



**Amended
3/1/2013**

**FINANCE COMMITTEE
THURSDAY, MARCH 7, 2013 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – February 14, 2013 and February 21, 2013
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
 - A. Developmental Disabilities Board
 - B. Human Services
 - C. Sheriff's Office
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) General Services (3)
 - 2) Human Services
 - E. Approval of Bills for Other Departments
7. Resolution
 - A. Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project (Will be provided at the meeting.)
 - B. Amendment #2 to Land Loan #1 Resolution to Amend Resolution No. 10-4C-013 Advance Land Acquisition Loan Originally Dated April 22, 2010 Reconstituted Loan Agreement Dated February 14, 2013
 - C. Amending the 2013 Human Services Department Budget To Accept Funding for Juvenile Early Intervention Services

8. Purchasing Procedural Endorsement
 - A. Accepting the Automatic License Plate Recognition Bid and Approving the Memorandum of Understanding
9. Adjournment

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 02/18/2013
 Requested By Developmental Disabilities Board - 2012
Department

Transfer No. 12-100
John Hanewall
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 33-3310-0000-62604 Description: Nursing Home Reloc. CIP 1B Current Balance: \$255,500 SO 2/19/13	\$193,632	Account #: 33-3310-0000-62601 Description: Purchase of Care	\$193,632
Account #: 33-3310-0000-63104 Description: Printing & Duplication Current Balance: \$441 So 2/19/13	\$263	Account #: 33-3310-0000-63100 Description: Office Supplies & Expense	\$118
Account #: Description: Current Balance:		Account #: 33-3310-0000-63300 Description: Travel	\$145
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

CIP 1B: funds were originally budgeted to cover care costs for a CIP 1B client who was in an institution & funds were budgeted in CIP 1B for Community Employment costs & money was left to cover the DVR Long Term Support referred client in Purchase of Care. Printing & Duplication: Less printing needs in 2012.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Purchase of Care: 1 CIP 1B client was institutionalized in 2012 which is not eligible for waiver funding & the addition of a DVR Long Term Support referred client which is not waiver eligible. Office Supplies & Expense: More supply needs in 2012. Travel: more required off-site trainings & meetings for staff in 2012.

FISCAL NOTE:

Sufficient funds are available for transfer.

ADMINISTRATIVE NOTE:

Recommended

REQUIRED APPROVAL

DATE


COMMITTEE CHAIR

- Governing Committee _____
- Finance Committee _____

Rock County
Transfer Request - Over \$500

RECEIVED
FEB 19 2013

TO: FINANCE DIRECTOR Date 2/15/13
Requested By Human Services Department
Department

FINANCE
Transfer No. #13-05
Charmian Klyve
Department Head 

FROM:	AMOUNT	TO:	AMOUNT
Account #: 36-3664-0000-63400 Description: YSC Operating Supplies Current Balance: <u>35,362 2-19-13</u>	\$2,463	Account #: 36-3664-0000-67130 Description: Terminals and PCs	\$2,463
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

The YSC operating supply budget is used to purchase any needed supplies for YSC youth. At this point in the year it is too early to project underspending but this is the account we would have the most flexibility.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

HSD is requesting to purchase a Mobile Thin Client package and install a wireless access point at the Youth Services Center to allow for mobility for the YSC Social Worker throughout the facility.

FISCAL NOTE:

Sufficient funds is available for transfer.

ADMINISTRATIVE NOTE:

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee 2-27-13
 Finance Committee

Brian Knudson

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 01/31/13 (2012) Transfer No. 12-109
 Requested By Sheriff's Office Department Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2140-2011-63908 Description: Investigative Exp - HIDTA11 Current Balance: \$1,445 SO 2/27/13	\$ 1,445.00	Account #: 21-2140-2011-61210 Description: Overtime - HIDTA11	\$11,303.00
Account #: 21-2140-2011-67172 Description: Cap Assets 500-999 - HIDTA11 Current Balance: \$10,558	\$10,558.00	Account #: 21-2140-2011-64200 Description: Training - HIDTA11	\$ 700.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

These transfers are requested in order to align the budget with the actual grant activity. In order to achieve the grant goals, it was determined that fewer funds should be spent on confidential buys and capital equipment.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

These transfers are requested in order to align the budget with the actual grant activity. In order to achieve the grant goals, it was determined that more funds should be spent on overtime and training.

