



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, APRIL 8, 2010 – 8:30 A.M.  
COURTHOUSE CONFERENCE CENTER  
SECOND FLOOR – EAST WING  
ROCK COUNTY COURT HOUSE  
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of meetings held Thursday, March 25, 2010
4. Citizen Participation, Communications and Announcements
5. Finance
  - A. **Action Item:** Department Bills/Encumbrances/Pre-Approved Encumbrance/Amendments/Transfers
6. Resolution
  - A. **Action Item:** Supporting Statewide Competitiveness & Positioning Study
7. Community Development
  - A. **Action Item:** Change Order: Project ID 02576D1 = +\$1,825
  - B. Informational Item: Discussion of Possible "Housing & Community Development Procedure Manual" Updates
  - C. **Action Item:** Consideration of Revision to "Housing & Community Development Procedure Manual"
  - D. **Action Item:** Reconsideration of Subordination Request
  - E. Potential Conflict of Interest – Yes,
8. Adjournment

**Future Meetings/Work Sessions**

April 22, 2010 (8:30 AM)  
May 13, 2010 (8:30 AM)  
May 27, 2010 (8:30 AM)

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1317300000-64200	TRAINING EXP	560.00	37.5%	-25.00	235.00	350.00	
	P1000808-PO# 04/01/10 -VN#016925					UNIVERSITY OF WISCONSIN STEVEN	235.00
				CLOSING BALANCE		115.00	235.00
	SURVEYOR			PROG-TOTAL-PO			235.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$235.00 INCURRED BY SURVEYOR. 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

**APR 07 2010** DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464180000-63110	ADMIN. EXPENSE	492,750.00	24.0%	41,021.21	77,544.72	374,184.07	
		04/01/10	-VN#049394	VENABLE, DOUG		457.74	
ENC	R1001958-PO#	03/29/10	-VN#045869	GREATER BELOIT ECONOMIC DEVELO		30,000.00	
ENC	R1001960-PO#	03/29/10	-VN#049424	UNIVERSITY OF WISCONSIN WHITEW		28,000.00	
ENC	<del>R1001960-PO#</del>	<del>03/29/10</del>	<del>-VN#SETUP</del>	<del>SETUP-NEW-VENDOR</del>		<del>0.00</del>	
				CLOSING BALANCE	315,726.33		58,457.74
		2008-11 EDA ECON	PROG-TOTAL-PO			58,457.74	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$58,457.74 INCURRED BY 2008-11 EDA ECON ASSIST GRANT. 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

**APR 07 2010**

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

PURCHASE ORDER NUMBER P0903384 PEID 048695

## 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 send 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).

DEPARTMENT Planning & Development  
COMMITTEE Planning & Development  
VENDOR NAME Research On Investments  
ACCOUNT NUMBER 64-6418-0000-63100  
FUNDS DESCRIPTION EDA Economic Assistance Grant - Marketing/Research  
AMOUNT OF INCREASE \$ 23,000.00  
INCREASE FROM \$ 13,000.00 TO \$ 36,000.00  
ACCOUNT BALANCE AVAILABLE \$ 378,479 <sup>3-23-10</sup>  
REASON FOR AMENDMENT To reflect anticipated expenditures over the next 2 yrs.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair Date

FINANCE COMMITTEE \_\_\_\_\_  
(if over \$10,000) Chair Date

COUNTY BOARD \_\_\_\_\_  
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE  
YELLOW - PURCHASING  
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P0903381 PEID 033020

### 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 send 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).

DEPARTMENT Planning & Development  
COMMITTEE Planning & Development  
VENDOR NAME Forward Janesville, Inc.  
ACCOUNT NUMBER 64-6418-0000-63100  
FUNDS DESCRIPTION ECA-Economic Dev. Assistance Grant-  
Staff/Operating Expenses  
AMOUNT OF INCREASE \$ 95,968.00  
INCREASE FROM \$ 17,232.00 TO \$ 113,200.00  
ACCOUNT BALANCE AVAILABLE \$ 378,479 <sup>3-23-10</sup> <sub>js</sub>  
REASON FOR AMENDMENT To reflect anticipated  
expenditures over the next 2 yrs.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair \_\_\_\_\_ Date \_\_\_\_\_

FINANCE COMMITTEE \_\_\_\_\_  
(if over \$10,000) Chair \_\_\_\_\_ Date \_\_\_\_\_

COUNTY BOARD \_\_\_\_\_  
(if over \$10,000) Resolution # \_\_\_\_\_ Adoption Date \_\_\_\_\_

