



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, June 6, 2016**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
4. PUBLIC HEARINGS
 - a. Resolution Authorizing the City Manager to Implement Phase 1 of the **Transit Development Plan** (TDP) (Gavin)
5. CITIZEN PARTICIPATION
6. CONSENT AGENDA

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

- a. Approval of the **Minutes** of the Special and Regular meetings of May 16, 2016 (Stottler)
- b. Application for a new **Class “B” Beer License** for Taqueria Azteca Beloit LLC, located at 1910 Shopiere Road, Ruben Rosas, Agent for license period July 1, 2016- June 30, 2017 (Stottler) Refer to ABLCC
- c. Application for a new **Class “B” Beer and “Class B” Liquor License** for Zachariah Robert Davis, d/b/a The New Pop House, located at 863 Fifth Street, for license period July 1, 2016- June 30, 2017 (Stottler) Refer to ABLCC
- d. Application for a new **Class “A” Beer and “Class A” Liquor License** for Madison Road Mart, Inc., located at 1343 Madison Road, Harjinder Samra, Agent for the License period July 1, 2016- June 30, 2017 (Stottler) Refer to ABLCC
- e. Application for a renewal of a **Class “B” Beer and “Class C” Wine License** for Royal Enterprizes LLC, d/b/a Mama Lou’s Shrimp & BBQ Smokehouse, located at 315 State Street, James H. Bennett, Jr., for license period July 1, 2016-June 30, 2017 (Stottler) Refer to ABLCC
- f. Resolution approving **Renewal of Alcohol Beverage Licenses for Licenses** for License Period July 1, 2016- June 30, 2017 ABLCC recommendation for approval 5-0
- g. Resolution approving the Renewal of an **Annual Mobile Home Park License** for the Property located at 2601 Colley Road (Stottler)

- h. Resolution approving Addendum No. 1 to **Kadlec Drive Condominium Plat** located at 2660 Kadlec Drive (Christensen) Plan Commission recommendation for approval 5-0
- i. Resolution awarding Public Works Contract **C16-13, Stateline Road Sewer and Water Extension** (Boysen)
- j. Resolution awarding Public Works Contract **C16-03, Rehab of City Owned Parking Lots** (Boysen)
- k. Resolution awarding Public Works Contract **C15-10, Canterbury Crossover** (Boysen)
- l. Resolution authorizing Final Payment of Public Works Contract **C15-24, Inman Sewer Extension** (Boysen)

7. ORDINANCES

- a. Proposed Ordinance to amend Sections 7.06(2)(c)1, 7.065, 14.02(9), 14.06(1), (2), (3), (4), (6), and 25.04(4)(d) of the Code of General Ordinances of the City of Beloit pertaining to **Rental Unit Inspection Program and Rental Registration Certificates** (Christensen) First reading

8. APPOINTMENTS

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION

- a. Beloit Public Library for the **Summer Library Club Events** (Dimassis/ Schomber/ Kakuske)

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution authorizing the City Manager to enter into a State/Municipal Agreement with the Wisconsin Department of Transportation for a **Transportation Economic Assistance (TEA) Grant** for the reconstruction of Colley Road, East of Gateway Boulevard (Boysen)

12. ADJOURNMENT

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

Dated: June 1, 2016
Lorena Rae Stottler
City of Beloit City Clerk
www.beloitwi.gov

You can watch this meeting live on Charter PEG 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.

**RESOLUTION AUTHORIZING THE CITY MANAGER TO IMPLEMENT
PHASE 1 OF THE TRANSIT DEVELOPMENT PLAN (TDP)**

WHEREAS, the City owns and operates a public mass transit system known as the Beloit Transit System(BTS) for the benefit of the community, its residents and guests; and

WHEREAS, the Federal Transit Administration (FTA) (49 U.S.C. 5303) requires all FTA funded activities to be included in a continuing, comprehensive, and cooperative (3C) multimodal transportation planning process. The TDP satisfies these requirements for the Beloit Transit System and should be updated every five years.

WHEREAS, the Stateline Area Transportation Study funded 100% of the cost of the Transit Development Plan; and

WHEREAS, the City contracted with Nelson/Nygaard Consulting Associates, Seattle, WA in October of 2014 to prepare a Transit Development Plan; and

WHEREAS, the City held various meetings with stakeholders in November of 2014 to receive their input and discuss the proposed plan; and

WHEREAS, the City held Public Input Meetings on February 18, 2015, occurring at the Transit Transfer Center and the Beloit Public Library to receive input and discuss the proposed plan; and

WHEREAS, the Council accepted the Transit Development Plan at the November 2, 2015 City Council Meeting.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to implement Phase 1 of the Transit Development Plan, as modified by the City Staff, and as shown on the attached Exhibit A, which is incorporated herein by reference.

Adopted this 6th day of June, 2016.

CITY COUNCIL FOR THE CITY OF БЕЛОIT

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT



REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: RESOLUTION AUTHORIZING THE CITY MANAGER TO IMPLEMENT PHASE 1 OF THE TRANSIT DEVELOPMENT PLAN (TDP)

Date: June 6, 2016

Presenter: Michelle Gavin

Department: Public Works – Transit Division

Overview/Background Information:

The Federal Transit Administration (FTA) requires all FTA-funded activities to be included in a continuing, comprehensive, and cooperative (3C) multimodal transportation planning process. The Transit Development Plan (TDP) satisfies these requirements for the Beloit Transit System and should be updated every five years.

You may recall that the City Council accepted the plan in November 2015. At this time, staff is requesting to implement the recommendations with regard to routes and schedules found in Phase 1 of the TDP. Additionally, and as a result of additional passenger feedback, staff is recommending that the City Council approve some minor modifications to the proposed route map and are included on the map titled "June 2016: BTS Staff Proposed Modifications," attached Exhibit A and incorporated herein by reference.

Staff has facilitated several open houses which were open to the public to discuss the recommendations.

30 days' notice of this public hearing was provided in conformance with the "BTS Fare Policy and Public Participation Procedures."

Key Issues (maximum of 5):

1. The TDP evaluated the existing system as a whole including operations, capital, routes, and contracted paratransit service. It included evaluation of timing, routes, stops, ridership, underserved/potential customers and other factors.
2. The TDP makes recommendations to improve the responsiveness of BTS services to community needs within existing and anticipated fiscal constraints. This included evaluating and recommending interlinking routes outside of the transfer center.
3. The TDP provides strategies and an implementation plan to achieve the plan's recommendations.
4. Council formally accepted the TDP in November 2015.
5. Two additional public open houses were conducted May 25, 2016 to present the recommended maps and schedules.

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

Approval of this project would conform with Goal #1's stated purpose focusing on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment, enhance the quality of life for current and future generations.

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

- **Reduce dependence upon fossil fuels** Yes. Public transit uses between one fifth and one half of the amount of energy per passenger mile that automobiles use
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** Yes
- **Meet the hierarchy of present and future human needs fairly and efficiently** Yes

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:

Transit staff recommends that City Council authorize the City Manager to implement Phase 1 of the TDP, with the modifications made by staff. Assuming approval, staff expects to implement the changes in the summer of 2016.

Fiscal Note/Budget Impact:

No additional fiscal impact to the City Budget for implementation of Phase 1.

Attachments:

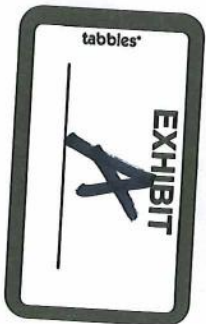
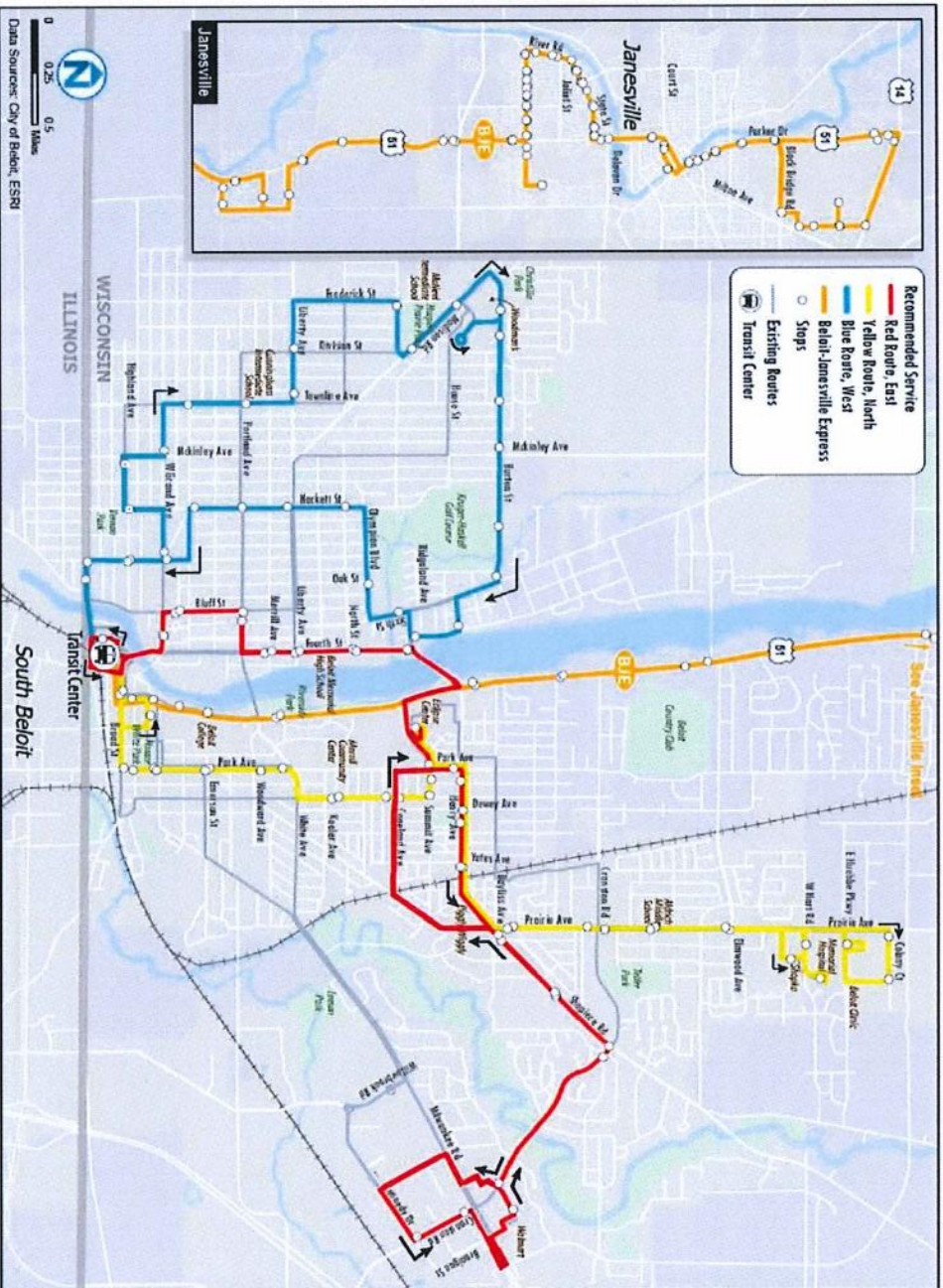
Resolution and Exhibit A

Powerpoint presentation for June 6, 2016

Transit Development Plan - Final Report dated June 2015

June 2016: BTS Staff Proposed Modifications

June 2016 Staff Recommended Routes





Beloit Transit Development Plan

Final Report

June 2015



Acknowledgements

Beloit City Council

Charles Haynes, President

Charles T. Kincaid

Sheila De Forest, Vice President

David F. Luebke

Regina Hendrix

Marilyn Sloniker

Ana Kelly

Project Stakeholders

Special thanks to community members who participated in stakeholder discussions and provided invaluable information during plan development.

Gary Bersell, KANDU Industries

Regina Dunkin, Merrill Community Center

Tammy DeGarmo, Project 16:49

Donna Goldsmith, Rock-Walworth Comprehensive Family Services Head Start

Patty Hansberry, Retired and Senior Volunteer Program of Rock County

Marline Holmes, Women's Fund of the Stateline Community Foundation

Steve Howland, Interested Citizen

Jeff Hoyt, Hands of Faith

Sandra Kincaid, Women's Fund of the Stateline Community Foundation

Janelle Marotz, School District of Beloit

Stacy Nemetz, School District of Beloit

Cecilia Ramirez, Latino Service Providers Coalition

Travis Schueler, Rock Valley Community Programs

Robin Stuht, School District of Beloit

Shirley Williams, Interested Citizen

Disclaimer

The Beloit Transit Development Plan was developed for the Beloit Transit System, a division of the City of Beloit, with funding administered through the Stateline Area Transportation Study (SLATS). SLATS is the Metropolitan Planning Organization federally recognized to coordinate and conduct transportation planning for the Beloit Urbanized Area as designated by the US Census Bureau. This plan was prepared with Federal Funds, but does not necessarily reflect the official views or policy of the U.S. Department of Transportation.

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1 EXECUTIVE SUMMARY

Introduction

Beloit Transit System (BTS) is a division of the City of Beloit that provides fixed-route bus service. The Beloit Transfer Center, located southwest of downtown Beloit and east of the Rock River, serves as the system hub for four routes operating on weekdays and Saturdays. BTS and the Janesville Transit System jointly operate an intercity route that connects Beloit, Janesville, and intermediate destinations on weekdays.

In August 2010, local route schedules were adjusted from 30 to 40 minutes to reflect travel times that had increased over time. While system ridership initially declined following the schedule adjustments, ridership has gradually increased while service levels remained constant, indicating an increased demand for transit service within Beloit.

The City of Beloit Comprehensive Plan is supportive of transit and includes the following policy: “Continue to promote the use of the City’s bus system and explore new bus routes to serve future development and existing developed areas which are underserved.”

In an effort to meet these goals, a Transit Development Plan (TDP) was initiated in November 2014. A TDP is a comprehensive summary of data, analysis and recommendations which focus on improving the fixed-route bus system to ensure it meets the needs of existing and potential customers. The Beloit Transit Development Plan serves as a blueprint for improving bus service utilizing existing resources and expanding the Beloit Transit System in a logical and cost-effective manner as funding becomes available.

The previous TDP was developed by BTS staff in 2011 and covered the five year planning horizon from 2011 to 2015. This update will cover years 2016-2020.

PLAN DEVELOPMENT

The Beloit Transit Development Plan was developed in three phases. Beloit Transit System and Stateline Area Transportation Study (SLATS) staff were closely involved throughout this process. The following summaries include key tasks and identify important findings for each phase of the planning process.

Comprehensive Service Evaluation

The initial phase of the study included a comprehensive evaluation of the entire transit system and service area. Socio-economic and demographic characteristics of the Beloit area were analyzed to identify concentrations of high transit demand. Employment characteristics were also examined. Ridership for each route, trip, and bus stop in the system was collected and evaluated to measure the performance existing service. The evaluation process also included extensive field work in which each bus route were reviewed.

A number of important findings were identified during the comprehensive service evaluation process:

- On-time performance issues on Route 3 are negatively impacting the entire system
- Most customers traveling to destinations near the intersection of Cranston & Milwaukee must transfer
- The indirect nature of several routes results in inconvenient travel times
- The current system design forces many customers to transfer to reach their destination
- Choice riders constitute a minimal percentage of total riders
- Increased service span and Sunday service are the most common customer requests

Community Engagement

An extensive outreach effort was made to engage the community and determine the needs and preferences of customers. This phase of the project included customer surveys administered on buses and made available online, interviews conducted with BTS bus operators, discussions with community stakeholders, and open house public meetings held at the Beloit Transfer Center and Beloit Public Library.

The following comments were expressed throughout the community engagement process:

- Later service is needed for employees with evening/night shifts
- The cost of transit fares is an issue for many customers
- Existing service is reliable yet inconvenient in terms of speed and directness
- Opportunities exist to improve route and schedule information

Information obtained throughout the community engagement effort was utilized by the consultant team to refine service concepts and develop final recommendations.

Service Recommendations

Findings from the comprehensive service evaluation and community engagement effort were summarized in an existing conditions report that served as a basis for service recommendations.

Service recommendations are divided into two categories:

- Route design improvements (Phase 1)
- System service expansion (Phase 2-5)

Route design improvements include a series of changes that improve service to major destinations, such as Eclipse Center, Beloit Public Library, Walmart, Beloit Memorial High School, Beloit Learning Academy, Beloit Clinic, and Beloit Memorial Hospital. Route improvements are intended to reduce out-of-direction travel and simplify service for existing and potential customers. Recommendations also seek to focus service along major corridors and high ridership residential areas to maximize the efficient use of limited resources. Route changes are a significant departure from existing loop-route system yet are cost-neutral in terms of revenue hours and peak vehicles.

System expansion recommendations are intended to build upon restructure recommendations and require additional funding. System expansion recommendations include the extension of weekday operating hours, increased Saturday service, the addition of Sunday service, and a potential partnership with regional entities to implement a new route connecting Beloit, urbanized areas of northern Winnebago County, and Rockford.

Report Organization

The Final Report consists of eleven additional chapters, which are summarized below.

- Chapter 2 evaluates socio-economic and demographic conditions within the Beloit Transit service area to better understand transit demand and service gaps.
- Chapter 3 summarizes relevant transportation plans.
- Chapter 4 provides an overview of BTS fixed routes, including recent operational and performance data.
- Chapter 5 consists of detailed profiles of each local route that describe service characteristics, ridership patterns, and on-time performance.
- Chapter 6 summarizes school tripper service operated by BTS.
- Chapter 7 provides an overview of feedback obtained by bus operators during interview sessions held at the start of the project.
- Chapter 8 summarizes customer feedback obtained through an on-board survey, stakeholder discussions, two open house public meetings, and an online survey.
- Chapter 9 includes a review of peer transit systems.
- Chapter 10 includes detailed service recommendations.
- Chapter 11 consists of a financial plan for operational and capital needs.
- Chapter 12 provides an overview of potential future service expansion.
- Chapter 13 consists of performance metrics to be utilized regularly to monitor service effectiveness.
- Chapter 14 includes bus stop guidelines to ensure adequate spacing and placement.

2 DEMOGRAPHIC AND ECONOMIC ANALYSIS

This section focuses on demographic and economic characteristics that affect transit usage in Beloit. The evaluation includes:

- Population and employment densities
- Senior population (age 65 and over)
- Youth population (ages 10 to 17)
- Low income population
- Population in poverty
- Households without access to a vehicle

Population and Employment Density

Population Density

The distribution and density of population is among the most important factors influencing the viability of transit service because nearly all transit trips require walking to/from the bus on at least one end of the trip. Higher density communities have more people within walking distance of common corridors that might support transit. Together with employment density, population density will determine the success of transit more than any other factor.

The ample population in densely developed areas produces demand for frequent service that increases the attractiveness of transit for riders. However, in less densely developed areas, the overall demand is lower and, consequently, service levels tend to be lower.

Data from the 2010 U.S. Census has been mapped at the block level to illustrate the distribution of population throughout the Beloit area (see Figure 1).

- The most significant population clusters in the BTS service area are on the Beloit College Campus and to the west across the Rock River, with many of the blocks having 16+ people per acre. These areas are well served by several BTS routes.
- There is also significant population density to the north of downtown Beloit and south of Cranston Rd, particularly along Wisconsin Ave. This population cluster is primarily served by Route 3.
- The edge of Beloit, especially to the east, north, and west, has low population densities. Where there are moderate population densities on the peripheries, BTS service is currently provided by at least one route respectively.

Employment Density

Employment is especially important in travel markets because traveling to and from work often accounts for the singular most frequent type of trip. Therefore, understanding the distribution and density of employment is critical to transit service design. Transit that serves areas of high employment density provides key connections to job opportunities.

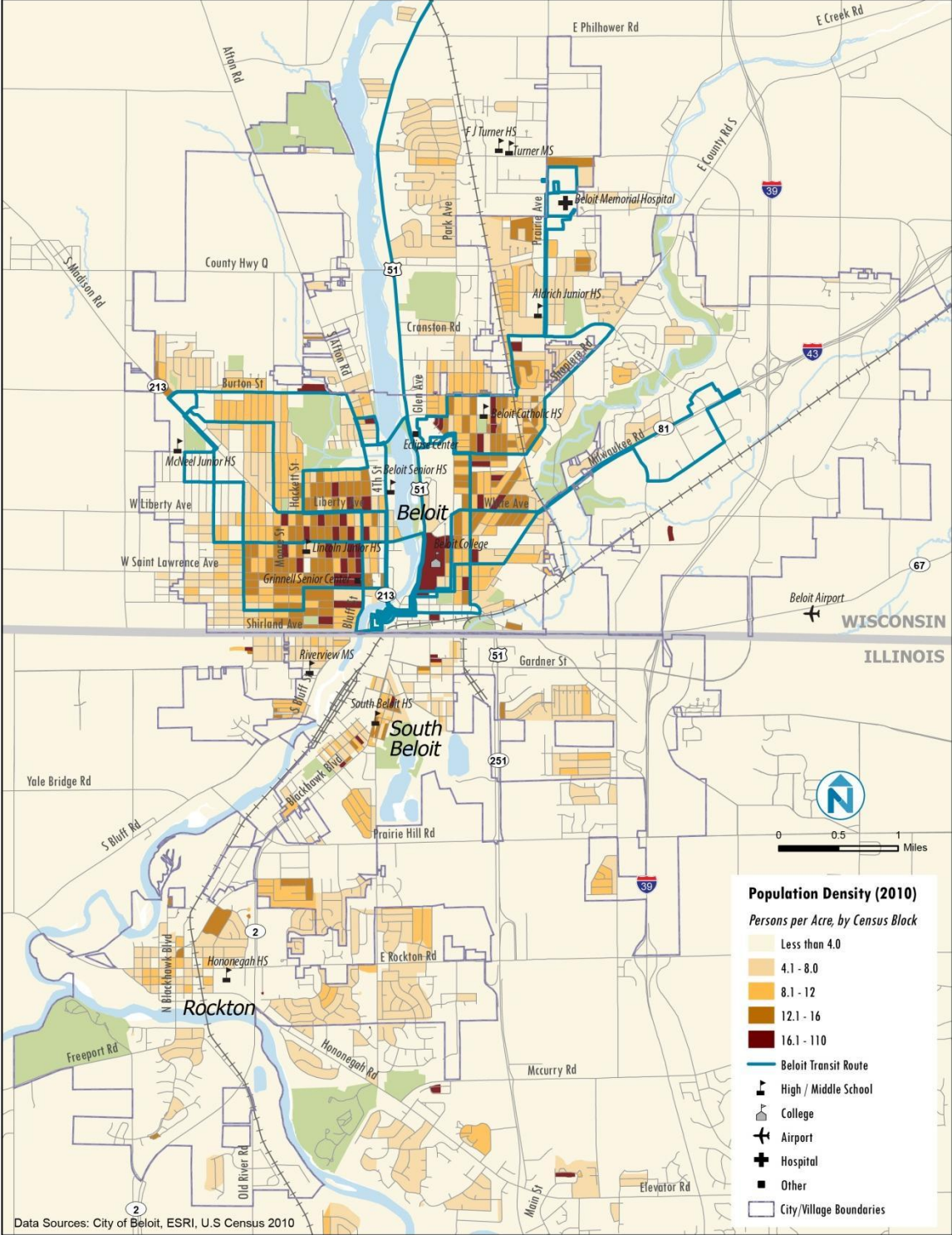
Data from the 2010 U.S. Census LEHD Origin-Destination Employment Statistics was mapped to display employment density at the block level as shown in Figure 2. Several findings are apparent:

- The most significant employment density is found near Downtown Beloit, which is well served by BTS.
- Outside of downtown Beloit, much of the employment density is on the edge of town. Major employers include the Beloit Memorial Hospital to the north, Woodman's Food Market to the west, and newer commercial developments along Milwaukee Rd to the east, including the Walmart Supercenter.
- In general, the moderate to high employment clusters are served by BTS routes either directly, or within a short walking distance. There are some significant employers on the east side of Beloit, including Staples Distribution Center and Kettle Foods manufacturing facility, which are not served. These do not appear as high employment density areas on the map because the areas surrounding these facilities have no employment, which reduces the overall density.

As a supplement to the employment density data, major employers of greater Beloit are included in Figure 3. Beloit Health System is the largest employer, followed by School District of Beloit and Taylor Company.

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Figure 1 Population Density (2010)



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Figure 2 Employment Density (2010)

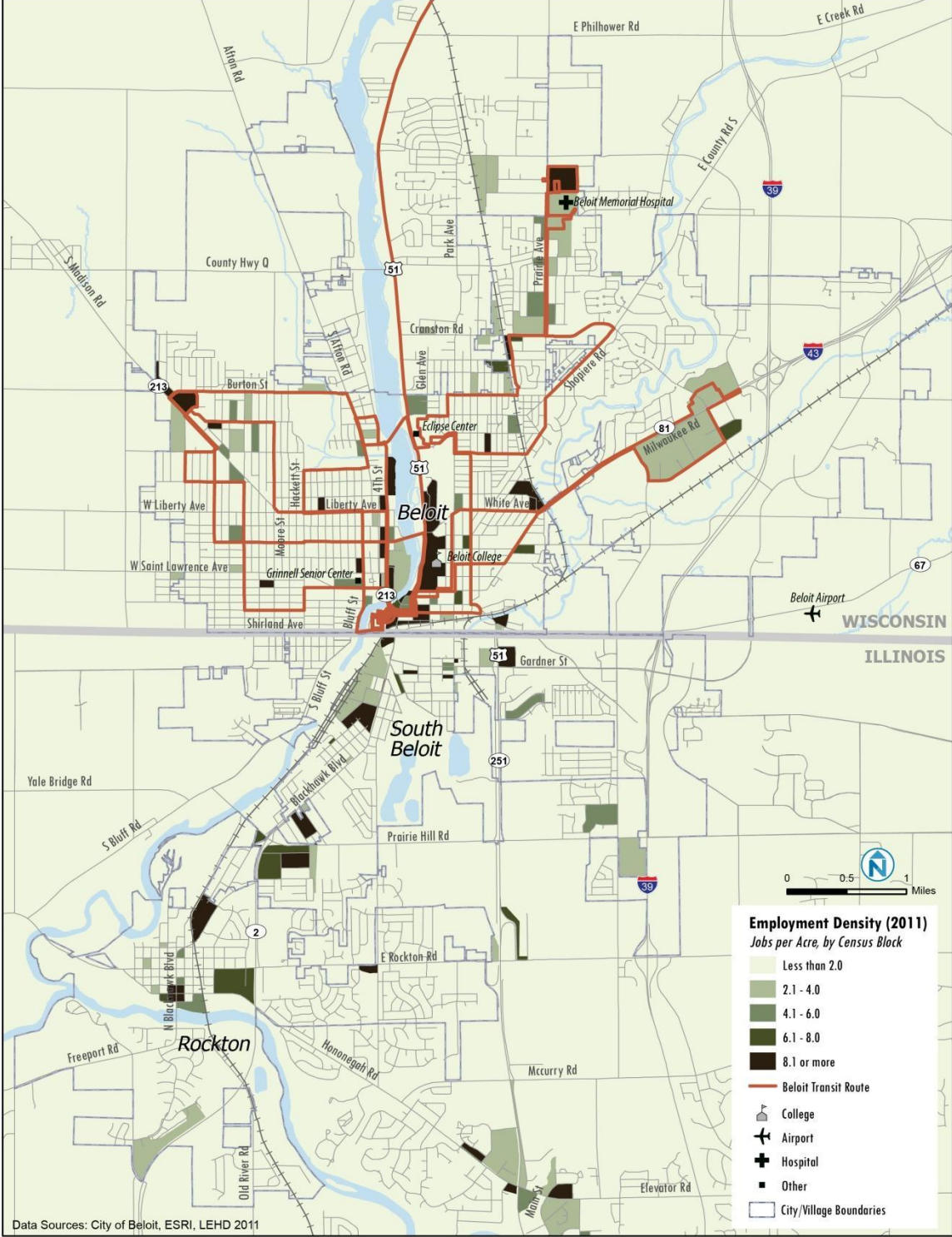


Figure 3 Major Employers in Greater Beloit

Employer	Product or Service	Number of Employees
Beloit Health System	Medical Services	1,550
School District of Beloit	Public Education Grades K-12	1,006
Taylor Company	Food Service Industry	750
Birds Eye	Frozen Food Specialty Manufacturer	726
Kerry Americas	Dehydrated Food Products	690
Frito-Lay	Snack Foods	685
City of Beloit	Municipal Services	475
Beloit College	4-year Liberal Arts College	413
ABC Supply Co.	Roofing, Siding and Building Products	406
Fairbanks Morse Engines	Diesel Engines & Accessories	373
Walmart Super Store	Retail Department Store	300
Hormel Foods	Canned Meat Products	300
Ecolab, Inc.	Disinfectants and Germicides Manufacturer	280
School District of Beloit Turner	Public Education Grades K-12	225
Staples Distribution Center	Office Supply Distributor	220
Serta Mattress Co.	Mattresses	210
Scot Forge	Iron/Steel Forgings Manufacturer	201
Axium Foods	Food Products-Machinery Manufacturers	174
First National Bank & Trust Co.	Financial Institution	166
Beloit Health & Rehabilitation	Skilled Nursing Care & Short-term Rehabilitation	164
Woodman's Food Market	Supermarket	160
Durst-Mastergear	Motor and Generator Manufacturer	150
Diamond Foods Inc.	Potato Chip Manufacturer	146
Morse Group/Amp Electric	Electrical Contracting Firm	140
Alliant Energy	Utility service provider	137
Valmet	Paper Mill Supplies Manufacturer	120
Paperchine	Paper Mill Machinery Manufacturer	110
Regal	Cutting tools/Power trans equipment	100
Cotta Transmission	Transmission and gearbox Designer and Manufacturer	85
Dupont	Develops and markets enzymes	80
Community Health Systems	Medical Services	72
Avid Pallet Services, LLC	Manufacturer/distributor of pallets and lumber products	72
Beloit Daily News	Media Newspaper	47
Wisconsin Knife Works	Cutting Tools	39

Demographic Characteristics

Senior Population Density

Older adults (those 65 years and older) are more likely to use transit than the general population because they are more likely to have chosen to stop driving or can no longer drive. Throughout the country, this is a key market for transit, in part because it is increasing so dramatically. In 2000, 35 million Americans were age 65 and over, or 12.4% of the total population. By 2010, that number had grown to 40 million, or 13.0% of the total population. This trend is expected to continue and accelerate as the Census Bureau projects this group will jump to 70 million people by 2030 and represent 20% of the total population. Understanding the distribution of older adults is therefore important in identifying areas of more transit-dependent riders.

Data from the U.S. 2010 Census was used to map individuals aged 65+ by census block. Figure 4 shows the geographic distribution of these older adults throughout the Beloit area. A number of findings are apparent:

- The senior population in Beloit is fairly evenly distributed throughout the city. That said, there are high concentrations on the west, north, and northwest sides of Beloit.
- The senior population is generally served by current BTS service, with most of the living in blocks that are directly served by at least one route.
- Moderately high populations of seniors live north of Beloit, to the east of Riverside Dr, but are adjacently served by the Beloit-Janesville Express.

Youth Population Density

Data from the U.S. 2010 Census was used to map individuals aged 10 to 17 (youths) by census block. Figure 5 shows the geographic distribution of these older adults throughout the Beloit area. A number of findings are apparent:

- Most of the youth population in Beloit lives in or near the city core, with large populations to the west of Rock River between Olympian, 4th Street, Shirland, and Hackett. and east of Rock River in the vicinity of Wisconsin Ave between Henry and White. These areas are well served by current BTS routes.

Low-Income Population

Data from the U.S. Census' American Community Survey 5-Year Estimates 2008-2012 was used to map median household income at the census block group unit of analysis. Figure 6 shows the geographic distribution of these household incomes throughout the Beloit area. A number of findings are apparent:

- Much of the city of Beloit has an average median household income of \$40,001-60,000.
- The area around Beloit College has the highest median household income at \$60,001-106,912.
- The further one gets from the core of Beloit, the lower the median income is, with the far north and east sides having median incomes of \$12,241-20,000.

More than any other demographic group, low-income status is the strongest indicator of a higher-than-average propensity to use transit. This is primarily because as income falls, the cost of owning and using a private vehicle becomes more burdensome, which makes transit a more

attractive option. For this reason, it is important to understand the geographic distribution of low income individuals in the travel market.

Poverty Status

Poverty status data the U.S. 2010 Census was used to define and identify low income individuals. Because disposable income is largely a factor of household size and household income, the U.S. Census considers household income and the number of members in the household in classifying a household's poverty status. The distribution of individuals with low incomes (those living in a household considered in poverty by the Census), is shown in Figure 7.

The data is from the U.S. Census' American Community Survey 5-Year Estimates 2008-2012 at the census block group unit of analysis. A number of findings are apparent:

- Much of the poverty in Beloit is concentrated to the west and northeast of downtown Beloit, and to a slightly lesser degree downtown, to the southwest, and north. These areas are well served by multiple BTS routes.
- While there are gaps outside of the city of Beloit, most of the population living in poverty is currently served by the BTS system.

Vehicle Availability

For self-evident reasons, individuals without access to a vehicle represent a particularly strong market for transit. Identifying households without access to a vehicle helps in identifying areas that are likely to have a significant number of transit-dependent riders.

Data from the U.S. Census' American Community Survey 5-Year Estimates 2008-2012 was used to identify households who do not have regular access to a vehicle. The geographic unit of analysis for this data is the census block group.

A number of findings are apparent in Figure 8:

- Most of the zero vehicle households are located near downtown Beloit. These areas are currently served by the BTS.
- In northwest and north Beloit, and just southwest of the city, there are moderate levels of households without access to an automobile. Nearly all households within the city of Beloit are directly served by BTS service. While BTS service is not provided across the border in Illinois, it is a relatively close walking distance to BTS service.

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Figure 4 Senior Population Density (65 or Older) - 2010

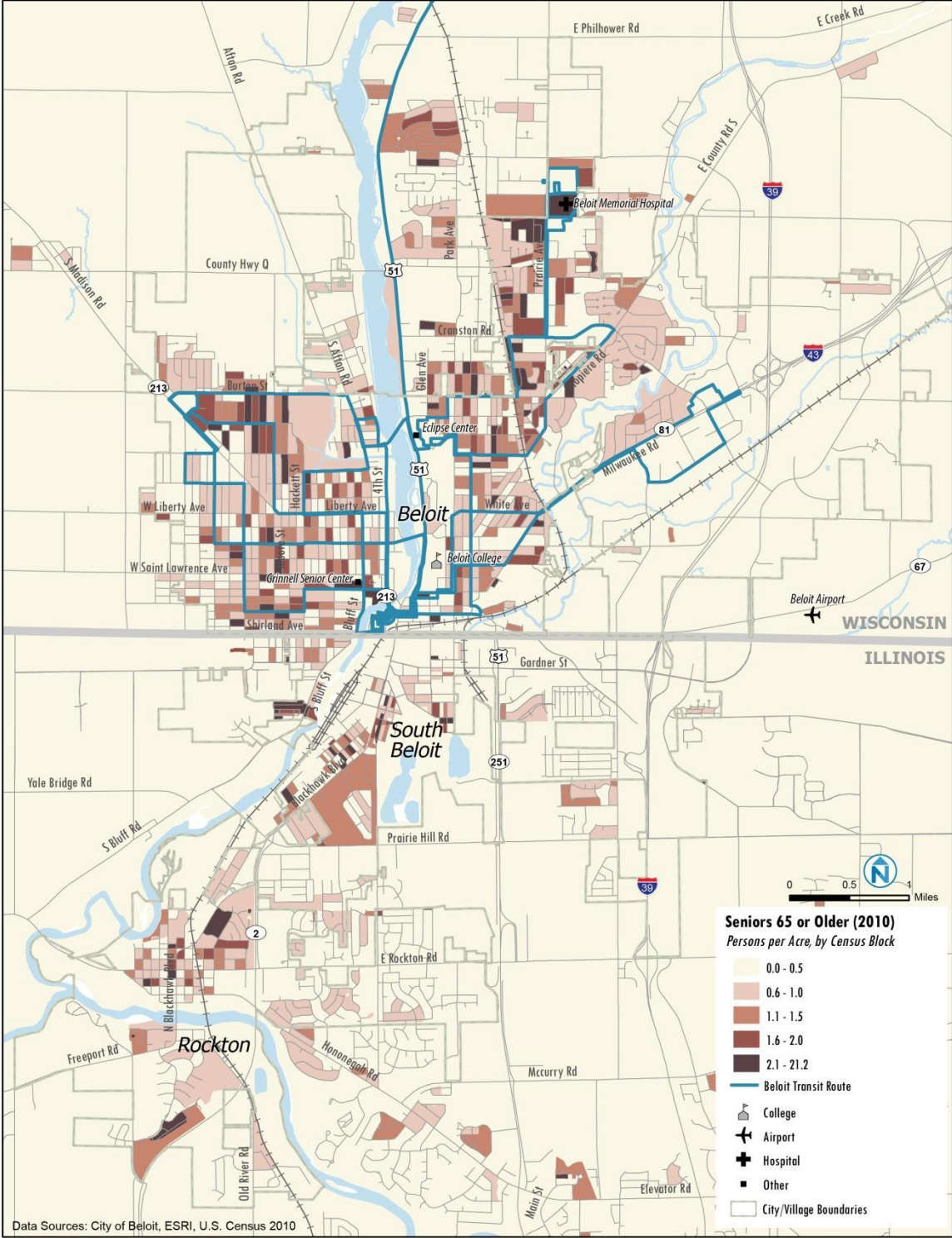
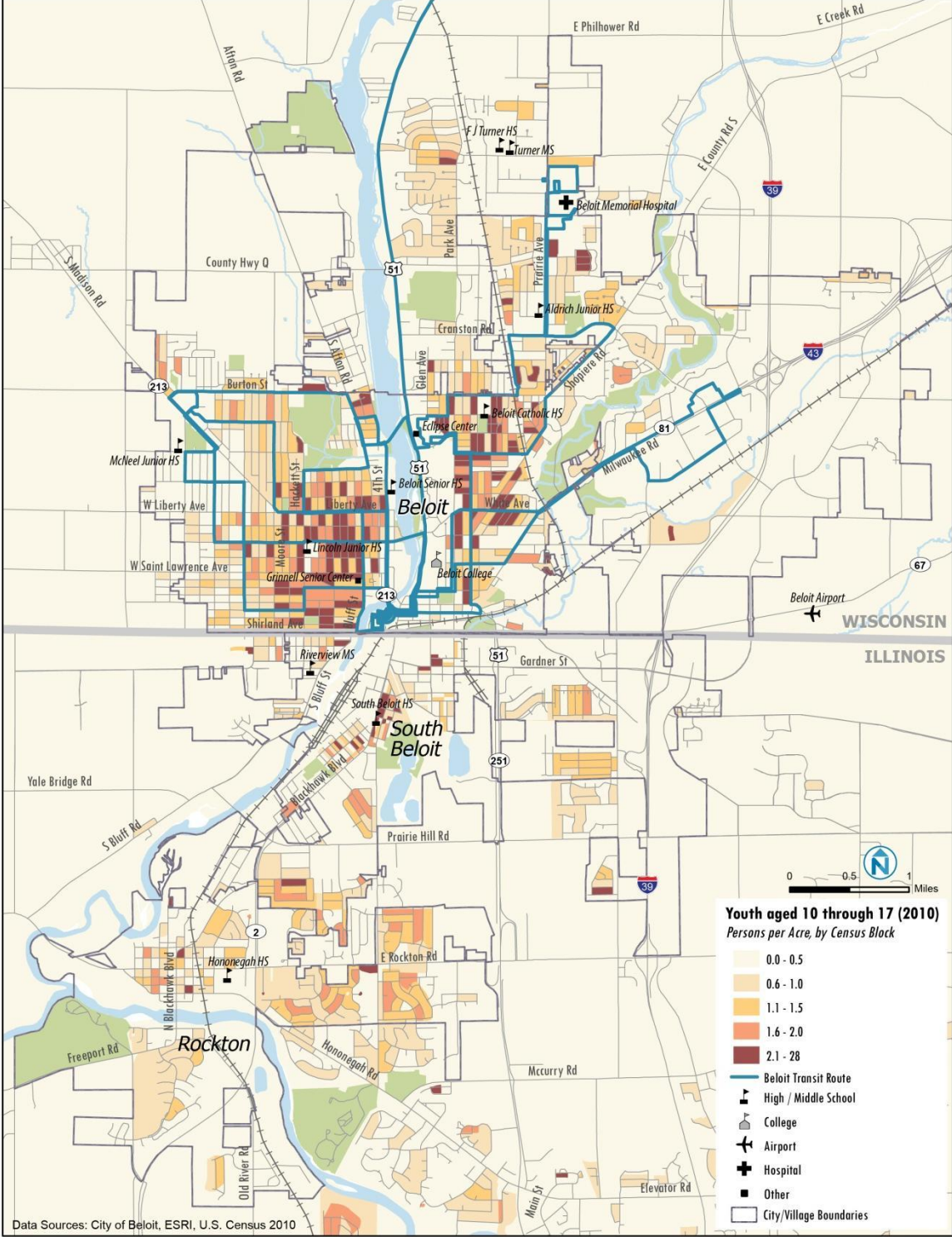
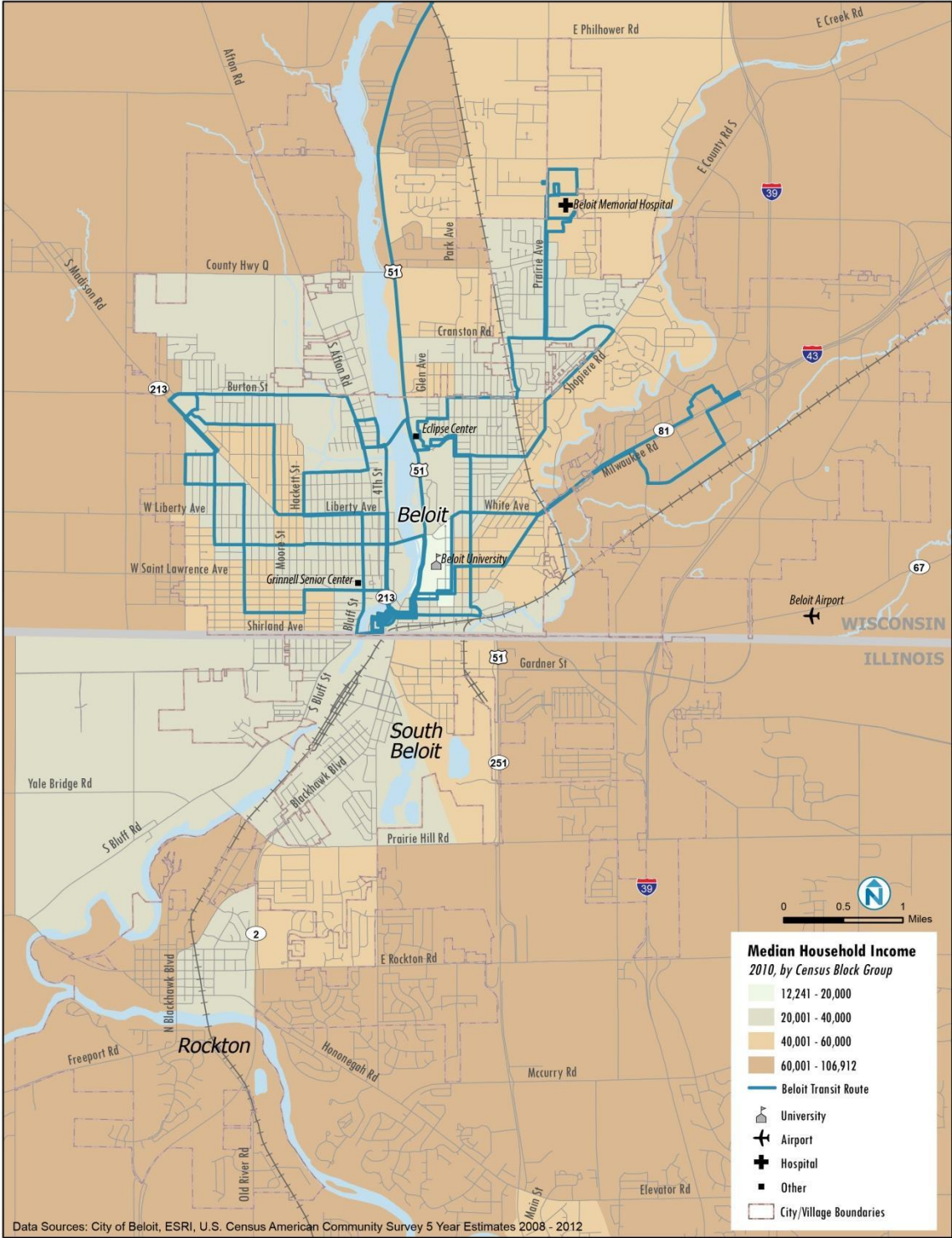


Figure 5 Youth Population Density (Ages 10 – 17) - 2010



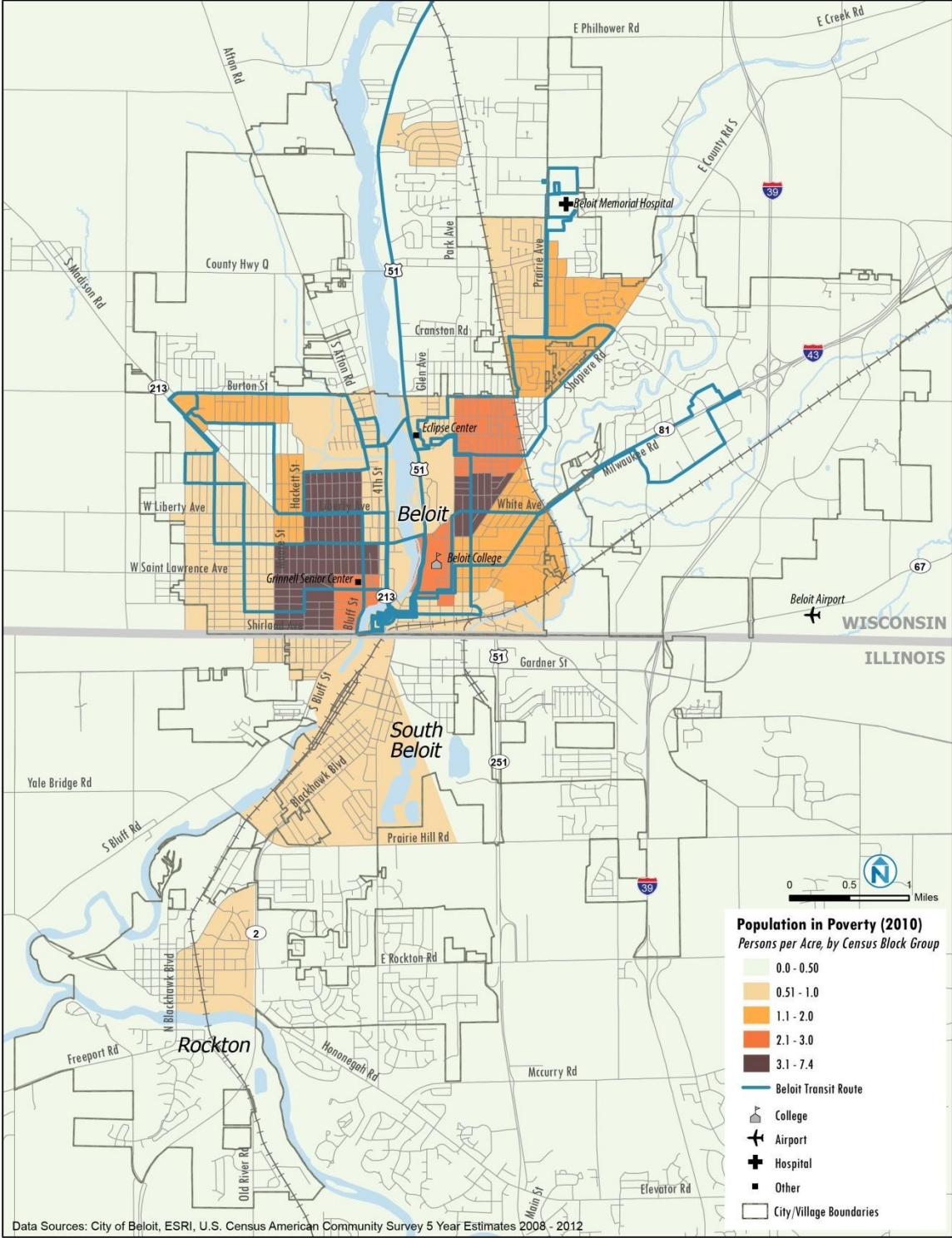
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Figure 6 Median Household Income (2010)



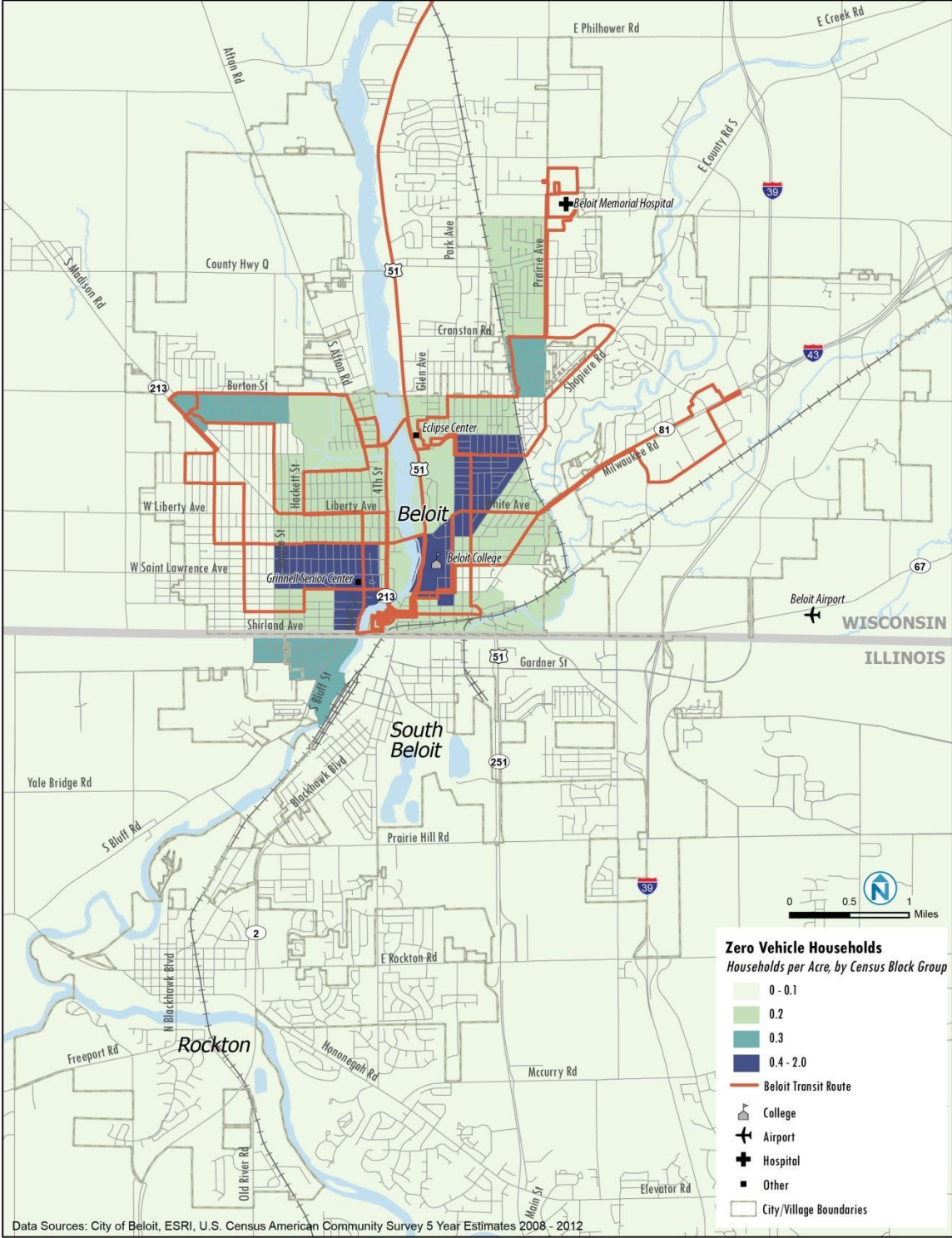
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Figure 7 Population in Poverty (2010)



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Figure 8 Zero Vehicle Households



Transit Propensity Index

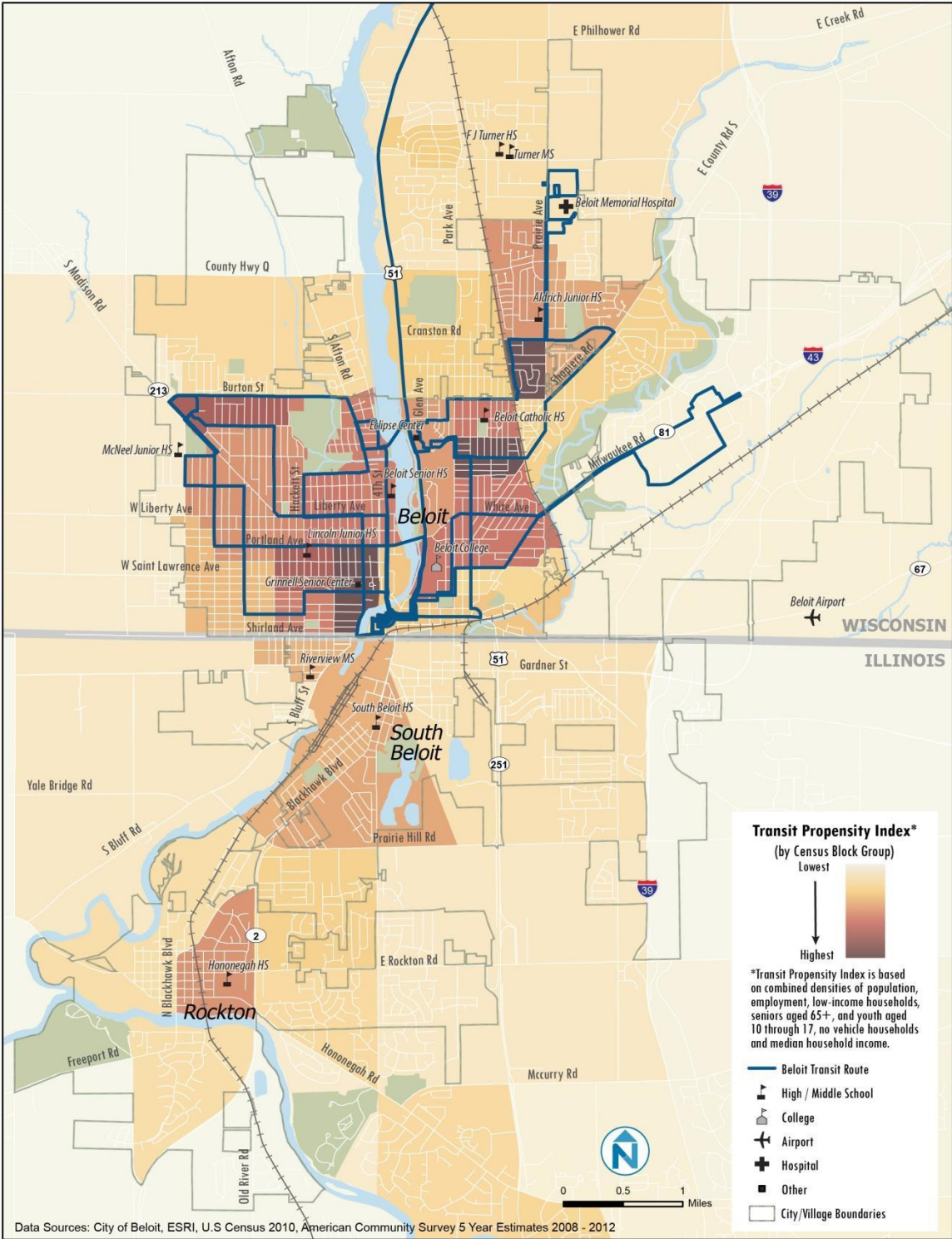
This section presents a measure of overall transit propensity by combining population, employment, and demographic factors to produce a transit propensity index. Note that this data provides an indication of transit demand, and not a specific determination. Ridership on individual routes and the effectiveness of individual routes can vary significantly depending on a number of factors, including the physical environment, how well service is designed, and the time and costs for competing alternatives.