FISCAL NOTE:

Sufficient funds are available for transfer.
SS 2-27-13

ADMINISTRATIVE NOTE:

Recommended.
QR 2-27-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-68010	EXP.ALLOCATIONS	0.00 100.0%	75.79	39,924.21	-40,000.00		
ENC	R1301390-PO# 02/25/13 -VN#044943			CARDMEMBER SERVICES		1,800.00	
				CLOSING BALANCE	-41,800.00		1,800.00
	FINANCE DIRECTOR		PRCG-TOTAL-PO			1,800.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,800.00 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
 MAR 07 2013 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414100000-63100	OFC SUPP & EXP	2,300.00	12.6%	291.41	0.01	2,008.58	
	P1301080-PO# 03/01/13 -VN#051752			CFS PRODUCTS INC		250.80	
				CLOSING BALANCE		1,757.78	250.80
	COUNTY CLERK			PROG-TOTAL-PO		250.80	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$250.80 INCURRED BY COUNTY CLERK. 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 **MAR 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

2013 . . .

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414110000-62114	TAB/CANVASING	900.00	0.0%	0.00	0.06	899.94	
	P1300725-PO# 03/01/13 -VN#014389			MATHEWS,STEPHANIE		50.00	
				CLOSING BALANCE		849.94	50.00
1414110000-63103	LEGAL FORMS	17,500.00	0.0%	0.00	0.02	17,499.98	
	P1300732-PO# 03/01/13 -VN#041689			ILLINOIS OFFICE SUPPLY		6,048.65	
				CLOSING BALANCE		11,451.33	6,048.65
	ELECTIONS			PROG-TOTAL-PO		6,098.65	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$6,098.65 INCURRED BY ELECTIONS. 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 **MAR 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515400000-63107	PUBL & LEGAL	450.00	0.0%	0.00	0.00	450.00	
	P1301147-PO# 03/01/13 -VN#011191			BELOIT DAILY NEWS		57.84	
				CLOSING BALANCE	392.16		57.84
	COUNTY TREASURER		PROG-TOTAL-PO			57.84	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$57.84 INCURRED BY COUNTY TREASURER. 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
MAR 07 2013 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1717100000-63103	LEGAL FORMS	2,500.00	0.0%	387.50	-387.50	2,500.00	
	P1300601-PO# 03/01/13 -VN#028158			DEPARTMENT OF HEALTH SERVICES		1,268.00	
				CLOSING BALANCE		1,232.00	1,268.00
1717100000-63403	MICROFILM SUPP	200.00	0.0%	0.00	0.00	200.00	
	P1301177-PO# 03/01/13 -VN#020077			UNDERGROUND VAULTS & STORAGE I		200.00	
				CLOSING BALANCE		0.00	200.00
	REGISTER OF DEED			PROG-TOTAL-PO		1,468.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,468.00 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 **MAR 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
DATE _____ CHAIR _____

2013...

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1717150000-62119	OTHER SERVICES	142,000.00	164.8%	0.00	234,067.62	-92,067.62	
	P1301196-PO# 03/01/13 -VN#043416			FIDLAR COMPANIES			1,350.00
*** OVERDRAFT ***				CLOSING BALANCE	-93,417.62		1,350.00
	ROD REDACTION			PROG-TOTAL-PO			1,350.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,350.00 INCURRED BY ROD REDACTION PROJECT. 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