WHITE - COMMITTEE  
YELLOW- PURCHASING  
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P0903382 PEID 048697

### 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 send 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).

DEPARTMENT Planning & Development  
COMMITTEE Planning & Development  
VENDOR NAME Forward Foundation  
ACCOUNT NUMBER 64-6418-0000-63100  
FUNDS DESCRIPTION EDA Economic Dev. Assistance Grant - Rent Expenses  
AMOUNT OF INCREASE \$ 10,000.00  
INCREASE FROM \$ 10,000.00 TO \$ 20,000.00  
ACCOUNT BALANCE AVAILABLE \$ 378,479 <sup>3-23-10</sup> <sub>JK</sub>  
REASON FOR AMENDMENT To reflect anticipated expenditures over the next 2 yrs.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair Date

FINANCE COMMITTEE \_\_\_\_\_  
(if over \$10,000) Chair Date

COUNTY BOARD \_\_\_\_\_  
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE  
YELLOW - PURCHASING  
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P0903246 PEID 048472

## 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 send 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).

DEPARTMENT Planning & Development

COMMITTEE Planning & Development

VENDOR NAME Foremost Media Inc.

ACCOUNT NUMBER 64-6418-0000-63100

FUNDS DESCRIPTION EDA Economic Development Grant - Marketing / Web

AMOUNT OF INCREASE \$ 15,000.00

INCREASE FROM \$ 5,000.00 TO \$ 20,000.00

ACCOUNT BALANCE AVAILABLE \$ 378,479 <sup>3-23-12</sup>

REASON FOR AMENDMENT To reflect anticipated expenditures over the next 2 yrs.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair Date

FINANCE COMMITTEE \_\_\_\_\_  
(if over \$10,000) Chair Date

COUNTY BOARD \_\_\_\_\_  
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE  
YELLOW - PURCHASING  
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P0903247 PEID 048694

### 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 send 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).

DEPARTMENT Planning & Development  
COMMITTEE Planning & Development  
VENDOR NAME I-39 Logistics Corridor Assoc.  
ACCOUNT NUMBER 64-6418-0000-63100  
FUNDS DESCRIPTION 2009 EDA Economic Assistance Grant - Marketing/Printing  
AMOUNT OF INCREASE \$ 2,000.00  
INCREASE FROM \$ 1,000.00 TO \$ 3,000.00  
ACCOUNT BALANCE AVAILABLE \$ 378,479 <sup>3-23-10</sup> ✓  
REASON FOR AMENDMENT To reflect anticipated expenditures over the next 2 yrs

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair \_\_\_\_\_ Date \_\_\_\_\_

FINANCE COMMITTEE \_\_\_\_\_  
(if over \$10,000) Chair \_\_\_\_\_ Date \_\_\_\_\_

COUNTY BOARD \_\_\_\_\_  
(if over \$10,000) Resolution # \_\_\_\_\_ Adoption Date \_\_\_\_\_

- WHITE - COMMITTEE
- YELLOW- PURCHASING
- PINK - DEPARTMENT



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

PLANNING & DEVELOPMENT  
COMMITTEE  
INITIATED BY



JAMES OTTERSTEIN  
DRAFTED BY

PLANNING & DEVELOPMENT  
COMMITTEE  
SUBMITTED BY

March 24, 2010  
DATE DRAFTED

**SUPPORTING A STATEWIDE COMPETITIVENESS & POSITIONING STUDY**

1 **WHEREAS**, the Wisconsin Economic Development Association, Competitive Wisconsin and the  
2 Wisconsin Counties Association have agreed to commission a research project with an independent third  
3 party to examine the State of Wisconsin's overall economic development competitiveness and  
4 positioning; and,  
5

6 **WHEREAS**, this research will offer policy recommendations to align and advance Wisconsin's  
7 economic development efforts; and,  
8

9 **WHEREAS**, the results of this research will be available to the public and presented at various venues  
10 throughout Wisconsin in advance of the 2010 Gubernatorial Election; and,  
11

12 **WHEREAS**, support for this research is being derived from a diverse group of private, philanthropic and  
13 public sector constituents; and,  
14

15 **WHEREAS**, this Resolution does not commit, nor obligate, the County of Rock to any form of direct  
16 financial support for this research project.  
17

18 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors on this \_\_\_\_  
19 day of \_\_\_\_\_, 2010 hereby supports and endorses the preparation of this statewide  
20 Competitiveness & Positioning Study; and,  
21

22 **BE IT FURTHER RESOLVED**, that the Rock County Board of Supervisors believes that this type of  
23 information will be critically important to the forthcoming public policy discussions regarding the State of  
24 Wisconsin's economy; and directs the County Clerk to provide copies of this Resolution to Rock  
25 County's state level Elected Delegation, the Assembly Speaker and the Senate Majority Leader,  
26 respectively.

