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CITY COUNCIL AGENDA

Tuesday, December 7, 2010
7:00 p.m.

1. CALL TO ORDER
 - A. Roll Call
 - B. Invocation
 - C. Pledge of Allegiance
2. MAYOR AND COUNCIL REPORTS
3. STAFF REPORTS
 - A. City Attorney Report
 - B. City Administrator Report
4. PUBLIC COMMENT
5. CONSENT AGENDA
 - A. 11/16/10 City Council Meeting Minutes
 - B. Appropriations 12A
6. ORDINANCES
 - A. Ordinance No. 2083 Increasing Court Costs
 - B. Ordinance No. 2084 Amending Standard Traffic Ordinance
7. RESOLUTIONS
 - A.
8. FORMAL ACTIONS
 - A. Banking Services Bid
 - B. New Pool Facilitator Selection
 - C. Sale of Land to Norb Kohler
 - D. Cereal Malt Beverage Licenses
 - E. Social Media Policy
 - F. North Campus Strategic Planning.

9. CLOSED SESSION
 - A. Attorney-Client Privileged Information
10. ADJOURNMENT

WORK SESSION AGENDA

1. CORRESPONDENCE AND STAFF REPORTS
 - A. City Attorney Report
 - B. City Administrator Report
2. DISCUSSION ITEMS
 - A. North Campus Education Building
3. ADJOURNMENT

NOTE: Background information is available for review in the office of the City Clerk prior to the meeting.

The Public Comment section is to allow members of the public to address the Council on matters pertaining to any business within the scope of Council authority and not appearing on the Agenda. Kansas Statutes prohibit the Council from taking action on any item not appearing on the Agenda, except where an emergency is determined to exist.

DRAFT
BELOIT CITY COUNCIL MEETING MINUTES
November 16, 2010

The Beloit City Council met in regular session on November 16, 2010 in the Council Chambers. Mayor Rebecca Koster called the meeting to order at 7:00 p.m. City Council members in attendance were Frank Delka, Matt Otte, Tom Naasz Pat Struble, James Crowley, Rick Brown, Bob Richard, and Denis Shumate. Also present were Attorney Brenon Odle, and City Clerk Kerry Benson, and City Administrator Glenn Rodden. City Attorney Harry Gantenbein was absent.

Department heads in attendance were Lynn Miller, Lloyd Littrell, Chris Jones, Mike Haeffele and Dave Elam.

Mayor Koster gave the invocation and the Pledge of Allegiance was recited.

Mayor Koster thanked Councilor Struble for running the last council meeting. She also wished everyone a Happy Thanksgiving.

Councilor Pat Struble congratulated the Beloit High football team on their recent win and next step in the state playoffs. Councilor Brown also congratulated the football team. He also inquired about the traffic flow at the Westwind Plaza parking lot as he has received many phone calls regarding this due to the construction on K-14. Sergeant Dave Elam explained that this was a private parking lot and not a thoroughfare and using it as such is illegal. There will be news articles released to explain the proper traffic flow and the consequences of not following the proper channels. Mr. Brown also commented that the Isle of Lights is going well and it will be open to the public next week. He thanked all those involved for their hard work.

City Administrator Rodden reported on the following items: 1. In 2005/2006 there was a contract with Wilson & Company to do some design work for a cooling tower. Two-thirds of the project plans were completed with payment corresponding. However, the project was dropped but for reasons unknown. Staff is investigating as to why and are trying to locate the contract as Wilson & Company is also trying to do. 2. The library board is ready to move forward with the library project and will be working with the city on an agreement in the near future. 3. Glenn inquired as to how the governing body would like to proceed with a task force for the North Campus planning. It was the consensus that the governing body, key community members and citizens be involved on the task force. They would like to keep the cost at a maximum of \$10,000. 4. The State of Kansas will be training staff tomorrow morning on the Energy Efficiency Program. They will then be available to the general public during the noon hour to review the program. 5. The Wellness Center parking lot is done and in use. 6. Work continues on applications for funding water projects.

David Chase expressed his concern regarding the road behind the hospital being used as a thoroughfare in addition to their parking lot being used as such. These are not thoroughfares and the public should be aware of this. Mr. Chase would like the governing

body to consider putting an internal task force together for the North Campus as opposed to an external one.

The Consent Agenda consisted of November 2, 2010 Council Meeting Minutes and Appropriations 11B. A motion was made by Councilor Richard and seconded by Councilor Struble to approve the Consent Agenda in its entirety. Roll call vote: Yeas: Crowley, Brown, Struble, Delka, Richard, Naasz, Otte, and Shumate. Nays: None.

Resolution No. 24-2010 Setting a Public Hearing for an Unfit Structure located at 316 and 320 W 3rd was passed on a motion by Councilor Shumate seconded by Councilor Otte. Mr. Amerine, the owner of the property has been properly notified of the procedures associated with condemning a structure. Roll call vote: Yeas: Crowley, Brown, Struble, Delka, Richard, Naasz, Otte, and Shumate. Nays: None.

Staff is recommending that the following members be appointed to the new pool committee: Karen Pahls, Lisa Dunstan, Terri Engelbert, Erin Stewart, Jen Scheck, Heather File, Sheila Thompson, Heather Johnson, Jeff Bates, Lisa Thompson, and Dana Cheney. A motion was made by Councilor Delka seconded by Councilor Brown to approve the recommended appointments. Motion carried 8-0.

Quotes were recently solicited for parts for the fuel block of engine #6. Lloyd Littrell is recommending that the quote from NRG Energy Services, Inc. in the amount of \$10,203.59 be approved. A motion was made by Councilor Otte seconded by Councilor Struble to approve the NRG Energy Services, Inc. quote. Motion carried 8-0.

Director of Finance/City Clerk, Kerry Benson submitted her resignation to accept the City Clerk position in Clay Center. A motion was made by Councilor Crowley seconded by Councilor Brown to regretfully accept the resignation. Motion carried 7-1. Councilor Otte voted nay. Mayor Koster, Administrator Rodden, Tom Naasz, Denis Shumate and Matt Otte will be on the interview committee to conduct the interviews for the position of Director of Finance/City Clerk.

Councilor Naasz made a motion and Councilor Brown seconded that motion to approve the lease agreement with USD 273 for the education building at the North Campus. The lease is for a period of 18 months with an annual payment \$31,000. Staff has determined that this should cover the majority of the cost of utilities for this time period. Parks and Recreation Director, Lynn Miller indicated that there was some work that needed to be done prior to the district taking possession on January 1. Motion carried 7-1. Councilor Shumate voted nay.

A motion was made by Councilor Shumate seconded by Councilor Crowley for a Closed Session for Preliminary Consideration of Specific Personnel Matter of Non-Elected Personnel consisting of the Governing Body, City Administrator Rodden and Attorney Odle for 15 minutes. Motion passed 8-0. Starting time began at 8:02 p.m. ended at 8:17 p.m. No motions or decisions were made.

A motion was made by Councilor Richard and seconded by Councilor Struble to adjourn the Council Meeting. Motion passed 8-0. The meeting ended at 8:20 p.m.

The work session began at 8:21 p.m. Present were Councilors Brown, Delka, Struble, Richard, Crowley, Naasz, Shumate, and Otte. Also present were City Administrator Rodden, Attorney Brenon Odle and City Clerk Kerry Benson.

Department heads in attendance were Lynn Miller.

Correspondence and staff reports included the November Community Development report and the October Library meeting minutes.

There were no items for discussion in the work session.

The work session adjourned at 8:24 p.m.

REBECCA KOSTER, Mayor

ATTEST:

KERRY BENSON, Director of Finance/City Clerk

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name		Pay#	Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order			Description				Debit	Credit
1721 A-B BUILDERS										
44277	12/09/2010	12/09/2010	242.10	982473	road gravel	11/09/2010	5036		242.10	Posted 0.00
6 ABRAM READY-MIX										
44325	12/09/2010	12/09/2010	375.76	4800	Curb & gutter for Chestnut St.	11/11/2010	4604		375.76	Posted 0.00
44333	12/09/2010	12/09/2010	545.10	4808	27% rock & flowable fill	11/10/2010	5042		545.10	Posted 0.00
44334	12/09/2010	12/09/2010	5,523.62		#4696 33% rock & flowable fill	11/17/2010	5033		506.63	Posted 0.00
					#4693 flowable fill				1,122.25	0.00
					#4687 flowable fill				1,750.71	0.00
					#4683 27% rock				128.33	0.00
					#4674 flowable fill				224.45	0.00
					#4524 curb & gutter				117.43	0.00
					#4457 27% rock				1,673.82	0.00
									5,523.62	0.00
44410	12/09/2010	12/09/2010	868.95		4883 curb & gutter	12/02/2010	4627		540.16	Posted 0.00
					4867 curb & gutter				328.79	0.00
									868.95	0.00
44411	12/09/2010	12/09/2010	452.11		#4848 flowable fill	12/01/2010	5440		359.12	Posted 0.00
					#4865 27% rock				92.99	0.00
									452.11	0.00
9 ACKERMAN SUPPLY										
44339	12/09/2010	12/09/2010	214.62		#200890 coats	11/23/2010	4715		129.98	Posted 0.00
					#200346 salt block				84.64	0.00
									214.62	0.00
11 ADVANCE INSURANCE COMPANY										
44402	12/09/2010	12/09/2010	771.68		December 2010 Premium	12/01/2010	5401		771.68	Posted 0.00
767 AIRGAS MID SOUTH INC										
44279	12/09/2010	12/09/2010	60.32	1066277583	Argon	10/25/2010	5040		60.32	Posted 0.00
44282	12/09/2010	12/09/2010	265.09	106325503	3 bottles nitrogen & 1 bottle acetylene	11/12/2010	5120		265.09	Posted 0.00
44311	12/09/2010	12/09/2010	52.00	106311745	gloves	11/16/2010	4599		52.00	Posted 0.00
44342	12/09/2010	12/09/2010	52.00	169309-00	8 pair leather gloves	11/02/2010	4714		52.00	Posted 0.00
27 ALSOP SAND AND GRAVEL										
44278	12/09/2010	12/09/2010	290.52		394855 gravel	11/17/2010	5037		146.34	Posted 0.00
					400105 gravel				144.18	0.00
									290.52	0.00
44430	12/09/2010	12/09/2010	145.80		#400377 Sand & gravel	11/30/2010	5395		73.17	Posted 0.00
					#400391 Sand & gravel				72.63	0.00
									145.80	0.00
2258 AMERICAN LAW ENFORCEMENT RADAR & TRAININ										
44437	12/09/2010	12/09/2010	220.00	003896	Radar certification	10/13/2010	5266		220.00	Posted 0.00
1085 AMERICAN RED CROSS										
44369	12/09/2010	12/09/2010	165.00	974479	CPR & Babysitting class	11/01/2007	4729		165.00	Posted 0.00
813 AMERIPRIDE LINEN SERVICES										
44326	12/09/2010	12/09/2010	60.65	T732247	Red rags & rugs	11/18/2010	04603		60.65	Posted 0.00
44371	12/09/2010	12/09/2010	94.95	1066739	Work Jeans for Pat Kruse	11/04/2010	4608		94.95	Posted 0.00

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Description</u>	<u>Date</u>	<u>Status</u>
		<u>Account#</u>	<u>Work Order</u>							<u>Debit</u>	<u>Credit</u>
813	AMERIPRIDE LINEN SERVICES (continued)										
44412		53-43-3000	12/09/2010	12/09/2010	204.20		12/01/2010	5426			Posted
		53-43-3000				#T734600			Cleaning service	65.75	0.00
		53-43-3000				#T732254			Cleaning service	46.15	0.00
		53-43-3000				#T729868			Cleaning service	46.15	0.00
		53-43-3000				#T727524			Cleaning service	46.15	0.00
										204.20	0.00
2253	SHELLI ANDERSON										
44399		10-11-5800	12/09/2010	12/09/2010	12.00		09/17/2010	5388	Hyatt Hotel parking reimbursment	12.00	Posted 0.00
47	CHARLES AXTELL										
44312		53-41-3000	12/09/2010	12/09/2010	90.00		11/15/2010	5104	reimbursment for work boots	90.00	Posted 0.00
1348	BARNES DISTRIBUTION										
44286		53-43-6000	12/09/2010	12/09/2010	102.44	2568504001	10/27/2010	5041	windshield washer concentrate	102.44	Posted 0.00
44296		53-41-7440	12/09/2010	12/09/2010	117.20	2625244001	11/17/2010	5112	24 PAIR SAFETY GLASSES	117.20	Posted 0.00
2246	BELOIT K-18 BASEBALL										
44337		10-11-6000	12/09/2010	12/09/2010	25.00		11/23/2010	5296	Bill Foreman Mermorial	25.00	Posted 0.00
88	BLUE CROSS & BLUE SHIELD INSURANCE										
44403		21-00-2100	12/09/2010	12/09/2010	52,001.26		12/01/2010	5402	Health Insurance Dec 2010 Premium	52,001.26	Posted 0.00
2255	RICK BROWN										
44396		10-11-6000	12/09/2010	12/09/2010	25.00		12/01/2010	5297	Mermorial for Terry Dean Brown	25.00	Posted 0.00
2252	CDW-G										
44388		10-11-6110	12/09/2010	12/09/2010	249.25	VPV2279	11/18/2010	5381	MS office Home & Business	249.25	Posted 0.00
142	CHAMBER OF COMMERCE										
44394		10-11-5410	12/09/2010	12/09/2010	870.00	1069	12/01/2010	5387	2011 MEMBERSHIP DUES	870.00	Posted 0.00
2251	GEORGE CHAPMAN										
44386		10-18-7310	12/09/2010	12/09/2010	100.00		11/30/2010	04728	Pine Wilt Rebate	100.00	Posted 0.00
137	LORAN CHISM										
44398		51-41-2911	12/09/2010	12/09/2010	90.00		12/01/2010	5068	Boot Reimbursement	90.00	Posted 0.00
2219	CITY OF BELOIT-REIMBURSMENT										
44295		30-00-6150	12/09/2010	12/09/2010	4,168.98		11/17/2010	5311	MEADOWLARK LANE ASSESSMENT	4,168.98	Posted 0.00
1601	COLE PALMER INSTRUMENT CO										
44284		52-41-7490	12/09/2010	12/09/2010	680.01	7634185	11/15/2010	5061	Master flex pump, head assy & tubing	680.01	Posted 0.00
44291		51-41-4360	12/09/2010	12/09/2010	66.18	7628487	11/09/2010	5058	50' OF 14" CHEMICAL FEED TUBING	66.18	Posted 0.00
158	COMPUTER SOLUTIONS INC										
44287		53-43-6000	12/09/2010	12/09/2010	70.00	130850	11/15/2010	5046	2 BLACK INK CARTRIDGES	70.00	Posted 0.00
44306		10-13-3360	12/09/2010	12/09/2010	52.50	130693	11/08/2010	5248	Labor charge, Norton backup exec.	52.50	Posted 0.00
44370		10-15-6110	12/09/2010	12/09/2010	37.00	131159	11/23/2010	4609	Black Ink Cartridge	37.00	Posted 0.00
44391		10-13-6110	12/09/2010	12/09/2010	153.00	130926	11/16/2010	5259	KYOCERA CYAN TONER	153.00	Posted 0.00
2152	CONSTELLATION NEW ENERGYGAS DIVISION										
44360		10-18-6210	12/09/2010	12/09/2010	387.35	2374000	11/24/2010	4719	NORTH CAMPUS GAS BILL	387.35	Posted 0.00

