



FINANCE COMMITTEE

THURSDAY, MAY 20, 2010 - 7:30 A.M.

CONFERENCE ROOM N-1 – FIFTH FLOOR

ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order and Approval of Agenda
2. Approval of Minutes – May 6, 2010
3. Election of Vice Chair
4. Set Meeting Day and Time
5. Citizen Participation, Communications and Announcements
6. Transfers and Appropriations
7. Bills – Bills Over \$10,000
Encumbrances Over \$10,000
Pre-Approved Encumbrance Amendments
Approval of Bills for Other Departments – Arrowhead Library System
8. Review of Resolutions
 - A. Authorizing 2010 Farmland Preservation Program Planning Grant
9. Report on Cash Balances and Investments
10. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63100	OFC SUPP & EXP P1000922-PO# 05/11/10 -VN#038471	5.050 00 23.6%	1,061.68	131.49	3,856.83	25.42	
					CLOSING BALANCE		25.42
0515000000-68010	EXP ALLOCATIONS ENC R1002284-PO# 04/30/10 -VN#044943	0.00 100.0%	10,765.69	0.01	-10,765.70	149.00	
					CLOSING BALANCE		149.00
	FINANCE DIRECTOR		PROG-TOTAL-PO			174.42	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$174.42 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515410000-64917	REIMB.TX DD.EXP.	-6 000.00	39.1%	-2 350.00	0.00	-3,650.00	
	P1002085-PO# 05/11/10 -VN#048205					NOVA TITLE AND CLOSING SERVICE	4 156.46
						CLOSING BALANCE	-7,806.46
							4,156.46
						TAX DEED EXPENSE	4.156.46
						PROG-TOTAL-PO	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,156.46 INCURRED BY TAX DEED EXPENSE. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1717100000-64200	TRAINING EXP	800.00	31.8%	255.00	0.00	545.00	
	P1001942-PO# 05/11/10 -VN#043096			WISCONSIN REGISTER OF DEEDS AS		110.00	
				CLOSING BALANCE	435.00		110.00
				REGISTER OF DEED	PROG-TOTAL-PO	110.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$110.00 INCURRED BY REGISTER OF DEEDS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-64200	TRAINING EXP	15,400.00	26.6%	4,107.75	0.00	11,292.25	
		05/11/10 -VN#046260		BORLICK, JENNIFER		1,097.46	
		05/11/10 -VN#047998		LOCKWOOD, GARY		914.55	
	P1002002-PO#	05/11/10 -VN#025900		WLIA		120.00	
				CLOSING BALANCE	9,160.24		2,132.01
	LAND RECORDS			PROG-TOTAL-PO		2,132.01	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,132.01 INCURRED BY LAND RECORDS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62119	OTHER SERVICES	61,700.00 39.4%	4,442.38	19,927.62	37,330.00		
	P1000877-PO# 05/11/10 -VN#048561			CITIES DIGITAL		3,000.00	
				CLOSING BALANCE	34,330.00		3,000.00
0714300000-62400	R & M SERV	243,467.00 52.2%	125,652.31	1,500.03	116,314.66		
	P1001772-PO# 05/11/10 -VN#047151			AVI SYSTEMS		5,859.34	
	P1001774-PO# 05/11/10 -VN#023904			HEWLETT PACKARD		5,989.80	
	P1002055-PO# 05/11/10 -VN#025799			WALCOTT WATER CONDITIONING		110.00	
				CLOSING BALANCE	104,355.52		11,959.14
0714300000-62421	COMPUTER EQUIP	9,000.00 17.6%	1,586.79	0.00	7,413.21		
	P1000938-PO# 05/11/10 -VN#036454			PARTS NOW		64.20	
				CLOSING BALANCE	7,349.01		64.20
0714300000-62491	SOFTWARE MAINT	564,042.00 55.7%	234,804.32	79,720.90	249,516.78		
	P1002037-PO# 05/11/10 -VN#023905			HIGHLINE CORPORATION		33,293.00	
				CLOSING BALANCE	216,223.78		33,293.00
0714300000-63200	PUBL/SUBCR/DUES	1,504.00 9.9%	150.00	0.00	1,354.00		
	P1002040-PO# 05/11/10 -VN#027181			GIPAW		150.00	
				CLOSING BALANCE	1,204.00		150.00
0714300000-63407	COMPUTER SUPPL	15,496.00 17.5%	2,192.92	528.00	12,775.08		
	P1001843-PO# 05/11/10 -VN#033353			CDW GOVERNMENT INC		51.60	
				CLOSING BALANCE	12,723.48		51.60
0714300000-64200	TRAINING EXP	47,500.00 82.9%	15,139.59	24,265.02	8,095.39		
	P1002036-PO# 05/11/10 -VN#037278			WISNET		150.00	
				CLOSING BALANCE	7,945.39		150.00
0714300000-64701	SOFTWARE PURCH	143,812.00 25.3%	16,533.24	19,940.21	107,338.55		
	P1001517-PO# 05/11/10 -VN#048561			CITIES DIGITAL		1,885.00	
				CLOSING BALANCE	105,453.55		1,885.00
0714300000-67143	IT DEPT CR-CHGS	50,000.00 182.5%	2,139.22	89,149.61	-41,288.83		
	P1001834-PO# 05/11/10 -VN#037622			DEAN ENTERPRISES AND ASSOCIATE		4,309.08	
	P1001925-PO# 05/11/10 -VN#033353			CDW GOVERNMENT INC		64.48	
	P1001930-PO# 05/11/10 -VN#033353			CDW GOVERNMENT INC		260.26	
*** OVERDRAFT ***				CLOSING BALANCE	-45,922.65		4,633.82

