



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, November 21, 2016**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Proclamation recognizing City of Beloit Election Inspectors for 2016 (Stottler)
4. PUBLIC HEARINGS
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 Regular meeting of November 7, 2016 (Stottler)
 - b. Resolution approving a new application for Class “B” Beer and “Class B” Liquor License of Game On Bar and Grill, LLC, d/b/a Game on Bar and Grill, located at, 443 East Grand Avenue, Joseph A Jensen Agent, for the licensing period ending June 30, 2017 (Stottler) ABLCC recommendation for approval 4-0
 - c. Resolution approving Change of Agent on the Class “A” Beer and Class “A” *Cider Only* license for Speedway LLC owned by MPC Investment LLC, d/b/a Speedway #4293, 2781 Milwaukee Road to Jane M. Erbe for the licensing period ending June 30, 2017 (Stottler) ABLCC recommendation for approval 5-0
 - d. Resolution approving a Six-Lot Final Plat of Subdivision called Eagles Ridge Plat No. 2 for the properties located at 1710 & 1725 Raven Court (Christensen) Plan Commission recommendation for approval 6-0
 - e. Application for a Conditional Use Permit to allow Other Entertainment-Oriented Retail for the purposes of a banquet hall facility, in a C-2 Neighborhood Commercial District for property located at 1703 Park Avenue in the City of Beloit (Christensen) Refer to Plan Commission
 - f. Application for a Zoning Map Amendment to change the Zoning District Classification of the properties located at 631, 640, 654 & 657 Bluff Street, from R-1B, Single-Family Residential District to C-1, Office District (Christensen) Refer to Plan Commission
7. ORDINANCES
 8. APPOINTMENTS

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution authorizing Application and Acceptance of a Community Grant from the Walmart Foundation for "Shop with a Hero" Program and Amending the 2016 General Fund Operating Budget (Liggett)
- b. Resolution authorizing Application and Acceptance of a Risk Reduction Grant from Cities and Villages Mutual Insurance Company (CVMIC) and Amending the 2016 General Fund Operating Budget (Liggett)
- c. The City Council may adjourn into closed session pursuant to Wis. Stats. 19.85 (1)(e) to discuss potential real estate transaction, the discussion of which would harm the City's competitive or bargaining interests if held in open session, namely the potential transfer of Outlot #1 of Walnut Grove Plat No. 2 (2278 Winchester Drive) to the City of Beloit (Krueger/Christensen)
- d. Council may reconvene in open session and possibly take action on the matter discussed in closed session

12. ADJOURNMENT

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

Dated: November 16, 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.

WHEREAS, there were four elections in the City of Beloit in 2016 where a total of 26,414 ballots (including 3,772 absentee ballots) were cast by Beloit voters; and

WHEREAS, despite the large number of voters and the ballots that they cast, the Election Officials appointed to work in the nine Polling Places throughout the City processed voters respectfully, efficiently and without delay; and

WHEREAS, more than 200 outstanding residents of our community have chosen to take time out of their demanding lives to contribute to the civil well-being of the voting process in the City of Beloit; and

WHEREAS, Election Officials span the generation gap from high school students to senior citizens and mirror the amazing diversity of our community while providing a tangible link between the voting public and the election process; and

WHEREAS, Election Officials understand that voter confidence and trust depends on them and their interactions with electors and know that they influence the public's confidence and trust in the transparent administration of elections in Wisconsin; and

WHEREAS, Election Officials are the backbone of American democracy and their dedicated service allows our democracy to flourish; and

WHEREAS, the City is extremely fortunate to have residents committed to being trained and willing to work as Election Officials, especially in recent years where election laws are fluid and change rapidly; and

WHEREAS, it is most appropriate to recognize the contribution that Election Officials make each time we cast our votes:

NOW, THEREFORE, LET IT BE IT PROCLAIMED, that the City Council for the City of Beloit hereby officially recognize the significant efforts associated with the accomplishment of tasks identified above to call on the individuals who served as Election Officials during a presidential year, and hereby expresses their sincere gratitude on behalf of the City of Beloit Staff and Residents for the outstanding service provided by all parties involved with the multiple elections held in 2016. Thank You!

Dated this 21st day of November 2016.

David F. Luebke, President

Beloit City Council

ATTEST:

Lorena Rae Stottler, City Clerk



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, November 7, 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 - None
4. PUBLIC HEARINGS - None
5. CITIZEN PARTICIPATION
 - a. Francesca Gleichsner, 907 4th Street, addressed the council with interest on the property located at 1115 Summit Avenue. The City purchased 1115 Summit Avenue at the tax foreclosure sale this year with the intention of demolishing the property. She (with the help of her father) have expressed interest in purchasing the property to rehab it as a rental property. She owns the property next door and would like the opportunity to purchase the home and restore it as a rental property in order to place the property back on the tax roll. President Luebke instructed staff to contact Ms. Gleichsner and Councilor Leavy asked that the council be updated with the result of that contact.
 - b. Darrell Adams, 1431 Bittel Street, addressed the council with concerns about excessive standing water in his backyard that is a result of what he feels is from the excessive building on Division Street adjacent to his property. Because they raised the grade at the storage facility, his yard has become the swell for this area and he now has trees leaning and falling, moisture with mold in his basement and concerns for permanent damage. He said he has worked with the City engineers and Planning personnel and that resulted in contact that the City would not be taking action at this time. Another building is going up behind the tire shop and the situation is getting worse with standing water and increases in mosquitos to the point it's nearly unbearable. He is asking the council to assist him with a solution to this problem that is now on his property. President Luebke instructed staff to contact Mr. Adams and Councilor Leavy asked that the council be updated with the result of that contact.
6. CONSENT AGENDA

Councilors Preuschl and Sloniker made a motion to adopt consent as presented. Motion carried.

 - a. The Minutes of the Regular and Special meetings of October 17, 2016 were approved.
 - b. A resolution authorizing Final Payment of Public Works Contract C16-02, Concrete Pavements-Kettle, Cranston, & Gateway was approved. File 8714
 - c. An application for a new application for Class "B" Beer and "Class B" Liquor License of Game On Bar and Grill, LLC, d/b/a Game on Bar and Grill, located at, 443 East Grand Avenue, Joseph A Jensen Agent, for the licensing period ending June 30, 2017 was referred to ABLCC. File 8721
 - d. An application for Final Subdivision Plat of Eagles Ridge Plat No. 2 for properties located at 1710 & 1725 Raven Court was referred to Plan Commission. File 8073
 - e. A resolution approving a Transit Services Agreement between the City of Beloit and Industries for the Blind, Inc. was approved. File 8733
7. ORDINANCES
 - a. Public Works Director Greg Boysen presented a proposed Ordinance to establish 2-Hour Parking Time Limit in Iron Works South Parking Lot.

- The City of Beloit received the request from Andrew Janke, Economic Development Director on behalf of Hendricks Commercial Properties.
- The Traffic Review Committee reviewed the issue during the October 3, 2016 special meeting and the Committee voted (5-0) in favor of establishing a 2-hour time limit for 48 stalls located within the Iron Works South Parking Lot. New developments are continuing to locate within Hendricks Commercial Properties facility located along Third Street, including the YMCA.
- The YMCA plans to move into the space along Third Street in the first part of 2017.
- The 2-hour parking time limits are intended to accommodate the 'customers' for businesses in the area, including the members of the YMCA.
- The DBA contacted adjacent property owners and gave an update at the TRC meeting that all responses were in favor of the change to 2-hours

This is second reading. Councilors Leavy and Dunkin made a motion to adopt the ordinance as presented. Motion carried. File 7791 Ordinance 3583

- b. Public Works Director Greg Boysen presented a proposed Ordinance to Add Signal Locations to Index of Special Locations at Gateway/Cranston and Gateway/Colley. The City of Beloit recently completed the signal upgrade at Cranston/Gateway and is in the process of constructing the signals at Colley/Gateway.

- The Traffic Review Committee reviewed the issue during the July 25, 2016 meeting and the Committee voted (4-0) in favor adding both locations to the Index of Special Locations.
- Pratt Industries was recently constructed at the intersection of Cranston Road and Gateway Boulevard.
- A new entrance, turn lanes and signal upgrades were completed by the City of Beloit in conjunction with the Pratt project.
- In addition to the upgrades at the intersection of Cranston Road/Gateway Boulevard, the City of Beloit is currently in the process of reconstructing a portion of Colley Road to an urban section. Signals will be installed at the intersection of Colley Road and Gateway Boulevard.
- All future truck deliveries to Pratt are scheduled to use the southern entrance/exit to the site which is located along Colley Road.

This is second reading. Councilors Preuschl and De Forest made a motion to adopt the ordinance as presented. Motion carried. File 7914 Ordinance 3584

- c. Public Works Director Greg Boysen presented a proposed Ordinance to Remove Parking on the North Side of West Grand Avenue Adjacent to 715 West Grand Avenue. The City of Beloit recently razed the building located at 715 West Grand Avenue.

- The Traffic Review Committee reviewed the issue during the July 25, 2016 meeting and the Committee voted (4-0) in favor of removing the parking on the north side of West Grand Avenue adjacent to 715 W. Grand.
- After the demolition of the building, City crews removed existing driveways, repaired/replaced curb and sidewalk.
- The property is located at a skewed intersection which has unique sightlines for vehicles approaching the 8th Street/Brooks Street/W. Grand intersection.
- The previous driveway locations and proximity to the intersection restricted vehicle parking in the past.
 - After evaluating the new layout, it was determined that parking should be officially removed to allow for better sightlines at the intersection

This is second reading. Councilors Preuschl and Dunkin made a motion to adopt the ordinance as presented. Motion carried. File 7791 Ordinance 3585

- d. Public Works Director Greg Boysen presented a Substitute Amendment #1: Proposed Ordinance to Remove Parking on the South Side of Public Avenue Adjacent to 424 College Street. The City of Beloit received a request from Meals on Wheels to remove parking along Public Avenue in the area of their pick-up/drop-off.

- The Traffic Review Committee reviewed the issue during the July 25, 2016 meeting and the Committee voted (4-0) in favor of removing the parking on the south side of Public Avenue adjacent to 424 College Street.
- Meals on Wheels is located on the corner of Public and College. Currently, the volunteer drivers use the Public Avenue door to pick-up/drop-off meals.
- Since 1971, Beloit Meals on Wheels has been serving the Greater Beloit community residents who find themselves in need of therapeutic diets or seven-day-a-week service.
- Normal pick-up occurs around 11 AM and normal drop-off occurs after noon.

- After talking with Ellen Wiegand, Executive Director of Beloit Meals on Wheels, it was decided that the best option would be to create a No-Parking/Loading zone between the hours of 10:00 AM and 1:00 PM

This is second reading. Councilors Hendrix and Preuschl made a motion to adopt the ordinance as presented. Motion carried. File 7791 Ordinance 3586

- e. Public Works Director Greg Boysen presented a proposed Ordinance to Establish Time Restrictions for Terrace Parking at 819 Clary Street. The City of Beloit received the request from Shelley Cousin, Board member of Little Turtles' Playhouse, Inc.