This index still provides a strong indication of the relative demand for transit throughout the market area, and identifies areas where demand is highest and transit can be provided most effectively. A number of findings are apparent in Figure 9:

- The areas of highest transit propensity are west of downtown Beloit across the Rock River, north of downtown near Copeland Ave and Wisconsin Ave, as well as near Cranston Rd and Pioneer Dr.
- The data suggests there may be moderate demand for transit service to South Beloit and Rockton, perhaps offered as a service similar to the Beloit-Janesville Express route.
- The current BTS routes provide direct transit service to nearly all of the high propensity areas of the service area.

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Figure 9 Transit Propensity Index



3 DOCUMENT AND POLICY REVIEW

The TDP update will previous planning work conducted in Beloit, including the following:

- City of Beloit Comprehensive Plan (2008)
- Rock County Comprehensive Plan 2035 (2009)
- A Study of the Feasibility of a Crosstown Transit Route in the Beloit Urbanized Area (2007)
- Beloit Transit System Transit Development Plan (2011 Update)
- South Central Wisconsin Commuter Transportation Study (2008)
- Stateline Area Transportation Study (SLATS) 2035 Long-Range Transportation Plan (2011 Update)

City of Beloit Comprehensive Plan, 2008

The City of Beloit's Comprehensive Plan calls for enhancements to the city's current bikeability and walkability, while also investing in buses, ridesharing, and rail. The plan calls for a requirement that "sidewalks or pedestrian pathways are included in all new residential and commercial developments, designing neighborhoods and development with the pedestrian in mind, and considering the needs of bicyclists and pedestrians in all road improvement projects (Beloit Comprehensive Plan – 126)." The plan also calls for the promotion of the current bus system, while also considering expansion of the system to developed areas of the Beloit that are underserved. Additionally, the plan calls for new park and ride facilities, particularly along the Interstates (see Figure 10).

Figure 10 City of Beloit Comprehensive Plan Transportation System Improvements

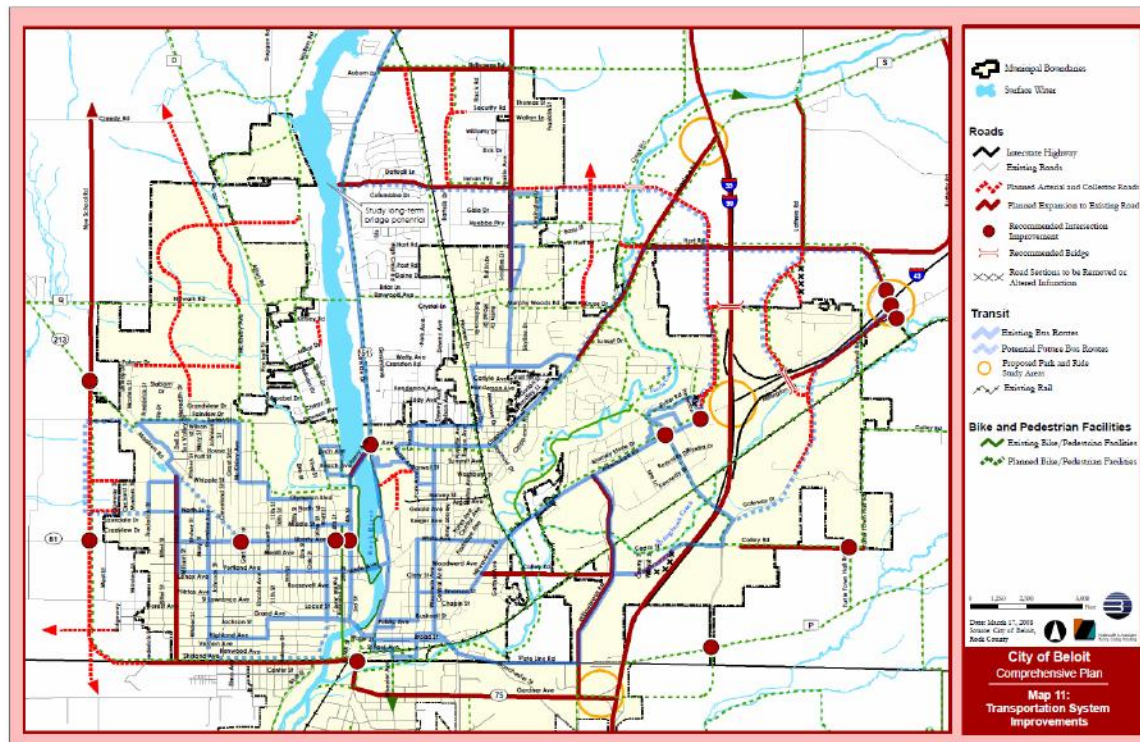


Figure 10 also identifies the proposed bus routes for Beloit. The plan identified routes to Gateway Business Park, the possible casino, and the west side of Beloit. The plan seeks a continued partnership with Janesville on express bus service, while it identifies Rockford as another potential regional transit connection.

Rock County Comprehensive Plan 2035 (2009)

Chapter 7 of the Rock County Comprehensive Plan states a need for alternative modes of transportation in the county to help alleviate congestion and vehicle emissions, in part through improved awareness of transit services offered by the Rock County Council on Aging, expansion of current fixed route service, and an increase in park and ride facilities.

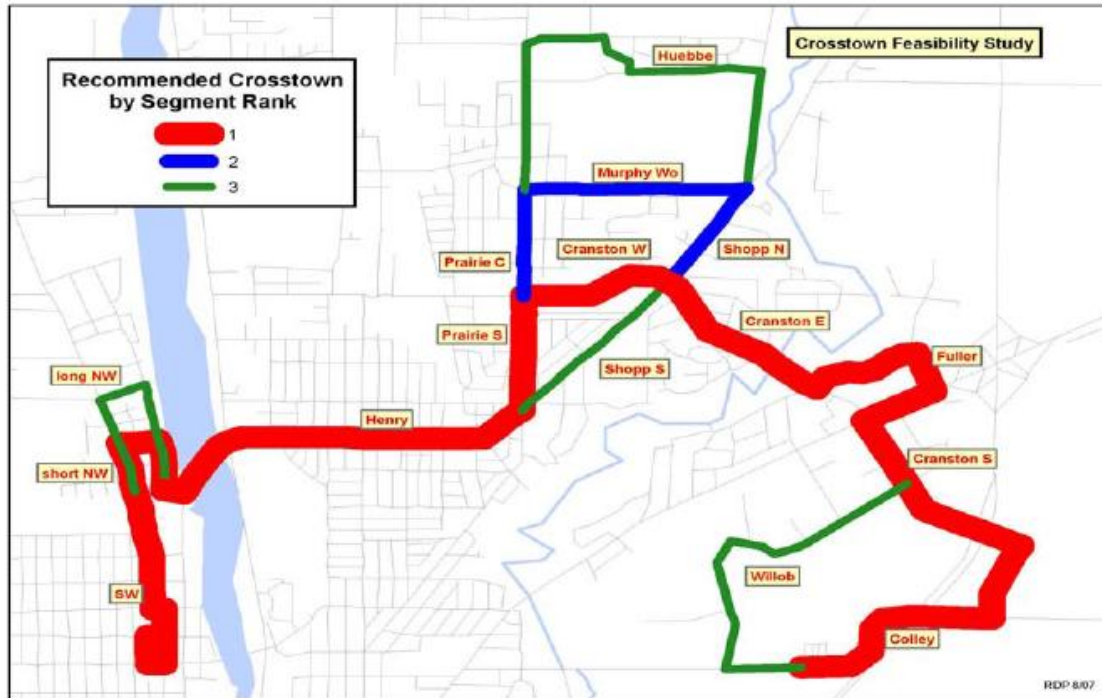
A Study of the Feasibility of a Crosstown Transit Route in the Beloit Urbanized Area (2007)

The study was conducted by SLATS to determine the feasibility of a new crosstown route in Beloit to provide more direct trips between west Beloit and east central Beloit. The study examined the current Beloit system, describing the circuitous radial pulse system pros and cons in the local context.

The study included several possible tweaks to the Beloit system. A new crosstown route would allow for the western end of Route 3 to be eliminated, shortening Route 3's trip times. Additional Route 3 recommendations include adding a deviation to serve neighborhoods west of Prairie Avenue along Hart Road and a deviation to the neighborhood south of Cranston. A new crosstown route is determined to be a large accessibility improvement for employment areas, particularly to the east, southeast, and northeast of the service area.

The study then broke down, segment by segment, demographic indicators of strong transit ridership.

Figure 11 SLATS Recommended Crosstown Route



The proposed red is depicted in Figure 11. This route would be 8.4 miles with each one-way trip taking approximately 30 minutes. While not necessary, this would allow for the route by pulse at the transfer center. It is also recommended that transfers outside of the center are timed with other routes throughout the system.

The study determined little short term capital costs because BTS had excess vehicles at the time of the study. Long-term, the route would require one vehicle to operate. Operational costs would increase as a minimum of one full-time driver would be needed to operate the route, unless it is operated on a limited basis.

Beloit Transit System Transit Development Plan (2011 Update)

The 2011 update to the BTS Transit Development Plan addresses the opportunities and needs of the system, with potential funding shortfalls taken into consideration. It was completed at a time when funding issues threatened to force BTS to make significant changes. The report outlines how to consider a reduced funding need, replace potential funding losses, and help decision-making if funding is severely cut.

The 2011 TDP's overall recommendations for BTS include the following:

- Stagger daily commencement and dismissal for students to spread peak hour demand.
- Beloit School System should provide payment to BTS for the service it provides to students.
- An investigation of how many Beloit College students use BTS.

- Human service providers should increase their overall portion of payments to BTS for paratransit trips.
- Schools and human service providers should reevaluate their transportation needs with potential BTS cuts in mind.
- Increasing transit fares should be a last resort.
- Pay and benefit cuts should be considered for BTS staff.
- During the summer, service could be reduced as much of the systems ridership is due to students.
- Schedule adjustments should be considered based on ridership data, even if requires adjustments for different times of day, month, or year. These changes should be made along with an improvement in information technology in order to ensure riders are well informed.
- Four funding forecasts were developed, with one optimistically projecting no significant cuts. One pessimistic scenario determined BTS will be deemed ineligible for Federal funding.
- If BTS loses 30-50% of its funding in the pessimistic scenarios, the system will have to (1) provide only morning, midday, and evening runs on weekdays; (2) provide only morning and evening runs on weekdays; (3) eliminate BJE service, or only peak hour service; (4) eliminate Saturday service, or only morning and evening Saturday service; (5) eliminate fixed route service and only provide paratransit service via the State Line Mass Transit District.

South Central Wisconsin Commuter Transportation Study (2008)

The government members of Beloit, Janesville, the Villages of Sharon and Clinton, Rock County, WisDOT, SLATS, and the Janesville MPO took part in an enhanced feasibility study of potential commuter connections between South Central Wisconsin and North East Illinois, which an emphasis on the Harvard Metra Station.

The study determined that while the current regional transit system is considered inadequate, there is interest in expanding regional transit to Madison and Chicago. Madison and Rockford job connections were considered more important than connections to Chicago. There was also determined to be recreational trip demand for connections to Madison and Chicago.

The report recommended new rail stations and commuter rail service along five potential corridors. An express bus service from Rockford to Madison, serving Beloit, Janesville, Edgerton, and Stoughton was proposed. The operating plan for this express bus route suggests logical segments of the route to be run as independent, coordinated routes. Additionally, a regional commuter bus fare was promoted to promote ridership throughout the region.

The study determined that Beloit and Janesville will not pursue an Alternatives Analysis for commuter rail service at the cost of \$3 million as it would probably not qualify for FTA support. That said, the study encouraged re-evaluating the need for such service in the future and promoted preservation of rail lines, facilities, and rights of way. Finally, the study promotes park and ride facilities, vanpooling, ridesharing, as well as a north-south commuter bus experiment to Madison, Wisconsin.

Stateline Area Transportation Study (SLATS) 2035 Long-Range Transportation Plan (2011 Update)

The SLATS 2035 Long-Range Transportation Plan provides a background and summary of existing studies and documents related to the Beloit Transit System, in addition to several recommendations. The plan promotes the recommendations found in the Beloit Transit System Transit Development Plan from 2004, including, but not limited to, the promotion of 30 minute headways, more direct service to key destinations, reduce inefficient deviations, the construction of a new transfer site in downtown Beloit, optimized stop locations, interlining of routes, and establishing traffic signal priority.

The plan supported the continued support of the current funding mechanisms in which BTS, JTS, and Rockford Mass Transit District use intergovernmental agreements to define service parameters and funding responsibilities. The plan also promotes a similar service to the Beloit-Janesville Express that would connect Beloit and Rockford, Illinois. The plan promotes headways of at most 60 minutes with a span of service of at least 10 hours on weekdays and 8 hours on Saturday. The route would also stop in Machesney Park, downtown Roscoe, Rockton, South Beloit, and the Walmart on Rockton Road.

The plan makes no attempt to address potential growth of BTS due to projected near term funding restraints. It is recommended that BTS focus on maintaining and or replacing existing equipment and facilities so that current service levels can be maintained.

4 FIXED-ROUTE SYSTEM OVERVIEW

Routes

BTS provides local fixed-route bus service six days a week with express service to Janesville operating Monday through Friday. Local service consists of 4 routes operating within the city of Beloit. Local routes make frequent stops while winding along both arterials and through local neighborhoods.

Route 1 operates one looping bus to the northwest from the Beloit Transfer Center, through neighborhoods, to Woodman's Market, and back in 40 minutes. One bus along Route 2 loops west from the Beloit Transfer Center, through neighborhoods, to Woodman's Market as well, and is back in 40 minutes. Two buses on Route 3 offer bidirectional service between the Beloit Clinic and Beloit Transfer Center. Outbound service travels north primarily along Fourth St, Bayliss Ave, and Prairie Ave to the Beloit Clinic. Inbound service travels along Prairie Ave, Shopiere Rd, Wisconsin Ave, and Broad St to the Beloit Transfer Center. Route 4 has one bus operating a loop pattern that primarily travels along Milwaukee Rd to the new commercial developments to the east of downtown, including Walmart.

Service frequency and span (hours of operation) are identical for each route with service operating every 40 minutes from 6am-6pm. Gillig 35-foot buses are utilized on each route.

BTS also operates the Beloit-Janesville Express route that connects Beloit and Janesville with a number of employment and activity centers, including the following:

- Janesville Mall
- Blackhawk Tech
- University of Wisconsin Rock County
- Beloit Transfer Center
- Downtown Janesville Transfer Center

In partnership with the Janesville Transit System, the BJE operates two buses in order to maintain 60 minute frequencies along the 115 minute service pattern. Service begins at 6:00 a.m. in Beloit and 6:15 a.m. in Janesville and operates until 5:55 p.m. and 6:13 p.m. respectively.

Rock County Specialized Transit offers Dial-A-Ride paratransit service to qualified disabled individuals during the same hours of operation as BTS.

Service Levels

Weekday service span and frequency is detailed in Figure 12. Saturday service span and frequency are detailed in Figure 13.

Figure 12 Weekday Service Span and Frequency

Route	Service Type	Span	Frequency (minutes)				
			AM 5AM- 9AM	Midday 9AM-3PM	PM 3PM- 6PM	Evening 6PM- 9PM	Night 9PM- 12AM
1	Local	6:00a – 5:55p	40	40	40	-	-
2	Local	6:00a – 5:55p	40	40	40	-	-
3	Local	6:00a – 5:55p	40	40	40	-	-
4	Local	6:00a – 5:55p	40	40	40	-	-
BJE	Express	6:00a – 6:13p	60	60-65	60	-	-

Figure 13 Saturday Service Span and Frequency

Route	Service Type	Span	Frequency (minutes)
1	Local	9:00a – 4:15p	80
2	Local	9:40a – 3:35p	80
3	Local	9:00a – 4:20p	80
4	Local	9:00a – 4:15p	40

Transit Centers

In 2005, the Beloit Transfer Center was re-located from the Beloit Mall to the corner of Broad St and Pleasant St. A permanent transfer facility was built in 2009 south of downtown Beloit near the corner of Shirland Ave and Mill St, next to the Beloit City Hall.

In addition to serving as the hub for local and express bus service, the Beloit Transfer Center includes public restrooms, indoor waiting area, driver break room, and a customer service room. Due to its location on the south end of town, BTS bus routes must travel up to an additional 5 minutes than if the center were more centrally located.

Fare Structure

The base fare for local bus service is \$1.50 per one-way trip. Seniors (65+), Disabled Passengers and seniors may ride for a reduced cash fare of \$0.75 on local bus service. Up to two children under the age of 5 may ride for free with a fare-paying adult.

BTS also sells 10 ride punch passes as well as tokens in packs and groups. The cost per ride is proportionally reduced as the packs get larger. For instance, the cost of a 10 token pack makes each trip \$1.20, while a 50 token pack averages out to \$1.10. Additionally, a student semester pass is available for \$85.00 that allows free rides on all school days.

Fares for BJE bus service vary by distance traveled. A full BJE cash fare is \$3.50, while a rider only traveling as far as Blackhawk Tech is required to pay \$2.25. A full fare breakdown is shown below in Figure 14.

Figure 14 Fare Structure

Fares		
City Routes	Full Fare	Senior/Disabled
Cash Fare	\$1.50	\$0.75
BTS Ten Ride Punch Pass (In Town)	\$12.00	-
Student Semester Pass (In Town)	\$85.00	-
Pack of 10 Tokens	\$12.00	-
Pack of 20 Tokens	\$23.00	-
Pack of 50 Tokens	\$55.00	-
Vending Machine: 4 Tokens	\$5.00	-
Vending Machine: 8 Tokens	\$10.00	-
Vending Machine: 17 Tokens	\$20.00	-
BJE	Full Fare	Senior/Disabled
BJE Cash Fare	\$3.50	\$1.75
Blackhawk Tech (Cash Fare)	\$2.25	\$1.10
10 Ride Pass – Beloit to Janesville	\$30.00	\$17.50
10 Ride Pass – Beloit to Blackhawk Tech	\$20.00	-

Historical Trends

Annual trends for systemwide boardings, revenue hours, revenue miles, operating costs, and farebox revenue between 2009 and 2013 are shown in Figure 15. For 2014, operating data is for the first two quarters of FY 2014. Data shown here represents all BTS fixed-route service, including the BJE route and school trippers.

Ridership declined significantly from 2009 to 2011 (see Figure 16). This was due in part to the change from 30-minute to 40-minute headways on local routes, which occurred in August 2010. Revenue hours remained roughly the same, because buses are on the street for the same period of time, but revenue miles declined significantly due to fewer trips during the day caused by longer headways. Losses in ridership led to declines in productivity measured in passengers per revenue hour (see Figure 17) and passengers per revenue mile from 2009 to 2011, but these measures have increased slightly in recent years due to increasing ridership from 2011 to 2013. Operating costs and farebox revenues are slightly higher than they were in 2009. Based on historical data collected by BTS and submitted to the National Transit Database (NTD), it is unclear why farebox revenue per passenger increased significantly during 2010, resulting in a temporary improvement in cost efficiency.

Figure 15 Operating Trends

	2009	2010	2011	2012	2013	2009-2013
Operating Data						
Ridership	312,832	269,075	241,208	246,323	251,880	-19.5%
Revenue Hours	20,885	20,680	20,502	20,628	20,526	-1.7%
Revenue Miles	326,023	324,427	294,754	298,943	287,809	-11.7%
Operating Costs	1,742,661	1,813,063	1,869,932	1,849,380	1,872,263	7.4%
Farebox Revenue	\$198,110	\$260,801	\$184,808	\$204,981	\$204,153	3.1%
Performance Indicators						
<i>Cost Efficiency</i>						
Operating Cost per Revenue Hour	\$83.44	\$87.67	\$91.21	\$89.65	\$91.21	9.3%
Operating Cost per Revenue Mile	\$5.35	\$5.59	\$6.34	\$6.19	\$6.51	21.7%
<i>Cost Effectiveness</i>						
Operating Cost per Passenger	\$5.57	\$6.74	\$7.75	\$7.51	\$7.43	33.4%
Farebox Recovery Ratio	11%	14%	10%	11%	11%	-4.1%
Average Revenue per Passenger	\$0.63	\$0.97	\$0.77	\$0.83	\$0.81	28.0%
Average Subsidy per Passenger	\$4.94	\$5.77	\$6.99	\$6.68	\$6.62	34.1%
<i>Service Productivity</i>						
Passengers per Revenue Hour	15.0	13.0	11.8	11.9	12.3	-18.1%
Passengers per Revenue Mile	0.96	0.83	0.82	0.82	0.88	-8.8%

Figure 16 Annual Ridership, 2009 - 2013

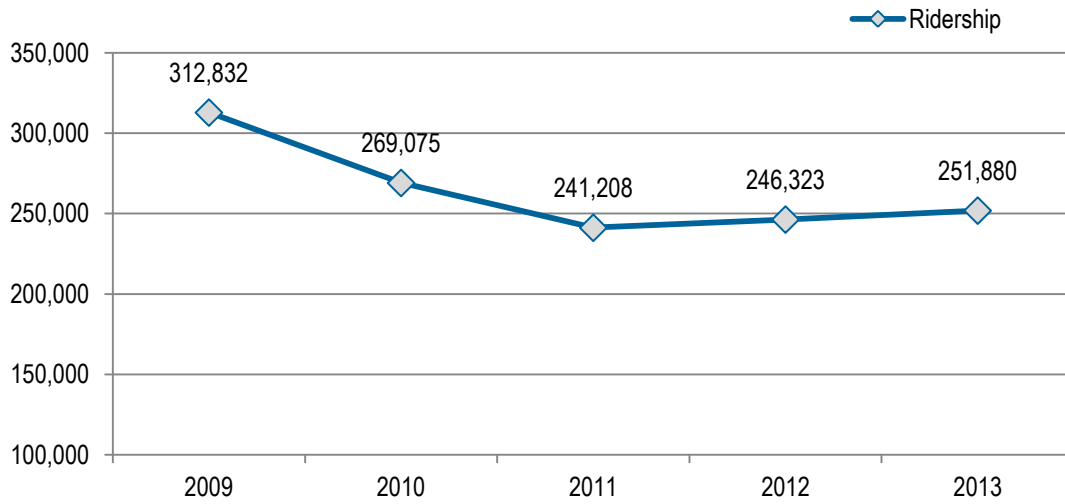
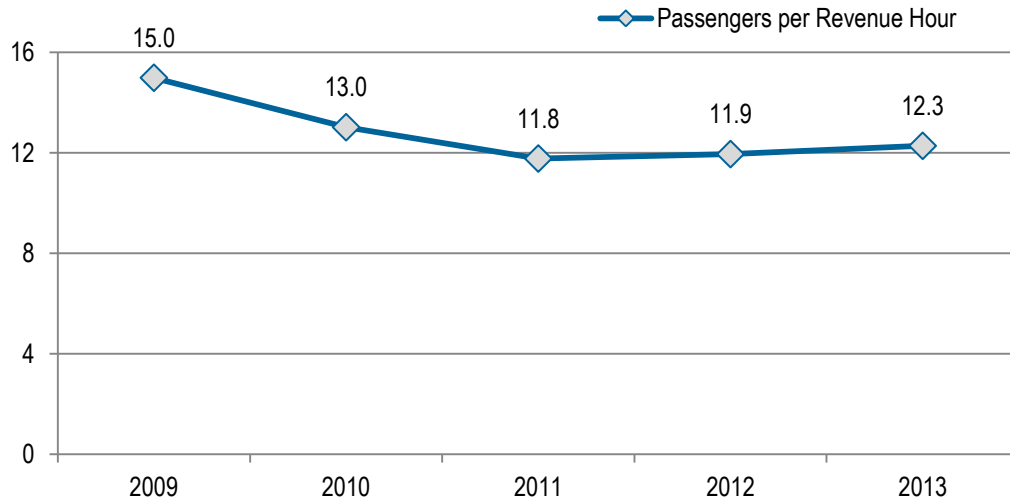


Figure 17 Passengers per Revenue Hour, 2009 - 2013



System Performance

The following charts and tables present systemwide findings based on data collected during the ridecheck effort, conducted in November 2014.

Figure 18 and Figure 19 illustrate key data for BTS routes, including total weekday boardings and boardings per service hour. The systemwide average boardings per weekday was 183.2. The systemwide average for boardings per hour was 10.3.

Figure 18 Total Weekday Boardings by Route

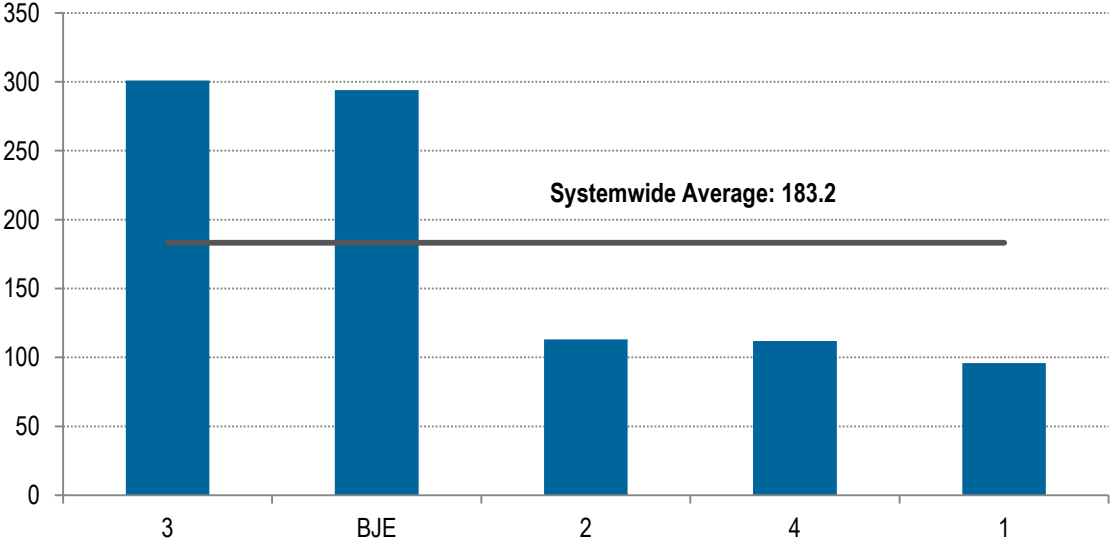


Figure 19 Total Boardings per Service Hour by Route

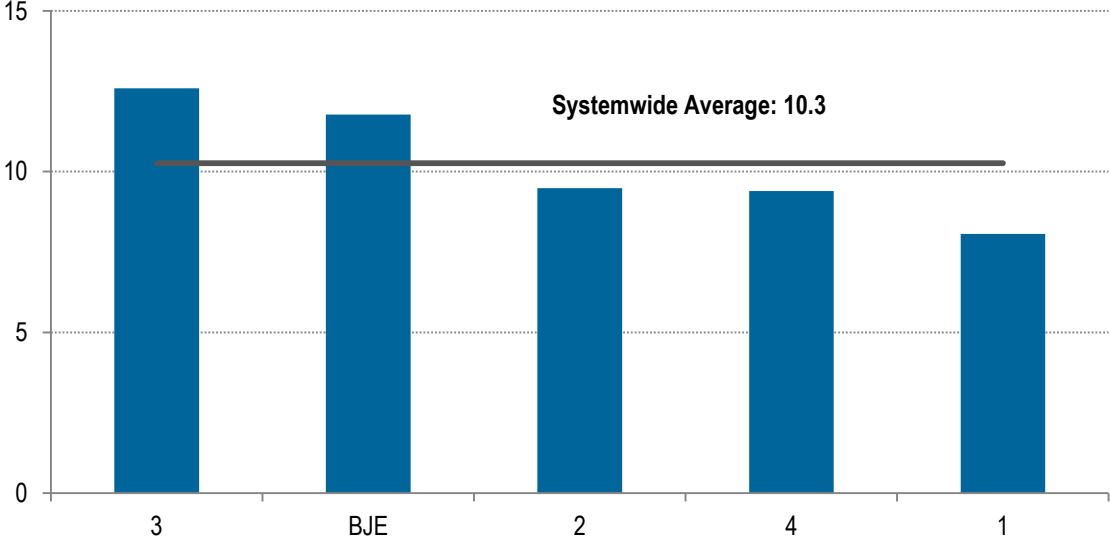


Figure 20 shows on-time performance by route. All route segments departing within 5 minutes of the schedule departure time were considered “on-time”. Segments departing more than 5 minutes after the scheduled departure time were considered “late”, and segments departing 1 or more minute before the scheduled departure time were considered “early”. It is worth noting that many routes regularly arrive early to scheduled timepoints and are forced to dwell, indicating that schedules need to be tightened on some segments. Conversely, few timepoints along trips were considered “late”.

Figure 20 On-Time Performance by Route

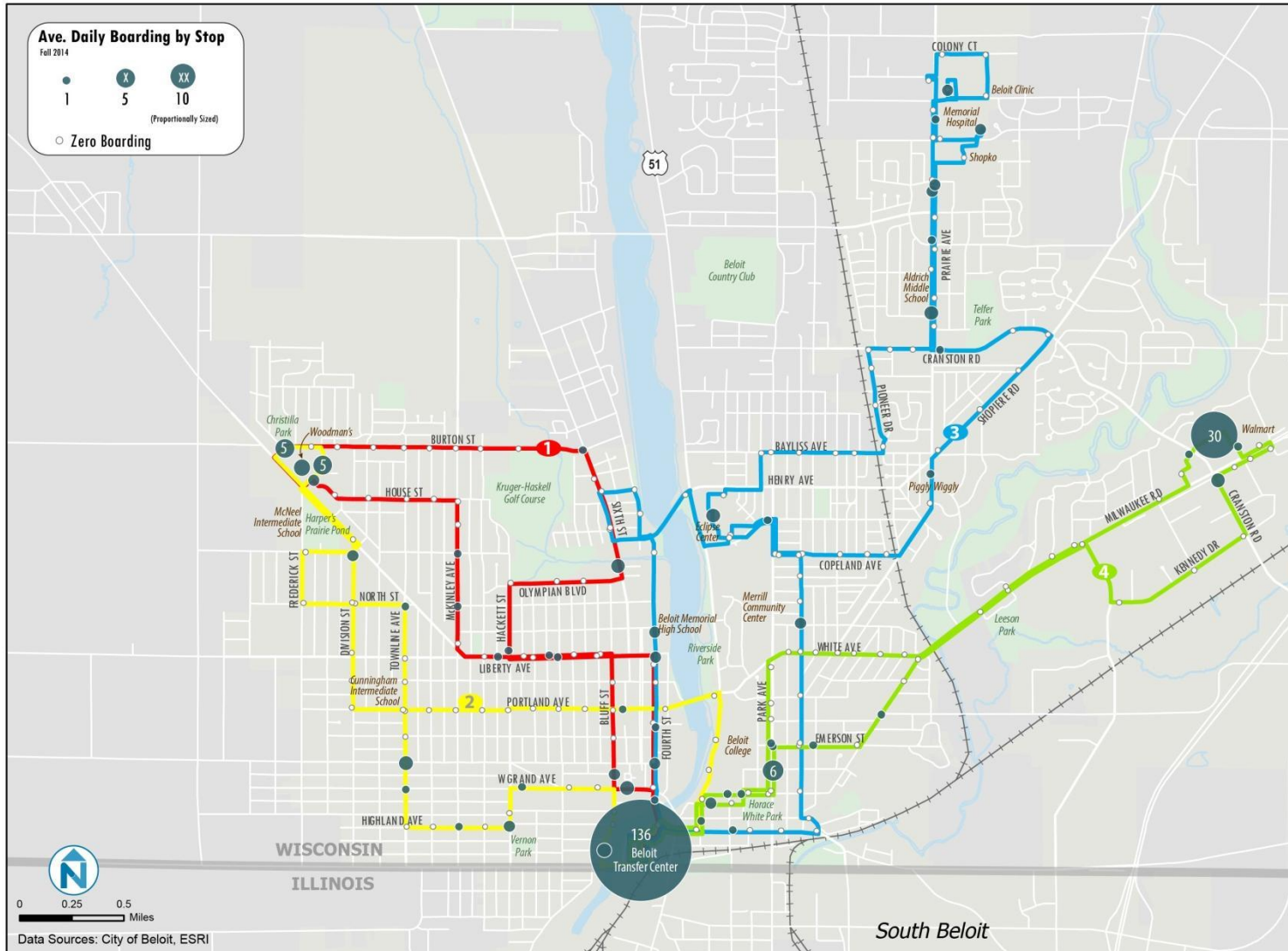
Route	On-time	Early	Late
1	72.0%	27.1%	0.9%
2	81.0%	19.0%	0.0%
3	70.7%	29.3%	0.0%
4	69.2%	30.8%	0.0%
BJE	81.5%	15.2%	3.3%

Figure 21 shows all weekday boardings on BTS routes. Boarding activity is concentrated in and around downtown Beloit, with little demand on the edges of town outside of a few strong trip generators, such as the Beloit Clinic and Walmart. The Transfer Center is the most significant stop by a wide margin.

Figure 22 shows all Saturday boardings. Overall ridership is much lower than on weekdays, and the only stops with more than 5 daily boardings are the Transfer Center and Walmart.

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Figure 22 Systemwide Boardings - Saturday



5 ROUTE SUMMARIES

This section contains a summary of each route based on performance data and field observations. Ridership and on-time performance data was collected during November 2014. Ridership is measured in terms of average daily boardings, which refers to the number of times a passenger enters a vehicles. Route productivity is measured by dividing average daily boardings by the number of scheduled daily revenue hours, or the time in which all vehicles assigned to a route are in service for a particular level of service (i.e. weekday or Saturday).

Schedule reliability, also referred to as on-time performance, is a measure of how well a particular route adheres to its schedule. It suggests whether a customer can count on a bus being there when the schedule says it will be. For Beloit Transit System and most transit systems across the county, buses are considered on-time if they depart a designated timepoint between zero and 5 minutes later than the scheduled departure time. A significant percentage of early departures were observed on Routes 1, 3, and 4, indicating a need to adjust existing schedules to reflect actual travel times or incorporate recovery time into the endpoint(s) of each route to accommodate operator breaks and allow an opportunity to get back on schedule.

ROUTE 1

Description

Route 1 serves the west side of Beloit along a one-way loop alignment using one bus operating every 40 minutes on weekdays and every 80 minutes on Saturdays. The span of service is 6:00 a.m. to 5:55 p.m. on weekdays and 9:00 a.m. to 4:15 p.m. on Saturdays

From the Transfer Center, the route travels north on Fourth, west on Grand, north on Bluff, west on Liberty, north on McKinley, west on House, and north on Cleora to Woodman’s. The route travels north on Madison for a short distance, and then west on Burton before turning south on Sixth. It then travels west on Olympian, south on Hackett, east on Liberty, and south on fourth to the Transfer Center.

Very few segments of the route are served bidirectionally, with the exception of portions of Liberty Ave. This means that most riders must travel out of direction to get to their destination.

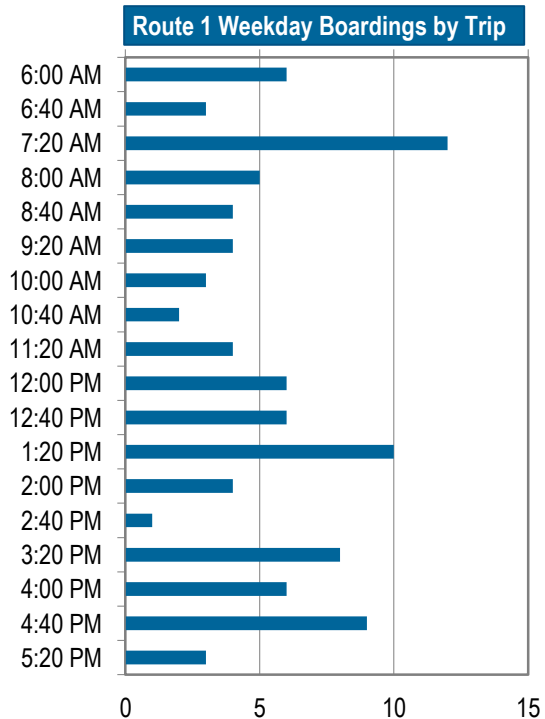
Performance

Route 1 has 96 weekday boardings and 9.1 boardings per service hour, which is the lowest performance among all BTS routes. On Saturdays, the route has 45 daily boardings and 12.9 boardings per service hour.

The stops with at least seven weekday boardings and alightings include the Transfer Center, Woodman’s, Woodside Terrace Apartments (Madison & Burton), Olympian & Oak, Parkview Apartments (Grand & Bluff), and Liberty & Vine. The segments along Bluff St and Liberty Ave have significantly more ridership than segments along the loop at the northern end of the route, excluding the stops mentioned above. The trip with the highest boarding activity is 7:20 a.m., with 12 weekday boardings.

On weekdays, 72% of trips arrived on-time, 27% arrived early, and 1% arrived late. On Saturdays, 78% of trips arrived on-time, 19% arrived late, and 3% arrived late.

Route Characteristics	
Stops	49
Route Length (miles)	8.43
Stop Spacing (miles)	0.17
Weekday	
Ridership	96
Productivity (boardings per hour)	9.1
On-Time Performance	72%
Saturday	
Ridership	45
Productivity (boardings per hour)	12.9
On-Time Performance	78%



ROUTE 2

Description

Route 2 serves the west side of Beloit along a one-way loop alignment using one bus operating every 40 minutes on weekdays and every 80 minutes on Saturdays. The span of service is 6:00 a.m. to 5:55 p.m. on weekdays and 9:00 a.m. to 3:35 p.m. on Saturdays.

From the Transfer Center, the route travels to McNeel Intermediate School via Shirland, Bluff, Grand, Hackett, Highland, Townline, North, and Frederick. It then proceeds to Woodman’s via Whipple, Madison, and Burton. From there it travels back downtown via Madison, Division, Portland, and Pleasant.

The route’s one-way loop design provides coverage to most areas of west Beloit south of Portland and west of Madison, but some riders must travel out of direction to get to their destination.

Performance

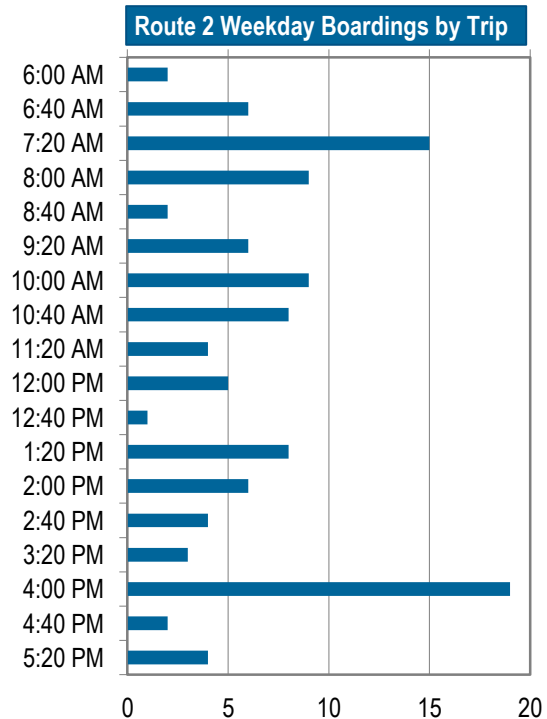
Route 2 has 113 weekday boardings and 10.8 boardings per service hour, which third among all BTS routes in terms of performance. On Saturdays, the route has 29 daily boardings and 9.9 boardings per service hour.

Stops with the highest ridership include the Transfer Center, W. Grand & Eighth, Highland & McKinley, McNeel Intermediate School, and Woodman’s. Several segments have low ridership, including Division St and portions of Portland Ave. The route has one segment in the inbound direction on the east side of the Rock River serving Pleasant Street, but it is not well utilized.

The highest ridership trips are at 7:20 a.m. and 4:00 p.m. Given the proximity to the school start and end times at McNeel, it is likely that many of the riders on these trips are students. All other trips have fewer than ten boardings per day.

On weekdays, 81% of trips arrived on-time and 19% arrived early. On Saturdays, 75% of trips arrived on-time and 25% arrived early. No late arrivals were observed.

Route Characteristics	
Stops	45
Route Length (miles)	9.06
Stop Spacing (miles)	0.20
Weekday	
Ridership	113
Productivity (boardings per hour)	10.8
On-Time Performance	81%
Saturday	
Ridership	29
Productivity (boardings per hour)	9.9
On-Time Performance	97%



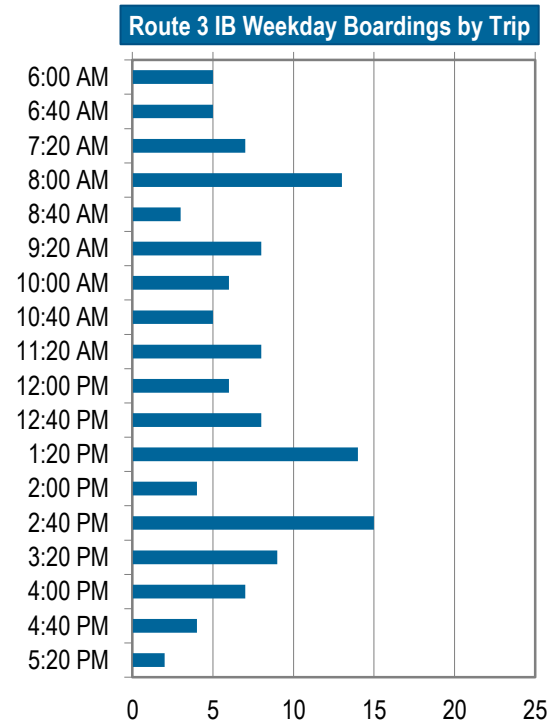
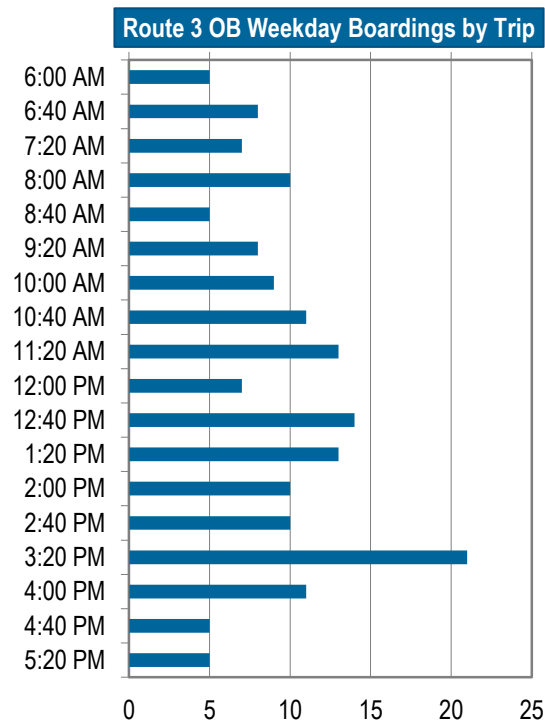
ROUTE 3

Description

Route 3 operates through central Beloit between the Transfer Center and Beloit Clinic at the north end of the city. On weekdays, the route is operated with two buses to provide 40 minute service from 6:00 a.m. to 5:55 p.m. On Saturdays, the route is operated with one bus providing service every 80 minutes from 9:00 a.m. to 4:20 p.m.

In the outbound direction, the route serves the west side of the Rock River along Fourth, does a loop to serve housing north of Maple, and then crosses the river to get to the Eclipse Center. From there, it operates on Henry, Church, Bayliss, Pioneer, Cranston, and Prairie before serving Shopko, Memorial Hospital and Beloit Clinic. In the inbound direction the route serves Prairie, Cranston, Shopiere, Prairie, Copeland, Eclipse Center, Wisconsin, and Broad. The only segment with bidirectional service is along Prairie Ave. The Eclipse Center is also served in both directions.

Route Characteristics	
Stops	84
Route Length (miles)	15.63
Stop Spacing (miles)	0.19
Weekday	
Ridership	301
Productivity (boardings per hour)	13.4
On-Time Performance	75%
Saturday	
Ridership	44
Productivity (boardings per hour)	6.4
On-Time Performance	73%



Performance

Route 3 is the highest performing route in the system with 301 weekday boardings and 13.4 boardings per hour. On Saturdays, ridership is significantly lower with many fewer trips, at 44 daily boardings and 6.4 boardings per hour.

Ridership is relatively even along the entire route with the exception of major trip generators. The highest ridership stops include the Transfer Center, Beloit Memorial High School, Eclipse Center, Memorial Hospital, Beloit Clinic, Aldrich School, and Wisconsin & Woodard. The loop deviation north of Maple Ave on the west side of the river generates little ridership.

On weekdays, 75% of trips arrived on-time and 25% arrived early. On Saturdays, 73% of trips arrived on-time and 27% arrived early. No late arrivals were observed.

ROUTE 4

Description

Route 4 operates with one bus on weekdays at 40 minute frequency from 6:00 a.m. to 5:55 p.m. On Saturdays, the route also operates at 40 minute frequency but has a shorter span from 9:00 a.m. to 4:15 p.m. It is the only BTS route that operates at the same frequency on Saturday as it does on weekdays.

In the outbound direction, the route operates east from the Transfer Center along Shirland, State, Broad, Pleasant, Bushnell, Park, Emerson, and Milwaukee. The route serves a terminal loop along Willowbrook, Kennedy, and Cranston before completing a U-turn on Milwaukee and serving Walmart. The route then serves the Morgan Square shopping center before proceeding inbound along Milwaukee, White, Park, Bushnell, Public, Pleasant, and Broad.