*OK
cm*

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
			INFORMATION TECH	PROG-TOTAL-PO		55,186.76	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$55,186.76 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5152740000-62119	OTHER SERVICES	2,000.00	0.0%	0.00	0.00	2,000.00	
		05/04/10 -VN#049559		CLASON LLC,PATRICIA		601.50	
				CLOSING BALANCE	1,398.50		601.50
5152740000-64303	EXTENSION MATERI	2,600.00	6.1%	158.96	0.00	2,441.04	
		05/04/10 -VN#012445		EDGERTON PUBLIC LIBRARY		14.49	
				CLOSING BALANCE	2,426.55		14.49
		2010 LSTA JOBS		PROG-TOTAL-PO		615.99	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$615.99 INCURRED BY 2010 LSTA JOBS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

LIBRARY BOARD COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 12 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000021-23990	DUE OTHER LIBR	0.00	100.0%	-15,261.50	0.00	15,261.50	
		05/04/10	-VN#011228	BELOIT PUBLIC LIBRARY		1,173.84	
		05/04/10	-VN#011864	CLINTON PUBLIC LIBRARY		722.61	
		05/04/10	-VN#012445	EDGERTON PUBLIC LIBRARY		16.15	
		05/04/10	-VN#013627	HEDBERG PUBLIC LIBRARY		13,200.90	
		05/04/10	-VN#014628	MILTON PUBLIC LIBRARY		148.00	
				CLOSING BALANCE		0.00	15,261.50
		BAL SHEET A/C		PROG-TOTAL-PO		15,261.50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$15,261.50 INCURRED BY BALANCE SHEET ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD

LIBRARY BOARD

COMMITTEE APPROVES THE ABOVE COM-APPROVAL

DEPT-HEAD

MAY 12 2010

DATE

CHAIR

Account Number	Name	Yearly Prcnt Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5150000000-62119	OTHER SERVICES	58,333.00	44.7%	26,088.57	0.00	32,244.43		
		05/04/10 -VN#035144		CRYSTAL COMPUTER CONSULTING IN			191.25	
				CLOSING BALANCE		32,053.18		191.25
5150000000-62210	TELEPHONE	2,500.00	37.4%	937.27	0.00	1,562.73		
		05/04/10 -VN#031631		US CELLULAR			6.57	
				CLOSING BALANCE		1,556.16		6.57
5150000000-62410	R & M-VEHICLES	3,000.00	3.4%	103.99	0.00	2,896.01		
		05/04/10 -VN#010961		ARROWHEAD LIBRARY PETTY CASH			13.80	
		05/04/10 -VN#015284		POMP'S TIRE SERVICE INC			53.99	
		05/04/10 -VN#019864		ROCK COUNTY DEPARTMENT OF PUBL			347.05	
				CLOSING BALANCE		2,481.17		414.84
5150000000-63101	POSTAGE	350.00	22.7%	79.64	0.00	270.36		
		05/04/10 -VN#010961		ARROWHEAD LIBRARY PETTY CASH			53.95	
				CLOSING BALANCE		216.41		53.95
5150000000-63108	PUBLIC INFO	4,000.00	8.5%	340.18	0.00	3,659.82		
		05/04/10 -VN#012124		CUSTOM XEROGRAPHICS INC			29.80	
		05/04/10 -VN#033427		GAMMONS, MARTHA W			39.00	
				CLOSING BALANCE		3,591.02		68.80
5150000000-64303	EXTENSION MATERI	2,000.00	20.9%	419.81	0.00	1,580.19		
		05/04/10 -VN#013508		INGRAM LIBRARY SERVICES			17.66	
				CLOSING BALANCE		1,562.53		17.66
5150000000-64309	INTERSYS/AGREEME	54,864.00	69.9%	38,362.25	0.00	16,501.75		
		05/04/10 -VN#023625		BRODHEAD MEMORIAL PUBLIC LIBRA			14,956.00	
				CLOSING BALANCE		1,545.75		14,956.00
5150000000-64904	SUNDRY EXPENSE	1,500.00	0.0%	0.00	0.00	1,500.00		
		05/04/10 -VN#010961		ARROWHEAD LIBRARY PETTY CASH			27.47	
				CLOSING BALANCE		1,472.53		27.47
5150000000-65321	BLDG/OFC LEASE	21,600.00	43.0%	9,300.00	0.00	12,300.00		
		05/04/10 -VN#018456		KEALEY, JAMES P OR EVELYN A			1,875.00	
				CLOSING BALANCE		10,425.00		1,875.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		ARROWHEAD LIBR.	PROG-TOTAL-PO			17,611.54	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$17,611.54 INCURRED BY ARROWHEAD LIBRARY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

LIBRARY BOARD COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAY 12 2010 DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Planning & Development Agency
INITIATED BY



Paul Benjamin
DRAFTED BY

Planning & Development Agency
SUBMITTED BY

April 26, 2010
DATE DRAFTED

AUTHORIZING 2010 FARMLAND PRESERVATION PROGRAM PLANNING GRANT

1 WHEREAS, The Wisconsin Working Lands Initiative was passed as part of the State of Wisconsin's
2 2009-2011 biennial budgeted process and Ch. 91 of the Wisconsin Statutes, Farmland Preservation has
3 been substantially rewritten; and,
4

5 WHEREAS, the Wisconsin Department of Agriculture, Trade, and Consumer Protection has begun
6 offering Farmland Preservation planning grants in order to assist Wisconsin counties in the farmland
7 preservation planning process; and,
8

9 WHEREAS, on April 9, 2010, the Rock County Planning and Development Agency received a letter and
10 other materials from the Wisconsin Department of Agriculture, Trade, and Consumer Protection offering
11 a Farmland Preservation planning grant to Rock County; and,
12

13 WHEREAS, obtaining these funds will allow Rock County to update its currently certified Farmland
14 Preservation Plan and include numerous new features of Farmland Preservation that have been written
15 into Ch. 91, Wisconsin Statutes, including purchase of development rights and Agricultural Enterprise
16 Areas; and,
17

18 WHEREAS, Rock County has been an active participant in the Farmland Preservation Program for over
19 30 years and the program has been valuable in the preservation of Rock County's rich agricultural lands.
20