- The Traffic Review Committee reviewed the issue during the October 3, 2016 special meeting and the Committee voted (5-0) in favor of establishing a 30-minute time limit on weekdays between 6 AM-6PM.
- The property at 819 Clary Street was recently renovated to allow for a child care center which is able to serve up to 48 children between the ages of 0-6 years.
- The terrace parking stalls would be limited to 30-minutes on weekday between the hours of 6 AM-6 PM to allow pick-up/drop-off activities to occur.
- Alternate overnight parking would be in effect for this area due to the limited time frame for the 30 minute parking.
- Construction in the right-of-way is not needed, as the terrace parking area already exists.

This is second reading. Councilors De Forest and Preuschl made a motion to adopt the ordinance as presented. Motion carried. File 7791 Ordinance 3587

- f. Community Development Director, Julie Christensen, presented a proposed Ordinance amending the Future Land Use Map of the City of Beloit Comprehensive Plan to change the future land use designation for the property located at 631, 640, 654, & 657 Bluff Street from R-1B, Single-Family Residential to C-1, Office District.

- Planning staff is proposing the following amendment to the Future Land Use Map (Map 10) of the City's Comprehensive Plan:
- 631, 640, 654, & 657 Bluff Street – From *Single-Family Residential – Urban* to *Office*.
- The subject properties are planned and zoned for Single-Family Residential uses, and have come to the attention of Planning staff primarily due to the long-term vacancy and deteriorating conditions at the historic apartment building located at 640 Bluff Street.
- The subject properties are currently zoned R-1B, Single-Family Residential. If the proposed amendment is approved, the affected properties will be rezoned to C-1, Office District at a future date.
- The intent of the proposed amendment is to create a planning framework that will allow the future rehab and occupancy of the historic, vacant apartment building at 640 Bluff Street as a conditional use in an office district. Since this 11-unit apartment building has been vacant for more than a year, it has technically lost its nonconforming status and must conform to the single-family zoning. For obvious reasons, this is both unlikely and unrealistic, and maintaining the existing R-1B zoning would be a major barrier to the future rehab and re-occupancy of the historic apartment building at 640 Bluff Street. The building located at 640 Bluff Street is a contributing structure in the Bluff Street Historic District, constructed around 1907 and notable for its architecture. It has been vacant since being posted Unfit for Human Habitation in May 2015, and is in the midst of a foreclosure action with a default judgment entered on July 15, 2016.
- In addition, the proposed amendment will make the other uses (senior center, medical office, & church) more conforming to the adopted Land Use Map (and Zoning Map), thereby supporting their continued operation and future expansion.
- The subject properties are located immediately north of the West Grand Avenue corridor, which is planned and zoned for Office uses. As shown on the attached maps, the proposed amendment and subsequent rezoning from Single-Family Residential to Office is a logical northern extension of an existing Office District that will achieve historic preservation and community development goals. An Office land use classification was selected because it provides the greatest fit with the existing senior center, medical office, & church while creating a potential path for buyers of the apartment building at 640 Bluff Street. Multifamily residential uses are a conditional use in the Office District; therefore future buyers of 640 Bluff Street will need a Conditional Use Permit before occupancy and will be required to satisfy certain conditions of approval to address any concerns.
- Planning staff has spoken with the affected stakeholders, including the Director of Grinnell Senior Center, the Church Pastor, and the Chiropractor at 654 Bluff Street. All three stakeholders support Planning staff's proposal and are concerned about the long-term vacancy

and deterioration at 640 Bluff Street.

- The Plan Commission held a public hearing to consider the requested amendment on September 7, 2016 and voted unanimously (5-0) to adopt the attached Resolution.

This is second reading. Councilors Sloniker and Hendrix made a motion to adopt the ordinance as presented. Motion carried. File 7940 Ordinance 3588

- g. Finance and Administrative Services Director, Eric Miller presented a proposed Ordinance to amend Section 3.15(3) of the Code of General Ordinances of the City of Beloit pertaining to Distribution of Room Taxes. The City of Beloit imposes a room tax for the furnishing of retail rooms, lodging, or sites to transients by hotel keepers, motel operators, and other persons furnishing accommodations that are available to the public. Such tax is at the rate of 8% of the gross receipts from such retail furnishing of rooms, lodging, or sites. Proceeds from the tax are remitted to the City Treasurer within 30 days of each calendar quarter end.

Currently, the proceeds of such tax when collected is apportioned at 10% to the City for general administration expenses and the remaining 90% to the Beloit Convention and Visitors Bureau (Visit Beloit) for use in promoting, developing, stimulating, expanding, and administering activities related to the convention and tourism business. The 90% of proceeds are remitted to the Bureau on a quarterly basis after all tax proceeds have been collected, typically within 40 days of each calendar quarter end.

The apportioned amounts have been the same since inception of the ordinance in 1987. Beginning with the first quarter in 2017 the City would like to increase the amount apportioned to the City from 10% to 15% and reduce the amount apportioned to the Beloit Convention and Visitors Bureau from 90% to 85%. Based on the amount of growth in the taxes collected over the last several years as well as a conservative growth projection going forward, the reduction in apportionment will not have a significant impact on the revenues of the Bureau. In fact, they are projected to remain the same based on current collections and future growth projections. However, the increase in apportionment to the City will have a significant impact of the general fund revenues by approximately \$50,000. This helped balance the 2017 general fund budget.

Staff is asking for approval and seeking to suspend the rules to have the required first and second reading tonight so it can be adopted with the 2017 budget. Councilors Preuschl and Sloniker made a motion to suspend the rules for a first and second reading. Motion carried. Councilors De Forest and Hendrix made a motion to adopt the ordinance as presented. Motion carried. File 6524 Ordinance 3589

8. APPOINTMENTS - None

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor De Forest thanked several people who donated their time to assist with preparing the more than 1,000 lights that will soon be hung downtown. She thanked Alex Morganroth for his service to the City of Beloit and wished him well on his new adventure. She attended the Turtle Creek confluence groundbreaking and is encouraged by the great work being done in this area. She extended her condolences to the family of Dave Schreiber who will be remembered for his dedication and commitment to our waterways.
- Councilor Sloniker attended the final Farmers Market and enjoyed seeing all the children in costume. She attended the NAACP banquet and felt it was a nice event with good speakers. She is looking forward to attending the YWCA racial justice conference on Thursday. She thanked and congratulated Fire Chief Liggett for the positive press in helping a Rockford resident last week. She also wished Alex Morganroth good luck and thanked him for his service.
- Councilor Dunkin congratulated the Beloit Historical Society Hall of Fame inductees: Dr. J. B. Elzy, Roger Bryden, Frank Marsden, Sally Kramer and Fran Fruzen. She mentioned that the Merrill Community Center closed on November 1 and thanked everyone for their support during the 27 years it was open. She encouraged voters to get out and vote tomorrow.
- Councilor Preuschl is pleased with the confluence project and looks forward to what's on the horizon. There are two new businesses in downtown Beloit: Sheek and Unique and Fresco Fajita. He encouraged people to check them out. He had the opportunity to photograph the demolition of the historic candy cane smokestacks on October 27th. He also noted many photographers who have been busy at Beckman Mill and Big Hill Park.
- Councilor Leavy thanked the City Clerk's office for their work in preparing for Tuesday's election. He has received some citizen concerns and was pleased that they were resolved timely and thoroughly. He encouraged all citizens to make their concerns known to the Clerk before they post in on social media so she can investigate. He reminded voters that people working tomorrow are fellow citizen

volunteers so voters should be patient, respectful and kind. Complaints should be directed to the Chief Inspector at each polling place.

- Councilor Hendrix attended the NAACP banquet and was pleased that three of the presenters were her former “help yourself” students. She was honored to work with fellow leaders on a Government and Politics Career panel. The students were engaged and asked excellent questions!
- President Luebke also attended the NAACP banquet and enjoyed the evening. Also, last week he and the City Manager attended the opening of the first Diverging Diamond interchange just off of Read Road near I-90. There are 70 in the country but the first one in Wisconsin. He also thanked the Clerk’s Office for their hard work in the upcoming election. He thanked Regina Dunkin for her 27 years of service and leadership at Merrill Community Center.

10. CITY MANAGER’S PRESENTATION - None

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Public Works Director Greg Boysen presented a resolution approving “WISCORS” Cooperative Agreement between the State of Wisconsin Department of Transportation and the City of Beloit. This agreement will authorize the public works staff to accommodate a WisDOT WISconsin Continuously Operating Reference Station (WISCORS) facility at the Wastewater Treatment Facility. WisDOT is developing a WISconsin Continuously Operating Reference Station (WISCORS) network throughout the State of Wisconsin to provide information needed to increase the accuracy of field collected Global Positioning System (GPS) survey and Geographic Information System (GIS) grade data. The WISCORS network is a system of GPS receivers permanently fixed at sites located in cities, counties, or villages throughout Wisconsin that provide positions on points of interest in real time instantaneously. As a result of meetings and discussions with Public Works and Water Resources Division staff, it has been determined that the WisDOT proposed installation can be accommodated at the Wastewater Treatment Facility without difficulty. The city’s participation in this program will be mutually beneficial to the city and the state.

Councilors De Forest and Sloniker made a motion to adopt the resolution as presented. Motion carried. File 8734

- b. Public Works Director Greg Boysen presented a resolution approving a Parking Lot Use agreement between the City of Beloit and United Church of Beloit. This agreement will authorize Approval of a Parking Lot Use Agreement between the City of Beloit and United Church of Beloit for parking space near Grinnell Hall. Pursuant to a review by the United Church of Beloit of the established practice of Grinnell Hall patrons parking in their adjacent parking lot, the church has proposed to formalize the continued use of the parking lot through the establishment of a parking lot use agreement. The initially proposed agreement has been reviewed and a mutually accepted final form of the agreement has been established. The parking lot use agreement extends until April 14, 2019. The agreement provides for the city to pay \$1850.00 for parking lot use in 2016 and \$2600.00 annually thereafter during the remaining period of the agreement. Councilors Dunkin and Leavy made a motion to adopt the resolution as presented. Motion carried. File 8735

- c. Community Development Director, Julie Christensen, presented a resolution authorizing the City Manager to Apply for a Wisconsin Historic Preservation Fund Subgrant. The protection and enhancement of historic landmarks, landmark sites, and historic districts helps represent and reflect distinctive and important elements of the City’s architectural, archeological, cultural, social economic, ethnic, and political history. Beloit has an exceptional collection of historic properties with over 300 locally-landmarked structures and three distinct historic districts.