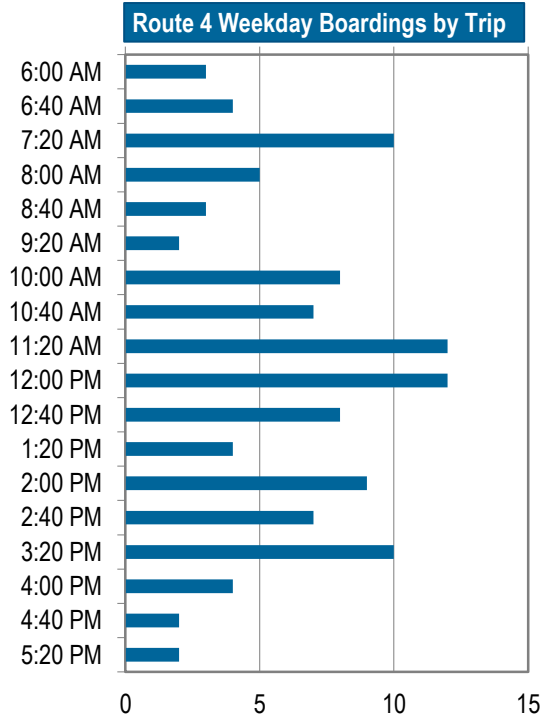
Performance

Route 4 has 112 weekday boardings and 10.7 boardings per service hour, which is the second worst among all BTS routes. Productivity is higher on Saturdays, with 83 daily boardings and 12.9 boardings per hour.

Ridership activity on the route mostly occurs at the Transfer Center at Walmart. The only other stops with more than five boardings and alightings a day on weekdays are Scoville Hall and several stops near Walmart. There is little ridership along other route segments, particularly along Emerson and Milwaukee.

On weekdays, 69% of trips arrived on-time and 31% arrived early. On Saturdays, 87% of trips arrived on-time and 13% arrived early. No late arrivals were observed.

Route Characteristics	
Stops	50
Route Length (miles)	9.46
Stop Spacing (miles)	0.19
Weekday	
Ridership	112
Productivity (boardings per hour)	10.7
On-Time Performance	69%
Saturday	
Ridership	83
Productivity (boardings per hour)	12.9
On-Time Performance	87%



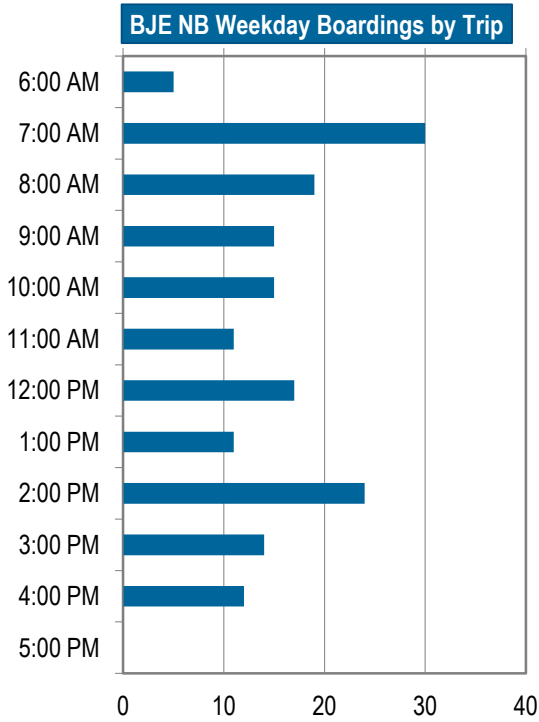
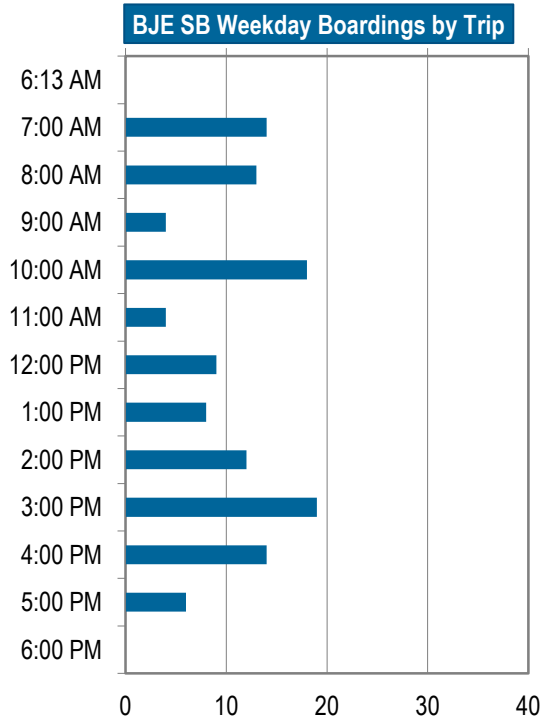
BELOIT – JANESVILLE EXPRESS

Description

The Beloit-Janesville Express is a route jointly operated by Beloit Transit System and Janesville Transit System to provide service between the two cities. Each system operates one bus on the route to provide combined sixty minute service from 6:00 a.m. to 6:13 p.m. on weekdays. Saturday service is not provided.

Within Beloit, the route operates on Pleasant St/Riverside Dr (Hwy 51). Between Beloit and downtown Janesville, the route serves several major destinations, including Blackhawk Tech, Industries, and the Rock County Job Center. In north Janesville, major destinations include KANDU Industries and the Rock County Complex. Rock Valley Community Programs, KANDU

Route Characteristics	
Stops	95
Route Length (miles)	48.14
Stop Spacing (miles)	0.51
Weekday	
Ridership	294
Productivity (boardings per hour)	12.8
On-Time Performance	82%



Performance

The BJE route has 294 weekday boardings and 12.8 boardings per revenue hour, which is comparable to BTS Route 3. The two most significant stops on the route are Beloit Transfer Center and Janesville Transfer Center, indicating that many riders are destined for the city downtowns or transferring to other routes. Other stops with significant ridership activity include

Blackhawk Tech, the Rock County Job Center, Rock Valley Community Program, University of Wisconsin – Rock County, and KANDU Industries.

The route was observed operating on-time 82% of the time, early for 12%, and late for 3%. Operators have indicated that it is difficult for certain trips to operate on time, particularly 8:00 a.m. and 2:00 p.m.

6 SCHOOL TRIPPER ANALYSIS

OVERVIEW

BTS operates a series of tripper routes providing service to schools in Beloit. Each route operates with one trip per time period, with the exception of Route 3X, which operates in the AM only. This section describes the performance of the four tripper routes, and boardings and alighting for each route are shown in Figures 23 and 24.

- Route 1X (McNeel School) – AM and PM
- Route 2X (Cunningham School) – AM and PM
- Route 3X (Beloit Memorial High School) – AM only
- Aldrich Route (Aldrich School) – AM and PM

ROUTES

Route 1X

Route 1X provides service to and from McNeel Intermediate School. In the morning, the route operates from the Transfer Center to McNeel, primarily on Bluff, Liberty, and Madison. In the afternoon, the route follows a much different route, starting at McNeel, serving neighborhoods in west Beloit and the library, and then traveling across town to serve Spring Brook Village mobile home park on Colley Road.

Overall ridership is low to moderate, with 6 average daily boardings in the morning and 9 average daily boardings in the afternoon. In the morning, riders board at the Transfer Center and at several other stops, and all riders alight at McNeel. In the afternoon, the route is serving two ridership patterns. About 5 to 6 riders board at McNeel, and all riders generally alight at several different stops in west Beloit so that the load is zero before serving the library stop. At the library, an average of three riders a day board the bus and ride to Spring Brook Village mobile home park.

Route 2X

Route 2X provides service to and from Cunningham Intermediate School. In the morning, the route operates from the Transfer Center to Cunningham Primarily via Bluff, Grand, Hackett, Highland, and Townline. In the afternoon, the route travels from Cunningham to the Transfer Center via Portland and Pleasant.

Ridership on the route is low, with just four average daily boardings in the morning and one boarding in the afternoon. In the morning, almost all riders board at the Transfer Center and alight at Cunningham, and in the afternoon, almost all riders board at Cunningham and alight at the Transfer Center.

Route 3X

Route 3X provides service to Beloit Memorial High School in the morning only with an alignment that is significantly different than the regular Route 3. Route 3X starts at Freeman Parkway Apartments, serves Spring Brook Village mobile home park, and then stops along Wisconsin, Grand, and Fourth before ending at Beloit Memorial High School.

The route generates moderate ridership with an average of 11 boardings per trip. The stops responsible for most of the ridership are Spring Brook Village Mobile Home Park and Wisconsin & Copeland.

Aldrich Tripper

The Aldrich Tripper provides service between the Transfer Center and Aldrich Middle School and serves many of the same streets that Route 3 inbound does. From the Transfer Center, the route operates primarily on Grand, Wisconsin, Henry, Shopiere, Cranston, and Prairie to Aldrich Middle School. The routing is almost identical in the afternoon, but it operates in the reverse direction.

The route has moderate performance, with 11 average daily boardings in the morning and 13 boardings in the afternoon. In the morning, ridership comes from the Transfer Center, Wisconsin & Keeler, and Wisconsin & Harvey stops. In the afternoon, riders board at Aldrich and alight at Wisconsin & Copeland/Harvey/Alice/Keeler, as well as the Transfer Center.

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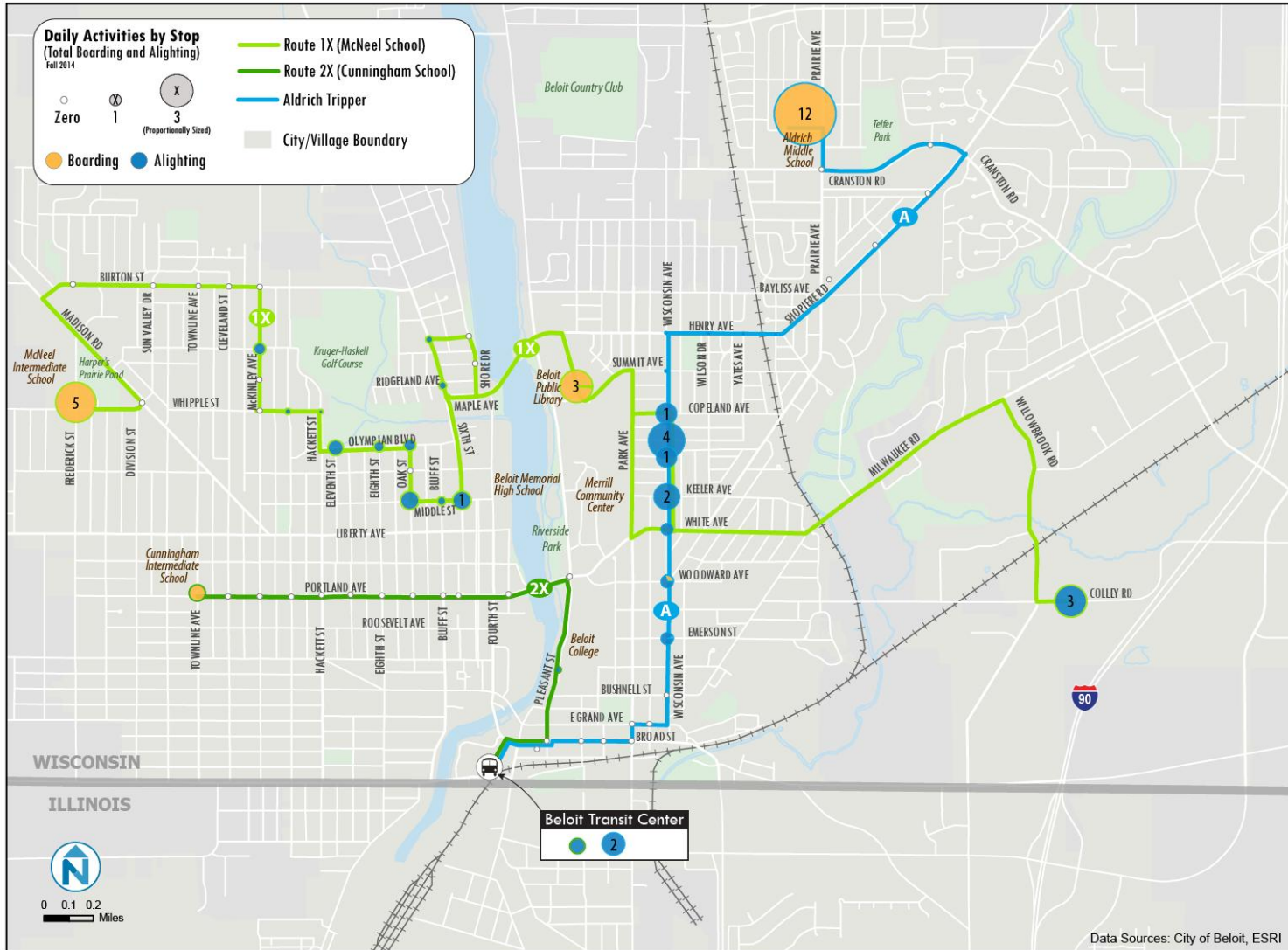
Figure 23 Total Daily Boardings – School Trippers (AM)



Data Sources: City of Beloit, ESRI

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Figure 24 Total Daily Activities – School Trippers (PM)



7 OPERATOR FEEDBACK

To help the consulting team better understand the BTS system and the operating environment in Beloit, BTS operators were interviewed to gain their insights. The following is a summary of the comments that are most relevant to this planning effort.

General Comments

- **Service Characteristics**
 - Some riders want a direct connection to Walmart to make shopping more convenient.
 - More service to areas near Park Ave & Henry Ave may be warranted.
 - Customers have requested more Saturday service.
- **Fares**
 - Riders need more pass options, and a day pass should be considered
 - There should be a change machine in the Transfer Center, similar to what they have in Janesville.
- **Passenger Amenities**
 - Consider adding a shelter on Fourth at Family Dollar
 - Consider adding a shelter near Charter Communications on Cranston Road
- **Rider Characteristics**
 - There is a significant Spanish-speaking population riding the bus.
- **Trip Characteristics**
 - The system has significant transfer activity between routes.

Route-Specific Comments

- **Route 1**
 - The route has adequate time in the schedule.
 - Consider serving Shore Dr with Route 1 instead of Route 2.
- **Route 2**
 - Evaluate the routing on Route 2 and consider operating on Shirland and Madison
 - The Woodman's stop is in a bad location and should be reevaluated
 - Stops on Bluff St. can be difficult to serve when there is snow.
- **Route 3**
 - It is difficult to stay on schedule on Route 3, particularly when the bus serves Caritas.
 - Consider not going into the Piggly Wiggly parking lot.

- It can be difficult to get through the Maple & 4th and Wisconsin & White intersections.
- Consider serving more of Henry Avenue.
- The one-way loop design is inconvenient for some passengers because they have to ride out of direction.
- Passengers don't like walking across the parking lot to the Hospital from the bus stop because it is a long distance.
- Ambulances sometimes block the bus at the cancer center
- Consider adding shelter on Cranston Road near Cable office
- Consider adding shelter on Henry
- It is a long way to walk to the front door of the hospital from the bus stop
- **Route 4**
 - It is difficult to stay on schedule on this route.
 - Walmart is a major destination on the route, and people also ride to Central Christian Church, Hormel, Frito Lay, the BTS facility, and Kettle Foods.
- **BJE Route**
 - Certain trips on the BJE route can be difficult to maintain on-time, particularly the 8:00 a.m. and 2:00 p.m. trips.
 - Customers request Saturday service on the BJE.
 - The BJE Route is often held up in Janesville because it needs to wait for transferring riders from JTS buses that are running late.
 - BJE fares are confusing for some people because they are different than normal fares. More information should be provided to riders about fares.

8 COMMUNITY ENGAGEMENT

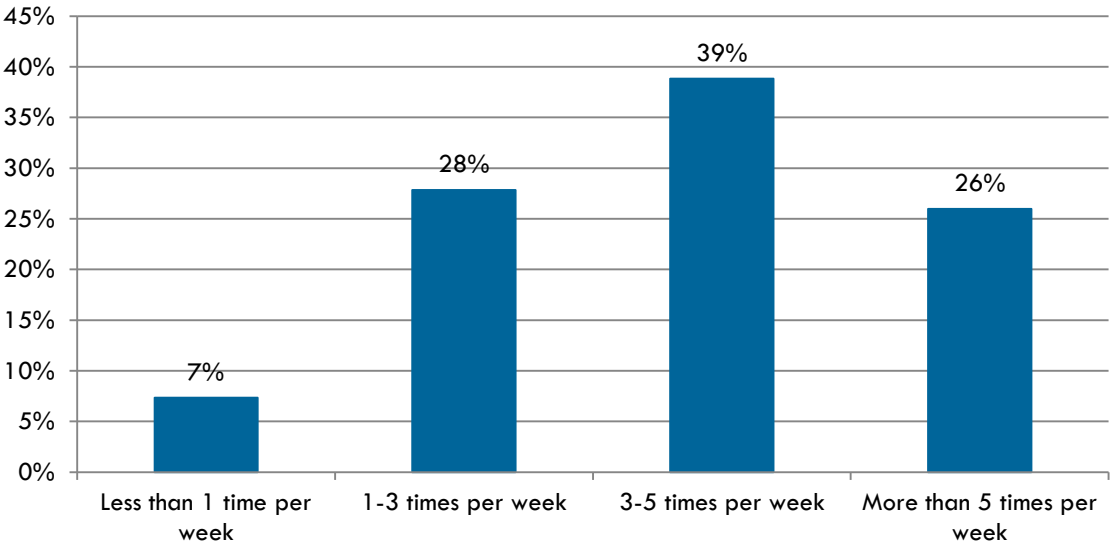
ON-BOARD SURVEY

An on-board survey of BTS riders was conducted in the spring of 2014 by BTS staff to better understand user patterns and perceptions of the system. A total of 327 respondents answered the 13 question survey.

Findings

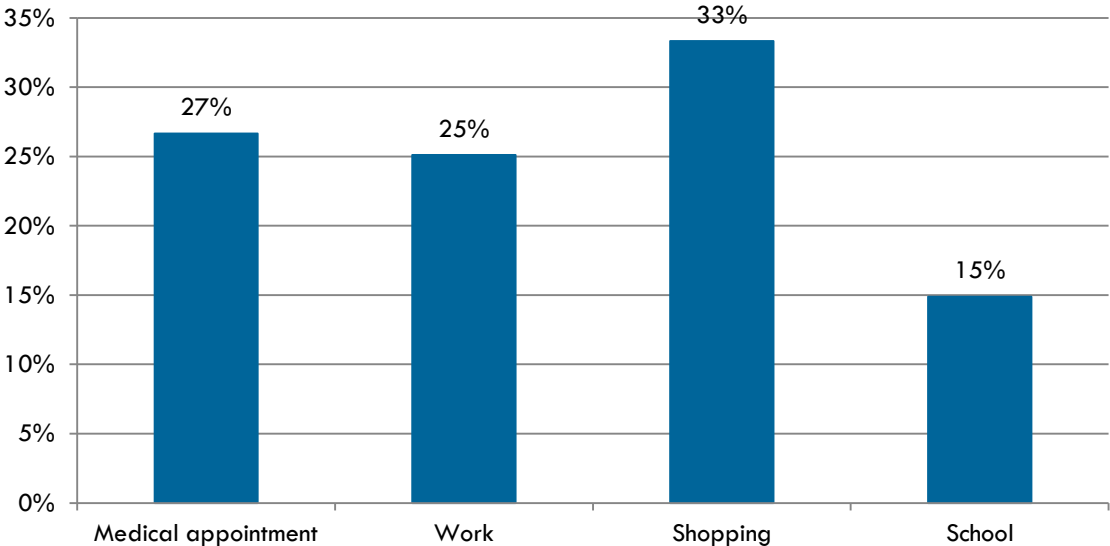
Most of the respondents indicated they are frequent riders with 39% riding 3-5 times per week and 26% riding more than 5 times per week.

Figure 25 Frequency of Use



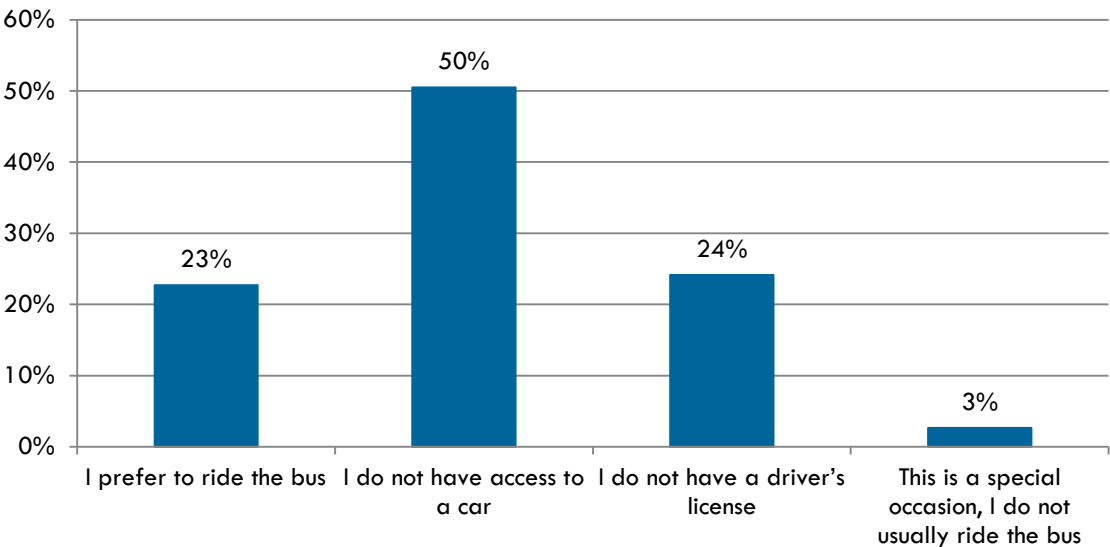
The purpose of rider's trips are diverse, with 26.7% riding for medical appointments, 25.1% for work, 33.3% for shopping, and 14.9% for school. In most transit systems, medical-related trips typically rank behind shopping and work.

Figure 26 Trip Purpose



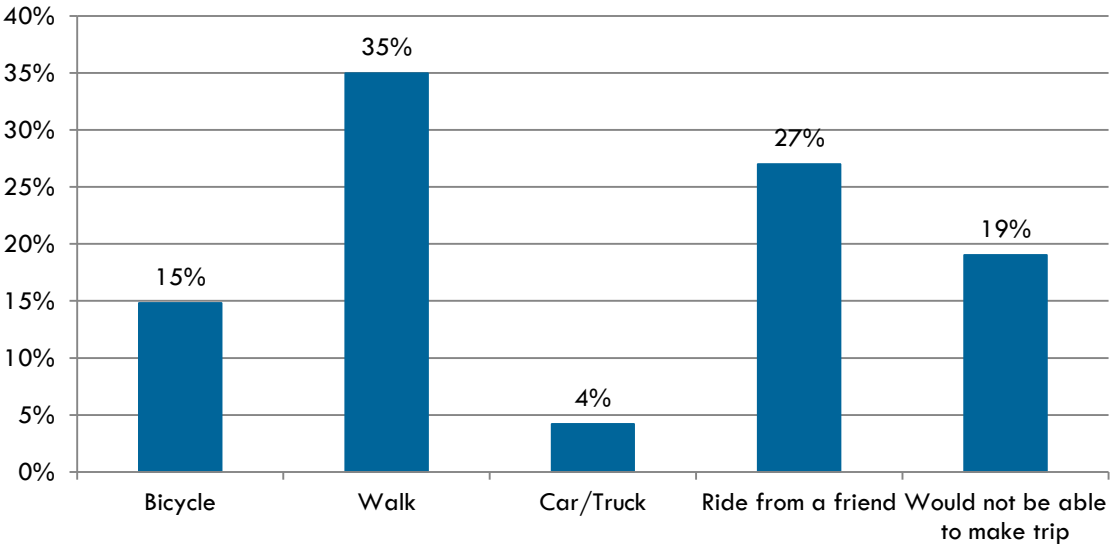
According to the survey, most riders are what would be classified as dependent riders (riders with little to no other options), as 50.5% do not have access to a car, while an additional 24.2% do not have a license to operate a vehicle.

Figure 27 Reason for Riding Bus



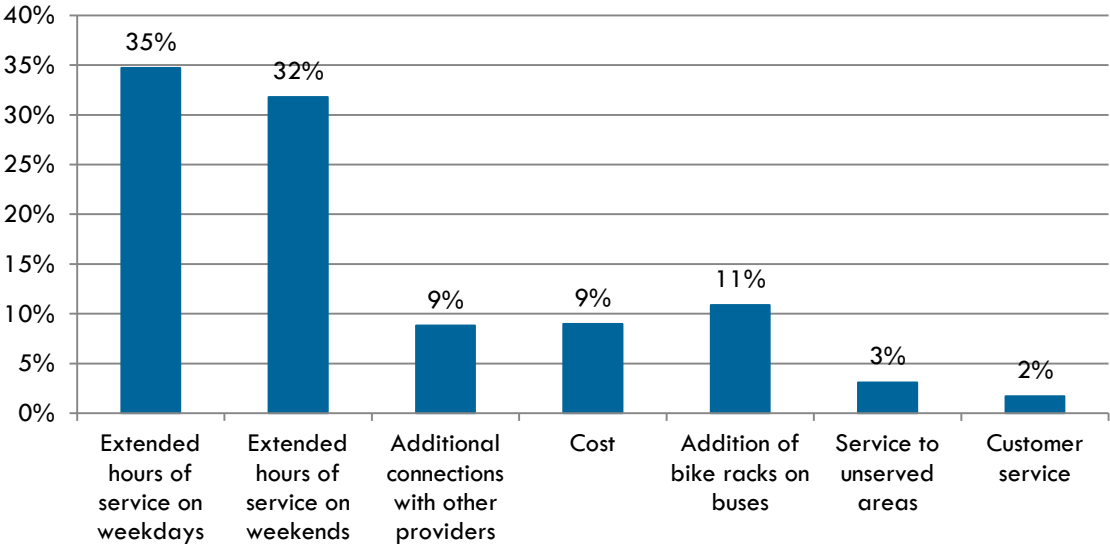
Nineteen percent of respondents indicated they would not be able to make their trip if the BTS system did not exist. With 35% of respondents, walking was the most likely travel alternative for users, although the distance of such trips is unknown.

Figure 28 How would you Make this Trip if the City Bus was Not Available?



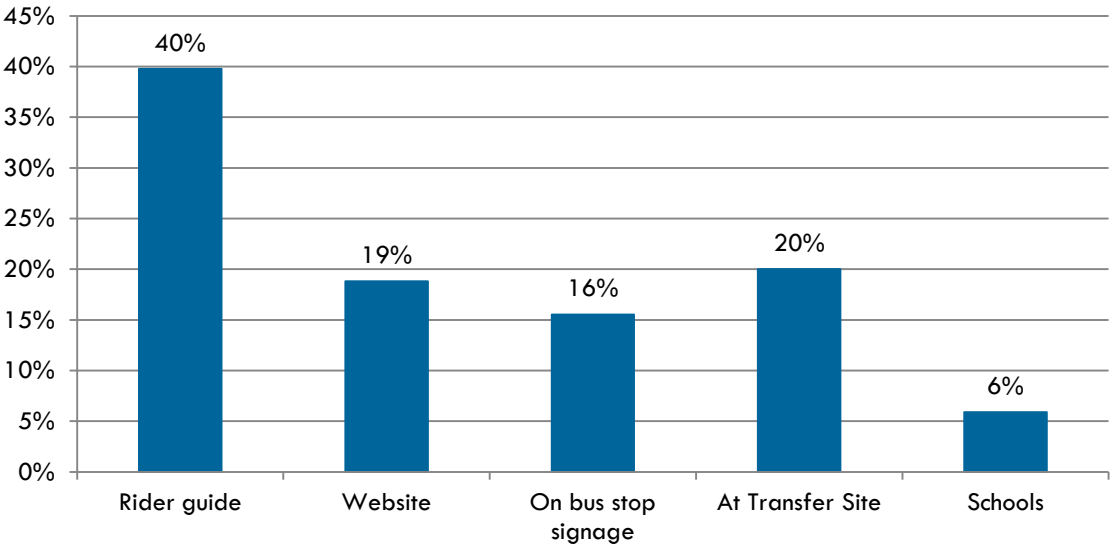
Extended hours for both weekday (34.7%) and weekend (31.8%) service are by far the most desirable service improves respondents would like to see made to the BTS. The addition of new services did not rank highly on the desires of survey respondents. Only 8.8% would like to see improved connections with other transit systems and only 3.1% want service added to new areas.

Figure 29 Potential Service Improvements



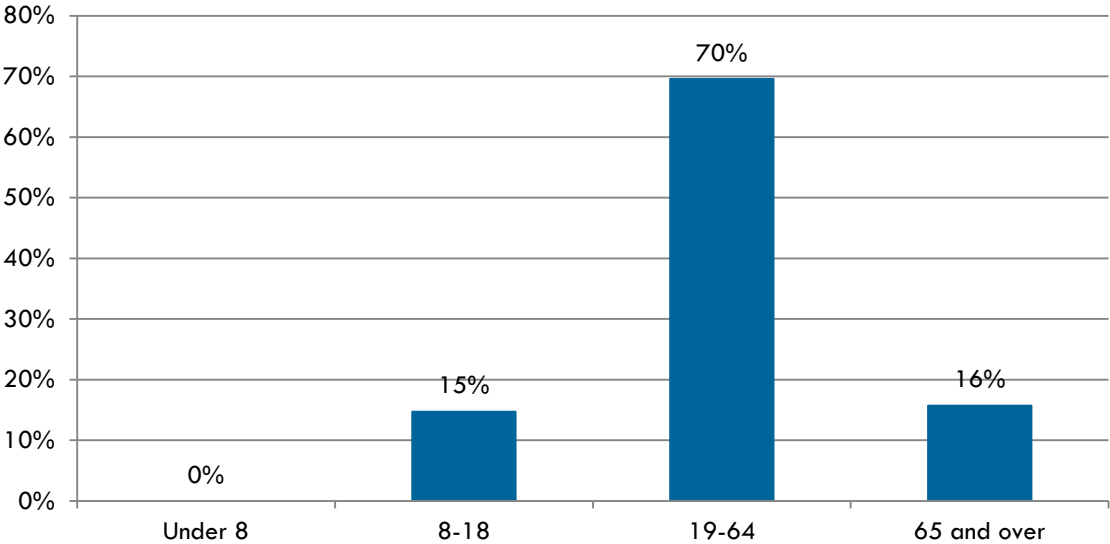
When asked how they would like to obtain information about BTS, the most popular answers were rider guide (40%), at transfer site (20%), and website (19%). This indicates that the rider guide is the most important component of rider information to focus on.

Figure 30 How would you Like to Obtain Information Related to BTS?



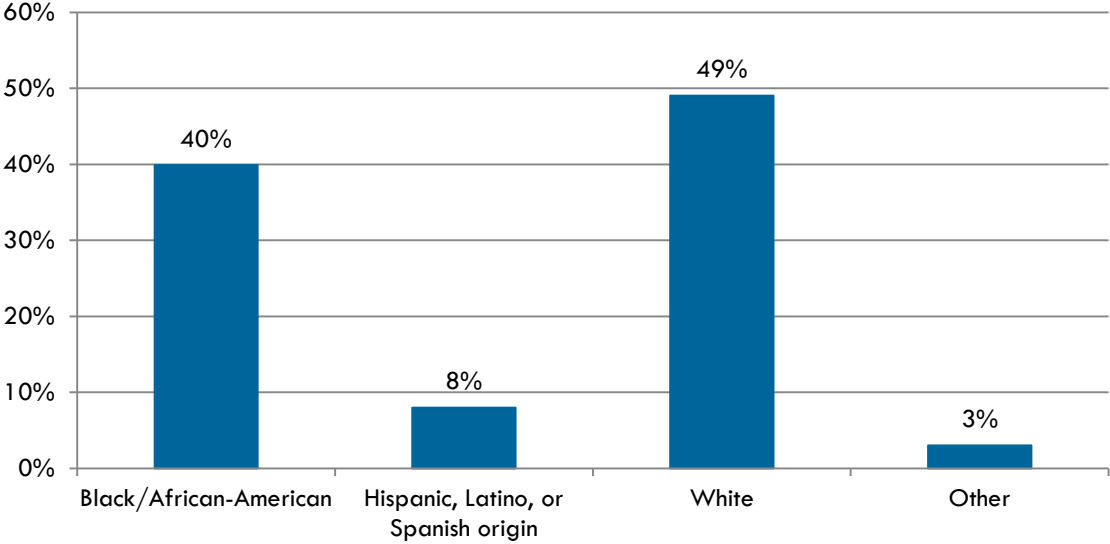
The vast majority of riders who took the survey (70%) were adults between the ages of 19 and 64. Of the rest, 16% were 65 and over and 15% were 8-18.

Figure 31 Age



Respondents were diverse, with 49.0% of respondents identifying as white, 39.9% as Black/African-American, 8.0% as Hispanic/Latino, and 3.0% other.

Figure 32 Race/Ethnicity



STAKEHOLDER DISCUSSIONS

To better understand community perceptions, needs, and priorities related to public transit, a list of potential stakeholders was developed by BTS staff with the assistance of community leaders familiar with local and regional organizations. Several different segments of the community were encouraged to participate in the stakeholder discussions, including organizations that serve seniors, people with disabilities, students, persons living in poverty or without a home, and several other community organizations.

While major employers located within the City of Beloit were not a primary focus of the stakeholder discussion effort, BTS and consultant staff discussed the needs and challenges (primarily related to hours of operation and access) of accommodating employees. As a result, the service planning process included an emphasis on improving access to major employers situated within the Beloit Industrial Park, as well as between Riverside Dr and Park Ave.

Two stakeholder discussions were held on November 5th, 2014 at the Eclipse Center. A total of 17 individuals representing a wide variety of organizations participated in the stakeholder meetings. Organizations represented in the stakeholder discussions are listed in Figure 33.

Figure 33 Stakeholder Participants

Name	Organization
Gary Bersell	KANDU Industries
Regina Dunkin	Merrill Community Center
Tammy DeGarmo	Project 16:49 / Robin house
Donna Goldsmith	Rock-Walworth Comprehensive Family Services Head Start
Patty Hansberry	Retired and Senior Volunteer Program of Rock County
Marline Holmes	Women's Fund of the Stateline Community Foundation
Steve Howland	Interested Citizen
Jeff Hoyt	Hands of Faith
Chuck Kincaid	Beloit City Council
Sandra Kincaid	Women's Fund of the Stateline Community Foundation
Janelle Marotz	School District of Beloit
Stacy Nemetz	School District of Beloit
Cecilia Ramirez	Latino Service Providers Coalition
Travis Schueler	Rock Valley Community Programs
Robin Stuh	School District of Beloit
Shirley Williams	Interested Citizen

At the start of each stakeholder discussion, participants were given a brief overview of the study, its goals, and the purpose of the stakeholder meeting. Participants were asked to describe the services offered by their organization or agency, and to discuss what they viewed as the top transportation issues or challenges in Beloit. They were then asked to discuss their views on local transit services in Beloit, its strengths and weaknesses, and key transit needs.

Major Themes

A number of major themes emerged during the stakeholder discussion meetings. Rather than attribute comments to an individual or a stakeholder group in isolation, the major themes have been summarized below.

Cost of Transit

- Many BTS riders are low-income and the cost to ride may be an impediment to riding the bus more. Stakeholders have heard of riders only shopping one day a week because they can only afford to ride the bus one day a week.
- Appleton and Janesville have free or reduced transit costs for students. Stakeholders would like BTS to provide a more discounted fare for students. A discounted semester pass is available as well as ten ride punch passes, but it can be difficult to come up with the money in advance for those items. One idea is to spread the cost of a yearly pass over four terms instead of two semesters.
- BTS should consider more low income passes and fare media that make it more affordable to make frequent trips. The system should examine if there are revenue neutral ways to increase ridership.

Evening Service

- Consider evening service in Beloit, like Janesville, which has deviated fixed route service in the evenings. This service has allowed KANDU Industries to expand.
- The last BJE trip arrives in Beloit at 6:00 p.m., but there is no local service to take riders to other parts of town at that point, because there is no evening service.
- Some students at Beloit College can't get to jobs and internships because of transportation issues, particularly in the evening. A student fee to fund additional service is worth exploring.
- Transportation at night is a concern for everyone, because most jobs are outside the community. Look at shift change times for opportunities to serve workers.
- Getting to urgent care at night is an issue.
- Many kids don't do school activities at night because they have no transportation home due to the lack of evening service.
- Many teenagers can't work because they don't have transportation in the evenings due to a lack of bus service.

Service Design

- Some feel that bus stops are too far from where people live and where they want to go. Others feel that the routes do a good job of covering the city.
- The one-way loop structure can make the routes slow and time consuming due to out of direction travel.
- There are pockets residents in Beloit Township that would benefit from service.
- Consider operating service to Staples Distribution Center and Frito Lay.

- The infrequent service on the BJE route is an issue. Some wish it were more frequent. In addition, it can be time consuming to make a transfer because the BJE operates every 60 minutes but the other routes operate every 40, so transfers are not timed.

Passenger Information

- Many people don't know that maps and information about the system exist.
- Some people have a hard time understanding and reading maps, making it difficult to understand the system.
- Language is a barrier for some people riding the bus. BTS should consider providing materials in Spanish.
- Leverage partnerships with organizations to provide information to the community.
- It would be nice to have someone explain how the system works to kids. The school district has to explain to people how to use the bus, and it can be confusing. Students tend to learn from other students. In the past, schools have had outings in the city where they used the bus, and that showed students how to use it. There could be a summer class on how to use the bus.
- Showing stop locations on the route map would be helpful.
- Google Transit will help, but not everyone has Internet access.
- People often don't know where bus stops are because the signs are difficult to spot.
- Have some kind of connection with social media to attract young people.

Passenger Amenities

- Passenger amenities are poor at most stops, with no bench and no shelter.
- Shelters should be installed in places where there are lots of riders.
- The Transfer Center feels isolated to some people. Consider improving the landscaping to enhance it visually, and make it more like a park.

Public Outreach

- Surveying students is a good idea, to find out about their needs and family needs. There are kids who would want to do sports, but can't because they don't have transportation.
- Find places where people naturally congregate to get input.










Other

- Safety is a concern for people walking to and from the bus stop at night.
- The plan should consider that the city needs better infrastructure for ridership. Sidewalks and lighting are an issue, and there should be sidewalks along all bus routes.
- The transit system should make a map of which areas need capital improvements.
- Many places in the city don't have sidewalks, and the sidewalks that do exist are often covered with snow in the winter.
- Enhance the aesthetic value of transit, and ridership and support will increase.
- Advertising may be a way to get more funds for transit.
- Seek diversity among bus drivers.

Tradeoff Exercise

At the end of the stakeholder discussions, all participants were asked to participate in a short tradeoff exercise. Participants were given a sheet with a series of tradeoff statements and asked to mark their preference for each tradeoff. The results, included in Figure 34, highlight stakeholders' values about certain transit issues.

Figure 34 Tradeoff Exercise Summary

Tradeoff	Choices	% of Responses
Service Expansion	Improve frequency to 30 minutes	 17%
	Extend evening service to 9:00 p.m.	 83%
Service Allocation	Increase service in high ridership areas and reduce service in low ridership areas	 50%
	Maintain service levels on all existing routes	 50%
Service Expansion	Provide more weekday service	 67%
	Add Sunday service	 33%
Directness and Access	Space bus stops every other block to minimize walking distance	 50%
	Space bus stops ever 3-4 blocks to minimize travel time	 50%
Route Connectivity	Start/end all routes at Downtown Transit Center to ensure connections to all other routes	0%
	Add crosstown service that bypasses Downtown TC to reduce out of direction travel	 100%

The exercise was only conducted with participants in the stakeholder discussions, making the sample size small, so the results should not be viewed as representative of the entire community. However, the results do provide some information about the preferences of individuals and organizations in Beloit.

For the service expansion questions, participants favored increasing hours of service over improving service frequency to 30 minutes. They also slightly preferred providing more weekday service over adding more Sunday service. There was unanimous consensus that a crosstown service that bypasses the Transfer Center to reduce out of direction travel is preferred over starting and ending all routes at the Transfer Center to ensure connections to all other routes. The responses to the service allocation and directness and access questions were evenly split between the two options.

SERVICE CONCEPTS

Descriptions

Two concepts for fixed-routes in Beloit were developed based on detailed route analysis, the demographic assessment, stakeholder outreach, and community engagement described in previous chapters of this report. Both concepts were revenue-neutral, meaning they would cost the same to operate as the existing system.

Concept A, which is illustrated in Figure 35, had the following characteristics:

- *Improved crosstown access:* Modified Route 4 would make it easier to travel between the westside of Beloit and locations on the eastside, including Walmart and the Eclipse Center.
- *Maintains service frequency:* Buses would come every 40 minutes like they do today.
- *Maintains coverage:* Maintains service to most neighborhoods that are currently served.

Concept B, which is illustrated in Figure 36, had the following characteristics:

- *Improved crosstown access:* Modified Route 4 would make it easier to travel between the westside of Beloit and locations on the eastside, including Walmart and the Eclipse Center.
- *Improves service frequency:* Buses would run every 30 minutes instead of every 40 minutes. This would make it more convenient to connect to the BJE route, which runs every hour.
- *Reduces coverage:* In order to have 30 minute frequency, buses would not serve as many streets. Certain streets that are served today and in Concept A, such as Olympian Blvd and Colony Ct, would not be served

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Figure 35 Concept A Route Alignments



Community Feedback

Public Meetings

The service concepts were presented to the public on February 18th at an open house at the Beloit Transfer Center from 10:00 a.m. to 2:00 p.m. and at a public meeting at the Beloit Public Library from 4:00 p.m. to 6:00 p.m.

The open house at the Beloit Transfer Center had moderate attendance with over 30 participants, 18 of whom provided responses to a four-question intercept survey. Poster boards depicting existing ridership patterns and two varying scenarios were provided to foster discussion. Participation primarily consisted of existing customers that utilize the service on a regular basis for shopping and medical trips. Additional participants consisted of customers with work schedules that do not align well with existing bus schedules (i.e., shift workers and temporary employees) and non-riding citizens interested in transit.

The open house at the Beloit Public Library was sparsely attended with five participants. Poster boards and a brief slideshow presentation were provided to inform participants of the TDP process and potential outcomes.

In addition to learning about the service concepts, meeting attendees were asked to fill out a survey to help the project team prioritize potential service improvements. The results of this survey are illustrated in Figure 37. When asked about service frequency versus coverage, 71% favored maintaining service in all areas currently served and operating every 40 minutes, and 29% favored reducing service in low ridership areas and operating every 30 minutes. When asked about stop spacing, 79% favored spacing bus stops every other block to minimize walking distance, while 21% favored spacing stops every 3-4 blocks to minimize travel time.

When asked about service span versus frequency, 88% favored extending service from 6:00 p.m. to 9:00 p.m., while 12% favored improving frequency to 30 minutes. When asked about days of service, 59% favored providing more weekday service, while 41% favored adding Sunday service.

Figure 37 Public Meeting Tradeoff Exercise

Tradeoff	Choices	% of Responses
Service Frequency	Reduce service in low ridership areas and operate every 30 minutes	29%
	Maintain service in all areas and operate every 40 minutes	71%
Stop Spacing	Space bus stops every other block to minimize walking distance	79%
	Space bus stops every 3-4 blocks to minimize travel time	21%
Service Span	Increase hours of service to 6:00 p.m. to 9:00 p.m.	88%
	Improve frequency to 30 minutes	12%
Days of Service	Provide more weekday service	59%
	Add Sunday service	41%

Online Survey

An online survey was conducted to gather feedback about the route concepts. The survey was advertised on buses, on the BTS website and through email communications. A total of 26 people took the survey. Results are shown in figures 38 to 47, and major findings are summarized below:

- When asked which route concept they prefer, respondents overwhelmingly chose Concept A (85% of respondents) over Concept B (15% of respondents), indicating that service coverage is more important than frequency improvements. This finding is consistent with feedback received at the open house that was held at the Beloit Transfer Center.
- Respondents who chose Concept A were asked if they prefer Concept A or would rather have the routes stay the same as today. Responses were split, with 50% choosing Concept A and 50% choosing the status quo.
- Of the respondents who chose Concept B, 80% prefer Concept B and 20% would rather keep the routes the same as today, indicating a desire to improve frequency.
- The most popular potential service improvements were increasing service frequency from 40 minutes to 30 minutes, followed by extending weekday service to run until 9:00 p.m., and providing more Saturday service. Despite the majority preference to retain a 40-minute system over a more compact 30-minute system, frequency improvements are important to customers.
- The most popular capital improvement was bike racks on buses, followed by improved lighting.
- Just over half (56%) of respondents are regular riders.
- About 80% of respondents are in the 25 – 64 age group.
- About half (52%) of respondents are employed full-time or part-time, 39% are unemployed, and 9% are retired. Only one student responded.
- About two-thirds (68%) of respondents have a smartphone with Internet access.

Figure 38 Which Route Concept do you Prefer?

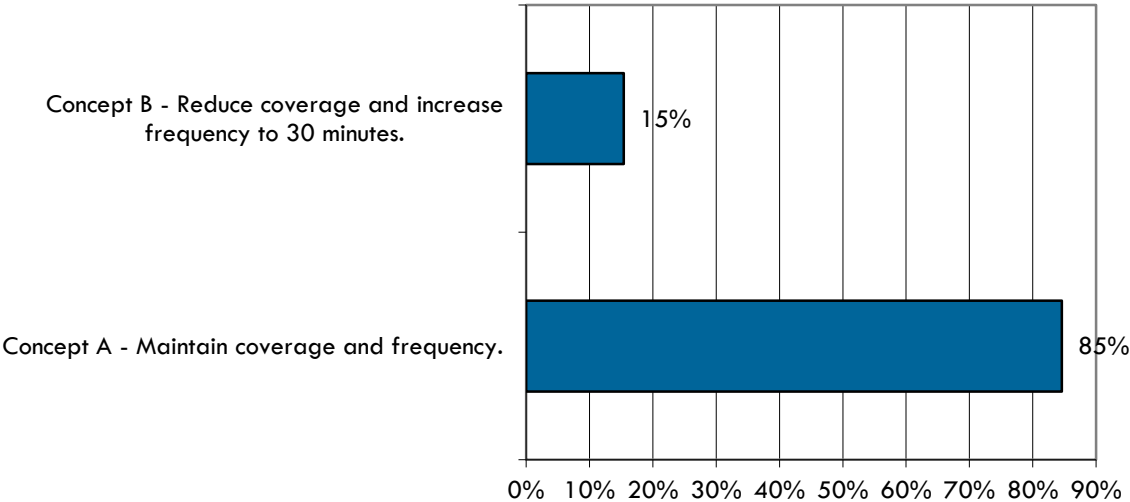


Figure 39 Respondents preferring Concept A: Do you prefer Concept A or would you rather keep the routes the same as today?

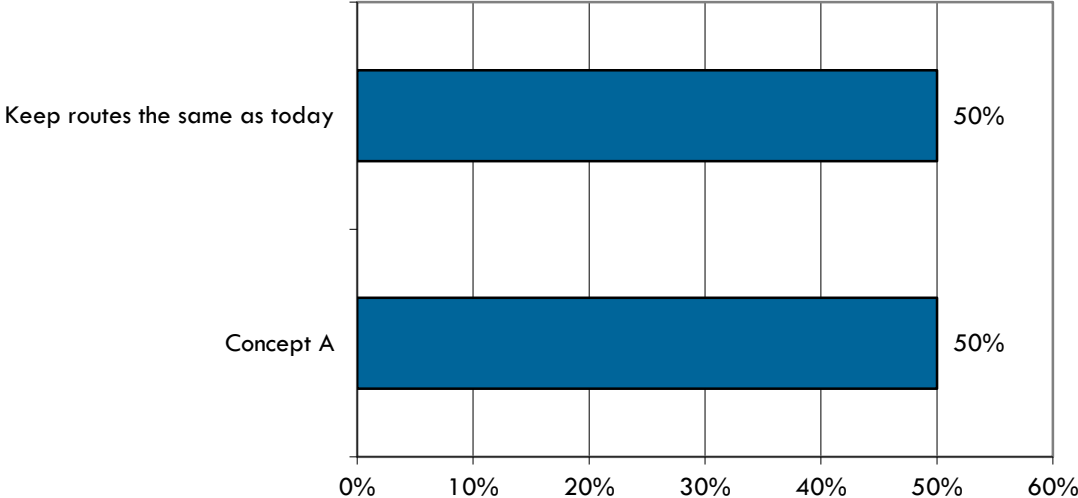


Figure 40 Respondents preferring Concept B: Do you prefer Concept B or would you rather keep the routes the same as today?

