



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

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Proclamation declaring May 15-21, 2016 as **Public Works Week**
 - b. Proclamation honoring the **Beloit Memorial High School Girls Track and Field Team**
4. PUBLIC HEARINGS
 - a. Resolution approving the **Vacation** of a Section of Springbrook Court Right-of-Way Adjacent to 2351 Springbrook Court in the City of Beloit, Rock County, Wisconsin (Christensen)
Plan Commission recommendation for approval 6-0
5. CITIZEN PARTICIPATION
6. CONSENT AGENDA

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

- a. Approval of the **Minutes** of the Special and Regular meetings of May 2, 2016 (Stottler)
- b. Resolution approving **Change of Agent** on the Class “A” Beer License for Casey’s Marketing Company d/b/a Casey’s General Store #3316, located at 2350 Cranston Road from Jeff Kimberly to Emma Monheim for the License period ending June 30, 2016 (Stottler) ABLCC recommendation for approval 5-0.
- c. Resolution approving **Change of Agent** on the Class “A” Beer License for Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road from Akbir Kang to Bethany Moore for the License period July 1, 2016 to June 30, 2017 (Stottler) ABLCC recommendation for approval 5-0.
- d. Resolution approving **Change of Agent** on the Class “A” Beer and “Class C” Wine License for Vince’s Pizza, Inc. d/b/a Vince’s Pizza, located at 1050 Hackett Street, from Vincenzo Gabriele to Piera Gabriele-Parisi for the license period July 1, 2016 to June 30, 2017 (Stottler) ABLCC recommendation for approval 5-0.
- e. Resolution approving **Change of Agent** on the Class “B” Beer and Reserve “Class B” Liquor License of Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta

Cancun Mexican Restaurant, located at 2648 Prairie Avenue from Jose Cortes to Miguel Lazaro for the license period July 1, 2016-June 30, 2017 (Stottler) ABLCC recommendation for denial 5-0.

- f. Application for a **Class “B” Beer and “Class B” Liquor License** for WISCO Kitchen, LLC, d/b/a Wisco Kitchen, located at 302 State Street, Jacqueline S. Gennett, Agent for the License period July 1, 2016- June 30, 2017 (Stottler) Refer to ABLCC
- g. Application for Addendum No. 1 to **Kadlec Drive Condominium Plat** located at 2660 Kadlec Drive (Christensen) Refer to Plan Commission

7. ORDINANCES

8. APPOINTMENTS

The individuals named below have been nominated for a seat on a city board, committee or commission. Each nomination is subject to confirmation by the City Council. Approval of appointments will be accomplished by one motion unless a council member requests to take up a nomination separately, in which event the nomination will be removed from the General Order of Business and considered at this point on the agenda

a. Board of Appeals

Incumbent Merlin Bussan to a term ending May 31, 2019

Incumbent John Schroer to a term ending May 31, 2019

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

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

b. Business Improvement District (Downtown Beloit Association)

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

c. Park, Recreation & Conservation Advisory Commission

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

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

d. Plan Commission

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

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution authorizing a **New Fee, Charge and Rate** at Krueger Municipal Pool, operated by the City of Beloit, Wisconsin (Waite)
- b. The City Council may convene in closed session pursuant to section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to **litigation** in which it is or is likely to become involved namely *Hansen, et al v. City of Beloit, 2016-CV-412*. (Krueger)

- c. The City Council may convene in closed session pursuant to section 19.85(1) (e), Wis. Stats., to discuss two potential **real estate transactions**, the discussion of which would harm the City's competitive or bargaining interests if held in open session. (Christensen and Janke)

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: May 11, 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, public works services provided in our community are an integral part of our citizen's quality of life: and

WHEREAS, it is vitally important that all the stake holders of Beloit understand the importance of the programs and services the Public Works Department delivers to our community; and

WHEREAS, such programs and services could not be provided without the effort of a dedicated public works staff who plan, design, build and maintain our roadways, provide public transportation, maintain our urban forest, provide clean safe drinking water, collect and treat wastewater, maintain park lands, provide recreational programs, maintain community structures and facilities, remove and dispose of solid waste and provide other services which are essential to a high quality of life; and,

WHEREAS, to better educate the public, Public Works Staff will showcase the equipment used to provide the services above, and to explain what services and programs are available through Public Works on Saturday, May 21st, from 8:00 a.m. to 1:00 p.m. at the Farmers Market in downtown Beloit; and

WHEREAS, this year's theme "**Public Works Always There**" is a tribute to all Public Works employees who create the foundation of a stronger, more livable community; and,

WHEREAS, the year 2016 marks the 56th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, THE COUNCIL PRESIDENT OF THE BELOIT CITY COUNCIL does hereby proclaim the week of May 15 through May 21, 2016, as "**NATIONAL PUBLIC WORKS WEEK**" in the City of Beloit, and encourage all citizens, community organizations and civic leaders to recognize and understand the positive impact that the dedicated public works staff makes to the quality of life in the City of Beloit every day.

Presented this 16th day of May 2016.

David F. Luebke, President
Beloit City Council

Attest:

Lorena Rae Stottler, City Clerk

**HONORING THE BELOIT MEMORIAL GIRLS TRACK AND FIELD TEAM
ON
WINNING THE TFA STATE INDOOR CHAMPIONSHIPS**

WHEREAS, the 2016 Beloit Memorial High School Girls Track and Field Team consisting of Jenny Aldama, Amya Bessel, Lacey Cousins, Nadiyah Conner, Bailey Cronin, Adela Diaz, Jaliyah Elliott, Abby Garsow, Eva Laun-Smith, Yolonda Johnson, Raevin Peek, Grace Roegner, Shynia Summerville, Nyla Wilson, and Heaven Wells; and

WHEREAS, coaches for the Purple Knights team are Head Coach Bob Shaver, and Assistant Coaches Eric Jubeck, Casey Demos, Buck Hessenberger, Rodney Wedig, Mike Walker, Regina Kleinschmidt, John Watson and Jeff Ellis; and

WHEREAS, team members are consistently mentioned in the weekly Honor Roll of "*Wisconsin Track On-Line*" noting top performances statewide, and top-10 or best performance(s), and boasts contenders for conference title and state places in multiple events, being ranked #2 in rankings of "10 Teams to Watch" compiled by the *Wisconsin State Journal*; and

WHEREAS, girls' and women's athletics, at all levels, is one of the most effective avenues available through which girls and women in the United States may develop self-discipline, initiative, confidence, and leadership skills, regardless of background; and

WHEREAS, the Beloit Memorial Girls Track and Field Team won the Large Schools Division of the unofficial TFA State Indoor Championships at UW-Whitewater on April 9, 2016 and are still in the midst of exciting season competition.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Beloit expresses their praise and admiration of Beloit Memorial High School's 2016 Girls Track and Field Team; and does hereby proclaim Monday, May 16th as:

"BELOIT MEMORIAL HIGH SCHOOL GIRLS TRACK AND FIELD TEAM DAY"

in the City of Beloit and encourages all citizens and fellow students of the School District of Beloit to recognize their outstanding achievements and talents.

Presented this 16th day of May, 2016.

David F. Luebke, City Council President

ATTEST:

Lorena Rae Stottler, City Clerk

RESOLUTION
APPROVING THE VACATION OF A SECTION OF SPRINGBROOK COURT
RIGHT-OF-WAY ADJACENT TO 2351 SPRINGBROOK COURT
IN THE CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

WHEREAS, the City Council of the City of Beloit, Rock County, Wisconsin has considered whether to discontinue and vacate a 3,527 square-foot section of Springbrook Court right-of-way adjacent to the DPW Operations Facility located at 2351 Springbrook Court in the City of Beloit, Rock County, Wisconsin; and

WHEREAS, the City Council of the City of Beloit deems such proposal to be in the public interest and a proper matter for consideration by the City Council, as provided by Wisconsin Statutes; and

WHEREAS, the existing public utility facilities in the vacated right-of-way shall retain utility easement and incidental rights in accordance with Section 66.1005 of Wisconsin Statutes; and

WHEREAS, notice of public hearing has been given as provided by law, and proof of publication is now on file herein.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN:

1. That the public interest requires the vacation of a 3,527 square-foot section of Springbrook Court right-of-way adjacent to the DPW Operations Facility located at 2351 Springbrook Court in the City of Beloit, Rock County, Wisconsin, described as follows:

Part of Springbrook Court located in part of the N.W. ¼ of the N.E. ¼ of Section 31, T. 1 N., R. 13 E., of the 4th P.M., City of Beloit, Rock County, Wisconsin.

2. That said right-of-way, afore described be, and hereby is, vacated as a public right-of-way and returned to the petitioner, subject to a blanket utility easement.
3. That the City Clerk shall file a certified copy of this Resolution, along with the Plat of Vacation, with the Register of Deeds of Rock County, Wisconsin.

Adopted this 16th day of May, 2016.

BELOIT CITY COUNCIL

David F. Luebke, Council President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Petition for Vacation of a Section of Springbrook Court

Date: May 16, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

The Planning & Building Services Division has received a petition to vacate a small section of Springbrook Court right-of-way in front of the DPW Operations Facility located at 2351 Springbrook Court.

Key Issues (maximum of 5):

- The proposed area to be vacated is 3,527 square feet in area, and consists of excess right-of-way that is a remnant from when Springbrook Court was platted as a dead-end street.
- The intent of this petition is to vacate & attach the excess right-of-way to the DPW Operations parcel in order to accommodate a new monument sign. A photo of the new sign is attached. The Petition for Vacation, proposed Plat of Vacation, and a Location Map are attached to this report.
- All required Public Notices have been distributed and published and the Notice of Pendency was recorded with the Rock County Register of Deeds. As required by Wisconsin Statutes, the City Council has adopted a Resolution setting a date for a public hearing for this vacation request of May 16, 2016.
- AT&T and Alliant Energy have noted the presence of buried utility lines in the affected area and have requested a blanket utility easement over the vacated area. The City's other Review Agents did not submit any comments or concerns.
- The Plan Commission reviewed this item on May 4, 2016 and voted unanimously (6-0) to recommend approval of this vacation.