MAR 07 2013

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62400	R & M SERV	211,793.00 33.4%	64,782.35	6,108.60	140,902.05		
	P1300650-PO# 03/01/13 -VN#019713			GENERAL HEATING AND AIR CONDIT		211.05	
	P1301084-PO# 03/01/13 -VN#033353			CDW GOVERNMENT INC		37.90	
	P1301157-PO# 03/01/13 -VN#033353			CDW GOVERNMENT INC		510.88	
				CLOSING BALANCE	140,142.22		759.83
0714300000-62421	COMPUTER EQUIP	9,000.00 12.4%	321.42	803.54	7,875.04		
	P1300649-PO# 03/01/13 -VN#041552			ENTRE COMPUTER SOLUTIONS		335.00	
				CLOSING BALANCE	7,540.04		335.00
0714300000-62491	SOFTWARE MAINT	586,987.00 51.7%	225,562.60	78,496.08	282,928.32		
	P1301164-PO# 03/01/13 -VN#036684			ESHA RESEARCH		250.00	
	P1301247-PO# 03/01/13 -VN#039900			ORACLE CORPORATION		492.06	
				CLOSING BALANCE	282,186.26		742.06
0714300000-63100	OFC SUPP & EXP	5,210.00 0.0%	0.00	0.00	5,210.00		
	P1300964-PO# 03/01/13 -VN#028264			HENRICKSEN		261.62	
				CLOSING BALANCE	4,948.38		261.62
0714300000-63200	PUBL/SUBCR/DUES	560.00 0.0%	0.00	0.00	560.00		
	P1301127-PO# 03/01/13 -VN#027181			GIPAW		50.00	
				CLOSING BALANCE	510.00		50.00
0714300000-63407	COMPUTER SUPPL	17,940.00 7.1%	845.04	438.03	16,656.93		
	P1301075-PO# 03/01/13 -VN#033353			CDW GOVERNMENT INC		1,806.14	
	P1301165-PO# 03/01/13 -VN#033353			CDW GOVERNMENT INC		22.84	
				CLOSING BALANCE	14,827.95		1,828.98
0714300000-64701	SOFTWARE PURCH	64,324.00 4.7%	1,570.00	1,500.01	61,253.99		
	P1301145-PO# 03/01/13 -VN#052563			QCOHERENT SOFTWARE LLC		3,495.00	
				CLOSING BALANCE	57,758.99		3,495.00
0714300000-67130	TERMINALS/PC'S	111,821.00 17.4%	10,872.57	8,615.00	92,333.43		
	P1300977-PO# 03/01/13 -VN#050382			DELL		531.36	
	P1301132-PO# 03/01/13 -VN#033353			CDW GOVERNMENT INC		6,083.00	
				CLOSING BALANCE	85,719.07		6,614.36
0714300000-67131	OTHER COMP HARDW	78,579.00 37.8%	608.67	29,124.05	48,846.28		
	P1301129-PO# 03/01/13 -VN#051754			QUALITY POWER SOLUTIONS LLC		561.25	
				CLOSING BALANCE	48,285.03		561.25
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 95.6%	19,219.55	28,621.29	2,159.16		

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
P1301072-PO#	03/01/13 -VN#033353		CDW GOVERNMENT INC			1,448.00	
P1301073-PO#	03/01/13 -VN#033353		CDW GOVERNMENT INC			98.47	
P1301133-PO#	03/01/13 -VN#033353		CDW GOVERNMENT INC			228.64	
P1301182-PO#	03/01/13 -VN#047818		ENTERPRISE SYSTEMS GROUP			1,665.50	
*** OVERDRAFT ***			CLOSING BALANCE		-1,281.45		3,440.61
INFORMATION TECH PROG-TOTAL-PO						18,088.71	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18,088.71 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 **MAR 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1103172 PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) and Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 2-20-13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 71,647.00

INCREASE FROM \$ 17,774,133.69 TO \$ 17,845,780.69

ACCOUNT BALANCE AVAILABLE \$ 91,348.29 SB 02/21/13

REASON FOR AMENDMENT CHANGE ORDER #31

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
Chair _____ Date _____
(If over \$10,000)

COUNTY BOARD _____
Resolution # _____ Adoption Date _____
(If over \$10,000)

PURCHASE ORDER NUMBER P1103172 PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 2/20/13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 37,873.46

INCREASE FROM \$ 17,736,260.23 TO \$ 17,774,133.69

ACCOUNT BALANCE AVAILABLE \$ 129,221.75 SB 02/21/13

REASON FOR AMENDMENT CHANGE ORDER #30

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
Chair _____ Date _____

(If over \$10,000)

COUNTY BOARD _____
Resolution # _____ Adoption Date _____

(If over \$10,000)

PURCHASE ORDER NUMBER P1202635

PEID 015785

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 2/20/13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME ROCK ROAD COMPANIES