Respectfully Submitted,

**Planning & Development Committee**

\_\_\_\_\_  
Alan Sweeney, Chair

\_\_\_\_\_  
Mary Mawhinney, Vice Chair

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Wayne Gustina

**SUPPORTING A STATEWIDE COMPETITIVE & POSITIONING STUDY**  
Page 2

**COUNTY BOARD STAFF COMMITTEE**

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
James Joiner


\_\_\_\_\_  
Richard Ott

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Kurtis Yankee

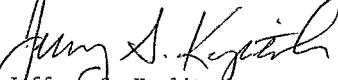
FISCAL NOTE:

This resolution does not obligate the County for any direct financial support and, therefore, has no fiscal impact in and by itself.

  
Jeffrey A. Smith  
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 and 59.52, Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended

  
Craig Knutson  
County Administrator

## **SUPPORTING A STATEWIDE COMPETITIVENESS & POSITIONING STUDY**

### **EXECUTIVE SUMMARY**

**Prepared by James R. Otterstein, Economic Development Manager**

In response to the severe economic crisis facing the State of Wisconsin, as represented by numerous economic indicators, three statewide and non-partisan trade organizations have joined together to commission a statewide Competitiveness & Positioning Study. The results of this research will offer policy recommendations to align and advance Wisconsin's economic development efforts.

A pair of globally and nationally recognized firms, Deloitte Consulting LLP and Newmark Knight Frank, will conduct the study. Their research will provide a holistic review of past and present policies, programs and implementation strategies. Findings will be benchmarked against comparable regions, nations and countries. This research project is anticipated to begin April 2010 and then conclude June / July 2010.

Financial support for this Competitiveness & Positioning Study is being derived from a diverse group of private, philanthropic and public sector constituents. In lieu of providing direct financial support, as well as to demonstrate alignment and unity, local units of governments throughout Wisconsin are asked to authorize this Resolution.

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

**CHANGE ORDER # 1**

Date: \_\_\_\_\_ April 8, 2010 \_\_\_\_\_

Project Number: \_\_\_\_\_ 20576-CO1 \_\_\_\_\_

Property Location: \_\_\_\_\_ City of Edgerton \_\_\_\_\_

Loan Type: \_\_\_\_\_ 0% Deferred \_\_\_\_\_

Assessed Value: \_\_\_\_\_ 86,700 \_\_\_\_\_

Total Pre-Rehab \_\_\_\_\_ 73,312 \_\_\_\_\_

Mortgages

Contractors: \_\_\_\_\_ Bollerud Masonry - \$1,325.00 \_\_\_\_\_ Asperheim Roofing - \$500 \_\_\_\_\_

\*\*\*\*\*

**CHANGE ORDERED:** \_\_\_\_\_ Additional amount for furnace chimney repair that is needed for code requirements, plus rubber roofing of rear section not included in previous loan approval. \_\_\_\_\_

**REASON for CHANGE ORDER:** \_\_\_\_\_ Roofers discovered a chimney in very bad shape and a low-slope rear section turned out to need new rubber roofing. This results in additional cost (\$1,825) but will also make a better roofing job and code compliant chimney for this young household. Bollerud Masonry was the only qualified bid to treat the whole furnace chimney situation. Other masonry bidder was incomplete. Corrected price is reasonable and customary. \_\_\_\_\_

\*\*\*\*\*

Original Contract Amount \$ \_\_\_\_\_ 8,925.00 \_\_\_\_\_

Previous Change Orders \$ \_\_\_\_\_ 0.00 \_\_\_\_\_

Change Order Addition \$ \_\_\_\_\_ 1,825.00 \_\_\_\_\_

Change Order Deduction \$ \_\_\_\_\_ 0.00 \_\_\_\_\_

Revised Contract Amount \$ \_\_\_\_\_ 10,750.00 \_\_\_\_\_

\*\*\*\*\*

This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto.

\_\_\_\_\_ Bollerud Masonry \_\_\_\_\_

Signature of Contractor

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Asperheim Roofing \_\_\_\_\_

Signature of Contractor

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Signature of Owner \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Approved by: \_\_\_\_\_ Alan Sweeney - Chair – Rock County Planning and Development Committee \_\_\_\_\_