



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, MARCH 11, 2010 - 8:30 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR - EAST WING
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:30 a.m. on Thursday, February 25, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilynn Jensen, Phil Owens, and Mary Mawhinney. Supervisors absent: None

Planning & Development staff present: Steve Schraufnagel (Acting Director), Andrew Baker (Planner II), David Somppi (Community Development Mgr.), James Otterstein (Economic Development Mgr.), and Cheryl Martin (Accountant). Land Conservation Director, Tom Sweeney was also in attendance.

Others present: Mark Hutchins and Tammy Kolovitz (Blackhawk Community Credit Union).

2. **ADOPTION OF AGENDA**

Supervisor Owens moved the adoption of the agenda as presented; second by Supervisor Gustina. **ADOPTED.**

3. **MEETING MINUTES – FEBRUARY 25, 2010**

Supervisor Jensen moved the approval of the February 25, 2010 Committee minutes; second by Supervisor Owens. **APPROVED as presented.**

4. **CITIZEN PARTICIPATION, COMMUNICATIONS, AND ANNOUNCEMENTS**

Mark Hutchins requested that the Committee reconsider its February 25, 2010 decision to uphold and implement the Rock County Housing & Procedures Manual as it related to the subordination of Rock County loans. The Committee agreed to reconsider the issue and place an action item on the next Committee agenda.

Acting Director Schraufnagel reported that the Parks Department received an official notice of extension from the Wisconsin DNR for the Environmental Education Boardwalk and Trail System Project at the Beckman Mill County Park.

5. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Shoreland Zoning Ordinance Update**

Mr. Baker presented information on the agency's updating of the newly adopted State of Wisconsin's Shoreland Development Rules.

8. **CORPORATE PLANNING**

A. **Resolution Amending Land Conservation/Planning & Development Budgets for Implementation of Conservation Compliance for the Farmland Preservation Program**

Land Conservation Director, Tom Sweeney presented the resolution that, if approved, would authorize the transfer of a 0.3 FTE Planner II from the Planning Budget to the Land Conservation budget for the salary and fringe benefit costs related to the redesigning of the Farmland Preservation Program.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2010, does hereby approve the reallocation of an additional .3 FTE Planner II position from the Planning & Development Agency to the Land Conservation Department, effective April 1, 2010.

BE IT FINALLY RESOLVED, that the Land Conservation and Planning & Development 2010 budgets be amended as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 04/01/2010</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Planning & Development:</u>			
64-6400-0000-61100/ Salaries	516,508	(4,944)	511,564
64-6400-0000-61400/ FICA	41,096	(379)	40,717
64-6400-0000-61510/ Retirement	56,981	(544)	56,437
64-6400-0000-61610/ Health Insurance	159,527	(2,281)	157,246
64-6400-0000-61620/ Dental Insurance	4,496	(62)	4,434
<u>Land Conservation:</u>			
62-6200-0000-61100/ Salaries	240,607	4,944	245,551
62-6200-0000-61400/ FICA	18,406	379	18,785
62-6200-0000-61510/ Retirement	26,467	544	27,011
62-6200-0000-61610/ Health Insurance	81,880	2,281	84,161
62-6200-0000-61620/ Dental Insurance	1,737	62	1,799

Supervisor Mawhinney moved the above resolution; second by Supervisor Owens. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

6. FINANCE

A. Department Bills/Encumbrances/Pre-Approved Encumbrance Amendments/Transfers

Supervisor Mawhinney moved the approval of payment of the department bills; second by Supervisor Jensen. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

7. HOUSING & COMMUNITY DEVELOPMENT

Mr. Somppi presented the Staff report.

- A. CDBG Housing Rehabilitation and Lead Hazard Control Project (ID 007031 and 020576)**
Supervisor Owens moved the approval of CDBG Housing Rehabilitation and Lead Hazard Control Project (ID 007031 and 020576) for an amount up to \$18,250; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**
- B. CDBG Housing Rehabilitation and Rental Rehabilitation Revolving Fund Project (ID 020624 and 097332)**
Supervisor Jensen moved the approval of CDBG Housing Rehabilitation and Rental Rehabilitation Revolving Fund Project (ID 020624 and 097332) for an amount up to \$13,438; second by Supervisor Mawhinney. **Motion APPROVED – (Yes – 3 [Jensen, Owens, and Sweeney], No – 2 [Gustina and Mawhinney], Absent – 0.**
- C. CDBG Emergency Assistance Project (ID 008052)**
Supervisor Mawhinney moved the approval of CDBG Emergency Assistance Project (ID 008052) for an amount up to \$44,500 (with relocation costs) or up to \$19,500 (without relocation costs); second by Supervisor Jensen. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**
- D. CDBG Emergency Assistance Project (ID 008053)**
Supervisor Mawhinney moved the approval of CDBG Emergency Assistance Project (ID 008053) for an amount up to \$8,798; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**
- E. CDBG Housing Rehabilitation Project – Change Order (ID 020591)**
Supervisor Owens moved the approval of a Change Order for CDBG Housing Rehabilitation Project (ID 020591) for an increased amount of \$1,245; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**
- F. Rock County Community Development Program – Foreclosure Information**
Mr. Somppi presented foreclosure data for the Rock County Housing Program for the period January 1, 2009 through December 31, 2009.

There were no Conflict of Interest Statements in regards to the aforementioned loan/grant requests.

8. CORPORATE PLANNING

- B. Rock County Planning, Economic, & Community Development Agency Annual Report and Budget Analysis for 2009**
Committee members were presented with the Agency's 2009 Annual Report and a summary budget analysis.

9. ADJOURNMENT

Supervisor Gustina moved to adjourn the committee at 10:07 A.M.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, March 25, 2010 at 8:30 AM.**

Prepared by: Cheryl Martin - Acting Secretary