ACCOUNT NUMBER 18-1853-0000-67200

FUNDS DESCRIPTION ROCK COUNTY COMPLEX PARKING IMPROVEMENTS

AMOUNT OF INCREASE \$ 65,000

INCREASE FROM \$ 648,601.46 TO \$ 713,601.45

ACCOUNT BALANCE AVAILABLE \$ 99,439.51 SB 02/21/13

REASON FOR AMENDMENT \$65,000 CONTINGENCY IN RESOLUTION

#12-8A-094 FOR ADDITIONAL WORK ON PROJECT.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
Chair _____ Date _____
(If over \$10,000)

COUNTY BOARD _____
Resolution # _____ Adoption Date _____
(If over \$10,000)

PURCHASE ORDER NUMBER P1300892 PEID 015793

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE February 12, 2013

DEPARTMENT Human Services

COMMITTEE Human Services Board

VENDOR NAME Rock Valley Community Programs, Inc.

ACCOUNT NUMBER 36-3689-0600-62119

FUNDS DESCRIPTION Other Services

AMOUNT OF INCREASE \$ 149,911

INCREASE FROM \$ 516,018 TO \$ 665,929

ACCOUNT BALANCE AVAILABLE \$ 880,890.00 SB 02/14/13

REASON FOR AMENDMENT Additional funding required for crisis stabilization

APPROVALS

GOVERNING COMMITTEE *Brian Knudson* 2-27-13
Chair Date

FINANCE COMMITTEE _____
(If over \$10,000) Chair Date

COUNTY BOARD _____
(If over \$10,000) Resolution # Adoption Date

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY

Public Works Committee
SUBMITTED BY



Ronald D. Burdick
Airport Director
DRAFTED BY

February 14, 2013
DATE DRAFTED

Amendment #2 to Land Loan #1
Resolution to Amend Resolution No. 10-4C-013
Advance Land Acquisition Loan Originally Dated April 22, 2010
Reconstituted Loan Agreement Dated February 14, 2013

1 WHEREAS, it is deemed to be in the best interest of the County of Rock, hereafter referred
2 to as Sponsor, to apply for a State loan to acquire land or interests in land for improvement of
3 the Southern Wisconsin Regional Airport; and,
4

5 WHEREAS, the Sponsor is required by State Statute and Wis. Administrative Code (Trans
6 54.05) to designate the Secretary as its agent to accept, receive, receipt for and disburse any
7 funds loaned by the State of Wisconsin under the Advance Land Acquisition Loan Program.
8

9 WHEREAS, three properties were originally included in the Land Acquisition Loan; and
10

11 WHEREAS, two of the original three properties have already been purchased at amounts that
12 were higher than had been estimated; and,
13

14 WHEREAS, it is anticipated that the third un-purchased property is expected to incur
15 additional expenses which include a higher appraisal of the property than was anticipated, the
16 purchase and removal of a billboard and the relocation expenses of the current owner; and,
17

18 WHEREAS, the Bureau of Aeronautics estimates that an additional Two Hundred Thousand
19 Dollars (\$200,000.00) will cover these expenses; and
20

21 WHEREAS, the original balloon payment was due in 2015 and will now be extended to
22 2018.
23

24 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors,
25 hereafter referred to as Sponsor, duly assembled this _____ day of _____,
26 2013 that it is deemed to be in the best interest of the Sponsor to amend the application for a
27 State loan to acquire land or interests in land for the improvement of the Southern Wisconsin
28 Regional Airport; and
29

30 BE IT FURTHER RESOLVED, that the Sponsor respectfully requests the following
31 changes to the Resolution No. 10-4C-013 Advance Land Acquisition Loan and/or the
32 Responsibility and Performance Note;
33

34 Land Loan funding breakdown:

	<u>Original Loan</u>	<u>Amended Loan Amount</u>
35		
36		
37	Sponsor Share (20%)	\$ 240,000
38	Loan Amount (80%)	\$ 960,000
39	Total Land Loan project	\$1,200,000
		\$ 280,000
		\$1,120,000
		\$1,400,000

Resolution to Amend Resolution No. 10-4C-013 Advance Land Acquisition Loan

Page 2

40 **BE IT FURTHER RESOLVED**, that the total amount of the loan, plus interest will be
41 repaid to the State, in full, within five years of the date of the reconstituted loan agreement.
42 Repayment may be made by annual budget appropriates, or project appropriations of the
43 County State and FAA, or a combination of both methods acceptable to the Secretary of
44 Transportation and the applicant.