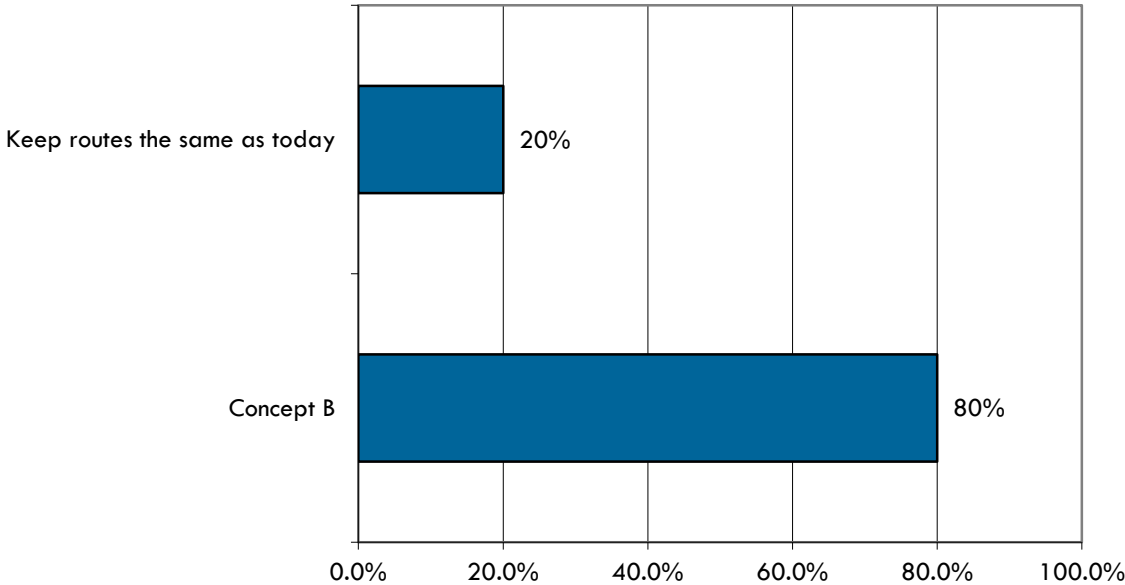


Figure 41 Rating of Potential Service Improvements

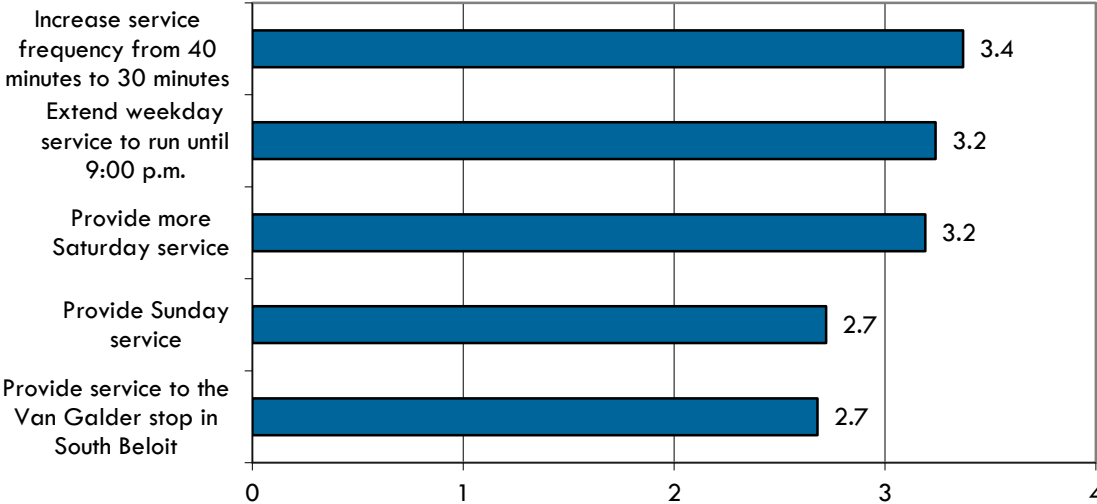


Figure 42 Rating of Potential Capital Improvements

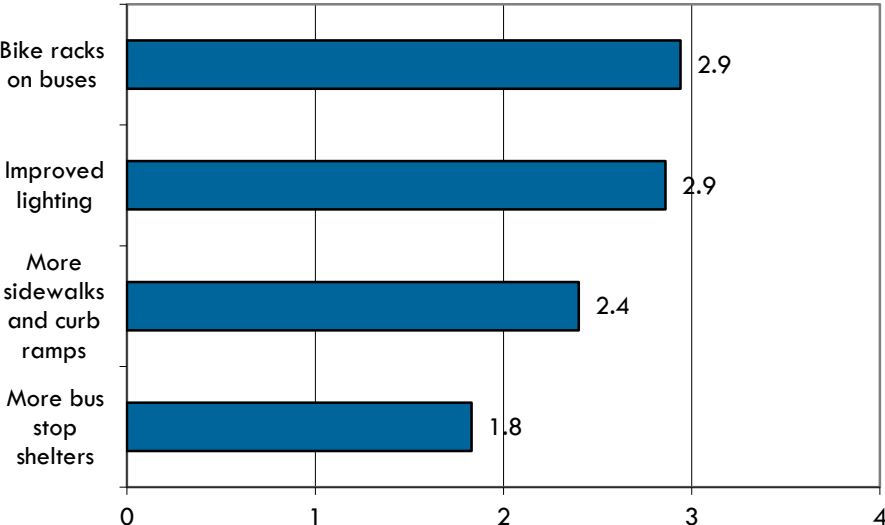


Figure 43 Frequency of Riding BTS

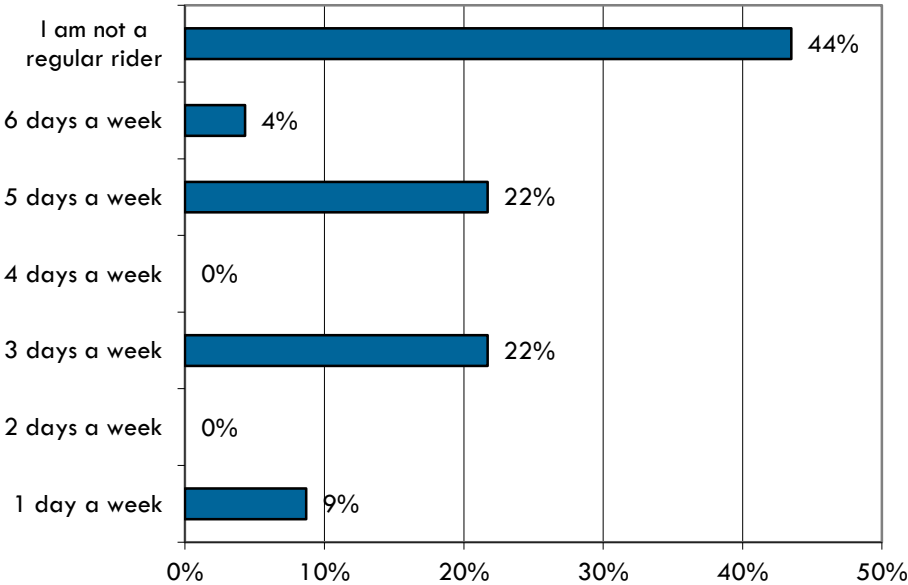


Figure 44 Routes Frequently Used by Survey Respondents

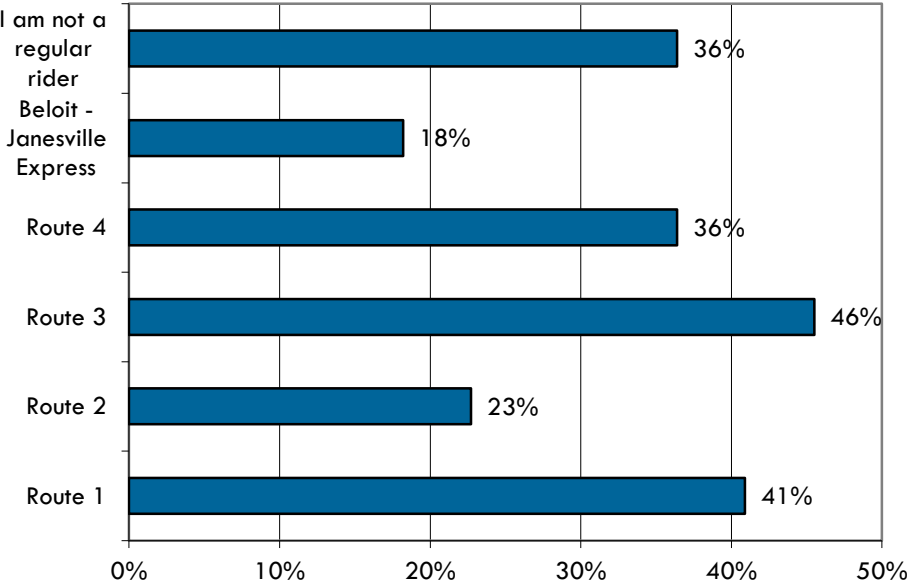


Figure 45 Age of Respondents

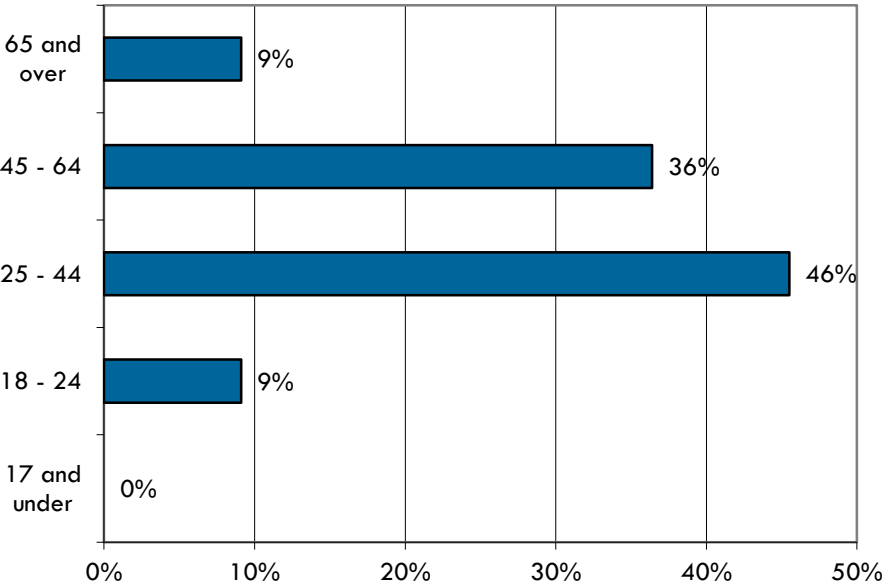


Figure 46 Employment Status of Respondents

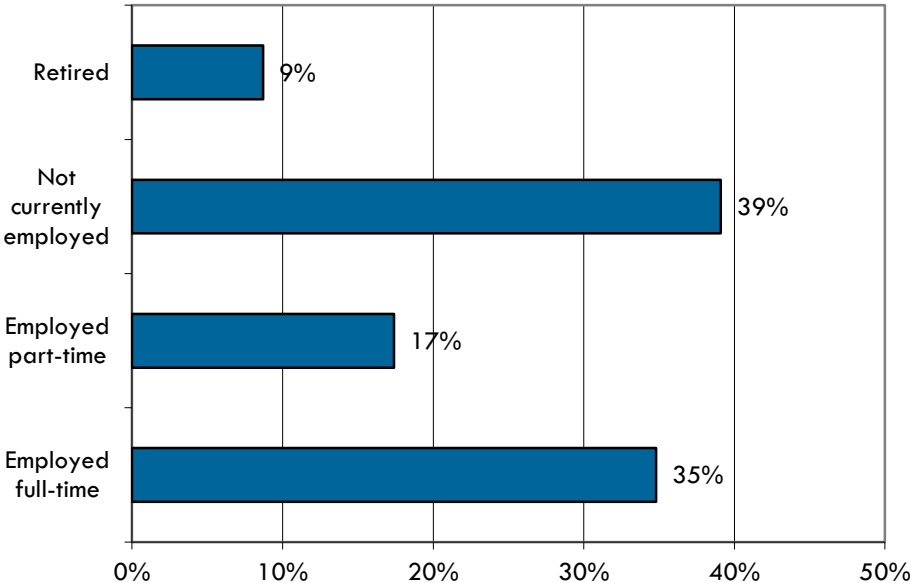


Figure 47 Student Status of Respondents

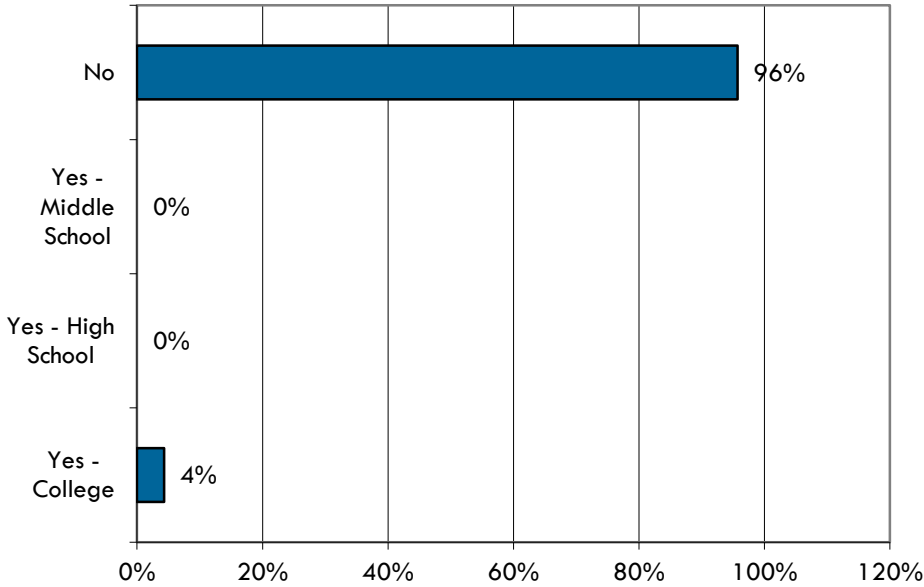
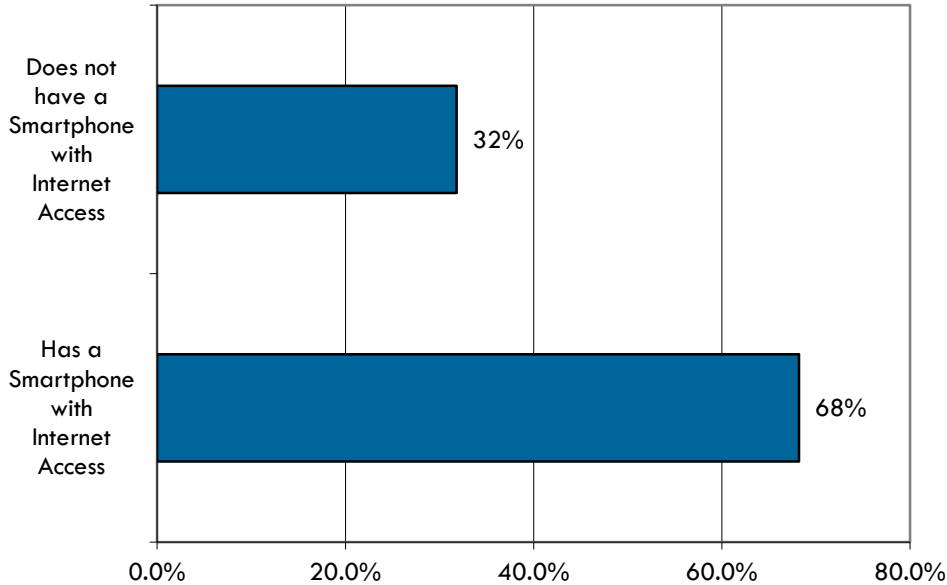


Figure 48 Smartphone Access



9 PEER REVIEW

This peer review provides a comparative analysis of fixed-route transit characteristics of Beloit Transit System and four other transit systems. Few transit systems have identical twins that can function as direct side-by-side comparisons. However, most systems share some characteristics with others, and those common characteristics can form a basis for comparison based on some number of compatibility factors. The federal government has required transit systems to report operating data for many years, and this data is readily available for systems all over the United States in what is called the National Transit Database (NTD). Data used in this analysis is derived from NTD, with the most recent operational statistics coming from 2013. Transit systems were compared based on performance indicators, effectiveness measures, and efficiency measures.

Peer systems chosen as part of this analysis and are shown in Figure 49. Peer systems were chosen based on similar characteristics, such as primary city population, ridership, geographic location, system type (each system aside from Altoona Metro Transit is operated directly by a municipality). Aside from Beloit Transit System, each peer system also provides limited and varying amounts of service to surrounding cities and/or townships. A map of peer system locations is shown in Figure 50.

Figure 49 Peer Review Agencies

System Name	Location	Primary City Population	Service Area Population	Passenger Trips	Peak Vehicles (Fixed Route)
City of Beloit Transit System	Beloit, WI	36,888	36,888	251,880	9
Altoona Metro Transit	Altoona, PA	45,796	69,608	675,174	22
Battle Creek Transit	Battle Creek, MI	51,848	80,259	532,955	14
Danville Mass Transit	Danville, IL	32,523	50,996	625,351	10
Wausau Area Transit System	Wausau, WI	39,106	50,000	675,612	18
Fond du Lac Area Transit	Fond du Lac, WI	43,021	49,167	153,885	7

Source: NTD 2013 Transit Agency Profiles

Figure 50 Peer System Locations



Performance Indicators

Performance indicators include service characteristics such as passenger trips, revenue hours, and revenue miles. Beloit Transit System’s performance in relation to the peer group is shown in Figure 51.

Figure 51 Performance Indicators

Measure	Beloit Transit System	Peer Group Minimum	Peer Group Maximum	Peer Group Average	Beloit Transit % from Average
Passenger Trips	251,880	153,885	675,174	485,810	-48%
Revenue Hours	20,526	10,266	41,231	26,307	-22%
Revenue Miles	287,809	137,481	548,266	397,704	-28%

Source: NTD 2013 Transit Agency Profiles

Figure 52 through Figure 54 illustrate Beloit Transit System’s performance characteristics in relation to each peer agency.

- Beloit Transit ranked below average in revenue hours (Figure 53) and revenue miles (Figure 54). Likewise, Beloit Transit System had the second lowest number of passenger trips (Figure 52).
- Overall, Beloit Transit System had nearly one-half fewer passenger trips, 22% fewer revenue hours, and 28% fewer revenue miles than the peer group average.

Figure 52 Passenger Trips

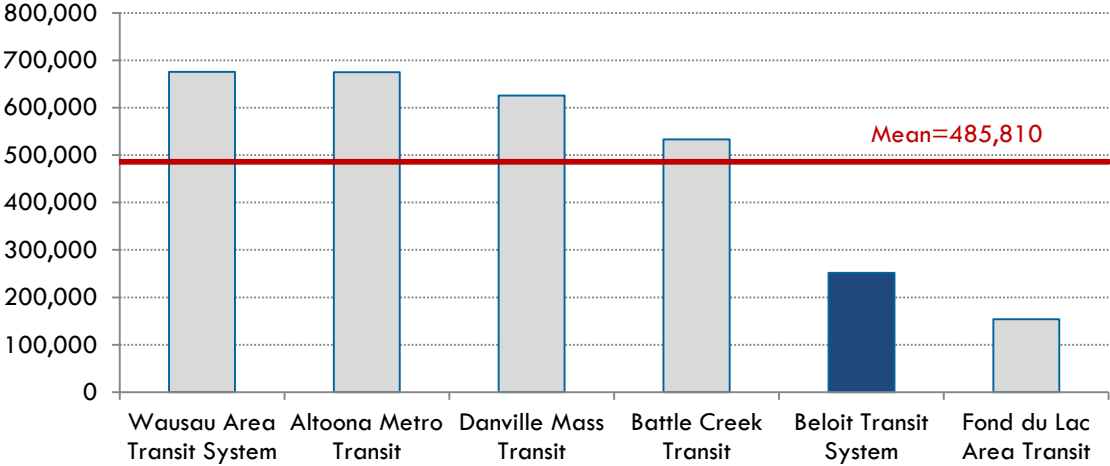


Figure 53 Revenue Hours

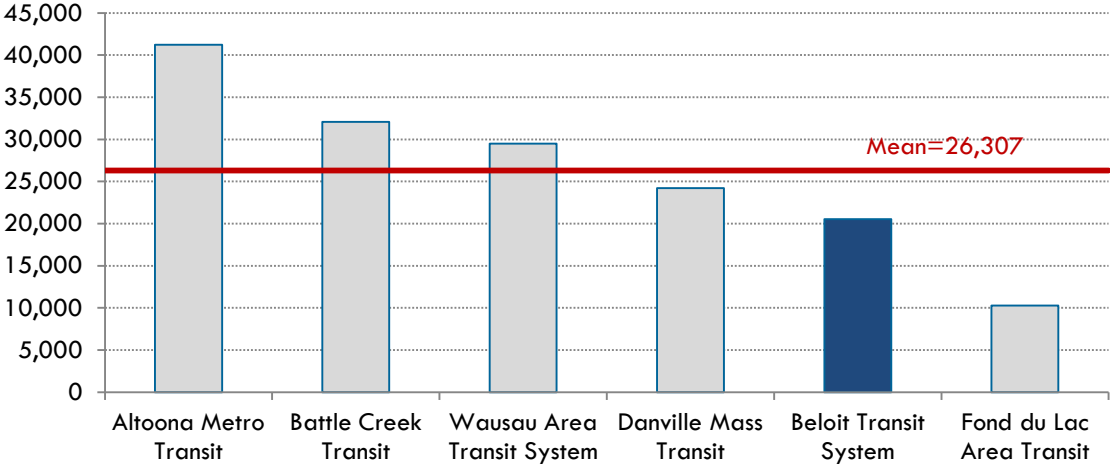
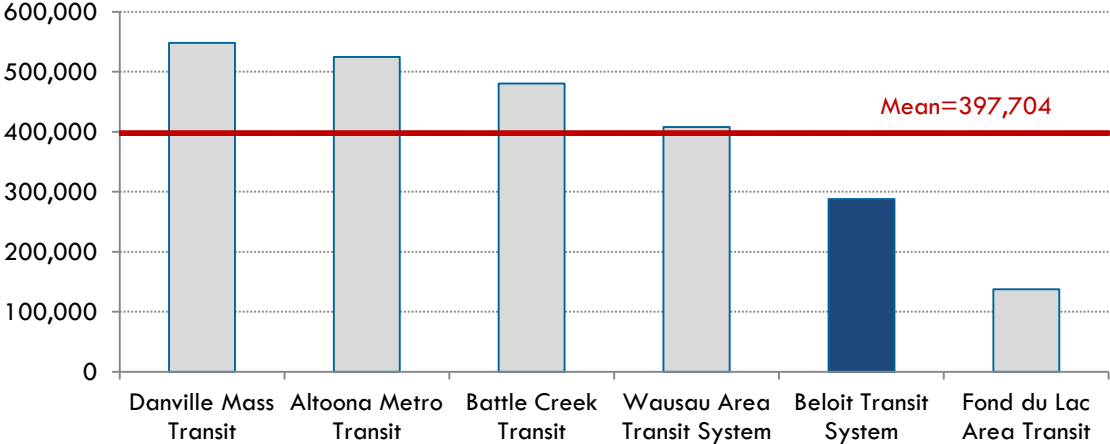


Figure 54 Revenue Miles



Effectiveness Measures

Effectiveness measures include passenger trips per revenue and average fleet age. The comparison of the Beloit Transit System’s effectiveness in relation to the peer group is shown in Figure 55.

Figure 55 Effectiveness Measures

Measure	Beloit Transit System	Peer Group Minimum	Peer Group Maximum	Peer Group Average	Beloit Transit % from Average
Passenger Trips Per Revenue Hour	12.3	12.3	25.8	18.1	-32%
Average Fleet Age	9.2	1.3	18.50	8.5	8%

Source: NTD 2013 Transit Agency Profiles

Figure 56 and Figure 57 illustrate the Beloit Transit System’s effectiveness measures in relation to each peer agency.

- Beloit Transit registered the second lowest number of passenger trips per revenue hour (Figure 56), an effectiveness measure reflecting ridership productivity.
- With respect to the fixed route average age of fixed-route vehicles (Figure 57), the Beloit Transit fleet is 8% above the group average. This indicates that Beloit Transit System vehicles are slightly older than others in the peer group.

Figure 56 Passenger Trips per Revenue Hour

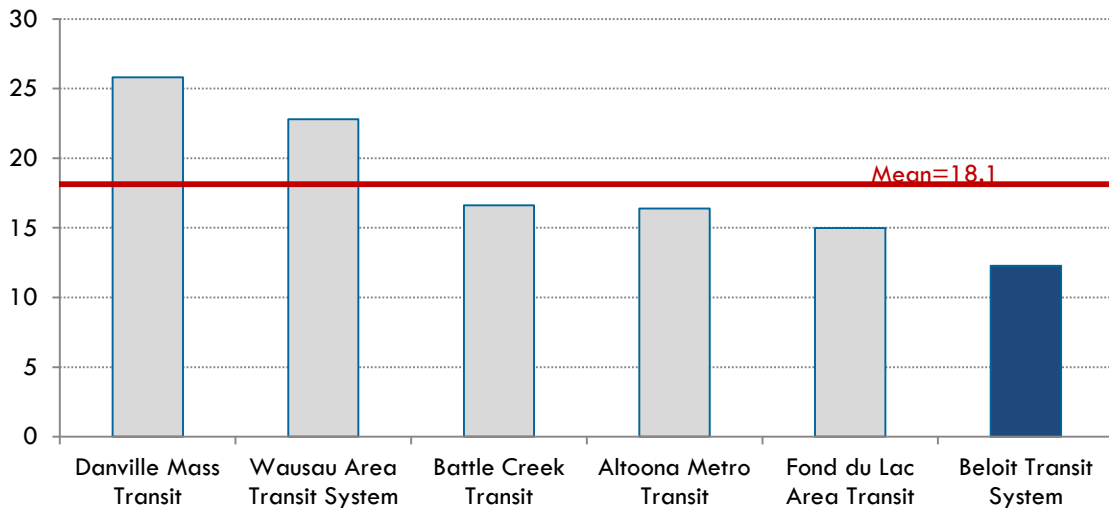
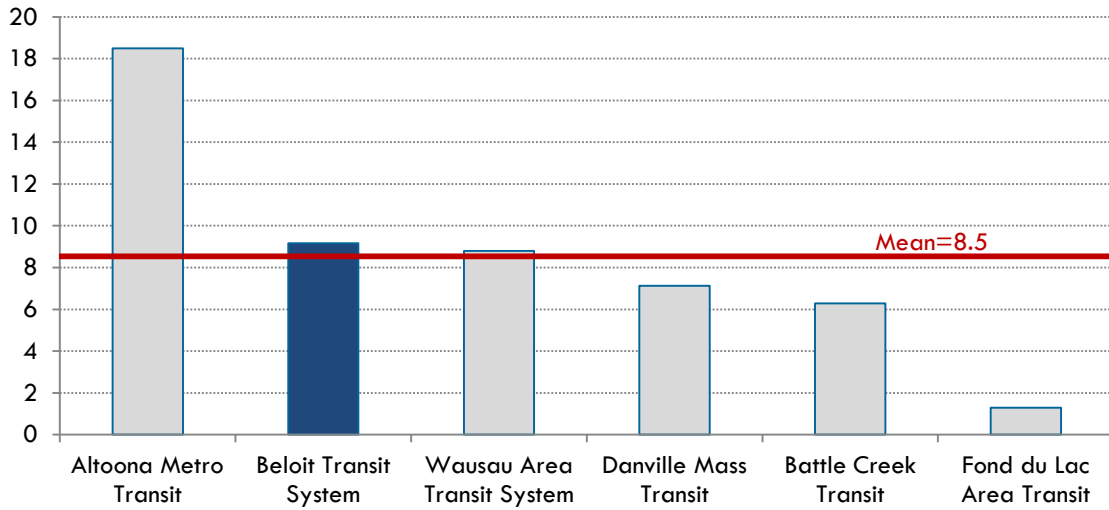


Figure 57 Average Age of Fixed-Route Vehicles



Efficiency Measures

Transit efficiency refers to minimizing operating cost ratios as well as the recouping of costs through internally generated revenue. The efficiency of Beloit Transit System in relation to the peer group can be seen through the various metrics described in Figure 58.

Figure 58 Efficiency Measures

Measure	Beloit Transit System	Peer Group Minimum	Peer Group Maximum	Peer Group Average	Beloit Transit % from Average
Operating Cost per Passenger Trip	\$7.52	\$4.10	\$11.04	\$6.81	11%
Operating Cost per Revenue Hour	\$92.33	\$92.33	\$165.52	\$115.62	-20%
Farebox Recovery	9.9%	9.9%	18.7%	13.5%	-27%

Source: NTD 2011 Transit Agency Profiles.

Figure 59 through Figure 61 illustrates Beloit Transit System’s efficiency measures in relation to each peer agency.

- Operating costs per passenger trip are nearly average (Figure 59).
- Operating costs per revenue hour are the lowest of the peer group (Figure 60).
- Conversely, farebox recovery is also the lowest of the agencies studied (Figure 61).

Figure 59 Operating Cost per Passenger Trip

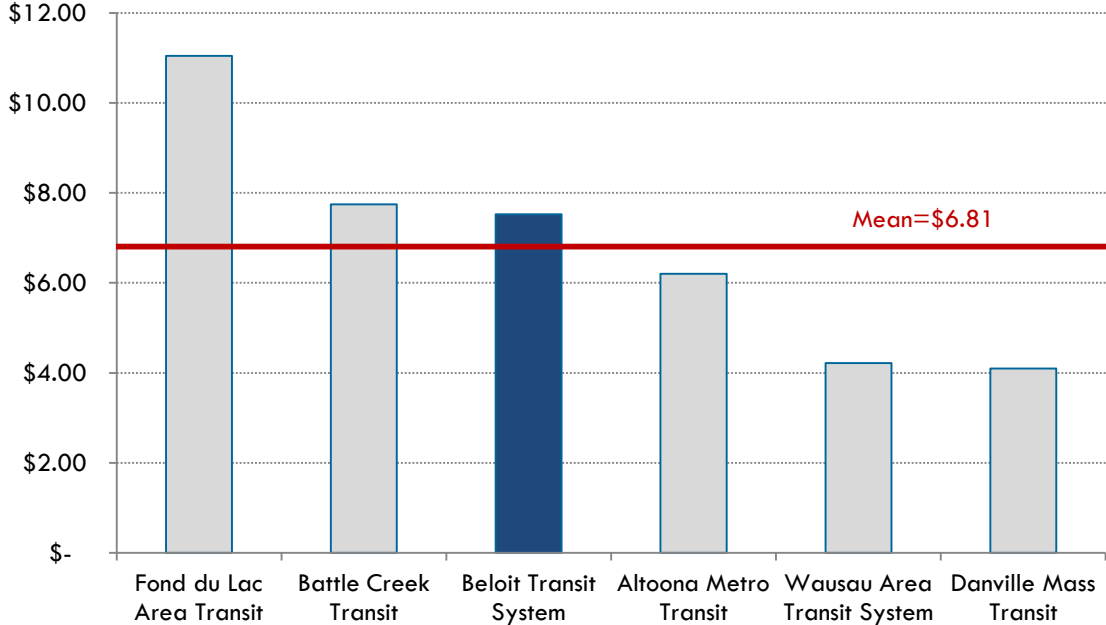


Figure 60 Operating Cost per Revenue Hour

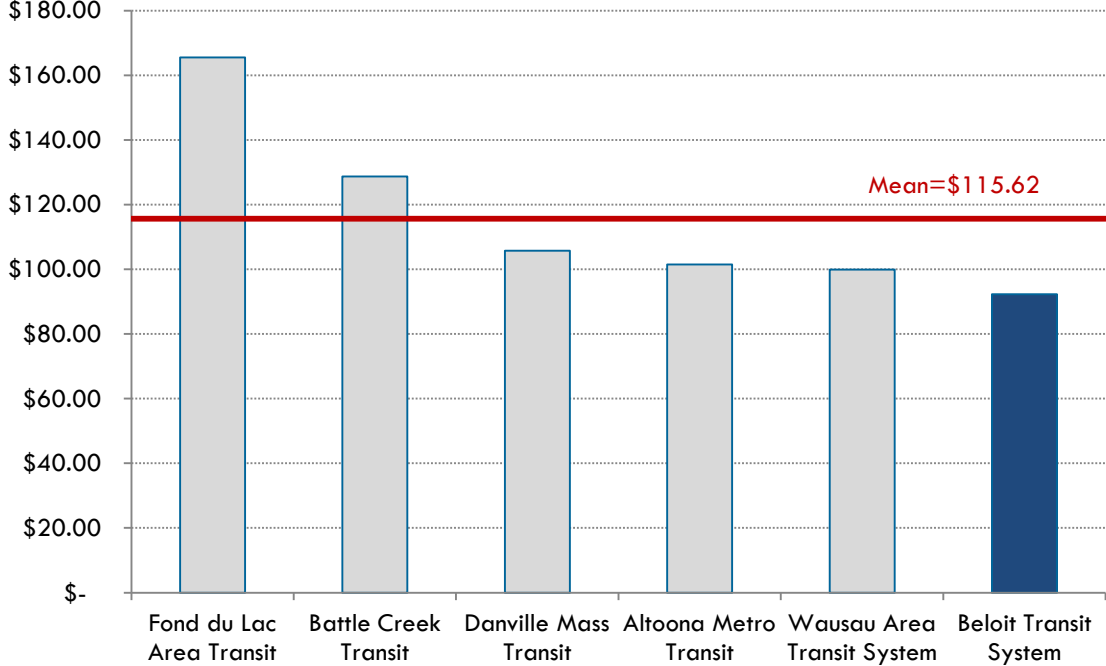
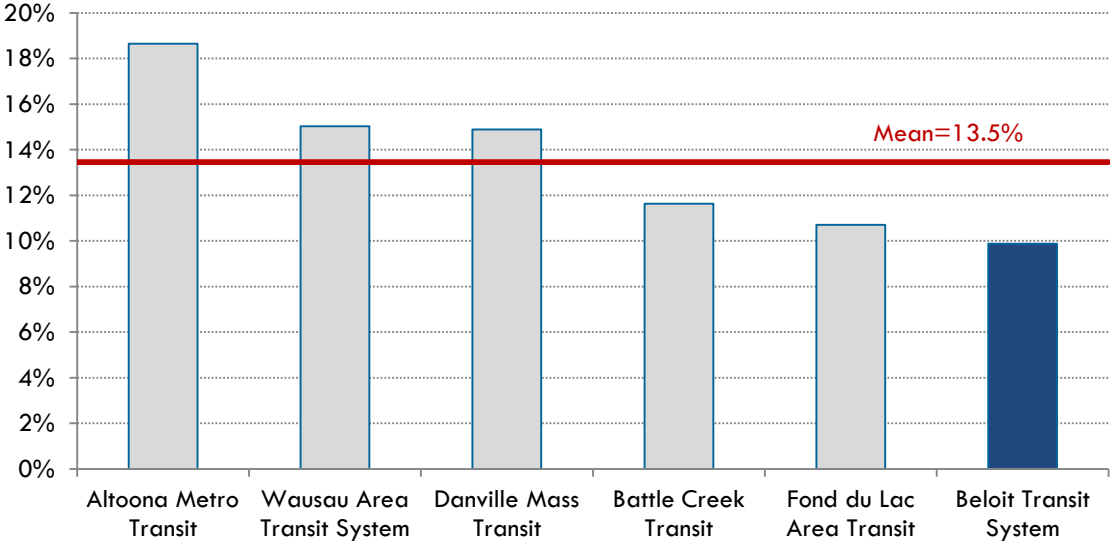


Figure 61 Farebox Recovery



SUMMARY

Overall, Beloit Transit System’s measures largely fall in the low end of the peer group. As peers were chosen in part to reflect potential system achievement, the Beloit Transit System’s number of passenger trips, revenue hours, revenue miles, fleet size, and the ratio of trips to revenue hours are below average when compared with selected peer agencies. Regarding capital investment, Beloit Transit fixed route vehicles are slightly older than others in the peer group. Finally, Beloit Transit System serves the smallest area and number of residents within the peer group.

Despite the most efficient cost per revenue hour of the peer group, Beloit Transit System realizes an average cost per passenger trip, further indicating low ridership. Farebox recovery of operating costs is the lowest of the selected group and total revenue is near the bottom.

Despite having a higher than average population density, the Beloit Transit System operates the second fewest number of fixed-route vehicles during peak periods. As Beloit Transit System’s number of passenger trips per revenue hour currently ranks last among the peer group, and revenue miles are 27% below average, additional service coverage and frequency could help increase ridership and improve overall system productivity by increasing the availability and attractiveness of transit for current and potential passengers.

10 RECOMMENDED SERVICE CHANGES

LOCAL ROUTE RECOMMENDATIONS

Recommendations were developed based on detailed route analysis, demographic assessment, and operator and customer feedback about the current system and the service concepts presented in Chapter 8.

The initial phase of service changes consist of a system restructure that is cost-neutral in terms of revenue hours and peak vehicles. The intention of the system restructure is to lay the foundation for growth as additional funds become available.

The recommended local route system consists of three routes, as opposed to the current four route system. Key benefits of the service recommendations are:

- New crosstown service connecting west, central, and east Beloit
- Improved route directness and increased schedule flexibility
- Improved access to Cranston Rd employment and shopping destinations
- Increased service to the Eclipse Center and Public Library
- Continued direct access to medical facilities and senior housing/activities
- Elimination of inefficient Milwaukee Rd segment
- High probability of increased ridership

Descriptions of each recommended route is included in this section. A system map depicting each local route along with the Beloit-Janesville Express is provided in Figure 62.

Route 1 Cranston

Route 1 will serve as a crosstown route linking the Beloit Transfer Center and several neighborhoods with major destinations such as Grinnell Hall Senior Center, Beloit High School, the Eclipse Center, Beloit Public Library, Piggly Wiggly, and Walmart. The route will operate bidirectionally between Beloit Transfer Center and Walmart along arterial streets such as Bluff St, 4th Street, Henry Ave, Shopiere Rd, and Cranston Rd.

Due to accessibility challenges along Milwaukee Rd, the route will loop around Kennedy Dr and Willowbrook Rd to access employment, medical, and education facilities. The Eclipse Center/Beloit Public Library will be served directly in both directions. Walmart is a second off-street deviation that will be served in the inbound direction only.

Recommended Service Levels

Period	Weekday			Saturday			Sunday		
	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span
Phase 1	40	2	6:00am-6:40pm	80	1	8:40am-4:00pm	-	-	-
Phase 2	40	2	6:00am-8:00pm	80	1	8:40am-4:00pm	-	-	-
Phase 3	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	-	-	-
Phase 4	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	40	2	8:40am-4:00pm
Phase 5	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	40	2	8:40am-4:00pm

Route Statistics	
Distance (miles)	14.9
Cycle Time (minutes)	80
Average Speed (miles per hour)	11.2

Route 2 Prairie

Route 2 will provide bidirectional service between Beloit Transfer Center and several medical facilities in the vicinity of Prairie Ave and Huebbe Pkwy. The route will also provide direct access to neighborhoods along Park Ave, Wisconsin Ave, Henry Ave, and Prairie Ave. Other major destinations served by Route 2 include Scoville Center Apartments, Eclipse Center, and Shopko, each of which requires short deviations from the primary alignment.

Recommended Service Levels

Period	Weekday			Saturday			Sunday		
	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span
Phase 1	40	2	6:00am-6:40pm	80	1	8:40am-4:00pm	-	-	-
Phase 2	40	2	6:00am-8:00pm	80	1	8:40am-4:00pm	-	-	-
Phase 3	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	-	-	-
Phase 4	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	40	2	8:40am-4:00pm
Phase 5	40	2	6:00am-8:00pm	40	2	7:20am-5:20pm	40	2	8:40am-4:00pm

Route Statistics	
Distance (miles)	13.6
Cycle Time (minutes)	80
Average Speed (miles per hour)	10.2

Route 3 Madison

Route 3 will operate a clockwise loop in west Beloit, providing direct access to several residential areas. Major destinations served by Route 3 include Woodman’s and McNeel Intermediate School. Route 3 has a shorter cycle time (40 minutes) than Routes 1 and 2 (80 minutes), allowing it to be operated by a single bus at all times.

Recommended Service Levels

Period	Weekday			Saturday			Sunday		
	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span	Headway	Vehicles	Service Span
Phase 1	40	1	6:00am-6:40pm	40	1	8:40am-4:00pm	-	-	-
Phase 2	40	1	6:00am-8:00pm	40	1	8:40am-4:00pm	-	-	-
Phase 3	40	1	6:00am-8:00pm	40	1	7:20am-5:20pm	-	-	-
Phase 4	40	1	6:00am-8:00pm	40	1	7:20am-5:20pm	40	1	8:40am-4:00pm
Phase 5	40	1	6:00am-8:00pm	40	1	7:20am-5:20pm	40	1	8:40am-4:00pm

Route Statistics	
Distance (miles)	9.4
Cycle Time (minutes)	40
Average Speed (miles per hour)	13.8

SCHOOL TRIPPER RECOMMENDATIONS

Several changes are also recommended for the School Tripper system. Currently, four tripper routes provide service targeted to school in Beloit. It is recommended that two tripper routes be operated in the future serving McNeel Intermediate School and Aldrich Middle School in both the morning and afternoon. These routes are shown in Figure 63 below.

SUMMARY OF RECOMMENDED SERVICE CHANGES

The following figures summarize the resources necessary to implement the initial system restructure as well as future expansion phases.

Figure 64 Summary of Phase 1 Recommendations

Route	Recommendation	Annual Hours	Peak Vehicles
1 Cranston	New crosstown route serving West, Central, and East Beloit	6,967	2
2 Prairie	New route serving Central and North Beloit	6,967	2
3 Madison	New loop route serving West Beloit	3,737	1
McNeel Tripper	New route	240	1
Aldrich Tripper	New route	210	1
		18,120	7

Figure 65 Summary of Phase 2 Recommendations

Route	Recommendation	Annual Hours	Peak Vehicles
1 Cranston	Extend weekday service to 6am-8pm	7,647	2
2 Prairie	Extend weekday service to 6am-8pm	7,647	2
3 Madison	Extend weekday service to 6am-8pm	4,077	1
McNeel Tripper	No changes	240	1
Aldrich Tripper	No changes	210	1
		19,820	7

Figure 66 Summary of Phase 3 Recommendations

Route	Recommendation	Annual Hours	Peak Vehicles
1 Cranston	Improve weekend headway to 40 minutes Extend Saturday service to 7:20am-5:20pm	8,343	2
2 Prairie	Improve weekend headway to 40 minutes Extend Saturday service to 7:20am-5:20pm	8,343	2
3 Madison	Extend Saturday service to 7:20am-5:20pm	4,223	1
McNeel Tripper	No changes	240	1
Aldrich Tripper	No changes	210	1
		21,360	7

Figure 67 Summary of Phase 4 Recommendations

Route	Recommendation	Annual Hours	Peak Vehicles
1 Cranston	Add Sunday service	9,168	2
2 Prairie	Add Sunday service	9,168	2
3 Madison	Add Sunday service	4,645	1
McNeel Tripper	No changes	240	1
Aldrich Tripper	No changes	210	1
		23,432	7

Figure 68 Summary of Phase 5 Recommendations

Route	Recommendation	Annual Hours	Peak Vehicles
1 Cranston	No changes	9,168	2
2 Prairie	No changes	9,168	2
3 Madison	No changes	4,645	1
McNeel Tripper	No changes	240	1
Aldrich Tripper	No changes	210	1
Beloit-Rockford Express	Potential limited stop route between Beloit, South Beloit, Rockton, Roscoe, and Rockford (see Chapter 12)	3,145	1
		26,577	8

Based on current trends, the level of state funding available to BTS is unlikely to increase in the near future. Federal Transit Administration (FTA) funding remains stagnant and grant opportunities for systems the size of Beloit Transit System are limited to large-scale capital projects or high-performing transit intensive cities.

Therefore, the implementation of Phases 2-5 may hinge entirely on increased funding from the City of Beloit, which is will be difficult to achieve given all of the competing needs in Beloit. However, it is important to note that findings obtained throughout the TDP process indicate the need for a more robust transit system to meet the growing needs of Beloit citizens and stabilize the system

Alternatively, decreased funding for the Beloit Transit System is a possibility within the next five years. Both existing and recommended BTS networks represent a skeletal system that includes no obvious candidates for service reduction in a worst case scenario. Should such as catastrophic situation occur, the least damaging service reduction would consist of operating recommended Route 1 Cranston during peak work and school hours only and extending recommend Route 3 Madison to Bluff St and W Grand Ave in the outbound and inbound directions.

SERVICE EQUITY ANALYSIS

Methods

A service equity analysis was conducted to determine if the proposed service changes would have a disparate impact on environmental justice populations. Transit providers that operate 50 or more fixed route vehicles in peak service and are located in an urbanized area of 200,000 or more in population must evaluate service and fare changes. BTS is below these thresholds and thus is not subject to this requirement, but must still ensure that service and fare changes do not result in disparate impacts.

Potential disparate impacts were analyzed based on the census blocks and block groups that would lose service with the proposed changes. The minority population analysis utilized data from the 2010 census at the census block level, which is the most precise data available. The low-income population analysis utilized data from 2008 – 2012 American Community Survey (ACS) 5-year estimates at the block group level, which is the smallest geography available for ACS data. The use of larger geographies for the low-income population analysis makes it less accurate than the minority population analysis.

The service area was defined as ¼ mile around existing routes, except for the BJE, which is an express route and which will not change. The analysis was conducted considering local routes alone as well as local routes and school trippers combined.

Results

Figure 69 presents the results of the minority population analysis when considering local routes only. The affected census blocks that will lose service are 30% minority, compared to 36% minority for the entire service area. Results for the low-income analysis are shown in Figure 70. The affected census block groups that will lose service are 12% low income, compared to 21% low income for the entire service area.

Figure 69 Minority Population Affected: Census Blocks within ¼ Mile of Local Routes

	Non-Minority		Minority		Total
Affected Census Blocks that Lose Service	3,344	70%	1,402	30%	4,746
Service Area Population (excluding BJE)	23,535	64%	13,456	36%	36,991

Figure 70 Low Income Population Affected: Census Block Groups within ¼ Mile of Local Routes

	Non Low-Income		Low Income		Total
Affected Census Block Groups that Lose Service	3,454	88%	451	12%	3,905
Service Area Population (excluding BJE)	38,044	79%	10,128	21%	48,172

Figure 71 shows the minority population analysis when both local routes and school trippers are considered. The affected census blocks that will lose service are 33% minority, compared to 37% minority for the entire service area. Results for the low-income analysis are shown in Figure 72. As was the case when just considering local routes, affected census block groups that will lose service are 12% low income, compared to 21% low income for the entire service area.

Figure 71 Minority Population Affected: Census Blocks within ¼ Mile of Local Routes and School Trippers

	Non-Minority		Minority		Total
Affected Census Block Groups that Lose Service	2,934	67%	1,463	33%	4,397
Service Area Population (excluding BJE)	23,725	63%	13,728	37%	37,453

Figure 72 Low Income Population Affected: Census Block Groups within ¼ Mile of Local Routes and School Trippers

	Non Low-Income		Low Income		Total
Affected Census Block Groups that Lose Service	3,454	88%	451	12%	3,905
Service Area Population (excluding BJE)	38,044	79%	10,128	21%	48,172

Conclusions

When analyzing local routes alone, and when analyzing local routes and trippers combined, the affected census blocks and block groups have lower percentages of environmental justice populations (minority and low-income) than the service area as a whole. Thus, it does not appear that the proposed service changes would have a disparate impact on environmental justice populations.

11 FINANCIAL AND CAPITAL PLAN

OPERATING FUNDING

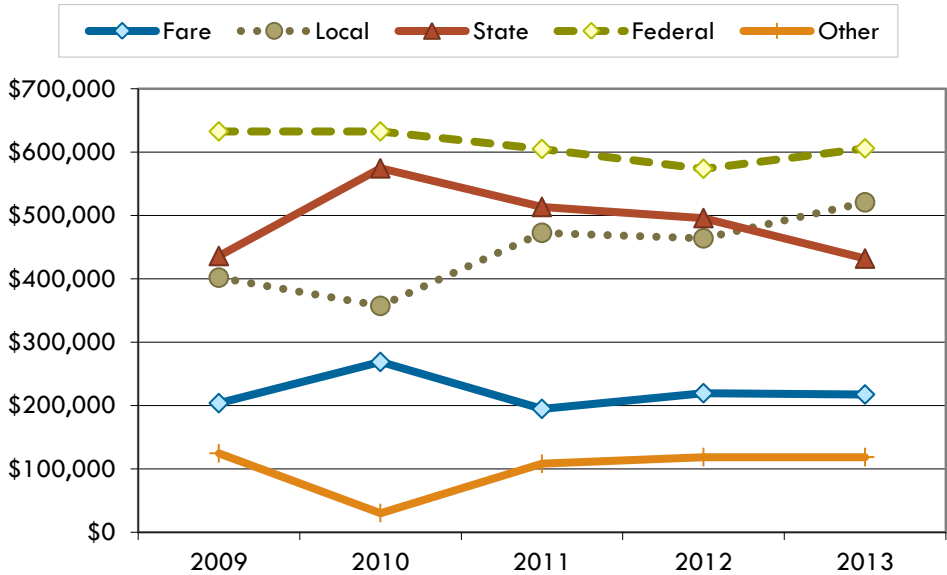
Current and Historical Funding

Beloit Transit System’s operating funding is derived from federal, state, and local support, fares, and other sources:

- Federal: Section 5307 Urbanized Area Formula Program
- State: State Urban Mass Transit Operating Assistance Program
- Local: Local government sources
- Fares: Farebox revenue and pass/token sales
- Other: Other sources, such as advertising.

The level of funding from these sources from 2009 to 2013 is illustrated in Figure 73 below. Revenues from fares and other sources have stayed relatively constant other than an anomaly in 2010, but federal, state, and local funding has varied considerably. Federal and state funding, which historically have been the two largest funding sources, have declined somewhat over the past several years, and local funding has increased to offset that. The overall BTS operating budget has increased slightly over the years, from 1.8 million in 2009 to 1.9 million in 2010.

Figure 73 BTS Funding Sources



Source: National Transit Database

Fare Structure

The BTS fare structure is summarized below in Figure 74. The regular cash fare is \$1.50, while the senior/disabled cash fare is \$0.75. There are several ways to save money by purchasing fare media in bulk, including a punch pass and tokens. There is also a semester pass available for students.

Figure 74 BTS Local Route Fare Structure

Fare Type	Price	Unit Price
Regular Cash Fare	\$1.50	\$1.50
Seniors, Disabled Cash Fare	\$0.75	\$0.75
BTS Ten Ride Punch Pass (In Town)	\$12.00	\$1.20
Student Semester Pass (In Town)	\$85.00	-
Pack of 10 Tokens	\$12.00	\$1.20
Pack of 20 Tokens	\$23.00	\$1.15
Pack of 50 Tokens	\$55.00	\$1.10
Vending Machine: 4 Tokens	\$5.00	\$1.25
Vending Machine: 8 Tokens	\$10.00	\$1.25
Vending Machine: 17 Tokens	\$20.00	\$1.18

BJE fares are more expensive than local route fares, as shown in Figure 75 below.

Figure 75 BJE Fare Structure

Fare Type	Price	Unit Price
BJE Cash Fare	\$3.50	\$3.50
BJE Seniors, Disabled Cash Fare	\$1.75	\$1.75
Blackhawk Tech (Cash Fare)	\$2.25	\$2.25
Blackhawk Tech (Senior, Disabled Cash Fare)	\$1.10	\$1.10
10 Ride Pass – Beloit to Janesville	\$30.00	\$3.00
10 Ride Pass – Beloit to Janesville (Senior, Disabled)	\$17.50	\$1.75
10 Ride Pass – Beloit to Blackhawk Tech	\$20.00	\$2.00

Fare Recommendations

Overall, the fare structure and technology used by BTS appears to be serving the system well. The BTS regular cash fare of \$1.50 is comparable to the fare in other transit systems in Wisconsin. Many systems also have a \$1.50 fare, and only one, Oshkosh, has a lower fare (\$1.00). Several systems have higher fares and are generally in the \$1.75 - \$2.00 range. In 2014, Janesville increased its fare to \$1.75, and a fare increase for BTS was proposed in the 2015 budget. However, the Beloit City Council decided to maintain the current fare of \$1.50, in part because an increased fare would not generate very much additional revenue, and the increase would place an additional

financial burden on bus riders. If the fare does end up being increased to \$1.75 in the future, it would still be in line with many other transit systems in Wisconsin.

One fare product that is available in some other communities, including Janesville, is a day pass. These passes are generally priced slightly above the cost of two regular fares, and allow for unlimited riding over the course of a day. Day passes can be very useful for riders going to multiple places over the course of a day. Introducing a day pass could have a positive impact on BTS ridership while making the bus more affordable for some people.

The current student semester pass, which costs \$85, is used by many students, but it is inconvenient for students without the money to invest \$85 at once, or for students who are not regular riders. In response to these issues, BTS and School District of Beloit staff has discussed offering a 10-ride pass for \$10, or \$1 a ride, which is a significant discount off the standard fare of \$1.50. This new pass should be implemented.

As smartphone usage has increased, new payment options using smartphones have emerged. Vendors now offer transit agencies the ability to sell fare products such as day passes and monthly passes through smartphone apps, with the vendor receiving a small percentage of each transaction. The passes are displayed on the smartphone screen, and operators visually check the screen to ensure the pass is valid when the rider boards. BTS should explore the use of options like this to expand its fare options.

