaluation tools to evaluate all staff based on individual performance measures.
 3. Develop 5 year Capital Improvement Projects and 2012 Operating Budgets.
 4. Coordinate all Parks and Operations training including orientations.
 5. Coordinate the DPW Safety Committee, make safety recommendations.
 6. Coordinate annual meetings for the department for work projects.
-

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Operations / Street / Terrace / Traffic Safety / Snow

Performance Objective:

Ensure motorist and pedestrian safety minimize hazards for all of the Operations.

Performance Measure:

Events and/or projects coordinated and completed with appropriate response times.

Action Steps:

1. Evaluate, establish target area for signs, trees, and street projects.
2. Review quarterly with work group and develop work plan and time line.
3. Complete projects.
4. Continue to implement Automatic Vehicle Location (AVL) program in vehicles to reduce down time of staff and reduce mileage of vehicles.
5. Develop a public relations plan to educate residents on selected operations.
6. Monitor weather updates and adjust snow and ice products and application.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Operations / Recycling/Solid Waste

Performance Objective:

Maintain a sustainable Recycling and Solid Waste Program through efficient curbside and drop off collection of recyclables and solid waste for 13,072 residences, 23 Americans with Disabilities Act (ADA) customers and 35 City Facilities. Coordinate the intergovernmental relationship with Beloit & Turtle Township.

Performance Measure:

DNR Funding secured, and diversion rate achieved.

Action Steps:

1. Continue to develop procedures for improvement and efficiency, develop timeline for changes.
2. Continue to discuss route and procedure changes with work group based on current routes and tonnages.
3. Complete Department of Natural Resources (DNR) reporting.
4. Research commodity brokers for commingled containers and other commodities as needed.
5. Implement electronics recycling and clean sweep programs for City residents.
6. Continue to monitor the state of economy and the effects of both budgets.
7. Research composting alternatives, implement program for 2012.
8. Research and develop new sustainable practices that are economically feasible.
9. Look at recycling alternatives.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Operations / Fleet / Stores

Performance Objective:

Utilize MUNIS Work Order Module to record and track maintenance and operating cost/activity for each piece of equipment. Control the physical aspects of handling inventory.

Performance Measure:

Ensure the City receives the maximum value for each public dollar spent through quarterly comparisons, bidding, quotes and state contracts. Continue to research sustainable projects and options for the city through fleet services.

Action Steps:

1. Track work orders, fuel usage quarterly.
2. Research additional sustainable projects applicable to fleet/stores.
3. Monitor and maintain the equipment replacement scoring model to reflect optimum replacement of each vehicle.
4. Review and make recommendations for the equipment reserve account, annually with Division Directors and Finance.
5. Update storeroom procedures, purge slow moving inventory, complete annual inventory count.
6. Develop a formal customer service survey process.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Administration

Performance Objective:

Through the coordination of the Parks & Recreation Advisory Commission and the Parks Division's professional staff, develop and recommend a Capital Improvement Plan that would consider prioritization of improvements to the existing city park sites, parks and recreational facilities, as well as the consideration of acquiring future park property.

Based upon the limited resources, implement various improvements to the Parks & Leisure Services Division as recommended within the Parks & Open Space Plan.

Performance Measure:

Successful completion of the Division's CIP projects according to the defined plan of each project, and within the proposed time line for completing the project.

Action Steps:

1. Prepare and schedule each project within the Master Project Schedule.
2. Assign Parks Division staff to manage and implement project.
3. Seek assistance from other Divisions and/or Departments in preparing for the implementation of each project.
4. Hire contractors as needed to complete projects as defined within the City's Contractual, Purchasing, & Disbursement Policy.
5. Routinely monitor the status of each project.
6. Evaluate the contractor and final results of the project upon its completion.
7. Create a priority list of future projects that were not funded in 2011 that may be considered in future fiscal years.
8. Annually, review the CIP Plan with the Parks & Recreation Commission and seek their advisement regarding prioritization of these projects and other future projects that they would like the department to consider implementing.

Department: Public Works

City of Beloit Strategic Goal: 2

Program: Parks & Leisure Services Division: Recreation Operations

Performance Objective:

Provide effective and efficient administration of recreational programs and related services to the community through the continual maintenance of community recreational facilities, continual development of recreational programming, fiscal responsibility, and the marketing of these services.

Performance Measure:

Complete a comprehensive analysis of our program offerings and implement an evaluation system of our current program offerings which will provide suggestions and recommendations of improvements of our programs to meet the recreational needs of the community.

Action Steps:

1. Perform an inventory of existing programs and services that we currently offer to the community.
2. Perform an inventory of existing programs and services that other local agencies offer to the community, and consider duplicating similar programs that may increase participation.
3. Develop a list of potential programs and services that are not currently offered and determine what is needed and that we could offer and still remain fiscal responsible to our budgetary requirements.
4. Conduct focus groups and/or a community survey regarding new and future programming areas under consideration
5. Create seasonal a Recreation Program Guide which includes new and diversified seasonal programs offered through-out the calendar year; consider implementing 2-3 new programs annually.
6. Identify and consider partnering with other local civic organizations that share a similar mission in offering recreational and athletic programs, and community-wide special events:
 - a. Beloit Youth Hockey Association
 - b. Beloit Memorial High School
 - c. Beloit River Fest
 - d. Beloit Snappers
 - e. Downtown Beloit Association
 - f. Friends of the Riverfront
 - g. School District of Beloit
 - h. Visit Beloit
7. Finalize a 2012 Master Plan that would identify future programs and services, rate structures and fees, maintenance operations, fiscal resources, facilities, targeted participant groups, marketing strategies, and timeline for implementation of the plan.
8. Create a separate budget detail outline for each recreation program and/or facilities which will indicated potential revenue and expenditures, and determine fees that will be cost-effective in running the program without being subsidizes by the city.
9. Expand our programming initiatives at the Ice Arena through new public skate timeframes, and other new programming initiatives.
10. Continue to expand the services offered at the Lagoon Concession and continue to increase our marketing of these services in order to generate greater revenue annually.

Department: Public Works

City of Beloit Strategic Goal: 5

Program: Parks & Leisure Services Division: Park Operations

Performance Objective:

Provide effective and efficient management of parkland within the City of Beloit to include staff management and training, fiscal operations, standard quality of services, planning, marketing, and maintenance of parkland and facilities.

Performance Measure:

Establish standard of care of parkland and facilities, and annually complete inspections of all park sites in creating a priority maintenance plan.

Action Steps:

1. Monthly inspections of all playgrounds.
2. Monthly inspections of all park shelters and picnic amenities.
3. Create and implement an annual maintenance structure repair plan for parks and recreational facilities within the limited resources of the annual budget.
4. Implement a signage program which provides park rules and general public information within park sites.
5. Provide training as deemed appropriate for park maintenance staff and supervisors which will enhance their knowledge and skills in maintaining our park system.
6. Coordination and implementation of the Parks CIP Plan.
7. Hire and utilize contractual services as warranted and acceptable within the City's Contracting, Purchasing, and Disbursement Policy.
8. Collaborate with various community based organizations in providing supportive services in the coordination of special community events, including but not limited to; Beloit Riverfest, July 4th Celebration, Snappers Baseball, Friends of the Riverfront programs, and Beloit 20/20 related activities.
9. Provide support and assistance to community-based groups that volunteer to conduct community service (clean-up) programs within city parks.
10. Continue to offer and market the Adopt-a-Park Program.
11. Create a marketing plan for park bench donations.
12. Create a marketing plan for park tree donations.
13. Continue the implementation of the park mowing schedule and make revisions based upon additional mowing areas as assigned.
14. Continue our graffiti removal program by removing graffiti from our parks within 48 hours of notification, either by our staff or contractual services.
15. Assist in Snow Removal Operations in assigned areas as prioritized, including but not limited to; city parking lots, and sidewalks, as well as shaping the Ski Trails.

Department: Public Works

City of Beloit Strategic Goal: 5

Program: Parks & Leisure Services Division: Horticultural Operations

Performance Objective:

Provide effective and efficient landscape management that continually improves the aesthetic qualities of the city owned parks, open space, streetscapes, and recreation facilities throughout the year.

Performance Measure:

Within the financial resources, create, implement, and complete the annual project landscaping plan for the City of Beloit.

Action Steps:

1. Create an Annual Maintenance Schedule which indicates the implementation, tracking and completion of projects on a weekly basis.
2. Create a separate budgetary cost center for accurately budgeting and tracking and of landscaping expenditures, and related projects.
3. Continue implementation of a Special Landscaping Project Plan each year.
4. Utilize the Horticulturalist in the designing of landscape beds.
5. Continue with the Turf Management in the parks and facilities to include fertilizing, weed control, aerifying, and over-seeding.
6. Continue partnership with Rock County Parks in the implementation of our controlled burn plan within various identified park sites.
7. Continue partnership with the Friends of the Riverfront in the Landscaping of Riverside Park corridor area.
8. Complete the installation and landscaping of the new park signs as identified within the Park Signage Plan.
9. Continue to offer and market the Adopt-a-Park Program.
10. Create a marketing plan for park bench donations.
11. Create a marketing plan for park tree donations.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Grinnell Hall Senior Center

Performance Objective:

Through the coordination of the Grinnell Advisory Board, develop and implement programming for a diversified senior population.

Performance Measure:

Accurately recording and tracking the participation level in each offered program and comparing the attendance level to previous year(s).