Accounts Payable Detail Listing

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<u>Vend#</u>		<u>Vendor Name</u>									
<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>	<u>Debit</u>	<u>Credit</u>	
	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>							
1358 CUNNINGHAM TELEPHONE & CABLE CO (continued)											
44420	12/09/2010	12/09/2010	31.68	13611	12/01/2010	5520		Posted			
	10-21-5310			Pool phone bill			31.68		31.68	0.00	
44421	12/09/2010	12/09/2010	163.63	13610	12/01/2010	5519		Posted			
	10-22-5310			Airport phone bill			163.63		163.63	0.00	
44422	12/09/2010	12/09/2010	94.80	13609	12/01/2010	5518		Posted			
	53-43-5310			Systems phone bill			47.40		47.40	0.00	
	52-43-5310			Systems phone bill			33.18		33.18	0.00	
	51-43-5310			Systems phone bill			14.22		14.22	0.00	
							<u>94.80</u>			<u>0.00</u>	
44423	12/09/2010	12/09/2010	190.78	13094	12/01/2010	5517		Posted			
	10-18-5310			Parks & Rec phone bill			190.78		190.78	0.00	
44424	12/09/2010	12/09/2010	199.89	12754	12/01/2010	5516		Posted			
	53-41-5310			Plant phone bills			119.93		119.93	0.00	
	51-41-5310			Plant phone bills			79.96		79.96	0.00	
							<u>199.89</u>			<u>0.00</u>	
44425	12/09/2010	12/09/2010	59.86	12334	12/01/2010	5515		Posted			
	10-14-5310			Fire dept phone bill			59.86		59.86	0.00	
44426	12/09/2010	12/09/2010	58.06	3362	12/01/2010	5514		Posted			
	10-15-5310			Street dept phone bill			58.06		58.06	0.00	
44427	12/09/2010	12/09/2010	198.68	11856	12/01/2010	5513		Posted			
	10-13-5310			Police dept phone bill			198.68		198.68	0.00	
44428	12/09/2010	12/09/2010	232.49	11854	12/01/2010	5512		Posted			
	10-11-5310			Admin phone bill			232.49		232.49	0.00	
2254 ROBERT DRAKE											
44397	12/09/2010	12/09/2010	220.00		12/01/2010	5273		Posted			
	10-12-3320			Restitution for Case #201000240			220.00		220.00	0.00	
1223 EXCEL SECURITY SYSTEMS											
44290	12/09/2010	12/09/2010	119.88	2359	11/15/2010	5368		Posted			
	10-11-3360			MONITORING CONTRACT FOR ALARM S			119.88		119.88	0.00	
556 FARMERS AND MERCHANTS BANK											
44300	12/09/2010	12/09/2010	24,904.60	WAPABL1011	11/16/2010	5109		Posted			
	53-41-6220			WAPA HYDRO POWER SUPPLY PROJEI			24,904.60		24,904.60	0.00	
222 FARMWAY COOP											
44406	12/09/2010	12/09/2010	189.84		12/01/2010	4615		Posted			
	25-00-6260			#027458 Clear Diesel			32.84		32.84	0.00	
	25-00-6260			#027483 Clear Diesel			157.00		157.00	0.00	
							<u>189.84</u>			<u>0.00</u>	
314 FBI-LEEDA											
44435	12/09/2010	12/09/2010	50.00		12/01/2010	5263		Posted			
	10-13-5410			2011 Dues for FBI membership			50.00		50.00	0.00	
1838 FINNEY MACHINE INC											
44281	12/09/2010	12/09/2010	14,544.00	8187	11/07/2010	5117		Posted			
	53-41-4360			Cam lobes/gear hub & machining shafts &			14,544.00		14,544.00	0.00	
387 FLEX ONE-AFLAC											
44381	12/09/2010	12/09/2010	115.00	430248ER	11/15/2010	5373		Posted			
	10-11-3000			AFLAC Plan, Flex Benefits			115.00		115.00	0.00	
236 FOUTS INSURANCE AGENCY INC.											
44364	12/09/2010	12/09/2010	183.00	132488	11/24/2010	5372		Posted			
	10-13-5220			INSURANCE FOR CROWN VIC			183.00		183.00	0.00	
249 GANTENBEIN AND ODLE											
44303	12/09/2010	12/09/2010	7,841.14		11/17/2010	5361		Posted			
	10-12-3000			#12041 GENERAL			39.02		39.02	0.00	
	30-00-3000			#12040 AIRPORT			637.50		637.50	0.00	
	10-11-3000			#12039 ADMIN			7,164.62		7,164.62	0.00	
							<u>7,841.14</u>			<u>0.00</u>	
265 GREAT PLAINS LANDSCAPE											
44343	12/09/2010	12/09/2010	15.95	7143	10/27/2010	4712		Posted			
	10-17-6800			Althea-replacment			15.95		15.95	0.00	

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City of Beloit

Vend# Vendor Name		Pay#	Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order			Description				Debit	Credit
305 HISEROTE TRASH SERVICE (continued)										
44440	12/09/2010	12/09/2010		515.00			11/30/2010	5524		Posted
	10-17-3000				TRASH REMOVAL				240.00	0.00
	25-00-7490				TRASH REMOVAL				85.00	0.00
	51-41-3000				TRASH REMOVAL				35.00	0.00
	53-43-4300				TRASH REMOVAL				40.00	0.00
	10-11-3000				TRASH REMOVAL				55.00	0.00
	10-13-3000				TRASH REMOVAL				25.00	0.00
	10-20-3000				TRASH REMOVAL				35.00	0.00
									515.00	0.00
307 ROBERT HOLWAY										
44275	12/09/2010	12/09/2010		90.00			11/22/2010	5418		Posted
	51-43-2911				Reimbursement for boots for Sheplers				90.00	0.00
2111 HOMMAN ELECTRONICS										
44308	12/09/2010	12/09/2010		1,644.25			11/04/2010	5246		Posted
	10-13-4340				#3737 Remove police equipment from #3 \				160.00	0.00
	10-13-4340				#3749 Install police equipment into new ca				1,484.25	0.00
									1,644.25	0.00
322 INDEPENDENT SALT CO										
44431	12/09/2010	12/09/2010		255.56	0079084		11/29/2010	4628		Posted
	25-00-6160				Salt				255.56	0.00
1922 JNT COMPANY LLC										
44316	12/09/2010	12/09/2010		250.00	186		11/15/2010	5357		Posted
	10-11-3000				November hosting fee				250.00	0.00
350 KANSAS DEPT HEALTH & ENVIRO-TANKS										
44321	12/09/2010	12/09/2010		50.00			11/22/2010	5118		Posted
	53-41-6700				2011 AST Annual registration				50.00	0.00
251 KANSAS GAS SERVICE										
44441	12/09/2010	12/09/2010		58.78	2007742 27		12/01/2010	5523		Posted
	53-43-6210				502 E 12th Bldg B-Gene Gas				58.78	0.00
44442	12/09/2010	12/09/2010		158.63	1218503 73		12/01/2010	5522		Posted
	53-43-6210				416 E 12th Gas Bill				79.32	0.00
	51-43-6210				416 E 12th Gas Bill				55.52	0.00
	52-43-6210				416 E 12th Gas Bill				23.79	0.00
									158.63	0.00
370 KANSAS ONE CALL SYSTEM INC										
44432	12/09/2010	12/09/2010		46.80	0110154		11/30/2010	5394		Posted
	53-43-3000				NOVEMBER LOCATES				15.60	0.00
	51-43-3000				NOVEMBER LOCATES				15.60	0.00
	52-43-3000				NOVEMBER LOCATES				15.60	0.00
									46.80	0.00
2249 KDHE - STORAGE TANK SECTION										
44383	12/09/2010	12/09/2010		20.00			11/30/2010	4607		Posted
	10-22-6000				Annual registration for fuel storage tanks				20.00	0.00
486 KDHE-BUREAU OF WATER										
44373	12/09/2010	12/09/2010		20.00	14220		11/30/2010	5064		Posted
	52-41-2400				Jim Kelly Certification renewal				20.00	0.00
393 STEVE KRIER										
44417	12/09/2010	12/09/2010		90.00			12/01/2010	5435		Posted
	53-43-2911				boot reimbursment				90.00	0.00
395 KRIZ-DAVIS CO										
44292	12/09/2010	12/09/2010		3.85	s100024174.007		11/10/2010	5114		Posted
	53-41-6000				PHILIPS SPB BULBS				3.85	0.00
44318	12/09/2010	12/09/2010		14.65	24174.006		11/22/2010	5119		Posted
	53-41-6000				38 Philips 6S6 bulbs				14.65	0.00
44319	12/09/2010	12/09/2010		(37.80)	S100082106.001		10/27/2010	5370		Posted
	53-41-6000				Returned 15 F96T12 bulbs dor credit				0.00	37.80

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	<u>Account#</u>	<u>Work Order</u>		<u>Description</u>							
395 KRIZ-DAVIS CO (continued)											
44320	12/09/2010	12/09/2010	1,395.21		11/19/2010	5049		Posted			
	53-43-4390			S100070171.004 BULBS			108.00		108.00	0.00	
	53-43-4390			S100070171.002 BULBS			21.60		21.60	0.00	
	53-43-4390			S100070171.001 COBRA HEADS			440.48		440.48	0.00	
	53-43-4390			S100070171.005 SHORTING CAP			47.30		47.30	0.00	
	53-43-8300			S100080074.001 VINYL/RUBBER TAPE			64.49		64.49	0.00	
	53-43-8300			S100078982.001 DIST DEADENDS			207.09		207.09	0.00	
	53-43-8300			S100091628.001 SHRINK KITS			260.55		260.55	0.00	
	53-43-8300			S100079662.001 DISTRIBUTION TIES			245.70		245.70	0.00	
							<u>1,395.21</u>		<u>1,395.21</u>	<u>0.00</u>	
44382	12/09/2010	12/09/2010	880.96	S100070171.006	11/17/2010	5424		Posted			
	53-43-4390			8 Cobra Headlights			880.96		880.96	0.00	
805 KRONE'S SERVICE CENTER											
44327	12/09/2010	12/09/2010	32.09	4108	11/10/2010	4602		Posted			
	10-15-7450			Wire			32.09		32.09	0.00	
402 LAWSON PRODUCTS INC											
44288	12/09/2010	12/09/2010	403.13		11/10/2010	5050		Posted			
	53-43-6000			9785784 HARDWARE SUPPLIES			145.85		145.85	0.00	
	53-43-6000			9743673 HARDWARE SUPPLIES			257.28		257.28	0.00	
							<u>403.13</u>		<u>403.13</u>	<u>0.00</u>	
44297	12/09/2010	12/09/2010	223.14	9780990	11/09/2010	5111		Posted			
	53-41-7450			BRASS FITTING ASSORTMENT			223.14		223.14	0.00	
44313	12/09/2010	12/09/2010	293.11	9780989	11/15/2010	5105		Posted			
	53-41-6000			Hardware & Silicone supplies			293.11		293.11	0.00	
405 LEAGUE OF KS MUNICIPALITIES											
44392	12/09/2010	12/09/2010	1,608.34	10-2094	11/12/2010	5385		Posted			
	10-11-5410			Membership dues/Kansas Gov. Journal			1,308.34		1,308.34	0.00	
	10-11-6400			Membership dues/Kansas Gov. Journal			300.00		300.00	0.00	
							<u>1,608.34</u>		<u>1,608.34</u>	<u>0.00</u>	
409 LIGHT & WATER UTILITIES											
44389	12/09/2010	12/09/2010	33,018.05		11/30/2010	5384		Posted			
	10-11-6220			ADMIN			1,845.40		1,845.40	0.00	
	10-13-6220			ADMIN			30.10		30.10	0.00	
	10-14-6220			LIGHTS & WATER			233.51		233.51	0.00	
	10-15-6220			LIGHTS & WATER			330.80		330.80	0.00	
	10-18-6220			LIGHTS & WATER			9,697.27		9,697.27	0.00	
	10-20-6220			LIGHTS & WATER			275.97		275.97	0.00	
	10-21-6220			LIGHTS & WATER			10.55		10.55	0.00	
	10-22-6220			LIGHTS & WATER			380.73		380.73	0.00	
	51-41-6220			LIGHTS & WATER			4,498.87		4,498.87	0.00	
	52-41-6220			LIGHTS & WATER			10,908.78		10,908.78	0.00	
	53-41-6220			LIGHTS & WATER			8.43		8.43	0.00	
	53-43-6220			LIGHTS & WATER			548.79		548.79	0.00	
	53-43-6220			LIGHTS & WATER			43.06		43.06	0.00	
	53-43-6220			LIGHTS & WATER			4,086.84		4,086.84	0.00	
	51-43-6220			LIGHTS & WATER			94.50		94.50	0.00	
	52-43-6220			LIGHTS & WATER			11.83		11.83	0.00	
	51-43-6220			LIGHTS & WATER			12.62		12.62	0.00	
							<u>33,018.05</u>		<u>33,018.05</u>	<u>0.00</u>	
2112 LINDE LLC CHARLOTTE NC											
44315	12/09/2010	12/09/2010	427.50	42729290	11/09/2010			Posted			
	51-41-6170			Bulk liquid carbon dioxide			427.50		427.50	0.00	
2069 COLLEEN MCKEON											
44366	12/09/2010	12/09/2010	141.25		11/30/2010	5383		Posted			
	10-18-5800			Mileage for 2010 from log book			119.50		119.50	0.00	
	10-11-5800			Mileage for 2010 from log book			21.75		21.75	0.00	
							<u>141.25</u>		<u>141.25</u>	<u>0.00</u>	
2092 MICHEAL MCLAIN											
44338	12/09/2010	12/09/2010	90.00			4718		Posted			
	10-18-2911			Boot reimbursment from James Clothing			90.00		90.00	0.00	