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:

- City Council consideration and action on the proposed Resolution

Fiscal Note/Budget Impact: N/A

Attachments: Resolution and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: May 4, 2016

Agenda Item: 3

File Number: VA-2016-02

Applicant: Chris Walsh, Director of
DPW Operations

Adjacent Zoning: M-2, General
Manufacturing District

Adjacent Land Use: DPW Operations
Facility

Request Overview/Background Information:

The Planning & Building Services Division has received a petition to vacate a small portion of Springbrook Court right-of-way in front of the DPW Operations Facility located at 2351 Springbrook Court.

Key Issues:

- The proposed area to be vacated is 3,527 square feet in area, and consists of excess right-of-way that is a remnant from when Springbrook Court was platted as a dead-end street.
- The intent of this petition is to vacate & attach the excess right-of-way to the DPW Operations parcel in order to accommodate a new monument sign. A photo of the new sign is attached.
- The Petition for Vacation, proposed Plat of Vacation, and a Location Map are attached to this report.
- All required Public Notices have been distributed and published and the Notice of Pendency was recorded with the Rock County Register of Deeds.
- As required by Wisconsin Statutes, the City Council has adopted a Resolution setting a date for a public hearing for this vacation request of May 16, 2016.
- AT&T and Alliant Energy have noted the presence of buried utility lines in the affected area and have requested a blanket utility easement over the vacated area. The City's other Review Agents did not submit any comments or concerns.

Consistency with Strategic Plan:

- Consideration of this request supports City of Beloit 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

Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the request to vacate a 3,527 square-foot section of Springbrook Court right-of-way adjacent to the DPW Operations Facility located at 2351 Springbrook Court, as described in the attached Plat of Vacation, returning the entire right-of-way to the adjacent property owner.

Fiscal Note/Budget Impact: N/A

Attachments: Map, Photo, Petition, Plat of Vacation, Public Hearing Resolution, & Public Notice.

Location & Zoning Map

Springbrook Court

VA-2016-02



1 inch = 63 feet

05102030

Legend

-  City Limits
-  Zoning District

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

PLANNING & BUILDING SERVICES DIVISION

Area to be Vacated



PETITION FOR VACATION OF A PUBLIC RIGHT-OF-WAY

We, the undersigned hereby petition the City of Beloit to vacate the following portion(s) of the public right-of-way know as: SPRINGBROOK COURT

The portion of the right-of-way proposed to be vacated is further described on the attached *Plat of Vacation* prepared by Registered Land Surveyor: BRIAN M CARLSON

Print NAME and ADDRESS of PETITIONER:	SIGNATURE: (If jointly owned, both owners should sign petition.)	DATE SIGNED:
Name: <u>CITY OF BELOIT</u> Address: <u>2351 SPRINGBROOK</u>		
Name: Address:		

Contact person responsible for circulating this petition: CHRIS WALSH
 Address of contact person: 2351 SPRINGBROOK COURT BELOIT, WI. 53511
 Phone number of contact person: 608-364-2934
 Signature of contact person: _____

To be completed by Planning Staff	
Filing fee: <u>\$75.00</u> Amount paid: <u>waived - COB</u>	Meeting date: _____
Application accepted by: <u>Don Pennington</u>	Date: <u>3/7/16</u>

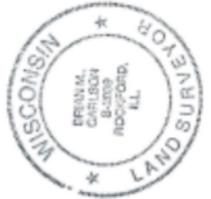
PLAT OF VACATION

OF PART OF SPRINGBROOK COURT LOCATED IN PART OF THE N.W. 1/4 OF THE N.E. 1/4 OF SECTION 31, T.1 N., R.13 E., OF THE 4TH P.M. CITY OF BELOIT, ROCK COUNTY WISCONSIN

DESCRIBED AS FOLLOWS:

Commencing at the Southwest corner of Out-Lot 1 of Certified Survey Map Document No. 1327967 being in part of the N.W. 1/4 of the N.E. 1/4 and the N.E. 1/4 of the N.W. 1/4 of Section 31, also part of the S.W. 1/4 of the S.E. 1/4 and part of the S.E. 1/4 of the S.W. 1/4 of Section 30, all in T.1 N., R.13 E., of the 4th P.M. City of Beloit, Rock County Wisconsin, recorded in Volume 20 Pages 120-123 of Certified Survey Maps; thence North 89 degrees 08 minutes 08 seconds West, along the Southerly line of Lot 3 of said Certified Survey Map, a distance of 173.18 feet to the point of beginning for the following described parcel; thence South 79 degrees 10 minutes 38 seconds West, a distance of 188.15 feet to the Northeast corner Lot 2 of said Certified Survey Map; thence North 0 degrees 15 minutes 38 seconds West, along the Southerly line of Lot 3 of said Certified Survey Map, a distance of 30.4 feet; thence South 89 degrees 08 minutes 08 seconds East, a distance of 185.00 feet to the point of beginning. Containing 3,327 square feet.

R.H.C.
 EDUAR M CARLSON, P.L.S.
 WISCONSIN LAND SURVEYOR S-2039
 DATED THIS 14TH DAY OF APRIL, 2024.



NORTH LINE OF THE N.E. 1/4 SEC. 31-3-13

LOT 3
 CSM VOL 20
 PG 120-123

5 89°08'08" E 185.00'

5 79°10'38" W 188.15'

38.18' W 13.81'

P.O.B. N 89°08'08" W 173.18'

P.O.C.

SPRINGBROOK COURT

A RESOLUTION TO VACATE A PORTION OF SPRINGBROOK COURT AS SHOWN HEREON WAS ADOPTED _____ AND IS REFERENCED AS CITY OF BELOIT CLERK FILE NO. _____



R.H. BATTERMAN & CO. INC.

LAND SURVEYORS - ENGINEERS - PLANNERS
 2857 BARTLETT'S DRIVE
 BELOIT, WISCONSIN 53511
 (608) 365-4464 FAX 365-1850
 E-MAIL: RHB@RHBATTERMAN.COM

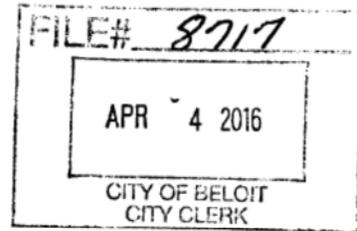
ORDER NO. 32311

FOR THE EXCLUSIVE USE OF:
 CITY OF BELOIT

File Name: \\132-300-32399\32311.dwg

LOT 1
 CSM VOL 16 PG 419-421

LOT 2
 CSM VOL 20
 PG 120-123



RESOLUTION
SETTING A DATE FOR A PUBLIC HEARING FOR THE
VACATION OF A PORTION OF SPRINGBROOK COURT RIGHT-OF-WAY
IN THE CITY OF БЕЛОИТ, ROCK COUNTY, WISCONSIN

IT IS RESOLVED THAT a public hearing on the proposed Resolution to discontinue and vacate a portion of Springbrook Court, lying adjacent to Lot 3 of Certified Survey Map Doc. No. 1327967, recorded in Volume 20 on Pages 120-123 of Certified Survey Maps, City of Beloit, Rock County, Wisconsin, shall be held at the regular **City Council Meeting on Monday, May 16, 2016**, and the City Clerk is authorized and directed to give notices required under Section 66.1003, Wisconsin Statutes.

Adopted this 4th day of April, 2016.

City Council of the City of Beloit

Charles M. Haynes, Council President

Attest:

Lorena Rae Stottler, City Clerk



NOTICE TO THE PUBLIC

April 13, 2016

To Whom It May Concern:

The Planning & Building Services Division has received a petition to vacate a small portion of Springbrook Court right-of-way in front of the Public Works Operations Facility located at 2351 Springbrook Court. The proposed area to be vacated is 3,527 square feet in area, and consists of excess right-of-way that is a remnant of when Springbrook Court was platted as a dead-end street. The intent of this petition is to vacate & attach the excess right-of-way to the Operations parcel in order to accommodate a new monument sign. The proposed Plat of Vacation is attached.

This proposed vacation will be considered during the following meetings:

City Plan Commission: Wednesday, May 4, 2016, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council (Public Hearing): Monday, May 16, 2016, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

THE PUBLIC IS INVITED TO ATTEND THESE MEETINGS.

We are interested in your opinion.

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

For additional information, please contact Drew Pennington, AICP in the Planning & Building Services Division at (608) 364-6711 or penningtond@beloitwi.gov. Comments will be accepted via telephone, email, and U.S. Mail.