In 2015 the City received a Wisconsin Historical Society grant and hired Legacy Architecture to conduct an Intensive Survey of Historic Properties in Beloit. The purpose of the intensive survey was to identify individual properties or clusters of properties (districts) eligible for listing on the National Register of Historic Places (NRHP). Placement on the NRHP is strictly honorary and does not place any type of restrictions on the listed property. Benefits of being listed on the NRHP include gaining access to certain state and federal historic preservation tax credits, as well as providing a sense of pride to owners of a historically significant and unique property.

The Intensive Survey identifies a cluster of 159 properties on the east side of Beloit, informally designated as the Milwaukee Road and Emerson Street historic district, as eligible for nomination to the National Register of Historic Places due to their architectural significance. The City of Beloit would like to nominate this residential district to the NRHP in order to advance historic preservation efforts in the community and to allow residents to apply for a state tax credit accessible only to owners of properties on the NRHP.

The City of Beloit is seeking permission to apply for a Wisconsin Historic Preservation Fund Subgrant. Applications are due by November 11, 2016. Awards are announced in February/March 2017. Nominations of historic properties generally take between 12 and 15 months and the entire process would likely not conclude until early 2018. If the City Council approves the request, all property owners in the potential historic district will be invited to a public outreach meeting in November or December of 2016 in order to find out more about the nomination process as well as the benefits of owning a property on the National Register of Historic Places. The grant will be used to pay for a consultant to complete all necessary research, documentation, and application for the nomination of the potential Milwaukee Road and Emerson Street District. Approximately \$16,000 in funds is being requested through this grant. No local match is required. Councilors Sloniker and Dunkin made a motion to adopt the resolution as presented. Motion carried. File 5860

- d. City Manager Lori S. Curtis Luther presented a resolution adopting the City of Beloit Strategic Plan for 2016-2018. Because the framework for the City of Beloit's Strategic Plan has been in place prior to many of the Councilors holding office and prior to my appointment, we had a unique opportunity to reevaluate the City's vision, mission, values and goal areas. There was strong consensus on the attached proposed values, mission and goals with varying opinions on the vision statement.

This year the full Council and Department Heads and other staff were engaged in a process to refresh our strategic plan and create a new framework. In addition to the information provided at previous workshops, staff and I have begun adding detail to the framework in the form of strategic initiatives and performance indicators. My intent is to continue updating the plan with staff and reporting out to the City Council on a quarterly basis.

Councilors Leavy and Preuschl made a motion to adopt the resolution as presented. Motion carried. File 8649

- e. Community Development Director, Julie Christensen, presented a resolution approving the 2017 Community Development Block Grant (CDBG) Annual Action Plan. Councilors Dunkin and De Forest recused themselves from this item and left the Forum. The Department of Housing and Urban Development (HUD) requires each CDBG Formula Grantee to submit a Consolidated Plan every five years, and Annual Action Plan each year. Both Plans include specific objectives for housing, homelessness, public housing and community development and includes information on the CDBG process, affordable housing, and special needs populations. The City's Consolidated Plan was approved last year.

The Annual Plan includes how the City intends to allocate its CDBG funds in over the next year. The process for preparing the CDBG budget includes the following steps: applications are available to agencies interested in applying for the CDBG funds; each applicant is required to present its application to the Community Development Authority (CDA); the CDA makes its recommendation to the City Council on how the CDBG funds should be allocated; a public hearing is held by the City Council; and adoption of the CDBG budget.

On July 18, 2016, the City Council established the following local funding priorities: Public Service Programs which focus on comprehensive case management strategies, with priority given to neighborhood stabilization activities, education in budgeting and life skills, and employment training that corresponds with local employment opportunities; Code Enforcement; Housing Rehabilitation; and Economic Development activities with priority given to technical job training; Program Administration and Fair Housing.

All recommended projects are consistent with the proposed 2015-2019 Consolidated Plan and 2017 Annual Action Plan. All projects will be incorporated into the 2017 Annual Action Plan which is submitted to HUD. All recommended projects are eligible CDBG activities and meet one of the three national objectives. Councilors Leavy and Hendrix made a motion to adopt the resolution as presented. Motion carried. Councilors Dunkin and De Forest returned to the Forum. File 8725

- f. Community Development Director, Julie Christensen, presented a resolution approving the 2017 HOME Investment Partnership (HOME) Budget. Last year, the City of Beloit, Rock County and the cities in Rock County entered into a new Rock County HOME Consortium agreement. This agreement allows us to receive HOME funds directly from the Department of Housing and Urban Development (HUD) similar to CDBG. We are required to hold a public hearing to seek community input on the proposed use(s) of the HOME funds awarded to the City.

For 2017, we are estimating that the Consortium will receive \$475,000. Based on that budget, the City of Beloit's share would be \$133,000. We are also estimating receiving \$100,000 in HOME Program Income from repayment of loans. The City is also allocated \$14,725 in HOME Administration funds which can be used to pay for staff time related to the program. It is likely that

we will have additional program income dollars in 2017 if houses currently under rehab are completed and sold, but at this point, we are being conservative on our Program Income estimate.

On September 28, 2016, the Community Development Authority (CDA) recommended that the City's dollars be used to fund the City's Housing Rehabilitation Revolving Loan Fund for owner-occupied properties on a city-wide basis and/or New Construction projects in the Westside Target Area.

On October 17, 2016, a Public Hearing was held on the proposed HOME Budget during the City Council meeting, and no comments were made by the public. Councilors De Forest and Sloniker made a motion to adopt the resolution as presented. Motion carried. File 8663

- g. Downtown Beloit Association Director Shauna El-Amin presented a resolution approving the 2017 Business Improvement District Operating Plan and Budget. In 1987, the Downtown Beloit Association (DBA) was formed. The annual report was presented to the City Council. In 1988, the Business Improvement District (BID) was formed along with designating Downtown Beloit as a Main Street Community. The BID is an essential source of income for the DBA. The BID Assessment rate will remain the same at \$3.88/1000, where it has been since 2007. The BID boundaries will be increased to include parcel 1354-0080 known as Riverbend. The estimated BID Assessment to be received in 2016 is \$112,426.24. On October 27, 2016 the Downtown Beloit Association Board of Directors approved the Budget for 2017. Councilors De Forest and Dunkin made a motion to adopt the resolution as presented. Motion carried. File 8479
- h. Finance and Administrative Services Director, Eric Miller, presented resolution approving the Operating Budgets, Appropriating Funds, and Levying Property Taxes necessary for the Operation and Administration of the City of Beloit for the Year 2017 including the 2017 Capital Improvement Budget, the Beloit Public Library Budget; and further authorizing the City Treasurer to spread the City Property Tax along with the apportionments certified for other Jurisdictions upon the current tax roll of the City. . Mr. Miller explained that this is the final step of the 2016 budget process is the result of months of planning and meetings, including a full day workshop and public hearing.
City Manager Lori Luther wanted to publicly thank the department directors, division heads, finance staff and all employees for the significant work put into this document and she is proud to be a part of this team. She noted that while the days of status quo budgeting are long gone, having a room full of people dedicated to solutions has made all the difference. She gave special thanks to Eric Miller for his leadership and experience in the budget process and knows he sometimes doesn't get the credit he deserves in presenting the data and predicting the unpredictable. Councilors Leavy and Hendrix made a motion to approve the proposed budget as presented. Motion carried. File 8731

12. Councilors Hendrix and Preuschl and made a motion to adjourn at 8:32 p.m. Motion Carried.

Lorena Rae Stottler, City Clerk

www.beloitwi.gov

Date approved by City Council: November 21, 2016

**RESOLUTION APPROVING A CLASS “B” BEER
AND “CLASS B” LIQUOR LICENSE FOR
GAME ON BAR AND GRILL, LLC**

WHEREAS, an application has been received for a Class “B” Beer and “Class B” Liquor License from Game on Bar and Grill, LLC, d/b/a Game on Bar and Grill, Joseph Jensen, Agent for the property located at 443 E. Grand Avenue, Beloit, Wisconsin; and

WHEREAS, the Alcohol Beverage License Control Committee recommended approval of this Class “B” Beer and “Class B” Liquor License for the remainder of the 2016-2017 license year.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Beloit does hereby approve a Class “B” Beer and “Class B” Liquor License for Game on Bar and Grill, LLC, d/b/a Game on Bar and Grill, Joseph Jensen, Agent, for the property located at 443 E. Grand Avenue, Beloit, Wisconsin.

Dated this 21st day of November 2016.

David F. Luebke, City Council President

ATTEST:

Lorena Rae Stottler, City Clerk



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Application for a Class "B" Beer and "Class B" Liquor License for Game On Bar and Grill LLC, 443 E. Grand Ave, Joseph A. Jensen (Agent) for the license period ending June 30, 2017.

Date: November 21, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Joseph A. Jensen is making application to establish his business to be located at 443 E Grand Ave to be known as Game On Bar and Grill and is applying for a Class "B" Beer and "Class B" Liquor License for the license period ending June 30, 2017. This applicant previous applied as J&P Sports House Pub, LLC and has withdrawn that application.

Key Issues (maximum of 5):

1. Game On Bar and Grill, located at 302 State Street (old location of The Local), in the City of Beloit is requesting to establish a business with a Class "B" Beer and "Class B" Liquor License for the license period ending June 30, 2017.
 2. A complete application with fees has been submitted to the Clerk's office and was referred to the ABLCC for their November 8th agenda by the City Council on November 21, 2016 via the consent agenda.
 3. Captain Risse certified that he checked municipal and state criminal records and to the best of his knowledge, with the available information, the character, record and reputation are satisfactory and therefore, has no objection to the agent appointment.
 4. Attorney Krueger asked Mr. Jensen to reaffirm his answer to question #9 on his supplemental questionnaire for agents which asks if he understands that he can be personally given citations by the Police Department for such things as underage sales, open after hours or other related violations, even when he is not on the premises. Mr. Jensen reaffirmed that he understood this responsibility.
 5. The ABLCC reviewed this application at their November 8th meeting and is recommending approval on a vote 4-0
 6. The City Council will take action on the recommendation of the ABLCC at their November 21, 2016 for regular meeting.
 7. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing the 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 accept the recommendation of the ABLCC.

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.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20____; ending June 30 2017

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

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

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

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

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): GAME ON BAR AND GRILL, 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.