BELOIT-JANESVILLE EXPRESS FUNDING

Current Funding Arrangement

The Beloit-Janesville Express (BJE) has a unique funding structure that is different from other routes. As shown in Figure 76, fare revenue accounts for 16% of funding, the local share is 28.45%, and state and federal funding accounts for the rest. A variety of organizations contribute to the local share, as shown in Figure 77.

Figure 76 BJE Funding

Source	Share	Percent
State Share	\$189,032	23.55%
Federal Share	\$202,506	32.00%
Fare Revenue	\$101,252	16.00%
Local Share	\$180,041	28.45%
Total	\$672,831	100.00%

Source: 2014 BJE Projection

Figure 77 BJE Local Share

Organization	Share	Percent of Local Share
Kandu	37,636	21%
Blackhawk Tech	27,919	16%
UW-Rock Co	6,316	4%
RCHSD (Job Center)	36,437	20%
County Institutions	13,311	7%
Rock Valley Comm.	32,227	18%
Riverfront	8,097	4%
SWWDB	8,922	5%
City of Janesville	9,177	5%
Total	180,041	100%

Source: 2014 BJE Projection

Beloit-Janesville Recommendations

While the BJE has been successful, the current funding arrangement is somewhat tenuous. If one of the consortium members drops out, a new member must be recruited, or the other organization members must increase their contribution to make up for the loss of funding. The following are recommendations to achieve more sustainable funding for the BJE:

1. **Adopt bylaws.** The consortium does not have written bylaws to govern how the service is operated and funded. Creating bylaws should be considered. It may be advantageous to

require notification at least one year in advance if an organization will be leaving the consortium to allow the remaining members to determine how the lost funding can be replaced.

2. **Continue to look for new consortium members.** Adding consortium members would reduce the burden on existing members and help ensure a stable funding situation for the service.

CAPITAL PLAN

The operation of fixed-route and paratransit bus service in Beloit requires supporting capital in the form of buses, amenities, and technology. This chapter summarizes capital needs required to maintain and expand bus service over the next five years.

Current Fleet

Beloit Transit System fixed-route fleet consists of 12 low-floor 35-foot buses (Figure 78). Characteristics of the current fixed-route fleet are detailed in Figure 79.

Figure 78 Typical BTS 35-Foot Low Floor Bus



Figure 79 Current Fixed-Route Fleet Information

Bus	Make	Model	Year	Seated Capacity	Wheelchair Capacity	Mileage	Average Annual Mileage
4325	Gillig	35ft Low Floor	2002	32	2	329,732	25,364
4326	Gillig	35ft Low Floor	2002	32	2	331,910	25,532
4327	Gillig	35ft Low Floor	2002	32	2	357,760	27,520
4328	Gillig	35ft Low Floor	2002	32	2	419,934	32,303
4333	Gillig	35ft Low Floor	2006	32	2	373,182	41,465
4334	Gillig	35ft Low Floor	2006	32	2	431,204	47,912
4336	Gillig	35ft Low Floor	2007	32	2	305,068	38,134
4337	Gillig	35ft Low Floor	2007	32	2	339,762	42,470
4338	Gillig	35ft Low Floor	2007	32	2	321,446	40,181
4341	Gillig	35ft Low Floor	2011	32	2	222,511	55,628
4342	Gillig	35ft Low Floor	2014	32	2	38,826	38,826
4343	Gillig	35ft Low Floor	2014	32	2	61,182	61,182

Vehicle Useful Life Assumptions

The minimum useful life of transit vehicles is based on Federal Transit Administration *Circular 5010.1D – Useful Life Policy*. The minimum useful life of large, heavy duty buses with a length of 35-45’ is 12 years or 500,000 miles, whichever comes first. A table summarizing the useful life of all vehicle types based on years of service and mileage accumulated is provided in Figure 80.

Figure 80 Minimum Useful Life of Transit Vehicles

Category	Length	Years	Miles
Large, heavy-duty transit buses including over the road buses	35-45'	12	500,000
Small size, heavy-duty transit buses	30'	10	350,000
Trolley-replica buses	30'	10	350,000
Medium-size, medium-duty transit buses	25-35'	7	200,000
Medium-size, light-duty transit buses	25-35'	5	150,000
Other light-duty vehicles such as vans and sedans	N/A	4	100,000

Based on this policy, four older model (2002) BTS buses have exceeded the minimum vehicle age yet average significantly less annual mileage than more recent (2006-2014) model buses.

Peak Vehicle Requirements

Due to the recommended reduction in school trippers, the peak vehicle count for fixed-route service will be reduced upon implementation of Phase 1 recommendations. A comparison of current and Phase 1 peak vehicle requirements is depicted in Figure 81.

Figure 81 Peak Vehicle Requirements

Current		Recommended - Phase 1	
Route	Peak Vehicles	Route	Peak Vehicles
1	1	1 Cranston	2
2	1	2 Prairie	2
3	2	3 Madison	1
4	1	McNeel Tripper	1
1X	1	Aldrich Tripper	1
2X	1	BJE	1
3X	1	-	-
Aldrich Tripper	1	-	-
BJE	1	-	-
Subtotal	10	-	8
Spares (20%)	2	-	2
Total	12	-	10

Vehicle Retirement, Replacement, and Expansion

Based on the reduced peak vehicle requirement associated with Phase 1 changes, 2002 model buses should be retired in 2016 and 2017 (two vehicles each year). The retirement of 2006 and 2007 model buses should be limited to one per fiscal year. Vehicle replacement should be budgeted at one bus per year to ensure an adequate number of peak vehicles. The potential addition of a Beloit-Rockford route will require an expansion vehicle during Phase 5. A detailed vehicle replacement is provided in Figure 82.

Figure 82 Vehicle Replacement Plan

Vehicle Status	Current	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Required	10	10	10	10	10	11
Returning	12	12	10	10	10	10
Retired	-	2	2	1	1	1
Replacement	-	1	1	1	1	1
Expansion	-	-	-	-	-	1
Total	12	11	10	10	10	11

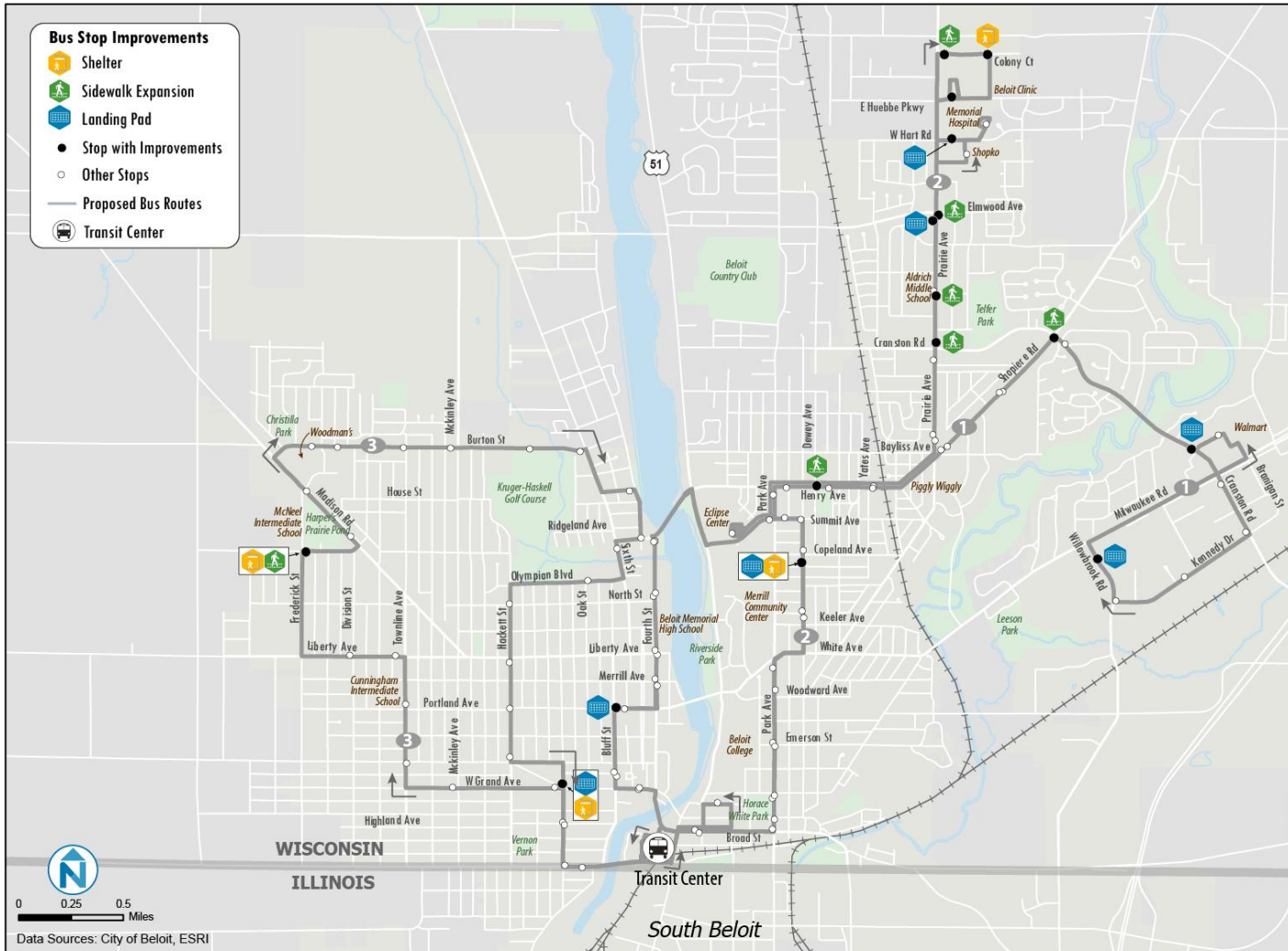
Bus Stop Improvements

A relatively high percentage of BTS bus stops fail to meet ADA accessibility standards. The addition of landing pads, connecting sidewalks, and amenities such as seating and shelter enhance the customer experience and have the potential to increase ridership.

Opportunities for minimizing the cost of bus stop improvements include incorporating them into municipal or private projects construction projects that involve streets and sidewalks. A map of high priority bus stop improvements (Figure 83) was created to identify locations that would benefit a high number of existing and potential transit users.

TRANSIT DEVELOPMENT PLAN | FINAL REPORT
City of Beloit

Figure 83 Priority Bus Stop Improvements



Bus Stop Signage

Current bus stop signage (Figure 84) includes a clock to indicate scheduled arrival times, however, this is only beneficial for clockface headways of 15, 20, 30, or 60 minutes. Therefore, the current headway of 40 minutes makes the current bus stop signage (clock and arrival times) obsolete.

Figure 84 Current Bus Stop Signage



The redesign and replacement of BTS bus stop signs has the opportunity to improve customer information and service branding with the following modifications:

- Addition of the BTS logo
- Elimination of timed arrival information
- Addition of stickers indicating which routes serve each specific stop
- Addition of a unique stop identification number to simplify the electronic retrieval of arrival information

The approximate cost of replacing 100 bus stop signs is \$5,000-8,000 depending on size and materials. The cost assumes the re-use of existing sign posts and limited purchase/installation of new sign posts.

Bike Racks on Buses

BTS buses currently do not offer bike racks for customers. Bike racks improve mobility and extend custom trip length by providing first and last mile connections to areas not within walking distance of existing bus stops. Bike racks on buses also have the potential to attract new

customers and allow customers to use transit in direction, should service not operate while traveling in the opposite direction (e.g. early in the morning or late at night).

Bike racks are typically included on new buses purchases to minimize installation costs. Bike racks are covered in Federal Transit Administration Section 5339 Bus and Bus Facilities formula funding (80% federal share and 20% local share).

The primary obstacle to installing bike racks on BTS buses is the current bus wash, which is not designed to accommodate the additional length. Prior to installing bike racks on buses, the current bus wash would need to be modified, reprogrammed, or replaced.

Figure 85 **Sample Bike Rack**



12 FUTURE SERVICE EXPANSION

OVERVIEW

Service in the Illinois portion of the Beloit area is provided by Stateline Mass Transit District (SMTD), which serves South Beloit, Rockton, and Rockton Township. SMTD provides demand-response service within its service area and also connects to BTS at the Beloit Transit Center and Rockford Mass Transit District (RMTD) at Highway 173 in Machesney Park. Service is available to residents and employees of the service area, and trips must begin or end in the service area. Thus, even though the system serves both Beloit and Machesney Park, it isn't possible to travel on SMTD from Beloit to Machesney Park and the Rockford area. This creates a gap in the transit service network in the Beloit area.

The 2004 Beloit TDP recommended three options to improve regional transit connections in the area:

- Maintain the status quo with BTS, Janesville Transit System (JTS), and RMTD operating as separate entities. Cooperation and coordination between the agencies would be expanded. This recommendation predated the formation of SMTD.
- Form county-wide mass transit districts serving Winnebago County and Rock County. These districts are not currently allowed by state law in Wisconsin.
- Create a bi-state regional transportation authority to serve Janesville, Beloit, Machesney Park, Loves Park, Rockford, Belvidere, and surrounding areas.

Given the lack of authority from the state to create a regional transit authority and the difficulties associated with creating such an authority across state lines, it is likely that any coordination to improve regional service in the near future will involve service agreements between the existing agencies: BTS, SMTD, JTS, and RMTD.

TRAVEL DEMAND

An analysis was conducted to determine the level of travel demand in the area between Beloit, Rockford, and surrounding areas, measured in the number of workers commuting from an area to other areas. Figures 86 to 88 depict this travel demand in map form.

- **Beloit:** Travel demand from Beloit is strongest to Janesville, with 1,812 worker flows. Next is South Beloit/Rockton/Rockton Township/Roscoe, with 972 worker flows, and Rockford/Loves Park/Machesney Park with 634 worker flows. This suggests that Janesville is a more important market to serve than areas south of Beloit. There are 4,068 workers who live and work in Beloit, and 6,098 who work in other areas.
- **South Beloit, Rockton, Rockton Township, Roscoe:** Workers primarily commute to Rockford/Loves Park/Machesney Park (5,755 workers). There are 1,041 workers

- commuting to Beloit and 327 to Janesville, while 4,046 live and work in the same area, and 8,635 work in other areas.
- **Rockford, Loves Park, and Machesney Park:** The majority of workers in this area work locally (49,202). Just 1,510 commute to South Beloit/Rockton/Rockton Township/Roscoe, 518 to Beloit, and 243 to Janesville. A high number (31,555) commute to other areas.

This analysis suggests that there is a market for service connecting Beloit, Rockford, and areas in between, but that in order to generate sufficient ridership to achieve ridership productivity levels comparable to the Beloit-Janesville Express, a fixed route operating between these areas would need to also serve the South Beloit/Rockton/Roscoe area rather than operate directly between Beloit and the Rockford Mass Transit District East Side Transfer Center, located northeast of the I-90 and Business 20 interchange.

Figure 86 Work Locations of Beloit Residents

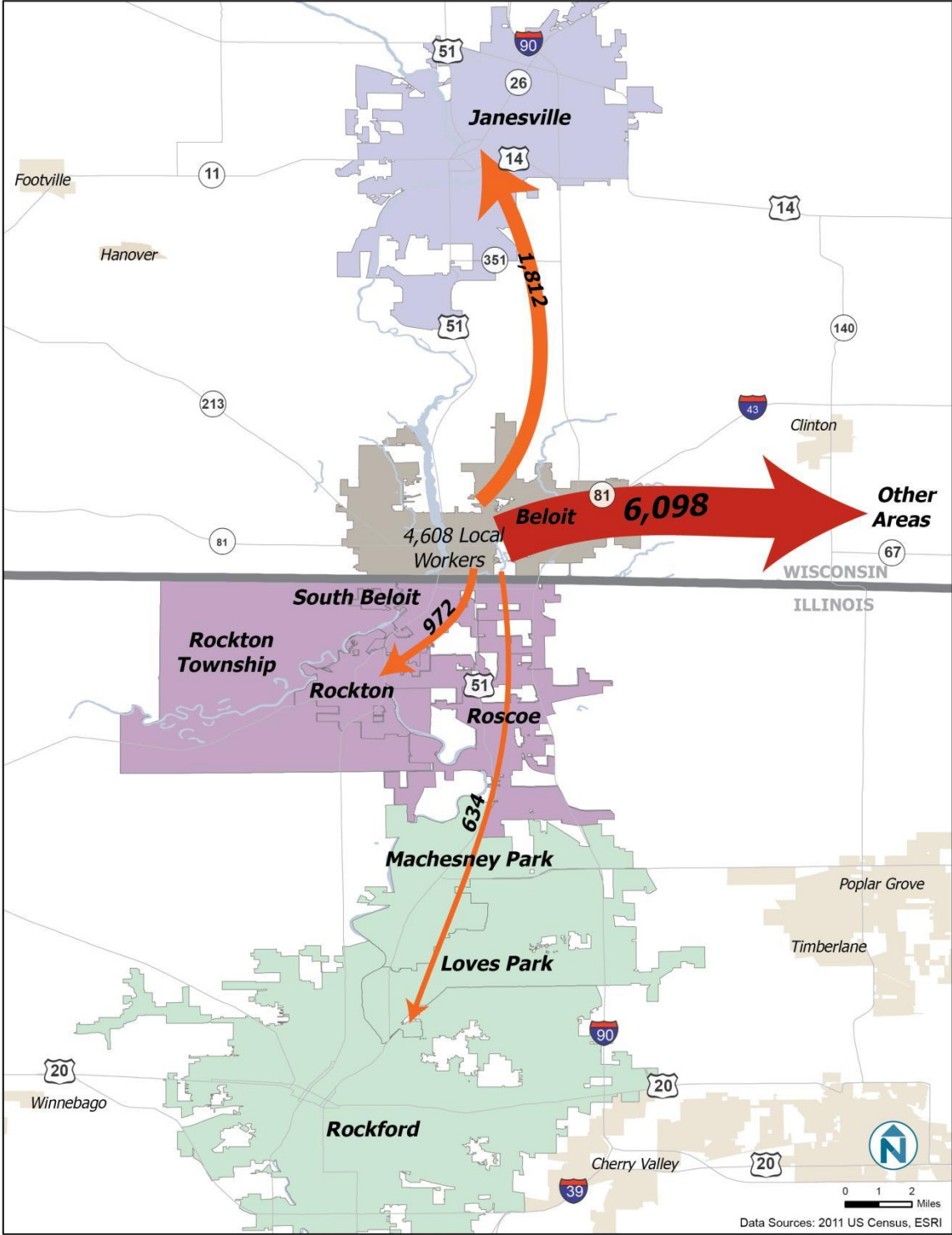


Figure 87 Work Locations of South Beloit, Rockton, Rockton Township, and Roscoe Residents

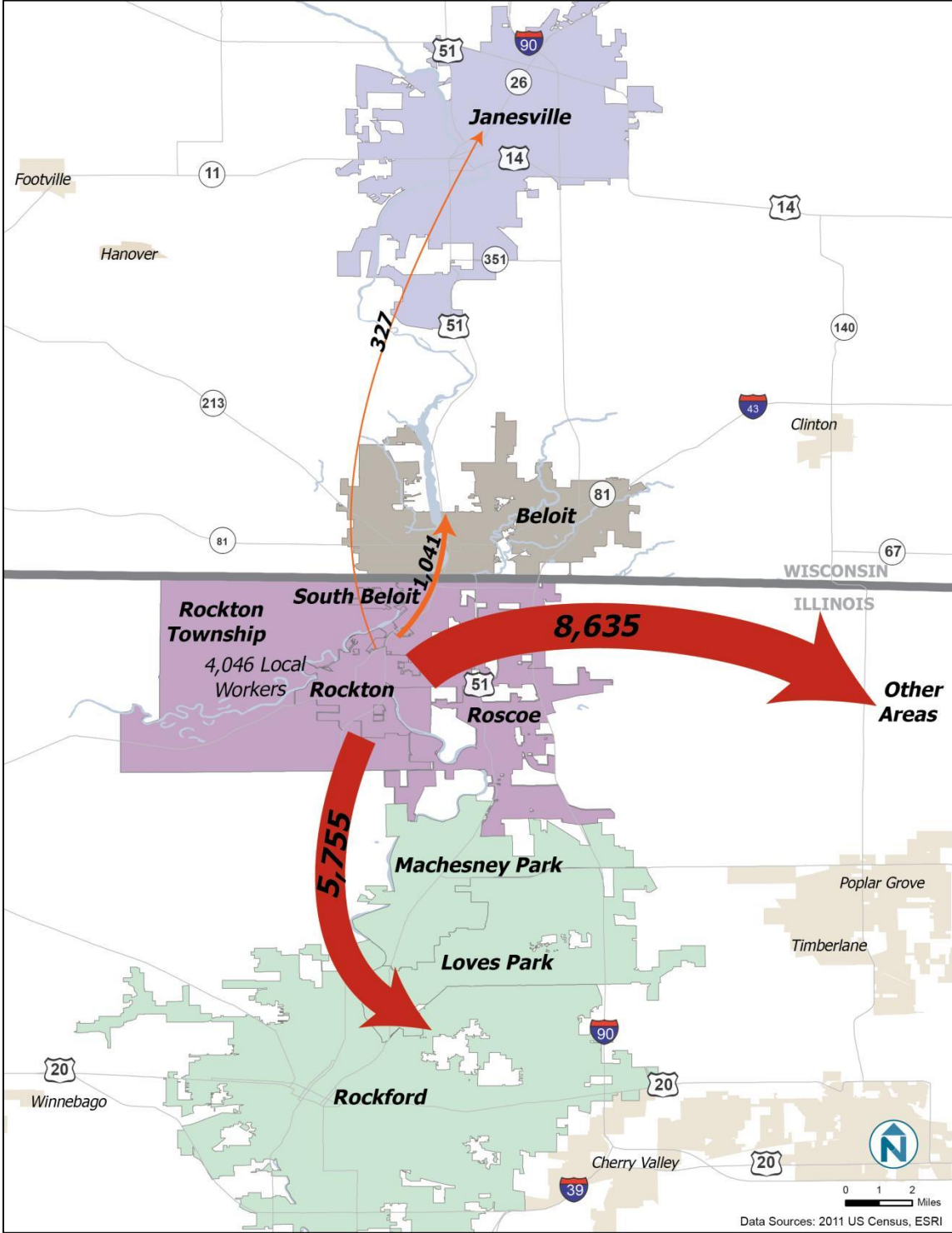
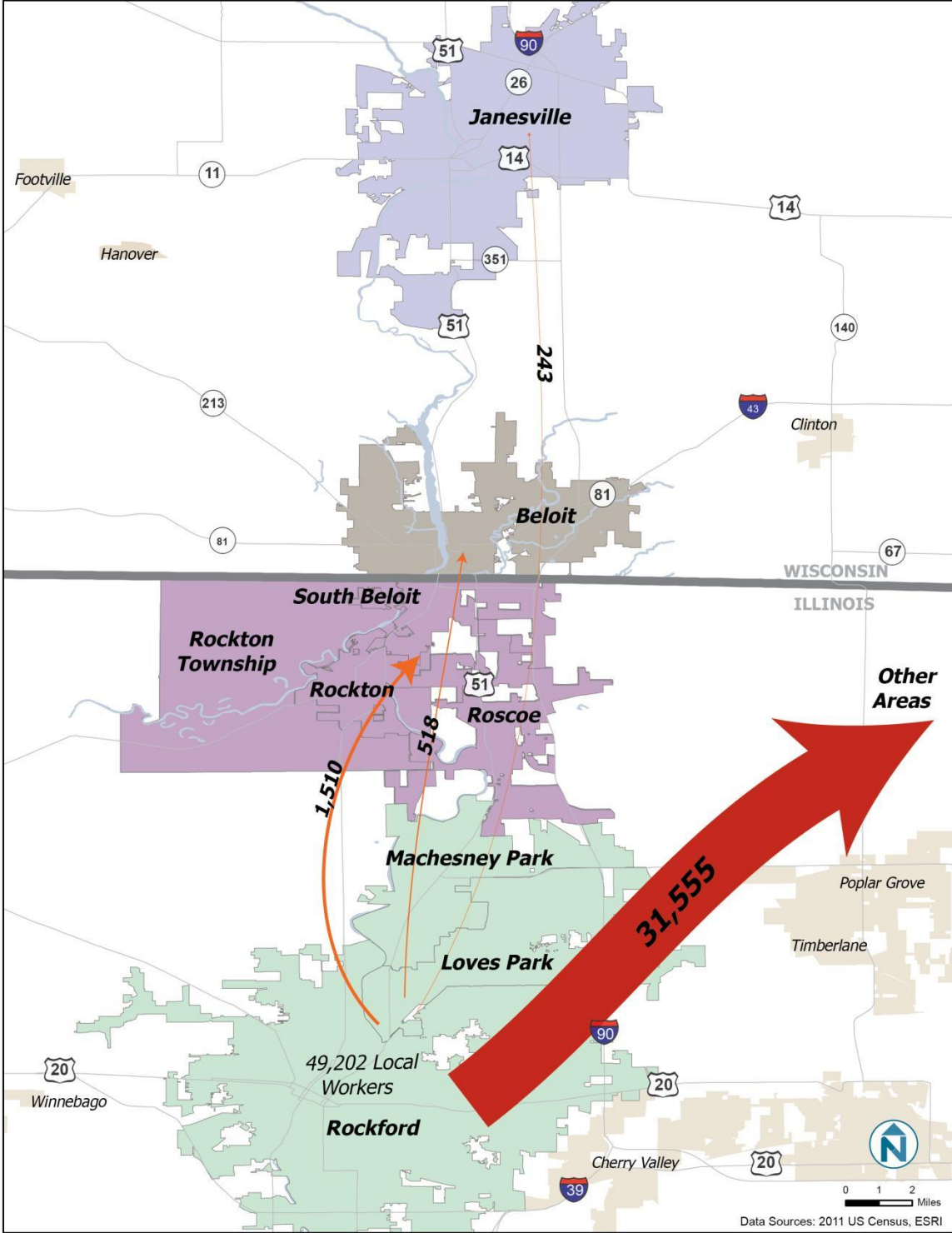


Figure 88 Work Locations of Rockford, Loves Park, and Machesney Park Residents



POTENTIAL NEW SERVICES

There are several different approaches that could be used to improve transit connections between Beloit, the South Beloit / Rockton / Rockton Township area, and the Rockford area:

- Create a regional transit route operating between Beloit and Rockford to be operated by either BTS, RMTD, or jointly operated. This could use a service model similar to the BJE route, with wide stop spacing serving key destinations along the route. It could also be operated as an express route, providing non-stop service between the Beloit Transfer Center and Rockford's Downtown Transfer Center or East Side Transfer Center, although this alternative would likely generate significantly less ridership than a BJE-style route. Bi-state routes like this exist between Duluth, MN and Superior, WI, and between La Crosse, WI and La Crescent, MN.
- Provide improved connections to the Van Galder terminal in South Beloit, which provides limited service to Rockford. If BTS operated a route to serve the terminal, riders could transfer to Van Galder buses and ride to Rockford. One disadvantage of this option is that there is limited service on Van Galder between South Beloit and Rockford, with departures at 3:45 a.m., 5:25 a.m., and 7:25 a.m., and arrivals at 8:10 a.m., 9:10 a.m., 8:10 p.m., 10:10 p.m., 10:40 p.m., 11:40 p.m., and 12:40 a.m. In addition, at least two transfers would be required to make a trip, from BTS to Van Galder and from Van Galder to RMTD, and travel times could be very long, depending on the destination.
- Expand SMTD service to include a fixed-route operating through the SMTD service area and connecting to both the Beloit Transfer Center and RMTD service.

POTENTIAL CENSUS 2020 OUTCOMES

As of the 2010 Census, Beloit had a population of 36,966, a figure that has remained unchanged (within 1%) based on recent projections. The City of Beloit (BTS) is the direct recipient of federal and state funds allocated to the Beloit Urbanized Area (UA), which has a combined population of 58,732, and also includes the communities of Town of Beloit, Town of Turtle, Rock County, City of South Beloit, Village of Rockton, Rockton Township, and portions of Winnebago County.

A potential future threat to BTS funding is a merger of the Rockford Urbanized Area (UA) with the Beloit UA by the U.S. Census Bureau as a part of the 2020 Census. In 2010, the Census Bureau proposed rules that would have led to the merger of the Rockford and Beloit UAs. The combined population of the new UA would have been greater than 200,000, and the U.S. Department of Transportation would define it as a Transportation Management Area (TMA). In areas of this size, FTA Section 5307 funds cannot be used for operating expenses, only capital expenses. In 2013, these funds accounted for 32% of BTS revenues, so losing them would have dealt a significant blow to the BTS budget.

In the end, the proposed rules were not adopted by the Census Bureau, which instead adopted criteria to ensure that urbanized areas from the 2000 Census remained separate urbanized areas in the 2010 Census. This meant that BTS federal funding was not impacted. However, this issue may come up again during the 2020 Census process, and federal funding for BTS may again be in jeopardy.

13 PERFORMANCE METRICS

Performance metrics will maximize the effective use of limited resources by creating a rational and transparent evaluation process. This process will assist Beloit Transit in determining priorities when allocating funds and programming future transit investments. Performance metrics describe the methodology by which services are evaluated. Five metrics are proposed to measure each fixed-route.

Ridership Productivity

Ridership productivity measures route performance based on a unit of service. Local routes are evaluated based on passengers per revenue hour, which is calculated by dividing the total number of boardings by the total number of vehicle revenue hours. The Beloit-Janesville Express and School Trippers are evaluated based on passengers per revenue trip, which is calculated by dividing the total number of boardings by the total number of vehicle revenue trips.

Local Routes: $\text{Average Daily Boardings} \div \text{Daily Revenue Hours}$

Express Routes and School Trippers: $\text{Average Daily Boardings} \div \text{Daily Revenue Trips}$

Cost-Effectiveness

Cost-effectiveness is typically expressed in terms of operating cost per passenger or subsidy per passenger. Operating cost per passenger is calculated by dividing all operating and administrative costs by total boardings. Subsidy per passenger is a further refinement of this measure and is calculated by subtracting revenue generated by fares from gross operating and administrative costs, and dividing by total passengers.

$\text{Daily Administrative and Operating Costs} \div \text{Total Daily Boardings}$

Schedule Reliability

Schedule reliability is a measure of how well a particular route adheres to its schedule. It suggests whether a customer can count on a bus being there when the schedule says it will be. Buses should be considered on-time if they depart a designated timepoint between zero and 5 minutes later than the scheduled departure time. Buses should never depart a timepoint ahead of schedule unless operators are given explicit permission to do so.

Potential impacts on on-time performance include inadequate running times, traffic conditions, or construction. A high number of boardings on a particular trip or at a specific stop may also affect schedule reliability if recovery time is insufficient to absorb the added time.

$\text{Trips Departing Between Zero and Five Minutes of Scheduled Time} \div \text{Total Daily Trips}$

Recommended Performance Standards

Recommended performance standards are detailed in the table below. Standards are based on recent ridership performance trends and best practices for similar services. Performance standards should be re-evaluated biennially.

Figure 89 Recommended Performance Standards

Service Level	Riders per Revenue Hour	Riders per Revenue Trip	Schedule Reliability
Local Routes	15	-	85%
Express Routes	-	15	85%
School Trippers	10	-	90%

14 BUS STOP GUIDELINES

Stop Spacing

The distance between stops is a key element in balancing transit access and service efficiency. More closely spaced stops provide customers with more convenient access as they are likely to experience a shorter walk to the nearest bus stop. However, transit stops are also the major reason that transit service is slower than automobile trips, since each additional stop with activity requires the bus to decelerate, come a complete stop, load and unload riders, and then accelerate and re-merge into traffic. Since most riders want service that balances convenience and speed, the number and location of stops is a key component of determining that balance.

Stop Placement

Bus stop placement involves a balance of customer safety, accessibility, and operations. All stops should be fully accessible with a concrete landing and access to a sidewalk or pathway. Bus stops should be compatible with adjacent land use and minimize adverse impacts on the built and natural environment.

The initial step of determining placement of a new or relocated bus stop involves its proximity to the intersection. The placement of each bus stop can be classified as one of the following:

- Near-side—immediately prior to an intersection
- Far-side—immediately after an intersection
- Mid-block—between two intersections














Bus stops are generally located at street intersections to maximize pedestrian accessibility from both sides of the street and provide connectivity to intersecting bus routes. Far-side stops are typically ideal at signalized intersections and along high-volume arterial streets. Near-side stops are typically preferable along low-volume streets such neighborhood collector streets to reduce the possibility of stopping twice at an intersection (stop sign and bus stop).

Bus turning movements, driveways, and dedicated turn lanes sometimes restrict the placement of stops at or near an intersection and necessitate a mid-block stop. Mid-block stops may also be considered when destinations are a significant distance from intersections. Mid-block stops may be the only option at major intersections with dedicated turn lanes.

Infrastructure consideration for bus stop placement includes the presence of sidewalks, lighting, topography, and roadside constraints such as driveways, trees, poles, fire hydrants, etc.

Key advantages and disadvantages of each bus stop placement option are described in Figure 90.

Figure 90 Bus Stop Placement Considerations

	Advantages	Disadvantages
Near-side stops	 Shortest distance from bus door to a crosswalk, which encourages riders to use crosswalks	 Most exposure to traffic delays. May require more than one traffic cycle  Increases conflict with right-turning vehicles  May block travel lane with queuing buses  May obscure motorists' view of traffic control devices and crossing pedestrians
Mid-block stops	 Typically improves access to destinations on large tracts  Minimizes motorist and pedestrian line of sight concerns	 May require bus pullout on high-speed streets  Encourages riders to cross street mid-block
Far-side stops	 Encourages riders to use nearby crosswalks  Allows bus operators to use intersection as a deceleration lane  Allows additional right-turning capacity before intersection	 May restrict travel lanes on far-side of intersection



Beloit Transit Development Plan

June 6, 2016

N NELSON
NYGAARD

Beloit Transit System (BTS) Overview

- Four fixed-routes operating within Beloit
 - Every 40 minutes from 6am to 5:40pm on weekdays
 - Every 40-80 minutes from 9am to 3:40pm on Saturday
- Beloit-Janesville Express (BJE) on weekdays
 - Every 60 minutes from 6am to 5:40pm
- School tripper routes
 - Four supplemental routes coinciding with school schedules

Project Objectives

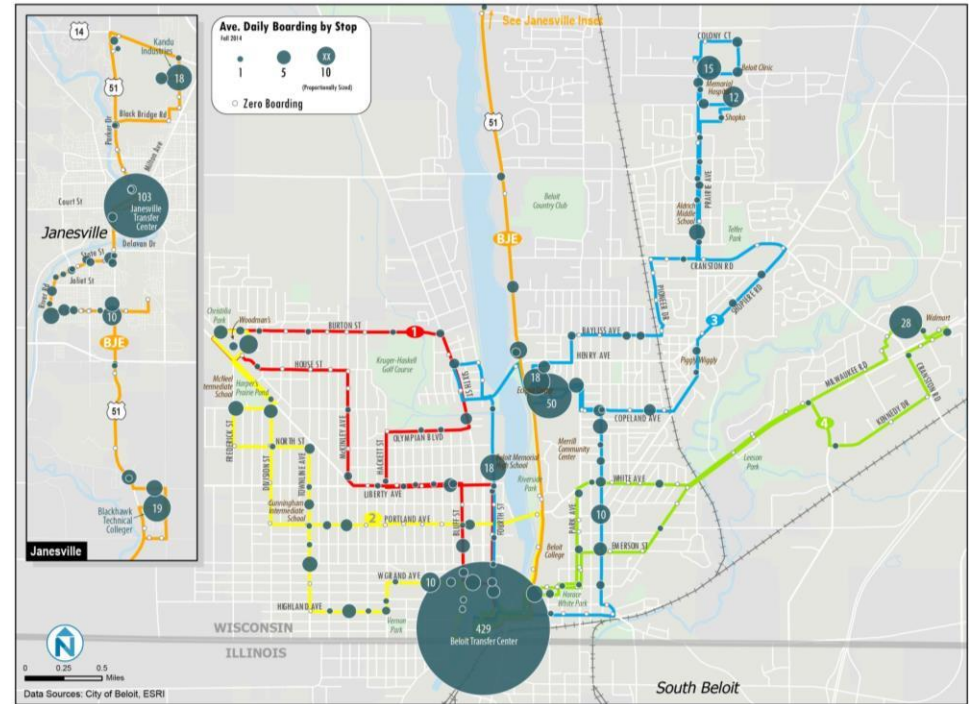
- Conduct a comprehensive evaluation of Beloit Transit System (BTS) and service area
- Identify the needs and priorities of the community
- Develop recommendations that improve the efficiency and effectiveness of the system

Comprehensive Service Evaluation

Comprehensive Service Evaluation

- Ridership
- Service design
- Market analysis
- Peer systems

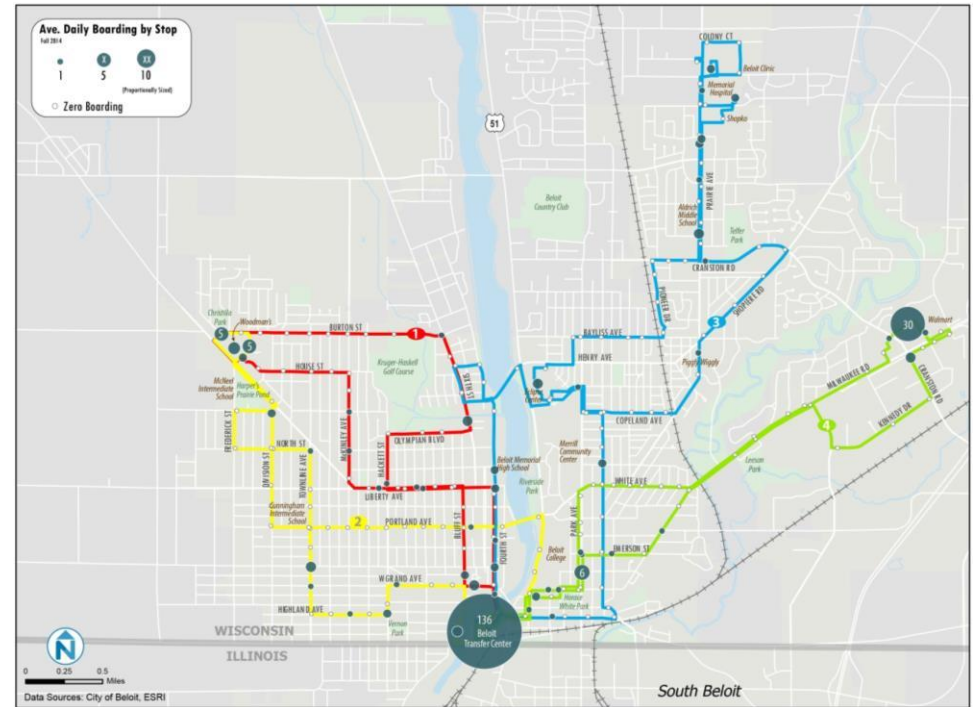
Weekday Ridership by Stop



Comprehensive Service Evaluation

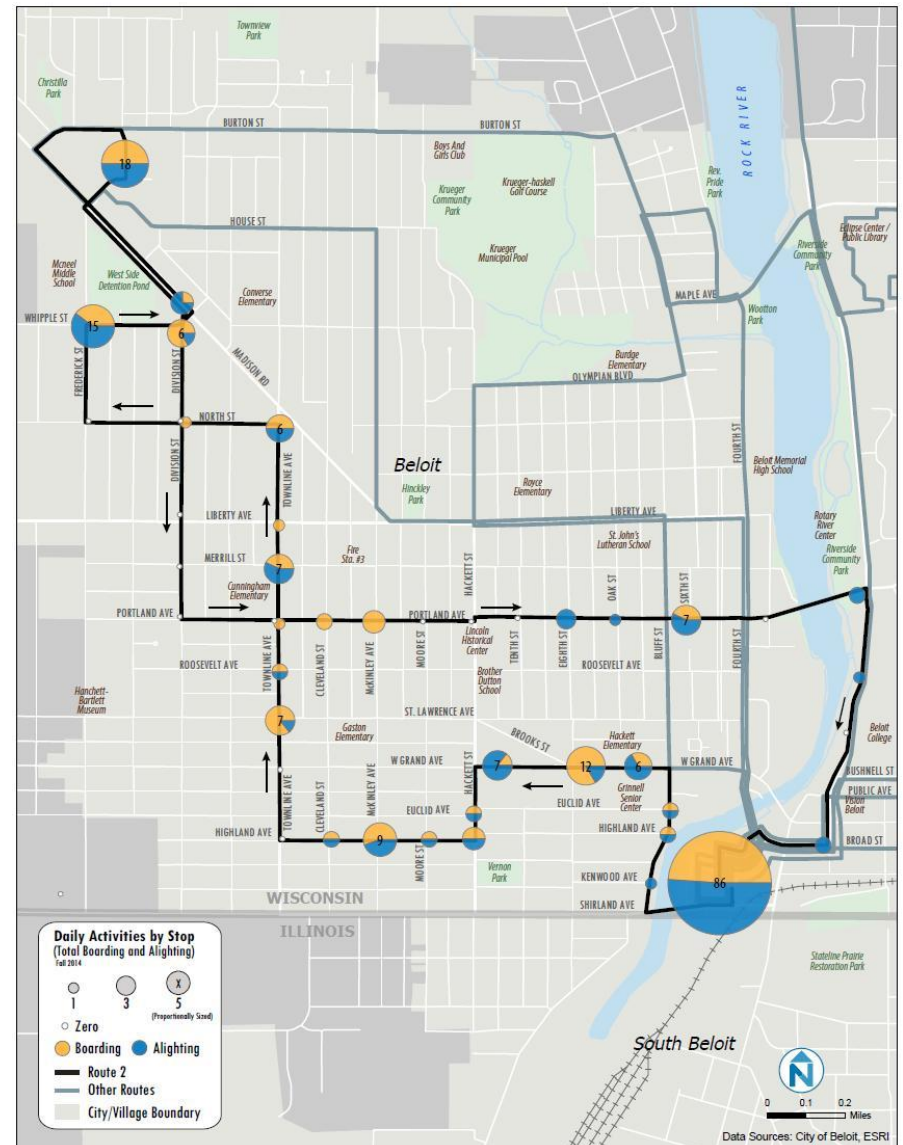
- Ridership
- Service design
- Market analysis
- Peer systems

Saturday Ridership by Stop



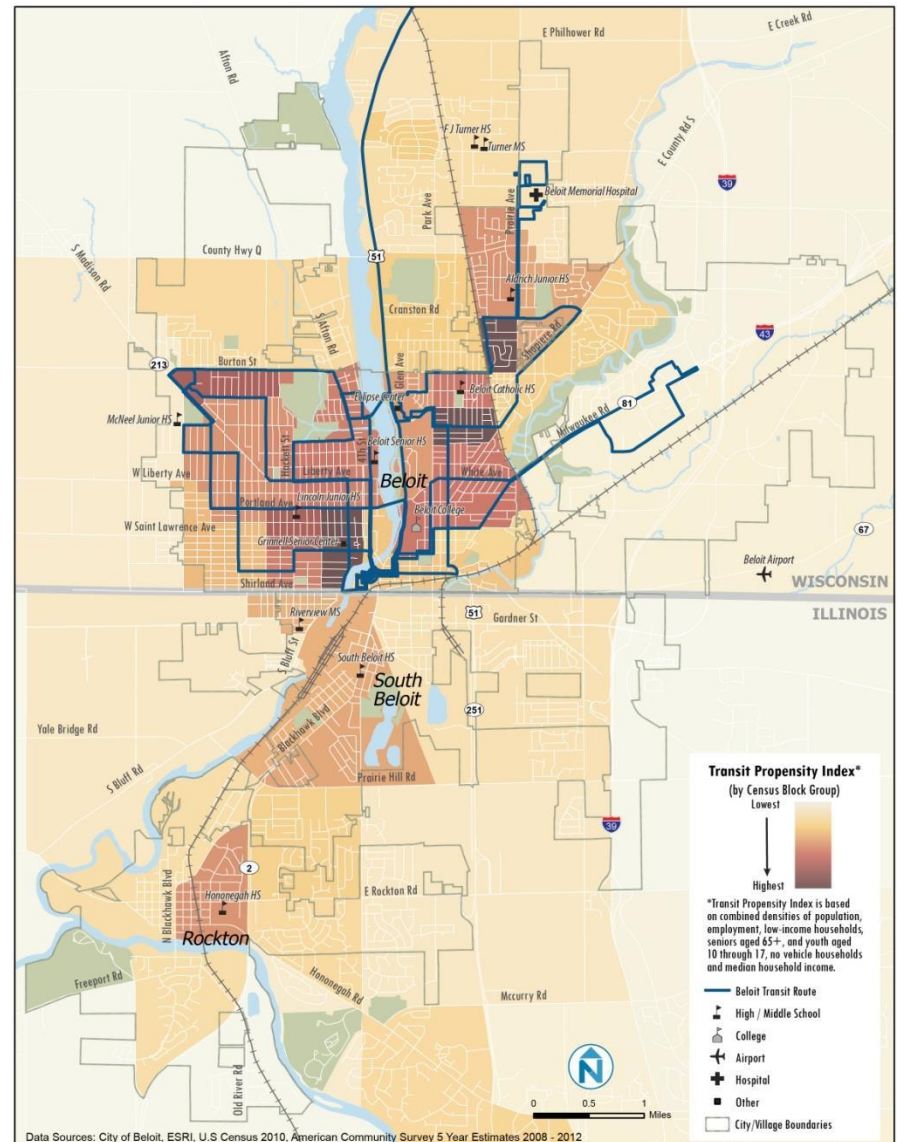
Comprehensive Service Evaluation

- Ridership
- Service design
- Market analysis
- Peer systems



Comprehensive Service Evaluation

- Ridership
- Service design
- Market analysis
- Peer systems

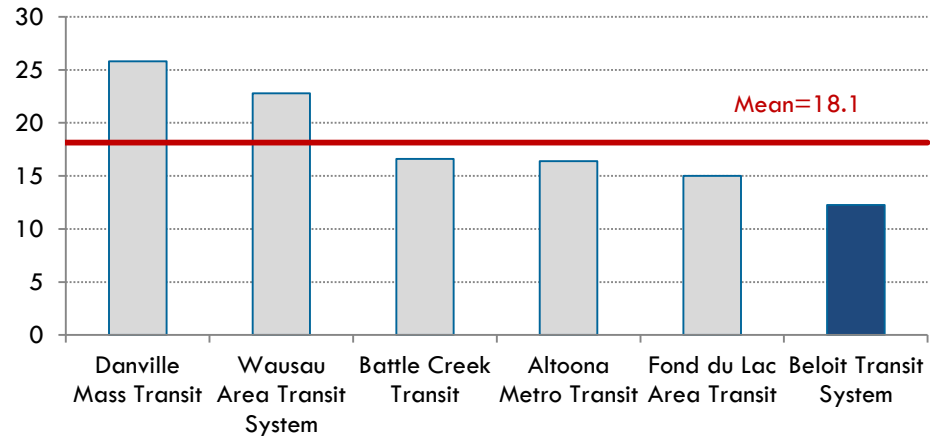


Comprehensive Service Evaluation

- Ridership
- Service design
- Market analysis
- Peer systems



Ridership per Revenue Hour



Key Findings

- Indirect and loop routes create out of direction travel
- Lack of crosstown service results in transfers
- Schedules do not accommodate early/late shift employees
- Operating on neighborhood streets creates challenges
- Inconvenient transfers between BTS and BJE
- Low productivity compared to peer systems

Community Participation

Community Participation

- Operator feedback
 - Interviews with consultant staff
- Customer survey
 - Spring 2014 (conducted by BTS)
- Stakeholder meetings
 - Two meetings in November 2014
- Public outreach
 - Transit center outreach and public meeting in February 2015

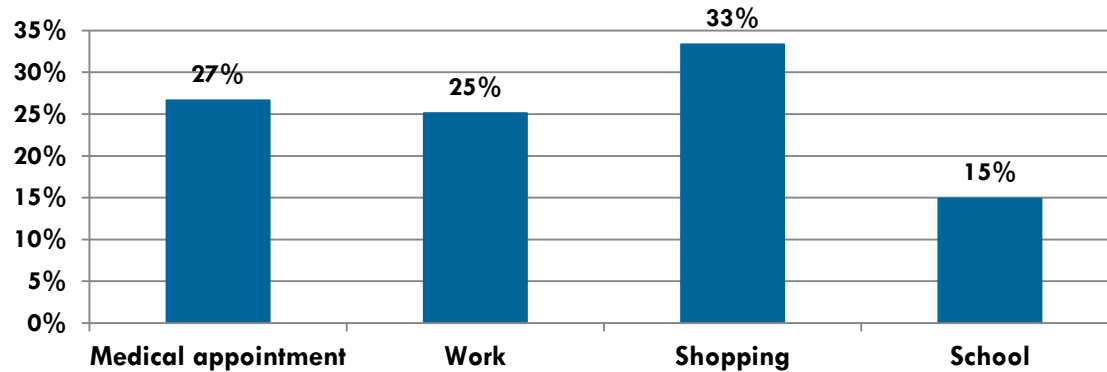
Frequent Customer Requests

- Evening service
- Direct connection to Walmart
- More Saturday service
- Bike racks on buses