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1688	MIDWAY MOTORS (continued)							
44268	12/09/2010	12/09/2010	165.12	140949	11/09/2010	5409		Posted
	52-43-4310			Tank for guzzlers			165.12	0.00
467	MITCHELL CO HIGHWAY DEPT							
44323	12/09/2010	12/09/2010	581.76	25756	11/16/2010	4606		Posted
	25-00-6090			Premix asphalt			581.76	0.00
471	MITCHELL COUNTY NOXIOUS WEED DEPT							
44413	12/09/2010	12/09/2010	77.00	2010316	12/01/2010	5432		Posted
	53-43-6170			Pathway			77.00	0.00
470	MITCHELL COUNTY SOLID WASTE							
44269	12/09/2010	12/09/2010	6.00	15017	11/15/2010	5410		Posted
	53-43-6000			Lumber disposal			6.00	0.00
44395	12/09/2010	12/09/2010	8.00	2167	12/01/2010	5073		Posted
	52-41-3000			SCREENINGS DISPOSAL			8.00	0.00
44401	12/09/2010	12/09/2010	20,324.28	12/1/2010		5400		Ck# 65074 Printed
	54-41-3000			TRASH REMOVAL			20,324.28	0.00
44405	12/09/2010	12/09/2010	8.40	15068	12/01/2010	8.40		Posted
	10-15-6000			Dump Fees			8.40	0.00
469	MITCHELL COUNTY TREASURER							
44336	12/09/2010	12/09/2010	4,498.60		11/18/2010	5365		Posted
	10-11-3000			104 E 3rd			48.22	0.00
	10-11-3000			110 E 3rd			43.76	0.00
	10-11-3000			Hwy24			173.34	0.00
	10-11-3000			Meadowlark Lane			5.96	0.00
	10-18-3000			1515 N Walnut			1,679.08	0.00
	10-22-3000			W 8th- Airport			828.94	0.00
	52-41-3000			Land & Sewer Plant			1,594.18	0.00
	52-41-3000			Kennedy-Farmland-Sewer			125.12	0.00
							4,498.60	0.00
44390	12/09/2010	12/09/2010	425.08		11/30/2010	5382		Posted
	10-18-3000			#957 YOUTH CENTER			134.06	0.00
	10-18-3000			#956 YOUTH CENTER			291.02	0.00
							425.08	0.00
476	JOHN ADAM MOSHER							
44419	12/09/2010	12/09/2010	90.00		12/01/2010	5433		Posted
	52-43-2911			boot reimbursment			90.00	0.00
2196	MUNICIPAL CHEMICAL SUPPLY, LLC							
44271	12/09/2010	12/09/2010	2,200.00	157	11/04/2010	5412		Posted
	52-43-8200			Natural lift			2,200.00	0.00
342	MUNICIPAL SUPPLY OF NEBRASKA							
44270	12/09/2010	12/09/2010	846.25		11/19/2010	5411		Posted
	51-43-8100			#0457422 6X13 anchor coupling			67.06	0.00
	51-43-8100			#0457485 6" OS Ford Megalug			423.60	0.00
	51-43-8100			#0457486 6X12.5 SS Repair clamp			237.06	0.00
	51-43-8100			#0457487 6X12.5 SS Repair clamp			118.53	0.00
							846.25	0.00
494	NEBRASKA MUNICIPAL POWER POOL							
44433	12/09/2010	12/09/2010	5,156.00	26275	11/30/2010	5393		Posted
	10-11-3400			CD 2011 & Value Support Plan			5,156.00	0.00
827	NETWORKS PLUS							
44302	12/09/2010	12/09/2010	265.00	84772	11/15/2010	5362		Posted
	10-11-3360			ADMIN SERVICE CONTRACT FOR DEC :			265.00	0.00
44310	12/09/2010	12/09/2010	265.00	84773	11/15/2010	5252		Posted
	10-13-3360			PD Service contract for Dec 2010			265.00	0.00
44404	12/09/2010	12/09/2010	265.00	83991	10/15/2010	5390		Posted
	10-11-3360			Nov 2010 Service Contract			265.00	0.00
44443	12/09/2010	12/09/2010	16.00	84919	11/30/2010	5521		Posted
	10-11-3360			Monthly Spam Filtering			16.00	0.00
2250	NEWTON'S ELECTRIC							
44387	12/09/2010	12/09/2010	210.75	46193	10/26/2010	4610		Posted
	10-22-4300			Switch & brg for electric motor			210.75	0.00

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527	PIERCE ELECTRONICS (continued)									
44272	12/09/2010	12/09/2010	280.00	25079	11/05/2010	5413				Posted
	53-43-3000					Repeater repair for radio			280.00	0.00
44276	12/09/2010	12/09/2010	4,809.98		11/17/2010	5366				Posted
	10-14-7470					#25095 12 Motorola Minitor V w/vibe			4,800.00	0.00
	10-14-7470					#25096 2 Motorola Minitor pager btrys			9.98	0.00
									4,809.98	0.00
44283	12/09/2010	12/09/2010	214.50	25071	11/02/2010	5062				Posted
	51-41-4360					3 smoke/fire alarms			214.50	0.00
44393	12/09/2010	12/09/2010	36.90	25100	11/22/2010	5386				Posted
	10-14-4340					Repair radio antenna			36.90	0.00
2208	PITNEY BOWES									
44289	12/09/2010	12/09/2010	148.00	3848488	11/13/2010	5369				Posted
	10-11-3000					RENTAL CHARGES			148.00	0.00
536	POST MASTER									
44294	12/09/2010	12/09/2010	370.00		11/17/2010	5367				Posted
	10-11-5320					PRESORT FEE RENEWAL			370.00	0.00
2259	PR DIAMOND PRODUCTS, INC									
44436	12/09/2010	12/09/2010	247.00	16589	11/22/2010	4618				Posted
	25-00-6000					diamond blade			247.00	0.00
1263	PRAIRE FIRE COFFEE ROASTERS									
44273	12/09/2010	12/09/2010	37.69	247553	11/12/2010	5414				Posted
	53-43-6000					Coffee			37.69	0.00
44324	12/09/2010	12/09/2010	67.80	247560	11/23/2010	4605				Posted
	10-15-6000					coffee			67.80	0.00
2218	PROFESSIONAL CLEANING SYSTEMS									
44331	12/09/2010	12/09/2010	35.00	63179	11/18/2010	5415				Posted
	52-43-6000					AP1000 trigger gun			35.00	0.00
2248	CONNIE QUILLIN									
44384	12/09/2010	12/09/2010	10.80	9	11/24/2010	5253				Posted
	10-13-2911					Sew on patches on uniforms			10.80	0.00
559	RELIABLE OFFICE SUPPLIES									
44361	12/09/2010	12/09/2010	542.10	YM079200	11/12/2010	5255				Posted
	10-13-6110					OFFICE SUPPLIES			542.10	0.00
2036	GLENN RODDEN									
44301	12/09/2010	12/09/2010	367.00		11/04/2010	5363				Posted
	10-11-5800					MILEAGE 10/9 OVERLAND PARK, 11/4 W			367.00	0.00
2256	JUSTIN RYSER									
44400	12/09/2010	12/09/2010	90.00		12/01/2010	5069				Posted
	52-41-2911					BOOT REIMBURSEMENT			90.00	0.00
586	S & S DRUG STORE									
44317	12/09/2010	12/09/2010	3.23	1063712	10/21/2010	5348				Posted
	10-11-6000					all occasion card			3.23	0.00
44332	12/09/2010	12/09/2010	39.52		11/16/2010	5358				Posted
	10-11-6000					#1070964 Get Well Cards			3.98	0.00
	10-11-6000					#1071621 Sympathy/All Occassion			35.54	0.00
									39.52	0.00
575	SAGE PRODUCTS									
44330	12/09/2010	12/09/2010	246.40	37016	11/17/2010	5419				Posted
	53-43-6000					towels, toilet tissue & shop towels			246.40	0.00
94	SCHENDEL PEST CONTROL									
44274	12/09/2010	12/09/2010	50.00	101103	11/03/2010	5416				Posted
	53-43-3000					Pest Control			50.00	0.00
44416	12/09/2010	12/09/2010	50.00	101201	12/01/2010	5438				Posted
	53-43-3000					Pest control			50.00	0.00
593	SCHNELL & PESTINGER									
44372	12/09/2010	12/09/2010	183.60	58257	11/16/2010	5125				Posted
	53-41-4360					Used Whirlpool Washer			183.60	0.00

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603 SEWELL'S MACHINE SHOP (continued)									
44341	12/09/2010	12/09/2010	48.59	012305	11/04/2010	4716			Posted
	10-18-6170			Acetylene				48.59	0.00
607 SHAMBURG OIL COMPANY									
44407	12/09/2010	12/09/2010	(38.88)	163481	11/28/2010	5391		0.00	Posted 38.88
	53-43-6270			Excise tax credit					
44408	12/09/2010	12/09/2010	459.53		12/01/2010	5439			Posted
	52-43-6270			242316 clear diesel				22.01	0.00
	53-43-6270			243357 clear diesel				98.56	0.00
	53-43-6270			242868 clear diesel				80.08	0.00
	53-43-6270			242327 clear diesel				101.79	0.00
	53-43-6270			241107 clear diesel				103.00	0.00
	51-43-6270			244057 clear diesel				54.09	0.00
								<u>459.53</u>	<u>0.00</u>
44409	12/09/2010	12/09/2010	440.73		12/02/2010	4624			Posted
	25-00-6260			239867 propane				59.78	0.00
	25-00-6260			240445 solvent				108.75	0.00
	10-15-6140			242925 tires				272.20	0.00
								<u>440.73</u>	<u>0.00</u>
628 SOLOMON VALLEY VET HOSPITAL PA									
44434	12/09/2010	12/09/2010	517.62		11/30/2010	5392			Posted
	10-13-3510			#189069 Gunner antibiotics				19.73	0.00
	10-13-3510			#189110 Gunner food				36.89	0.00
	10-11-3500			#189317 Pound Animals				461.00	0.00
								<u>517.62</u>	<u>0.00</u>
109 SPORT SUPPLY GROUP-BSN SPORTS									
44340	12/09/2010	12/09/2010	364.88	93738553	10/29/2010	4717			Posted
	10-17-6800			Sports supplies				364.88	0.00
846 STAN'S PETROLEUM EQUIPMENT INC									
44298	12/09/2010	12/09/2010	190.52	10450	11/12/2010	5108			Posted
	53-41-7450			3 fuel nozzles for gas house				190.52	0.00
643 STANION WHSE ELECTRIC COMPANY									
44329	12/09/2010	12/09/2010	969.54			5420			Posted
	53-43-4390			2806397-01 12- 100 HPS eye bulbs				466.05	0.00
	53-43-4390			2816055-00 24- 250 HPS				503.49	0.00
								<u>969.54</u>	<u>0.00</u>
44415	12/09/2010	12/09/2010	146.88	2810573-01	11/18/2010	5437			Posted
	53-43-8300			Carriage bolts				146.88	0.00
229 SUBWAY OF BELOIT									
44362	12/09/2010	12/09/2010	26.95	111810	11/18/2010	5257			Posted
	10-13-2400			COOKIES-TRAINING MEETING				26.95	0.00
423 SUNNYVIEW CUSTOM DESIGNS									
44378	12/09/2010	12/09/2010	38.88	563033	11/29/2010	5376			Posted
	10-11-2911			City Logo's on shirts for Admin				38.88	0.00
1851 TASER INTERNATIONAL									
44307	12/09/2010	12/09/2010	900.00	1226798	11/04/2010	5247			Posted
	10-13-4330			black/silver units				900.00	0.00
1853 THE CLOSET									
44304	12/09/2010	12/09/2010	714.00		10/21/2010	5359			Posted
	10-13-2911			PD GAME DAY SHIRTS FOR STJHS & Bf				714.00	0.00
1163 THE CONSORTIUM INC									
44368	12/09/2010	12/09/2010	418.50	142634	10/05/2010	5380			Posted
	10-15-3000			Pre-employment Drug Testing				140.00	0.00
	10-13-3000			Pre-employment Drug Testing				70.00	0.00
	10-11-3000			Admin fees & DOT Testing				208.50	0.00
								<u>418.50</u>	<u>0.00</u>
2245 THE PERFECT PAIR									
44322	12/09/2010	12/09/2010	3.24		11/17/2010	5364			Posted
	10-11-6000			Stocker get well				3.24	0.00