President/Member	<u>President</u>	<u>Joseph Jensen</u>	<u>2526 Riverside Dr. #A</u>	<u>53511</u>
Vice President/Member	<u>N/A</u>			
Secretary/Member				
Treasurer/Member				
Agent	<u>Joseph Jensen</u>			
Directors/Managers				

3. Trade Name Game On Bar and Grill, LLC. Business Phone Number 608-312-4777

4. Address of Premises 443 E. Grand Ave. Post Office & Zip Code _____

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.) Bar Room Area, Liquor Room, walk in cooler +

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

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? The Local

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 October, 2017

John J. Abrams
(Clerk/Notary Public)

My commission expires 10/12/16

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

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>10-27-16</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.: <u>456-103921690602</u> FEIN Number: <u>81-4235694</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<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	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$

PAID 10/27/16

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Jensen		Joseph		Allen	
Home Address (street/route)		Post Office	City	State	Zip Code
2526 Riverside #A		53511	Beloit	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
702-217-8976				Reedsburg WI	

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

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Joseph A Jensen of Game On Bar and Grill LLC
(Office/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? 30 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.)
1997 MISDEMEANOR
- 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
Shooters Bar & Grill	326 E. MAIN ST. Reedsburg	4-15-2012	7-1-2016
Back Bar	1901 Beloit Ave. Janesville	6-5-99	10-15-2005

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

Subscribed and sworn to before me
this 27th day of October, 2016
Jenna J. Ahrens
(Clerk/Notary Public)
My commission expires 10/12/19

[Signature]
(Signature of Named Individual)



Printed on Recycled Paper

Wisconsin Department of Revenue

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

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of Game On Bar And Grill, LLC (registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Game On Bar And Grill, LLC (trade name)

located at 443 E. Grand Ave

appoints Joseph Jensen (name of appointed agent)

2526 Riverside Dr #A, Beloit WI 53511 (home address of appointed agent)

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

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

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

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

Place of residence last year 4129 Boulder Drive, Janesville WI 53546

For: Game On Bar and Grill, LLC (name of corporation/organization/limited liability company)

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

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

ACCEPTANCE BY AGENT

I, Joseph Jensen (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] (signature of agent) _____ (date) Agent's age _____

2526 Riverside Dr #A, Beloit WI 53511 (home address of agent) Date of birth _____

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

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

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



SUPPLEMENTAL QUESTIONNAIRE FOR AGENTS

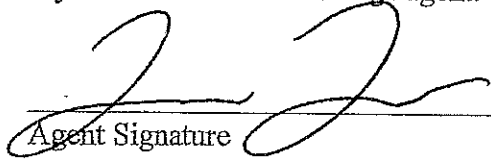
You are required to provide the following information to the City of Beloit to assist in determining whether you meet the qualifications necessary to act as agent for the corporation or limited liability company that has submitted your appointment as agent. (Wis. Stats. 125.04(5) and (6)).

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 license 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 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

Joseph Jensen

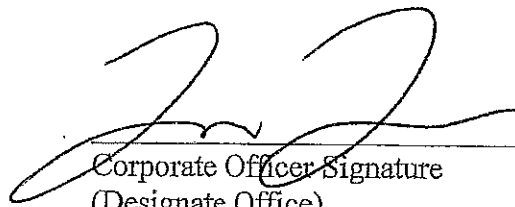
 Print Agent Name

Subscribed and sworn to be this 19 day of Sept, 2016.



 Notary Public

My Commission Expires: _____



 Corporate Officer Signature
 (Designate Office)

Joseph Jensen

 Print Corporate Officer Name

Subscribed and sworn to be this 19 day of Sept, 2016.



 Notary Public

My Commission Expires: _____

1. THE business operating at 443 E Grand Ave to be known as Game on Bar and Grill will run its business to the letter of law for state, County, and federal regulations. It will and its employees will be trained and held to high standards each and everyday. We will be a pillar in the Community and a place of enjoyment and comfort. Want to help the community and City of Beloit grow and prosper. We will install and train all employees to the laws for having alcohol in this business. Every employee will be having the course for serving alcohol to be taken for employment. We feel Beloit is where we want to be and intend to make this ~~business~~ business grow and to show the visitors and Community how great Beloit is.

My authority will be as Owner:

I intend to be very active and to make sure everyone from my G.M. to employees follow to the letter all laws and policies from state to federal. If they cant they wont be employed. I want to be a good and safe place for all. I am intending to up hold and press for all the rules. I make all final decisions and wont put up with rule violations.

2. My experience is a long one. I have worked in the service industry for 20 years. I started as a security moved into bartender and then to manager.

3. To start there will be these employees

- A. Owner
- B. General manager
- C. Head bartender
- D. Head Chef
- E. Waitresses
- F. Security
- G. Bartenders

all employees will be holding the bartending license for them to be employed. In the near future we will have a total of 10 employees total.

4. We will have ongoing training for all employees. I feel that all front of house employees will have bartending license. We will have monthly and quarterly checks and meetings on laws and policies. All new employees will get 1wk or more training till we feel they understand state, county, federal laws as well as the business policy. We will offer this training to all employees.

- 1. I.D. Checking
- 2. How to spot and handle intoxicated people
- 3. Up dating on laws
- 4. Serving alcohol
- 5. When to not serve anymore
- 6. Trained on everything in bar

5. To stop the chances of underage drinking we will show Bartenders, Waitstaff, Door personnel. how to spot the ways I.d.'s can be faked from weight to number changes. Along with any video input we can find and use. We will have policies in place to how, when and who should check and ensure no underage drinkers are allowed in such as.

- A. Security Policy
- B. Waitstaff Policy
- C. Bartender Policy
- D. Managers Policy

For security the Protocol will be

- A. Check Name
- B. Check Picture
- C. Check D.L. number
- D. Check weight
- E. Bend and look at all numbers
- F. IF have card scanner show how to use and read

Waitstaff, Bartenders and managers all will have training

6. THE other staff who will hold licenses are as follows.

- A Managers
- B Bartenders
- C Waitstaff

7. I will be a hands on owner working as we see needed. Fulltime or parttime depends on what I see needs to be done. I dont act as a agent for anyone or any other business. I will work for Direct T.V. for awhile as the business starts up.

8. My Hours are as follows:

MON - 5pm - CLOSE
TUE - 5pm - CLOSE
WED - 5pm - CLOSE
THUR - 5pm - CLOSE
FRI - all day 11am - CLOSE
SAT - 3pm - close
SUN - 11am - close

9. I fully understand I am held accountable for any violations even if not at the business

10. Have no violation on my record that are Alcohol related.

11. I feel that all my experience in this line of work will be beneficial. I have dealt with many things and situations to make me ready for this next level. I also have the drive and intelligence to make this work. I am also very strict on laws and policies. If you grant me this I feel we will have a good working repair and will be a vital part to beloit's change and growth.

**RESOLUTION APPROVING CHANGE OF AGENT ON THE CLASS "A" BEER AND
"CLASS A" LIQUOR CIDER ONLY LICENSE FOR SPEEDWAY LLC OWNED BY
MPC INVESTMENT LLC, D/B/A SPEEDWAY #4293**

WHEREAS, the Agent of record for Speedway LLC Owned by MPC Investment LLC, d/b/a Speedway #4293, located at 2781 Milwaukee Road is Sheryl LaTronico;

WHEREAS, Speedway LLC Owned by MPC Investment LLC, has requested and the Alcohol Beverage License Control Committee has recommended that the Agent be changed to Jane M. Erbe for the licensing period ending June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Beloit that the Agent for the alcohol beverage license for Speedway LLC Owned by MPC Investment LLC, d/b/a Speedway #4293, located at 2781 Milwaukee Road, is hereby changed to Jane M. Erbe.

Dated this 21st day of November 2016.

BELOIT CITY COUNCIL

David F. Luebke, City Council President

Attest:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution approving **Change of Agent** on the Class "A" Beer License for Speedway 4293, located at 2781 Milwaukee Road, Beloit from Sheryl Latronico to Jane M. Erbe.

Date: November 21, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Speedway #4293, located at 2781 Milwaukee Road, in the City of Beloit has requested that Jane M. Erbe be appointed the new agent for the license period ending June 30, 2017.

Key Issues (maximum of 5):

1. Speedway 4293, located at 2781 Milwaukee Road, in the City of Beloit, has appointed Jane M. Erbe as Agent via corporate letter dated October 17, 2016, replacing Sheryl Latronico.
2. A complete application with fees has been submitted to the Clerk's office October 26th and is being placed on the November 8th ABLCC agenda for consideration. The Committee recommends approval 5-0.
3. Captain Risse certified that he checked municipal and state criminal records and to the best of his knowledge, with the available information, the character, record and reputation are satisfactory and therefore, has no objection to the agent appointment.
4. Attorney Krueger asked Ms. Erbe to reaffirm her answer to question #9 on her supplemental questionnaire for agents which asks if she understands that she can be personally given citations by the Police Department for such things as underage sales, open after hours or other related violations, even when she is not on the premises. Ms. Erbe reaffirmed that she understood this responsibility.

Conformance to Strategic Plan: N/A

Sustainability:

- **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 City Council approve of the Change of Agent.

Fiscal Note/Budget Impact: N/A

Attachments:

Resolution, Schedule of Appointment and Auxiliary Questionnaire

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

Submit to municipal clerk.

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

To the governing body of: Town Village of BELOIT County of ROCK
 City

The undersigned duly authorized officer(s)/members/managers of SPEEDWAY 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 SPEEDWAY 4293
(trade name)

located at 2781 MILWAUKEE RD., BELOIT, WI 53511

appoints JANE M. ERBE
(name of appointed agent)
1027 PRAIRIE AVE., BELOIT, WI 53511
(home address of appointed agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 6 YEARS

Place of residence last year 1027 PRAIRIE AVE., BELOIT, WI 53511

For: SPEEDWAY LLC
(name of corporation/organization/limited liability company)
By: David E. Ball David E. Ball, Secretary
(signature of Officer/Member/Manager)
And: R. L. Edmiston Ronald L. Edmiston, Treasurer
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, JANE M. ERBE, 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.

Jane M. Erbe 10/26/11 Agent's age
(signature of agent) (date)
1027 PRAIRIE AVE., 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 10/28/16 by Jan M. Phue Title Captain
(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)	
ERBE		JANE		M	
Home Address (street/route)		Post Office	City	State	Zip Code
1027 PRAIRIE AVENUE			BELOIT	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
(608-288-8898)				ELKHART, IN	

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.
- JANE M ERBE of SPEEDWAY LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

1. How long have you continuously resided in Wisconsin prior to this date? 6 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. (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer 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
SPEEDWAY LLC	PO BOX 1500, SPRINGFIELD, OH	06/13/2016	Present
Employer's Name	Employer's Address	Employed From	To
USPS	BELOIT, WI		

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

Subscribed and sworn to before me
 this 26th day of October, 2016
Jelene J. Adams
(Clerk/Notary Public)
 My commission expires 10/12/19

Jane M. Erbe
(Signature of Named Individual)



Printed on Recycled Paper



Speedway LLC

500 Speedway Drive
Enon, OH 45923
Telephone 937-864-3000

October 17, 2016

Beloit City Clerk
100 State St.
Beloit, WI 53511

To Whom It May Concern:

Speedway # 4293 located at 2781 Milwaukee Rd., Beloit, WI 53511 has a change of Agent.

Speedway LLC appoints Jane Erbe as Agent to represent Speedway # 4293. Jane will be replacing Sheryl Latronico, who will be leaving Speedway LLC as of 10/19/2016.