Action Steps:

1. Create and implement a bi-monthly Newsletter that highlights an array of various activities at the center and mail it directly to all members of the Senior Center.
2. Create and implement a list of Special Events that will appeal to this targeted population (ages 50+), including but not limited to:
 - Valentine Day Celebration
 - St. Patrick's Day Celebration
 - Hee Haw Talent Show
 - Annual Summer Picnic
 - Annual Open House
 - Annual Holiday Show
3. Provide various recreational, educational, and health/fitness programs and activities that will encourage senior participation.
4. Coordinate and conduct periodic surveys of the participants within our activities and programs as a tool to guide our service offerings.
5. Continue to partner with the Rock County Nutrition Program
6. Continue to partner with American Association of Retired Persons (AARP) to provide a Tax assistance program.
7. Coordinate and conduct the annual Beloit Senior Fair.
8. Conduct presentations and interviews at other civic organizational meetings, and with local radio stations as requested.
9. Create a marketing plan and prepare Public Service Announcement (PSA)'s for local newspaper publication, local Television Stations, and Radio Stations
10. Continue to schedule monthly meeting with the Grinnell Hall Advisory Board of Directors regarding the operations of the building and program offerings.

Department: Public Works

City of Beloit Strategic Goal: 3

Program: Parks & Leisure Services Division: Golf Operations

Performance Objective:

Provide effective and efficient management of the Krueger – Haskell Golf Course to include staff management, fiscal controls, quality services, planning, marketing and promotion, and facility maintenance.

Performance Measure:

Create an operational plan for the golf course to include services, facilities, fiscal resources, marketing strategies, and course maintenance objectives.

Action Steps:

1. Continue to schedule monthly meetings with the Golf Course Advisory Committee and review operational issues with the Committee as outlined within the City Ordinance 1.83
2. Develop a volunteer Ranger Program to assist the professional staff in the operations and active play on the course.
3. Create a strategic marketing plan that will increase public perception of the golf course and increase the number of rounds played annually that will result in an increase in revenue.
4. Update the maintenance improvement program for the course and implement improvements annually within the limited fiscal resources for maintenance.
5. Evaluate the quality of the services, operations, and maintenance of the golf facility by conducting periodic surveys at least twice a year.
6. Continue to add to the golf user data base and market our course directly to these users.
7. Inventory pro-shop merchandise quarterly, and identify merchandise which has a high sale factor, and continue offering items which will increase our potential revenue.
8. Evaluate personnel and the staff organization structure to determine appropriate staffing levels in all areas of operations; clubhouse and ground maintenance.
9. Continue to evaluate the concessionaire and their services and make suggestions as deemed appropriate that will enhance the golf operations.
10. Continue to survey rate structure of other golf courses within the region and compare our services and pricing schedule in order to provide similar and competitive services; as well as recommend fee changes as deemed necessary in order to meet the fiscal revenue projections of operating the golf course.
11. Provide training as deemed appropriate for golf maintenance and clubhouse staff and supervisors which will enhance their knowledge and skills in overall operations of this revenue generating golf facility.
12. Complete an Annual Report of the Golf Course Operations and annually review this report with the Golf Advisory Committee along with recommendations regarding the operations for the following fiscal year.

Department: Public Works

City of Beloit Strategic Goal: 4

Program: Parks & Leisure Services Division: Cemetery Operations

Performance Objective:

Provide effective and efficient management of Eastlawn and Oakwood Cemeteries to include staff management, fiscal control, quality services, planning, and facility maintenance.

Performance Measure:

Perform an operation plan for the City's Cemeteries that identifies services, fee structures, facility maintenance standards, and fiscal resources.

Action Steps:

1. Annually, schedule an informational meeting with local Funeral Home Directors for the purpose of addressing operational and maintenance issues.
2. Annually review and revise the Cemetery Rules & Regulations Manual which defines standard maintenance care of the cemeteries.
3. Annually review and make recommendations regarding revisions to the fee structure for cemetery services.
4. Continue to keep appropriate records as required by State Statute.
5. Continue to work collaboration with the city's Engineering Department in review and implementing upgrades to the cemetery database regarding platting of the cemetery plots and updating clerical software files.
6. Enhance public relations through appropriate staff training and sensitive marketing techniques.
7. Maintain the cemetery grounds through a ground maintenance services as hired through the city's Contractual, Purchasing, and Disbursement Policy.
8. Continue to monthly inspections of the ground maintenance service performance to ensure city standards for the cemetery maintenance are being met.
9. Semi- annually (spring & fall) schedule and implement a cemetery clean-up program when all floral arrangements are removed from the cemetery, as outlined within the Cemetery Rules & Regulations Manual.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Transit - Transit Development Plan

Performance Objective:

Finalize and implement the new 2011 Transit Development Plan.

Performance Measure:

Continued growth of ridership and revenue.

Action Steps:

1. Evaluate operating expense per revenue hour.
2. Evaluate operating expense per revenue passengers - excludes transfers.
3. Increase total revenue per operating expenses.
4. Maintain revenue passengers per revenue hour.
5. Maintain revenue passengers per capita.
6. Maintain revenue hours per capita.
7. Develop, implement and evaluate safety and customer service trainings.
8. Decrease current passenger complaints.
9. Develop and evaluate a customer service survey.
10. Monitor on-time performance to establish a realistic standard for City Transit Service.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Wastewater Utility Operations.

Performance Objective:

Continue to manage the economic and environmental performance of the Water Pollution Control Facility, sanitary sewer collections system and industrial pre-treatment program.

Performance Measure:

Meet WPDES discharge permit limits, achieve quality Compliance Monitoring Annual Report (CMAR) rating, economically meet all environmental standards for bio-solids disposal, minimize odors emitted from the WPCF, comply with Environmental Protection Agency (EPA) requirements per Significant Industrial Users' effluent pre-treatment and discharges, effectively manage commercial inspection and permitting program, minimize sanitary sewer collections system backups and Compliance Monitoring Annual Report (SSO)'s, and upgrade and/or maintain all system equipment for reliable and efficient operation, all within budget.

Action Steps:

1. Operate the WPCF wastewater treatment plant to economically meet discharge permit limits, including all lab analyses and regulatory reporting.
2. Begin operation of newly constructed bio-solids dewatering and odor control systems at the WPCF. Continue to pursue alternative methods for beneficial reuse of bio-solids with Milwaukee Metropolitan Sewage District (MSD), Mallard Ridge Landfill, agricultural land owners, etc.
3. Manage remaining traditional land application of bio-solids utilizing sludge storage capacity and minimizing overtime and other costs.
4. Continue to participate in the phosphorous standard changes with the Wisconsin Department of Natural Resources (WDR), perform local stream sampling for background condition data, and further explore WPCF phosphorous discharge reduction options.
5. Operate the WPCF activated sludge aeration basins with least cost air delivery strategies.
6. Complete quarterly hot-spot and bi-annual system wide collections system cleaning.
7. Continue to clear and maintain off-road sewer easements to ensure access for maintenance and emergencies.
8. Cured-in-place-pipe (CIPP) line identified collections system segments and repair manholes as necessary to reduce Inflow and Infiltration (I&I) and subsequent lift station and treatment plant operating costs.
9. Utilize TV truck and gear to improve sewer televising capabilities and rehab procedures.
10. Perform Significant Industrial User (SIU) and commercial inspections and monitor reports to ensure discharge permit compliance. Re-issue permits to SIU's and other businesses on schedule.
11. Continue mercury minimization program and participation in Rock County Rx Roundup.
12. Expand public education programs utilizing PW Foxx mascot, Public Works Week activities, local media, community events, etc.
13. Maintain critical equipment at the WPCF and lift stations to ensure reliable, cost-effective system operation, including clarifier coating, digester cleaning, boiler and select lift station upgrades.
14. Mangle additional Instrument & Control Technician resource to better maintain expanded automation equipment, security systems, etc.
15. Develop and test standby power generator Standard Operating Procedure (SOP)'s to ensure reliable operation of the lift stations and WPCF.
16. Expand use of cameras, controlled doors and gates, and other security measures at the WPCF and critical remote pump station sites.

Department: Public Works
Program: Water Utility Operations.

City of Beloit Strategic Goal: 1

Performance Objective:

Continue to manage the safe and economic performance of the Public Water system.

Performance Measure:

Meet all domestic, industrial and fire protection water supply demands, comply with all Safe Drinking Water Standards, maintain reliable distribution system operation, and provide accurate customer sales metering, all within budget.

Action Steps:

1. Operate the water production and storage system components to efficiently provide all domestic, process and fire protection water demands.
2. Manage water treatment systems and monitor water quality to ensure public health and safety per the Safe Drinking Water Act and all related regulations.
3. Place new Weiser Pumping Station into service and begin operations to resolve well #11 nitrate issue, improve system pressures and maximize Time of Day energy rate savings.
4. Exercise and maintain all valves and hydrants to periodically flush the distribution system to maintain water quality and ensure system control for general operations and in the event of emergencies.
5. Continue programs to replace antiquated Traverse City hydrants that can no longer be maintained and include Storz connections to speed Fire Department response.
6. Expand meter testing and periodic exchange program to ensure customer billing accuracy and code compliance. Evaluate economics of 20-year mag meter replacements vs. conventional meter rebuilds.
7. Continue upgrades to Sensus Automated Meter Reading system by meter transmitter upgrades to FlexNet, relocating premise transmitters outside, upgrading base stations, adding base or repeater stations as necessary, etc.
8. Reduce lost and unaccounted water by month to month tracking of pumpage against sales, increased leak detection surveys with digital correlator, better accounting of non-metered use, bulk water sales stations, etc.
9. Improve implementation of cross-connection and private well programs to ensure distribution system integrity and public health, including modifications to Water Utility Ordinance Chapter 27.
10. As extension of Weiser station project, work with consultant to complete a comprehensive Wellhead Protection Program, including ordinance adoption, to ensure quality of aquifers at well sites throughout service area.
11. Continue pump station maintenance program to rehabilitate two well and one booster stations per year.
12. Further implement water main replacement program to eliminate under-sized main, replace break-prone segments, close loops, etc.