45
46 **BE IT FINALLY RESOLVED**, you are requested to take such action as may be deemed
47 necessary by the facts presented.

J. Russell Podzilni, Chair
Rock County Board of Supervisors

Introduced: Date _____

Passed:Date _____

Attest: _____
Lorena R Stottler, Clerk

I do hereby certify that the above and foregoing is a true, accurate, and complete copy of the original resolution No. _____, introduced and passed by the County Board on _____, 2013.

Lorena R. Stottler, Rock County Clerk

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Kurtis Yankee, Chair

Betty Jo Bussie, Vice Chair

Eva Arnold

David Brown

Brent Fox

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____.

Mary Mawhinney, Chair

**Resolution to Amend Resolution No. 10-4C-013 Advance Land Acquisition
Loan**

Page 3

FISCAL NOTE:

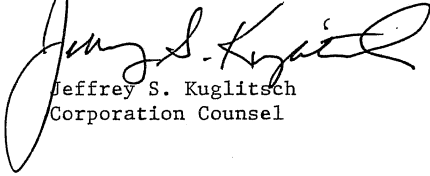
Resolution 10-4C-014, adopted April 22, 2010, authorized the County to enter into a land loan for the purchase of three parcels of land contiguous to the airport. This resolution amends the original resolution by increasing the total land loan amount by \$200,000 to \$1,400,000. This increases the County share of the loan by \$40,000 to \$280,000. There are sufficient funds in the Airport Capital Improvement account, A/C 41-4453-4454-67200, for payment of the increased County share. This resolution also extends the date for the repayment of the loan from 2015 to 2018. The County will be responsible for the 4% annual interest cost until the loan is repaid.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes 59.01, 59.51, 59.52(19), 59.58 and numerous sections of Ch. 114.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

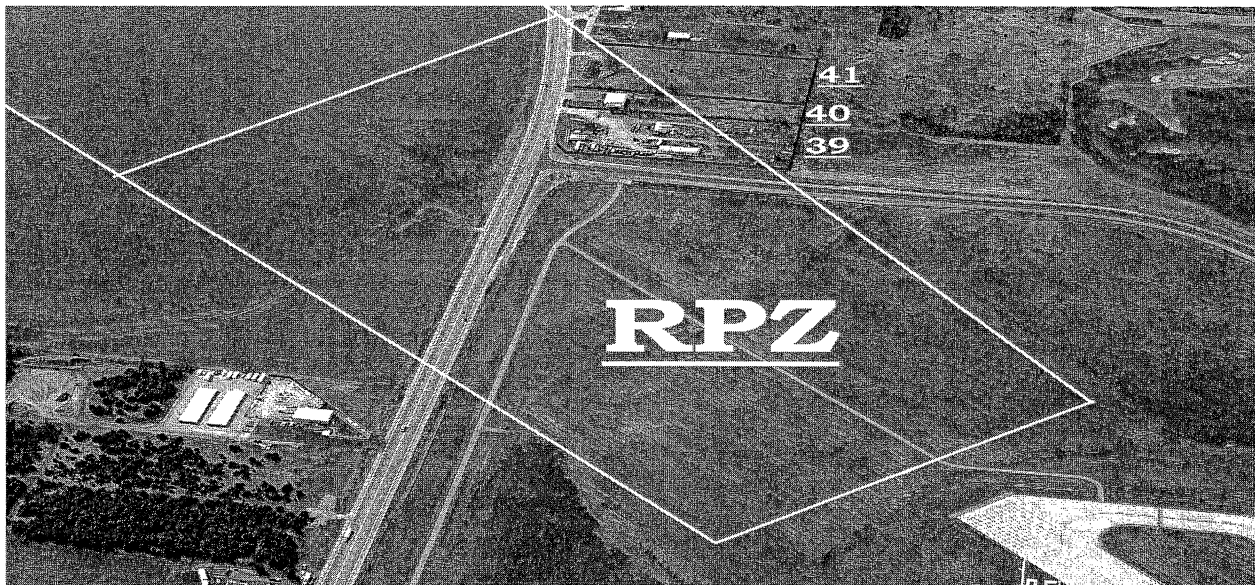


Craig Knutson
County Administrator

Amendment #2 to Land Loan #1
Resolution to Amend Resolution No. 10-4C-013
Advance Land Acquisition Loan Originally Dated April 22, 2010 Reconstituted Loan Agreement
Dated February 14, 2013