PROCEEDINGS OF THE BELOIT CITY COUNCIL
Special Meeting
City Hall - 100 State Street, Beloit, WI 53511
4th floor City Manager's Conference Room
Monday, May 2, 2016

Presiding: David F. Luebke

Present: Sheila De Forest, Regina Dunkin, Regina Hendrix, Kevin Leavy, Mark Prueschl and Marilyn Sloniker

Absent: None

1. President Luebke called the meeting to order at 6:00 p.m. Councilor Hendrix arrived at 6:10 p.m. and Councilor Dunkin arrived at 6:23 p.m.
2. Ana Kelly appeared before the Council in consideration for appointment to the **Police and Fire Commission**. This is a five year term. The Appointment Review Committee recommended approval on a vote of 5-0. Three members of the Appointment Review Committee were present in the audience. Questions were asked of Ms. Kelly pertaining to relationships, business affiliations, management and other potential conflicts. She explained there were no conflicts. She was asked about experience with hiring, firing and providing disciplinary actions to employees. The final question was to explain the role of the PFC as she understood it. Ms. Kelly explained that she understands the roles and feels like she can be a contributing member of the committee because of her experience in business and her experience as a prior Council member.
3. Tressy Brown appeared before the Council in consideration for appointment to the **Police and Fire Commission**. This is a five year term. The Appointment Review Committee recommended approval on a vote of 5-0. Three members of the Appointment Review Committee were present in the audience. Questions were asked of Ms. Brown pertaining to relationships, business affiliations, management and other potential conflicts. She explained there were no conflicts. She was asked about experience with hiring, firing and providing disciplinary actions to employees. The final question was to explain the role of the PFC as she understood it. Ms. Brown explained that she understands the roles and feels like she can be a contributing member of the committee because of her professional experience and her contributions to the community as a life-long resident who is seeking to serve her fellow residents.
4. Councilors De Forest and Prueschl moved to approve the two candidates to a five year term effective immediately. Motion carried. Discussion followed. Councilor Leavy would like all future interviews to be in conjunction with the Appointment Review Committee as part of the process so it does not appear to undermine the work of that committee. It was also requested that more clear communication about this process be made public so there is a clear understanding of the reasons for the changes to the ordinance.
5. Councilors Hendrix and Prueschl made a motion to adjourn. Motion Carried.

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, May 2, 2016

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

1. President Luebke called the meeting to order at 7:00 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Vice President Leavy presented to Fire Chief Brad Liggett, a proclamation declaring May 15-21, 2016 as **Emergency Medical Services Week**. File 7148
 - b. Vice President Leavy presented to Chief of Police David Zibolski a proclamation declaring May 15-21, 2016 as **National Police Week**. File 7148
 - c. Vice President Leavy presented to Visit Beloit Executive Director Celestino Ruffini a proclamation declaring May 1-7, 2016 as **National Travel and Tourism Week**. File 7148
4. PUBLIC HEARINGS – None
5. CITIZEN PARTICIPATION – No Citizens addressed the Council.
6. CONSENT AGENDA

Councilors Preuschl and Dunkin made a motion to adopt the consent Agenda as presented. Motion carried.

- a. The Minutes of the **Special Meeting** of April 14, 2016 and the **Regular Meeting** of April 18 and the **Organizational meeting** of April 19, 2016, 2016 were approved.
 - b. The Applications for Renewal of Alcohol Beverages Licenses for License Period July 1, 2016 – June 30, 2017 were referred to the Alcohol Beverage License Control Committee. File 8721
7. ORDINANCES – None
8. APPOINTMENTS

President Luebke presented the following **City Council Committee/Board/Commission Appointments**:

- Alcohol Beverage License Control Committee –Councilor Dunkin
- Appointment Review Committee – President Luebke and Vice President Leavy
- Business Improvement District (Downtown Beloit Association) – Councilor De Forest
- Community Action, Inc. of Rock and Walworth Counties – Councilor Hendrix
- Community Development Authority – Councilors Preuschl and Hendrix
- Convention and Visitors Bureau Board of Directors – Councilor De Forest
- Equal Opportunities Commission – Councilor Dunkin
- Landmarks Commission – Councilor Sloniker
- Metropolitan Planning Organization – Councilor Luebke

- Park, Recreation & Conservation Advisory Commission – Councilor Sloniker
- Plan Commission – Councilor Leavy
- Traffic Review Committee - Councilor Preuschl

Councilors De Forest and Hendrix made a motion to accept the appointments as presented. Motion Carried.

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor De Forest attended the Community Action Transportation Graduation; Beloit 20/20 meeting; Earth Day at Big Hill Center; the swearing in of Chief Zibolski; the tour of the Turtle Creek bath house; a crime stoppers meeting; the YWCA Stand Against Racism event; Cinco de Mayo; and the Knights Academy. She thanked Brett Hebert for his service to the City of Beloit and congratulated him on his new endeavor.
- Councilor Sloniker attended the swearing in of Chief Zibolski; a crime stoppers meeting; the open house of retiring Judge Henderson; and the Arbor Day celebration.
- Councilor Dunkin said she is honored to be a new councilor and looks forward to serving. She attended new councilor orientation; a meeting at the Public Library; Beloit 20/20 meeting; Community Conversations at Rotary River Center; the Arbor Day celebration and the open house of retiring Judge Henderson.
- Councilor Hendrix attended the YWCA Stand Against Racism event; Community Conversations; Rhythm of the Night (Nightengales); and she announced that May is national burger month and several restaurants are offering specials and a discount when you show your library card.
- Councilor Leavy also stated he's glad to be back on Council and looks forward to serving the citizens of Beloit and working with his fellow councilors. He reminded people that there remain vacancies on many committees, commissions and boards and encouraged citizens to participate. He was the moderator of a recent Youth 2 Youth panel that focused on teen drinking and drug use as prom season approaches and encouraged all to be safe and responsible. He also attended new councilor orientation.
- Councilor Preuschl said he was happy to be a City Council member. He attended the swearing in of Chief Zibolski; a stop the Violence meeting; and a Beloit 20/20 meeting. He announced that this Saturday is the first farmer's market downtown and encouraged people to come out. He also reminded people that the Parks & Leisure Services guide for summer is out.
- President Luebke stated he was looking forward to the upcoming Farmer's Market season. He attended the Youth 2 Youth panel and the 4th Street presentation at the Library. He acknowledged that the past year has been a stressful one for the Council but is looking forward to the work that this council will pave ahead in working with the City Manager, the City Staff and the Citizens of Beloit.

10. CITY MANAGER'S PRESENTATION

- a. Teri Downing introduced the Duffy Intern, Deonte Horton, who presented on **Creative Programming for Youth**. Mr. Horton is a Political Science Major student at Beloit College participating in an internship. The focus of his internship was designed to encourage youth to get involved in the arts in order to reduce the potential for engaging in negative behaviors that could be detrimental to their future. He presented data by gender, race, ethnicity and age as it pertained to arrests in Beloit in these categories. The top three crimes in these areas were disorderly conduct, larceny (not motor) and run-away. Mr. Horton explained that there were several art programs in the area that were no cost or low cost where students could gain exposure to the arts and develop life skills. He mentioned Visions by Viviana Nadowski (Photography); Friends of Riverfront's Dancing at Harry's Place; Kids fun and Drama; Wisconsin Regional Art Program; and Doodles art classes. These art outlets allows kids to express themselves and provides a sense of belonging for those not involved in sports.

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Community Development Director, Julie Christensen, presented resolution authorizing the **Sale of 715 W Grand Avenue** to the Community Development Authority of the City of Beloit. The City of Beloit acquired the properties located at 715 W Grand and 349 Euclid in October 2015 for \$1.00. The property at 715 W. Grand is a blighted building that needs to be demolished. The remaining lot will be restored to grass and possibly sold to the neighboring property owner. The Beloit City Council

approved the purchase of 715 W Grand on October 5, 2016, with the intention of demolishing the building. This property is eligible under the Neighborhood Stabilization Program (NSP1) to be demolished with those grant funds. The Community Development Authority of the City of Beloit (CDA) is responsible for the implementation and oversight of activities and expenditures under the NSP1 grant program, therefore the CDA must own the property in order to utilize those funds. The CDA is proposing to purchase the property for \$1.00. If approved by City Council, the CDA will take action on the purchase of the property and award of demolition bids at its meeting on May 4, 2016. Councilors De Forest and Dunkin made a motion to adopt the resolution. Motion Carried. File 6667

- b. Fire Chief, Brad Liggett presented a resolution authorizing the City Manager to enter into a **Memorandum of Understanding** with the Wisconsin Department of Natural Resources for Mutual Aid and Fire Suppression Services. He explained that the fire department has been a mutual aid partner for the Wisconsin Department of Natural Resources for many years. The MOU for this partnership expired December 31, 2015. This resolution renews the commitment of the City of Beloit to provide for mutual aid services to the DNR and to set terms for reimbursement should a deployment occur. This MOU also makes us eligible for grant funding through the DNR Forest Fire Protection Program. The Department has benefitted from this agreement in the past. In the history of this partnership the City has not been deployed, however, we have received specialized firefighting equipment and protective clothing building our forestry and wild land firefighting capacity. The department has the means, training and equipment to comply with this MOU. There is no budget impact with this MOU except when our resources would be deployed on a fire. These expenses are reimbursable under this agreement. Councilors Sloniker and Preuschl made a motion to adopt the resolution. Motion Carried. File 8126
- c. Fire Chief, Brad Liggett presented a resolution authorizing the City Manager to apply for **Forest Fire Protection Grant program** and to amend the 2016 General Fund Operating Budget for Expenditures under this program. He explained that the fire department is a mutual aid partner for the Wisconsin Department of Natural Resources. As a mutual aid partner we are able to apply for and receive an equipment grant through the Forest Fire Protection Grant Program. The department intends to augment its capacity to fight urban forestry and vegetation fires with the purchase of a new firefighting Skid. The Skid has a fire pump and water tank and can be deployed in the bed of a pick up or our department UTV. This grant requires a 50% match, funding is available in our department budget for this match. This is an annual grant and the department has purchased hose, wild land firefighting clothing, a portable fire pump for boat fires on the river and rural water supply from creeks, and back pack water pumps for field fires. This equipment grant will allow us to more rapidly to deploy larger amounts of water in remote areas for these types of fires. Councilors De Forest and Dunkin made a motion to adopt the resolution. Motion Carried. File 8126/8695
- d. Executive Director of the Downtown Beloit Association, Shauna El-Amin, presented a resolution authorizing the City Manager to apply for **USDA Farmers Market Promotion Program Grant**. She explained that The Downtown Beloit Association (DBA) has successfully operated the Beloit Farmers' Market for many years, and the market itself is now celebrating its 51st year. The customer traffic has been increasing over time and in the last several years has been awarded as the second largest in the State of Wisconsin. Most recently, in 2015 the market has seen an average of 5,500 people each week. We would like to build our market by focusing on customers who are recipients of the Wisconsin and Illinois Food Stamp Programs known as SNAP and LINK respectively. Our market provides the freshest produce to consumers. We would focus the grant funds on marketing outreach, print materials, giveaway items, coupons and enhancement of our Information Booth, among other things. The eligible project category is capacity building. This is intended to assist in development, improvement, and expansion of the market and is a thirty-six month grant cycle. Utilizing our resources, we plan to partner with many of the area organizations who have clients that receive the SNAP and LINK benefits, allowing people with fewer resources the opportunity to purchase fresh foods. The minimum award per grant for this type of program is \$50,000 and the maximum is \$250,000. The grant application must be received by USDA no later than May 12, 2016 to be considered for funding. Funding will be available for use beginning September 30, 2016. Councilors Sloniker and Preuschl made a motion to adopt the resolution. Motion Carried. Councilor De Forest abstained from voting on this item. File 8479