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2257 AL THIMMESCH (continued)								
44438	12/09/2010	12/09/2010	150.00		11/15/2010	5262		Posted
	10-13-5410			2010 for KPOA			150.00	0.00
201 THYSSENKRUPP ELEVATOR								
44380	12/09/2010	12/09/2010	342.97	711269	11/30/2010	5374		Posted
	10-11-3000			Elevator Maintenance			342.97	0.00
685 TRUCK PARTS AND EQUIPMENT								
44414	12/09/2010	12/09/2010	186.84	993725	11/29/2010	5438		Posted
	51-43-4310			Door latches			186.84	0.00
1533 ULTRA CLEAN CAR WASH								
44305	12/09/2010	12/09/2010	90.05	82	10/31/2010	5250		Posted
	10-13-4310			CAR WASH FOR OCT 2010			90.05	0.00
1887 UMB BANK-KMEA GRDA FUND								
44293	12/09/2010	12/09/2010	32,564.62	GRDABE1012	11/17/2010	5115		Posted
	53-41-6220			GRDA POWER SUPPLY PROJECT-DEC			32,564.62	0.00
2247 UNIFIRE								
44385	12/09/2010	12/09/2010	194.00	9034606	11/12/2010	5371		Posted
	10-14-4330			Circuit Board for smoke machine			194.00	0.00
704 UNIVAR USA INC								
44285	12/09/2010	12/09/2010	13,574.00	588962	11/08/2010	5056		Posted
	51-41-6170			bulk aluminum sulfate			13,574.00	0.00
822 USA BLUE BOOK								
44374	12/09/2010	12/09/2010	56.33	82073	11/22/2010	5063		Posted
	52-41-4360			Injector pump parts			56.33	0.00
410 UTILITIES								
44367	12/09/2010	12/09/2010	892.99	7346/2467	11/29/2010	5298		Posted
	10-13-6220			City share of Jails			884.09	0.00
	10-13-6220			City share of Jails			8.90	0.00
							892.99	0.00
2067 VERIZON WIRELESS								
44363	12/09/2010	12/09/2010	228.89	2485161987	11/09/2010	5254		Posted
	10-13-5310			WIRELESS BILL			228.89	0.00
44375	12/09/2010	12/09/2010	129.73	2488618272	11/16/2010	5379		Posted
	10-11-5310			Admin/Parks & Rec Wireless			100.32	0.00
	10-18-5310			Admin/Parks & Rec Wireless			29.41	0.00
							129.73	0.00
44376	12/09/2010	12/09/2010	41.47	2489036551	11/16/2010	5378		Posted
	52-41-5310			Sewer wireless			41.47	0.00
44377	12/09/2010	12/09/2010	108.11	2488950633	11/16/2010	5377		Posted
	53-43-5310			Systems Wireless bill			70.11	0.00
	51-43-5310			Systems Wireless bill			26.60	0.00
	52-43-5310			Systems Wireless bill			11.40	0.00
							108.11	0.00
44429	12/09/2010	12/09/2010	107.40	2491743580	11/21/2010	5396		Posted
	26-00-5310			Economic Devel. Wireless			107.40	0.00
712 WACONDA TRADER								
44379	12/09/2010	12/09/2010	53.95		11/17/2010	5375		Posted
	10-11-5400			City Clerk Ad			53.95	0.00
721 WATER PRODUCTS OF OKLAHOMA								
44335	12/09/2010	12/09/2010	1,488.25		11/23/2010	5422		Posted
	30-00-8100			#0834193 Corp stops			501.96	0.00
	30-00-8100			#0834843 soft copper			226.80	0.00
	30-00-8100			#0834841 MJ Tee			92.44	0.00
	30-00-8100			#0835656 restraint & bends			204.76	0.00
	51-43-8100			#832528 clamps			138.81	0.00
	51-43-8100			#834842 clamps			323.48	0.00
							1,488.25	0.00
722 WATTS AND SON								
44359	12/09/2010	12/09/2010	5.00	1176	11/16/2010	4720		Posted
	10-18-4330			SPUD WASHERS			5.00	0.00

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>		<u>Vendor Name</u>		<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
	<u>Account#</u>	<u>Work Order</u>						<u>Description</u>			<u>Debit</u>	<u>Credit</u>
728		WEIS FIRE & SAFETY EQUIPMENT CO. INC. (continued)										
44418	12/09/2010	12/09/2010	137.00	110715	12/01/2010	5434						Posted
	53-43-3000							Filled & tested extinguishers			137.00	0.00
734		WESCO RECEIVABLES CORP										
44328	12/09/2010	12/09/2010	496.80			5423						Posted
	53-43-7500							7125801 Meter			324.00	0.00
	53-43-7500							7125802 Meter socket			172.80	0.00
											<u>496.80</u>	<u>0.00</u>
758		ZEP SALES AND SERVICE										
44299	12/09/2010	12/09/2010	106.45	50692639	11/03/2010	5110						Posted
	53-41-6000							Zep O Mist mop treatment			106.45	0.00
44314	12/09/2010	12/09/2010	215.36	50692891	11/15/2010	5106						Posted
	53-41-6000							2 buckets of Zeb floor shield			215.36	0.00
			<u>260,616.37</u>	157 Non-voided payables listed.								

Report Setup
 AP - Accounts Payable Listing : Vendor Name
 Filter Options
 Starting: 12/09/2010
 Ending: 12/09/2010
 Banks: All
 Payable Status: Posted, Printed, ACH, Recorded, Voided
 All Vendors Selected

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 7, 2010	ORDINANCE NO. 2083 MUNICIPAL COURT COSTS
ORIGINATING DEPARTMENT:	TYPE OF ACTION: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
Police Department	<input type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve Ordinance No. 2083.

FISCAL NOTE:

- There is no director cost to the city.

DISCUSSION:

Passing this ordinance increases fees for the violations listed in the ordinance.

Respectfully submitted,

Glenn Rodden
City Administrator

ORDINANCE NO. 2083

AN ORDINANCE INCREASING THE ASSESSMENT OF COURT COSTS AND REPEALING ORDINANCE NO. 2048.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BELOIT, KANSAS:

Section 1: The City of Beloit has adopted Charter Ordinance No. 5 exempting it from K.S.A. 12-4112 and pursuant thereto the City of Beloit adopted Ordinance 1720 establishing the court costs at \$25.50 for each person found guilty of a violation of the ordinances of the City of Beloit.

Section 2: Upon review the Governing Body of the City of Beloit has determined that in accordance with Charter Ordinance No. 5, the court costs should be increased to \$75.00 for each person found guilty of a violation of an ordinance of the City of Beloit preserving the existing exemption for parking violations. Included in said court costs is a judicial branch education fee of \$0.50, a \$1.00 fee to the local law enforcement training reimbursement fund, a \$11.50 fee to the law enforcement training center fund annual operating expenses and critical capital outlay needs, a \$2.50 fee for annual operating expenses of the Kansas Commission on Peace Officers' Standards and Training (KSCPOST) a \$2.00 fee to the juvenile detention facilities fund, a \$0.50 fee to the Protection from Abuse Fund, a \$0.50 fee to the Crime Victims Assistance Fund, a \$17.50 fee to the judicial branch nonjudicial salary adjustment fund, and a \$1.00 fee to the trauma fund of the Kansas Department of Health & Environment, \$1,00 fee to Corrections Forensic Psychologist fund, where there is a finding of guilty or a plea of guilty, a plea of no contest, forfeiture of bond or diversion of a crime other than a non-moving traffic violation.

Section 3: This ordinance shall take effect and be in force from and after January 1, 2011, and its publication in the official city newspaper.

Section 4: Ordinance No. 2048 is hereby repealed.

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 7th day of December, 2010.

Rebecca J. Koster, Mayor

ATTEST:

Kerry Benson, City Clerk



REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 7, 2010	ORDINANCE NO. 2084 AMENDING STANDARD TRAFFIC ORDINANCE
ORIGINATING DEPARTMENT:	TYPE OF ACTION: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
Police Department	<input type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve Ordinance No. 2084.

FISCAL NOTE:

- There is no direct cost to the city for adopting this ordinance.

DISCUSSION:

This ordinance amends the Standard Traffic Ordinance to give the Beloit police department the ability to stop motorists from driving through private property to avoid traffic control devices. This change was prompted by the discussion about motorists using the Thompson Tire parking lot during Phase I of the K-14 project.

Respectfully submitted,

Glenn Rodden
City Administrator

ORDINANCE NO. 2084

AN ORDINANCE AMENDING SECTION 118 OF THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, ADOPTED BY THE CITY OF BELOIT, KANSAS IN ORDINANCE NO. 2078.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BELOIT, KANSAS:

Section 1: Section 118 of the Standard Traffic Ordinance for Kansas Cities, adopted by the City of Beloit, Kansas in Ordinance No. 2078, is hereby amended to read as follows:

Section 118. Driving Through or On Private Property to Avoid Traffic Control Devices. No person shall drive through the property of a gasoline service station or the service entrance of any public or private property adjacent to any street intersection to avoid any official traffic control device or short cut from one street to another, except to travel to and from a business affected by temporary traffic control devices when said devices interfere with the usual entrance and/or exit to a business.

Section 2: This Ordinance shall take effect after and be in full force from and after its passage and one publication in the official city newspaper.

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 7th day of December, 2010.

Rebecca J. Koster, Mayor

ATTEST:

Kerry Benson, City Clerk



REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 7, 2010	BANK ACCOUNT BID
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve the Bank Account Bid from the First National Bank in Beloit, Kansas because of the higher rate offered on deposits.

FISCAL NOTE:

- There is no cost associated with approval of this bid.

BIDS RECEIVED:

<u>BANK</u>	<u>INTEREST</u>	<u>FEES</u>
First National Bank	2.411%	None
Guaranty State Bank	2.365%	None
Central National Bank	No Bid	

DISCUSSION:

The City of Beloit is required by policy to bid the City checking account every three (3) years. The current account bid with First National Bank of Beloit expires on December 31, 2010. Therefore, we recently solicited a Request for Proposals (RFP) from qualified financial institutions to bid on the City checking account for a 3-year term from January 1, 2011 to December 31, 2013.

Respectfully submitted,

Glenn Rodden
City Administrator



101 E. MAIN • P.O. BOX 600 • BELOIT, KANSAS • 67420-0600

November 23, 2010

Kerry Benson
Director of Finance/City Clerk
Beloit City Hall
119 N. Hersey
Beloit, KS 67420

Dear Kerry:

Enclosed is our bid for the City account.

Item one on page four states interest will be on the collected balance. Interest will be calculated on the actual daily balance as opposed to the collected balance. This is beneficial to the City since the actual balance will always be equal to or higher than the collected balance.

All other items in the proposal are agreeable.

Sincerely,

A handwritten signature in cursive script that reads "Robert L. Lampert".

Robert L. Lampert
President

**CITY OF BELOIT, KANSAS
REQUEST FOR PROPOSAL-
BANKING SERVICES**

1. INTRODUCTION

1.1. SCOPE

The City of Beloit, Kansas, (City) invites financial institutions with full service locations within the city limits of Beloit to submit proposals for the provision of those services according to the requirements of this Request for Proposal (RFP).

The purpose of this process is to obtain competitive prices for depository and banking services for the City's General operating account, from a qualified and responsive financial institution as defined in K.S.A.9-1401.

1.2. TERM

The selected institution shall be designated as the City's general depository institution for a three-year period commencing January 1, 2011.

Cancellation of services will require a transition period. This transition period will be a minimum period of 3 months under full service terms.

1.3. COMPENSATION

The City will pay for the monthly costs of the banking services if there are such charges. Any such charges shall be listed on the Fee Itemization Sheet Attachment. These charges will be paid on a monthly basis.