Department: Public Works

City of Beloit Strategic Goal: 1

Program: Storm Water Utility Operations.

Performance Objective:

Continue to manage the economic and environmental performance of the Storm Water Utility. Reduce storm water pollution to protect our surface water bodies and groundwater supply. Comply with all State & Federal storm water regulations.

Performance Measure:

Meet Wastewater Wisconsin Pollution Discharge Elimination System (WPDES) MS4 permit requirements within scheduled timeline. Meet all requirements while staying within the Storm Water Utility budget.

Action Steps:

1. Partner with neighboring communities through the Rock River Stormwater Group to efficiently educate the citizens of the Rock River Valley regarding storm water pollution concerns.
2. Partner with citizens and community organization to clean existing and reduce future pollution to the storm water conveyance system.
3. Detect and eliminate illicit discharges.
4. Administer the storm water pollution prevention program used at all municipal facilities.
5. Clean and remove debris from the storm water conveyance system.
6. Improve storm water conveyance system through preventative maintenance. Televisive storm water conveyance system prior to street construction projects to assure system integrity.
7. Track construction site erosion control inspections and enforcement actions.
8. Monitor all City owned non-structural storm water facilities.
9. Monitor all major storm sewer outfalls to waters of the State.

Fire Department

Fire Department Vision: To have every citizen engage in a commitment to safe life behaviors and strategies influenced by fire department community risk reduction programs.

Fire Department Mission Statement: The Beloit Fire Department is dedicated to maintaining a proactive approach to community risk reduction. Our every action must focus on reducing risk to lives and property in the Greater Beloit Area.

2012 Strategic Goals:

1. Through all mitigation, preparedness, response, and recovery strategies continue communicating a plan for community risk reduction.
2. To maintain recruitment, retention, and career development programs that address community expectation and invests in our most valuable resource, our human resources.
3. To collaborate with critical regional partners on regional community risk reducing efforts.
4. Address increase service demands and citizen and employee safety concerns by recommending a fiscally responsible plan for adequate staffing levels which maintain basic community expectation.
5. Maintain the highest standard of care in emergency medical services through a continuous evolution of program evaluation and improvement.

Department: Fire
Division: Fire & Rescue
Program: Emergency Response

Fire Department Strategic Goals: 1 & 3
City of Beloit Strategic Goals: 1 & 3

Performance Objective:

Provide safe, timely, and efficient all hazards response to requests for assistance from our community and mutual aid partners.

Performance Measure:

To maintain core services, through continual program evaluation, and resource management.

Action Steps:

1. Evaluate all service variables by 12/2011.
2. Develop a plan for implementation of right sized services based on available human and physical resources by 10/2011.
3. Determine what services are essential to be maintained by 10/2011.
4. Reduce, suspend, reschedule, or discontinue services that are determined to not be essential 1/2012.
5. Evaluate budget impact of service reduction quarterly.
6. Make adjustment to the service delivery plan as resources allow.

Department: Fire
Division: Ambulance
Program: Emergency Cardiac Care Medical Equipment

Fire Department Strategic Goals: 4 & 5
City of Beloit Strategic Goals: 1 & 3

Performance Objective:

Provide state of the art technology for emergency cardiac care that meets the current standard of care.

Performance Measure:

Replace all of our emergency cardiac care devices by March 1, 2012.

Action Steps:

1. Define strategic expectations for expansion of the standard of care by September 2011.
2. Develop specifications for emergency cardiac care devices based on current and strategic expansion of the standard of care by October 2011.
3. Test and examine emergency cardiac care devices from different vendors November 2011.
4. Specify, accept bids, select, purchase and take delivery of emergency cardiac care devices by March 1, 2012.
5. Train staff and implement use of new units by April 1, 2012.
6. Initiate quality assurance and maintenance program upon implementation.

Department: Fire
Division: Prevention
Program: Public Education

Fire Department Strategic Goals: 1 & 3
City of Beloit Strategic Goals: 1 & 3

Strategic Objective:

Continue providing public education and prevention programs to the community to the extent that resources allow.

Performance Measure:

Schedule public education program delivery to target locations such as large occupancy apartment facilities, elderly housing, childcare locations, and during Fire Prevention Week. Also, continue posting public service announcements periodically and when a problem area is identified.

Action Steps:

1. Develop 2012 fire prevention plan by December 2011.
 2. Provide public education personnel with the resource required to meet Performance Measure by June 2011.
 3. Complete and assign public education service announcement plan by January 2012.
-



Department: Police/Fire/DPW
Program: Public Service Communications

City of Beloit Strategic Goals: 1, 3, 5

Performance Objective:

To provide our public service workforce with communication infrastructure, mobile radios, and portable radios that is Federal Communications Commission compliant.

Performance Measure:

To have 100% of our communications infrastructure for mutual aid and portable/mobile radio communications for mutual aid compliant by 2011. To have 100% of our communications infrastructure, mobile and portable communications systems Federal Communications Commission (FCC) compliant by January 1, 2013.

Action Steps:

1. Participate in the GeoCom Decision Matrix Study by December 2010.
2. Seek alternative sources of funding if available.
3. To narrow band all of our mutual aid channels by the December 31, 2011.
4. Primarily fund the project through city wide special CIP in 2011 and 2012...
5. Inventory and specify infrastructure, mobile and portable equipment needs in accordance with project deadlines.
6. Project contractor to make appropriate FCC license changes by project deadlines.
7. Participate in and complete county wide communications project by December 2012.

Police Department

Mission Statement: The Beloit Police Department celebrates its committed service to the community through a skilled, determined, and diverse workforce.

Department: Police
Program: Detective Bureau

City of Beloit Strategic Goal: 3

Performance Objective:
Drug and Gang Enforcement.

Performance Measures:

- Drug Related Search Warrants
- Contraband seized
- Intelligence Gathering / Community Education

Action Steps:

1. Create intelligence needed to coordinate department resources against the activities of gang members.
 2. Develop probable cause for search warrants on targeted residents.
 3. Participate with FBI Safe Street Task Force.
 4. Participate in community education programs pertaining to drug and gang prevention education.
-

Department: Police
Program: Patrol Division / Detective Bureau

City of Beloit Strategic Goal: 3

Performance Objective:
Detection of Crime Related Guns and Disruption of Gang Activity.

Performance Measures:

- Weapons seizures
- Shot Spotter responses
- Gang member warrants served

Action Steps:

1. Create intelligence data base needed to coordinate department resources against the criminal activities of people in the community.
2. Coordinate between the drug and gang unit and detective bureau the warrant service of gang members.

Department: Police
Program: Patrol Division

City of Beloit Strategic Goal: 3

Performance Objective:
Maintain/Lower Crash Rate.

Performance Measures:

- Operating While Intoxicated (OWI) Enforcement
- Time/Date/Place Targeted Speed Enforcement

Action Steps:

1. Use city crash data along with complaints from citizens, and officer observation, to choose targeted locations for increased enforcement of traffic laws by the area officer.
 2. Participate with Wisconsin Department of Transportation crash reduction grant programs offering funding for overtime officer enforcement of traffic laws related to speeding or impaired driving.
-

Department: Police
Program: Administration

City of Beloit Strategic Goal: 3

Performance Objective:
Police Department Facility Design.

Performance Measures:

- Participate with building design
- Liaison regularly with architect firm on design and construction of new police facility

Action Steps:

1. Select construction partner.
 2. Monitor the monthly progress of construction
-

Department: Police
Program: Administration

City of Beloit Strategic Goal: 3

Performance Objective:
Commission of Accreditation for Law Enforcement Agencies (CALEA) Accreditation.

Performance Measures:

- All files updated to current CALEA standards
- All files reviewed for adequate proofs of compliance

Action Steps:

1. Prepare and maintain files for inspection.
2. Early 2012 multi-week maintenance effort.

Community Development

Mission Statement: The Community Development Department forms partnerships with diverse community residents, organizations, businesses and developers to provide housing programs, promote quality planning and development and encourage investment and renewal that guides the future of our City and creates a high quality, livable community for all.

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Neighborhood Planning - Comprehensive Plan Review and Update

Performance Objective:

Ensure that the Comprehensive Plan reflects the goals and objectives of the City of Beloit.

Performance Measure:

Review the Comprehensive Plan and recommend updates to the Plan Commission and City Council.

Action Steps:

1. Review the Comprehensive Plan and the Future Land Use Plan in particular to ensure that it reflects the City's current goals and objectives.
 2. Identify any proposed changes and present to the Plan Commission.
 3. If changes are endorsed by Plan Commission, notify the adjacent municipalities and required stakeholders in our community.
 4. Bring proposed amendments to City Council for its consideration.
-

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Neighborhood Planning – Land Use Planning and Regulation

Performance Objective:

Promote and protect public health, safety, morals, comfort, convenience, and welfare of existing and future residents of the City.

Performance Measure:

Review and approve all development and redevelopment against the City's land use plans and ordinances, and coordinate Plan Commission, City Council, Board of Appeals, and Landmarks Commission review of applicable projects.