In 2010 the County Board approved entering into the Advance Land Acquisition Loan Program to purchase 3 parcels of land located within the Runway 32 Protection Zone. This program is administered by the Wisconsin Department of Transportation, Bureau of Aeronautics and was set up by the State to loan funds to airport sponsors to acquire land needed for preserving and improving a safe and efficient air transportation system. Simple interest is charged at a rate of 4 percent on the unpaid balance. The land loan functions much like a short-term loan to cover the expenses incurred until the federal funding is available for reimbursement.

The Bureau of Aeronautics has acquired parcels 40 and 41. Both were appraised higher than originally anticipated. Parcel 39 has also been appraised higher than originally anticipated, has a bill board sign that need to be removed, and must include relocation costs to the property owner. The Bureau estimates that the amendment will cover those expenses.



The Resolutions before you increase the advance Land Acquisition Loan from \$1,200,000 to \$1,400,000 and increased the County's share from \$240,000 to \$280,000. There is adequate funds available in the airports capital improvement account to cover the additional cost.

Although the Land Loan Resolution indicates a five-year pay back, when federal funding is secured, those funds will be used for repayment of the land loan. At this time federal reimbursement is 90%, state is 5%, and the sponsors share will be 5%.

Respectfully Submitted,

Ronald D. Burdick
Airport Director

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Sara Mooren/Lance Horozewski
DRAFTED BY

Human Services Board
SUBMITTED BY

February 15th, 2013
DATE DRAFTED

**Amending the 2013 Human Services Department Budget
To Accept Funding for Juvenile Early Intervention Services**

1 **WHEREAS**, the Wisconsin Department of Corrections (DOC) awarded the Department \$34,390 in
2 juvenile justice early intervention funds for early intervention services for juveniles at risk of serious
3 delinquency; and,
4

5 **WHEREAS**, the Human Services Department will partner with the Beloit and Janesville School Districts
6 and the Boys and Girls Clubs to expand on the already successful Juvenile Diversion School Resource
7 Program; and,
8

9 **WHEREAS**, the Department currently employs a Juvenile Diversion Specialist in the Beloit and
10 Janesville middle schools in an effort to reduce school-based arrests, suspensions and expulsions; and,
11

12 **WHEREAS**, this new funding will be directed, as approved by DOC, to both the Boys and Girls Club of
13 Janesville and the Stateline Boys and Girls Club to provide after school pro-social activities to youth in
14 the School Resource Diversion Programs; and,
15

16 **WHEREAS**, after school programming for these at-risk youth is critical to keeping them from entering
17 the juvenile justice system.
18

19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
20 this _____ day of _____, 2013, does hereby authorize the acceptance of the juvenile early
21 intervention funds.
22

23 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2013 be amended
24 as follows:
25

Account/Description	Budget <u>2/15/13</u>	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3656-0000-42200 State Aid	\$150,270	\$34,390	\$184,660
<u>Use of Funds</u>			
36-3656-0000-62119 Other Contracted Services	\$0	\$34,390	\$34,390

Amending the 2013 Human Services Department Budget to Accept Funding for Juvenile
Early Intervention Services

Page 2

Respectfully submitted,

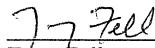
Human Services Board



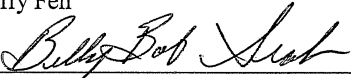
Brian Knudson, Chair



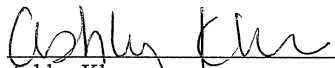
Sally Jean Weaver-Landers, Vice Chair



Terry Fell



Billy Bob Grahn



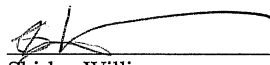
Ashley Kleven

Absent

Phillip Owens



Terry Thomas



Shirley Williams

Absent

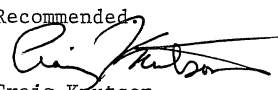
Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of
_____.

