



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, JUNE 23, 2011 – 8:00 A.M.  
COURTHOUSE CONFERENCE CENTER - (2<sup>nd</sup> FL – EAST WING)  
ROCK COUNTY COURT HOUSE  
JANESVILLE, WI  
AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of meeting held Thursday, June 9, 2011
4. Citizen Participation, Communications and Announcements
5. Finance
  - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
6. Housing & Community Development
  - A. **Action Item:** CDBG – Revolving Fund Change Order (ID 020689D2) = + \$1,000
  - B. Information Item: Contract For Professional Services
  - C. Potential Conflict of Interest – Yes,
  - D. Information Verification Statement
7. Director's Report
  - Rod Nilsestuen Award
  - DNR Presentation
8. Committee Reports
9. **Action Item:** Executive Session per 19.85 (1)(b) Wis. Stats. To Discuss Consideration of Disciplinary Actions
10. Adjournment

**Future Meetings/Work Sessions**

July 14, 2011 (8:00 AM)  
July 28, 2011 (8:00 AM)  
August 11, 2011 (8:00 AM)  
August 25, 2011 (8:00 AM)  
September 8, 2011 (8:00 AM)  
September 22, 2011 (8:00 AM)

**Non-Committee Future Meetings**

June 23, 2011 (2:00 PM) Room 250, Rock County Courthouse  
Jim Congden, DNR – Rock River Total Maximum Daily Load (TDML)

June 28, 2011 (6:00 PM) Jury Assembly Room, Rock County Courthouse  
Land Division Regulations Update Listening Session

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464000000-64200	TRAINING EXP	2,298.00	40.7%	937.00	0.00	1,361.00	
		06/14/11 -VN#043273		BAKER, ANDREW		236.53	
				CLOSING BALANCE	1,124.47		236.53
		PLANNING		PROG-TOTAL-PO		236.53	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$236.53 INCURRED BY PLANNING. 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.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**JUN 23 2011**

DATE \_\_\_\_\_ CHAIR



## **ROCK COUNTY GOVERNMENT**

*Planning & Development Agency*

### **INTEROFFICE MEMORANDUM**

**TO:** Rock County Planning & Development Committee  
**THROUGH:** Paul Benjamin, Director, Planning & Development Agency  
**FROM:** David Somppi, Community Development Manager  
**SUBJECT:** Actions for P&D Agenda  
**DATE:** June 23, 2011

#### **ACTION ITEMS:**

1. CDBG-Revolving Fund: Project ID # 20689D-2  
Staff Recommends Approval

#### **INFORMATIONAL ITEM:**

1. Contract for Professional Services

ROCK COUNTY PLANNING & DEVELOPMENT AGENCY  
51 SOUTH MAIN STREET  
JANESVILLE, WISCONSIN 53545

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
CHANGE ORDER # 1

Date: June 23, 2011

Project Number: 20689D-2

Program Type: CDBG-Revolving Fund

Assessed Value: 131,500

Total Pre-Rehab 57,000

Mortgages

\*\*\*\*\*  
**CHANGE ORDERED:** Additional down payment assistance of \$1,000.

**REASON for CHANGE ORDER:** Buyer is obtaining a total of \$8,150 for down payment, closing costs, and repair escrow. Staff recommends providing \$6,000 for down payment assistance. The CDBG program allows for providing CDBG funds for up to 50% of the required down payment plus all closing costs. The requested amount is less than 10% of the purchase price of \$69,000, and will assist a foreclosed home to become occupied.

\*\*\*\*\*

Original Down Payment Assistance Amount:	\$ <u>5,000.00</u>
Previous Change Orders	\$ <u>0.00</u>
Change Order Addition	\$ <u>1,000.00</u>
Change Order Deduction	\$ <u>0.00</u>
Revised Contract Amount	\$ <u>6,000.00</u>

\*\*\*\*\*

This document shall become an amendment to the loan documents.

\_\_\_\_\_  
Signature of Buyer

\_\_\_\_\_  
Date

Approved by: Al Sweeney – Chair – Rock County Planning & Development Committee