Action Steps:

1. Review and approve all industrial, commercial, institutional, and multi-family residential developments and alterations.
2. Prepare Agendas, Minutes, and Staff Reports for Plan Commission, Landmarks Commission, Board of Appeals, and Landmarks Commission meetings.
3. Prepare reports to the City Council, along with Resolutions and Ordinances pertaining to land use actions.
4. Initiate and resolve enforcement actions dealing with land use ordinance and historic preservation violations.
5. Communicate with citizens, businesses, property owners, developers, and others regarding land use and development questions and concerns.

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Fair Housing

Performance Objective:

Work with Equal Opportunities and Human Relation Commission to review fair housing cases and provide fair housing education to lenders, realtors, landlords, and residents.

Performance Measure:

Continue to provide fair housing services.

Action Steps:

1. Hold quarterly training sessions on fair housing.
 2. Review and update the Fair Housing brochure and post brochures at numerous locations in the City.
 3. Continue to address issues and strategies identified in the Analysis of Impediments to Fair Housing.
-

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Community Development Block Grant (CDBG)

Performance Objective:

Provide the City and local agencies with funds to help meet the needs of low- and moderate-income residents and eliminate slums and blight.

Performance Measure:

Continue to provide funds to address needs of low to moderate income residents.

Action Steps:

1. Hold a public application and planning process.
 2. Budget funding to programs that meet United States Department of Housing and Urban Development (HUD)'s national objectives.
 3. Prepare the Annual Plan for submission to HUD.
 4. Continue to address issues and strategies identified in the City's Consolidated Plan.
 5. Submit the Annual Plan and CDBG Budget to HUD by November 15.
-

Department: Community Development **City of Beloit Strategic Goal:** 1
Program: Housing Authority – Public Housing Security Officer Program

Performance Objective:

Develop and maintain successful Public Housing Security Officer Program which promotes neighborhood safety and resident involvement.

Performance Measure:

Apply for 2011 Consolidated Funding Program (CFP) and include continued Security Officer Program in grant application

Action Steps:

1. Apply for 2011 CFP Grant.
 2. Broaden scope of duties and hours to include more interaction with Public Housing participants.
 3. Develop and maintain Anti-Bullying and Anti-Drug Programs with Public Housing participants and their children.
 4. Utilize Security personnel in forming a Resident Advisory Committee.
 5. Create and coordinate with Police Department marketing/informational materials for residents and residents' families.
-

Department: Community Development **City of Beloit Strategic Goal:** 2

Program: Housing Authority – Section 8 Family Self-Sufficiency Program

Performance Objective:

Continue to service and continue to graduate successful applicants while maintaining an effective Section 8 Family Self-Sufficiency (FSS) Program

Performance Measures:

- Apply for 2011 Grant.
- Continue to set individualized, realistic goals for program participants.
- Develop community resource network for program areas where resources are available.

Action Steps:

1. Apply for 2011 Family Self-Sufficiency Coordinator Grant.
 2. Revamp FSS Program to include FSS and current Section 8 clientele.
 3. Continue to develop networks with agencies and businesses in Beloit, Janesville, and Rock County.
 4. Update marketing material for FSS program and attend any appropriate training available to assist participants.
 5. Continue to market program to agencies, participants, applicants, and businesses.
-

Department: Community Development **City of Beloit Strategic Goal:** 3

Program: Housing Authority – Section 8 Homeownership Program

Performance Objective:

Maintain Section 8 Homeownership Program

Performance Measure:

Continue and broaden Section 8 Homeownership Program as part of above Family Self Sufficiency grant and separately for those residents who wish to participate through December 31, 2012.

Action Steps:

1. Continue to train staff on Housing Choice Voucher Homeownership Program.
 2. Provide on-going training for FSS Coordinator.
 3. Continue to develop partnerships with local banks for financing of homes.
 4. Continue to partner with Neighborhood Housing Services (NHS) to provide homeownership classes.
 5. Update marketing material.
 6. Support program with continued staffing and training.
-

Department: Community Development **City of Beloit Strategic Goal:** 4

Program: Housing Authority – Public Housing Tax Credit Rehab

Performance Objective:

Complete Phase II of the Tax Credit Public Housing Rehab Project

Performance Measure:

Upgrade Scattered Site Housing Units and Parker Bluff Housing Units

Action Steps:

1. Continue construction and rehab of the 66 units in Phase II.
 2. Continue to work with development team to assure that all deadlines are met for the tax credit development.
 3. Complete construction by mid-year 2012.
-

Department: Community Development **City of Beloit Strategic Goal:** 5

Program: Housing Authority – Public Housing Resident Support Program (RSP)

Performance Objective:

Develop Public Housing Resident Support Program (RSP) which addresses educational, vocational, and workforce development issues.

Performance Measure:

Start Public Housing Resident Support Program (RSP)

Action Steps:

1. Apply for grants available, use any excess Public Housing funds available, and include a request for funds in 2012 Consolidated Funding Program (CFP) grant for start up costs.
2. Attend appropriate training available to assist participants.
3. Develop networks with agencies and businesses in Beloit, Janesville, and Rock County.
4. Create marketing material for program.
5. Market program to agencies, participants, applicants, and businesses.

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Housing Services and Code Enforcement – Systematic Code Enforcement

Performance Objective:

Systematically inspect residential properties City-wide.

Performance Measure:

Improve the appearance of the neighborhoods.

Action Steps:

1. Evaluate inspector assignments. Change inspector assignments as needed.
 2. Inspectors will drive by and inspect the exterior of every property in the City.
 3. Track inspections using the MUNIS system.
 4. Assign rental inspections to the appropriate inspector.
 5. Complete interior rental inspections and track inspections using the MUNIS system.
-

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Housing Services and Code Enforcement – Neighborhood Stabilization Program

Performance Objective:

Administer the Neighborhood Stabilization Program to meet program goals set by the state and federal governments.

Performance Measure:

Reduce the number of vacant foreclosed homes in the hardest hit neighborhoods

Action Steps:

1. Use Neighborhood Stabilization funds to purchase, remodel and sell foreclosed properties to households earning 120 percent or less of county median income.
 2. Demolish properties that are beyond repair.
 3. Work with the City of Janesville, Neighborhood Housing Services and Family Services to implement the grant.
-

Department: Community Development **City of Beloit Strategic Goal:** 4
Program: Housing Services and Code Enforcement – Partnering with NHS and Community Action to revitalize our older neighborhoods.

Performance Objective:

Work with NHS, Community Action, and the neighborhood groups to revitalize our existing Central City neighborhoods.

Performance Measure:

Provide housing rehab loans in our older neighborhoods.

Action Steps:

1. Partner with Community Action on issues in the Merrill Neighborhood where they are rehabbing houses.
 2. Partner with NHS on efforts in the Westside, Shore Drive, Merrill and College neighborhoods.
 3. Provide rehab loans in the City's neighborhoods.
-

Department: Community Development **City of Beloit Strategic Goal:** 4

Program: Housing Services and Code Enforcement – Lead Hazard Reduction

Performance Objective:

Implement a program to utilize funds from the Lead Hazard Reduction Grant to make more homes in the City of Beloit lead safe.

Performance Measure:

Administer funding program to deal with lead issues.

Action Steps:

1. Work with the City of Janesville, Rock County and the State of Wisconsin Dept. of Health Services to implement the grant.
 2. Work with the Rock County Health Department to address lead poisoning issues at residences where children have been poisoned.
 3. Encourage home owners and landlords to participate in the program to make their homes lead safe for children.
-

Department: Community Development **City of Beloit Strategic Goal:** 4

Program: Housing Services and Code Enforcement – Neighborhood Redevelopment

Performance Objective:

Promote redevelopment of City-owned and other vacant lots in the City of Beloit.

Performance Measure:

Increase the tax base in the City's existing neighborhoods.

Action Steps:

1. Publicize the availability of the vacant lots owned by the City.
2. Make these properties available to infill builders or to prospective residents interested in building a single family home or expanding their lot.
3. Purchase vacant lots from Rock County during the foreclosure process in September, 2012.

Library

The Mission statement is "To improve the quality of life in our community by providing resources and services that stimulate lifelong personal enrichment, enjoyment, reading, and learning."

Department: Library

City of Beloit Strategic Goal: 1

Performance Objective:

Support and promote high-quality library services to residents of the City of Beloit and Rock County while adjusting to reductions in funding as a result of legislative changes and the 2011-2013 biennial budget.

Performance Measure:

Maintain WI State Standards for library services, provide services essential to our library members, and collaborate with Automated Library System (ALS) libraries to maximize cost-efficiency. Strive to maintain existing public service hours, explore improvements in workflow efficiency, and manage facility responsibly.

Action Steps:

1. Prioritize essential services and state standards when determining organizational budget cuts.
2. Conduct additional polls of library members for feedback on existing services and potential changes.
3. Increase use of electronic communication with library members via social networking and newsletters.
4. Expand existing collaborative relationship with ALS libraries beyond materials sharing and networking.
5. Explore alternatives to reducing the number of public service hours maintained each week.
6. Pursue additional use of automation to improve worker efficiency.
7. Evaluate service/maintenance contracts for grounds and facility.

Economic Development

*Mission Statement: To improve the economic vitality of the City of
Beloit in order to build a better quality of life for all it's citizens.*

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Participate in the countywide formal Business Retention & Expansion Program.

Performance Objective:

Conduct BRE interviews.

Performance Measure:

Constantly update master list of major employers and small businesses and track BRE calls.

Action Step:

1. City staff to conduct two calls each month.
 2. Encourage DBA and Chamber of Commerce to conduct small business interviews.
-



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Effectively utilize all local, state and federal incentives to leverage private investment and job retention/creation.