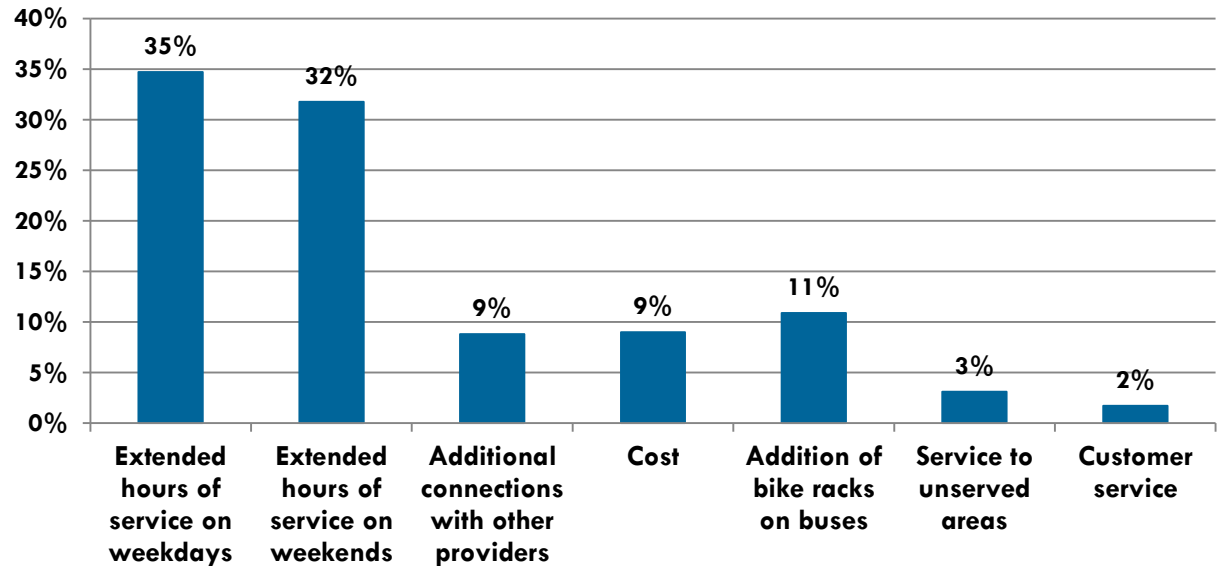


On-Board Survey Results

Trip Purpose



Preferred Service Improvements



Stakeholder Discussion Participants

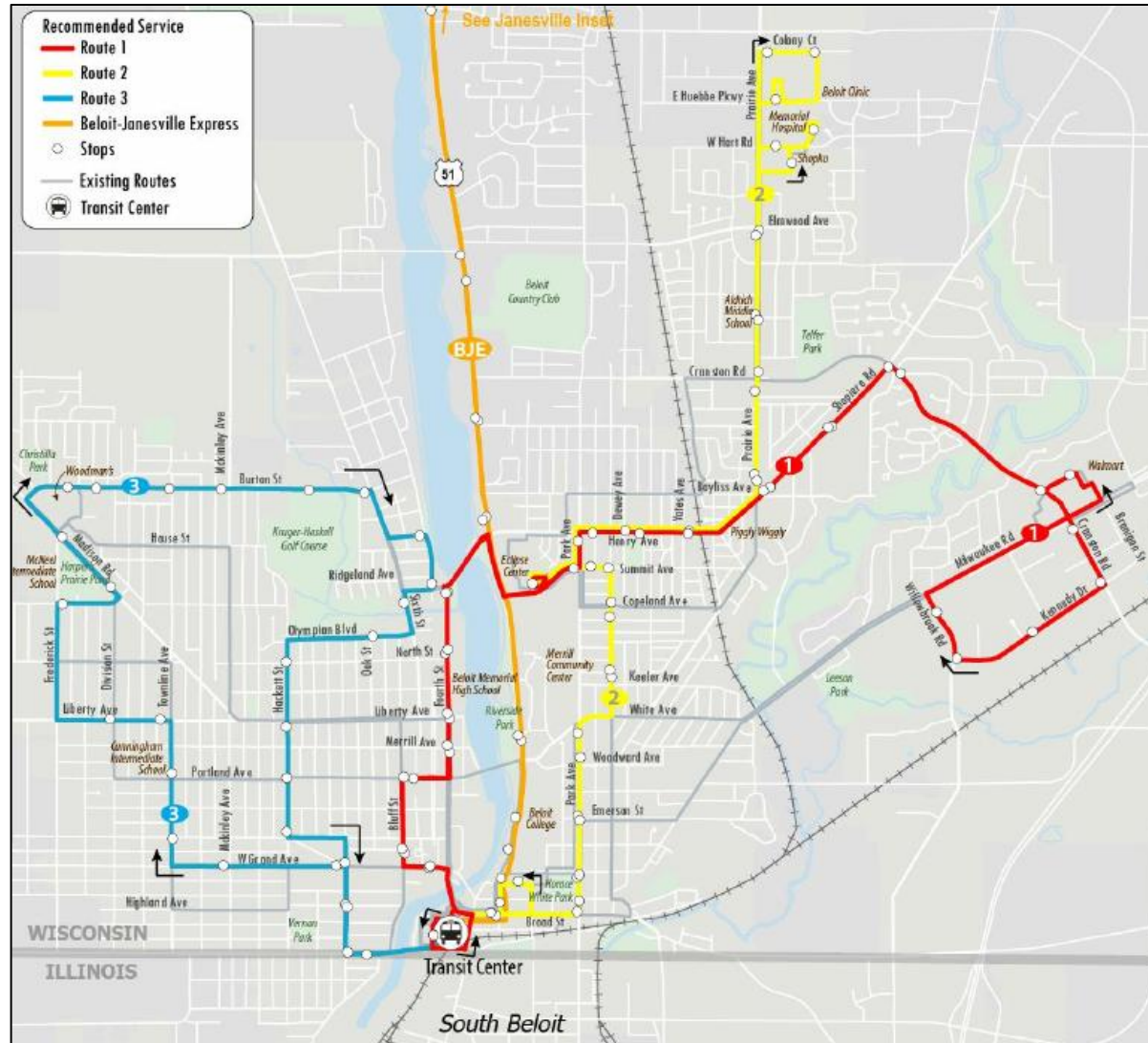
- Beloit City Council
- Duffy Community Partnerships
- Hands of Faith
- KANDU Industries
- Latino Service Providers Coalition
- Merrill Community Center
- Project 16:49 / Robin house
- Retired and Senior Volunteer Program of Rock County
- Rock Valley Community Programs
- Rock-Walworth Comprehensive Family Services Head Start
- School District of Beloit
- Women's Fund of the Stateline Community Foundation

Stakeholder Feedback

- Keep fares low and increase pass options
- Extend evening service to serve employees with late shifts
- Explore opportunities to improve frequency
- Simplify route/schedule information
- Improve bus stop amenities (shelters, seating, etc.)
- Improve pedestrian access to bus stops

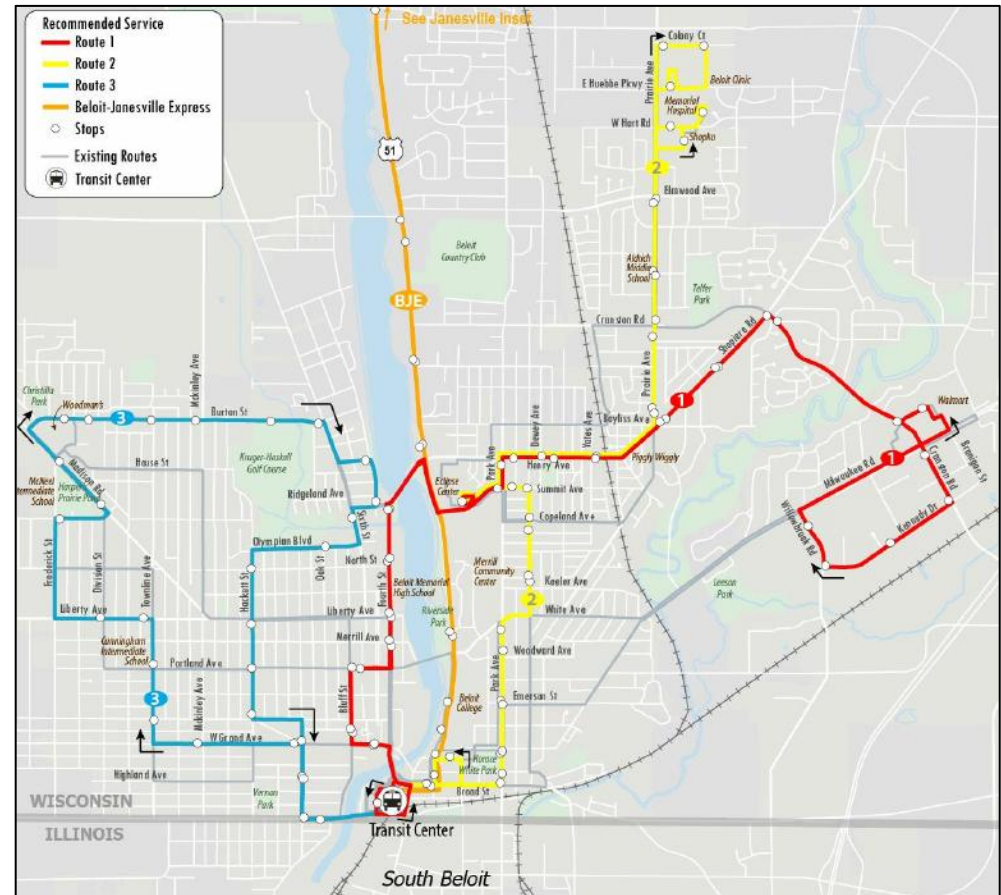
Recommendations

(Nelson\Nygaard) Proposed System



(Nelson\Nygaard) Proposed System

- Add new crosstown route to improve access to Walmart and Memorial HS
- Increase service to the Eclipse Center and Public Library
- Eliminate inefficient route segments
- Discontinue tripper routes



June 2016: BTS Staff Proposed Modifications

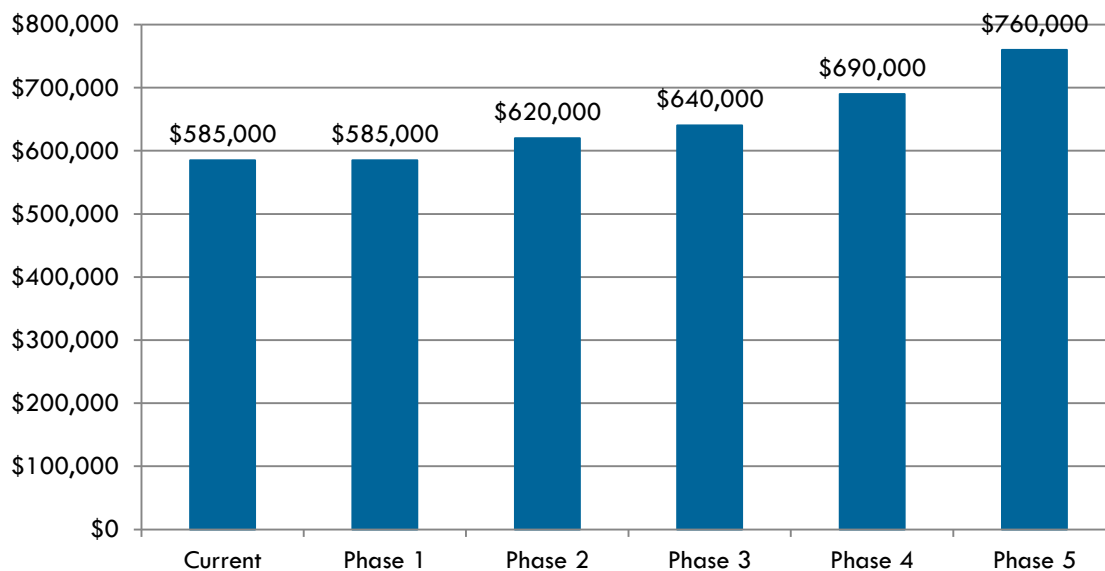
June 2016 Staff Recommended Routes



Service Expansion

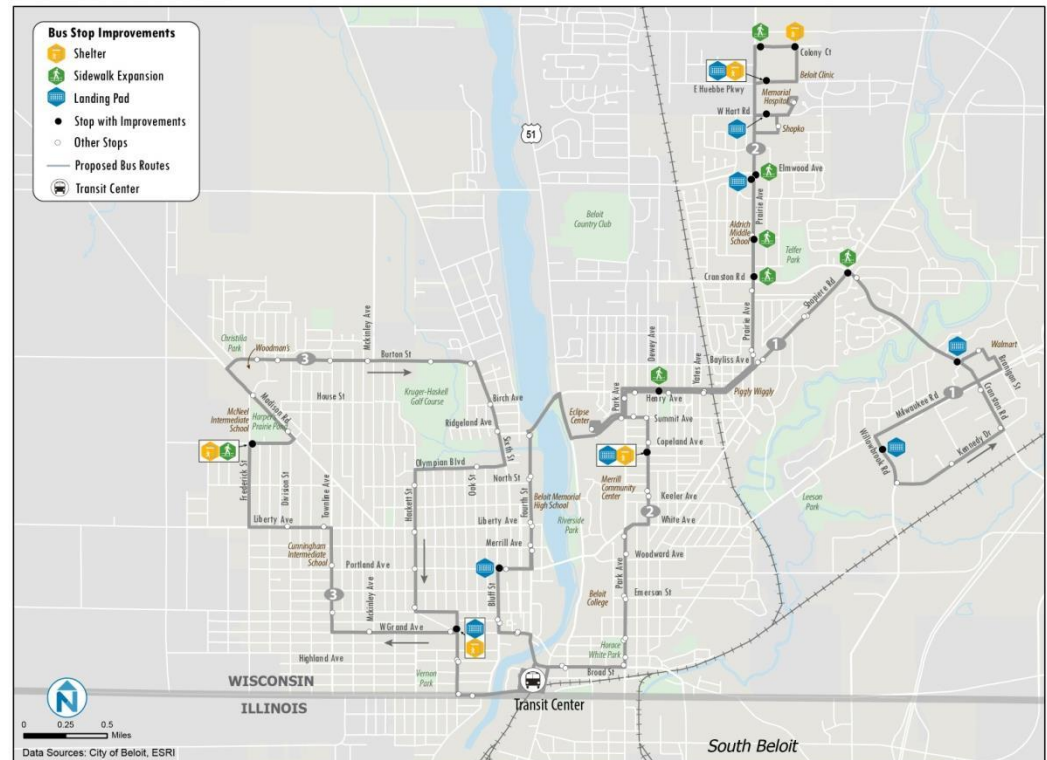
Phase	Recommendation	Approximate Local Cost
1	Restructure local routes; discontinue tripper routes	-
2	Extend weekday evening service to 8:00 p.m.	\$45,000
3	Extend Saturday service to 8:00 a.m. – 6:00 p.m.	\$25,000
4	Add Sunday service	\$40,000
5	New route between Beloit, South Beloit, Rockton, Roscoe, and Rockford	\$50,000

Projected Local Operating Budget



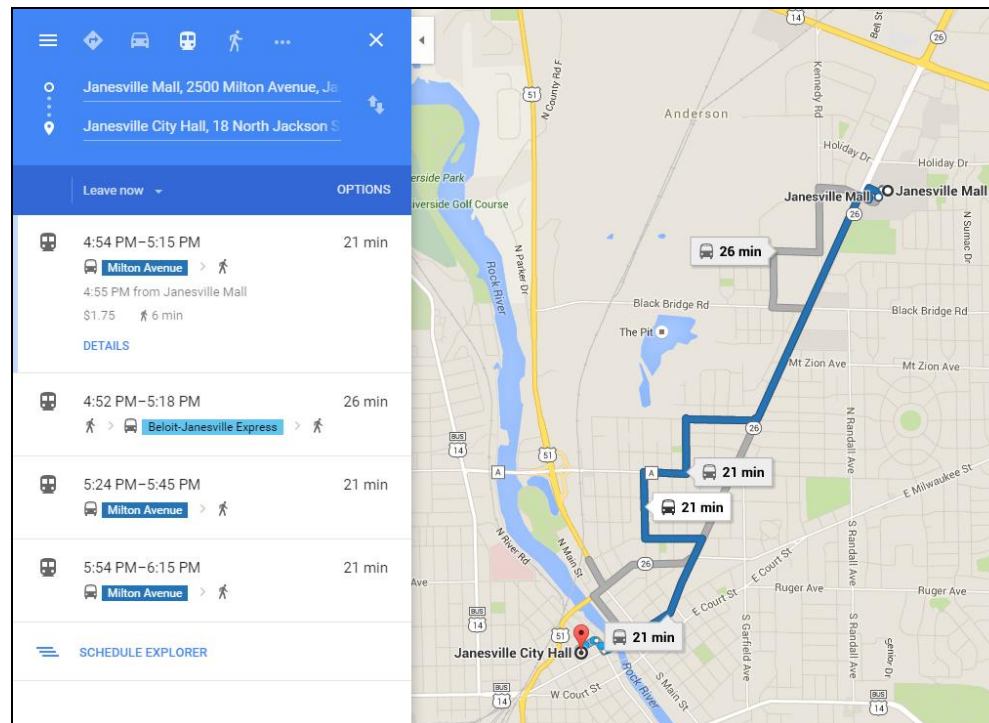
Capital Recommendations

- Improve bus stops at priority locations
- Redesign and replace obsolete bus stop signage
- Replace bus wash and install bike racks on buses



Additional Recommendations

- Add \$3.00 day pass and eliminate transfers
- Implement Google Transit
- Create a stand-alone BTS website with mobile capability
- Continue to explore opportunity of Beloit College U-Pass





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jgamez@nelsonnygaard.com

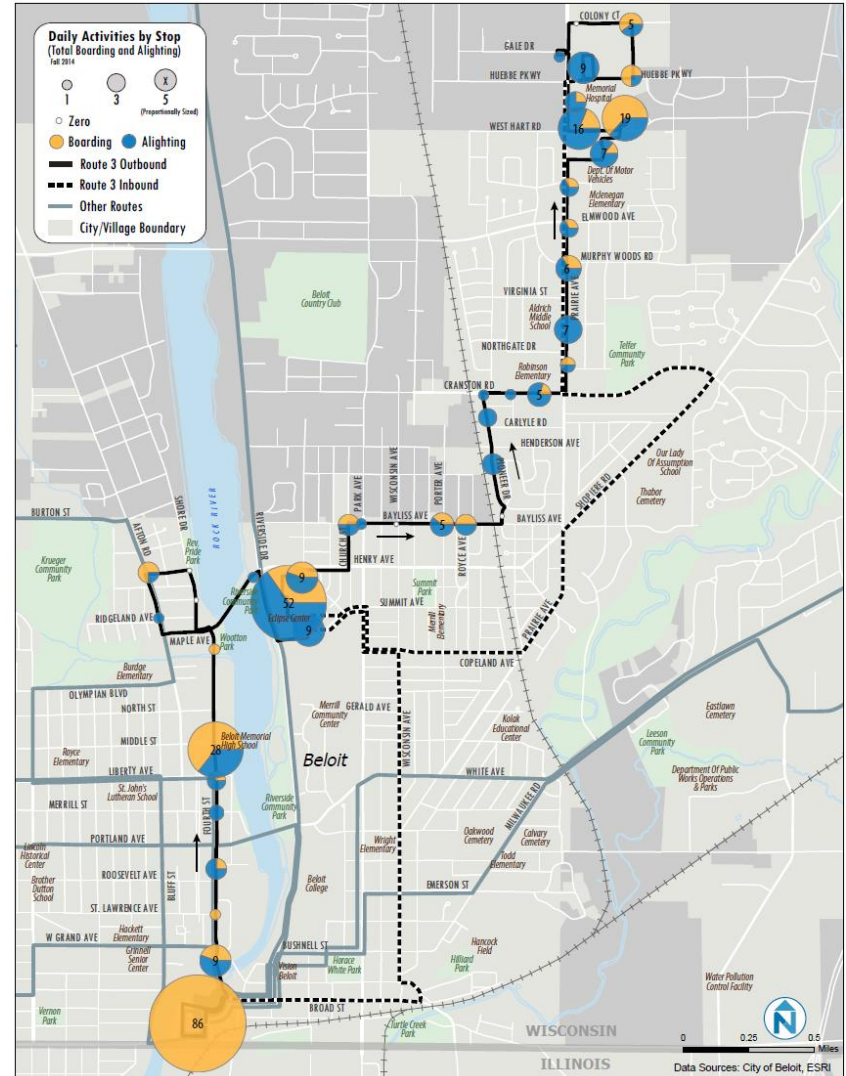
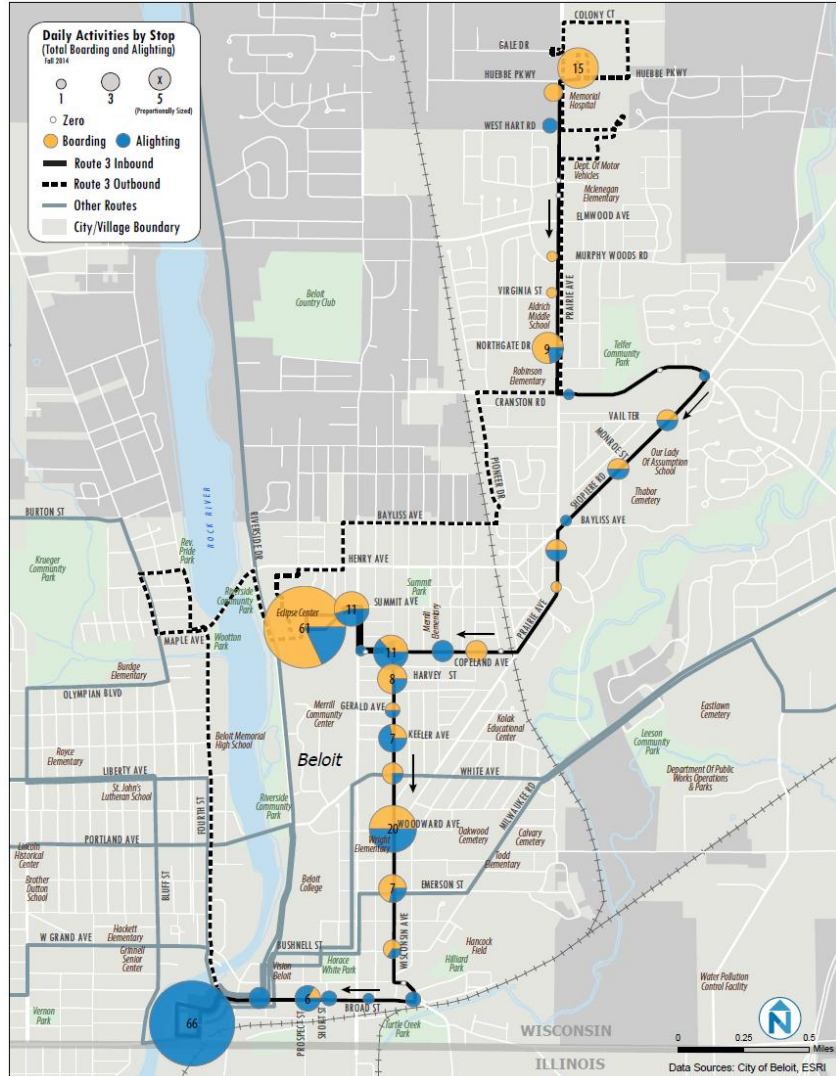
Route 1 Ridership by Stop



Route 2 Ridership by Stop

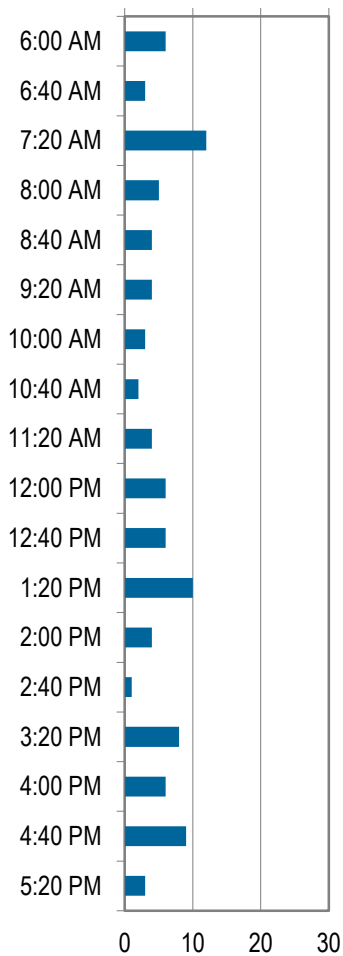


Route 3 Ridership by Stop

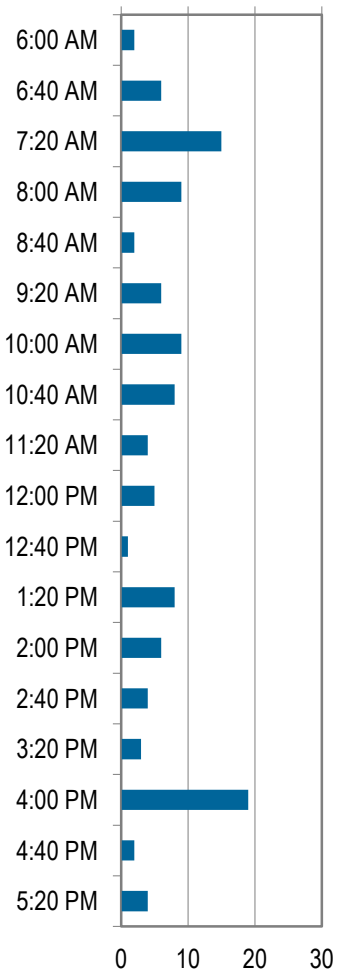


Ridership by Trip

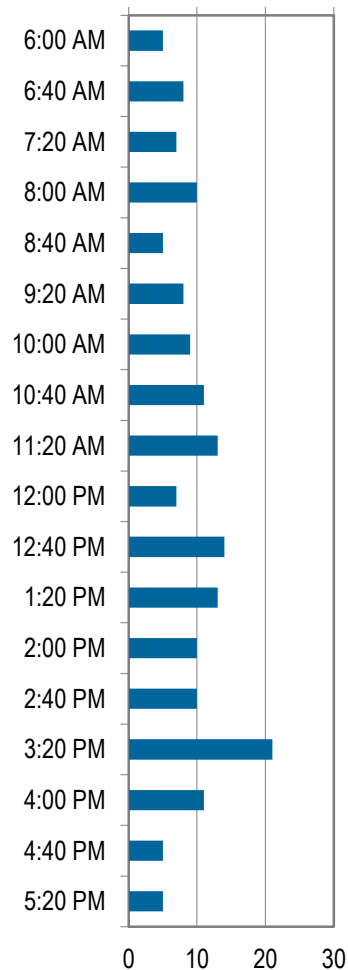
Route 1 Weekday



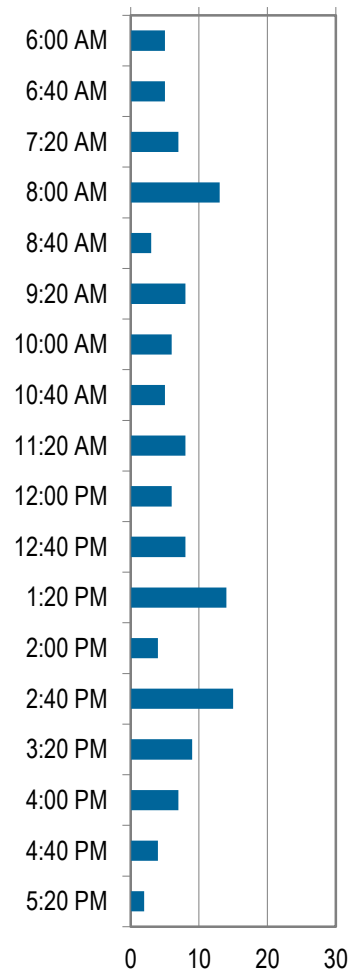
Route 2 Weekday



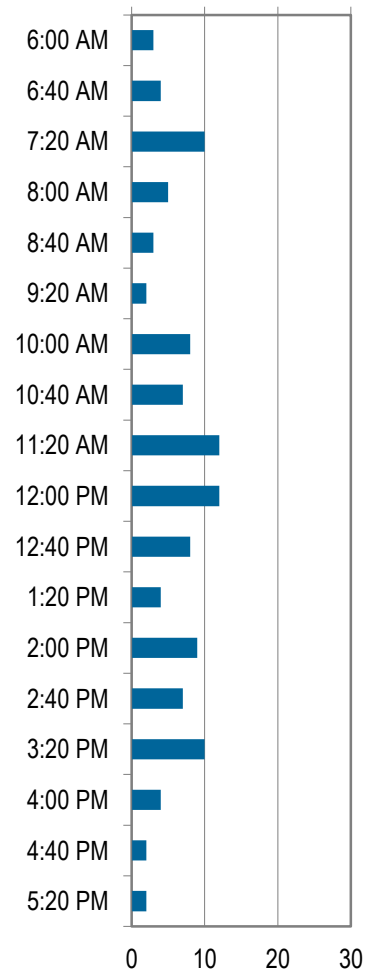
Route 3 OB Weekday



Route 3 IB Weekday



Route 4 Weekday





PROCEEDINGS OF THE BELOIT CITY COUNCIL
Special Meeting
City Hall - 100 State Street, Beloit, WI 53511
4th floor City Manager's Conference Room
Monday, May 16, 2016

Presiding: David F. Luebke
Present: Sheila De Forest, Regina Dunkin, Kevin Leavy, and Mark Preuschl
Absent: Regina Hendrix, Marilyn Sloniker

1. President Luebke called the meeting to order at 6:00 p.m. Councilor Dunkin arrived at 6:04 p.m.
2. Ralph Berkley appeared before the Council in consideration for appointment to the **Police and Fire Commission**. This is a five year term. The Appointment Review Committee recommended approval on a vote of 4-0. Four members of the Appointment Review Committee were present to participate in the interview. Questions were asked of Mr. Berkley pertaining to relationships, business affiliations, management and other potential conflicts. He explained there were no conflicts. He was asked about experience with hiring, firing and providing disciplinary actions to employees. He noted his career as an administrator and principal has prepared him in bargaining and consensus building as well as administrative leadership, which is a good fit for this Commission. The final question was to explain the role of the PFC as he understood it. Councilors De Forest and Dunkin moved to appoint Mr. Ralph Berkley to a five year term effective immediately. Motion carried. File 6114
3. Councilors Leavy and Preuschl made a motion to adjourn at 6:11p.m. Motion Carried.

Lorena Rae Stottler, City Clerk

www.beloitwi.gov

Date Approved by City Council: June 6, 2016



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, May 16, 2016

Presiding: David F. Luebke
Present: Sheila De Forest, Regina Dunkin, Regina Hendrix, Kevin Leavy, Mark Preuschl, Marilyn Sloniker
Absent: None

1. President Luebke called the meeting to order at 7:00 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Councilor De Forest presented to Public Works Director Greg Boysen, a proclamation declaring May 15-21, 2016 as **Public Works Week**. File 7148
 - b. Councilor De Forest presented a proclamation honoring the **Beloit Memorial High School Girls Track and Field Team**. File 7148
4. PUBLIC HEARINGS – None
5. CITIZEN PARTICIPATION
 - a. Clinton Anderson, 1679 Prairie Avenue, introduced himself as a candidate for the 31st Assembly District and invited them to have a conversation with him at a later time regarding where he stands on issues and why he is running.
6. CONSENT AGENDA

Councilor Leavy requested to have item 6.e be removed from the consent agenda. Councilors Hendrix and Sloniker made a motion to adopt the consent Agenda items 6.a – 6.d and 6.f and 6.g. Motion carried.

- a. The **Minutes** of the Special and Regular meetings of May 2, 2016 were approved.
- b. A resolution approving **Change of Agent** on the Class “A” Beer License for Casey’s Marketing Company d/b/a Casey’s General Store #3316, located at 2350 Cranston Road from Jeff Kimberly to Emma Monheim for the License period ending June 30, 2016 was approved. File 8688
- c. A resolution approving **Change of Agent** on the Class “A” Beer License for Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road from Akbir Kang to Bethany Moore for the License period July 1, 2016 to June 30, 2017 was approved. File 8721
- d. A resolution approving **Change of Agent** on the Class “A” Beer and “Class C” Wine License for Vince’s Pizza, Inc. d/b/a Vince’s Pizza, located at 1050 Hackett Street, from Vincenzo Gabriele to Piera Gabriele-Parisi for the license period July 1, 2016 to June 30, 2017 was approved. File 8721
- f. An application for a **Class “B” Beer and “Class B” Liquor License** for WISCO Kitchen, LLC, d/b/a Wisco Kitchen, located at 302 State Street, Jacqueline S. Gennett, Agent for the License period July 1, 2016- June 30, 2017 was referred to ABLCC. File 8721
- g. An application for Addendum No. 1 to **Kadlec Drive Condominium Plat** located at 2660 Kadlec Drive was referred to the Plan Commission. File 8242
- e. Resolution approving **Change of Agent** on the Class “B” Beer and Reserve “Class B” Liquor License of Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue from Jose Cortes to Miguel Lazaro for the license period

July 1, 2016-June 30, 2017. Clerk Stottler gave the staff report and explained that the resolution is approving the change of agent while the ABLCC is recommending denial of the change of agent. Councilors De Forest and Dunkin made a motion to adopt. Motion failed 0-7. File 8721

7. ORDINANCES – None

8. APPOINTMENTS

President Luebke presented the list of appointments being recommended by the Appointment Review Committee and explained that all appointments will be taken in one motion unless a councilor wishes to take up a nomination separately. Councilors Sloniker and Hendrix made a motion to appoint the candidates as presented. Motion carried.

a. **Board of Appeals** File 6130

Incumbent Merlin Bussan to a term ending May 31, 2019

Incumbent John Schroer to a term ending May 31, 2019

Incumbent Carolyn H. Hansen to a term ending May 31, 2019

John P. Petersen, 2387 Turnberry Dr. (2nd Alternate) to a term ending May 31, 2018

b. **Business Improvement District (Downtown Beloit Association)** File 6716

Stephanie Knueppel, 400 E. Grand Ave., Suite 308 (replacing Jeff Redieski as Non-Owner Occupant) to a term ending December 31, 2018

c. **Park, Recreation & Conservation Advisory Commission** File 6180

Isaac DeForest-Davis, 748 Harrison Ave. (Youth Representative) to a term ending September 30, 2016

Kristin Loehr, 1804 Oakwood Ave. (replacing Mark Preuschl) to a term ending September 30, 2016

d. **Plan Commission** File 6064

Charles M. Haynes, 209 Portland Ave. (replacing Dr. Brittany Keyes) to a term ending April 30, 2018

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor De Forest attended the Art Walk and felt it was successful despite the weather. She attended the Beloit Police Departments first awards ceremony and congratulated the recipients. She offered thanks to the retiring City of Beloit staff members Steve Givhan and Chris Walsh. She thanked Beloit School District staff member Janelle Moratz for her service. She also thanked Porter Avenue Watch Group member John Ramstead for his service to the community. She announced that Pratt Industries is hiring.
- Councilor Sloniker attended the Parks and Recreation and Landmarks Committee orientation.
- Councilor Dunkin thanked the Merrill Community Center volunteers and the School District of Beloit for offering the Summer Academic Enrichment & Coed Softball League this summer. She encouraged citizens to purchase an art square for \$40 to help keep downtown looking and running beautifully. She met with the City Manager, Fire Chief, Police Chief and Library Director and continues to work on learning the city functions as a new councilor. She attended her first Alcohol Beverage License Control Committee meeting. She also attended the Public Works informational session about the Wisconsin Avenue Reconstruction project.
- Councilor Hendrix has been busy celebrating young people academically as graduation nears. The Stateline Foundation awarded \$175,000 in scholarships to 48 students. Beloit College will hold their 166th commencement on May 15th. Family Services will be dedicating the Serenity Garden at 416 College Street tomorrow. Her burger of the month (the Queen Supreme) is coming soon to The Rock the week of May 22-28!
- Councilor Leavy thanked Chief Zibolski for a successful awards ceremony as well as the Merrill community Center volunteers for the summer program. He invited the public to support the Caldwell's when they return to Beloit for some special events this month. Jim and Cheryl Caldwell dedicated a computer lab to the Stateline Boys & Girls Club and the grand opening will take place on May 27. That same day, Fruzen Intermediate School will be dedicating the gymnasium to Mr. Caldwell, who is a Beloit native and High School graduate class of 1973.
- Councilor Preuschl attended the Art Walk. He is pleased to have the Farmer's Market back for the season. He announced that the new trail guide is available from the Parks and Leisure Services department. He also was happy to attend the 1st annual awards ceremony for the Beloit Police Department.

- President Luebke expressed gratitude for the police department awards ceremony. He also praised both Regina Hendrix and Regina Dunkin for their work and recognition in the Beloit community and encouraged them to keep up the good work.

10. CITY MANAGER'S PRESENTATION - None

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Recreation Supervisor Spencer Waite presented a resolution authorizing a **New Fee, Charge and Rate** at Krueger Municipal Pool, operated by the City of Beloit, Wisconsin. He explained that the "Rock County Super Pass" is an enhancement option to the Krueger Pool Summer Pass. This option allows pass holder access to Beloit (Krueger Municipal Pool), Janesville (Rockport Pool), Evansville (Veteran's Memorial Pool), and Edgerton Pool for the cost of \$10.00 per person on top of the regular pool pass price. This is considered an incentive program that may promote and increase sales of season passes and generate a spike in attendance numbers holding the potential for increased revenues to entrance fees and concession sales. This program was created by the National Park and Recreation Association as a way to promote the public interaction in swimming and encourage the use of municipal pool. Councilors Preuschl and De Forest made a motion to adopt the resolution as presented. Motion carried. File 8695
- b. Councilors Dunkin and Sloniker made a motion to convene in closed session pursuant to section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to **litigation** in which it is or is likely to become involved namely *Hansen, et al v. City of Beloit, 2016-CV-412* and also pursuant to section 19.85(1) (e), Wis. Stats., to discuss two potential **real estate transactions**, the discussion of which would harm the City's competitive or bargaining interests if held in open session at 7:40 p.m. Motion carried.

12. Councilors Sloniker and Preuschl made a motion to adjourn at 8:53 p.m. Motion Carried.

Lorena Rae Stottler, City Clerk

www.beloitwi.gov

Date approved by City Council: June 6, 2016



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Application for a Class "B" Beer for Taqueria Azteca Beloit, LLC. located at 1910 Shopiere Road, Ruben Rosas, Agent- Refer to ABLCC

Date: June 6, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information: On May 27, Ruben Rosas informed the Clerk's office that his business is changing from an individual to an LLC. His business has been in Beloit since April 2006 as Taqueria Azteca, but has always operated as an individual. This application is simply changing the business from an individual to an LLC. No changes to license types or physical address are taking place in this application.

1. Mr. Ruben Rosas is making an application to continue his business to be located at the same premise as Taqueria Azteca, 1910 Shopiere Road. He has presented the Clerk's office a complete application for the license period of July 1, 2016-June 2017.
2. Mr. Rosas is also agent listed on the application and has complied with the requirements for such.

Key Issues (maximum of 5):

1. The Clerk has received a completed application, an auxiliary questionnaire; the supplemental questionnaire for agent.
2. This is a referral to ABLCC only at this time and will be presented at their June 14, 2016.
3. Upon recommendation this will return to the City Council on June 20, 2016 for a decision.
4. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing license.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.): Taking action regarding this license conforms to the City's Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality 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 – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation: Staff recommends that the City Council refer this item to the Alcohol Beverage License Control Committee for review and recommendation.

Fiscal Note/Budget Impact: Action on this item does not have a significant impact on the City's budget.

Attachments: Original Alcohol Beverage Retail License Application, Schedule of Appointment of Agent, Auxiliary Questionnaire, and letter of intent from both parties.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 2014 ;
ending June 30 20 2017

TO THE GOVERNING BODY of the: Town of }
 Village of } Beloit
 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): Tagueria Azteca 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	<u>Ruben Rosas</u>	<u>2543 Sunshine Lane</u>	<u>Beloit WI 53511</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Ruben Ross</u>	<u>2543 Sunshine Lane</u>	<u>(608) 346-4056</u>
Directors/Managers			

3. Trade Name Tagueria Azteca Business Phone Number (608) 313-9720
4. Address of Premises 1910 Shopiere Road Post Office & Zip Code Beloit 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 WI and date June 2016 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, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Dining room, store room, 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? Ruben Rosas
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 they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

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

SUBSCRIBED AND SWORN TO BEFORE ME
this 27th day of May, 20 14

[Signature]
Clerk/Notary Public
My commission expires 8-23-17

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

My commission expires _____

(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>5-27-14</u>	<u>6-6-14</u>		
Date license granted	Date license issued	License number issued	

Applicant's WI Seller's Permit No.: <u>456-102718681-02</u> FEIN Number: <u>81-1021261</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100 -</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50 -</u>
TOTAL FEE	\$ <u>150 -</u>

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 Taqueria Azteca Beloit, 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 Taqueria Azteca
(trade name)

located at 1910 Shopshire Rd

appoints Ruben Ross
(name of appointed agent)
2543 Sunshine 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).
Taqueria Azteca Fort Atkinson LLC

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? 1991

Place of residence last year 2543 Sunshine Lane, Beloit WI

For: Ruben Ross
(name of corporation/organization/limited liability company)
By: _____
(signature of Officer/Member/Manager)

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

ACCEPTANCE BY AGENT

I, Ruben Ross, 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.

Ruben Ross _____ Agent's age _____
(signature of agent) (date)
2543 Sunshine Lane Beloit WI 53511 Date of birth _____
(home address of agent)

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

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

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

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Rosa s		Ruben			
Home Address (street/route)		Post Office	City	State	Zip Code
2543 Sunshine			Beloit	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
608-346-4056				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.

Ruben Rosa s of Taqueria Azteca Beloit, 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? 2002
- 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. Taqueria Azteca Beloit LLC
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.

(Name of Wholesale Licensee or Permittee) (Address By City and County)

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

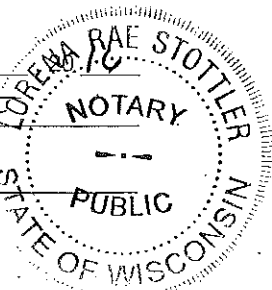
Employer's Name	Employer's Address	Employed From	To
Seneca Foods	418 E Conde, Janesville	1995	2006
Advance Trans former	Munroe Wisc	1992	1995

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 27 day of May

Lorenal H. Stotler
(Clerk/Notary Public)



Ruben Rosa s
(Signature of Named Individual)

My commission expires 8-23-19-02



Printed on Recycled Paper

Wisconsin Department of Revenue



WISCONSIN DEPARTMENT OF REVENUE
 PO BOX 8902
 MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
 MADISON, WI 53708-8902
 ph: 608-266-2776 fax: 608-264-6884
 email: DORBusinessTax@revenue.wi.gov
 website: revenue.wi.gov

TAQUERIA AZTECA BELOIT, LLC
 1910 SHOPIERE ROAD
 BELOIT WI 53511

Letter ID

L1475687776



Wisconsin Business Tax Registration Certificate

Expiration date: February 28, 2018
Legal/real name: TAQUERIA AZTECA BELOIT, LLC

- This certificate confirms that you are registered with the Wisconsin Department of Revenue for the tax types shown below.
- This registration certificate is not a seller's permit, and should not be used as proof that you hold a seller's permit.
- You may not transfer this certificate to any other individual or business.

OK 5 2:01 186688837068 Fax env. 5 5 9:35PM

Tax Type	Account Type	Number
Sales & Use Tax	Sales & Use Tax	456-1027786781-02
Local Exposition Tax	Local Exposition Tax	014-1027786781-05
Withholding Tax	Withholding Tax	036-1027786781-04

5 05 2016 9:37PM

Registro de fax para para

HP OfficeJet 3830 All-in-One Printer

EMERGENCY EXIT

DINING

AREA

COFFIN

Rest Room

Rest Room

REFRIG

KITCHEN

1st
2nd
Cooler

ice
making

Register

Cooler

Beer
Cooler

Beer
storage

alcohol
being
served
possessed
or consumed

Alcohol is
being
stored

Walking
Freezer

Walking
Cooler

REAR EXIT



SUPPLEMENTAL QUESTIONNAIRE FOR AGENTS

You are required to provide the following information to the City of Beloit to assist determining whether you meet the qualifications necessary to act as agent for the corporation or limited liability company that has submitted your appointment as agent. (Wis. Stats. 125.04(5) and (6)).

Please attach as many sheets as necessary to provide your answers to the questions below. Your notarized signature is required on the next page and constitutes your sworn statement that the information provided by you is truthful and accurate. It is also necessary that you have a corporate officer sign the second page and have that signature notarized also. The signing and notarization by the corporate officer constitutes a representation to the city that the corporation is requesting that the city rely on the information provided by the agent, which you attach.

QUESTIONS

1. The law requires that the entity appointing you as agent vest in you, by properly authorized and executed written delegation, full authority and control of the premises described in the license or permit of the entity, and of the conduct of all business on the premises relative to alcohol beverages, that the licensee or permittee could have and exercise if it were a natural person. Please state in your own words how you intend to fulfill those duties and exercise your authority.
2. Please describe any previous experience you have had in retail alcohol sales.
3. Please state how many other people will be under your supervision and engaged in alcohol beverage business.
4. Please describe what type of training you will offer to those under your supervision, describe whether the training will be ongoing and attach any written training materials or policy manuals you intend to rely on.
5. Please describe in detail what training, policy and procedures you intend to implement to ensure against underage sales.
6. Please describe what other employees will hold licenses to directly dispense alcohol.
7. Please describe whether you are going to be a full time employee and further state whether you either act as an alcohol agent for any other business or hold any other employment.

Supplemental Questionnaire

- 1) I am the owner, and will only sell beverages on a scheduled time, as well as attending the "Responsible Beverage class"
- 2) I have ~~no~~ ~~previous~~ ~~experience~~, ~~but~~ ~~will~~ ~~pay~~ ~~for~~ ~~myself~~ (10 years w/no violation opened 2nd store Nov 15 in Ft Atkinson & am the agent there)
- 3) ~~Two~~ ~~to~~ no more than 6.
- 4) The Responsible Beverage class is needed and to make they need and understand the Wisconsin Alcohol, Beverage and Tobacco laws pamphlet
- 5) As stated above, as well as checking patrons ages (I.D.) ^{35+ younger}
- 6) Just myself, unless employees attend Responsible Beverage class + obtains operator's permit

7) I am the owner / of the business, I am not an alcohol agent for any other business Agent for Agent for # AT + operators

8) Monday thru Sunday - Beverage sales from 12:00 pm to 9:00 pm or what permit allows (weekends ^{Fri-Sat} ~~10pm~~ ^{9am - 10pm} ~~midnight~~)

9) I do understand and that I am fully responsible for my license, and the rules and regulations of this.

10) I have no alcohol related violations

11) I am a food & beverage owner, and appreciate consideration for my license. I will ensure the proper practices of responsibility with the license.

8. Please state your intended hours or schedule of being physically present at the licensed premises. Your intended hours should be set out on a daily, weekly or monthly basis as appropriate.

9. Please state whether you understand that you can be personally given citations by the police department for such things as underage sales, open after hours or other alcohol related violations even when you are not on the premises.

10. Please describe any alcohol related violations you have been charged with in the last five (5) years. Provide the date of the offense, the nature of the charge and the disposition of the matter. If there are none, so state.

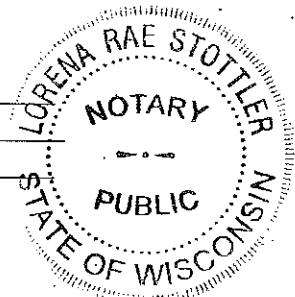
11. Please provide any other information you believe that the City of Beloit should be aware of in deciding whether you satisfactorily qualify to be an alcohol beverage agent.

X *Ruben Rosas*
Agent Signature

Ruben Rosas
(Print Agent Name)

Subscribed and sworn to before me this 27 day of May, 2016.

Lorena Rae Stotler
Notary Public
My commission: 8-23-19



Corporate Officer Signature
(Designate Office)

(Print Corporate Officer Name)

Subscribed and sworn to before me this _____ day of _____, 20__.

Notary Public
My commission: _____



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Application for a Class "B" Beer and "Class B" Liquor for The New Pop House, located at 863 Fifth Street, Zachariah Robert Davis, Agent- Refer to ABLCC

Date: June 6, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information: On May 26, Zachariah Robert Davis presented application to the Clerk's office that he will be taking over for the bar currently known as Alumni House, Danny Hatch, Agent. The applicant and Danny Hatch were present to provide the necessary documents to apply for referral.

1. Mr. Davis is making application to lease the establishment from Michael Weaver, the original owner of the building at 863 Fifth Street. He has presented the Clerk's office a complete application for the license period of July 1, 2016-June 2017.
2. Mr. Davis explained that he is making renovations currently and hopes to return the establishment to its earlier days when it was known as the Pop House, a popular gathering spot for college students from 1946 until it closed in 1973. One of the most popular features of the Pop House of the past was music attraction from popular bands and musicians.

Key Issues (maximum of 5):

1. The Clerk has received a completed application, an auxiliary questionnaire; lease, floorplan and letter from Danny Hatch relinquishing his license upon Beloit City Council granting approval to Mr. Davis.
2. This is a referral to ABLCC only at this time and will be presented at their June 14, 2016.
3. Upon recommendation this will return to the City Council on June 20, 2016 for a decision.
4. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing license.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.): Taking action regarding this license conforms to the City's Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality 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 – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation: Staff recommends that the City Council refer this item to the Alcohol Beverage License Control Committee for review and recommendation.

Fiscal Note/Budget Impact: Action on this item does not have a significant impact on the City's budget.

Attachments: Original Alcohol Beverage Retail License Application, Schedule of Appointment of Agent, Auxiliary Questionnaire, and letter of intent from both parties.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 16 ;
ending June 30 20 16

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): Davis, Zachariah Robert

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>Zac Davis</u>	<u>431 E. WOODLAND, BELOIT, WI, 53511</u>	
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent			
Directors/Managers			

3. Trade Name The New Pop House Business Phone Number (815) 847 9959

4. Address of Premises 863 FIFTH ST., 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.
- (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, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) main bar room barquet room, storage room

10. Legal description (omit if street address is given above): 863 Fifth Street W 72 FT LOTS 11 + 12 B 18

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? Alumni House Danny Hatch's

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 they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 26 day of May, 20 16

[Signature]
(Clerk/Notary Public)

[Signature]

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

My commission expires 8-23-2019

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>7-16</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

456 000 113 145 503

Applicant's WI Seller's Permit No.:	FEIN Number:
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>500</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
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)	
DAVIS		ZACHORIAH		ROBERT	
Home Address (street/route)		Post Office		City	
431 E. WOODLAND DR.		53511		BELOIT	
Home Phone Number		Age		Date of Birth	
815-847-9959		-			
				State	
				WI	
				Zip Code	
				53511	
				Place of Birth	
				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.
- _____ 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? 18 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. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee, or Permittee) (Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
TINKER TOY CUSTOMS	156 ROOSEVELT AVE	2003	PRESENT
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 27 day of May, 2014
[Signature]
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 8-23-19



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Recycled Paper

Wisconsin Department of Revenue

ALCOHOL LICENSE RELINQUISHMENT

Date: 5-9-16

Business Name: Alumni House

Address of Business: 863 5th St & 156 Portland Av

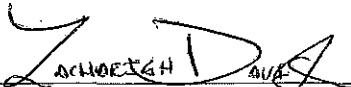
Name of Owner(s): _____

As owner/owners of the above named business, I/we agree to relinquish the alcohol

license to: Zachariah Davis

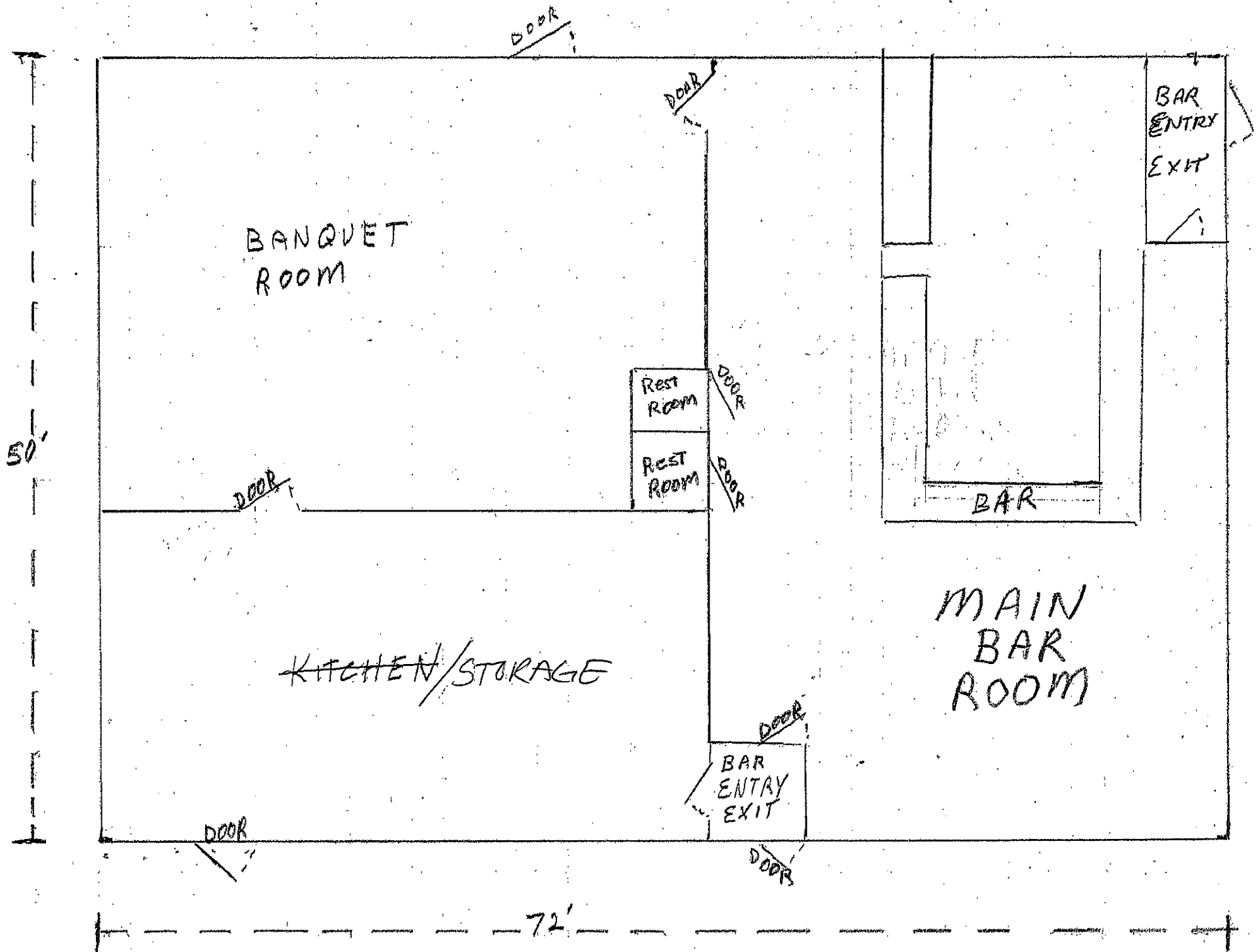
upon the Beloit City Council granting the same.