2. PROPOSAL PROCEDURES

2.1. ANTICIPATED SCHEDULE OF PROPOSAL

Issue RFP	November 8, 2010
Proposals Due	November 29, 2010, by 3:30 p.m.
Selection Made	December 7, 2010 City Council Meeting

2.2. INQUIRIES REGARDING THIS REQUEST FOR PROPOSAL

Additional information concerning this RFP may be obtained by contacting:

- Kerry Benson, Director of Finance/City Clerk
(785) 738-3551
kbenson@beloitks.org

2.3. PROPOSAL SUBMISSION PACKAGE OVERVIEW

The proposal submission package shall include information regarding:

- I. Proposal Cover Sheet
- II. Qualifications and Experience Sheet
- III. Interest Calculation Sheet
- IV. Fee Itemization Sheet
- V. Other information the bidder believes to be appropriate

2.4. SUBMISSION OF PROPOSALS

Two (2) copies of the Proposal Submission Package should be delivered to:

Kerry Benson, Director of Finance/City Clerk
Beloit City Hall
119 N. Hersey
Beloit, KS 67420

by 3:30 p.m. on Monday, November 29, 2010. Proposals should be in a sealed package, clearly marked "Bank Proposal" on the exterior of the package. Proposals received after the specified date and time, or unsealed proposals, WILL NOT BE CONSIDERED.

An individual who is authorized to bind the financial institution to all commitments made in the proposal must sign the proposal.

2.5. EFFECTIVE PERIOD OF PROPOSALS

All proposals must remain in effect for 120 days after the proposal due date.

2.6. EVALUATION AND AWARD CRITERIA

This RFP seeks a financial institution to provide banking services to the City of Beloit. Selection will be made from proposers deemed to be fully qualified and best suited among those submitting proposals on the basis of the evaluation factors listed below:

- Compensation/interest rate on the accounts
- Cost of services
- Scope of services offered

- Relevant experience managing similar accounts and services with public sector and/or large commercial clients
- Experience, resources, and qualifications of the financial institution and individuals assigned to this account

Although fees and compensation will be a vital factor in the evaluation of proposals, the City of Beloit is not required to choose the lowest bidder. Evaluation and acceptance of a proposal will be based on the total package of services offered by the banking institution.

The City Administrator and staff will review each proposal. After this review, staff will make a recommendation for consideration by the City Council.

2.7. RIGHT OF REJECTION BY CITY OF BELOIT

The City reserves the right to award this contract to the financial institution that best meets the requirements of the RFP, and not necessarily, to the lowest bidder. Further, the City reserves the right to reject any or all proposals prior to the execution of the contract, with no penalty to the City of Beloit.

3. SCOPE OF SERVICES

3.1. CURRENT BANKING SERVICES

The City currently maintains one master (General checking) account, and several smaller, miscellaneous accounts. Banking services for the General checking account are included in this RFP.

3.2. MASTER (GENERAL) BANK ACCOUNT

The General Bank Account is used for the deposit of nearly all of the City's receipts, and the disbursements of accounts payable and payroll payments. The average monthly balance for the City's General Bank Account is approximately \$2,275,000. The General Bank Account averages approximately 80 deposits each month.

Accounts payable payments are released monthly on the first and third Tuesday of the month, with approximately 196 payments issued each month. The average monthly claim is approximately \$647,000. The City uses a combination of checks and ACH/direct deposit to handle accounts payable payments.

Employee payroll is processed biweekly. Approximately 63 employees are paid each payroll period and each payroll averages \$70,000. The City utilizes direct deposit for employee payroll.

3.3. ACCOUNT SCOPE AND SERVICES

The following services will be applicable to the General Account:

1. Interest will be credited monthly based upon the account's average daily collected balance. The rate of interest earned on the account must be specified on the Interest Calculation Sheet.
2. All charges for services will be shown for the account on the Fee Itemization Sheet. These costs will be fixed during the period of the contract. The banking institution may pass along costs which increase due to federally mandated regulations upon submitting written notice of such increase to the Director of Finance/City Clerk.
3. The statement date will be the last calendar day of the month, and statements for the account shall be available within two (2) working days after the end of the month. Cleared checks shall also be available within two (2) working days after the end of the month.
4. The City shall have online access to all accounts.
5. The funds in all accounts will be 100% secured in conformance with K.S.A. 9-1402, et seq. at all times. The banking institution agrees to check this on a daily basis, and provide increased security as needed. A monthly report of collateral pledged and its market value at that time shall be furnished to the City within ten days of the close of each month. Text of K.S.A. 9-1402 can be found at <http://www.ink.org/public/statutes/>.
6. The banking institution shall provide the following supplies as needed:
 - printed duplicate deposit slips
 - locked money bags
 - coin and bill wrappers
7. Deposits will be dropped off daily by City staff. The bank will be responsible for verifying and recording the deposit transaction on the same day received if received at the bank in a timely fashion.
8. The bank will be required to provide wire transfer services. Wire service credit and debit notices shall be provided to the City the day following the transaction. Incoming wire notices shall include complete originator information.
9. The bank will be required to provide ACH services for payroll and accounts payable payments.
10. The City requests no charges or fees for returned checks or for stop payment services. If there are charges or fees for these services, the fee amount should be listed on the Fee Itemization Sheet Attachment.

11. The City may request other services not specifically mentioned in this document due to technical needs and the expectation of improvements. The City and the institution may negotiate a reasonable, mutually agreeable fee for such services.

3.4. ACCESS TO RECORDS

The bank shall allow reasonable access to the City Administrator or his designee, the City's independent auditors, and federal auditors to examine records relating to the use of City funds.

3.5. NEW ACCOUNTS

If the City develops a need for additional accounts or services, the accounts or services should be provided with the same conditions that apply to existing similar accounts at the time.

Name of Financial Institution: First National Bank, Beloit KS

BANKING SERVICES PROPOSAL

PROPOSAL COVER SHEET

PROPOSAL SUBMITTED BY: First National Bank
P O Box 600
Beloit KS 67420

LOCAL BRANCH ADDRESS: same

CONTACT PERSON: Bob Lampert **PHONE:** 73802251

The proposed term of agreement for the services and costs quoted in this submittal is for a period of three years, January 1, 2011 through December 31, 2013.

The undersigned hereby certifies that this proposal meets or exceeds all of the requirements as specified in the City of Beloit's Request for Proposal except as otherwise indicated and supported by supplemental schedules or attachments included with this proposal.

Signature(s) Robert L. Lampert Date: 11-23-10

Name of Financial Institution: First National Bank, Beloit KS

BANKING SERVICES PROPOSAL

**FEE ITEMIZATION
GENERAL BANK ACCOUNT**

Itemize and describe any fees that would be associated with this account:

Name of Financial Institution: Guaranty State Bank & Trust Co.

BANKING SERVICES PROPOSAL

PROPOSAL COVER SHEET

PROPOSAL SUBMITTED BY: Guaranty State Bank & Trust Company

LOCAL BRANCH ADDRESS: 201 South Mill, Beloit, Kansas 67420

CONTACT PERSON: Tami Pruitt

PHONE: 785.738.3501

The proposed term of agreement for the services and costs quoted in this submittal is for a period of three years, January 1, 2011 through December 31, 2013.

The undersigned hereby certifies that this proposal meets or exceeds all of the requirements as specified in the City of Beloit's Request for Proposal except as otherwise indicated and supported by supplemental schedules or attachments included with this proposal.

Signature(s) Remarah S. Pruitt SVP Date: 11/26/10

Name of Financial Institution: Guaranty State Bank & Trust Company

BANKING SERVICES PROPOSAL

FEE ITEMIZATION
GENERAL BANK ACCOUNT

Itemize and describe any fees that would be associated with this account:

There will be no fees associated with this account.

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 7, 2010	NEW POOL FACILITATOR
ORIGINATING DEPARTMENT:	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
Administration	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the city council approve the recommendation from the new pool committee which is to negotiate a contract with SFS Architects for the position of new pool facilitator.

FISCAL NOTE:

- The cost is unknown until the city enters into negotiations with SFS.

DISCUSSION:

The new pool committee interviewed three pool design firms last week and decided to hire SFS over two other firms. The committee chose SFS because it felt that SFS had the best strategy for working with the committee and the public to achieve the goal of building a new pool. The committee also met with the city's financial advisor Rick Ensz to discuss the schedule of events leading up to a bond election that would be held next year.

7 June 2011 Special Election date:

1. 1 December 2010 (Wed.) Financial advisor (FA) meets with pool committee.
2. 18 January 2011 (Tues.) FA presents project financing schedule to council.
3. 1 February 2011 (Tues.) Governing body finalizes project features, scope, and budget.
4. 15 February 2011 (Tues.) FA presents debt service schedule to council.
5. 15 February 2011 (Tues.) FA determines sales tax needed to service debt.
6. 16 Feb. — 28 Feb. 2011 FA, pool committee and council rework 3, 4, and 5 to meet council objectives and budget.
7. 1 March 2011 (Tues.) Governing body approves bond issue not-to-exceed size.
8. 1 March 2011 (Tues.) Council identifies sales tax language to place on the city retailer's sale tax ballot question.

9. 15 March 2011 (Tues.)

Governing body passes retailer's sales tax Ordinance calling for an additional _____ percent sales tax, which would increase the total city retailer's sale tax to _____ percent.

10. 16 March 2011
(Wed.)

City Clerk faxes a copy of the Ordinance calling for an additional _____ percent sales tax which would increase the total city retailer's sale tax to _____ percent, to the Mitchell County Election Commissioner.

11. April 2011

Cooper Malone McClain/Engineer/City conduct public meeting(s) to explain project features and financing.

12. May 2011

Cooper Malone McClain/Engineer/City conduct public meeting(s) to explain project features and financing.

13. 7 June 2011
(Tues.)

Election held at the same time as the regular City general election on a question proposing an additional _____ percent retailer's sale tax which, if authorized, would increase the total city retailer's sale tax to _____ percent.

Respectfully submitted,

Glenn Rodden
City Administrator

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:		
December 7, 2010	SELL LAND TO NORB KOHLER		
ORIGINATING DEPARTMENT:	TYPE OF ACTION:	<input type="checkbox"/> ORDINANCE	<input type="checkbox"/> RESOLUTION
Administration		<input checked="" type="checkbox"/> FORMAL ACTION	<input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the council approve the attached sale of real estate to Mr. Norb Kohler.

FISCAL NOTE:

- Mr. Kohler has agreed to purchase this land from the City of Beloit for the appraised value of \$5,000.00.

DISCUSSION:

Mr. Kohler would like to purchase this land for the purpose of building a business with his son. Mr. Kohler expects to employ four to six people within two years.

Respectfully submitted,

Glenn Rodden
City Administrator

REAL ESTATE CONTRACT

THIS AGREEMENT, made and entered into this _____ day of December, 2010, by and between The City of Beloit, Kansas, a Kansas municipality, party of the first part, hereinafter referred to as Seller, and Norbert P. Kohler, party of the second part, hereinafter referred to as Buyer.

WITNESSETH:

1. PROPERTY:

Seller agrees to sell and Buyer agrees to purchase, under the terms and conditions hereinafter set forth, the following described real estate, to-wit:

A tract of land in the Southwest Quarter of the Southwest Quarter (SW ¼ SW ¼) of Section Three (3), Township Seven South (T7S), Range Seven West (R7W) of the 6th PM, Mitchell County, Kansas, more particularly described as follows:

Commencing on the South Line of the Southwest Quarter of the Southwest Quarter (SW ¼ SW ¼) of Section 3, Township 7 South, Range 7 West, at the intersection of said South Line with the easterly right-of-way line of US Highway 24, said point being 927.64 feet, more or less, east of the Southwest Corner of said SW ¼ SW ¼; thence easterly along said South Line one-hundred seventy-eight and fifty one-hundredths feet (178.50'); thence northerly at a right angle to said South Line, two-hundred thirty-eight and seventy-one one-hundredths feet (238.71') to the POINT OF BEGINNING; thence easterly on a right-angle along a line parallel with said South Line, two hundred eight and seventy-one one-hundredths feet (208.71'); thence northerly at a right angle, two hundred eight and seventy-one one-hundredths feet (208.71'); thence westerly at a right angle along a line parallel with the said South Line, two hundred eight and seventy-one one-hundredths feet (208.71'); thence southerly at a right angle, two hundred eight and seventy-one one-hundredths feet (208.71') to the point of beginning, containing 1.0 acre.

and

for ingress and egress purposes only to the above described tract a tract of land 40 feet in width, more or less, more particularly described as follows:

Commencing on the South Line of the Southwest Quarter of the Southwest Quarter (SW ¼ SW ¼) of Section 3, Township 7 South, Range 7 West, at the intersection of said South Line with the easterly right-of-way line of US Highway 24, said point being 927.64 feet, more or less, east of the Southwest Corner of said SW ¼ SW ¼; thence easterly along said South Line three hundred eighty-seven and twenty-one

one-hundredths feet (387.21') to the Point of Beginning: thence northerly at a right angle, four hundred forty-seven and forty-two one-hundredths feet (447.42'); thence easterly parallel with said South Line to the East Line of the SW ¼ SW ¼; thence southerly along said East Line to the said South Line; thence westerly along said South Line to the Point of Beginning.

The exact legal description has been determined by Schwab-Eaton and paid by Harry W. Gantenbein of Gantenbein & Odle. Buyer agrees that the cost of determining said legal description will be reimbursed to Harry W. Gantenbein by Buyer in the amount of \$232.50.

2. PURCHASE PRICE:

The purchase price for the said real estate shall be the sum of Five Thousand Dollars (\$5,000.00), which shall be paid as follows:

The Buyer shall pay the sum of Five Hundred Dollars (\$500.00) down upon execution of the contract, the sum of which is hereby acknowledged, and the balance of Four Thousand Five Hundred Dollars (\$4,500.00) on date of closing and upon Seller providing Buyer with merchantable title.