Performance Objective:

Create, Implement, Manage, and Evaluate Tax Incremental Finance Districts.

Performance Measure:

TID's effectively utilized and managed.

Action Steps:

1. Track all legislative attempts to change TID laws at the state level. Lobby for and against any appropriate or inappropriate proposals.
2. Ensure that all TID funded developer incentives comply with TID guidelines.
3. Submit to Council and overlying districts required audit reports.
4. Develop a strategy to enhance the performance of under performing TID's.

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Provide staff support for Greater Beloit Economic Development Corporation, Downtown Beloit Association, Beloit Fine Arts Incubator, Greater Beloit Chamber of Commerce, and Visit Beloit.

Performance Objective:

Enhance communication between Vision Beloit partners.

Performance Measure:

All Vision Beloit partners coordinating activities, avoiding redundancies.

Action Steps:

1. Attend Downtown Beloit Association (DBA) Board Meetings and events.
 2. Attend Beloit Fine Arts Incubator (BFAI) Board Meetings and events.
 3. Attend Chamber Board Meetings and events.
 4. Attend Visit Beloit Board Meetings and events.
 5. Continue to serve as Executive Director of the Greater Beloit Economic Development Corporation (GBEDC).
 6. Co-locate offices with other partner organizations at the Vision Center.
 7. Meet monthly with Vision Beloit partners to review and update GBEDC's Strategic Plan.
-

Performance Objective:

Continue to leverage the advantages of collaborating with regional economic development partners.

Performance Measure:

City of Beloit is able to fully access the resources provided by participating with regional economic development collaborations.

Action Steps:

1. Participate in Rock County 5.0 (fundraising and policy development)
2. Participate in Rock County Development Alliance (implementation of ED strategies)
3. Participate in Tri-State Alliance (WI, IL and IA transportation infrastructure advocacy)
4. Participate in Thrive (Madison-based, 8-county regional economic development organization)
5. Participate in I-39 Logistics Corridor (Bi-State cooperative marketing effort)



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: DBA to create an economic climate that retains and attracts businesses that compliment and support each other and enhance the value of Downtown.

Performance Objective:

Initiate and manage an aggressive, proactive and targeted downtown business recruitment program.

Performance Measure:

Number of new businesses locating in Downtown Beloit.

Action Steps:

1. Canvas the region for new business candidates.
 2. Match needs of candidates with existing vacant properties.
 3. Continue to market properties for lease and sale.
 4. Consider developing new marketing campaign.
-

Performance Objective:

Consider options for redeveloping the Wagner's building located at 422 E. Grand Avenue.

Performance Measure:

An approach identified that could lead to a redevelopment project.

Action Steps:

1. Identify tools and resources available.
 2. Identify potential partners.
-

Performance Objective:

Initiate, market and manage the TID #5 Funded Façade Grant Program.

Performance Measure:

Number of façade restorations completed annually.

Action Steps:

1. Market Façade Grant Program to downtown district.
2. Proactively identify potential candidates for high impact façade restoration projects.
3. Meet with property owners.
4. Facilitate grant approval process with Economic Restructuring team.
5. Notify City of Beloit of grant approvals and payment requests.

Performance Objective:

Initiate, market and manage the TID #5 Funded Upper Floor Housing Grant Program.

Performance Measure:

Number of residential units completed annually.

Action Steps:

1. Market Upper Floor Housing Grant Program to downtown district.
2. Proactively identify potential candidates for upper floor residential build-out projects.
3. Meet with property owners.
4. Facilitate grant approval process with Economic Restructuring team.
5. Notify City of Beloit of grant approvals and payment requests.

Performance Objective:

Find an appropriate reuse of vacated Kerry buildings including the balance of 80-100 E. Grand Ave. and 200 W. Grand Ave..

Performance Measure:

New tenants/owner occupy/redevelop former Kerry facilities or plan in place.

Action Steps:

1. Determine means of property transaction sale/lease etc.
2. Refer to Downtown Redevelopment Plan.
3. Determine potential partners and investors.



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Continue efforts to attract new development that will increase the tax base, leverage private investment and create living wage jobs.

Performance Objective:

Track and document economic development activity, reporting results to City Council on a quarterly and annual basis.

Performance Measure:

Data collected and reported.

Action Steps:

1. Gather and report data on tax base growth.
2. Gather and report data on number of jobs created/retained.
3. Gather and report data on number of development agreements entered into.
4. Gather and report data on net increase of new commercial and industrial square footage.
5. Gather and report data on Request for Proposal (RFP) activity.

Performance Objective:

Maintain the ability to respond rapidly to site selection RFP's.

Performance Measure:

Respond to all RFP's by deadline or within 48 hours.

Action Steps:

1. Maintain an electronic database of available sites, community fact, labor force data, etc.
 2. Continue to cross-train staff to respond to short turnover during the ED Director's absence.
 3. Coordinate RFP process with major ED partners such as Mooney Lasage Group (MLG) and Hendrick's Commercial Properties (HCP), etc.
 4. Continue to provide staff with the ability to make "in field decisions" on incentive packages.
-



Performance Objective:

Promote Development in the Gateway project area.

Performance Measure:

Number of acres sold.

Action Steps:

1. Continue to support and monitor Gateway infrastructure development.
 2. Support MLG's efforts to market Gateway property.
 3. Include Gateway options in all appropriate RFP's.
 4. Manage and promote Gateway Development Opportunity Zone (DOZ) tax credit incentive program.
 5. Respond to all prospect information requests.
 6. Package incentives according to policies and resources.
 7. Assisting with efforts to develop single and multi-family housing.
 8. Complete virtual buildings project.
 9. Promote the park's "shovel ready certification".
-

Performance Objective:

Continue to market remaining property in the Willowbrook and I-90 Industrial Park.

Performance Measure:

Number of acres sold.

Action Steps:

1. Package and distribute information on available parcels.
2. Include Industrial Park options on all appropriate RFP's.
3. Manage and promote Community Development Zones (CDZ) tax credit incentive program.
4. Respond to all prospect information requests.
5. Package incentives according to policies and resources.

Performance Objective:

Consider enhancing the Choose Beloit Initiative

Performance Measure:

New and existing employees of area companies are aware of Beloit quality of life and housing opportunities.

Action Steps:

1. Finalize the development of initiative.
 2. Identify partners and fund program.
 3. Launch initiative.
 4. Measure results.
-

Performance Objective:

Implement Milwaukee Road Gateway First Impressions Project

Performance Measure:

Initial projects budgeted in the CIP and implemented in 2012.

Action Steps:

1. Identify projects.
 2. Budget projects.
 3. Construct improvements.
-

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Proactive Marketing

Performance Objective:

Continue a proactive countywide marketing campaign via Rock County 5.0.

Performance Measure:

Number of direct marketing activities involved in.

Action Steps:

1. Continue to use the comprehensive marketing campaign.
2. Consider attend and participate in appropriate trade shows.
3. Consider attend quarterly Chicago broker/site selector contact visits.
4. Target market to targeted industry clusters.

City Attorney

Mission Statement: Providing creative and effective legal services which protect the City's assets and facilitate the City's commitment to continue its resurgence as the gem of the Rock River.

Department: City Attorney
Program: Legal Services

City of Beloit Strategic Goal: 1

Performance Objective:

Providing high quality legal services to assist the City of Beloit in accomplishing its vision of providing a high quality of life and a productive economic environment in a diverse community.

Performance Measure:

Providing effective and timely delivery of legal services to the City Council and Staff.

Action Steps:

1. Enforce city ordinances in a firm, fair and effective manner for the preservation of a high quality of life for all residents of the City of Beloit.
2. Assist the City in drafting and negotiating development agreements and other contracts which foster or promote economic development and job creation.
3. Provide reliable and effective legal representation for the City in all civil litigation brought by or against the City.
4. Provide prompt and reliable legal research and legal advice to the City, its elected officials, employees, boards, committees, and commissions.
5. Prepare city ordinances which are legally and constitutionally sound and effective in preserving and protecting a high quality of life for the residents of the City.
6. Review the City's contracts with vendors, public works contractors, professional service providers, and other governmental entities to assure compliance with the law and for the protection of the City's assets and resources.

Finance and Administrative Services

Mission Statement: We advocate and provide effective stewardship of City resources for individuals, businesses and agencies by enforcing regulatory compliance and delivering quality administrative services.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Records and Elections

Performance Objective:

Administer four elections in 2012.

Performance Measure:

Successful use of equipment, procedures and training to produce voter confidence and voter satisfaction in the election process.

Action Steps:

1. Enter and update voter records in the Statewide Voter Registration system (SVRS) for new registrants, those who have moved or changed their names, deceased, felons, and those who voted on any given election day.
2. Continue to use the SVRS absentee module in addition to the rest of the program.
3. Take additional SVRS training on reports and use those reports for statistical purposes.
4. Send correspondence to voters regarding their voter registration status and proper completion of registration applications.
5. Process absentee ballot requests both via mail and in person; train Special Voting Deputies and process absentee ballots completed at local nursing homes.
6. Prior to each election, order ballots, prepare poll books and prepare and pack numerous materials for the ten polling places.
7. Prepare and publish all public notices as required by law.
8. Prior to each election test 20 machines – ten Optechs and ten Automarks.
9. Work in concert with DPW employees to ensure safe and secure delivery of all materials to the ten polling places.
10. Write numerous training documents and train all 150 election inspectors (and assorted High School students) prior to each election with latest law changes and security requirements, as well updates to our internal procedures.
11. Maintain all training records and submit to Government Accountability Board.
12. Continue to work closely with Beloit School District and area churches to provide safe environments for election inspectors and voters.
13. Conduct numerous voter registration training sessions for area groups and citizens.
14. Clerk continues to serve as member of Government Accountability Board task forces regarding election administration.
15. Prepare information packets for persons interested in running for City Council and act as a resource for interpretation of state election laws and procedures.
16. Review nomination papers of candidates, certify ballot status and assist candidates with proper filing requirements and obligations.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Licensing and Permitting

Performance Objective:

Administer issuance of various licenses according to City Ordinances.