12. Councilors Dunkin and Sloniker made a motion adjourn the meeting at 8:09 p.m. Motion carried.

Lorena Rae Stottler, City Clerk

www.beloitwi.gov

Date approved by City Council: May 19, 2016

**RESOLUTION APPROVING CHANGE OF AGENT
ALCOHOL BEVERAGE LICENSE**

WHEREAS, the Agent of record for Casey's Marketing Company, d/b/a Casey's General Store #3316, located at 2350 Cranston Road is Jeff Kimberly; and

WHEREAS, Casey's Marketing Company, d/b/a Casey's General Store #3316 has requested and the Alcohol Beverage License Control Committee has recommended that the Agent be changed to Emma Monheim for the licensing period ending June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Beloit that the Agent for the alcohol beverage license for Casey's Marketing Company d/b/a Casey's General Store #3316, located at 2350 Cranston Road, is hereby changed to Emma Monheim.

Dated this 16th day of May, 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 Casey's Marketing Company., d/b/a Casey's General Store #3316, located at 2350 Cranston Road

Date: May 16, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Casey's General Store #3316, located at 2350 Cranston Road in the City of Beloit has requested that Emma Monheim be appointed the new agent for the licensing period ending June 30, 2016. At the Alcohol Beverage License Control Committee meeting (ABLCC) on May 10, 2016 was determined that Ms. Monheim meets the qualifications of an agent.

Key Issues (maximum of 5):

1. Casey's Marketing Company has appointed Emma Monheim as Agent. Ms. Monheim is a resident of Wisconsin and otherwise meets the qualifications for the appointment as required by state law.
2. The ABLCC reviewed this item on May 16, 2016 and voted unanimously 5-0 to recommend approval of the Change of Agent. The Police Department had no objection to the Agent. The City Attorney asked the agent to confirm question 9 on the supplemental questionnaire in understanding that as the agent, she 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 she is not on the premises. The agent stated she understands and accepts 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:

City Council approval 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 CASEY'S MARKETING COMPANY
(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 CASEY'S GENERAL STORE #3316
(trade name)

located at 2350 CRANSTON ROAD, BELOIT, WI 53511

appoints EMMA MONHEIM
(name of appointed agent)
702 W BURNETT STREET, BEAVER DAM, WI 53916
(home address of appointed agent)

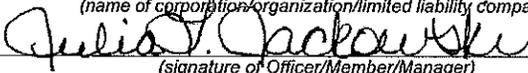
to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability 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).
CASEY'S MARKETING COMPANY

Is applicant agent subject to completion of the responsible beverage server training course? Yes No PLEASE SEE THE ATTACHED BEVERAGE SELLER TRAINING CERTIFICATE

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 38 YEARS

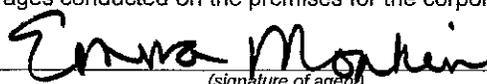
Place of residence last year 702 W BURNETT STREET, BEAVER DAM, WI 53916

For: CASEY'S MARKETING COMPANY
(name of corporation/organization/limited liability company)
By: 
(signature of Officer/Member/Manager)
And: JULIA L. JACKOWSKI, SECRETARY FOR CASEY'S MARKETING COMPANY
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, EMMA MONEHIM, AGENT FOR CASEY'S MARKETING COMPANY, 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.

 4-13-2016 Agent's age _____
(signature of agent) (date)
702 W BURNETT STREET, BEAVER DAM, WI 53916 Date of birth _____
(home address of agent)

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

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

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

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)	(middle name)	
MONHEIM		EMMA	LOUISE	
Home Address (street/route)	Post Office	City	State	Zip Code
702 W BURNETT STREET		BEAVER DAM	WI	53916
Home Phone Number	Age	Date of Birth	Place of Birth	
515-322-2871			WAUPON, 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.
- AGENT** of **CASEY'S MARKETING COMPANY**
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 38 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. CASEY'S MARKETING COMPANY HOLDS SEVERAL ALCOHOL LICENSES IN WISCONSIN
(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. CASEY'S MARKETING COMPANY SEVERAL LOCATIONS IN WISCONSIN
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
PROFESSIONAL PROPERTY MANAGEMENT	209 SEIPPEL BLVD, BEAVER DAM, WI 53916	06/01/2006	06/01/2008
Employer's Name	Employer's Address	Employed From	To
HOME DEPOT	BEAVER DAM, WI - STORE NO LONGER OPEN	11/01/2005	05/01/2006

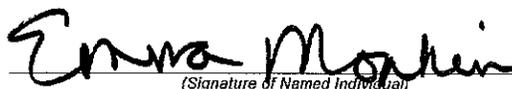
The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that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

Subscribed and sworn to before me

this 13TH day of APRIL, 2016

(Clerk/Notary Public)

My commission expires 11/29/2017

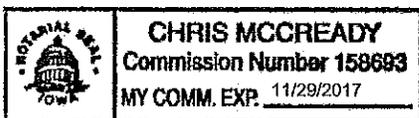

(Signature of Named Individual)

EMMA MONHEIM, AGENT FOR CASEY'S MARKETING COMPANY



Printed on
Recycled Paper

Wisconsin Department of Revenue





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)).

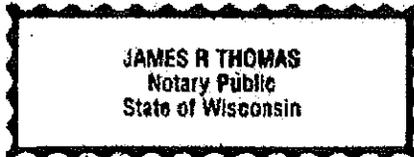
Please attach as many sheets as necessary to provide your answers to the questions below. Your notarized signature is required on the next page and constitutes your sworn statement that the information provided by you is truthful and accurate. It is also necessary that you have a corporate officer sign 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

See Attached

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.



Emm Monheim
Agent Signature
Emm Monheim
Print Agent Name

Subscribed and sworn to be this 15 day of April, 2016

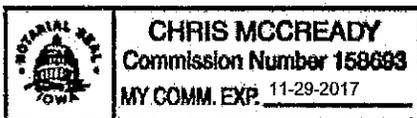
James R Thomas
Notary Public JAMES R THOMAS
My Commission Expires: 09-09-2019

Julia L. Jackowski
Corporate Officer Signature
(Designate Office)

JULIA L. JACKOWSKI, SECRETARY FOR CASEY'S MARKETING COMPANY

Print Corporate Officer Name

Subscribed and sworn to be this 18TH day of APRIL, 2016.



CHRIS MCCREEDY
Notary Public Chris McCreedy
My Commission Expires: 11-29-2017

Casey's
Emma Mawehim

1. I intend to regularly verify that the store manager is properly training new employees and retraining existing employees on the proper age verification procedures. I also plan on checking that employees are asking for age verification and properly checking the identification. Employees found selling to underage customers will be terminated.
2. I have worked for Casey's General Store for more than ten years and have had sold alcohol the entire time. The last seven years I have been a member of management and have trained many employees on the importance of age verification.
3. The Beloit Casey's has from 15 to 25 employees at a time.
4. During new employee orientation they will be trained on the importance of age verification and the procedures for doing so. They will have retraining at store meetings at least once per quarter. You can find these materials attached.
5. It is Casey's policy to prohibit the sale of alcohol to customers under the age of 21. The cashier must ask for an ID for anyone wishing to purchase alcohol that appears to be under the age of 27. They need to make sure it is a proper form of ID and then inspect it and Casey's prefers they scan the ID to verify age.
6. All employees are required to attain a beverage license to sell alcohol.
7. I am a full time employee of Casey's General Store and do not work for any other companies nor plan on doing so. I will be the alcohol agent for all the Wisconsin Casey's General Stores.
8. I intend to be in the Beloit store twice per month for 6 to 7 hours each day. In the event that the stores in my area shift I will plan on being in the Beloit store for 1 to 2 hours per month.
9. I understand that I can be given citations for any wrongdoings related to alcohol sales even when I am not on the premises.
10. I have never had any alcohol related violations.
11. None

**RESOLUTION APPROVING CHANGE OF AGENT
ALCOHOL BEVERAGE LICENSE**

WHEREAS, the Agent of record for Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road is Akbir Kang; and

WHEREAS, Profuel Seven Inc., d/b/a Beloit Citgo has requested and the Alcohol Beverage License Control Committee has recommended that the Agent be changed to Bethany Moore for the license period of July 1, 2016 to 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 Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road, is hereby changed to Bethany Moore.