Signature of Owner


Signature of Owner

Return to:

Beloit City Clerk
100 State Street
Beloit, WI 53511.



PORTLAND AVE



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Application for a Class “A” Beer and “Class A” Beer license for Madison Road Mart Inc. located at 1343 Madison Road, Harjinder Samra, Agent- Refer to ABLCC

Date: June 6, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information: On May 16, 2016 Harjinder Samra future owner for Madison Road Mart Inc. came to apply for a liquor license with the understanding that Beloit Enterprises, Inc., Pyarali Punjwani, Agent Rao Ahmed of ND gas LLC would relinquish his liquor license upon sale of the business set to occur at a closing on June 30, 2016..

1. Mr. Samra of Madison Road Mart Inc. is making an application to establish his business to be located at the same premise as Madison Road BP, 1342 Madison Road but to be named Madison Road Mart, Inc. He has presented the Clerk’s office a complete application for the license period of July 1, 2016-June 2017.
2. Mr. Samra is also agent for Beloit Mobil, located at 1902 Shopiere Road, Liberty Mobil, located at 1407 Liberty Avenue, and Park Avenue Mart, located at 1771 Park Avenue.

Key Issues (maximum of 5):

1. The Clerk has received a completed application, an auxiliary questionnaire; the supplemental questionnaire for agent, The sale is scheduled to be completed before June 30, 2016...
2. This is a referral to ABLCC only at this time and will be presented at their June 14, 2016.
3. Upon recommendation this will return to the City Council on June 20, 2016 for a decision.
4. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing license.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City’s mission.): Taking action regarding this license conforms to the City’s Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality 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** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Action required/Recommendation: Staff recommends that the City Council refer this item to the Alcohol Beverage License Control Committee for review and recommendation.

Fiscal Note/Budget Impact: Action on this item does not have a significant impact on the City’s budget.

Attachments: Original Alcohol Beverage Retail License Application, Schedule of Appointment of Agent, Auxiliary Questionnaire, and letter of intent from both parties.

Copy -

Purchase of Madison Road BP

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 16 ;
ending June 30 20 17 ;

TO THE GOVERNING BODY of the: Town of
 Village of } Beloit
 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): Madison Road Mart Inc

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>President, Gurdip Samra</u>	<u>1985 Pebble Dr.</u>	<u>Beloit, WI 53511</u>
Vice President/Member	_____	_____	_____
Secretary/Member	_____	_____	_____
Treasurer/Member	_____	_____	_____
Agent	<u>Harjinder Samra</u>	<u>608-302-1730</u>	_____
Directors/Managers	_____	_____	_____

3. Trade Name Madison Road Mart Inc. Business Phone Number 608-368-0120
 4. Address of Premises 1343 Madison Rd. Post Office & Zip Code Beloit, WI 53511

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state _____ and date _____ 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, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Back room, cooler door, main floor, cashier area.

10. Legal description (omit if street address is given above): (Storage) (Sales)

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? Beloit Enterprises

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 they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

SUBSCRIBED AND SWORN TO BEFORE ME

this 16 day of MAY, 20 16

Terry Seitz (Clerk/Notary Public)

My commission expires Sept. 10, 2016

GURDIP SAMRA
(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>5-16-16</u>	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 WI Seller's Permit No./FEIN Number: <u>456-1029230309-02</u>	
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>500</u>
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$ <u>500</u>
<input checked="" type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u> - PD
TOTAL FEE	\$ <u>1050.00</u> 5-16-16

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Samra		Gurdip		Singh	
Home Address (street/route)		Post Office		City	
1985 Pebble Dr.				Beloit	
				State	
				WI	
				Zip Code	
				53511	
Home Phone Number		Age		Date of Birth	
608-302-1730					
				Place of Birth	

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 Madison Road Mart 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:

1. How long have you continuously resided in Wisconsin prior to this date? about 5 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. Park Avenue Mart Inc. located at 1771 Park Ave. Beloit, WI 535
(Name, Location and Type of License/Permit) holds a beer licens

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 permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee, or Permittee) (Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
Park Avenue Mart Inc.	1771 Park Ave. Beloit, WI	November 2015	Now

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 16 day of MAY 2016
Terry Seitz
(Clerk/Notary Public)

GURDIP SAMRA
(Signature of Named Individual)

My commission expires Sept. 10, 2016



Printed on
Recycled Paper

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Samra</u>		(first name) <u>Aaryinder</u>		(middle name) <u>Singh</u>	
Home Address (street/route) <u>1985 Pebble Dr.</u>		Post Office	City <u>Beloit</u>	State <u>WI</u>	Zip Code <u>53511</u>
Home Phone Number <u>608 302 1730</u>		Age	Date of Birth	Place of Birth	

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 Madison Road Mart 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:

1. How long have you continuously resided in Wisconsin prior to this date? about 12 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. hold a beer license at Beloit Mobil located at 1902 Shopiere Rd
(Name, Location and Type of License/Permit) Beloit, WI 53511

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 permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.

(Name of Wholesale Licensee, or Permittee)

(Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
<u>Samra & Singh</u>	<u>1902 Shopiere Rd.</u>		<u>Currently</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 16 day of MAY, 2016
Terry Seitz
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires Sept 10, 2016



Printed on Recycled Paper

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 Madison Road Mart
(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 Madison Road Mart Inc.
(trade name)

located at 1343 Madison Rd. Beloit, WI 53511

appoints Harjinder Samra
(name of appointed agent)
1985 Pebble Dr. 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).
Agent for Beloit Mobil located at 1902 Shopiere Rd. Beloit, WI 53511

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? _____

Place of residence last year 1985 Pebble Dr. Beloit, WI 53511

For: Madison Road Mart Inc.
(name of corporation/organization/limited liability company)

By: GURDIP SSAMRA
(signature of Officer/Member/Manager)

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

ACCEPTANCE BY AGENT

I, Harjinder Samra
(print/type 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] 5/16/16 Agent's age _____
(signature of agent) (date)
1985 Pebble Dr. 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)

SUPPLEMENTAL QUESTIONNAIRE FOR AGENTS

You are required to provide the following information to the City of Beloit to assist determining whether you meet the qualifications necessary to act as agent for the corporation or limited liability company that has submitted your appointment as agent. (Wis. Stats. 125.04(5) and (6)).

Please attach as many sheets as necessary to provide your answers to the questions below. Your notarized signature is required on the next page and constitutes your sworn statement that the information provided by you is truthful and accurate. It is also necessary that you have a corporate officer sign the second page and have that signature notarized also. The signing and notarization by the corporate officer constitutes a representation to the city that the corporation is requesting that the city rely on the information provided by the agent, which you attach.

QUESTIONS

1. The law requires that the entity appointing you as agent vest in you, by properly authorized and executed written delegation, full authority and control of the premises described in the license or permit of the entity, and of the conduct of all business on the premises relative to alcohol beverages, that the licensee or permittee could have and exercise if it were a natural person. Please state in your own words how you intend to fulfill those duties and exercise your authority.

2. Please describe any previous experience you have had in retail alcohol sales.

3. Please state how many other people will be under your supervision and engaged in alcohol beverage business.

4. Please describe what type of training you will offer to those under your supervision, describe whether the training will be ongoing and attach any written training materials or policy manuals you intend to rely on.

5. Please describe in detail what training, policy and procedures you intend to implement to ensure against underage sales.

6. Please describe what other employees will hold licenses to directly dispense alcohol.

7. Please describe whether you are going to be a full time employee and further state whether you either act as an alcohol agent for any other business or hold any other employment.

8. Please state your intended hours or schedule of being physically present at the licensed premises. Your intended hours should be set out on a daily, weekly or monthly basis as appropriate.

9. Please state whether you understand that you can be personally given citations by the police department for such things as underage sales, open after hours or other alcohol related violations even when you are not on the premises.

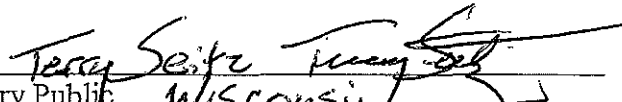
10. Please describe any alcohol related violations you have been charged with in the last five (5) years. Provide the date of the offense, the nature of the charge and the disposition of the matter. If there are none, so state.

11. Please provide any other information you believe that the City of Beloit should be aware of in deciding whether you satisfactorily qualify to be an alcohol beverage agent.


Agent Signature

Harjinder Samra
(Print Agent Name)

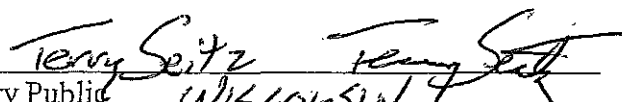
Subscribed and sworn to before me this 16 day of 5, 2016


Notary Public WISCONSIN
My commission: Expires: Sept. 10, 2016

GURDIP S SAMRA
Corporate Officer Signature
(Designate Office)

Gurdip S Samra.
(Print Corporate Officer Name)

Subscribed and sworn to before me this 16 day of 5, 2016.


Notary Public WISCONSIN
My commission: Expires: Sept. 10, 2016

1) I, as a business will make sure to fulfill my duties by: making sure to ID often and properly; train all employees; and require entry to alcoholic beverages to be locked at the proper times.

2) Experience I have in retail sales of alcohol has been in beer sales at the Samra & Singh (Beloit Mobil) since 2006 and S & S Oil, Inc. (Riverside Mobil) since 2008. I have also had liquor sales at the Riverside Mobil since May 2010. I also have beer and liquor licensing since May 2011 at Lake Mills Mobil, Inc.

3) This is a small business, so most shifts only have one person working at a time. I require everyone to have a liquor license, that way they don't need supervision after proper training.

4) Everyone must attend the Responsible Beverage class held at Blackhawk Technical College, within 90 days of them being hired. They must also keep their license up to date. Any new laws or manuals I receive from the State or from any vendors. I will make sure my employees read them and follow up on them with my employees.

5) Our policy and procedure on underage sales is that you, as an employee, are responsible for carding everyone who you sell to, that you are told when you are hired that if you sell to a minor it is immediate grounds for termination. Also, the tickets received for selling to underage persons is the responsibility of the employee: NO one else's.

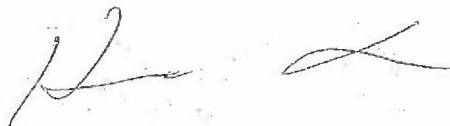
6) Four other employees, besides myself, hold a liquor license. These employees are the only persons who are able to sell liquor and work in the store alone during hours of beer or alcohol sales.

7) I am a full time employee at the Beloit Mobil and I have a manager who runs the Riverside Mobil, to where only I oversee things there.

8) My schedule:

<u>SUN</u>	<u>MON</u>	<u>TUE</u>	<u>WED</u>	<u>THUR</u>	<u>FRI</u>	<u>SAT</u>
Off	10am-6pm	8am-5pm	11am-6pm	3pm-12a	3pm-12am	10am-2pm

9) Yes, I understand that I can be personally given citations by the police department for underage sales, being open after or before hour sales and any other alcohol related violations, even if I am not on the premises.



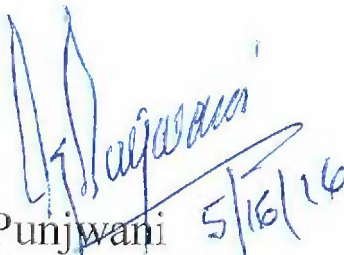
6-16-16

Madison road B.P
1343 Madison road
Beloit Wis 53511

To whom it may concern

I the undersigned hereby relinquish our Licences of
beer, wine, liquor and cigarette to Madison road mart
Inc., upon closing of our business.

For Beloit Enterprises Inc
D/B/A Madison Road BP


Pyarali S. Punjwani
President and Agent
May 16th 2016



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Application of Renewal of a Class “B” Beer and “Class C” Wine for Royal Enterprizes LLC, d/b/a Mama Lou’s Shrimp & BBQ Smokehouse, located at 315 State Street, James H. Bennett, Jr., Agent- Refer to ABLCC

Date: June 6, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information: On June 1, 2016, James H. Bennett Jr., made application to renew his Class “B” Beer and “Class C” Wine license with the City Clerk. He explained that he missed the April 15th deadline because he believed he had up through June 1 to get his paperwork in. We agreed to accommodate adding his application for referral in an effort to not interrupt his ability to sell and serve alcohol at his establishment.

1. Mr. Bennett, Jr. is making a renewal application to renew his liquor license as it currently exists and he has presented the Clerk’s office a complete application for the license period of July 1, 2016-June 2017.
2. Mr. Bennett, Jr. is also agent listed on the application and has complied with the requirements for such.

Key Issues (maximum of 5):

1. The Clerk has received a completed application, proof of seller’s permit, drawing, affidavit of gross receipts filed and a current lease.
2. This is a referral to ABLCC only at this time and will be presented at their June 14, 2016.
3. Upon recommendation this will return to the City Council on June 20, 2016 for a decision.
4. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing license.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City’s mission.): Taking action regarding this license conforms to the City’s Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality 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 – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation: Staff recommends that the City Council refer this item to the Alcohol Beverage License Control Committee for review and recommendation.

Fiscal Note/Budget Impact: Action on this item does not have a significant impact on the City’s budget.

Attachments: Original Alcohol Beverage Retail License Application, proof of seller’s permit, drawing.

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: July 12, 2016 ending: June 30, 2017
(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) BENNETT JR, James H Home Address 410 Portland Ave Post Office & Zip Code 53511

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ROYAL ENTERPRISES LLC

Address of Corporation/Limited Liability Company (if different from licensed premises) dba Mount Low's Shrimp & BBQ

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company: Spouse

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member JAMES BENNETT JR 410 Portland Ave 53511

Vice President/Member _____

Secretary/Member _____

Treasurer/Member _____

Agent JAMES BENNETT JR 410 Portland Ave 53511

Directors/Managers _____

C. 1. Trade Name dba Mount Low's Shrimp & BBQ Spouse Business Phone Number 608-247-9410

2. Address of Premises 315 State St, Beloit, WI 53511 Post Office & Zip Code Beloit, WI 53511

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? 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, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) DINING AREA / STORE IN CELLARS

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. 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 they must hold a Wisconsin Seller's Permit? [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 1st day of June, 2016

Donal Huttle
(Clerk/Notary Public)

James H Bennett Jr
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

My commission expires 8-23-2019

(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>6-1-2016</u>	Date reported to council/board <u>6-6-16 → 6-14-16</u>	Date license granted <u>6-20-16</u>
License number issued <u>N/A</u>	Date license issued	Signature of Clerk / Deputy Clerk

456-1028560131-02

Applicant's WI Seller's Permit No.:	FEIN Number:
	<u>45-5425920</u>
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input checked="" type="checkbox"/> Class C wine	\$ <u>100</u>
Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$



WISCONSIN DEPARTMENT OF REVENUE
 PO BOX 8902
 MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
 MADISON, WI 53708-8902
 ph: 608-266-2776 fax: 608-264-6884
 email: DORBusinessTax@revenue.wi.gov
 website: revenue.wi.gov

Letter ID L0421844832

ROYAL ENTERPRIZES LLC
 315 STATE ST
 BELOIT WI 53511-6236

Wisconsin Department of Revenue Seller's Permit

Legal/real name: ROYAL ENTERPRIZES LLC
Business name: MAMA LOU'S SHRIMP & BBQ SMOKEHOUSE
 315 STATE ST
 BELOIT WI 53511-6236

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1028560131-02

Mama Louis Shrimp & BBQ

NO Seating!

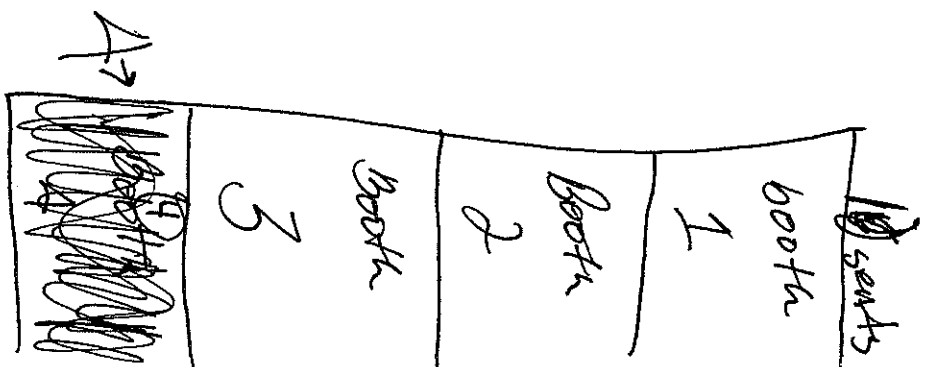
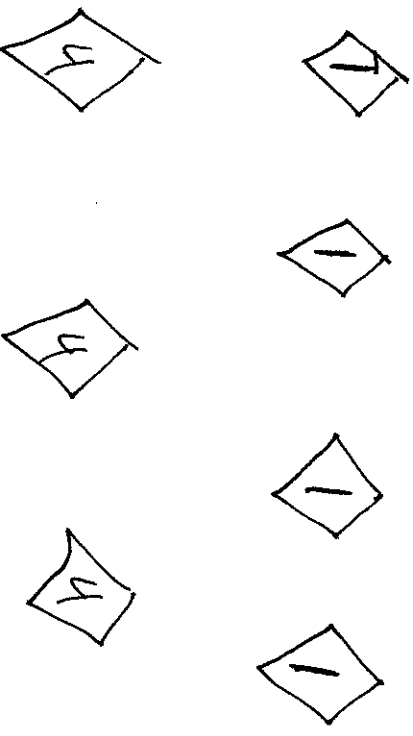
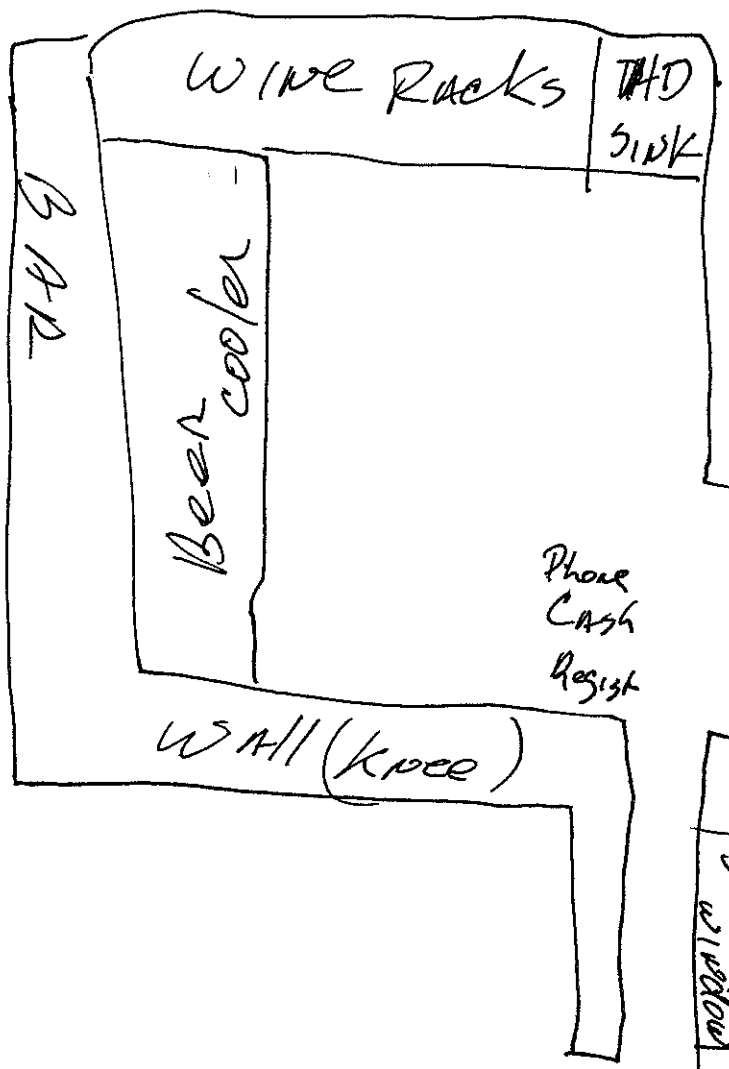
~~Hot sink~~ 3 comp sinks

1004-1k-10
coolers

seating window

floor

Phone
Cash
regist



Entrance

**RESOLUTION APPROVING RENEWAL OF
ALCOHOL BEVERAGE LICENSES FOR
LICENSE PERIOD JULY 1, 2016 - JUNE 30, 2017**

WHEREAS, applications have been received for renewal for fermented malt beverage and intoxicating liquor licenses for licensing period July 1, 2016 to June 30, 2017 (see attached list); and

WHEREAS, the Alcohol Beverage License Control Committee recommended approval for the renewal of the fermented malt beverage and intoxicating liquor licenses for the licensing period of July 1, 2016 to June 30, 2017; and

NOW, THEREFORE, BE IT RESOLVED that the renewal for fermented malt beverage and intoxicating liquor licenses for the licensing period July 1, 2016 to June 30, 2017 are approved.

Dated this 6th day of June 2016.

David F. Luebke, President, City Council

Attest:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Annual Applications for Beer/Liquor Licenses 2016-2017

Date: June 6, 2016

Presenter(s): Lorena Stottler

Department:

City Clerk

Overview/Background Information: The laws defining and regulating the sale, procurement, dispensing and transfer of alcoholic beverages is regulated by Wis. State Stats Chapter 125 and Chapter 31 of the General Code of Ordinances for the City of Beloit. Annually, and premise engaging in the sale, procurement, dispensing and transfer of alcoholic beverages must make application to the City of Beloit for annual renewal of their appropriate liquor license(s).

ALL licenses shall expire on June 30 of each year and a renewal process is necessary to maintain operations. The renewal process in the Clerk's office begins March 15 when letters are mailed to current license holders with a renewal application (AT-115), Auxilliary Questionnaire (AT-103), instructions for filing with clerk and a list of applicable fees. They are asked to return the paperwork and pay the publication fee by April 15, 2016. The list is assembled and brought to Council for referral to the ABLCC upon which a recommendation to the City Council is made at the 1st meeting in June.

City Ordinance 31.04 – Approval by City Council states:

No new retail alcohol beverage license, other than a temporary Class "B" or "Class B" license, shall be granted except by a majority vote of the members present at a meeting of the City Council. In determining the suitability of an applicant, consideration shall be given to the responsibility of the applicant, the appropriateness of the location, the premises proposed and generally, the applicant's fitness for the trust to be reposed in him/her. In addition, the applicant shall possess the qualifications required by §125.04(5), Wis. Stats.

Key Issues (maximum of 5):

1. The Municipal Clerk is responsible for receiving all applications for timely referral to ABLCC
2. The Municipal Clerk must publish all applications (published May 6,7 & 9, 2016)
3. The ABLCC acted on this list at their May 10, 2016 regular meeting. The committee voted to forward recommendation of the attached list to the City Council for approval at the June 6 regular meeting on a vote of 5-0.
4. The Municipal Clerk has issued check sheets and inspection forms to the City Treasurer, County Health Officer, Plan Department, Fire Department and Building Inspection. Once we have collected all appropriate fees and upon successful completion of the application checklist, the Clerk will issue a new annual license to be effective July 1, 2016 – June 30, 2017.
5. By July 15, 2016, the Municipal Clerk is responsible for submitting a list containing the name, address, trade name, type of license and name of agent to the Department of Revenue.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.): This conforms to Goals 2 & 3 supporting economic development, business retention and proactively partnering with businesses to promote a safe and healthy community.

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.): This does not apply

Action required/Recommendation: The Alcohol Beverage License Control Committee is recommending approval of the licenses listed on the attached list.

Fiscal Note/Budget Impact: Alcohol Licensing brings \$52,000 in revenues annually

Attachments: Listing of Businesses applying for Beer/Liquor Licenses for 2016-2017

NOTICE

APPLICATIONS FOR BEER/LIQUOR LICENSES 2016-2017

CLASS "B" BEER AND "CLASS B" LIQUOR

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

Alumni House. (Danny Hatch, Jr., Agent) Business Address: 863 Fifth St., Home Address: 1226 McKinley Ave.

Applebee's Neighborhood Grill & Bar - The Bloomin' Apple Beloit, LLC (Joshua Siebel, Agent) Business Address: 2680 Cranston Rd., Home Address: 334 S. Randall Ave., Janesville, WI

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

Beloit College - Pearsons Hall – Board of Trustees of Beloit College (John Winkelmann III, Agent) Business Address: 700 College St., Home Address: 626 Church St.

Beloit Snappers - Beloit Professional Baseball Association, Inc. (Timothy Hinds, Agent) Business Address: 2301 Skyline Dr., Home Address: 1974 Cleora Drive.

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

The Brass Rail – CPRTB, LLC (Ryan Roberts, Agent) Business Address: 646 Fourth Street, Home Address: 2228 E. West Hart Rd.

Bucky's Bunker – D&D Buck LLC (Daniel B. Bucholtz, Agent), Business Address: 1611 Hackett St., Home Address: 3724 Oak Lane Dr.

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

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

Clara Bo and Gatsby Wine Bar – The Hideout LLC (Scott Murray, Agent) Business Address: 1901 Liberty Ave., Home Address: 1517 Parker Ct., Janesville

Club Ballyhoo – Tilley's Pizza House, Inc. (Teresa M. Donovan, Agent) Business Address: 900 Fourth St., Home Address: 17137 Avon Townline Rd., Brodhead, WI

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

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

Diamond Lanes – Diamond Lanes, LLC (Daniel B. Bucholtz, Agent) Business Address: 1218 Cranston Rd., Home Address: 3724 Oak Lane Dr.

Domenico's - Domenico's Pizza and Restaurant, Inc. (Elsie Ekleberry, Agent) Business Address: 547 East Grand Ave., Home Address: 7642 N. Honeysuckle Lane, Edgerton

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.

The Grand Avenue Pub – JD Second Time Inc. (Gayle Schliem, Agent) Business Address: 132 West Grand Ave., Home Address: 2965 Grove St., Beloit

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. (Liza Carrasco, Agent) Business Address: 2790 Milwaukee Rd., Home Address: 671 Yates Ave.

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

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

Merrill & Houston's Steak Joint – Merrill & Houston's Steak Joint, LLC (Jayme Braatz, Agent) Business Address: 500 Pleasant St., Home Address: 2220 E. Easy St.

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.

Palermo Enterprise LLC (Olsie Ekleberry, Agent) Business Address: 648 Fourth Street, Home Address: 7642 N. Honeysuckle Lane, Edgerton. **NOT OPEN YET – LICENSE PENDING COMPLIANCE**

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 – Pitchers Mound LTD LLC (Robert Lee Lewis, Agent) Business Address: 2745 Prairie Ave., Home Address: 1924 Grandview Dr.

Pizza Hut – Rockford Pizza, LLC (Elliott Stubbendick, Agent) Business Address: 2787 Prairie Ave., Home Address: 612 N. Garfield Ave., Janesville

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

Rooney's Pub & Grub - Kline's Club 88, Inc. (Glenda G. Kline, Agent) Business Address: 65 Portland Ave., Home Address: 1948 Sun Valley Dr.

Royalty Lounge – Evans Group, LLC (Donta Evans, Agent) Business Address: 530 East Grand Ave., Home Address: 729 Central Ave.

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

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

The Tavern – Copper Ivy LLC (Susan Hudson, Agent) Business Address: 1567 Madison Rd., Home Address: 2312 Turnberry Ct.

Thirsty Badger Bar & Grill – Draeving Companies LLC (Michael Draeving, Sr., Agent) Business Address: 2683 Prairie Ave., Home Address: 11836 S. Co. Rd. H, Beloit

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

VFW Club – Mead-Allen Post #2306 Veterans of Foreign Wars of the United States (Steven Mayfield, Agent) Business Address: 2711 Afton Rd., Home Address: 2023 Jackson St.

CLASS “B” BEER AND RESERVE “CLASS B” LIQUOR

Alibi Bar & Grill – BRBK LLC, (Wendy K. Drake, Agent) Business Address: 1180 Madison Road, Home Address: 2115 S. Pow Wow Trail

Buffalo Wild Wings, Blazin Wings, Inc., (James Gleich, Agent) Business Address: 2747 Milwaukee Rd., Home Address: 1007 North Church Rd., Elkhorn

The Castle at 501 Prospect – Hourglass Media, LLC, (John Wittnebel, Agent) Business Address: 501 Prospect St., Home Address: 10320 W. County Rd. K, Beloit

Clancy’s Sports Lounge & Grill – Clancy L. Smith, Business Address: 201 Short Street, Home Address: 204 Middle Street

Eclipse Event Center, LLC (Jayme Braatz, Agent) Business Address: 100 Eclipse Center, Home Address: 2220 Easy St.

La Casa Grande - Casa Grande, Inc. (Elsie Ekleberry, Agent) Business Address: 618 Fourth St., Home Address: 7642 N. Honeysuckle Lane, Edgerton

Lucy’s #7 Burger Bar, LLC (Emily Hopper, Agent) Business Address: 430 East Grand Ave., Suite 102, Home Address: 10836 West County Road K, Beloit

Zen Sushi & Grill – Kyotai Corp. (Tai K. Park, Agent) Business Address: 430 East Grand Ave., Suite 101, Home Address: 408 S. Third St., Milwaukee

CLASS “A” BEER AND “CLASS A” LIQUOR

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

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

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

CVS Pharmacy #8534 – Wisconsin CVS Pharmacy, LLC. (Nancy Klatt, Agent) Business Address: 1063 Fourth St., Home Address: 1746 Dell Dr.

CVS Pharmacy #5600 – Wisconsin CVS Pharmacy, LLC (Debra Gajdosik, Agent) Business Address: 2149 Prairie Ave., Home Address: 6219 US Hwy 51 S., Janesville

Madison Road BP – Beloit Enterprises, Inc. (Pyarali Punjwani, Agent) Business Address: 1343 Madison Road, Home Address: 1940 Cleora Dr.

Piggly Wiggly – Guzman’s Supermarket, LLC (Miguel Guzman, Sr., Agent) Business Address: 1827 Prairie Avenue, Home Address: 5989 St. Lawrence Avenue

Tobacco Shack – Akshar Brahma, Inc. (Jignesh DeSai, Agent) Business Address: 1212 Cranston Rd., Home Address: 2777 N. Robinson Dr., #3

Wal-Mart Supercenter #2532 - Wal-Mart Stores East, LP (Leah R. Wampole., Agent) Business Address: 2785 Milwaukee Rd., Home Address: 420 E. Woodland Dr.

Walgreens #06096 – Walgreen Co. (Julie Punzel, Agent) Business Address: 1901 Prairie Ave., Home Address: 8824 S. Creek Road

Walgreens #12136 – Walgreen Co. (Jennifer Boyle, Agent) Business Address: 910 Broad St., Home Address: 945 Benton Ave., Janesville

Walgreens #11528 – Walgreen Co. (Tammy Patterson, Agent) Business Address: 1531 Madison Rd., Home Address: 1769 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 – Profuel Seven (Bethany Moore, Agent) Business Address: 1888 Shopiere Rd., Home Address: 1840 Chippewa Trl.

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

Casey's General Store #3316 – Casey's Marketing Company (Emma Manheim, Agent) Business Address: 2350 Cranston Rd., Home Address: 702 W. Burnett, Beaver Dam, WI **(W/Cider)**

Clark Gas Station – Bindi R Inc. (Jay Gravitt, Agent) Business Address: 903 Broad St., Home Address, 424 Prospect St. **(W/Cider)**

Dave's Bait & Tackle – David C. Huyck, Business Address 901 Bayliss Avenue, Home Address: 2013 Church Street

Liberty Mobil – S & S Express Mart, Inc. (Harjinder Samra, Agent) Business Address: 1407 Liberty Ave., Home Address: 1985 Pebble Dr. **(W/Cider)**

Mexico Dominicana - Mexico Dominicana, Inc. (Angel Rodriguez, Agent) Business Address 854 Henry Ave., Home Address: 1812 Grandview Dr.

Park Avenue Mart – Park Avenue Mart, Inc. (Harjinder Samra, Agent) Business Address: 1771 Park Ave., Home Address: 1985 Pebble Dr. **(W/Cider)**

Pilot Travel Center #289 – Pilot Travel Centers LLC (Brenda K. Boss, Agent) Business Address: 3001 Milwaukee Rd., Home Address: 1963 Pioneer Dr. **(W/Cider)**

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

Speedway #2086 - Speedway LLC Owned by MPC Investment LLC (Ann M. Edgecomb, Agent) Business Address: 1107 Liberty Ave., Home Address: 2185 Linway Dr. **(W/Cider)**

Speedway #4087 - Speedway LLC Owned by MPC Investment LLC (Susan C.Keough, Agent) Business Address: 148 Liberty Ave., Home Address: 825 Carolyn Dr. **(W/Cider)**

Speedway #4293 - Speedway LLC Owned by MPC Investment LLC (Sheryl LaTronico, Agent) Business Address: 2781 Milwaukee Rd., Home Address: 1931 Harrison Ave. **(W/Cider)**

Star Quick Mart – Tristar Beloit LLC (Pradip Patel, Agent) Business Address: 2158 Prairie Ave., Home Address: 2714 Sharon Dr.

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

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

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

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

The Turtle Tap, LTD - 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

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

Flying Pig – The Flying Pig Treat Shops, Inc. (Debra Nelson, Agent) Business Address: 431 East Grand Ave., Home Address: 1207 Liberty Ave.

Little Mexico of Beloit, LLC, (Adrian Cortes Pichardo, Agent), Business Address, 2787 Milwaukee Rd., Home Address: 141 Morris St., Pewaukee, WI 53072

Noodles & Company – The Noodle Shop, Co.-Colorado, Inc. (Charles Haug, Agent) Business Address: 2900 Milwaukee Road, Home Address: 312 Columbus St., Sun Prairie,

Salvador's Restaurant LLC, (Salvador Z. Sanchez, Agent) Business Address: 907 Bayliss Avenue, Home Address: 2112 Roosevelt Ave.

Vince's Pizza - Vince's Pizza, Inc. (Piera Gabriele-Parisi, Agent) Business Address: 1050 Hackett St., Home Address: 1111 Whipporwill Way

**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, 2016 – June 30, 2017.

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, 2016

Beloit City Council

David F. Luebke, President

Attest:

Lorena Rae Stottler, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Mobile Home Park License Renewal 2016-2017 for Reeseville & Associates, LLC – Springbrook Village, 2601 Colley Road, Beloit WI 53511

Date: June 6, 2016

Presenter(s): Lori Stottler

Department(s): City Clerk

Overview/Background Information:

Beloit City Ordinance prescribes in 21.02(2) that no person shall maintain or operate any mobile home park, or travel trailer park, within the City unless he holds a valid license issued annually by the City Clerk. A license will be issued by the City Clerk after notification by the Inspection Officers that minimum requirements have been complied with, and payment of the license fee. The license shall be issued July 1, of each year and shall be renewed annually. The maintenance or operation of a mobile home park or travel trailer park, in existence on March 26, 1970, or annexed after that date may be continued under a temporary license, which shall be issued on the condition that the Inspection Officers shall inform the applicant for the license, in writing, of the deficiencies which must be corrected, and that the deficiencies noted must be corrected within the time period determined by the Inspection Officers, but not more than one year.

Key Issues (maximum of 5):

- Reeseville & Associates, LLC has made application on April 13 to the City Clerk and paid the annual fee of \$300
- Inspections have been made by Code Enforcement, Fire Dept and Health Department and a check sheet is run through the Treasurer for outstanding liabilities. The mobile home president was contacted and informed of those outstanding liabilities.
- City Ordinance 14.02(c)2 says the City Council may grant licenses to mobile homes and mobile home parks
- Upon approval of the City Council the City Clerk will issue a license to operate effective July 1, 2016 through June 30, 2017.

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

This conforms to our department 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. The inspections performed in compliance with this permit

Taking action regarding this license conforms to the City's Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality 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 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:

Approval

Fiscal Note/Budget Impact: There is little budgetary impact other than a \$300 annual license fee and the ability to collect on outstanding liabilities prior to releasing the license.

This is not a License

Application	CITY OF БЕLOIT STATE OF WISCONSIN	<i>Non-Transferable</i>
<u>REESEVILLE & ASSOCIATES, LLC</u>		
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>		
<p>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.</p>		
This License expires:	<u>JUNE 30, 2017</u>	Application approved by: <u>CITY COUNCIL</u>
		<i>Susan Van Vleet</i> EXECUTIVE ASSISTANT 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
5-13-16

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

APPROVED BY: _____

DATE: _____

RESOLUTION
APPROVING ADDENDUM NO. 1 TO KADLEC DRIVE CONDOMINIUM PLAT
FOR THE PROPERTY LOCATED AT 2660 KADLEC DRIVE

WHEREAS, Harris & Associates, on behalf of DMW Development, has submitted Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive; and

WHEREAS, this Condominium Plat includes the construction of 42 additional units in five additional buildings for a total of 48 units to complete the Kadlec Drive Condominium project, as authorized by a Planned Unit Development (PUD) Resolution in 2006; and

WHEREAS, the City of Beloit Plan Commission has reviewed and recommended approval of this Condominium Plat, subject to two conditions outlined below; and

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

Lot 2 of Certified Survey Map Doc. #1765369, as recorded in Volume 30 on Pages 217-219 of the Certified Survey Maps of Rock County, City of Beloit, Rock County, Wisconsin.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Beloit does hereby conditionally approve this Condominium Plat known as Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive, subject to the following conditions:

1. The City Assessor's Office shall assign all unit numbers before the plat may be recorded.
2. The applicant shall record the plat with the Rock County Register of Deeds and shall provide the Planning Division with a copy of the recorded plat by December 31, 2016.

Adopted this 6th day of June, 2016.

BELOIT CITY COUNCIL

David F. Luebke, Council President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Addendum No. 1 to Kadlec Drive Condominium Plat (2660 Kadlec Drive)

Date: June 6, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Harris & Associates, on behalf of DMW Development, has submitted the attached Condo Plat, which is officially known as Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive. The proposed Condo Plat includes the construction of 42 additional units in five additional buildings to complete the Kadlec Drive Condominium project. The attached **Location & Zoning Map** shows the location of the property involved in this request.

Key Issues (maximum of 5):

- This project was originally approved and zoned as a Planned Unit Development (PUD) in 2006, and the attached PUD Resolution authorizes up to 48 condo units. In 2007, the developer obtained approval of a Condo Plat for only 36 units. The developer constructed the first 6-unit condo building before discontinuing this development during the recession. The proposed change to the condo plat is consistent with the property's existing PUD zoning classification, and no additional zoning actions are necessary.
 - Of the five proposed buildings, four are 8-unit buildings and one is a 10-unit building. All of the proposed units are two-stories in height with an attached garage and a patio facing the internal pond. Additional accessory features include a mailroom building, maintenance garage, and visitor parking stalls. A rendering is attached.
 - The applicant recently submitted site plans, which are being reviewed by City staff. Public facilities and infrastructure exist in this area and the properties receive the full range of municipal services.
 - The Assessor's Office has reviewed the plat and has noted that unit addresses may need revision. The City's other Review Agents have reviewed the plat and have not submitted any comments or concerns.
 - The Plan Commission reviewed the proposed Condo Plat on May 18, 2016 and voted unanimously (5-0) to recommend approval, subject to two conditions.
-

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 #5 by enhancing the quality of the built environment.
-

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 proposed plat will allow the developer to construct the previously approved number of dwelling units, which are in close proximity to existing goods, services, and employment opportunities.
 - **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 increase the availability of new, high-quality residential units that are demanded by existing and potential residents, specifically young professionals who work in the greater Beloit area but are not interested in buying a single-family house.
-

Action required/Recommendation:

- City Council consideration and action on the proposed Resolution
-

Fiscal Note/Budget Impact: N/A

Attachments: Resolution and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: May 18, 2016

Agenda Item: 3

File Number: FS-2016-01

Applicant: Harris & Associates, Inc.

Owner: DMW Development

Location: 2660 Kadlec Drive

Zoning: PUD, Planned Unit Develop.

Land Use: Multifamily Residential

Lot Area: 9 Acres

Request Overview/Background Information:

Harris & Associates, on behalf of DMW Development, has submitted the attached Condo Plat, which is officially known as Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive. The proposed Condo Plat includes the construction of 42 additional units in five additional buildings to complete the Kadlec Drive Condominium project. The attached **Location & Zoning Map** shows the location of the property involved in this request. Section 12.04 of the Subdivision Ordinance directs the Plan Commission to review the plat prior to City Council consideration.

Key Issues:

- This project was originally approved and zoned as a Planned Unit Development (PUD) in 2006, and the PUD Resolution authorizes up to 48 condo units.
 - In 2007, the developer obtained approval of a Condo Plat for only 36 units. The developer constructed the first 6-unit condo building before discontinuing this development during the recession. The proposed change to the condo plat is consistent with the property's existing PUD zoning classification, and no additional zoning actions are necessary.
 - Of the five proposed buildings, four are 8-unit buildings and one is a 10-unit building. All of the proposed units are two-stories in height with an attached garage and a patio facing the internal pond. Additional accessory features include a mailroom building, maintenance garage, and visitor parking stalls. A rendering is attached.
 - The applicant recently submitted site plans, which are being reviewed by City staff.
 - Public facilities and infrastructure exist in this area and the properties receive the full range of municipal services.
 - The Assessor's Office has reviewed the plat and has noted that unit addresses may need revision.
 - The City's other Review Agents have reviewed the plat and have not submitted any comments or concerns.
-

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends Planned Neighborhood uses for the subject property. This recommendation is intended to encourage a mix of residential housing types, with overall densities of 4 to 8 units per acre. At 5.3 units per acre, the proposed plat is consistent with this recommendation. Consideration supports City of Beloit Strategic Goal #5.

Sustainability:

- **Reduce dependence upon fossil fuels** – The proposed plat will allow the developer to construct the previously approved number of dwelling units, which are in close proximity to existing goods, services, and employment opportunities.
 - **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 increase the availability of new, high-quality residential units that are demanded by existing and potential residents, specifically young professionals who work in the greater Beloit area but are not interested in buying a single-family house.
-

Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the attached Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive in the City of Beloit, subject to the following conditions:

1. The City Assessor's Office shall assign all unit numbers before the plat may be recorded.
 2. The applicant shall record the plat with the Rock County Register of Deeds and shall provide the Planning Division with a copy of the recorded plat by December 31, 2016.
-

Fiscal Note/Budget Impact: N/A

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

Location & Zoning Map

2660 Kadlec Drive

FS-2016-01



1 inch = 284 feet
0 4080 160 240 Feet

Legend

- City Limits
- Zoning District

Map prepared by: Drew Pennington, AICP
Date: May 2016
For: City of Beloit Planning & Building Services
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

Proposed 48-Unit Condo Plat (2016)

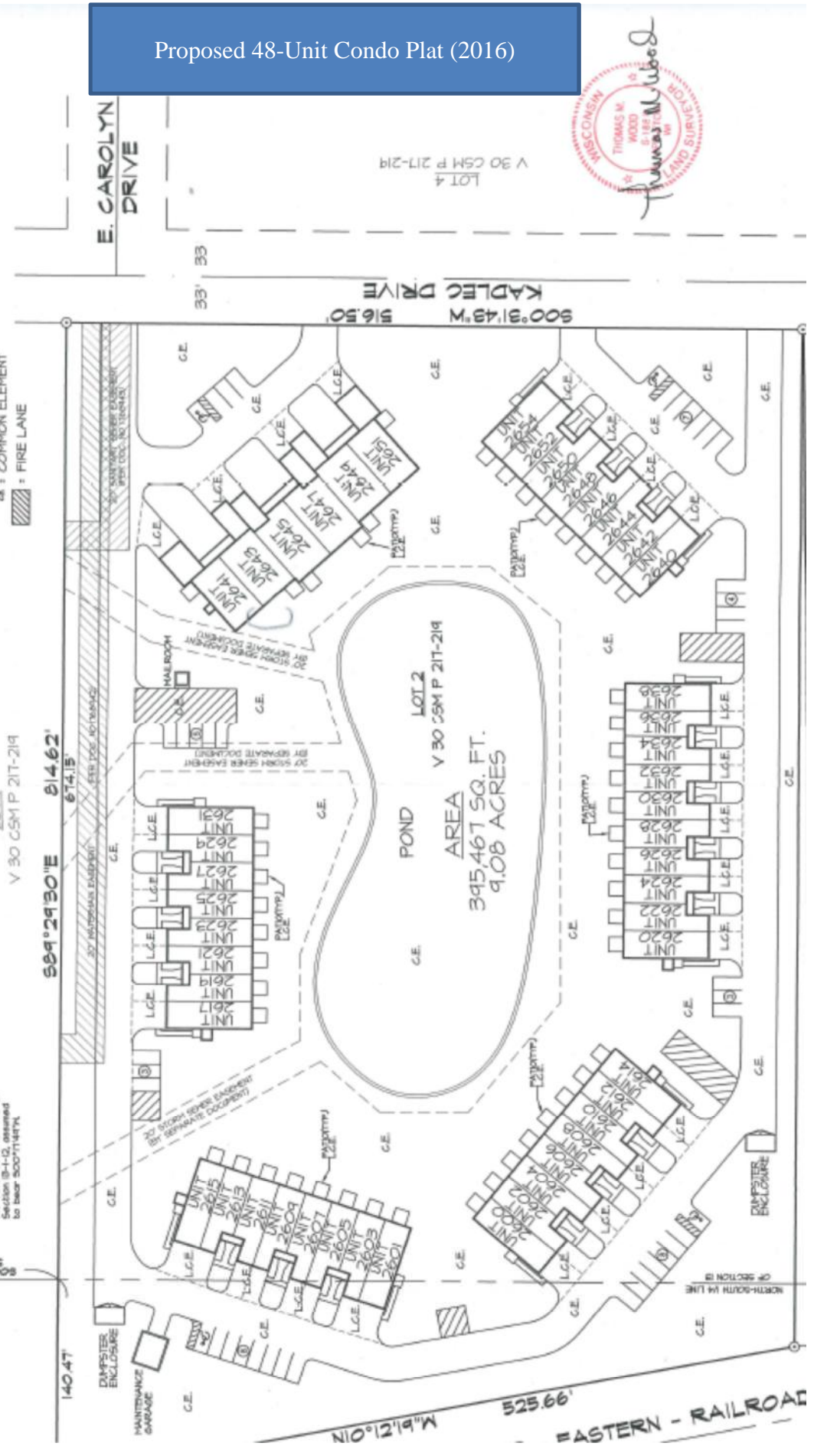


ADDENDUM NO. 1 TO
KADLEC DRIVE CONDOMINIUM
 ALL OF LOT TWO (2), VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGES 217-219, AS
 DOCUMENT NO. 1780394, SECTION 13, T1N, R12E, CITY OF BELLEVILLE, ROCK COUNTY, WISCONSIN.

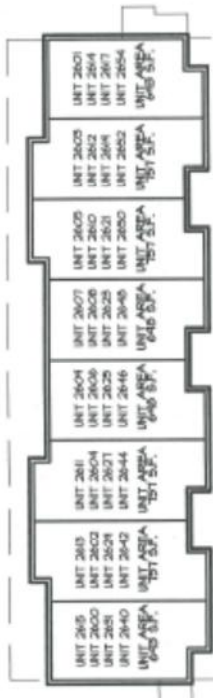
NORTH 1/4 CORNER
 SECTION 13 TO
 E. CAROLYN DRIVE

- LEGEND**
- = 3/4" REBAR FOUND
 - = 1.3" O.D. IRON PIPE FOUND
 - LCE = LIMITED COMMON ELEMENT
 - CE = COMMON ELEMENT
 - ▨ = FIRE LANE

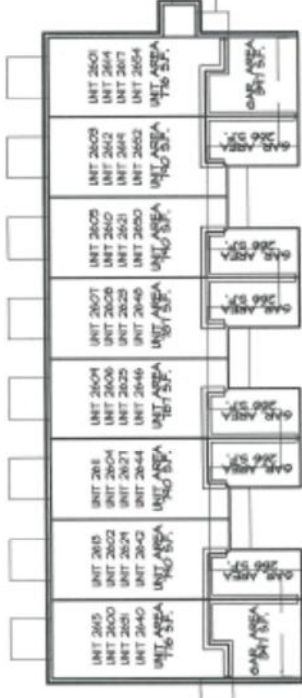
Measurements are referenced to
 the North-South 1/4 Line of
 Section 13-1-12, assumed
 to bear S00°11'48"14"N.