Performance Measure:

Ensure that application information is current and clearly understood in order to assist applicants with successful and timely completion.

Action Steps:

1. Mail and/or otherwise distribute all annual renewal applications for alcohol, tobacco, jewelry store, secondhand dealer, solid waste collectors, fireworks, tree trimmers, and other miscellaneous topics by mid-March.
2. Process all of the above to ensure renewals are fully completed and paid for by June 30.
3. Ensure that all information presented to customers is accurate and updated, following latest changes to state laws and city ordinances.
4. Accept, explain, process and issue numerous Temporary Retailers Licenses for special events held each year. Work closely with Department of Revenue and City Attorney's Office for interpretations of various licensing scenarios.
5. Staff the Alcohol Beverage License Control Committee monthly, prepare agendas and minutes and act as a resource.
6. Coordinate inspections of all licensed premises, process check sheets sent to Treasury, Municipal Court, and other city operations for approval.
7. Follow up on state requirements for Sellers permits, payments of wholesaler's invoices, submission of lists of licensed operators to the state and to the Police Department.
8. Coordinate processing of new operators/bartenders licenses.
9. Continually meet with other City Department representatives, such as City Attorney, Police, and Community Development to ensure compliance with appropriate laws and discuss ways to assist licensees.
10. Work with residents and other applicants regarding outdoor vending and door-to-door sales regulations.
11. Coordinate with the Planning Division to issue Wireless Communication Licenses annually.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Meetings and Agendas

Performance Objective:

Coordinate City Council Meeting process effectively and efficiently.

Performance Measure:

Successful meetings are held twice each month, with additional workshops and special meetings as needed.

Action Steps:

1. Prepare, organize, discuss and electronically post the City Council Packet to the City's website prior to each meeting. Distribute information via email, fax and internet.
2. Update the City's Website as necessary with meeting, packet and/or Councilor information.
3. Interact with all involved City staff in order to present the most accurate and correct packet possible.
4. Process City Council minutes and agendas in a timely and professional manner.
5. Possess, file and safeguard official City Records, using both paper filing systems and electronic document imaging.
6. Assist the public and city staff with research of City Council records.
7. After conducting a Campaign Finance class for potential councilors, assist the newly elected Councilors with campaign finance information and interpretation of ordinances.
8. Assist the Councilors with meeting management issues and parliamentary procedure questions.
9. Assist the Council President with meeting management and act as a resource of information during the meeting.
10. Assist other boards, committees and commissions with meeting management issues as they arise, by attending meetings, reviewing agendas and minutes and addressing staff concerns and Open Meetings questions.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Property Records

Performance Objective:

Coordinate annual property assessment Board of Review.

Performance Measure:

All appeals are filed correctly and all notices sent upon completion.

Action Steps:

1. Work in cooperation with City Assessor's office on setting dates for annual Board.
2. Compile information for citizens to enable them to file appeals correctly; explain how the Board works.
3. Publish and post the required notices.
4. Ensure members have taken the mandated training and/or train them, and file affidavits with Department of Revenue.
5. Staff and record the hearings; prepare minutes; prepare Determination Notices; prepare final documents.
6. Safely file all documents as required by law.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Public Service

Performance Objective:

Act as a source of public information and complete numerous and varied projects.

Performance Measure:

Satisfy citizen and staff requests immediately or as soon as practicable; follow City Ordinances regarding various filings.

Action Steps:

1. Answer main and secondary phone lines into City Hall, fulfilling citizen inquiries on the spot. Many of these inquiries are not for the City of Beloit, but for various city, county, state, public and private concerns.
2. Publish City's Official Information Directory twice each year; update same with changes to committees, City Council, City staff and City operations.
3. Act as resource of public information at the main counter; provide support for the City's Volunteer Greeter Program.
4. Prepare and administer Oaths of Office for all appointees to City Boards and Committees, Police and Fire Officers and Election Officials, as well as elected officials.
5. Prepare, send and process all Statement of Economic Interest documents annually.
6. Update City's Website in regards to City Council, City Clerk, Boards and Committees, Elections and Licensing pages.
7. Maintain the City's Code of General Ordinances; following enactment by City Council, arrange for incorporation of new Ordinances into the Code; post on Internet; send to various departments; answer numerous questions from citizens and staff.
8. Maintain files of various official documents including contracts, agreements, deeds, easements, vehicle titles, oaths, historic City Council records, resolutions and ordinances and perform research as requested.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Records and Elections

Performance Objective:

Educate and Inform Public on changes to Voting Wards and Polling Places due to Redistricting based on 2010 Census information.

Performance Measure:

Successfully inform voters of new wards and polling places prior to and during the 2012 election cycle.

Action Steps:

1. Participate in Ad Hoc Committee for Redistricting County Supervisory District through Rock County in 2011.
 2. Redraw City of Beloit Wards after the Rock County Board approves the new Supervisory District Plan in 2011.
 3. Coordinate with Beloit School District, local churches, and other community-oriented organizations to determine new Polling Place locations in 2011.
 4. Obtain City Council approval of new Wards and Polling Places in 2011.
 5. After Legislative and Congressional districts are determined in 2011, redraw City of Beloit Wards using proper data.
 6. Create new street listings in Statewide Voter Registration System and convert all voter files to new wards.
 7. Inform all voters of their new voting Wards and Polling Places. Process hundreds of postcards that will be returned due to voter moves. Process thousands of phone calls and requests for Ward and Polling Place information throughout 2012.
 8. Work with the Beloit Daily News and Shopping News to publish articles and advertisements to inform voters of new Wards and Polling Places.
 9. Publish numerous press releases to inform voters of new Wards and Polling Places.
 10. Update the City's website to include information about changes to Wards and Polling Places on front page.
-

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3

Program: City Clerk - Records and Elections

Performance Objective:

Educate and Inform Staff, Public, and Election Workers regarding changes to Wisconsin State Voter Laws contained in SB6 (Voter ID Bill)

Performance Measure:

Successfully educate Clerk and Staff, election workers, and the public regarding the contents of the Voter ID bill and the ensuing changes to State laws regarding voter registration and identification prior to and during the 2012 election cycle.

Action Steps:

1. Attend training and seminars through the Government Accountability Board and Wisconsin Municipal Clerks Association regarding the contents of the bill and the impact of the changes when the bill becomes a law.
2. Work with the County Clerk's office on training materials and possible County-wide training and education sessions.
3. Determine the impact of the changes to our local processes and re-train staff and up to 150 Election Workers and Special Registration Deputies.
4. Update all informational brochures and documents to include new and accurate residency, registration, and identification requirements.
5. Work with the Beloit Daily News and Shopping News to publish articles and advertisements to inform residents of new voting and registration requirements.
6. Publish numerous press releases to inform and educate voters.
7. Update the City's website to include a link to information about these changes on front page.
8. Work with the League of Women Voters to ensure all populations are educated about new laws and requirements.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: City Clerk - Records and Elections

Performance Objective:

Successful purchase of new voting machines.

Performance Measure:

Investigate various options and purchase in late 2013.

Action Steps:

1. During late 2011 and 2012, contact various election machine vendors for preliminary information.
2. Discuss options regarding machines certified for use in Wisconsin.
3. Work directly with Rock Co. Clerk regarding countywide purchasing project, if any.
4. Meet with vendors for demonstrations.
5. Visit several municipalities to discuss pros and cons of various machines with clerks already using them.
6. Make decision for purchase in 2013 after the election cycle.
7. Conduct training for election officials and the public post-purchase and prior to 2014 election cycle.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Municipal Court - Delinquent Fine Collections

Performance Objective:

Continue to increase and refine collections of delinquent parking, traffic, and code violation fines and forfeitures.

Performance Measure:

Improve collection ratio of fines and forfeitures.

Action Steps:

1. Continue to certify traffic and code violation fines on Tax Intercept software.
2. Continue all other collection efforts such as payment plans, commitments, and driver's license suspensions.
3. To continue to build the tax certification base on delinquent parking tickets.

Department: Finance & Administration **City of Beloit Strategic Goal:** 4
Program: Assessor's Office - Property Assessments

Performance Objective:

Enhance our database to support functions such as Economic Development, Fire Inspection, Refuse Collection, Geographic Information Systems (GIS), and the Tax Collection process.

Performance Measure:

Update property assessment information.

Action Steps:

1. Annually update value and property data available in the Computer Assisted Mass Appraisal (CAMA) database.
2. Replace the old scanned in photos with updated digital photos.
3. Annually update the residential sketching and picture program to enhance view on all property record cards.
4. Review all property sales with interior inspections for the annual update of the assessment-pricing model.
5. Provide assessment information and tax estimates to economic development and other parties as requested.