Dated this 16th day of May, 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 Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road

Date: May 16, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Profuel Seven Inc., d/b/a Beloit Citgo, located at 1888 Shopiere Road in the City of Beloit has requested that Bethany Moore be appointed the new agent for the license period July 1, 2016 to June 30, 2017. At the Alcohol Beverage License Control Committee meeting (ABLCC) on May 10, 2016 was determined that Ms. Moore meets the qualifications of an agent.

Key Issues (maximum of 5):

1. Profuel Seven Inc., d/b/a Beloit Citgo has appointed Bethany Moore as Agent. Ms. Moore is a resident of Wisconsin and otherwise meets the qualifications for the appointment as required by state law.
2. The ABLCC reviewed this item on May 16, 2016 and voted unanimously 5-0 to recommend approval of the Change of Agent. The Police Department had no objection to the Agent. The City Attorney asked the agent to confirm question 9 on the supplemental questionnaire in understanding that as the agent, she 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 she is not on the premises. The agent stated she understands and accepts 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:

City Council approval 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 _____ City

The undersigned duly authorized officer(s)/members/managers of Pro Fuel 7 Inc
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Beloit Citgo
(trade name)

located at 1888 Shopiere Rd Beloit WI 53511

appoints Bethany Moore
(name of appointed agent)

1840 Chippewa Trl 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 1 yr Iowa

For: Pro Fuel 7 Inc
(name of corporation/organization/limited liability company)

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

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

ACCEPTANCE BY AGENT

I, Bethany Moore
(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] 4-22-2015 Agent's age _____
(signature of agent) (date)

1840 Chippewa Trl 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 04/29/16 by [Signature] Title Centur BPD
(date) (signature of proper local official) (town chair, village president, police chief)

Original

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
MOORE		BETHANE		G	
Home Address (street/route)		Post Office	City	State	Zip Code
1840 Chippewa Trl			Beloit	WI	53511
Home Phone Number			Age	Date of Birth	Place of Birth
815 871 9373					Rockford, IL

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

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.

Bethany Moore of Profuel Seven Inc
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 1 year 10 months
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer 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 <u>Profuel Seven</u>	Employer's Address <u>1888 Shopure Rd</u>	Employed From <u>May 2006</u>	To <u>PRO SENT</u>
Employer's Name	Employer's Address	Employed From	To

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

Subscribed and sworn to before me
 this 22nd day of April, 20 16
Jelene J. Ahern
(Clerk/Notary Public)
 My commission expires 10/12/19

B. Moore
(Signature of Named Individual)



SUPPLEMENTAL QUESTIONNAIRE FOR AGENTS

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

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

QUESTIONS

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

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

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

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

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


Agent Signature

Bethany Moore
(Print Agent Name)

Subscribed and sworn to before me this 22nd day of April, 2016


Notary Public 10/12/19
My commission: _____


Corporate Officer Signature
(Designate Office)

SEAN CHINA
(Print Corporate Officer Name)

Subscribed and sworn to before me this 22nd day of April, 2016.


Notary Public
My commission: 10/12/19

Bethany Moore
Beloit Ctgo - 1888 Shopiere Rd

1) I intend to oversee all of the employees to ensure that they are following all of our rules/procedures for selling all alcohol and tobacco products. I will strongly enforce all of our procedures and laws to make sure that there are no incidents.

2) I have worked at Beloit Ctgo/Proquel Seven Inc for 10 years. I have held a valid liquor license for those 10 years and have never had an incident.

3) There will be 3-5 employees, not including myself that will be working during the alcohol selling hours. At this time we have 3 employees working during these hours and the currently hold a valid liquor license. Charlotte Wainwright, Israel Reed and Tina Roman.

4) All employees will receive up to 2 weeks of training under my supervision. Also, all employees will complete the online course and will be reminded on a daily basis how important IDing is.

5) During an employees training I go over with them all of our IDing procedures and let them know the consequences of selling to a minor. All employees also read

and sign our policy book with all store policies. We also have a register that you can not override the D-O-B when purchasing tobacco or alcohol. Our scanner also scans the ID's. We have an employee notebook where we leave notes to each other and I often leave notes etc about ID's and remind them that it will cost them their job if I catch them selling to a minor.

6) All employees that work during legal alcohol selling hours will hold a valid liquor license. As of now there are 3 employees other than myself, Charlotte Weinwright, Israel Reed and Tina Ronan.

7) I am currently a full time employee and work 40+ hours a week. I intend to stay a full time employee and I do not act as an alcohol agent anywhere else.

8) My permanent work schedule is Tuesday - Saturday 6am - 2pm.

9) I understand that I can personally be given citations from the police dept for not following the rules of selling alcohol.

10) I have had no alcohol violations.

11) I have worked at this location for 10 years and will do everything in my power to make sure rules are followed and laws are enforced!

Dated 4-27-16

BNare

John Ahrens approx 10/12/19

**RESOLUTION APPROVING CHANGE OF AGENT
ALCOHOL BEVERAGE LICENSE**

WHEREAS, the Agent of record for Vince's Pizza Inc., d/b/a Vince's Pizza, located at 1050 Hackett Street is Vincenzo Gabriele;

WHEREAS, Vince's Pizza Inc., d/b/a Vince's Pizza has requested and the Alcohol Beverage License Control Committee has recommended that the Agent be changed to Piera Gabrielle-Parisi for the licensing period July 1, 2016 to 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 Vince's Pizza Inc., d/b/a Vince's Pizza, located at 1050 Hackett Street, is hereby changed to Piera Gabrielle-Parisi.

Dated this 16th day of May, 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 “B” Beer License for Vince’s Pizza Inc., d/b/a Vince’s Pizza, located at 1050 Hackett Street

Date: May 16, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Vince’s Pizza Inc., d/b/a Vince’s Pizza, located at 1050 Hackett Street in the City of Beloit has requested that Piera Gabrielle-Parisi be appointed the new agent for the licensing period July 1, 2016 to June 30, 2017. At the Alcohol Beverage License Control Committee meeting (ABLCC) on May 10, 2016 it was determined that Ms. Gabrielle-Parisi meets the qualifications of an agent.

Key Issues (maximum of 5):

1. Vince’s Pizza Inc., d/b/a Vince’s Pizza has appointed Piera Gabrielle-Parisi as Agent. Ms. Gabrielle-Parisi is a resident of Wisconsin and otherwise meets the qualifications for the appointment as required by state law.
2. The ABLCC reviewed this item on May 16, 2016 and voted unanimously 5-0 to recommend approval of the Change of Agent. The Police Department had no objection to the Agent. The City Attorney asked the agent to confirm question 9 on the supplemental questionnaire in understanding that as the agent, she 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 she is not on the premises. The agent stated she understands and accepts 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:

City Council approval 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 City of Beloit County of Rock

The undersigned duly authorized officer(s)/members/managers of Nince's Pizza Inc.
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

located at 1050 Hackett St.
(trade name)

appoints Piera Parisi
(name of appointed agent)
1111 Whippoorwill Way
(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? 31 years

Place of residence last year Wisconsin

For: Nince's Pizza Inc.
(name of corporation/organization/limited liability company)

X By: Piera Parisi
(signature of Officer/Member/Manager)

X And: Piera Parisi
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Piera Parisi, 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.

Piera Parisi 4/13/16 Agent's age _____
(signature of agent) (date)

1111 Whippoorwill Way 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 04/29/16 by [Signature] Title Captain - BPO
(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)	
Gabriele - Parisi		Piera		Fiorella	
Home Address (street/route)		Post Office	City	State	Zip Code
111 Whippoorwill Way		Brdit-Rock	Beloit	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
608-330-1808				U.S.A.	

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.
- Piera Parisi of Vince's Pizza Inc.
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 31 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee, or Permittee) (Address By City and County)

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

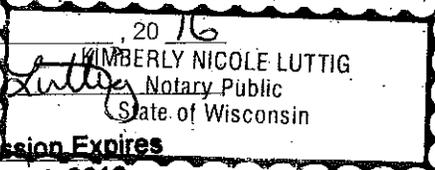
Employer's Name <u>Vince's Pizza Inc.</u>	Employer's Address <u>1050 Hackett</u>	Employed From <u>1996</u>	To <u>Present</u>
Employer's Name	Employer's Address	Employed From	To

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

Subscribed and sworn to before me

this 15th day of April, 2016

Kimberly Nicole Luttig
(Clerk/Notary Public)



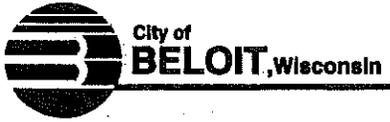
Piera Parisi
(Signature of Named Individual)

My commission expires **My Commission Expires**
December 4, 2016



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Wisconsin Department of Revenue



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 *See Attached*

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.

Piera Parisi
Agent Signature

Piera Parisi
Print Agent Name

Subscribed and sworn to be this 15th day of April, 2016.

KIMBERLY NICOLE LUTTIG
 Notary Public
 State of Wisconsin

Notary Public Kimberly Nicole Luttig
 My Commission Expires December 4, 2016

Piera Parisi
Corporate Officer Signature
(Designate Office)

Piera Parisi
Print Corporate Officer Name

Subscribed and sworn to be this 15th day of Apr, 2016.

KIMBERLY NICOLE LUTTIG
 Notary Public
 State of Wisconsin

Notary Public Kimberly Nicole Luttig
 My Commission Expires: _____
My Commission Expires
December 4, 2016

Piera Gabriele-Parisi
Vince's Pizza

1. I will train my employees on the proper precautions.
I will train them to card anyone who looks to be under the age of 40.
I will train them to properly discard any unused and expired alcohol.
I will train to store alcohol properly.
2. I have been serving alcohol to our dine-in customers only, since over 10 years.
3. 3
4. I will train them to card anyone who looks under the age 40. Also to discard any unused and expired alcohol. Also, how to store alcohol properly.
5. We ~~do~~ card anyone who seems to be under the age of 40 years old.
6. We have a waitress who holds a alcohol license. My husband is a corporate ^{officer}.
7. Yes I'm a full time employee and I'm a alcohol agent.
8. 3:30 - midnight. daily.