Mary Mawhinney, Chair


ADMINISTRATIVE NOTE:

Recommended


Craig Knutson
County Administrator

FISCAL NOTE:

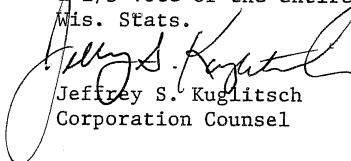
This resolution authorizes the acceptance and expenditure of \$34,390 in State Aid for Juvenile Early Intervention Services. No County matching funds are required.



Sherry Oja
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 2013 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

**Amending the 2013 Human Services Department Budget
to Accept Funding for Juvenile Early Intervention Services**

Executive Summary

The Wisconsin Department of Corrections (DOC) has awarded the Department \$34,390 in juvenile justice early intervention funds for early intervention services for juveniles at risk of juvenile justice system involvement.

The Human Services Department first implemented a Juvenile Diversion School Resource Program in 2010 to target the reduction of school-based arrests, suspensions and expulsions. The Department partners with both the Beloit and Janesville School Districts and employs a Juvenile Diversion Specialist in the middle schools to work with at-risk youth.

This new funding will be directed, as approved by DOC, to both the Boys and Girls Club of Janesville and the Stateline Boys and Girls Club to build on this program by providing after school pro-social activities to youth in the School Resource Diversion Programs. After school programming for these at-risk youth is critical to keeping them from entering the juvenile justice system.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden
INITIATED BY



Capt. Gary L. Groelle
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

February 27, 2013
DATE DRAFTED

**Accepting the Automatic License Plate Recognition Bid and
Approving the Memorandum of Understanding**

1 **WHEREAS**, the Sheriff's Office has requested to purchase an Automatic License Plate Recognition
2 (ALPR) system for one of their patrol squads; and,
3

4 **WHEREAS**, the ALPR system is an electronic camera system that uses optical character recognition to
5 read vehicle license plates; and,
6

7 **WHEREAS**, 3M/PIPS Technology Corporation of Knoxville, TN, manufactures the ALPR system that
8 will be used as part of a law enforcement data-sharing initiative with Greenfield Police Department; and,
9

10 **WHEREAS**, the Sheriff's Office entered into a memorandum of understanding with the Greenfield
11 Police Department to use their sever; and,
12

13 **WHEREAS**, the Rock County Purchasing Division did advertise and solicit bids for the ALPR system,
14 with the results attached; and,
15

16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
17 this _____ day of _____, 2013, that the bid for the ALPR be awarded to 3M/PIPS
18 Technology Corporation, of Knoxville, TN the lowest bidder.
19

20 **BE IT FURTHER RESOLVED** to accept the memorandum of understanding between the Rock County
21 Sheriff's Office and the Greenfield Police Department.
22

23 **BE IT FURTHER RESOLVED** to amend the budget to use Equitably Shared Funds as follows:
24

<u>Account/Description</u>	<u>Budget 01/01/13</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
Source of Funds			
21-2195-0000-46000			
Contributions	\$2,000.00	\$1,335.00	\$3,335.00
Use of Funds			
21-2195-0000-67171			
Capital Assets \$1,000 More	\$1,750.00	\$1,335.00	\$3,085.00

35

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Mary Beaver

Henry Brill

Brian Knudson

Larry Wiedenfeld

Purchasing Procedural Endorsement
Reviewed and approved on a vote of

Mary Mawhinney, Chair

Executive Summary

Accepting the Automatic License Plate Recognition Bid and Approving the Memorandum of Understanding

Resolution 12-8A-084 authorized \$18,780 for the purchase of an Automatic License Plate Recognition (ALPR).

The Rock County Sheriff's Office would like to purchase their first ALPR system for their patrol division. The ALPR will allow deputies to use a camera to electronically read, record and store vehicle license plates, as they patrol in their squads. The system uses infrared lighting to allow the camera to take a license plate picture at any time of day.

By contracting with 3M/PIPS Technology, we will be on the same regional system as Greenfield Police Department, thus allowing both agencies to share each other's recorded license plate data.

The low bidder for the equipment was 3M/PIPS Technology, with a bid of \$20,115.

Equitably shared funds in the amount of \$1,335 are available to complete the project.

\$18,780	Resolution 12-8A-084
<u>\$ 1,335</u>	ESF
\$20,115	ALPR Bid