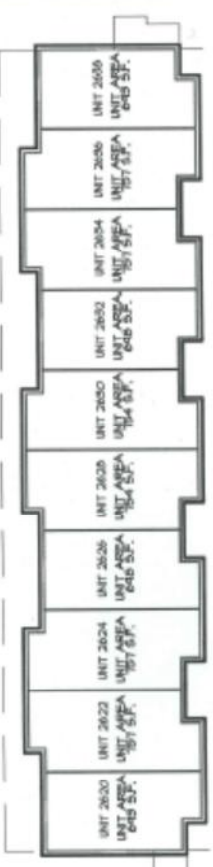
APPENDUM NO. 1 TO
KADLEC DRIVE CONDOMINIUM
 ALL OF LOT TWO (2), VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGES 311-319, AS
 DOCUMENT NO. 1162564, SECTION 13, T1N, R22E, CITY OF BELOIT, ROCK COUNTY, WISCONSIN.



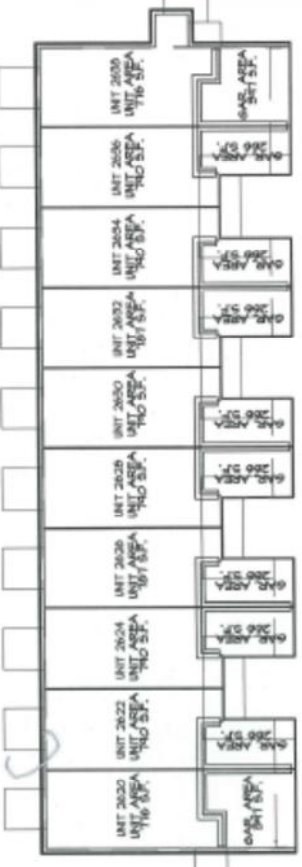
8-UNIT SECOND FLOOR PLAN
 N.T.S.



8-UNIT FIRST FLOOR PLAN
 N.T.S.



10-UNIT SECOND FLOOR PLAN
 N.T.S.



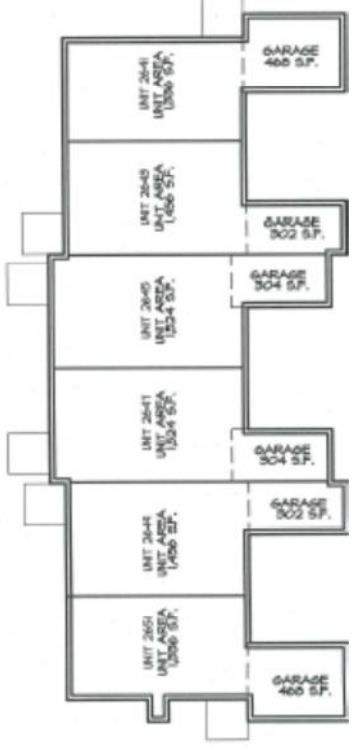
10-UNIT FIRST FLOOR PLAN
 N.T.S.



SURVEYOR'S CERTIFICATE
 I hereby certify that this Plat is a correct representation of the Condominium described in the declaration for Addendum No. 1 to KADLEC DRIVE CONDOMINIUM, and that the identification and location of each unit and common elements can be determined from the plat.

NOTES:
 For Ownership of each unit, the square footage is computed to the exterior surfaces of the walls, floor and beams which support the roof, and the exterior surfaces of any windows, window frames, doors and door frames of the unit. Refer to the Condominium Declaration for further clarification.
 This plat contains private roads and as a result, certain public services may be limited. The extent of these limitations may be spelled out in a document called a development agreement, which directly relates to this plat and is filed as a public document in the offices of both the Bevoit City Clerk and the City Engineer for the City of Bevoit.
 All parties depicted on this plat are to be considered Limited Common Elements, as defined in the condominium declaration.

CITY OF BELOIT APPROVAL
 There are no objections to this condominium plat with respect to Section 703.115 of the Wisconsin Statutes, and it is heretofore approved.





6.g FS-2016-01, Kadlec Drive Condo Plat Addendum No. 1, Council Report



CITY of BELOIT

Neighborhood Planning Division

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

Application for a Final Subdivision or Condominium Plat

(Please Type or Print)

File Number: FS-2016-01

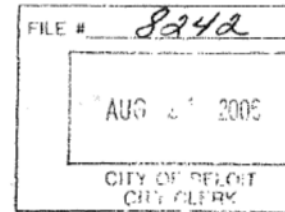
- Proposed subdivision name: Addendum No. 1 to Kadlec Drive Condominium
- Address of property: 2660 Kadlec Drive
- Tax Parcel Number(s): 1133-0006 0200
- Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie
In the SE Quarter of Section 13, Township 1 North, Range 12 East of the 4th P.M.
- Owner of record: DMW Development Phone: (920) 866-2629
4050 Nicolet Dr. Green Bay WI 54311
(Address) (City) (State) (Zip)
- Applicant's Name: Thomas M. Wood - Harris & Associates, Inc.
2718 N. Meade St. Appleton WI 54911
(Address) (City) (State) (Zip)
(920) 733-8377 / (920) 850-0704 / twood@harrisinc.net
(Office Phone #) (Cell Phone #) (E-mail Address)
- Present zoning classification is: PUD (Ordinance No. 3251)
- Is the proposed use permitted in this zoning district: Yes
- THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:
 - Copy of Preliminary Plat to Utility Providers: A written statement confirming that the developer submitted copies of the approved preliminary plat to all utility providers as per section 12.03(2).
 - Covenants and Deed Restrictions: copies of any covenants or deed restrictions.
 - Development Agreement & Fee: a copy of a Final Draft or Approved Development Agreement;
 - Contract: A contract for construction of required utilities and public improvements or;
 - A Bond; guarantying the contract for construction or,
 - Letter from the City Engineer; stating that the developer has constructed the required improvements and the City has found they are acceptable to the City Engineer and;
 - Final Plat Map; 10 copies as required by section 12.04(1) including all information required by section 12.04(2) of the Subdivision Ordinance.

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

Thomas M. Wood / Thomas M. Wood / 4/4/16
(Signature of applicant) (Print name of applicant) (Date)

This application must be submitted at least **30 days** prior to the Plan Commission meeting date.

Review fee: \$300 plus \$15 per lot; \$100 Development Agreement Fee	Amount paid: <u>\$480</u>
Scheduled meeting date: <u>May 18, 2016</u>	
Application accepted by: <u>Drew Pennington</u>	Date: <u>4/11/16</u>



RESOLUTION
AUTHORIZING A PLANNED UNIT DEVELOPMENT (PUD)
MASTER LAND USE PLAN FOR PROPERTY LOCATED AT 2660 KADLEC DRIVE

WHEREAS, the application of Thomas Wood for approval of a Planned Unit Development - Master Land Use Plan to allow a condominium complex consisting of ten multifamily buildings with 48 dwelling units on property located at 2660 Kadlec Drive, 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, IT IS HEREBY RESOLVED THAT, the City Council of the City of Beloit, Rock County, Wisconsin does hereby approve the Master Land Use Plan to allow a condominium complex consisting of ten multifamily buildings with 48 dwelling units on property located at 2660 Kadlec Drive in the City of Beloit for the following described premises:

Part of Out-Lots 13-8 and 13-12, Assessor's Plat of the Town of Beloit, located in the Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, and in the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$, all in Section 13, T1N, R12E, City of Beloit, Rock County, Wisconsin, DESCRIBED AS FOLLOWS: Commencing at the North $\frac{1}{4}$ corner of said Section 13; thence S00°17'49"W, along the North-South $\frac{1}{4}$ line of Section 13, 2644.48 feet to the center $\frac{1}{4}$ corner of Section 13; thence S89°33'01"E, along the East-West $\frac{1}{4}$ line of Section 13, 676.17 feet to the West line of Kadlec Drive; thence S00°31'43"W, along said West line, 500.28 feet to the POINT OF BEGINNING; thence continuing S00°31'43"W, along said West line and its southerly extension, 516.50 feet; thence N89°29'30"W, 716.72 feet to the East line of the Iowa-Chicago and Eastern Railroad; thence N10°12'19"W, along said East line, 526.66 feet; thence S89°29'30"E, 814.62 feet to the point of beginning (containing 9.08 Acres of land, more or less).


As a condition of granting the Planned Unit Development (PUD) Master Land Use Plan, the City Council does hereby stipulate the following conditions and restrictions upon the development which are hereby deemed necessary for the public interest:

1. The permitted use in this PUD-development shall include ten condominium buildings not exceeding 48 dwelling units total, which shall substantially conform to the approved PUD-Master Land Use Plan and meet all City codes and the following required conditions.
2. This development shall be constructed according to an approved detailed PUD Final Plan, Site Plan and Architectural Plans, which shall be submitted to and approved by the City prior to issuance of any building permits.
3. The property owner and/or their successors and assigns shall pay an impact fee per new dwelling unit constructed for parkland acquisition to fill the need created by the residents that will live in this development. Said fee shall be paid prior to issuance of any building permits.

4. The property owner and/or their successors and assigns shall construct Kadlec Drive, between Carolyn Drive and the south property line of Lots #3, including a public sidewalk along the west side of Kadlec Drive.
5. A reduced setback of 25 feet shall be allowed for building #1 only. All other buildings shall be at least 30 feet from all property lines and the maximum height for all principal buildings shall be 35 feet.
6. The Plan Commission and City Council shall approve any major changes in the adopted conditions or use of this property. The Community Development Director may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of these standards.

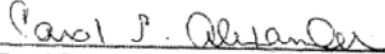
Adopted this 21st day of August 2006.

City Council of the City of Beloit



Martin Densch, President

Attest:



Carol S. Alexander, WCPC/CMC, City Clerk

**RESOLUTION
AWARDING CONTRACT C16-13
Stateline Sewer and Water Extension**

WHEREAS, on May 26, 2016, two competitive bids were received, the low bid being from Maddrell Excavating LLC, and;

WHEREAS, Maddrell Excavating LLC is a qualified bidder, therefore;

IT IS RESOLVED, that Contract C16-13, Stateline Sewer and Water Extension, be, and hereby is, awarded to Maddrell Excavating LLC, Monroe, WI, in the following amounts:

Maddrell Excavating LLC
W 6886 Hwy 11
Monroe, WI 53566

Base Bid	\$ 158,865.00
Allowance for Change Orders and/or Extra Work	<u>\$ 21,135.00</u>
TOTAL PROJECT COST	\$ 180,000.00

AND IT IS FURTHER RESOLVED, that the amount of \$180,000.00, be, and hereby is, funded as follows:

P4817654 5514 2016	Roadway Construction – Streets	\$90,000.00
P4817654 5523 2016	Sanitary Sewer	\$90,000.00
<hr/> TOTAL		\$180,000.00

Dated at Beloit, Wisconsin this 6th day of June, 2016.

City Council of the City of Beloit

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Contract C16-13, Stateline Sewer and Water Extension

Date: June 6, 2016

Presenter(s): Greg Boysen P.E., Public Works Director

Department(s): Public Works/ Engineering

Overview/Background Information:

This project will extend an 8" sanitary sewer and a 12" water main to serve 2401 Stateline Road..

Key Issues (maximum of 5):

1. Two bids were received for this project. The low bid of \$158,865.00 was from Maddrell Excavating LLC and is 13.87% less than the engineer's estimate of \$185,955.00.
2. Maddrell Excavating LLC is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$158,865.00 for construction, \$ 21,135.00 for Change Orders or extra work, for a total of \$180,000.00.

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 availability of public water service.

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 water main extension meets the present and future human needs by making public water available to additional properties.

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 Maddrell Excavating LLC in the amount of \$158,865.00.

Fiscal Note/Budget Impact:

Funds are available in the 2016 CIP.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch, City Engineer
FROM: Bill Frisbee, Project Engineer
DATE: May 26, 2016
SUBJECT: Bid Results for Contract C16-13
Stateline Sewer and Water Extension

Pursuant to advertisements placed May 11 and May 18, bids were received until 10:00 AM on May 26 for the Stateline Sewer and Water Extension. A tabulation of bids is attached.

Two bids were received for this project as follows:

1. Maddrell Excavating LLC	Monroe, WI	\$ 158,865.00 * Low
2. E&N Hughes Co., Inc.	Monroe, WI	\$ 174,980.00 + 10.14%
3. <i>Engineer's Estimate</i>		\$ 184,455.00 + 16.11%
4. Genesis Excavators, Inc.	Kenosha, WI	Bid Not Read
5. Woleske Construction Co., Inc.	Green Bay, WI	Bid Not Read

Upon review of the Contractor's Proof of Responsibility Statement, Maddrell Excavating LLC is determined to be a responsible bidder.

I recommend that the contract be awarded to Maddrell Excavating LLC of Monroe, WI. The following is a breakdown of the proposed project cost:

COSTS

Maddrell Excavating LLC Base Bid	\$ 158,865.00
Allowance for Change Orders and/or Extra Work	\$ 21,135.00
TOTAL PROJECT COST	\$ 180,000.00

PROJECT INFORMATION

This project will extend an 8" sanitary sewer and a 12" water main to serve 2401 Stateline Road.

**RESOLUTION
AWARDING PUBLIC WORKS CONTRACT C16-03
Parking Lot Rehab**

WHEREAS, on May 26, 2016, four competitive bids were received, the low bid being from Parking Lot Maintenance, Inc.; and

WHEREAS, Parking Lot Maintenance, Inc. is a qualified bidder.

THEREFORE, BE IT RESOLVED that Public Works Contract C16-03, Parking Lot Rehab, is hereby awarded to Parking Lot Maintenance, Inc., Pewaukee, WI, in the following amounts:

Parking Lot Maintenance, Inc.
W225N3178 Duplainville Rd.
Pewaukee, WI 53072

Base Bid	\$ 12,992.00
Allowance for Change Orders and/or Extra Work	\$ 1,008.00
TOTAL PROJECT COST	\$ 14,000.00

BE IT FURTHER RESOLVED that the amount of \$14,000.00 is hereby funded as follows:

P2901400-5511-2016 City Parking Lot Rehab \$ 14,000.00

TOTAL **\$ 14,000.00**

Dated at Beloit, Wisconsin this 6th day of June, 2016.

City Council of the City of Beloit

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Contract C16-03, Parking Lot Rehab

Date: June 6, 2016

Presenter(s): Greg Boysen P.E., Public Works Director

Department(s): Public Works/ Engineering

Overview/Background Information:

This project will apply sealcoating to parking lots at the Jones Pavilion, Fire Station Headquarters, Fire Station #2, the Library, and north lot of City Hall.

Key Issues (maximum of 5):

1. Four bids were received for this project. The low bid of \$ 12,992.00 was from Parking Lot Maintenance, Inc. and is 62.8% less than the engineer's estimate of \$ 34,892.00.
2. Parking Lot Maintenance, Inc. is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$ 12,992.00 for construction, \$ 1,008.00 for Change Orders or extra work, for a total of \$ 14,000.00.

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 maintaining parking lot pavement.

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 sealed pavement meets the present and future human needs by extending its service life.

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 Parking Lot Maintenance, Inc. in the amount of \$ 12,992.00.

Fiscal Note/Budget Impact:

Funding is available in the 2016 CIP.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch
FROM: Andy Hill, Project Engineer 
DATE: May 26, 2016
SUBJECT: Bid Results for Contract C16-03
Parking Lot Rehab

Pursuant to advertisements placed May 11 and May 18, bids were received until 2:30 PM on May 26 for the Parking Lot Rehab. A tabulation of bids is attached.

Four bids were received for this project as follows:

1. Parking Lot Maintenance, Inc.	Pewaukee, WI	\$ 12,992.00*Low
2. American Pavement Solutions, Inc.	Green Bay, WI	\$ 19,930.00
3. Fahrner Asphalt Sealers, LLC	Waunakee, WI	\$ 22,945.87
4. Bartelt Enterprises	Albany, WI	\$ 23,421.02
Engineer's Estimate		\$ 34,892.00

Upon review of the Contractor's Proof of Responsibility Statement, Parking Lot Maintenance, Inc. is determined to be a responsible bidder.

I recommend that the contract be awarded to Parking Lot Maintenance, Inc. of Pewaukee, WI. The following is a breakdown of the proposed project cost:

COSTS

Parking Lot Maintenance, Inc.	\$ 12,992.00
Allowance for Change Orders and/or Extra Work	\$ 1,008.00
TOTAL PROJECT COST	\$ 14,000.00

PROJECT INFORMATION

This project will apply sealcoating to parking lots at the Jones Pavilion, Fire Station Headquarters, Fire Station #2, the Library, and north lot of City Hall.

**Tabulation of Bids
Contract C16-03
Parking Lot Rehab
Bids Opened May 26, 2:30 PM**

Item No.	Bid Item Description	Quantity	Unit	Engineer's Estimate		Parking Lot Maintenance, Inc.		Pewaukee, WI		American Pavement Solutions, Inc.	
				Price	Extended	Price	Extended	Price	Extended	Price	Extended
1	Crackfill, sealcoat, and re-stripe CITY HALL north parking lot	967	SY	\$2.50	\$2,417.50	\$1.00	\$967.00	\$1.30	\$1,257.10		
2	Crackfill, sealcoat, and re-stripe JONES PAVILION parking lot	2,530	SY	\$2.25	\$5,692.50	\$1.00	\$2,530.00	\$1.48	\$3,744.40		
3	Re-stripe LIESURE SERVICES parking lot	1	LS	\$400.00	\$400.00	\$225.00	\$225.00	\$450.00	\$450.00		
4	Crackfill, sealcoat, and re-stripe FIRE STATION HEADQUARTERS parking lot	1,835	SY	\$2.25	\$4,128.75	\$1.00	\$1,835.00	\$1.48	\$2,715.80		
5	Crackfill, sealcoat, and re-stripe LIBRARY parking lot	6,665	SY	\$3.05	\$20,328.25	\$1.00	\$6,665.00	\$1.58	\$10,530.70		
6	Crackfill, sealcoat, and re-stripe FIRE STATION #2 parking lot	770	SY	\$2.50	\$1,925.00	\$1.00	\$770.00	\$1.60	\$1,232.00		
Total Proposal					\$34,892.00		\$12,992.00		\$19,930.00		

Item No.	Bid Item Description	Quantity	Unit	Fahmer Asphalt Sealers, LLC		Waunakee, WI		Bartelt Enterprises		Albany, WI	
				Price	Extended	Price	Extended	Price	Extended	Price	Extended
1	Crackfill, sealcoat, and re-stripe CITY HALL north parking lot	967	SY	\$1.61	\$1,556.87	\$2.25	\$2,174.56				
2	Crackfill, sealcoat, and re-stripe JONES PAVILION parking lot	2,530	SY	\$1.92	\$4,857.60	\$1.94	\$4,900.34				
3	Re-stripe LIESURE SERVICES parking lot	1	LS	\$400.00	\$400.00	\$307.50	\$307.50				
4	Crackfill, sealcoat, and re-stripe FIRE STATION HEADQUARTERS parking lot	1,835	SY	\$1.84	\$3,376.40	\$1.83	\$3,354.10				
5	Crackfill, sealcoat, and re-stripe LIBRARY parking lot	6,665	SY	\$1.70	\$11,330.50	\$1.61	\$10,732.42				
6	Crackfill, sealcoat, and re-stripe FIRE STATION #2 parking lot	770	SY	\$1.85	\$1,424.50	\$2.54	\$1,952.10				
Total Proposal					\$22,945.87		\$23,421.02				

**RESOLUTION
AWARDING CONTRACT C15-10
Canterbury Crossover**

WHEREAS, on May 26, 2016, Three 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 C15-10, Canterbury Crossover, be, and hereby is, awarded to E & N Hughes Co. Inc., Monroe, WI, in the following amounts:

E & N Hughes Co. Inc.
N2629 Coplien Rd
Monroe, WI 53566

Base Bid	\$ 59,513.50
Allowance for Change Orders and/or Extra Work	<u>\$ 8,486.50</u>
TOTAL PROJECT COST	\$ 68,000.00

AND IT IS FURTHER RESOLVED, that the amount of \$68,000.00, be, and hereby is, funded as follows:

P2304199 5523 2015	Sanitary Sewer	\$25,637.50
P2304632 5523 2014	Sanitary Sewer	\$42,362.50
<hr/> TOTAL		\$68,000.00

Dated at Beloit, Wisconsin this 6th day of June, 2016.

City Council of the City of Beloit

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Award of Contract C15-10, Canterbury Crossover

Date: June 6, 2016

Presenter(s): Greg Boysen P.E., Public Works Director

Department(s): Public Works/ Engineering

Overview/Background Information:

This project will add 93' of 21" sanitary sewer and 26' of 8" sanitary sewer to bypass an existing four barrel inverted siphon..

Key Issues (maximum of 5):

1. Three bids were received for this project. The low bid of \$59,513.50 was from E & N Hughes Co. Inc. and is 13.87% more than the engineer's estimate of \$37,965.00.
2. E & N Hughes Co. Inc. is considered a responsible bidder for this project.
3. The costs for this project are as follows: \$59,513.50 for construction, \$ 8,486.50 for Change Orders or extra work, for a total of \$68,000.00.

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 reliability of our sanitary sewer system.

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**
This project routes sewage to an interceptor sewer. The increased flow will reduce the likelihood of hydrogen sulfide production.
- **Meet the hierarchy of present and future human needs fairly and efficiently**
The sewer project will bypass an existing siphon while keeping the infrastructure in place if it is needed in the future.

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 \$59,513.50.

Fiscal Note/Budget Impact:

Funds are available from the 2014 and 2015 CIP.

CITY OF BELOIT

DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch, City Engineer
FROM: Bill Frisbee, Project Engineer
DATE: May 26, 2016
SUBJECT: Bid Results for Contract C15-10
Canterbury Crossover

Pursuant to advertisements placed May 11 and May 18, bids were received until 10:20 AM on May 26 for the Canterbury Crossover. A tabulation of bids is attached.

Three bids were received for this project as follows:

1. <i>Engineer's Estimate</i>		\$ 37,965.00	- 36.20%
2. E & N Hughes Co. Inc.	Monroe, WI	\$ 59,513.50	* Low
3. Maddrell Excavating LLC	Monroe, WI	\$ 66,269.00	+ 11.35%
4. Genesis Excavators, Inc.	Kenosha, WI	\$191,609.20	+ 221.96%

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	\$ 59,513.50
Allowance for Change Orders and/or Extra Work	<u>\$ 8,486.50</u>
TOTAL PROJECT COST	\$ 68,000.00

PROJECT INFORMATION

This project will add 93' of 21" sanitary sewer and 26' of 8" sanitary sewer to bypass an existing four barrel inverted siphon.

**RESOLUTION
AUTHORIZING FINAL PAYMENT OF PUBLIC WORKS CONTRACT C15-24
Inman Sewer Extension**

WHEREAS, work under this contract has been completed satisfactorily and in conformance with the requirements of the contract; and

WHEREAS, This project extended an 8" sanitary sewer along Inman Parkway starting approximately 500' east of Prairie Avenue continuing east for 664'.; and

WHEREAS, the city engineer, comptroller, and attorney recommend final payment to the contractor.

NOW, THEREFORE, BE IT RESOLVED, by the City of Beloit City Council that G.M.S Excavators be paid \$1,315.90 as the final payment for Public Works Contract C15-24 Inman Sewer Extension as recommended by the City Engineer.

Dated at Beloit, Wisconsin, this 6th day of June 2016.

BELOIT CITY COUNCIL

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Final Payment for Contract C15-24, Inman Sewer Extension

Date: June 6, 2016

Presenter(s): Gregory Boysen

Department(s): Public Works/ Engineering

Overview/Background Information:

This project extended an 8" sanitary sewer along Inman Parkway starting approximately 500' east of Prairie Avenue continuing east for 664'.

Key Issues (maximum of 5):

- | | |
|--|--------------|
| 1. The requirements of the contract have been completed to the satisfaction of the City. | |
| 2. The awarded contract amount was | \$ 52,636.00 |
| Quantity increases and change orders | \$ 73.50 |
| Final contract total | \$ 52709.50 |
| Outstanding payment due | \$ 1315.90 |

The City Engineer, City Attorney, and Director of Accounting recommend that a final payment be made to G.M.S Excavators in the amount of \$1,315.90

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 preserves the quality of life in Beloit by maintaining the functionality of this sanitary sewer main while reducing its 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**
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:

Approval of the Resolution authorizing the Final Payment.

Fiscal Note/Budget Impact:

Adequate funding is available in the 2015 Capital Improvement Plan.

CITY OF BELOIT
DEPARTMENTAL CORRESPONDENCE

TO: Mike Flesch

FROM: Bill Frisbee, Storm Water Engineer

DATE: May 11, 2016

SUBJECT: Final Payment Contract C15-24
Inman Sewer Extension


The work on this project was completed on December 7, 2015. I have inspected the work and find it to be satisfactory and in compliance with the requirements of the contract. The contractor has asked for final payment. The project was inspected by city staff. The final payment quantities have been approved by the contractor.

The original contract amount was for \$52,636.00, and the final contract amount is \$52,709.50. The increase in cost was due to an additional fire hydrant and service lateral for Chicago Fittings. Payments to date under this contract total \$49,893.60, and all lien waivers from subcontractors are on file.

Therefore, I recommend a final payment in the amount of \$1,315.90 be made to G.M.S Excavators

CITY OF BELOIT
DEPARTMENTAL CORRESPONDENCE

TO: William Frisbee, Project Engineer

FROM: Elizabeth A. Krueger, City Attorney 

DATE: May 23, 2016

SUBJECT: **Final Payment Public Works Contract C15-24**
Inman Sewer Extension
G.M.S. Excavators, Inc.

I have reviewed the materials you sent over for final payment approval on the above contract. Everything appears in order and you may process the matter in your normal fashion.

/tdh
encs.

CITY OF BELOIT



REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Ordinance to Amend Various Sections of the Municipal Code Pertaining to the Residential Rental Unit Inspection Program and Rental Registration Certificates

Date: June 6, 2016

Presenter: Julie Christensen

Department: Community Development

Overview/Background Information:

2015 Wisconsin Act 176 was enacted in March 2016. The Act includes various provisions which affect the city's rental dwelling permit program. Due to the Act, several changes are recommended to be made to the Municipal Code. They are discussed further below:

Key Issues (maximum of 5):

1. The proposed ordinance renames the title of the document issued to property owners from annual "rental dwelling permit" to an annual "rental registration certificate" in various sections of the Municipal Ordinance.
 2. Section 2 provides a clearer explanation of the fees being charged for the Rental Inspection Program.
 3. Section 4 provides the rationale for the Rental Inspection Program that the City currently administers.
 4. Section 5 removes the provision which allowed the City to suspend the Rental Registration Certificate for failure to allow a rental inspection.
 5. Section 6 specifies the late fee amount will be established by City Council resolution. Currently, we follow the language in Section 14.012 which specifies that a late fee of \$5 or 20 percent of the license, whichever is greater. The fee resolution which is also on your agenda includes the same late fee that we currently are charging under this section of code.
 6. Finally, Section 12 specifies how we will transition from the Rental Dwelling Permit to the Rental Registration Certificate.
-

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

Approval of this project would conform with Goal #5's stated purpose of applying sound, sustainable practices to promote a high quality community through historic preservation, community revitalization and 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** 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 rental unit inspection program and rental registration program help the City to preserve and enhance the quality of our neighborhoods.

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:

1st reading of the attached ordinance

Fiscal Note/Budget Impact:

No additional fiscal impact to the City Budget.

Attachments:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTIONS 7.06(2)(c)1, 7.065, 7.21(2), 14.02(9), 14.06(1), (2), (3), (4), (6), and 25.04(4)(d) OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF BELOIT PERTAINING TO RENTAL UNIT INSPECTION PROGRAM AND RENTAL REGISTRATION CERTIFICATES

Section 1. Section 7.06(2)(c)1 of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

- “1. At least once every 3 years. Under a systematic cyclical schedule devised by the Director of Community and Housing Services; and/or”

Section 2. Section 7.065 of the Code of General Ordinances of the City of Beloit is hereby repealed and recreated to read as follows:

“7.065 FEES.

- (a) The City shall charge a residential rental unit inspection fee as established by City Council resolution.
- (b) The City shall charge a residential rental unit initial reinspection fee as established by City Council resolution.
- (c) The City shall charge a residential rental unit subsequent reinspection fee as established by City Council resolution.
- (d) Any fee charged under this section shall be entered as a special charge against the property and collected in the manner provided in §66.0627, Wis. Stats.”

Section 3. Section 7.21(2) of the Code of General Ordinances of the City of Beloit is hereby amended to include, in alphabetical order, the following additions and amendments to chapter definitions:

“*Dwelling Unit.* One or more rooms arranged for the use of one or more individuals living together as a single housekeeping unit with cooking, living, sanitary and sleeping facilities. Dwelling unit also includes individual rooming units within a rooming house as those terms are defined herein.”

Section 4. Section 14.02(9) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

“(9) DELINQUENT DEBTS OWED TO THE CITY.

- (a) Denial of Annual Rental Registration Certificate, License or Permit. No annual rental registration certificate, license or permit or conditional use permit authorized or required by the Code of General Ordinances of the City of Beloit or by the Zoning Code of the City of Beloit shall be granted or issued:
1. To any person who owes any unpaid, delinquent personal property tax, real estate tax, room tax, special assessment, municipal court forfeiture, charges for false fire or burglar alarms or abandoned 9-1-1 calls, parking ticket, sewer or water bill, ambulance bill, hazardous material spill response charge, inspection fee or Community Development Block Grant loan payment to the City of Beloit.
 2. For any premises for which real estate taxes, sewer or water bills, room taxes or special assessments owed to the City are delinquent and unpaid.
 3. For any premises containing personal property upon which a personal property tax owed to the City was assessed and the personal property tax remains unpaid and delinquent.

Historic Note: Tavern League of Wisconsin v. City of Madison, 389 N.W.2d 54, 131 Wis.2d 477 (App. 1986).

This paragraph (a) does not apply to annual dog licenses. In this subsection, an "annual rental registration certificate, license or permit" is a rental registration certificate, license or permit having a 12-month term or longer. An "annual rental registration certificate, license or permit" does not lose its status as such merely because it is issued after the beginning of the term or because the license or permit fee is prorated for the remainder of the term. "Person" includes a natural person, corporation, limited liability company, partnership, limited partnership, association, cooperative or any other entity making application for a license in the name of that entity. In this subsection, a Community Development Block Grant loan payment is delinquent if it is not paid within 30 days of the due date specified in the loan agreement. No annual rental registration certificate, license or permit shall be denied if a payment becomes delinquent after fully completed and properly executed application, together with any required application fee, has been filed with the appropriate City official.

- (b) Bankruptcy. Paragraph (a) of this subsection does not apply to a person whose personal liability for payment of a delinquent tax or other charge has been discharged by order of a U.S. Bankruptcy Court or other court of competent jurisdiction. Paragraph (a) does not apply to a bankrupt or a bankrupt's premises covered by an automatic stay issued by a U.S. Bankruptcy Court or other court of competent jurisdiction while the automatic stay is in effect.

- (c) Notice of Denial; Appeal. If the grant or issuance of an annual rental registration certificate, license or permit or conditional use permit is denied for nonpayment of delinquent taxes or charges, the person or department responsible for the issuance of the annual license or permit or conditional use permit, shall notify the applicant in writing that the rental registration certificate, license, permit or conditional use permit will not be granted or issued because of the unpaid delinquent taxes or charges. The notice shall be mailed to the applicant, by first class mail, at the address indicated by applicant in the application form. The notice shall advise the applicant that he/she may appeal the denial of the rental registration certificate, license, permit or conditional use permit to the City Council by filing a written notice of appeal with the City Clerk within 10 days of the date of the notice. The City Council shall afford the applicant a hearing after which the City Council shall grant or deny the rental registration certificate, license, permit or conditional use permit."

Section 5. The title to 14.06 and section 14.06(1) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

"14.06 - ANNUAL RENTAL REGISTRATION CERTIFICATE~~PERMIT~~ FOR RENTAL DWELLING UNITS. ←

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- (1) FINDINGS. The City Council finds that it is necessary to establish a systematic city-wide program for inspection of rental dwelling units in the City ~~to ensure that those units are safe and sanitary, for the purpose of preserving and promoting public health, safety, comfort, convenience, and general welfare and prosperity of the people of the City of Beloit and its environs.~~ Further, for the purpose of preserving and enhancing the general physical and aesthetic condition and monetary value of the real property and neighborhoods by establishing minimum housing and property maintenance standards for controlling and effecting the occupancy, use, maintenance and repair of all buildings and structures within the City of Beloit which are operated, used, employed or utilized for the purpose of rental housing.

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It is recognized that there may now be, or, may in the future be, buildings, structures, yards or vacant areas and combinations thereof which are so dilapidated, unsafe, dangerous, unhygienic, overcrowded, inadequately maintained or lacking in basic equipment or facilities, light, ventilation and heating so as to constitute a menace to the health, safety, and general welfare of the people and constitute a public nuisance or blighting influence upon the neighborhood.

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The establishment and enforcement of minimum rental housing and property maintenance standards is necessary to preserve and promote the private and public interest. The purpose of this ordinance is not to create or otherwise establish or designate any particular class or group of persons who will or should be protected or benefited by the terms of this ordinance. The council also finds that each rental dwelling unit should be inspected at least once every 3 years to ensure that each unit complies with the requirements of city codes. Further, the council finds that the cost of the inspection pro-gram should be born by the owners of the dwelling units and that an

~~annual permit fee should be imposed in an amount that is no greater than necessary to defray the cost of the program.”~~

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Section 6. Section 14.06(2) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

- “(2) ANNUAL ~~RENTAL REGISTRATION CERTIFICATE PERMIT~~ REQUIRED. No property owner shall lease any dwelling unit to another person unless, at the time the dwelling unit is let, the owner possesses a valid ~~rental registration certificate permit~~ issued by the Community and Housing Services Division of the Department of Community Development for operation of that dwelling unit. No ~~rental registration certificate permit~~ shall be issued if the owner of the dwelling unit has done any of the following:
- (a) Has failed to provide all information required by the application form or has failed to sign the application form.
 - (b) Has provided false or incorrect information on the application form.
 - ~~(c) Has refused to allow a building official to inspect the dwelling unit pursuant to §7.06(2)(c) for compliance with the City of Beloit Property Maintenance Code.~~
 - (d) Reserved.
 - (e) Has failed to comply with an order to correct any condition in the dwelling unit which violates any provision of the Code of General Ordinances of the City of Beloit.
 - (f) Has failed to pay any delinquent charge specified in §14.02(9).
 - (g) Has had a prior ~~rental registration certificate permit~~ for the dwelling unit suspended and has failed to take the action necessary to reinstate the same.

If any of the deficiencies listed above apply, the ~~rental registration certificate permit~~ shall not be issued until all of the deficiencies have been corrected and any prior order of suspension has been terminated. The issuance of an annual ~~rental registration certificate permit~~ does not warrant that the dwelling unit to which it is issued is free of ordinance violations or otherwise fit for human habitation.

Rental dwelling units licensed by the State of Wisconsin are exempt from ~~rental registration certificate permit~~ requirements of this section.

In this section "dwelling unit" has the meaning prescribed by §7.21(2) of this Municipal Code. In this section a dwelling unit shall be deemed "leased" or "rented" if the person occupying the dwelling unit pays any consideration to the owner of the premises for the right to occupy the dwelling unit. "Consideration" includes, but is not limited to, money, services, property, payment of the owner's mortgage, program fees or anything of value. If the dwelling unit is occupied by someone other than the owner, such occupancy shall give rise to a rebuttable presumption that the occupant has paid a consideration to the owner.”

Section 7. Section 14.06(3) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

- “(3) ANNUAL ~~RENTAL REGISTRATION CERTIFICATE PERMIT~~ FEE.
- (a) Amount of Fee. The annual ~~rental registration certificate permit~~ fee shall be as ~~established/prescribed~~ by City Council resolution.
- (b) Exemption. The following dwelling units shall be exempt from the annual ~~permit~~ fee, but shall remain subject to all other requirements of this section:
1. Units owned ~~by the City of Beloit, the State of Wisconsin, or a political subdivision thereof and/or operated by a non-stock, non-profit corporation organized under Ch. 181, Wis. Stats.~~
 2. ~~Units owned and/or operated by a religious society incorporated under Ch. 187, Wis. Stats.~~
 3. ~~Units owned and/or operated~~ by a corporation or other organization which qualifies for Federal Tax Exemption, pursuant to §501(c) of the Internal Revenue Code.
- (c) Late fee. Any person who renews his/her annual rental registration certificate after the expiration date shall be required to pay, in addition to the regular rental registration certificate fee, a late fee as established by City Council resolution.”

Section 8. Section 14.06(4) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

- “(4) APPLICATION ~~FOR PERMIT AND TERM OF PERMIT~~.
- (a) Application. An application for a ~~rental registration certificate permit~~ shall be filed, including the applicable fee, with the Community and Housing Services Division of the Department of Community Development on a form provided by the Community and Housing Services Division.
- (b) Term. The ~~rental registration certificate permit~~ shall be issued for 12 months beginning on March 1 of each year and ending on the last day of February of each subsequent year. An application filed on or after March 1 shall be subject to a late fee.”

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Section 9. Section 14.06(6) of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

- “(6) SUSPENSION OF ~~RENTAL REGISTRATION CERTIFICATE PERMIT~~.
- (a) Suspension for Failure to Correct Code Violations. Whenever a building official finds that the conditions of a dwelling unit are in violation of the provisions of the Code of General Ordinances of the City of Beloit, he shall notify the owner to correct the violation within the time prescribed by any applicable ordinance or within a reasonable time if there is no applicable ordinance. At the end of the time allowed for correction of the violation, the building official shall determine whether the violation has been corrected. If the building official determines that a violation has not been corrected, he shall issue a municipal citation to the owner of the property. If the owner is found guilty of the violation alleged in the

citation, and the violation is not immediately thereafter corrected, the owner's rental ~~dwelling registration certificate~~ permit shall be suspended.

~~(b) — Suspension for Failure to Allow Inspection. (Am. #3383) The owner's rental dwelling permit shall be suspended if the owner refuses to allow a building official to conduct an inspection required by §7.06(2)(c) of the Property Maintenance Code of the City of Beloit.~~

(bg) Suspension for Failure to Pay Fee. The owner's rental ~~dwelling registration certificate~~ permit shall be suspended if the owner fails to pay a fee as required by this section or §7.065 of the Property Maintenance Code of the City of Beloit.

(c) Leasing of Dwelling Unit During Suspension of Rental Registration Certificate Permit is Prohibited. No property owner shall lease a dwelling unit to another person after the ~~rental registration certificate~~ permit for that dwelling unit is suspended. Any owner who lets a dwelling unit to another person while the rental ~~permit registration certificate~~ is suspended shall be subject to a forfeiture of not less than \$500 nor more than \$1,000 for a first offense, not less than \$750 nor more than \$1,000 for a second offense and not less than \$1,000 for a third or subsequent offense. Each day that a violation continues to exist constitutes a separate violation of this paragraph.”

Section 10. Section 25.04(4)(d) of the Code of General Ordinances of the City of Beloit is hereby amended to include, in numerical order, the following additions and amendments to the list of city employees authorized to issue municipal citations for violation of city ordinances:

Chapter	Title	Enforcement Official
14.06	Annual Rental Dwelling Registration Certificates Permits	Director of Community and Housing Services; Inspection Official; Administrative Assistant in the Community and Housing Services Division; Administrative Assistant in the Planning and Building Services Division

Section 11. If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in force and not be affected by such judgment.

Section 12. All resolutions, ordinances, orders or parts thereof in conflict in whole or in part with any of the provisions of this ordinance are, to the extent of such conflict, hereby repealed.

Section 13. An owner of a residential rental property that has applied for or has been issued an annual rental dwelling permit for the period of March 1, 2016 through February 28, 2017 will be issued rental registration certificate by the City at no further cost to the owner. An owner of a residential rental property who has not applied for or been issued an annual rental dwelling permit for the period March 1, 2016 through February 28, 2017, must comply with the terms of this ordinance and make an application for a rental registration certificate within 30 days of the effective date of this ordinance to avoid the imposition of a late fee.

Section 14. This ordinance shall be in force and take effect upon passage and publication.

Adopted this ____ day of June, 2016.

CITY COUNCIL FOR THE CITY OF БЕЛОIT

By: _____
David F. Luebke, President

ATTEST:

By: _____
Lorena Rae Stottler, City Clerk

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

tdh/ordinances/Rental Registration Ordinance Changes 20160601 (16-1086)

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A
STATE/MUNICIPAL AGREEMENT WITH THE WISCONSIN DEPARTMENT OF TRANSPORTATION
FOR A TRANSPORTATION ECONOMIC ASSISTANCE (TEA) GRANT
FOR THE RECONSTRUCTION OF COLLEY ROAD, EAST OF GATEWAY BOULEVARD**

WHEREAS, the City of Beloit applied for and received a TEA Grant for the reconstruction of Colley Road east of Gateway Boulevard; and

WHEREAS, the attached State/Municipal Agreement forms the basis for the design and reconstruction of Colley Road, east of Gateway Boulevard; and

WHEREAS, the City is the lead agency for the design and construction of these improvements;
and

WHEREAS, the total estimated cost for the design and construction is estimated at \$1,556,350 of which \$700,000 is State funded and \$856,350 is funded through the City of Beloit.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Beloit, Rock County, Wisconsin does hereby authorize the City Manager to enter into the attached State/Municipal Agreement with the Wisconsin Department of Transportation for a Transportation Economic Assistance Grant (TEA) for the design and construction of Colley Road, east of Gateway Boulevard.

Dated at Beloit, Wisconsin this 6th day of June, 2016.

City Council of the City of Beloit

David F. Luebke, President

ATTEST:

Lorena Rae Stottler, City Clerk

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A STATE/MUNICIPAL AGREEMENT WITH THE WISCONSIN DEPARTMENT OF TRANSPORTATION FOR A TRANSPORTATION ECONOMIC ASSISTANCE (TEA) GRANT FOR THE RECONSTRUCTION OF COLLEY ROAD, EAST OF GATEWAY BOULEVARD

Date: June 6, 2016

Presenter: Greg Boysen

Department: Public Works

Overview/Background Information:

In December of 2014, the City entered into development agreements for the development of Pratt Industries, Inc. in the Gateway Business Park. The agreements required the City to apply for a TEA Grant to assist in the payment for public roadway improvements next to the development site. The application was approved and now the attached State/Municipal agreement is necessary to finalize the financial participation between the Wisconsin Department of Transportation and the City of Beloit. The attached resolution authorizes the City Manager to execute the attached agreement which will allow for the design to be finalized and the bidding and construction process to proceed.

Key Issues:

1. Pratt Industries has committed to creating 140 new jobs at their new facility. This allows for \$700,000 in TEA Grant funding.
 2. This project was included in the 2016 Capital Budget anticipating TEA Grant funding and is in TIF 10.
 3. The estimated design and construction costs for this project are \$1,556,350.
 4. The agreement requires the State to contribute 50% of the eligible costs up to \$700,000 with the balance being funded by 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.):

Approval of this Agreement would conform with Goal #1's stated purpose of developing a high quality community through the responsible stewardship and enhancement of City resources.

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

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

This reconstruction positions the community for additional development along the reconstructed corridor providing better access to current and future developments.

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 adoption of the attached resolution

Fiscal Note/Budget Impact:

Funding for the City matching funds is available in the 2016 Capital Improvement budget

Attachments:

Resolution

20160531

STATE/MUNICIPAL AGREEMENT
FOR A
TRANSPORTATION ECONOMIC
ASSISTANCE GRANT (T.E.A. GRANT)

Date: April 19, 2016

I.D.: 5989-00-70

Description: Reconstruction Colley Road East of Gateway Boulevard, Including Intersection improvements at Gateway Blvd. City of Beloit / Pratt Industries Inc. and Pratt (Beloit Corrugating), LLC.

The State of Wisconsin, Department of Transportation, hereinafter called the State, hereby delegates to the signatory, City of Beloit, hereinafter called the Municipality, and to the Municipality's undersigned duly authorized officers or officials, the responsibility for the facilities development process for the road construction hereinafter described.

The authority for the State of Wisconsin to delegate this responsibility to the Municipality is described in Chapter Trans. 510.09, Wisconsin Administrative Code, relating to the Transportation Facilities Economic Assistance and Development Program (TEA).

The following conditions will, however, be applied (pages 1 through 6):

1. General Conditions

- a. Highway improvements must employ the services of a registered professional engineer to be responsible for design and construction engineering.
- b. Funding of project phases is subject to inclusion in an approved program.
- c. The Municipality must assume all responsibility for complying with all germane environmental requirements for a transportation improvement of its type, and certify that the environmental analysis was done and that all applicable environmental laws were followed.
- d. A design study report for highway and road improvements and a copy of the preliminary plans must be submitted to the State for approval prior to preparing final plans.
- e. A copy of the plans and specifications containing the engineer's seal as prepared for bidding purposes must be provided to the State for approval prior to advertising the project for bids.
- f. All real estate acquisition and required relocation of persons, families, businesses, or farms must be accomplished in accordance with existing State law. A written Right of Way certification from the Municipality to this effect will be required after the real estate is acquired along with a certified plat showing the roadway as a public use roadway.

- g. If applicable, the Municipality will apply for a permit to do work within the STH Right of Way through WisDOT SW Region Madison - Maintenance Section and abide by the conditions of the approved permit.
 - h. All contracts must be let by competitive bid with contracts awarded to the “lowest responsible bidder”. Municipality must submit a certification of the date bids were taken, listing all bidders and bid amounts. A written explanation must accompany any certification where the contract is awarded to someone other than the low bidder.
 - i. In general, State reimbursements will be made after the improvement is complete and sufficient “proof of payment” is sent to the State. On the more costly improvements, that is those totaling greater than \$100,000, the State may reimburse on the basis of actual costs, quarterly but no more frequently than monthly. Upon completion of the project, a final audit will be made to determine the final division of costs.
 - j. Any contract change orders must be submitted to the State for acceptance prior to State reimbursement of these costs.
 - k. A “D” size (11”x17”) copy of “As-Built” road improvements plans must be submitted to the State after completion of construction. The Municipality must provide a written certification that the project was completed in accordance with the approved plans and specifications as may have been amended by Contract Change Order.
 - l. Municipality agrees to comply with the criteria established in the Direct Jobs Guarantee, attached hereto as Attachment 1 and a part of this overall Project Agreement.
2. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
 3. It is understood that this “State/Municipal Agreement” only pertains to the TEA Grant portion of the overall development. TEA Grant financing will be limited to 50 percent (%) participation up to a maximum of \$700,000 for the eligible completion costs of the following items:
 - a. Preliminary Engineering.
 - b. The grading, base, pavement, and curb and gutter.
 - c. Manholes, storm sewer, catch basins, inlets, detention basins and box culvert extensions necessary for the surface water drainage of the improvement.
 - d. Construction engineering incidental to inspection and supervision of actual construction work. This includes the actual cost of staff time plus overhead at the rate of 105% for the Municipality staff or their designees who provides in-field construction inspection and/or survey work under the supervision of the Consultant.

- e. Signing, pavement marking, topsoil, seeding, mulch and associated landscaping items as shown on the plans.
 - f. Real Estate needed for the improvement.
4. The Municipality will pay 100% of all costs incurred in connection with the improvement which exceed State financing commitments under the TEA Grant or are ineligible for State and/or Federal financing.
 5. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
 - a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property due to changes in street or sidewalk widths, grades or drainage.
 - c. Conditioning, if required and maintenance of detour routes.
 - d. Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
 - e. Administrative costs associated with the preparation of the TEA Grant application.
 - f. All storm sewer in excess of what is required to drain TEA Grant improvements.
 6. The State will, at its cost, finance State expenses of a purely administrative nature.
 7. If the Municipality should withdraw the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
 8. The work eligible for State participation will be administered by the Municipality and under its supervision. Such work may also include items not eligible for State participation which are considered necessary to complete the project.
 9. Work to be performed by the Municipality without State highway fund participation, necessary to insure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Municipality but must be coordinated with all other work undertaken during construction.

10. It is further agreed by the Municipality that:
- a. It will maintain, at its own cost and expense, all portions of the project that lie within its jurisdiction, through statutory requirements, in a manner satisfactory to the State or the Federal Highway Administration or both, and will make ample provision for such maintenance each year.
 - b. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Municipality or by others, will be in conformity with such "Manual of Uniform Traffic Control Devices" as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred in by the Federal Highway Administration.
 - c. The right-of-way available or provided for the project will be held and maintained inviolate for public highway or street purposes. Those signs prohibited under Federal aid highway regulations, posters, billboards, roadside stands, or other private installations prohibited by Federal or State highway regulations will not be permitted within the right-of-way limits of the project. The Municipality, within its jurisdictional limits, will remove or cause to be removed from the right-of-way of the project all private installations of whatever nature which may be or cause an obstruction or interfere with the free flow of traffic, or which may be or cause a hazard to traffic, or which impair the usefulness of the project and all other encroachments which may be required to be removed by the State at its own election or at the request of the Federal Highway Administration, and that no such installations will be permitted to erected or maintained in the future.
 - d. It will assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - e. It will use the State Utility Accommodation Policy unless it adopts a policy which has equal or more restrictive controls.
 - f. Regarding Federal Single Audits of Local Government Units:
 - 1) The Municipality shall have a single organization audit performed by a qualified independent auditor if required to do so under federal law and regulations. (See Federal Circular No. A-133.)
 - 2) This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and State single audit guidelines issued by the Wisconsin Department of Administration (DOA).

- 3) The Municipality will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditures for these purposes; that the accounts and records of such expenditures, together with all supporting documents, will be kept open at all times to inspection by authorized representatives of the State; and that it will furnish copies thereof when requested. Such accounting records and any other related records shall be subject to an audit as directed by the State within eight years.

Proposed Improvement: As Part of the City of Beloit’s Colley Road Reconstruction improvements and Gateway Intersection signalization, the following improvements are:

Colley Road will be a roadway Reconstruction project easterly for approximately 3,000 lineal feet from Gateway Boulevard with a variable width concrete pavement in order to handle the increase in truck traffic that will serve as the primary truck access route to Pratt Industries, Inc. and Pratt (Beloit Corrugating), LLC. The existing two lane rural section will be improved to a two lane urban section including sidewalk and on-street bike accommodations. The intersection at Colley Road and Gateway Boulevard will be signalized and upgrades for turn lanes included for safety purposes. Sanitary sewer will also be extended as part of the project.

The following is an estimate of the total project cost. The State will contribute 50% of the eligible costs up to a maximum of **\$700,000**. The balance of the project is 100% funded by the City of Beloit.

ESTIMATED COSTS

	Total Estimated Cost	State TEA Grant	Municipal Funds
Preliminary Engineering	\$181,880	\$90,940	\$90,940
Construction	\$1,151,470	\$497,560	\$653,910
E & C	\$223,000	\$111,500	\$111,500
Total:	\$1,556,350	\$700,000(max.)	\$856,350

This agreement is made by the undersigned under proper authority to make such agreements for the above designated Municipality, and upon acceptance by the State shall constitute agreement between the Municipality and the State.

Signed for and in behalf of the CITY OF BELOIT:

_____ Signature	_____ Title	_____ Date
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Signed for and in behalf of the STATE:

_____ Signature	_____ Title	_____ Date
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