9. I understand that I can be given citations

10. No violations.

11. No other information.

Pierre Parisi

***The ABLCC has recommended denial of this agent 5-0.
Please see Staff Report for details on the recommendation to deny.***

**RESOLUTION APPROVING CHANGE OF AGENT
ALCOHOL BEVERAGE LICENSE**

WHEREAS, the Agent of record for Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue is Jose Cortes; and

WHEREAS, Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant has requested and the Alcohol Beverage License Control Committee has forwarded a recommendation to the City Council to deny the Change of Agent of Miguel Lazaro for the licensing period of July 1, 2016 to 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 Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue, is hereby changed to Miguel Lazaro.

Dated this 16th day of May, 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 “B” Beer and Reserve “Class B” Liquor License for Fiesta Cancun Authentic Mexican Restaurant of Beloit WI d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue

Date: May 16, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue in the City of Beloit has requested that Miguel Lazaro be appointed the new agent for the license period July 16, 2016 to June 30, 2017. At the Alcohol Beverage License Control Committee meeting (ABLCC) on May 10, 2016 it was **determined that Mr. Lazaro does NOT meet the qualifications of an agent and is recommending denial on a vote of 5-0.**

Key Issues (maximum of 5):

1. Fiesta Cancun Authentic Mexican Restaurant of Beloit WI, d/b/a Fiesta Cancun Mexican Restaurant, located at 2648 Prairie Avenue, has appointed Miguel Lazaro as Agent. Mr. Lazaro is a resident of Wisconsin and otherwise meets the qualifications for the appointment as required by state law.
2. The ABLCC reviewed this item on May 10, 2016 and voted unanimously 5-0 to recommend denial of the Change of Agent. The Police Department had objections to the Agent because the auxiliary questionnaire contained deceptive answers, specifically question 2, which asks if the individual had ever been convicted of any offenses (other than traffic, unrelated to alcohol) for violation of any state or federal laws, or any laws of any other states or ordinances of any county or municipality. The applicant answered no to that question but a background check of the applicant revealed a lengthy list of violations. While the applicant listed a 2011 DUI on question 10 of the supplemental questionnaire, he did not list multiple criminal offenses including battery and disorderly conduct.
3. The applicant did state that he has difficulty with his English reading comprehension and may have been confused by the question. He didn't deny the offenses that Captain Risse reportedly found in the background check and stated that these offenses were a few years old and that he was trying to better himself. He was told he could appear before the City Council Monday, May 16, 2016 as they make the ultimate decision.

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:

City Council approval 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 Fiesta Cancun Authentic Mexican Restaurant
(registered name of corporation/organization or limited liability company)
of Beloit WI.

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Fiesta Cancun Mexican Restaurant
(trade name)

located at 2648 Prairie Ave.

appoints Miguel Lazaro (name of appointed agent) X ~~YAC [Signature]~~
~~YAC [Signature]~~ 100 BERKLEY RD # 8 VERONA WI
(home address of appointed agent)

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

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
 ① Waupun ② Verona ③ Wausaukee ④ De Vicente ⑤ Angel LLC ⑥ De Vicente INC.
(municipality)

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 100 BERKLEY RD # 8

For: Fiesta Cancun Authentic Mexican Restaurant of Beloit WI
(name of corporation/organization/limited liability company)

X By: Miguel Lazaro Agent
(signature of Officer/Member/Manager)

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

ACCEPTANCE BY AGENT

I, Miguel Lazaro
(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] 05/03/16 X Agent's age _____
(signature of agent) (date)
100 BERKLEY RD # 8 VERONA WI 53593 Date of birth _____
(home address of agent)

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

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

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

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Lazaro		MICHAEL		A.	
Home Address (street/route)	Post Office	City	State	Zip Code	
100 BERKLEY RD # 8		VERONA	WI	53593	
Home Phone Number	Age	Date of Birth	Place of Birth		
608-886-5090	38		I		

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

- Applying for an alcohol beverage license as an individual.
 - A member of a partnership which is making application for an alcohol beverage license.
 - Agent of Fiesta Cancun Authentic Mexican Restaurant
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
OF BELoit, INC
- 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? Since 2001
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
Cuccs	VERONA 1050 N. TRAIL VERONA	2006	PRESENT
MILLER S. SONS.	201 MAIN ST VERONA WI	2002	2006.

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 4 day of MAY, 20 16

[Signature]
(Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 8-21-17



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Wisconsin Department of Revenue

SUPPLEMENTAL QUESTIONNAIRE
FOR AGENTS

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

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

QUESTIONS

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

2. Please describe any previous experience you have had in retail alcohol sales. *WORKING IN THE BUSINESS FOR OVER 10 YEARS*

3. Please state how many other people will be under your supervision and engaged in alcohol beverage business. *APPROX. LIKE 2*

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. *OUR TRAINING IS BASE IN POLICIES AND NO COMMON SENSE.*

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

6. Please describe what other employees will hold licenses to directly dispense alcohol. *OUR EMPLOYEES ~~DO~~ THIS IS REQUIRED & BARTENDER COURSES.*

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. *I WILL BE A FULL TIME THERE.*

8. Please state your intended hours or schedule of being physically present at the licensed premises. Your intended hours should be set out on a daily, weekly or monthly basis as appropriate. Monday to Saturday, from 2:00pm to 8:00pm

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. Yes, I understand.

* 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. Jun. 2011 D.O.I

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

X [Signature]
Agent Signature
Miguel Lazaro
(Print Agent Name)

Subscribed and sworn to before me this 4 day of MAY, 2016.

[Signature]
Notary Public
My commission: exp 8-21-17

X [Signature]
Corporate Officer Signature
(Designate Office)
Lazaro De Vicente
(Print Corporate Officer Name)

Subscribed and sworn to before me this 4 day of MAY, 2016.

[Signature]
Notary Public
My commission: exp 8-17-16

AT-107a: SCHEDULE FOR SUCCESSOR OF AGENT

If there is a change in agent, each club, corporation, or limited liability company who holds a retail permit to sell fermented malt beverages and/or intoxicating liquor must appoint a successor agent pursuant to sec. 125.04(6), Wis. Stats. There is a \$10 change in agent processing fee due with this form. The following questions must be answered by the Agent. The appointment must be signed by the President and Secretary or members of limited liability company. The appointment must be approved by the licensing authority.

Beloit

(Municipality)

Wisconsin

05/02 2016

(Date)

1. Name of agent

Miguel Lazaro

Yes/No

- 2. [X] [] Are you of legal drinking age?
3. [X] [] Have you been a resident of Wisconsin for at least 90 continuous days prior to the date of appointment as agent?
4. [X] [] Have you ever been convicted of a federal law violation?
5. [X] [] Have you ever been convicted of a State law violation?
6. [X] [] Have you ever been convicted of a Local ordinance violation?
7. [X] [] Have you completed the required responsible beverage server program per sec. 125.04(5)(a)5, Wis. Stats.?

UNDER PENALTY OF LAW, I declare that all of the above information is true and correct to the best of my knowledge and belief.

[Signature of Agent]

* 100 BERKLEY RD #8 VERONA WI 53898

(Signature of Agent)

(Address)

SUCCESSOR AGENT

The undersigned appoints

Miguel Lazaro

as agent

In accordance with sec. 125.04(6), Wis. Stats.

Name of Permittee

Lazaro De Vicente

Date

05/02 / 2016

By

[Signature of President/Member]

(Signature of President/Member)

(Signature of Secretary/Member)

I hereby accept appointment as agent for

Fiesta Cancun Authentic Mexican Restaurant

and assume

full responsibility of the conduct of the business relative to fermented malt beverages and intoxicating liquors.

of Beloit, Inc.

Date

05/02 / 2016

[Signature of Agent]

(Signature of Agent)

THE AGENT APPOINTED ABOVE MUST BE APPROVED BY THE LICENSING AUTHORITY TO BE EFFECTIVE. (See sec. 125.04(6), Wis. Stats.)

WI 20 (Municipality) (Date)

(Signature of Official)

(Title)



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: **REFER TO ABLCC.** Application for a Class “B” Beer and “Class B” Liquor License for Wisco Kitchen, LLC, d/b/a Wisco Kitchen located at 302 State Street, Jacqueline S. Gennett (Agent) for the license period July 1, 2016 to June 30, 2017.

Date: May 16, 2016

Presenter(s): Lorena Rae Stottler

Department: City Clerk

Overview/Background Information:

Jacqueline S. Gennett is making application to establish her business to be located at 302 State Street (former Eagles Club) to be known as Wisco Kitchen
Upon referral to ABLCC, recommendation and approval of the City Council to grant Jacqueline S. Gennett a Class “B” Beer and “Class B” Liquor License for the license period July 1, 2016 to June 30, 2017.

Key Issues (maximum of 5):

1. The Clerk has received a completed application, an auxiliary questionnaire, we are waiting for the supplemental questionnaire for agent, and she has initiated the appropriate steps accordingly. She is waiting on the state for her seller's permit, but has applied. A lease will be furnished from Haynes Properties LLC.
2. This is a referral to ABLCC only at this time and will be presented at their June 14th meeting.
3. Upon recommendation, this will return to the City Council on June 20, 2016 for a decision.
4. Should the council vote in favor of the issuing of this license, the clerk will execute proper requests for inspections prior to issuing license.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.): Taking action regarding this license conforms to the City's Strategic Plan by encouraging economic development in the entrepreneurial community while applying sound, sustainable practices to promote high quality development.