Jane will be delivering her packet to the City to complete the Change of Agent process shortly once I am able to obtain the necessary corporate officer signatures. I should have all of the paperwork and fee available for her to deliver by the end of this week.

If you have any questions please don't hesitate to contact me at 937-863-7191 or Jmshaw@speedway.com

Sincerely,

Jill Shaw, License Coordinator
For Speedway LLC

**RESOLUTION
APPROVING A SIX-LOT FINAL PLAT OF SUBDIVISION
CALLED EAGLES RIDGE PLAT NO. 2
FOR THE PROPERTIES LOCATED AT 1710 & 1725 RAVEN COURT**

WHEREAS, New Leaf Homes LLC has submitted a six-lot Final Plat of Subdivision called Eagles Ridge Plat No. 2 for the properties located at 1710 & 1725 Raven Court; and

WHEREAS, the Final Plat, which will create six residential lots, is located within the corporate limits of the City of Beloit and contains the dedication of land to the City; and

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

WHEREAS, this Final Plat substantially conforms to the Preliminary Plat, approved by the City of Beloit Plan Commission on October 5, 2016; and

WHEREAS, the City Council of the City of Beloit has reviewed the proposed six-lot Final Plat of Subdivision called Eagles Ridge Plat No. 2, which pertains to the following described land:

Lot 40 of Eagles Ridge Plat No. 1 and Lot 1 of Certified Survey Map Document No. 2059860 as recorded in Volume 37 on Pages 394-396 of the Certified Survey Maps of Rock County, located in the City of Beloit, County of Rock, State of Wisconsin (also known as 1710 & 1725 Raven Court). Said parcels contain 1.9 acres, more or less.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Beloit does hereby conditionally approve the six-lot Final Plat of Subdivision called Eagles Ridge Plat No. 2, subject to the following conditions:

1. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval.
2. Fees in lieu of parkland dedication shall be paid prior to issuance of the first Building Permit.
3. The Final Plat shall not be recorded until a Development Agreement is approved by City Council.

Adopted this 21st day of November, 2016.

City Council of the City of Beloit

David F. Luebke, Council President

Attest:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Final Subdivision Plat of Eagles Ridge Plat No. 2 for the properties located at 1710 & 1725 Raven Court

Date: November 21, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

New Leaf Homes LLC has submitted the attached Final Plat of Eagles Ridge Plat No. 2, which includes the City-owned 1.8-acre land located at 1725 Raven Court and the applicant's previously platted residential lot located at 1710 Raven Court.

Key Issues (maximum of 5):

- The subdivision of land requires approval of a Preliminary Plat, followed by approval of a detailed Final Plat, which must substantially conform to the layout of the Preliminary Plat. A recorded Final Plat actually creates the lots, and may include the entire Preliminary Plat area or phases. The Preliminary Plat of Eagles Ridge No. 2 was approved by the Plan Commission on October 5th. The Final Plat includes all of the Preliminary Plat area.
- The applicant has made an accepted offer to purchase the 1.8-acre parcel at 1725 Raven Court from the City, and that land was recently rezoned to R-1A, Single-Family Residential. The applicant previously acquired 1710 Raven Court (Lot 40), and the proposed plat will widen this lot by approximately 20 feet along Raven Court.
- On the attached Final Plat, the two existing parcels are outlined in green & orange, and the six proposed lots are outlined in yellow. The attached **Location and Zoning Map** shows the location of the platted area.
- Including the re-plat of Lot 40, the plat includes six new single-family residential lots with an average lot size of 13,800 square feet, and proposes the completion of Raven Drive as a cul-de-sac to be renamed Raven Court.
- The proposed Raven Court right-of-way will include new utility mains, curb & gutter, and sidewalks. City staff and the developer are currently negotiating a Development Agreement regarding the proposed infrastructure.
- The proposed cul-de-sac has a width and bulb radius of 60 feet, and will include sidewalks on one side as required by the Subdivision Ordinance. As shown on the plat, the sidewalks will not be provided in front of Lot 39, which is a developed residential property that is not a part of this development.
- The proposed plat includes 8-foot utility easements along the rear lines of the new residential lots.
- The Final Plat substantially conforms to the approved Preliminary Plat and the lots meet minimum standards.
- The applicant is not proposing the dedication of any additional parkland, and the Parks, Recreation, & Conservation Advisory Commission recommended accepting fees in lieu of parkland dedication on October 12th.
- The Plan Commission reviewed this item on November 9, 2016 and voted unanimously (6-0) to recommend approval of this Final Plat, subject to three conditions as shown on the attached Resolution.

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.

Sustainability:

- **Reduce dependence upon fossil fuels** – This subdivision will include a sidewalk to the bike/ped path.
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Action required/Recommendation:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact: The proposed purchase price for 1725 Raven is \$20K, and the land will become taxable.

Attachments: Resolution and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: November 9, 2016

Agenda Item: 4

File Number: FS-2016-03

Applicant: New Leaf Homes LLC

Owner: New Leaf Homes & COB

Location: 1710 & 1725 Raven Court

Existing Zoning: R-1A, Single-Family

Existing Land Use: Vacant Land

Platted Area: 2.15 Acres

Request Overview/Background Information:

New Leaf Homes LLC has submitted the attached Final Plat of Eagles Ridge Plat No. 2, which includes the City-owned 1.8-acre land located at 1725 Raven Court and the applicant's previously platted residential lot located at 1710 Raven Court.

Key Issues:

- The subdivision of land requires approval of a Preliminary Plat, followed by approval of a detailed Final Plat, which must substantially conform to the layout of the Preliminary Plat. A recorded Final Plat actually creates the lots, and may include the entire Preliminary Plat area or phases. The Preliminary Plat of Eagles Ridge No. 2 was approved by the Plan Commission on October 5th. The Final Plat includes all of the Preliminary Plat area.
 - The applicant has made an accepted offer to purchase the 1.8-acre parcel at 1725 Raven Court from the City, and that land was recently rezoned to R-1A, Single-Family Residential. The applicant previously acquired 1710 Raven Court (Lot 40), and the proposed plat will widen this lot by approximately 20 feet along Raven Court.
 - On the attached Final Plat, the two existing parcels are outlined in green & orange, and the six proposed lots are outlined in yellow. The attached **Location and Zoning Map** shows the location of the platted area.
 - Including the re-plat of Lot 40, the plat includes six new single-family residential lots with an average lot size of 13,800 square feet, and proposes the completion of Raven Drive as a cul-de-sac to be renamed Raven Court.
 - The proposed Raven Court right-of-way will include new utility mains, curb & gutter, and sidewalks. City staff and the developer are currently negotiating a Development Agreement regarding the proposed infrastructure.
 - The proposed cul-de-sac has a width and bulb radius of 60 feet, and will include sidewalks on one side as required by the Subdivision Ordinance. As shown on the plat, the sidewalks will not be provided in front of Lot 39, which is a developed residential property that is not a part of this development.
 - The proposed plat includes 8-foot utility easements along the rear lines of the new residential lots.
 - The Review Agents have reviewed the Final Plat and do not have any comments or concerns.
 - The Final Plat substantially conforms to the approved Preliminary Plat and the lots meet minimum standards.
 - The applicant is not proposing the dedication of any additional parkland, and the Parks, Recreation, & Conservation Advisory Commission recommended accepting fees in lieu of parkland dedication on October 12th.
 - According to Section 12.04 of the Subdivision Ordinance, a Final Plat requires review by the Plan Commission prior to City Council consideration. Following approval, the Final Plat will be submitted to the WI Dept. of Administration.
-

Consistency with Comprehensive Plan and Strategic Plan:

The Future Land Use Map of the City's Comprehensive Plan recommends Single-Family Residential – Urban uses of the subject property. The proposed subdivision plat is consistent with this recommendation. Consideration of this request supports City of Beloit Strategic Goal #5.

Sustainability: N/A

Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the attached Final Plat of Eagles Ridge Plat No. 2 for the properties located at 1710 & 1725 Raven Court in the City of Beloit, subject to the following conditions:

1. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval.
 2. Fees in lieu of parkland dedication shall be paid prior to issuance of the first Building Permit.
-

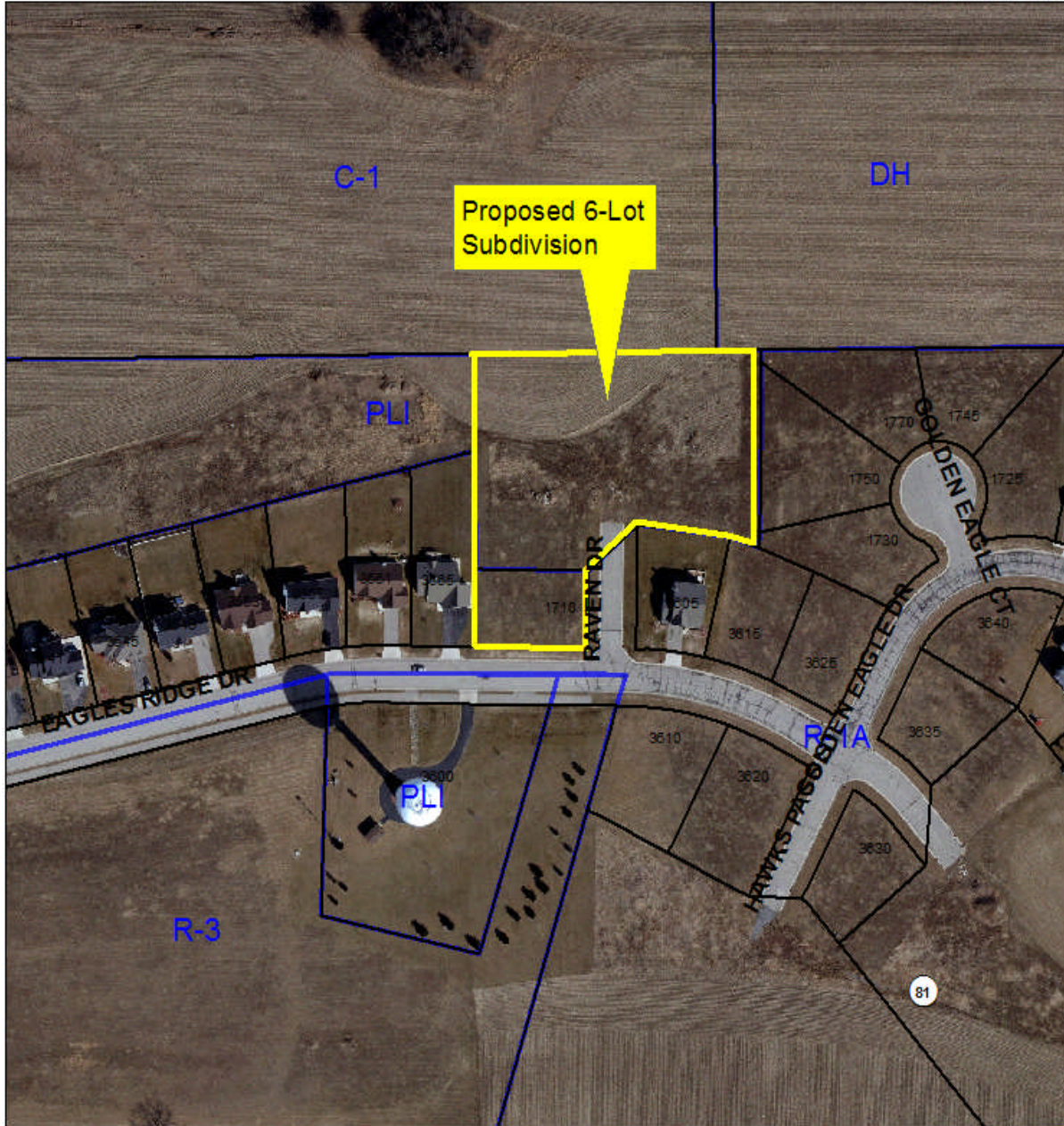
Fiscal Note/Budget Impact: The proposed purchase price for 1725 Raven is \$20K, and the land will become taxable.