Status:

We continue to update our database on a daily basis with various sources including Multiple Listing Service (MLS) listings, Register of Deeds, permits, interior & exterior inspections and other sources.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

Exhibit excellent public relations and inform citizens

Performance Measure:

Improved customer service

Action Steps:

1. Provide open records access to all our property records on the City of Beloit webpage.
2. Use website to provide taxpayers with general information about the annual revaluation.
3. Build an interactive appeal form for use on the web, allowing property owners to request their assessment be reviewed electronically.
4. Will provide information with the determination notices regarding the information provided and avenues of further appeal.
5. Continue to take a proactive posture to enhance public support of our mission.
6. Conduct Board of Review according to Statute in cooperation with the City Clerk's office.

Status:

Assessment information is now available on the Internet. For 2012 we will have an interactive "request for review" form available online. We have interacted with the media on several occasions regarding property assessment issues, providing the public with general information regarding our process in Beloit.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

Update 2012 assessments while maintaining standards outlined by Wisconsin State Statutes

Performance Measure:

Successfully completing the 2012 assessments within the statutory time period

Action Steps:

1. Follow statutory dates regarding the assessment process
2. Update assessments based on Wisconsin Department of Revenue *Property Assessment Manual* standards
3. Mail assessment notices out with enough lead time prior to Open Book and Board of Review
4. Complete necessary state reports by their deadline

Status:

Mail assessment notices by April 30, 2012 and Board of Review will be convened and all reports will be filed within statutory guidelines.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

Update CAMA software

Performance Measure:

Continuing to update assessments annually by the statutory date

Action Steps:

1. Fully implemented April, 2009
2. We continue to work with Devnet on upgrades and updates to make the software more efficient
3. Enhance our processes with the features within the new software
4. Work with new Wisconsin users to further enhance Devnet to suit Wisconsin laws, state forms and reports.
5. Work with Devnet on 2012 state mandates for assessment roll and property characteristic exports.

Status:

For the 2012 assessments we fully utilized Devnet for all assessment functions. Further enhancements are anticipated to make the software more efficient for our operations and we will continue to work with Devnet on the updates.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

Improve office efficiency and processes

Performance Measure:

To meet or exceed all applicable International Association of Assessing Officers (IAAO) Assessment Administration Standards

Action Steps:

1. Distribute IAAO standards to appropriate staff according to their area of responsibility
2. Implement new work procedures into 2012 work plan
3. Measure performance and compare to IAAO standards
4. Report on the outcomes and achievement

Status:

All IAAO standards were reviewed and the Assessor's Office meets or exceeds all 12 IAAO standards for mass appraisal.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

To create a "Virtual Assessor's Office" by transitioning from paper based systems to paperless

Performance Measure:

To have as much of the paper files scanned and saved in Laserfiche database as possible.

Action Steps:

1. To continue to save documents to Laserfiche as part of daily operations.
2. Complete scan of all personal property files.
3. Go back to old property records & additional files and scan historical data.
4. Transition to tablet computers for field data collection.

Status:

All residential and commercial property record files are now kept digitally. Building permits, real estate transfer returns, appraisals and interdepartmental notifications are all stored digitally. Tablet computers are being used for field data collection.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Assessor's Office - Property Assessments

Performance Objective:

Develop a process & procedure manual to identify, document and improve assessment functions

Performance Measure:

Have a completed process and procedure manual completed by June, 2012.

Action Steps:

1. Staff will identify the various assessment functions of their responsibility.
2. Document the steps taken for each function.
3. Review each process, seeking more efficient and effective ways to accomplish tasks.
4. Assemble processes into a single document that can be passed along to any new staff.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 4
Program: Human Resources - Recruit and retain personnel.

Performance Objective:

Promote a proactive diverse environment to attract high quality candidates for vacancies and retain highly competent staff.

Performance Measure:

100% of new hires successfully complete probation; maintain low rate of turnover.

Action Steps:

1. Review areas of underutilization in protected classes with hiring supervisors as openings occur to identify and target recruitment efforts.
 2. Continue to review and revise job descriptions to meet Fair Labor Standards Act (FLSA), Americans with Disabilities Act Amendments Act (ADAAA) and Equal Employment Opportunity Commission (EEOC) guidelines to ensure adverse impact does not occur in protected classes.
-

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: Human Resources - Staff Development and Training

Performance Objective:

Administer and protect City resources.

Performance Measure:

Increase awareness of City staff regarding changes in employment laws and policies.

Action Steps:

1. Attend seminars and trainings regarding new and proposed legislation and legislative decisions regarding employment laws.
 2. Conduct at least four supervisory training sessions and two all-employee training sessions annually.
-

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Human Resources - Records Maintenance.

Performance Objective:

Promote and expand the use of technology to enhance efficiency.

Performance Measure:

An increased efficiency of processing personnel information.

Action Steps:

1. Expand use of MUNIS for online application processing.
2. Continue scanning information to be stored electronically.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: Human Resources - Benefits Administration

Performance Objective:

Administer and protect City resources.

Performance Measure:

Manage, design, and administer cost effective and compliant benefit programs that align with the City's financial benefit objectives.

Action Steps:

1. On-going analysis of the medical plan, identify compliance requirements and develop necessary changes to City's administration of the health plan.
2. Continue to engage Working on Wellness (WOW) committee for wellness initiatives.
3. Work with city's health insurance consultant and develop alternative health plans for city employees that are sustainable and will reduce future health benefits costs.

Department: Finance & Administration **City of Beloit Strategic Goal: 1**
Program: Treasury - Delinquent account collections

Performance Objective:

Monitoring of all outstanding debts owed to City

Performance Measure:

Increase revenue by improving delinquent account collections.

Action Steps:

1. Monthly review of all delinquent invoices and/or charges due to the City.
2. Monthly review all South Beloit sewer utility accounts for possible submission to the collection agency.
3. Monthly submittal of delinquent South Beloit accounts to South Beloit City Clerk to ensure receipt of monies owed City should property transfer and/or be sold.
4. Monthly review of aging reports with Divisions/Department heads to determine collectible, doubtful to collect and/or write offs balances.
5. Continue to work with collection agencies (H.E. Stark and Associated) on accounts flagged for collection and update any pertinent information to maximize collection efforts.
6. Continue to work with the Townships and the South Beloit City Clerk to obtain data collection information for our utility accounts (new, deleted, name changes and/or annexed parcel, etc).

Status:

Remain compliant with the utility disconnection processes for both the City of Beloit and South Beloit customers for nonpayment of utility services.

Continually review of the City's Identity Theft Prevention Program. An annual report submitted to the Program Administrator on any and/or all applicable enhancements to the existing program. Continued review of the procedural guidelines contained in the "Red Flag Rules" in accordance with the Federal Trade Commission (FTC) standards.

Department: Finance & Administration **City of Beloit Strategic Goal: 1**
Program: Treasury - Improving Internal Cash Controls

Performance Objective:

Monitoring of cash control procedures of all locations receipting or handling cash.

Performance Measure:

Conduct regular audits of each cash handling location.

Action Steps:

1. Conduct random audits in all areas of the City that handle cash to ensure compliance with City policy.
2. Conduct training and update cash handlers on any new procedures and/or cash handling practices.
3. Continue to review the City's internal control framework to ensure that cash handling processes and procedures are providing the proper control environment.
4. Continue to enforce compliance with the City's Cash Handling Policy.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Accounting/Purchasing - Annual Audit and Financial Statements

Performance Objective:

Maintain an accurate and timely yearly financial audit for City operations, Utilities, Single Audit, TIF's and BID (Business Improvement District) and prepare annual financial report in conformance with Government Finance Officer's Association (GFOA) and Governmental Accounting Standards Board (GASB).

Performance Measure:

Accuracy and timeliness of financial records and completion of FY 2011 audit and annual financial report by prescribed due dates.

Action Steps:

1. Prepare all necessary documents by April 1, 2012. Complete 2011 audit by June 30, 2012
 2. Continue to participate in Government Finance Officer's Association Certificate of Achievement for Excellence in Financial Reporting Program for the Comprehensive Annual Financial Report.
 3. Encourage and support staff development and training with emphasis on improved customer service, operational efficiency, and budget restraint.
 4. Continue to examine and evaluate the City's internal control framework to ensure proper procedures are in place to safeguard the City's assets and provide assurance of the integrity of the accounting and financial reporting systems.
-

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Accounting/Purchasing - Staff Training

Performance Objective:

Increase knowledge of internal staff regarding the MUNIS financial system.

Performance Measure:

Improved staff knowledge of MUNIS and improved productivity.

Action Steps:

1. Conduct three group-training sessions.
2. Conduct individualized training sessions by department as requested.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1&3
Program: Finance Administration - Budget/CIP Preparation and Control

Performance Objective:

Prepare the annual operating budget in accordance with Wisconsin State Statutes and guidelines established by the National Advisory Council on State and Local Government Budgeting. Prepare the annual capital budget and the 5-year Capital Improvement Plan based on City's need for infrastructure improvements and capital equipment to serve the community, meet service demands, support of economic development and environmental factors.

Performance Measure:

Completion of annual operating budget and CIP by first Council meeting in October and schedule for Council adoption by first meeting in November.

Action Steps:

1. Begin CIP process in April and complete by July.
2. Begin Budget process in April and complete by end of September.
3. Conduct pre-budget meeting with Council in early June to establish priorities for the ensuing year's Budget and CIP.
4. Present proposed budget to the Council at the first Council meeting in October.
5. Approve Budget in November.
6. Continue participation in the Government Finance Officer's Association Distinguished Budget Presentation Award Program.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1&3
Program: Finance Administration - Investments/Portfolio Management

Performance Objective:

To maximize the City's return on invested funds by implementing investment strategies that offer the greatest rate of return at the lowest risk of principal.