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

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

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

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

Attachments: Original Alcohol Beverage Retail License Application, Schedule of Appointment of Agent,.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 7-1 20 16 ;
ending 6-30 20 2017

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

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

Applicant's WI Seller's Permit No.:		FEIN Number:	
LICENSE REQUESTED			
TYPE		FEE	
<input type="checkbox"/> Class A beer		\$	
<input checked="" type="checkbox"/> Class B beer		\$	
<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 - 8/4/16</u>
TOTAL FEE		\$	

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

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

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Wisco Kitchen, LLC

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

Title	Name	Home Address	Post Office & Zip Code
President/Member	Partner <u>Jacqueline Gennett</u>	<u>W8473 Smock Valley Rd</u>	<u>Monroe, WI 53516</u>
Vice President/Member	Partner <u>Richard Holbaczewski</u>	<u>W8473 Smock Valley Rd</u>	<u>Monroe, WI 53516</u>
Secretary/Member			
Treasurer/Member			
Agent	<u>Jacqueline S. Gennett</u>		
Directors/Managers			

3. Trade Name Wisco Kitchen Business Phone Number 608-966-1128
4. Address of Premises 302 State Street Post Office & Zip Code Beloit, WI 53511

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 3-3-16 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.) 1st floor, 2nd floor, 302 State Street

10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? Eagles Club
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 4th day of March, 20 16

Jelena J. Adams
(Clerk/Notary Public)
My commission expires 10-12-19

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>3-4-16</u>	Date reported to council/board <u>3-21-16</u>	Date provisional license issued _____	Signature of Clerk / Deputy Clerk
Date license granted _____	Date license issued _____	License number issued _____	

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Gennett Jacqueline		S			
Home Address (street/route)	Post Office	City	State	Zip Code	
W 8473 Smock Valley Rd	Momroc	Momroc	WI	53566	
Home Phone Number	Age	Date of Birth	Place of Birth		
608-966-1128			Berwyn IL		

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

- Applying for an alcohol beverage license as an individual.
 - A member of a partnership which is making application for an alcohol beverage license.
 - _____ of WiscaKitchen, 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? 9 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? Bushnell Pecks 328 State Beloit WI 53511 Yes No
If yes, identify. (Name, Location and Type of License/Permit) class beer
class liquor
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
CCC Info Services	444 Merchandise Mart Chicago IL	10/98	10/2006
Symbility Solutions	Toronto, Ontario, Canada	10/2007	4/2008

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 4th day of March, 20 16
Jelen J. Ahrens
(Clerk/Notary Public)
My commission expires 10-12-19

[Signature]
(Signature of Named Individual)



Printed on Recycled Paper

**AUXILIARY QUESTIONNAIRE
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Richard Horbaczewski		Joseph			
Home Address (street/route)	Post Office	City	State	Zip Code	
W8473 Smoak Valley Rd	Monroe	Monroe	WI	53566	
Home Phone Number	Age	Date of Birth	Place of Birth		
608-966-1128			Chicago, IL		

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

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

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

- How long have you continuously resided in Wisconsin prior to this date? 12 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. Bushel & Peck's, Beloit, WI 53511 Class B beer
(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. Class B liquor
(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
CAEL	Chicago IL	2004	2005
AVANT	Naperville, IL	1998	2002

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 _____ day of _____, 20____
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires _____



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

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of WiscoKitchen, 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 WiscoKitchen
(trade name)

located at 302 State St Beloit, WI 53511

appoints Jacqueline Gennett
(name of appointed agent)
W8473 Smock Valley Road Monroe, WI 53564
(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).
Jacqueline Gennett & Richard Horbaczewski, DBA Bustal & Peck's Beloit, WI

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? 9 years

Place of residence last year W8473 Smock Valley Rd Monroe WI

For: _____
(name of corporation/organization/limited liability company)
By: [Signature]
(signature of Officer/Member/Manager)
And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Jackie Gennett
(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] Agent's age _____
(signature of agent)
W8473 Smock Valley Rd Monroe WI Date of birth _____
(home address of agent)

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

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

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

ALCOHOL LICENSE RELINQUISHMENT

Date: 10-05-2015

Business Name: FRATERAL ORDER OF EAGLES

Address of Business: 302 STATE STREET

Name of Owner(s): FRATERAL ORDER OF EAGLES

As owner/owners of the above named business, I/we agree to relinquish the alcohol license to: HAYNES PROPERTIES, LLC

upon the Beloit City Council granting the same.

BWA
Signature of Owner

Robert Hamilton
Signature of Owner
GRAND MASTER AGENT FOR F.O.E.

Return to:
Beloit City Clerk
100 State Street
Beloit, WI 53511

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Addendum No. 1 to Kadlec Drive Condominium Plat (2660 Kadlec Drive) – Council Referral to the Plan Commission

Date: May 16, 2016

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Harris & Associates, on behalf of DMW Development, has submitted the attached Condo Plat, which is officially known as Addendum No. 1 to Kadlec Drive Condominium Plat, for the property located at 2660 Kadlec Drive.

Key Issues (maximum of 5):

- The proposed Condo Plat includes the construction of 42 additional units in 5 additional buildings to complete the Kadlec Drive Condominium project.
- This project was originally approved and zoned as a Planned Unit Development (PUD) in 2006, and the PUD Resolution authorizes up to 48 condo units.
- In 2007, the developer obtained approval of a Condo Plat for 36 units. The developer constructed the first 6-unit condo building before discontinuing this development during the recession.

Conformance to Strategic Plan:

- 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 May 18, 2016 meeting.
- This item will most likely return to the City Council for possible action on June 6, 2016.

Fiscal Note/Budget Impact: N/A

Attachments: Proposed Plat, Approved 2007 Plat, and Application.

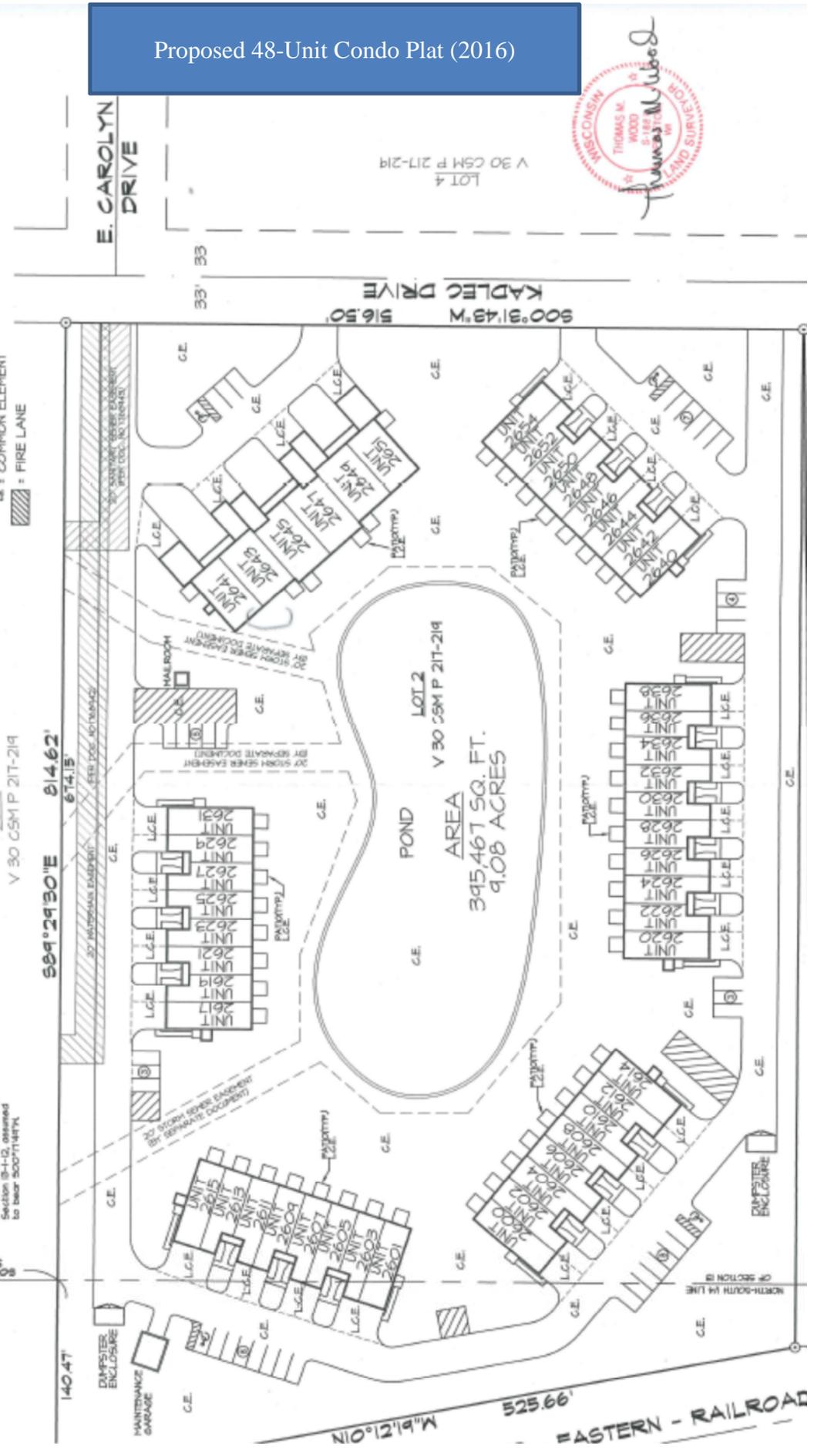
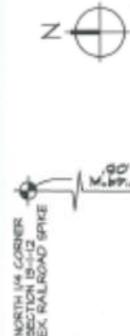
Proposed 48-Unit Condo Plat (2016)



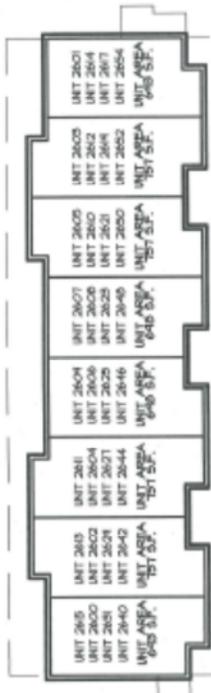
ADDENDUM NO. 1 TO
KADLEC DRIVE CONDOMINIUM
 ALL OF LOT TWO (2), VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGES 217-219, AS
 DOCUMENT NO. 1785584, SECTION 13, T1N, R12E, CITY OF BELoit, ROCK COUNTY, WISCONSIN.