Attachments: Location & Zoning Map, Final Plat, Application, and Resolution Approving Preliminary Plat.

Location & Zoning Map

Preliminary Plat of Eagles Ridge No. 2

PS-2016-02



1 inch = 171 feet

0 2550 100 150 Feet

Legend

- City Limits
- Zoning District

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

PLANNING & BUILDING SERVICES DIVISION

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-2016-03

1. Proposed subdivision name: EAGLES RIDGE PLAT NO. 2

2. Address of property: 1710 & 1725 Raven Court

3. Tax Parcel Number(s): Various

4. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie

In the ___ Quarter of Section ___, Township ___ North, Range ___ East of the 4th P.M.

5. Owner of record: CITY OF BELOIT Phone: _____

100 STATE ST. BELOIT WI 53511
(Address) (City) (State) (Zip)

6. Applicant's Name: NEW LEAF HOMES LLC

6551 E. RIVERSIDE BLVD. #110 ROCKFORD IL 61114
(Address) (City) (State) (Zip)

815-904-6006, 815-978-4132, JOHN@NEWLEAFREMODELING.COM
(Office Phone #) (Cell Phone #) (E-mail Address)

7. Present zoning classification is: PUE R-1A

8. Is the proposed use permitted in this zoning district: R1-A Yes

9. 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.

[Signature] / JOHN KNASE / 9/19/16
(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: <u>\$300 plus \$15 per lot; \$100 Development Agreement Fee</u>	Amount paid: <u>\$390.⁰⁰</u>
Scheduled meeting date: <u>Oct. 19, 2016</u>	<u>Nov. 9, 2016</u>
Application accepted by: <u> Drew Pennington </u>	Date: <u>9/30/16</u>

**RESOLUTION
APPROVING A PRELIMINARY SUBDIVISION PLAT
OF EAGLES RIDGE NO. 2 FOR THE PROPERTIES
LOCATED AT 1710 & 1725 RAVEN COURT**

WHEREAS, the City Plan Commission of the City of Beloit has heretofore held a public hearing on October 5, 2016 regarding the Preliminary Plat of Eagles Ridge No. 2 for the properties located at 1710 & 1725 Raven Court in the City of Beloit.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby approve the Preliminary Plat of Eagles Ridge No. 2 for the properties located at 1710 & 1725 Raven Court, subject to the following conditions:

1. The Final Plat shall substantially conform to the approved Preliminary Plat with respect to the number of lots, lot sizes, and the proposed right-of-way layout.
2. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission. The Director of Planning & Building Services may approve minor changes administratively.

Adopted this 5th day of October, 2016.

By: 
James Faragher, Plan Commission Chairman

ATTEST:


Julie Christensen, Community Development Director

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Conditional Use Permit Application for the property located at 1703 Park Avenue – Council Referral to the Plan Commission

Date: November 21, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Mario Mendoza has filed an application for a Conditional Use Permit to allow an indoor entertainment-oriented venue in a C-2, Neighborhood Commercial District, for a proposed banquet hall/event space within the building located at 1703 Park Avenue.

Key Issues (maximum of 5):

- The subject building is the former Gearhart's TV repair business, which includes vacant commercial space and two dwelling units. The building has 2,720 square feet of floor area.
- If approved, the applicant intends to make the first floor of the subject building available for private parties, receptions, etc. The applicant does not intend to sell any alcoholic beverages, but may allow his customers to bring their own beverages.
- A copy of the application and a sketch of the floor layout provided by the applicant are attached to this report.
- The proposed use is classified as "Entertainment-Oriented Retail Sales/Service," which requires a Conditional Use Permit to operate in a C-2, Neighborhood Commercial District.

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.

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

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

Action required/Recommendation:

- Referral to the Plan Commission for the November 22, 2016 meeting
- This item will most likely return to the City Council for a public hearing and possible action on December 5, 2016

Fiscal Note/Budget Impact: N/A

Attachments: Application & Floor Plan

CITY of BELOIT

Planning and Building Services Division

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

Conditional Use Permit Application

(Please Type or Print)

File Number: ~~2050130~~ CU-2016-0

1. Address of subject property: 1703 Park Ave Beloit WI
2. Legal description: Lot 10 and the w. 1/2 of vacated alley adjacent and to the E. Block 2, Summit First Addition, City of Beloit, Rock County - WI
If property has not been subdivided, attach a copy of the complete legal description from deed.
Property dimensions are: 22 feet by 55 feet = _____ square feet.
If more than two acres, give area in acres: _____ acres.
3. Tax Parcel Number(s): 1258-0510
4. Owner of record: Mario Mendoza Phone: 608 207-0326
2213 Merrill Beloit WI 53511
(Address) (City) (State) (Zip)
5. Applicant's Name: Mario Mendoza
2213 Merrill Ave Beloit WI 53511
(Address) (City) (State) (Zip)
1 608 207-0326 1 -
(Office Phone #) (Cell Phone #) (E-mail Address)
6. All existing use(s) on this property are: Commercial

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

A Conditional Use Permit for: a banquet hall/event space
in a(n) C-2, Neighborhood Commercial zoning District.

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

Principal use: Event space

Secondary use: Apartments

Accessory use: _____

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

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

- Owner
- Leasehold, length of lease: _____
- Contractual, nature of contract: _____
- Other, explain: _____

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

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

X Mario Mendoza / Mario Mendoza / _____
(Signature of Owner) (Print name) (Date)

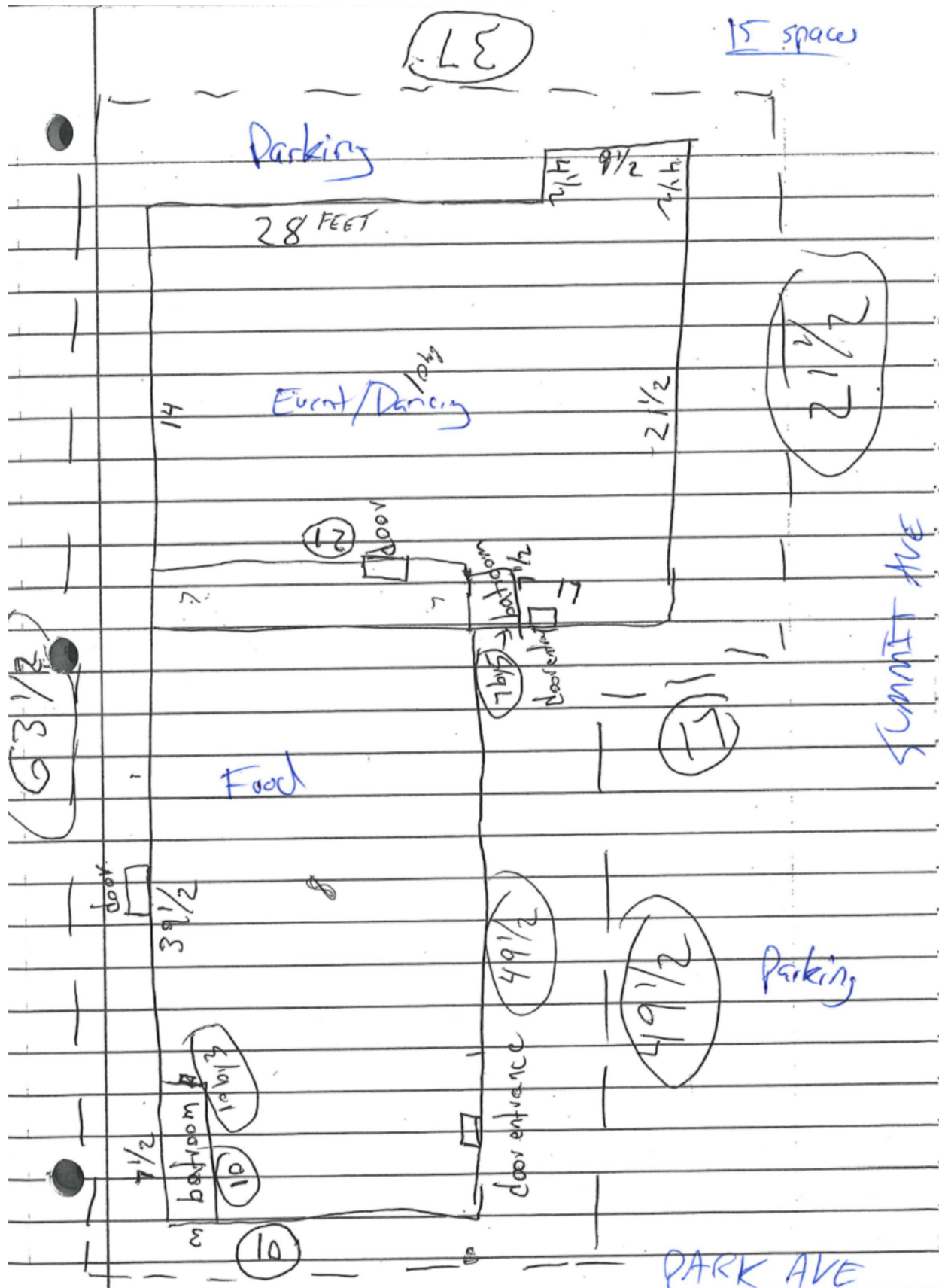
_____/_____/_____
(Signature of Applicant, if different) (Print name) (Date)

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

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

To be completed by Planning Staff	
Filing fee: \$275.00	Amount paid: <u>275.00</u> Meeting date: <u>Nov 9, 2016</u>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: <u>Alex Morgan</u>	Date: <u>11/1/16</u>

6.e CU-2016-07, Indoor Entertainment Venue, 1703 Park Avenue, Council Referral



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Zoning Map Amendment Application for 631, 640, 654, & 657 Bluff Street – Council Referral to the Plan Commission

Date: November 21, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Planning staff has initiated an application for a Zoning Map Amendment to change the zoning district classification from R-1B, Single-Family Residential District to C-1, Office District, for the properties located at 631, 640, 654, & 657 Bluff Street.