3. EARNEST MONEY:

The Buyer does hereby deposit with the escrow agent, Gantenbein & Odle, earnest money in the form of a check or wired funds and in the amount of Five Hundred Dollars (\$500.00) as a security that the terms and conditions of this contract shall be fulfilled by the Buyer. Said earnest money shall be applied to the purchase price at closing. In the event this contract fails to close, the earnest money shall be deposited and disbursed according to an agreement signed by both parties. In addition to forfeiture of earnest money to Seller or return of earnest money to Buyer, Buyer and Seller shall both have the option of enforcing specific performance of this Contract or any other remedy allowed by law or equity. If a dispute arises over disposition of funds or documents deposited with the escrow agent, Seller and Buyer agree that said funds shall be deposited with the court for disposition.

4. TITLE:

Seller shall provide Buyer a title insurance commitment for a title insurance policy to be issued after closing to Buyer, which will insure Buyer against loss or damage to the extent of the purchase price by reason of defects in title of Seller to said real estate. The commitment shall show marketable title vested in Seller, subject to encroachments which would be disclosed by survey, rights-of-way or record, trees, plantings and fences thereon; restrictions and protective covenants of record, provided no forfeiture provisions are contained therein; unmatured special assessments, zoning laws, ordinances and regulations; rights of tenants in possession; the liens, if any, described therein; and those exceptions which are standard to First American Title Insurance Company's Schedule B or as specified therein. The cost of the standard owner's policy of title insurance shall be paid one-half (1/2) by each of the parties hereto. Buyer shall pay for any lender's/mortgagee's title insurance coverage, if any.

Seller shall be responsible to use due diligence to resolve any title defects at Seller's expense subject to the foregoing exceptions. Should it become impossible for the above named Seller to furnish a merchantable title to the above described real estate, then the Buyer shall be entitled to the return of the monies theretofore paid, and the Seller shall be entitled to the immediate possession of said real estate and immediate release from all contractual obligations hereunder.

5. CONVEYANCE:

Seller agrees to forthwith execute and acknowledge a general warranty deed conveying said real estate, subject to easements and restrictions of record, to the Buyer upon completion of the contract.

6. CONDITION OF PREMISES:

Buyer specifically represents that there are no important representations concerning the

condition or value of the property made by Seller on which Buyer is relying except as may be fully set forth in writing and signed by them.

Seller agrees to deliver and the Buyer agrees to accept the property in its present condition, "as is", at the date of closing.

7. MINERALS:

All mineral interest of record are to become and be the property of the Buyer.

8. POSSESSION:

Buyer shall be entitled to possession at the time of closing.

9. INSURANCE:

The risk of loss or damage to the premises by fire or other causes, prior to closing or delivery of possession, whichever earlier, is assumed by Seller. Seller shall maintain its existing fire and extended coverage insurance and in the event of loss or damage to the improvements on the premises, the proceeds of any fire or other insurance coverage pertaining to the same shall be used to repair said damage and/or replace said improvements, but if such proceeds are inadequate to cover the cost of said repair or replacement, this contract may at the option of Buyer be terminated, whereupon the earnest money shall be returned to Buyer, whereupon the obligations of the parties hereunder shall end. After closing or delivery of possession, whichever earlier, Buyer shall obtain his own insurance.

10. TAXES:

Seller shall be responsible for all real estate taxes and assessments prior to date of closing. Buyers shall pay all real estate taxes and assessments from date of closing and thereafter.

11. TEMPORARY ESCROW AGREEMENT:

An executed copy of this agreement, the general warranty deed as hereinabove provided for,

and the Owner's Policy of Title Insurance shall be deposited in escrow with Gantenbein & Odle, which shall act as escrow agent. Said escrow agent is hereby instructed upon full payment of the sum heretofore mentioned to be paid by the Buyer and meeting all other terms and conditions upon his part to be made herein, to deliver said deed and Owner's Policy of Title Insurance to the Buyer. Buyer and Seller and each of them promise to indemnify and hold harmless the escrow agent against any cost, damages, attorney fees, expenses and liabilities, which in good faith and without fault of which may incur or sustain in connection with this agreement and in connection with any court action arising out of this agreement.

12. BOUNDARIES:

The boundaries of the above described real estate have been heretofore established by fences, roads and/or lines of demarcation. The Buyer agrees to take the property subject to the boundaries as presently exist, and Seller does not guarantee location of the boundaries or that the location of the fences, roads and/or lines of demarcation are on the exact boundaries.

13. CONTRACT:

The Seller and Buyer shall each pay one-half (1/2) of the following expenses incurred in completing this sale, which shall include but not be limited to, the drafting of a real estate contract, deed, and real estate questionnaire, preparing closing statements, writing closing checks, conferences, telephone calls, copy and postage expense.

14. FORFEITURE:

It is understood and agreed that time is of the essence of this contract and that all payments and things agreed to must be done promptly and should the Buyer fail to make any of the payments herein provided for, or fail to pay the taxes, or fail to perform any other covenants herein contained, within the time provided for, and if such default shall continue for a period of thirty (30) days, the

Seller may, at its election, declare the entire contract or any portion of the unpaid payments, due and payable. Within thirty (30) days after written demand therefor, mailed by registered mail to the last known address of the Buyer, this contract shall be canceled and the Seller shall be entitled to the immediate possession of said real estate and shall further be entitled to retain any and all payments theretofore paid under the terms of this contract, not as penalty but as rent for the use of said premises, and as liquidated damages for the breach of this contract, or require the Buyer to specifically perform the terms thereof. Likewise, should Seller fail to comply with the covenants, terms, and conditions in this contract on its part to be made, then the Buyer shall have the option of declaring this contract null and void or requiring Seller to specifically perform the terms thereof.

15. CLOSING:

This transaction shall be closed and settlement shall occur on or before December 31, 2010, at the office of Gantenbein & Odle, at Beloit, Kansas. At that time and place or such later date as the parties may agree to in writing, each party shall deliver to the other all instruments, documents and funds required for the complete execution of this contract.

16. ATTORNEYS' FEES:

In case an action is brought by Seller or Buyer to enforce this contract or any of its provisions, the successful party in such action shall be entitled to attorneys' fees in addition to ordinary taxable costs of the action.

17. ASSIGNMENT:

Buyer shall not sell, assign or transfer this contract or any interest under it, or any interest in or to said property, without first obtaining the written consent of the Seller.

18. CONCLUSIVENESS:

All of the terms and conditions of this agreement between the parties hereto are stated herein

and no representations or inducements have been made to the Buyer by the Seller other than those herein set forth.

19. COUNTERPARTS:

This agreement may be executed in several counterparts and by facsimile signatures, each of which shall be deemed an original but all of which shall construe one and the same instrument, and once signed, the party shall be bound to the terms of this contract.

20. BINDING ON HEIRS:

This contract shall be binding upon the heirs, executors, administrators, successors and assigns of the respective parties hereto.

21. GOVERNING LAW:

The parties agree that this contract shall be interpreted and enforced in accordance with the laws of the State of Kansas.

IN WITNESS WHEREOF, this contract has been executed by the parties hereto on the day and year first above written.

THE CITY OF BELOIT, KANSAS
A Kansas Municipality

By _____
Rebecca J. Koster, Mayor

ATTEST:

Kerry Benson, City Clerk

Address: 119 N. Hersey
Beloit, KS 67420
Telephone: (785) 738-3551
Seller

Norbert P. Kohler
Address: 823 E. South
Beloit, Kansas 67420
Telephone: 785-738-8488
Buyer

ACCEPTANCE OF ESCROW

Gantenbein & Odle accepts the escrow herein provided but only upon the condition that the parties to said agreement will indemnify and save harmless the escrow holder against all costs, damages, attorneys fees, expenses and liabilities which may be sustained, while acting in good faith and without fault, and said parties will pay the same upon demand.

Gantenbein & Odle

By _____
Harry W. Gantenbein

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 15, 2009	CEREAL MALT BEVERAGE LICENSES
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve the distribution of cereal malt beverage licenses as follows:

- Marge Stout, doing business as Casey's Retail Company (East and West)
- Brett W Wichers, doing business as Plum Creek Meats
- Joe Kindscher, doing business as Pump Mart
- Michael D. Shamburg, doing business as Shamburg Oil, Inc.
- Arlyn Mead, doing business as Beloit Bowl
- Ana Leon, doing business as El Puertos
- Douglas Newquist, doing business as Mitchell County Fair Association
- Jacqueline Larson, doing business as Solomon Valley Eagles Club

FISCAL NOTE:

- There is no direct cost associated with approval of this item.
- The cost for a cereal malt beverage license ranges from \$100 to \$200 per year, based upon the category of CMB license for which the applicant applies. This item is budgeted in line item 10-00-3211 (General Fund-Revenue-Alcohol Licenses). We typically receive \$1,000 of revenue from alcohol licenses.

DISCUSSION:

Each year, applications for Cereal Malt Beverage licenses are screened for potential violations. There are approximately 10 categories under which a person could be disqualified from a CMB license. State Law (K.S.A. 41-2703) governs the manner in which licenses are approved or disapproved. As you will observe in the attached memos, City Attorney Harry Gantenbein reviewed each application and noted several changes that needed to be made to some of the applications. These changes have been made. Additionally, Police Chief Ryan Stocker found no violations during the screening process. Therefore, I recommend that the Council approve cereal malt beverage licenses as listed above.

Respectfully submitted,

Glenn Rodden
City Administrator

114 S. Campbell St.
Beloit, Kansas 67420

Chief Ryan Stocker



Ph. (785) 738-2203
Fax (785) 738-2759
Email: bpdchief@nckcn.com

Memorandum

To: Beloit City Council
Mayor Koster

CC: Glenn Rodden, City Administrator

From: Chief Ryan Stocker

Date: November 29, 2010

Re: Cereal Malt Beverage License

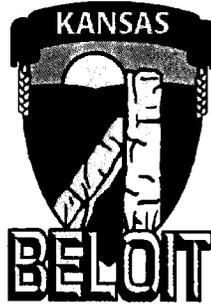
The applications for cereal malt beverage licenses within the city limits of Beloit have been screened for criminal violations, which would provide cause for not issuing said license. I find no violations of the sort and would support, if the governing body chooses, the following for cereal malt beverage licensing. Arlyn Mead DBA Beloit Bowl, Joe Kindscher DBA Pump Mart, Doug Newquist DBA Mitchell County Fair Association, Ana Leon DBA El Puertos, Michael Shamburg DBA Shamburg Oil Company, Brett Wichers DBA Plum Creek Restaurant, Jacqueline Larson DBA Soloman Valley Eagles Club, and Pamela McCormack DBA Casey's General Stores East and West.

A handwritten signature in black ink that reads "Ryan Stocker". The signature is written in a cursive, slightly slanted style.

Chief Ryan Stocker
Chief of Police
Beloit Police Department

108 E Main – P O Box 336
Beloit, Kansas 67420

Tel No (785) 738-2363
Fax No (785) 738-2365



HARRY GANTENBEIN
CITY ATTORNEY

November 29, 2010

City Clerk Kerry Benson
P.O. Box 567
Municipal Building
Beloit, Kansas 67420

RE: Cereal Malt Beverage License Applications

Dear Kerry:

I have carefully examined the cereal malt beverage license applications submitted for approval and note the following for each application:

1. **Pump Mart:**

Needs to answer question #12 on page 1.

Upon completion of the above, the application will be in proper order for acceptance and issuance of a license.,

2. **Casey's, 806 N. Independence:**

This application is in proper order for acceptance and issuance of a license.

3. **Casey's, 1323 E. Main:**

This application is in proper order for acceptance and issuance of a license.

4. **Shamburg Oil Co., Inc.:**

This application is in proper order for acceptance and issuance of a license.

5. **Plum Creek:**

Needs to answer question #12 on page 1.

Upon completion of the above, the application will be in proper order for acceptance and issuance of a license.

6. **El Puerto's Mexican Restaurant:**

The copy I received of this application was cut off so that I can not view the answers to paragraphs 3 and 12. I believe #3 is complete, however, #12 needs to state why the spouse would not be eligible to receive a license if it does not already do so.

Upon completion of the above, the application will be in proper order for acceptance and issuance of a license.

7. **Beloit Bowl:**

This application is in proper order for acceptance and issuance of a license.

8. **Solomon Valley Eagles:**

This application is in proper order for acceptance and issuance of a license.

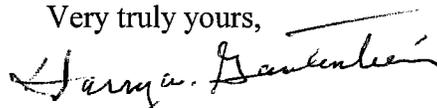
9. **Mitchell County Fair Association:**

This application is in proper order for acceptance and issuance of a license.

I did note on one of the applications the applicant did or didn't use a middle initial in the application but then when they signed the application they were not consistent with using or not using a middle initial. In the future, please ask them to be consistent or to do an "also known as" (aka) when they sign.

Also, please keep in mind that any manager has to fit the same criteria as set forth in our City Code Chapter III, Article 1, as does the proposed licensee and the same background check, etc. should be done on the managers of each.

Very truly yours,


Harry W. Gantenbein

HWG:eh

REQUEST FOR COUNCIL ACTION

DATE: December 7, 2010	TITLE: SOCIAL MEDIA POLICY
ORIGINATING DEPARTMENT: Administration	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the Council approve the attached Social Media Policy.

FISCAL NOTE:

There are no direct costs associated with this item.

DISCUSSION:

The city is moving into social media because that is the way many of our citizens communicate. Therefore, the city needs to develop a policy to govern the use of this media. The policy is written to encourage the free-flow of information and to provide guidance for city employees who use this media professionally and personally. Supervisors are expected to strictly enforce this new policy.