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

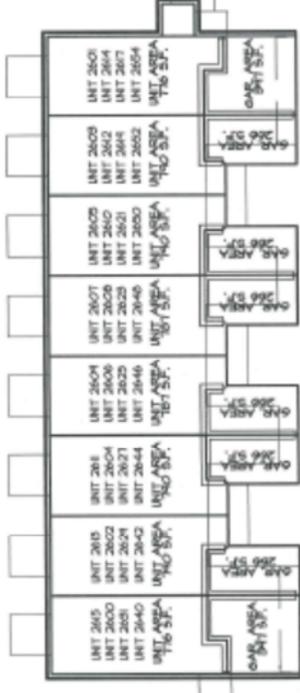
Drawings are referenced to
 the North-South 1/4 Line of
 Section 13-1-12, obtained
 to bear S00°11'41"N.



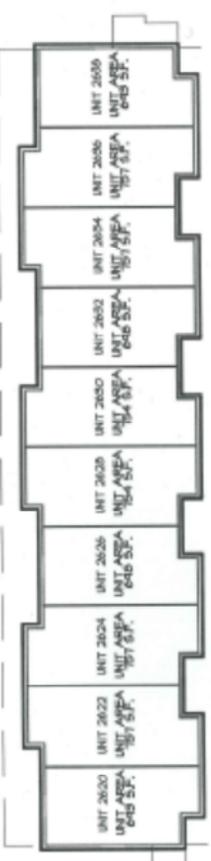
APPENDUM NO. 1 TO
KADLEC DRIVE CONDOMINIUM
 ALL OF LOT 1940 (2), VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGES 317-319, AS
 DOCUMENT NO. 1165564, SECTION 15, T1N, R22E, CITY OF BELLOIT, ROCK COUNTY, WISCONSIN.



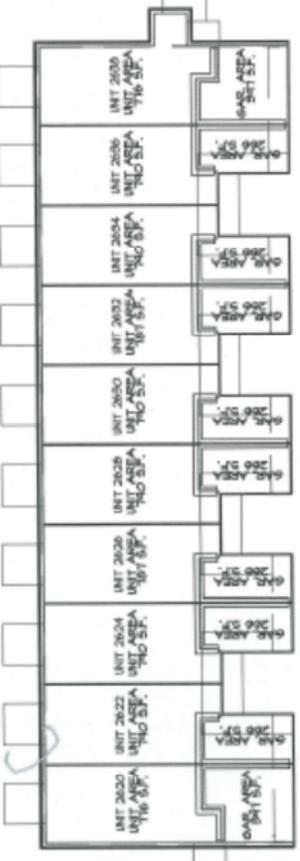
8-UNIT SECOND FLOOR PLAN
 N.T.S.



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



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



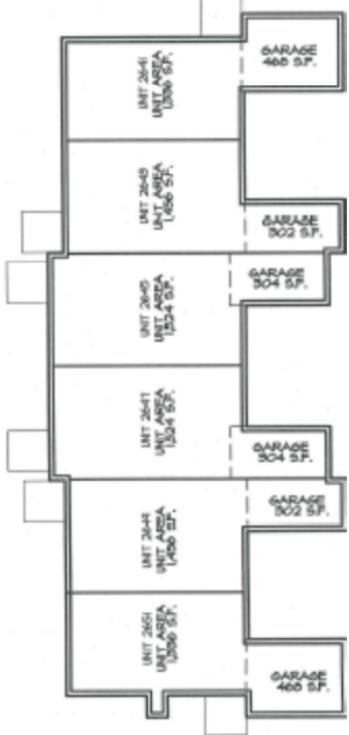
10-UNIT FIRST FLOOR PLAN
 N.T.S.



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

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

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



CITY of BELOIT

Neighborhood Planning Division

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

Application for a Final Subdivision or Condominium Plat

(Please Type or Print)

File Number: FS-2016-01

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

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

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

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

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

**APPOINTMENT REVIEW COMMITTEE
REPORT TO CITY COUNCIL
APPOINTMENT RECOMMENDATION**

The undersigned David F. Luebke, duly elected President of the Beloit City Council, subject to confirmation by the Beloit City Council, does hereby appoint the following citizen members to the vacancies and terms indicated below, said appointments being pursuant to nominations made and approved by the Appointment Review Committee at the Regular meeting held May 9, 2016:

David F. Luebke, President, Beloit City Council

Appointments

Board of Appeals

Incumbent **Merlin Bussan** to a term ending May31, 2019
Incumbent **John Schroer** to a term ending May31, 2019
Incumbent **Carolyn H. Hansen** to a term ending May31, 2019
John P. Petersen, 2387 Turnberry Dr. (2nd Alternate) to a term ending May 31, 2018

Business Improvement District (Downtown Beloit Association)

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

Park, Recreation & Conservation Advisory Commission

Isaac DeForest-Davis, 748 Harrison Ave. (Youth Representative) to a term ending September 30, 2016
Kristin Loehr, 1804 Oakwood Ave. (replacing Mark Preuschl) to a term ending September 30, 2016

Plan Commission

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

Police and Fire Commission

Ralph Berkley, 1210 Partridge Ave. (replacing Martin Densch) to a term ending April 30, 2021
Will be taken up at the Special Meeting at 6:00pm May 16, 2016 in the City Manager's 4th Floor Conf Room

PLEASE ANNOUNCE THE FOLLOWING VACANCIES

Alcohol Beverage License Control Committee (1 vacancy for Tavern League Rep.)
Appointment Review Committee
Board of Appeals
Board of Review
Equal Opportunities Commission
Municipal Golf Committee (1 vacancy for youth representative)
Municipal Library Board
Park, Recreation & Conservation Advisory Commission
Plan Commission

**RESOLUTION AUTHORIZING A NEW FEE,
CHARGE, AND RATE AT KRUEGER MUNICIPAL POOL,
OPERATED BY THE CITY OF БЕЛОIT, WISCONSIN**

WHEREAS, the City of Beloit has the authority to establish reasonable fees for services provided for costs incurred in the administration of government; and

WHEREAS, the Municipal Code provides that fees shall be established by City Council resolution; and

WHEREAS, the City annually reviews municipal fees, charges, and rates related to costs and services provided by the city; and

WHEREAS, the City manages numerous enterprise operations, mostly related to provision of utility services, which are either fully or primarily supported through the establishment of user fees necessary to cover related costs for those services; and

WHEREAS, the City Council has determined that all of the fees, charges, and rates set forth hereinafter are reasonable, equitable and necessary to cover the cost of various services included in the 2016 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Beloit hereby approves and adopts the fees as outlined below and that said fees shall remain in full force until again set by the City Council, effective May16, 2016.

SCHEDULE OF FEE CHANGES FOR KRUEGER MUNICIPAL POOL

<u>DESCRIPTION</u>	<u>RATE</u>
Rock County Super Pass	\$10.00 per person

Dated at Beloit, Wisconsin this 16th day of May, 2016.

CITY COUNCIL OF THE CITY OF БЕЛОIT

By _____
David F. Luebke,
Council President

Attest:

Lorena Rae Stottler, City Clerk

CITY OF БЕЛОIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Rock County Super Pass
Date: 5/16/16
Presenter(s): Spencer Waite, Recreation Supervisor

Overview/Background Information:

Rock County Super Pass is an enhancement option to the Krueger Pool Summer Pass. This option allows pass holder access to Beloit (Krueger Municipal Pool), Janesville (Rockport Pool), Evansville (Veteran’s Memorial Pool), and Edgerton (Edgerton Pool) for the cost of \$10.00 per person on top of the regular pool pass price.

Key Issues (maximum of 5):

- 1) Super Pass is considered an incentive program that may promote and increase sales of season passes.
 - 2) Super Pass may generate a spike in attendance numbers while also potentially increasing revenues in the concession stand.
 - 3) Super Pass may create more awareness and public use of Krueger Pool to the surrounding communities.
 - 4) This program was created by National Park and Recreation Association as a way to promote the public interaction in swimming and encourage the use of municipal pool; “Strengthen your success with a Super Pass”.
-

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

Goal would be to offer an additional offering to the Krueger Pool Passes with hope that this could increase revenues for the pool and our concession stand, as well as our attendance numbers. Bring visitors to Beloit and showcase our community as well as Krueger Park.

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:

The Parks and Leisure Services Division recommend accepting the proposed fee option for the Rock County Super Pass

Fiscal Note/Budget Impact:

Projected Revenue per Community: Each community has agreed that an allotment of 50 passes per community could be sold. Based on 50 sales per community at \$10.00 per pass the total increase in revenue would be \$500.00 per community. This does not include the potential increase of sales by patrons utilizing the concession stand while visting.