Key Issues (maximum of 5):

- The subject properties are currently zoned for Single-Family Residential uses, and have come to the attention of Planning staff primarily due to the long-term vacancy and deteriorating conditions at the historic apartment building located at 640 Bluff Street.
 - The City Council recently approved an amendment to the Future Land Use Map (Map 10) of the City's Comprehensive Plan to recommend Office uses for the subject properties.
 - The intent of the proposed amendment is to create a zoning classification that will allow the future rehab and occupancy of the historic, vacant apartment building at 640 Bluff Street as a conditional use in an office district. Since this 11-unit apartment building has been vacant for more than a year, it has technically lost its nonconforming status and must conform to the single-family zoning. For obvious reasons, this is both unlikely and unrealistic, and maintaining the existing R-1B zoning would be a major barrier to the future rehab and re-occupancy of the historic apartment building at 640 Bluff Street. The building located at 640 Bluff Street is a contributing structure in the Bluff Street Historic District, constructed around 1907 and notable for its architecture. It has been vacant since being posted Unfit for Human Habitation in May 2015.
 - In addition, the proposed amendment will make the other uses (senior center, medical office, & church) more conforming to the Zoning Map, thereby supporting their continued operation and future expansion.
-

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.
-

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

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

Action required/Recommendation:

- Referral to the Plan Commission for the November 22, 2016 meeting
 - This item will most likely return to the City Council for a public hearing and possible action on December 5, 2016
-

Fiscal Note/Budget Impact: N/A

Attachments: Application

CITY of BELOIT

PLANNING & BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

Zoning Map Amendment Application Form

(Please Type or Print)

File No.: ZMA-2016-04

1. **Address of subject property:** 631, 640, 654, & 657 Bluff Street

2. **Legal description: Lot:** _____ **Block:** _____ **Subdivision:** _____

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

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

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

3. **Tax Parcel Number(s):** Various

4. **Owner of record:** Various – All Notified Phone: _____

(Address)

(City)

(State)

(Zip)

5. **Applicant's Name:** Planning & Building Services Division

100 State Street

Beloit

WI

53511

(Address)

(City)

(State)

(Zip)

(Office Phone #)

(Cell Phone #)

(E-mail Address)

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

Change zoning district classification from: R-1B to: C-1

All existing uses on this property are: Senior Center, Apartment Building (vacant), Medical Office, and Church

7. **All the proposed uses for this property are:**

Principal use(s): Same as existing

Secondary use(s): _____

Accessory use(s): _____

**RESOLUTION AUTHORIZING APPLICATION AND
ACCEPTANCE OF A COMMUNITY GRANT FROM THE WALMART FOUNDATION
FOR "SHOP WITH A HERO" PROGRAM AND AMENDING THE
2016 GENERAL FUND OPERATING BUDGET**

WHEREAS, the Walmart Foundation offers a community grant program to offer grants to local organizations to support the needs of communities; and

WHEREAS, the City of Beloit fire department has obtained a grant from the Walmart Foundation for the purposes of offering the "Shop with a Hero" program; and

WHEREAS, the grant is received just prior to the holiday season in order to provide opportunities for children in the community to have a positive interaction with local firefighters in a social setting; and

WHEREAS, the City of Beloit adopted the 2016 Operating Budget on November 2, 2015 which included the operating costs for Fire & Rescue Services; and

WHEREAS, the Operating Budget for Fire & Rescue Services does not include the revenue or appropriation for this grant program.

NOW, THEREFORE, BE IT RESOLVED that the City Manager of the City of Beloit is hereby authorized to apply for said grants and to execute any other documents necessary to effectuate the purpose of this resolution.

BE IT FUTHER RESOLVED that the 2016 General Fund Operating Budget for Fire & Rescue Services be amended to permit the revenue and expenditure of funds from this grant program.

<u>REVENUE</u>	<u>Original</u>	<u>Amended</u>	<u>Difference</u>
61666100-4393-35686	0	\$2,000.00	+\$2,000.00
<u>EXPENDITURES</u>	<u>Original</u>	<u>Amended</u>	<u>Difference</u>
61666100-5343-35686	0	\$2,000.00	+\$2,000.00

Adopted this 21st day of November, 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: RESOLUTION AUTHORIZING APPLICATION AND ACCEPTANCE OF A COMMUNITY GRANT FROM THE WALMART FOUNDATION FOR "SHOP WITH A HERO" PROGRAM AND AMENDING THE 2016 GENERAL FUND OPERATING BUDGET FOR THIS GRANT PROGRAM

Date: November 21, 2016

Presenter: Fire Chief Brad Liggett

Department: Fire Department

Overview/Background Information:

The Fire Department has received non-competitive grants for 12 years from Wal-Mart in support of the "Shop with a Hero" program. The grant is received just prior to the holiday season in order to provide opportunities for children in the community to have a positive interaction with local firefighters in a non-enforcement situation. This year the City received \$2,000.00.

Key Issues:

1. This is a non-competitive grant with no financial exposure to the City of Beloit.
 2. This is a grant for the purpose of community engagement activities.
 3. This is a jointly coordinated with other community partners like the Town of Beloit Police and Fire Departments and the Madison Field Office of the FBI. This provides a broad opportunity for this positive interaction with the children and families in our community.
-

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

Approval of this request would conform with the departments community engagement activities. Enhancing the lives of young children through positive interaction with local firefighters is essential to our mission and values.

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

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

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

Action required/Recommendation:

Staff recommends approval.

Fiscal Note/Budget Impact:

There is minimal impact to the operating budget for the department. The grant is awarded and cash value purchases are utilized with the children for gifts of his/her choice for a maximum value of \$35 per child. There is staff time required for administration of the grant.

Attachments:

Resolution Supporting and Authorizing the Acceptance of the "Shop with a Hero" Grant.
Notice of Intent To Apply
Walmart Foundation – Community Grant Program Information

[Our Focus](#)[Apply For Grants](#)[Associate Scholarships](#)[Our Volunteers](#)[International Giving](#)

Community Grant Guidelines

Overview

- Community Grants range from a minimum of **\$250** to the maximum grant of **\$2,500**.
- Organizations must submit an [online application](#) to be considered for funding.
- The 2016 grant cycle begins **Feb. 1, 2016** and the application deadline is **Dec. 31, 2016**.
- Applications may be submitted at any time during this funding cycle. Please note that applications will only remain active in our system for 90 days, and at the end of this period they will be automatically rejected.
- Organizations are encouraged to limit the number of pending applications to 25.

Eligibility Checklist

Funds must benefit the facility's service area: potential grantees should be nonprofit organizations with programs that benefit communities within the service area of the Walmart store, Sam's Club or Logistics facility from which they are requesting funds.

Walmart and the Walmart Foundation have identified four core areas of giving: Hunger Relief & Healthy Eating, [Sustainability](#), [Women's Economic Empowerment](#) and [Opportunity](#). To ensure that your application has the best chance of being funded, the proposed use of the grant should fit within one of these areas of giving. Primary consideration for the Community Grant program is to support local organizations with programs that align with Walmart and the Foundation's areas of giving. However, programs that do not align with these areas may also be given consideration. These include programs that are geared toward strengthening the local communities, for example: local organizations providing health and dental screenings, support for local police and fire departments and local school-based initiatives. If you are applying for funding through a Sam's Club location, additional focus areas are considered. Learn more about the [Sam's Club Giving Program](#).

Organizations applying must meet the one of following criteria:

An organization holding a current tax-exempt status under Section 501(c)(3), (4), (6) or (19) of the Internal Revenue Code;

A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes;

A K-12 public or private school, charter school, community/junior college, state/private college or university; or

A church or other faith-based organization with a proposed project that benefits the community at large.

Selection Process

- Management at the facility to which you are applying will review the application and make initial funding recommendations on all submitted requests.
- Each facility manager may set the frequency and process in which application determinations are made.
- The facility manager and the grant administrator reserve the right to adjust the amount awarded to each organization without prior notice.
- Organizations will be notified of any decision via e-mail. All funding decisions are final.
- If an organization is approved, grant checks will be mailed directly to the recipient organization's address listed in the grant application. Please allow two to four weeks for delivery.
- In the event of being awarded a grant, organizations should contact their local facility from which funds were awarded to schedule a formal recognition event.

Funding Exclusions

- Advertising, film or video project
- Athletic sponsorships (teams/events)
- Capital campaigns and endowments (defined as any plans to raise funds for a significant purchase or expense, such as new construction, major renovations or to help fund normal budgetary items)
- Contests or pageants
- Fundraising events (walks, races, tournaments, dinners etc.)
- In-kind donation requests, including requests for gift cards
- Nationally-sponsored organizations: American Cancer Society, American Diabetes Association, American Heart Association, Children's Miracle Network and United Way
- Memberships, including association/chamber memberships
- Organizations that deny service, membership or other involvement on the basis of race, religion, color, sex, sexual orientation, age national origin, ancestry, citizenship, veteran, or disability status
- Organizations or programs that do not benefit the communities within the facility's service area
- Organizations who apply to a large number of facilities outside of the primary area.
- Organizations whose programming or policies may position Walmart or the Foundation in a negative light
- Organizations whose services do not benefit the community at large
- Political causes, candidates, organizations or campaigns
- Projects that send products or people to foreign countries or on domestic travel
- Registration fees

- Requests made on behalf of another organization or by an unauthorized representative of the recipient organization
- Request made solely to benefit one person or family
- Research
- Salaries, stipends, tips and rewards
- Scholarships (tuition, room, board, other expenses for college/university/vocational school attendance)
- Third-party giving, including funds that are re-allocated to fiscally sponsored organizations
- Tickets for contests, raffles or any other activity with prizes

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Community Grant FAQ

Eligibility

If the focus area of my program is outside the Walmart and Sam's Club focus areas, will my application still be considered?

Yes. We encourage funding requests that align with the areas of focus. However, funding requests for programs that work toward strengthening the local community will also be considered.

If my organization has received funding through another Walmart or Walmart Foundation program, can I still apply for funding?

Yes. Organizations are eligible for consideration through multiple Walmart and Walmart Foundation programs at the same time.

Can I apply for Community Grants from multiple Walmart stores, Sam's Clubs and Logistics facilities?

Yes. You can submit applications to multiple facilities. However, your proposed programs must directly benefit the service area of each facility to which you are applying. We also request that you limit the number of pending applications to 25.

Can I receive funding from one facility more than once per funding cycle?

No. Once you have received funding from a facility for this program, you are not eligible to reapply at that facility until the next fiscal year. The 2016 fiscal year begins Feb. 1, 2016 and ends Jan. 31, 2017. Please note that the application deadline is Dec. 31, 2016.