21 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
22 this ____ day of _____, 2010 does hereby accept the 2010 Farmland Preservation Program
23 Planning Grant agreement for \$30,000 from the Department of Agriculture, Trade and Consumer
24 Protection and authorizes the County Board Chair to sign the respective grant agreement on behalf of the
25 County of Rock.
26

27 BE IT FURTHER RESOLVED, that the 2010 Planning & Development Department Budget be
28 amended as follows:
29

<u>Account/Description</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds:</u>	<u>5/1/2010</u>	<u>(Decrease)</u>	<u>Budget</u>
64-6405-0000-42200/ State Aid	-0-	30,000	30,000
<u>Use of Funds:</u>			
64-6405-0000-63110/ Administration Expense	-0-	25,650	25,650
64-6405-0000-63104/ Printing & Duplicating	-0-	2,750	2,750
64-6405-0000-63107/ Public & Legal Notices	-0-	150	150
64-6405-0000-63300/ Sundry Expense	-0-	1,450	1,450

AUTHORIZING 2010 FARMLAND PRESERVATION PROGRAM PLANNING GRANT

Page 2

Respectfully Submitted,

PLANNING & DEVELOPMENT COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Alan Sweeney, Chair

Reviewed and approved on a vote of

Mary Mawhinney, Vice-Chair

Mary Mawhinney, Chair Date

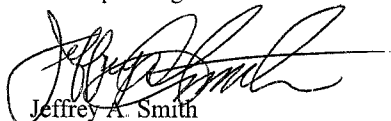
Wayne Gustina

Marilynn Jensen

Phillip Owens

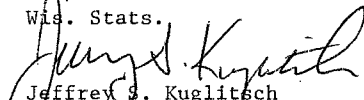
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$30,000 in State Aid for the 2010-2011 Planning Department Farmland Preservation Grant. No additional County matching funds are required to accept this grant.


Jeffrey A. Smith
Finance Director


LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Resolution Authorizing 2010 Farmland Preservation Program Planning Grant

In order to participate in the State Farmland Preservation Program, a county must have a state-certified Farmland Preservation Plan. Farmers in participating counties may qualify for significant tax credits (s. 71.613, Wis. Stats.). Most counties must update their certified plans by deadline dates ranging from 2011 to 2015 in order to continue program participation (s. 91.14, Wis. Stats.).

A certified plan must meet state standards (ss. 91.10 and 91.18, Wis. Stats.), and must be consistent with the county's comprehensive plan. Among other things, a certified plan must identify clearly-mapped areas that the county plans to preserve for agricultural use. Farmers in those areas are eligible for tax credits if their land is covered by a Certified Farmland Preservation Zoning Ordinance or an individual Farmland Preservation Agreement. Other Farmland Preservation Program benefits, including agricultural enterprise area designations and agricultural conservation easement purchases, are likewise limited to farmland preservation areas designated in the county's certified plan.

The agreement with the Department of Agriculture, Trade, and Consumer Protection requires that Rock County contribute at least 50% of the total eligible costs identified in a reimbursement request from any combination of county levy, non-state grant funds, and in-kind services including work performed by county employees but not including the work of unpaid volunteers. Rock County's contribution will be in the form of in-kind services.

The Rock County Agricultural Preservation Plan was certified in 2005 for ten years. The County has the option to remain certified until 2015 or take a Farmland Preservation Planning Grant for certification by December 31, 2011. Staff at the Rock County Planning and Development Agency recommend taking advantage of the planning grant from the Wisconsin Department of Agriculture, Trade, and Consumer Protection to do an update of the Rock County Farmland Preservation Plan in order to take advantage of new features in the law. Sixteen of Rock County's twenty towns will also be required to bring their zoning ordinances up to the new standards in Ch. 91, Wis. Stats. By updating the town zoning ordinances by 2012 and doing the County Farmland Preservation Plan about the same time, we can insure that the zoning ordinances are consistent with the plan, a statutory requirement.