Respectfully submitted,

Glenn Rodden
City Administrator

SUBJECT: SOCIAL MEDIA POLICY

PURPOSE:

To establish a policies and procedures regarding social media in the work place.

STATEMENT OF POLICY:

Social media is the term commonly given to websites and online tools that allow users to interact with each other in some way – by sharing information, opinions, knowledge and interests. As the name implies, social media involves the building of communities or networks, encouraging participation and engagement.

PRINCIPLES:

These are the official guidelines for social media at the City of Beloit. These guidelines are divided into two parts: official or sanctioned use and unofficial or non-sanctioned use. If you are an employee, contractor, or volunteer creating or contributing to blogs, wikis, social networks, virtual worlds, or any other kind of social media both on and off our website – officially or unofficially, these guidelines pertain to you.

All who participate in social media are expected to understand and to follow these guidelines. These guidelines will continually evolve as new technologies and social networking tools emerge. Review this policy occasionally to make sure you are current.

Emerging social media platforms for online collaboration are fundamentally changing the way public organizations engage residents, customers, the community, and the world. The City of Beloit believes social networking can provide stronger channels of communication to keep our operations transparent to our citizens, and it is a way for staff members, and the public to have conversations about matters important to our community.

As a member of the City of Beloit staff, keep the following principles in mind:

1. Be professional; remember that you are always an ambassador for our organization both on and off the job. Wherever possible, disclose your position as a representative of the City of Beloit.
2. Be responsible and honest at all times.
3. Be credible, accurate, fair and thorough.

4. Post meaningful, respectful comments – in other words, no remarks that are off-topic or offensive.
5. Respect proprietary information and confidentiality both of our members and of our internal operations.
6. When disagreeing with others' opinions, be objective and respectful.
7. Always remember that your online comments are permanently available to all, and may be republished in other media.
8. Stay within the legal framework and be aware that anti-trust, libel, copyright and data protection laws apply. Don't plagiarize.
9. Don't disclose sensitive or "inside" information, make commitments or engage in activities on behalf of the City of Beloit unless you are authorized to do so. If you are in doubt, avoid any contribution until you have received express permission from the City Administrator. In other words, "If in doubt, leave it out."
10. Even in your private communications, don't forget your day job. You are a representative of the City of Beloit.

Guidelines

1. Be honest and transparent. Social Media is no place to hide. Use your real name if you are commenting about the City or its programs and identify yourself as a staff member. Do not violate the City of Beloit's privacy and protect your own personal privacy. Remember that what you post will be available for a long time, as will photos of you and your personal comments. In other words, think before you post.
2. Mistakes. If you make a mistake, admit it. Be upfront and be quick with your correction. For example, if you're posting to a blog, you may choose to modify an earlier post – just make it clear that you have done so.
3. Be fair. There can be a fine line between healthy debate and hysterical reaction. Do not bad-mouth ours or other organizations and, even more importantly, other staff, our leaders, members, and their profession in general. See if you can invite differing points of view without inflaming others. Remember that once your words are online, you cannot recall them. And once an inflammatory discussion gets going, it is hard to stop.
4. Add value. There is much traffic on today's social media. The best way to get your message noticed is to contribute subjects or information your readers' value. Social communication from our

City should help our employees. It should be thought-provoking and build a sense of community. If it helps people improve knowledge or skills, build their businesses or solve problems, or if it helps them understand our operations better – then it is adding value. If you are tempted to post about your breakfast cereal or your new haircut...don't.

5. Be conversational. Social Media is conversational, so talk to your readers like you would talk to real people in professional situations. Encourage comments. You can also broaden the conversation by citing other experts in your blogs, or by re-Tweeting others' comments.

6. Perception is reality. In online social networks, the lines between public and private, personal and professional are blurred. Just by identifying yourself as a City of Beloit employee, you are creating perceptions about our association by our members and by the public.

7. Write what you know. Make sure you write and post about your areas of expertise. Use the first person. If you publish to a website outside the City of Beloit, please use a disclaimer something like this: "The postings on this site are my own and don't necessarily represent the City of Beloit's positions, strategies or opinions." Remember, you are personally responsible for your content.

8. Moderating content. The City of Beloit encourages its staff to maintain a responsible and balanced online dialogue, and respects each staff person's responsibility to maintain adherence to that principle. However, the City of Beloit does reserve the right to moderate content of employee postings. Should Beloit staff exercise that prerogative, content moderation will be based solely on whether or not the content violates the law, or is offensive and/or denigrating to the organization or to personalities involved.

9. Respecting work commitments. Unless specifically assigned, social media activities should not interfere with regular work commitments. City staff is expected to respect other appropriate policies especially the City's Disciplinary Policy relating to work performance.

Official or Sanctioned Use:

1. Official and sanctioned use shall be limited to supervisory personnel and to other designated line employees. It is

imperative that a documented trail of employee participation is available to prevent misuse of official social media tools.

2. All City of Beloit social media sites shall be approved by the City Administrator.

3. City of Beloit social media sites and use thereof shall comply with the general provisions of the City of Beloit's Internet Use Policy.

4. City of Beloit blogs and other social media tools are subject to the State of Kansas public records laws. All sites shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.

5. The City reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

6. City of Beloit social media articles containing any of the following forms of content shall not be allowed for posting:

- a. Comments not topically related to a particular issue or article being commented upon;
- b. Profane language or content;
- c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
- d. Comments that support or oppose political campaign or ballot measures;
- e. Sexual content or links to sexual content;
- f. Solicitations of commerce;
- g. Conduct or encouragement of illegal activity;
- h. Information that may tend to compromise the safety or security of the public, public systems; or
- i. Content that violates a legal ownership interest of any other party.

7. All social media sites shall clearly indicate that they are maintained by the City of Beloit and shall have City of Beloit contact information prominently displayed.

Unofficial or Non-Sanctioned Use:

The choice to participate in social media is yours. If you decide to participate in social media, you are making a commitment to

following the guidelines established in this policy and the following statements:

1. The City of Beloit respects the legal rights of our employees. In general, what you do on your time is your business. However, activities inside or outside of work that affect your job performance, the performance of others, or the City of Beloit's interests are a proper area of oversight.
2. All employees that engage in social media need to be aware that you have no right to privacy with respect to social media. The City of Beloit reserves the right to monitor employee use of social media regardless of location.
3. City of Beloit employees also need to be aware that City policies on anti-harassment, ethics, and organization loyalty extend to all forms of communication (including social media) both inside and outside the workplace. Participate accordingly!

Goals of our Online Presence:

1. Build and extend our community.
2. Educate and inform our residents.
3. Open communication channels to provide transparency.
4. Promote conversation with residents.
5. Provide an avenue for employee training and growth.
6. Provide an outlet to celebrate our successes.

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 7, 2010	STRATEGIC PLANNING
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I do not recommend that the Council approve the attached proposal from Planning Works.

FISCAL NOTE:

The direct cost would be approximately \$20,000.

DISCUSSION:

The enclosed policy is too complicated and too expensive to recommend. I do, however recommend that the council form a 15-member steering committee to work with existing staff to develop a strategic plan for the Beloit North Campus.

Respectfully submitted,

Glenn Rodden
City Administrator

November 18, 2010

Glenn Rodden, City Administrator
City of Beloit
119 N. Hersey Avenue
Beloit, Kansas 67420 [DELIVERED VIA E-MAIL]

Re: Strategic Planning

Dear Mr. Rodden,

On behalf of **Planning Works**, I am extremely pleased to offer our services to the City, and believe that the redevelopment of the Beloit Juvenile Correctional Facility can serve as the impetus for decision-makers to act on a broad range of issues and initiatives. By using the time, effort and cost associated with the BJCG redevelopment planning process to also address other issues on the City's agenda is, as the old saying goes, *killing two birds with one stone*. This broader process will help all planning process participants make recommendations based on a larger, comprehensive picture of municipal operations and finances, and won't increase costs or delay decisions.

We've structured our proposal to include both a steering committee (citizen representatives to establish grassroots consensus) and a technical committee (City and provider staff to ensure that the best data is being considered), and have identified numerous opportunities for stakeholder involvement including a 2-day direction-setting forum (with numerous focus groups and interviews), strategic plan development and rollout work sessions, and an adoption work session for staff (City and provider) to jumpstart implementation.

While we won't presume to know all of the "loose end" issues, our proposal anticipates incorporating, refining and implementing planning, visioning and CIP efforts undertaken over the course of the past couple of years. We will work with the City to identify those issues and include them within the process and cost parameters of this proposal.

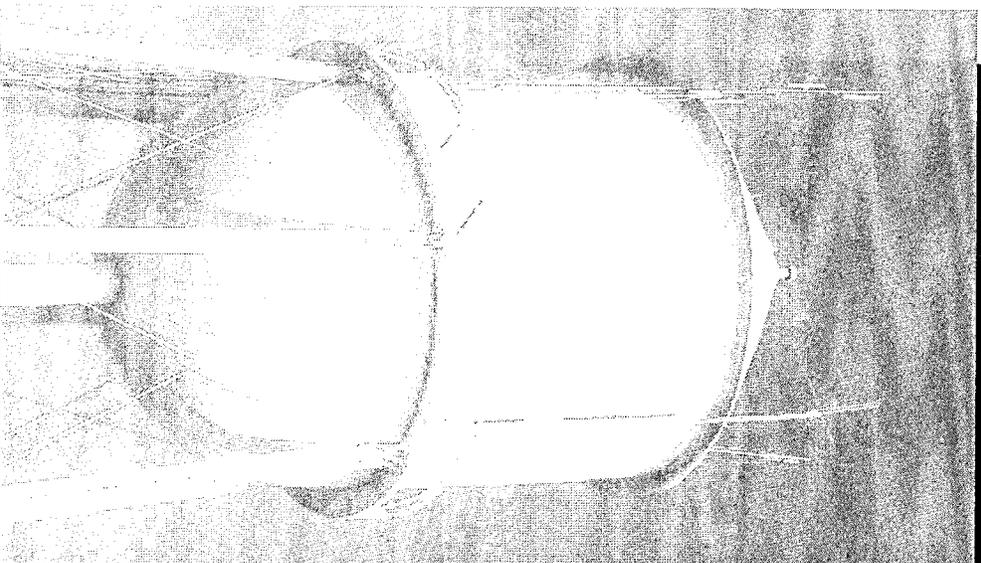
PLANNING

SUSTAINABILITY

DESIGN

ORDINANCES

www.ourplanningworks.com





Planning Works can provide Beloit with the direction to move from vision to reality. We have unparalleled experience developing and building support for strategies that focus growth and investment, identify necessary capital improvements, recognize a role for equitable funding strategies and develop ongoing partnerships with neighborhoods and businesses that are integral to a quality community. Our team pays attention to data, dollars and results; we make things happen.

James Holland and I excited to help Beloit develop a strategic plan that has as its cornerstone the redevelopment of the BJCF site. We look forward to the opportunity to discuss our approach with you in greater detail and finalize a work program that fits your vision

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "B-G Peshoff".

Bruce G. Peshoff, Principal
for PLANNING WORKS

PLANNING

SUSTAINABILITY

DESIGN

ORDINANCES

www.ourplanningworks.com

Contact

Planning Works, LLC

Bruce G. Peshoff, JD, Principal

8000 Lee Boulevard

Leawood, KS 66206

(913) 341-8800 (tel)

(913) 341-8810 (fax)

bpeshoff@ourplanningworks.com

1204 N. Buckeye Avenue

Abilene, KS 67410

2105 South River Road

Melbourne Beach, FL 32951

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Section 1:

Work Program

Proposal for the Beloit Juvenile Correctional Facility Strategic Plan

In response to a request to incorporate a project “Steering Committee” into the previously proposed Phase 1, BJCF Redevelopment Plan, Planning Works submits the following project scope that incorporates a Citizen Steering Committee into the process. The inclusion of a Steering Committee provides:

- Greater public input into the details of the strategic plan;
- Improves community support for the project;
- Offers an opportunity to address issues that relating to, but may not be obvious to BJCF redevelopment; and
- Enhances coordination between specific plan actions and resources to accomplish redevelopment goals.

In short, the incorporation of a “Steering Committee” component will result in a strategic plan that will provide improved guidance and will garner greater community support than a report built on public workshops alone. Meaningful public input is still a primary component of the revised scope and will be greatly enhanced by Steering Committee Activities. In addition, given the augmented planning process, Planning Works will work with a “Technical Committee” made up of service providers and City staff to address technical infrastructure and financing approaches or concerns that may arising from the redevelopment of the BJCF property.

Steering Committee

To ensure that this is a citizen-driven process, the City Council should appoint a Steering Committee of local stakeholders to work directly with the Planning Works Team and staff to develop the Strategic Plan. The Committee should consist of not more than 13 people who represent diverse community business, cultural and administrative interests.

Task 1: Planning Assessment

Planning Works will review the existing Comprehensive Plan, development regulations, improvement standards, economic development incentives, GIS data and other relevant policies and studies to develop public workshop materials and a baseline assessment for the Steering Committee, City Council, Planning Commission and staff.

Task 2: Outreach

Planning Works will develop materials for the following forms of outreach to promote citizen participation in the “Issues and Opportunities Forum” (Task 3) and “Strategic Plan Rollout” (Task 5) open house. We want to alert City staff that notice legal will need to be provided, to keep the City in the “sunshine”.