Funding Exclusions

Why are scholarships excluded from this program?

The Walmart Foundation provides opportunities for students by supporting nonprofits that provide scholarships, such as United Negro College Fund, Asian Pacific Islander College Fund, American Indian College Fund and Hispanic Scholarship fund. The Walmart Foundation also offers a limited number of scholarships to qualified Walmart associates and their dependents.

Why are Children’s Miracle Network, United Way, American Cancer Society, American Diabetes Association and American Heart Association excluded from this funding program?

Walmart partners with these organizations in other ways and supports local programming through associate and customer fundraising or associate volunteerism.

Award Conditions

Can an organization request a product donation or gift card instead of a grant through the Community Grant Program?

No. Only financial grants are available through the [Community Grant Program](#). Requests for in-kind donations (product and gift cards) should be made at your local Walmart or Sam’s Club facility.

How will I know if I have been selected to receive a grant from this program?

You will receive an e-mail notification once funding decisions have been made. Each facility manager may set the frequency and process in which application determinations are made.

If selected for funding, how do I receive my grant check?

If approved, grant checks will be mailed directly to the recipient organization at the address listed in the grant application. Please allow 2 to 4 weeks for delivery. Organizations should contact their local facility from which funds were awarded to schedule a formal recognition event.

Who can I contact if I have questions about the status of a grant?

Please allow up to 60 days for your application to be reviewed. If it has been more than 60 days, please contact your local facility manager or co-manager.

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City of
BELOIT, Wisconsin

Bradley J. Liggett, Fire Chief

Fire Department • 1111 CHURCH STREET • BELOIT, WI 53511

Office: 608/364-2900 • Fax: 608/364-2925

e-mail: liggett@ci.beloit.wi.us

Equal Opportunity Employer

NOTICE OF INTENT TO APPLY FOR EXTERNAL FUNDING

DEPARTMENT:	Fire Department
DATE:	November 14, 2016
FUNDING SOURCE:	Walmart Foundation
NAME OF GRANT:	Community Grant Program
AMOUNT of PROPOSED GRANT:	\$2,000
LOCAL MATCH REQUIREMENTS:	NONE
APPLICATION PERIOD:	February 1 - December 31, 2016
AWARD DATE:	No later than 11/30/2016
PERFORMANCE PERIOD:	1 Day – “Shop with the Hero”
MAINTENANCE OF EFFORT:	NONE

The Walmart Foundation offers a Community Grant program that the Fire Department has utilized for the last 12 years to fund our annual “Shop with the Hero” Program. There is no required match. The department receives this cash value grant and utilizes the funds to help impoverished children shop for Christmas. Kids have the ability to shop for themselves or use the money to shop for loved ones. Each child will have the opportunity to shop with a Police Officer or Firefighter for a total value of \$35 per child. Police Officers and Firefighters support the program through donation of their time to shop with the children. This program is a valuable outreach opportunity to connect children with these dedicated public safety role models.

For more information please contact Fire Chief Brad Liggett at 608-364-2900 or examine the following Website, <http://giving.walmart.com/apply-for-grants/local-giving>.

**RESOLUTION AUTHORIZING APPLICATION AND ACCEPTANCE OF A RISK REDUCTION GRANT
FROM CITIES AND VILLAGES MUTUAL INSURANCE COMPANY (CVMIC)
AND AMENDING THE 2016 GENERAL FUND OPERATING BUDGET**

WHEREAS, the City of Beloit’s police and fire departments have been directed to reduce risk by the City Manager through best practices policy development; and

WHEREAS, the Cities & Villages Mutual Insurance Company provides a risk reduction grant program; and

WHEREAS, the Cities & Villages Mutual Insurance Company provides a broad range of services to manage risk to the City of Beloit; and

WHEREAS, the Cities & Villages Mutual Insurance Company endorses the utilization of Lexipol as a model program for best practices; and

WHEREAS, the Cities & Villages Mutual Insurance Company has committed to provide \$7,000 of matched grant funding for this project; and

NOW, THEREFORE, BE IT RESOLVED that the City Manager of the City of Beloit is hereby authorized to apply for said grant, to accept the grant, if awarded, and to execute any other documents necessary to effectuate the purpose of this resolution.

BE IT FUTHER RESOLVED that the 2016 General Fund Operating Budget for Fire & Rescue and Police Services be amended to permit the revenue and expenditure of funds from this grant program.

<u>REVENUE</u>	<u>Original</u>	<u>Amended</u>	<u>Difference</u>
61666100-4599-10295	0	\$7,000.00	+\$7,000.00
<u>EXPENDITURES</u>	<u>Original</u>	<u>Amended</u>	<u>Difference</u>
61666100-5212-10295	0	\$7,000.00	+\$7,000.00

Adopted this 21st day of November, 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: RESOLUTION AUTHORIZING APPLICATION AND ACCEPTANCE OF A RISK REDUCTION GRANT FROM THE CITIES AND VILLAGES MUTUAL INSURANCE COMPANY AND AMENDING THE 2016 GENERAL FUND OPERATING BUDGET

Date: November 21, 2016

Presenter: Chief David Zibolski & Fire Chief Brad Liggett **Department:** Police Department & Fire Department

Overview/Background Information:

The Police Department and Fire Department are subject to a significant amount of risk in the work and decisions that are required to be made. The Cities & Villages Mutual Insurance Company (CVMIC) provides a broad spectrum of insurance and risk reduction services to its member agencies. The City of Beloit is a charter member of CVMIC.

CVMIC supports a risk reduction program that trains employees on leadership, management, safety, and reducing risk through training employees in the prevention of harassment and poor employment practices. CVMIC also offers a grant program to member agencies for a reimbursement of up to \$7,000 for participation in a risk-reduction program.

The City will use any awarded grant funds towards the Lexipol policy management system. CVMIC recommends and endorses the program. This is the second consecutive year that the City will be utilizing the grant within the Police and Fire Departments.

Key Issues:

1. This is a non-competitive grant that requires a match of \$7,000. The total package for the project is \$15,055, \$10,055 for the police department and \$4,995 for the fire department.
 2. This program will provide model policies compliant with Wisconsin and Federal law, OSHA workplace safety, and national best practices.
 3. This will provide a training and accountability platform through Lexipol's Knowledge Management System and Supplemental Publication Service for all department personnel review new and updated policies.
 4. Policies are updated automatically by Lexipol which creates an administrative and project management efficiency for both departments' administrative teams.
 5. The system will provide the City with a national best practices model which includes 150 policies for the police department and 165 policies for the fire department.
-

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

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.
 3. Proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life and protect property and natural resources.
-

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

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

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

Action required/Recommendation:

Staff recommends approval.

Fiscal Note/Budget Impact:

The required minimum match is \$7,000. Total net cost to the City will be \$8,050. Funding is available in the current budget.

Attachments:

Resolution Supporting and Authorizing the Acceptance of the CVMIC Grant, Notice of Intent To Apply CVMIC Grant Information, Lexipol Information



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CVMIC Risk Reduction Grant Program

Purpose

The CVMIC Risk Reduction Grant Program is designed to offer our membership a method for obtaining equipment, services, and training materials to assist them with the reduction of injuries and loss potential. Target areas for risk reduction include workers' comp, general liability, employment practices liability, and auto liability, but additional areas of liability may be considered. The intention is to create a process that is simple to access for our members and manageable for CVMIC staff. The primary goal is to remove financial barriers for our members and collectively reduce the risk exposure for the membership.

Structure

A **Grant Request** form will be available on the CVMIC website (www.cvmic.com) for the members to complete. This form will be submitted and reviewed by CVMIC staff to determine if the criteria for a valid submission have been met. Approved items will be reimbursed at 50% of the cost up to the allotted dollars available (see allotments) which is determined by member size: Large, Medium, or Small. Reimbursement will require payment verification and CVMIC review.

Members are required to designate a **Program Coordinator** that manages all requests for the city/village to best serve the overall needs of the municipality. CVMIC suggests that the member representative be the coordinator for the grant program. Multiple submissions are allowed up to the allotted dollar amount per member. If you identify a category that is not currently covered by the grant program please contact CVMIC to discuss the possibility of adding a new category.

Allotments

Member Size	Amount allotted	Frequency	Member count	Total/year
Large	\$10,000	Per Calendar year	7	\$70,000
Medium	\$7,000	Per Calendar year	16	\$112,000
Small	\$5,000	Per Calendar year	23	\$115,000
Total				\$297,000

*CVMIC and the program coordinator will be responsible for managing the cumulative expenditures for each member.

Scheduled Dates

Grant request forms must be submitted by the program coordinator to CVMIC. Requests can be submitted and approved up to the deadline of **September 1st**. Receipts for purchased items will be accumulated and payments made when either the allotted dollar amount has been used or the payment verification deadline of **December 1st** has been reached. The intention is for CVMIC to cut a check once during the calendar year. Grant money availability is reset on January 1st of each calendar year and grant money that has not been used by the end of the calendar year is forfeited and not carried over.

Contact Information

For questions please email Pallin at pea@cvmic.com. Thank you.



CITY OF БЕЛОIT POLICE AND FIRE DEPARTMENTS



NOTICE OF INTENT TO APPLY FOR EXTERNAL FUNDING

DEPARTMENT:	Fire Department & Police Department
DATE:	November 14, 2016
FUNDING SOURCE:	Cities & Villages Mutual Insurance Company (CVMIC)
NAME OF GRANT:	CVMIC Risk Reduction Grant Program
AMOUNT of PROPOSED GRANT:	\$7,000
LOCAL MATCH REQUIREMENTS:	\$7,000
APPLICATION PERIOD:	September 1 - December 1, 2016
AWARD DATE:	No later than 12/1/2016
PERFORMANCE PERIOD:	2017
MAINTENANCE OF EFFORT:	NONE

The Cities & Villages Mutual Insurance Company (CVMIC) Risk Reduction Grant Program is designed to offer CVMIC members a method for obtaining equipment, services, and training materials to assist them with the reduction of injuries and loss potential. Target areas for risk reduction include workers' compensation, general liability, employment practices liability, and auto liability, but additional areas of liability may be considered. The primary goal of the program is to remove financial barriers for CVMIC members and to collectively reduce the risk exposure for CVMIC.

The Beloit Police & Fire Departments will be utilizing grant funds by implement a policy and training management program known as Lexipol. Lexipol is a provider of risk management policies and resources for organizations, delivering services through a unique, web-based development system. Lexipol offers state-specific policy manuals that are integrated with scenario-based daily training on high-risk, low-frequency events. This company was recommended and endorsed by CVMIC. Total cost of the project in the first year is \$15,050.00. \$10,055.00 for the Police Department and \$4,995.00 for the Fire Department.

For more information please contact Fire Chief Brad Liggett at 608-364-2900.