Performance Measure:

Realizing investment yields equal to or greater than the benchmarks established in the City's Investment Policy.

Action Steps:

1. Maximize City cash flows and implement investment strategies that increase investment return on surplus cash funds.
2. Work with broker dealers in a manner that insures the City receives the best available rate of return on the investment of its surplus cash funds.
3. At all times, make investment decisions predicated on preserving the principal balance of surplus cash funds.
4. All investment decisions will be made in accordance with the City's Investment Policy.

Department: Finance & Administration **City of Beloit Strategic Goal:** 1
Program: Information Systems - Data Services

Performance Objective:

Improve disaster recovery and emergency preparedness.

Performance Measure:

Continue safeguarding city assets and records.

Action Steps:

1. Expand current plan to account for more scenarios.
2. Expand emergency resources.
3. Establish redundancy within in our application offering.
4. Establish a live off-site data storage facility.
5. Run mock disasters to test recovery plans.

Status:

In 2011, we are completing our Internet upgrade that will allow us to store our data off-site. We are also continuing our work to provide redundancy within our application offering. We are doing this through our backup Network Operations Center at 2400 Springbrook Court. In 2012, we recommend a mock disaster to test our recovery strategy.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 5
Program: Information Systems - Network Availability

Performance Objective:

Increase network availability and stability.

Performance Measure:

Cut recurring costs and improve customer service by providing increased network access, bandwidth, and reliability.

Action Steps:

1. Continue to build network redundancy.
2. Provide wireless access inside City facilities.
3. Expand our wireless mobile network for Public Safety and City Services.
4. Expand the use of wireless transport for voice traffic.

Status:

In 2011, we will continue to improve our wireless network and begin to provide wireless access inside City facilities. In 2012, we plan to extend our wireless network to include hot spots for public safety use and City property surveillance.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1, 2, 3, 4, & 5
Program: Information Systems - Data Services

Performance Objective:

Increase data availability internally and externally.

Performance Measure:

Improve customer service and availability through continued development of the city's website.

Action Steps:

1. Increase information and services to the public via our Internet web site. "Government Availability 24 Hours a Day, 365 Days a Year".
2. Provide the right combination of information and services to our residential, business, industrial customers, and visitors in order to accomplish all five of our Council's strategic goals.
3. Expand the City's Intranet web site to equip all City employees with the tools they need to deliver exceptional customer service.

Status:

This is an ongoing process. We are continuously adding information and features to our web site. In 2012, we are updating our Internet site and expanding the number of City Services through our online presence.

Department: Finance & Administration **City of Beloit Strategic Goals:** 1 & 3
Program: General Services - Buildings and Grounds

Performance Objective:

Provide an aesthetic, clean, and safe environment at selected municipal buildings.

Performance Measure:

Overall improved condition of select buildings.

Action Steps:

1. Inspect facilities.
 2. Repair problems timely.
 3. Update the appearance of facilities.
-

Performance Objective:

Reduce the risk of personal injury and property loss to the City of Beloit employees, citizens and visitors.

Performance Measure:

Safe working and living environment.

Action Steps:

1. Inspect facilities.
 2. Institute repairs immediately.
 3. Safety training for employees.
-

Performance Objective:

Minimize exposure of City workers and operations to risk resulting from claims of damage, injury and liability.

Performance Measure:

Safe working and living environment.

Action Steps:

1. Inspect properties.
 2. Safety and liability training for employees.
 3. Accident review committee reviews accident reports
-

Performance Objective:

Involved with the Integrated and Roof Top Installation of Solar Panels at City Hall and Police Department

Performance Measure:

Once completed will save on energy costs at City Hall and Police Department

Action Steps:

1. Engineering has full schedule for the consultant between April 18 and end of May.
2. Contract with Solar Provider – Week of May 30th

Recommended Key Strategic Objectives for City Strategic Plan for 2012



Department: City Manager

City of Beloit Strategic Goals: 1 & 2

Program: Continue the Manager's involvement in economic development activities

Performance Objective:

Continue the Manager's involvement in economic development activities on a City-wide basis. The strategic plan prepared and submitted by the Economic Development Department provides a more detailed analysis of the various elements of a successful economic development program.

Performance Measure:

As stipulated in the Economic Development Department's strategic plan, performance will be measured by a combination of new businesses recruited to the City, particularly in the Gateway Business Park; the retention and expansion of existing businesses within the corporate limits of Beloit; and the number of new jobs created within the community.

Action Steps:

1. With the completion of the Gateway Boulevard Expansion in 2010, along with a slowly strengthening economy, every effort will be made to market the Gateway Business Park and related privately owned parcels located within the same Tax Incremental Finance District (TID).
2. Continue to work on office, business and residential development and redevelopment in the downtown City Center area. Marketing will continue on vacant buildings and parcels to bring more development downtown. A final effort will be made to determine a viable reuse for the former Wagner's building on Grand Avenue.
3. The City Manager and Economic Development Director will merge their business "courtesy calls" back into the more structured business retention program run by the Greater Beloit Economic Development Corporation. Every effort will be made to extend calls to more mid-size and smaller companies located within the Greater Beloit Area.
4. To continue working closely with the GBEDC as a full and active partner of Rock County 5.0 to further explore the enhanced regional cooperation that has evolved as a result of this new economic development initiative. Efforts will continue on programs that are as diverse as joint marketing to potential food cluster industries, along with the possible expansion and widening of the I-39/90 corridor.



Department: City Manager

City of Beloit Strategic Goals: 1 & 4

Program: Facilities planning/Police Department/City Hall Space Needs

Performance Objective:

A space needs assessment for a new Police Station was completed in 2009. Various site alternatives were studied in 2010. Council has asked us to do additional work on both the Eclipse Center and the former K-Mart store sites. Work was resumed in 2011 and will continue into 2012. The lack of sufficient available funding for a project of this magnitude has shifted some priority and available time away from this project.

Performance Measure:

Completion of the preliminary site evaluation alternatives for the new Police facility. We will finalize that evaluation and get a decision on the location so that future planning efforts can focus on a single site. Again, because of the lack of available funds, we do not have a particularly tight timeline but do want to continue work on this project.

Action Steps:

1. Continue to work closely with the Police Chief and his staff to finalize planning and obtain final Council approval on the best and most affordable site for the location of a new Police facility.
2. Continue to maintain the City Hall building in serviceable condition, anticipating that it will be a number of years before needed interior remodeling can occur.



Department: Police/Fire/DPW

City of Beloit Strategic Goals: 1, 3, 5

Program: Public Service Communications

Performance Objective:

To provide our public service workforce with communication infrastructure, mobile radios, and portable radios that is Federal Communications Commission compliant.

Performance Measure:

To have 100% of our communications infrastructure for mutual aid and portable/mobile radio communications for mutual aid compliant by 2011. To have 100% of our communications infrastructure, mobile and portable communications systems Federal Communications Commission (FCC) compliant by January 1, 2013.

Action Steps:

1. Participate in the GeoCom Decision Matrix Study by December 2010.
2. Seek alternative sources of funding if available.
3. To narrow band all of our mutual aid channels by the December 31, 2011.
4. Primarily fund the project through city wide special CIP in 2011 and 2012...
5. Inventory and specify infrastructure, mobile and portable equipment needs in accordance with project deadlines.
6. Project contractor to make appropriate FCC license changes by project deadlines.
7. Participate in and complete county wide communications project by December 2012.



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Effectively utilize all local, state and federal incentives to leverage private investment and job retention/creation.

Performance Objective:

Create, Implement, Manage, and Evaluate Tax Incremental Finance Districts.

Performance Measure:

TID's effectively utilized and managed.

Action Steps:

1. Track all legislative attempts to change TID laws at the state level. Lobby for and against any appropriate or inappropriate proposals.
 2. Ensure that all TID funded developer incentives comply with TID guidelines.
 3. Submit to Council and overlying districts required audit reports.
 4. Develop a strategy to enhance the performance of under performing TID's.
-



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: DBA to create an economic climate that retains and attracts businesses that compliment and support each other and enhance the value of Downtown.

Performance Objective:

Initiate and manage an aggressive, proactive and targeted downtown business recruitment program.

Performance Measure:

Number of new businesses locating in Downtown Beloit.

Action Steps:

1. Canvas the region for new business candidates.
 2. Match needs of candidates with existing vacant properties.
 3. Continue to market properties for lease and sale.
 4. Consider developing new marketing campaign.
-



Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Continue efforts to attract new development that will increase the tax base, leverage private investment and create living wage jobs.

Performance Objective:

Track and document economic development activity, reporting results to City Council on a quarterly and annual basis.

Performance Measure:

Data collected and reported.

Action Steps:

1. Gather and report data on tax base growth.
 2. Gather and report data on number of jobs created/retained.
 3. Gather and report data on number of development agreements entered into.
 4. Gather and report data on net increase of new commercial and industrial square footage.
 5. Gather and report data on Request for Proposal (RFP) activity.
-

**Performance Objective:**

Promote Development in the Gateway project area.

Performance Measure:

Number of acres sold.

Action Steps:

1. Continue to support and monitor Gateway infrastructure development.
2. Support MLG's efforts to market Gateway property.
3. Include Gateway options in all appropriate RFP's.
4. Manage and promote Gateway Development Opportunity Zone (DOZ) tax credit incentive program.
5. Respond to all prospect information requests.
6. Package incentives according to policies and resources.
7. Assisting with efforts to develop single and multi-family housing.
8. Complete virtual buildings project.
9. Promote the park's "shovel ready certification".