- Workshop Flyer
- Press Release
- Strategic Plan Web Page
- Facebook Event Pages
- E-mail Blasts
- Public Access Television Slides



Task 3: Issues and Opportunities Forum

Planning Works will facilitate a 2-day “Issues and Opportunities Forum” that includes opportunities for participation through:

- Workshop with the City Council, Planning Commission and key staff ;
- Department Head Interviews;
- Focus Group Discussions;
- Public Survey (online, hardcopy);
- Public Workshop; and
- Steering Committee and Technical Committee Meetings.

A forum report will be prepared and provided to the Steering Committee, City Council, Planning Commission and staff.

Task 4: Strategic Plan Development

The forum report along with the planning assessment will serve as the basis for the goal, strategies and tasks setting recommendations formulated by the Steering Committee during a couple of committee meetings. Planning Works will prepare a draft **Strategic**

Redevelopment Plan and refine it with input from the steering committee. The draft will be present it to the Planning Commission and City Council. The Plan will include a prioritized list of strategies the City can undertake to develop and maintain momentum for the redevelopment project. The Plan also will identify needed structural amendments to the plans, policies, economic development incentives and codes to support redevelopment and other reinvestment in, and by, the City and private investors.

Beloit Juvenile Correctional Facility Redevelopment Plan			
Sample Issues and Opportunities Forum Schedule			
	MONDAY	TUESDAY	
8:00 AM			
9:00 AM		Public Safety Focus Group	Economic Development Focus Group
10:00 AM			Historic Preservation Focus Group
11:00 AM	City Staff Work Session	Finance Focus Group	
12:00 PM	Lunch	Lunch	
1:00 PM		Real Estate Focus Group	Education Focus Group
2:00 PM	City Dept. Head Interviews		
3:00 PM		Developer/ Builders Focus Group	Industry Focus Group
4:00 PM	City Elected Officials and Appointed Officials		
5:00 PM		City Staff Work Session	
6:00 PM	City Steering Committee Issues and Visioning Meeting		Public Workshop
7:00 PM			
8:00 PM			

Task 5: Strategic Plan Rollout

The Public Review Draft Strategic Plan will be present at public open houses to garner additional comments and provide an overview of the adoption and implementation process.

Fee

The revised scope would provide a greater in-depth product with increased citizen input for a fee of **\$20,500**.

Task 6: Final Strategic Plan

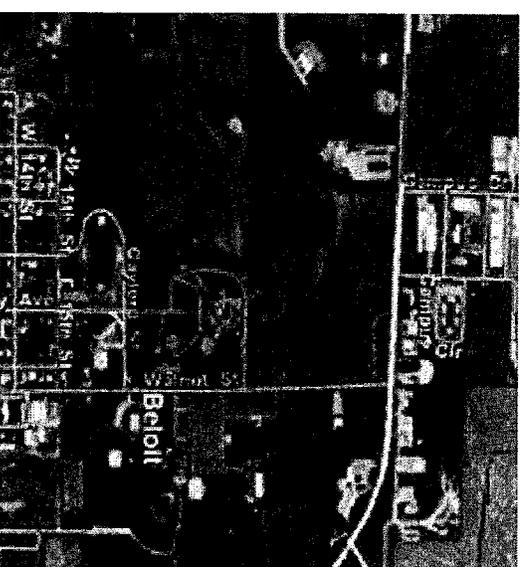
Comments on the Public Review Draft will be incorporated into the Final Draft Strategic Plan and forwarded to the Planning Commission for recommendation and approval and City Council for adoption. The final Strategic Redevelopment Plan will include all work product prepared throughout the process, including an overview of the public participation process summary, the planning assessment, presentations and graphics, mapping in GIS format, implementation matrix and financing strategies.

Task 7: Adoption

Present at a public hearing the final draft of the Redevelopment Strategic Plan to the Planning Commission for recommendation and City Council.

Twelve (12) copies of the Plan will be provided to City along with files in digital format for reproduction. All maps will be provided in an Arc Info compatible format.

After adoption, *Planning Works* will provide one year of unbilled support for Staff and decision-makers as you work through the first year of implementing the Plan. We will be available on an as-needed basis to ensure the success of the Plan.



Timeline and Meetings

Task	Jan	Feb	Mar	Apr	Staff	Technical Committee	Steering Committee	City Council	Planning Commission	Public Workshop	Focus Groups
Task 1: Planning Assessment											
Task 2: Outreach											
Task 3: Issues and Opportunities Forum					<input checked="" type="checkbox"/>						
Task 4: Strategic Plan Development					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Task 5: Strategic Plan Rollout					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Task 6: Final Strategic Plan											
Task 7: Adoption					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Meetings and Workshops =	<input checked="" type="checkbox"/>										

Section 2:

Planning Team Approach

The Planning Works Guarantee

The *Planning Works Team* has developed successful and defensible comprehensive, coordinated planning strategies for communities across the country, with significant contributions to local quality of life. Our team has a long history working together, with a combined track record we are proud to share. We confidently and unequivocally provide the following **professional promise and guarantee**:

compatible land uses to protect investment; development patterns based on infrastructure capacity and ability to finance; context-sensitive design that encourages quality development while protecting critical areas; and development processes that encourage collaboration between public agencies and private investors. The Plan will establish rational infrastructure policies, provide for capital improvement planning and encourage efficient growth.

☑ **The Beloit BICF Redevelopment Plan will be based on the unique needs, values and expectations of Beloit.** Because no two communities are exactly alike, the success of the Beloit Plan will be determined based on local data, values and priorities. We don't create "fill in the blank" plans and we don't presume to tell you what you value. Decision-making, from Plan development to implementation, must be supported by data and represent the community's vision, values and resources.

☑ **The Beloit BICF Redevelopment will provide fiscal sustainability.** The harsh economic realities and related challenges of providing public facilities and services on a limited budget impact every community in the country. Our approach will provide the focus to target limited resources in order to achieve visible, strategic 'wins' that encourage desired development and protect public and private investment.

☑ **The Beloit BICF Redevelopment Plan process will be based on your input.** We will facilitate a citizen-based planning process that builds on local knowledge and preferences and will incorporate growth management techniques and recommendations tailored to your unique circumstances and expectations. We will actively collaborate with the decision-makers, staff and local stakeholders, and will employ a wide-reaching array of outreach and participation tools.

☑ **The Beloit BICF Redevelopment Plan will outline short- and long-term strategies that accomplish community goals and policies.** We support responsible and creative leadership in local government. Our role is to identify available options, explain their impacts and help you pursue the most effective course of action. After adoption, Beloit will have a clear, concise guide to make your Plan a reality.

☑ **The Beloit BICF Redevelopment Plan will significantly improve land management and the provision of facilities and services.** We're proponents of a 'common sense' approach - that results in

☑ **We provide on-going support.** After adoption, the *Planning Works Team* does not just "leave town." We will provide one year of unbilled support for Staff and decision-makers as you work through the first year of implementing the redevelopment Plan. We will be available on an as-needed basis to ensure the success of the Plan.

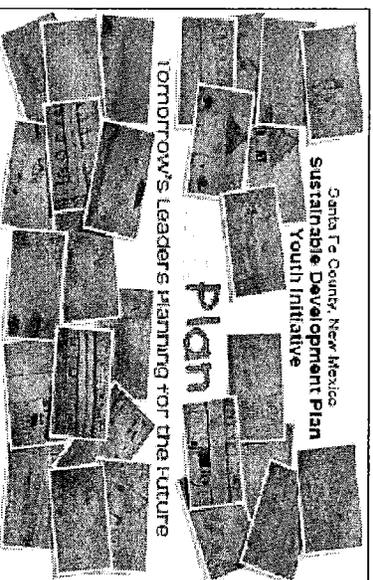
Building Consensus & Meeting Challenges

Supporting and Expanding Communication. Our toolbox includes a wide range of strategies to integrate cohesive, coordinated and meaningful information sharing, including:

- Support and facilitation for committees, commissions, community and stakeholder groups, as well for elected decision-makers;
- Brand development to convey the unique “look and feel” of the Beloit planning process;
- Expanded advertising and outreach, using mailers, signs, print ads, bill inserts and school-based flyer distribution;
- Project website, with social media components (Facebook and Twitter), to facilitate information sharing;
- On-going media relations to *get the word out*, to include regular coordination with news media and develop on-going article series related to planning process;
- Keypad polling and on-line and hardcopy community surveys.

Whole Community Outreach. Our outreach strategy is designed to provide meaningful opportunities for participation by targeting specific stakeholder groups and minimizing attendance barriers. We “go” to the Community, and design special programs targeted for specific neighborhoods, youth and young adults, senior and minority populations.

Supporting Staff Leadership. We will provide support services including background information, case studies and best practices, data analysis, presentation and meeting facilitation, presentation materials and handouts and press releases. Our role is to help the City create a better product.

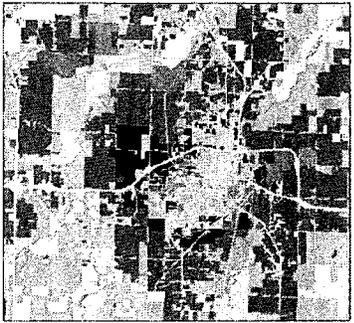


Using GIS and Growth Services Analysis

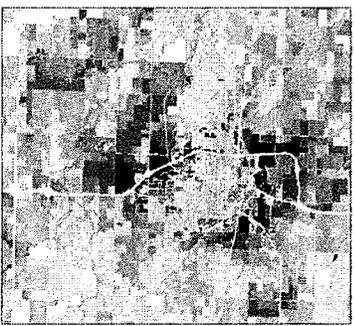
The *Planning Works Team* will develop a geographic information system (GIS)-based model to identify the most suitable locations for new development, infill, redevelopment, infrastructure investment and other land uses. While anyone can use maps to inform the planning process, the *Planning Works Team* understands that maps aren't just pictures – they're data. We combine information typically shown on static, individual maps to create a dynamic model, providing a consistent, technically defensible system for the evaluation of development proposals and infrastructure investment. The marriage of visioning and data-modeling techniques, unavailable even a few years ago, provides the City with the ability to promote sustainable development, strategically annex for future growth and help stakeholders understand what's on the ground and where we should focus our resources.

Individual factors are weighted based on the City's goals and policies, displayed on individual maps, and combined into a composite map. The model measures a wide variety of factors, including environmental, land use, infrastructure and community character factors. These factors are weighted in importance based on the relevance of the factor to the City's goals, objectives and policies. Our model will inform decision-makers and help them understand the short and long-term impacts on the City's natural, cultural, economic, infrastructure and other community resources. From this basis various growth scenarios may be developed and their fiscal impact measured. All data products created for the Comprehensive Plan will be delivered to the City to ensure transparency and longevity and enhance the City's GIS database.

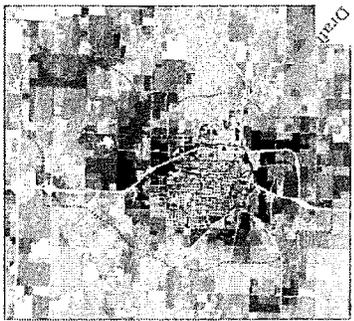
Residential Neighborhood Suitability (Carthage, MO)
Identify residential development suitability to avoid encroachment into valuable commercial areas and maintain neighborhood schools and services.



Employment Center Suitability
Used to maximize the City's infrastructure investment and service efficiency, encouraging economic development in prime locations.



Employment Center Suitability With Proposed Sewer Extension
Shows the impacts of a proposed sewer line extension on viable employment center locations.



Future Land Use and Environmental Suitability (Jacksonville, NC)
Created to show suitability of development based on future land uses limited by environmental sensitivity.



Making It Happen

Communities don't have unlimited time or resources to adequately plan and prepare for growth. Our implementation program will achieve measurable progress through prioritization of strategies and linkage of the Plan to the annual budgetary process. This linkage will ensure that the City focuses on long-term goals while adjusting priorities to respond to changing conditions. By doing so, the community's resources may be more effectively used if the alternate items are prioritized and itemized in the implementation plan of this redevelopment plan.

The Plan will include an implementation matrix describing tasks, action tools, the responsible entity and the budgetary impact of implementation strategies. Strategies will be prioritized with the input of the Steering Committee, Planning Commission and City Council elected and appointed decision-makers. The Implementation Plan will keep the Plan relevant and in the forefront of all key City decisions.

To "make it happen," the *Planning Works Team* will:

- Develop and review plan directives. Action items will be identified and prioritized, with key "catalytic" actions identified.
- Review existing land use and development codes and procedures to ensure that changes necessary to the implementation of the Comprehensive Plan are included within the Implementation Plan.
- Set forth solutions to ensure equitable, sustainable funding sources and adequate provision of necessary facilities and services.
- Develop a short-term work program to achieve defined goals and policies and the desired growth scenario. Analysis will consider fiscal, market, legal, administrative and other impacts.
- Link the Implementation Matrix to the annual budgetary process.
- Identify measurable outcomes and timing of Plan achievement, including procedures for annual updates.
- Develop a Capital Improvements Plan (CIP) for the City of Fairview Heights that identifies planned capital investment.

Santa Fe County, New Mexico Implementation Matrix

Implementation Strategies	Priority	Responsible Entity	Action Tool	Budgetary Impact	Capital Item
Develop and support a County "Emergency Response Planning Committee" to include all County first responders and representatives of the oil and gas industry, mining industry and other large employers and potentially hazardous industries. The Committee will be tasked with the creation of a Countywide Hazard Mitigation and Emergency Response Plan that addresses threats from oil and gas development as well as other natural and manmade hazards.	1	County Administrator, County Attorney, Fire Chief, Sheriff	Outreach	Low	No