



**Rock County, Wisconsin
Board of Supervisors
51 South Main Street
Janesville, Wisconsin 53545
Phone: 608/757-5510
FAX: 608/757-5511**

**COUNTY BOARD STAFF/FINANCE COMMITTEES
MONDAY, JULY 13, 2015 – 8:00 A.M.
CONFERENCE ROOM N-1/N-2 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Adoption of the Minutes of June 22, 2015
4. Transfers – Finance Committee
 - A. Register of Deeds
5. Approval of Bills/Pre-Approved Encumbrances
 - A. County Board Staff
 - B. Finance Committee
6. Review and Discussion of Preliminary 2016 Budget Projections and Program Information – Developmental Disabilities
7. Review and Discussion of Preliminary 2016 Budget Projections and Program Information – Health Department
8. Next Meeting: Monday, July 20, 2015 (Sheriff's Office) for the Sheriff's Office
9. Adjournment

Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 7/7/15
 Requested By Register of Deeds
Department

Transfer No. 15-42
Randy Leyes
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 17-1710-0000-67160 Description: Capital Assets \$500-4999 Current Balance: \$3,585	\$2,500	Account #: 17-1710-0000-63100 Description: Office Supplies	\$2,500
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 planned purchase of a Plat Cabinet is not necessary due to the electronic recording of Transportation Project Plats. There is not a hard copy of the plat to store.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

New supportive office chairs for staff due to the age of the old chairs. The chairs would have been requested in the 2016 budget.

FISCAL NOTE:

Sufficient funds are available for transfer. *7-7-15*

ADMINISTRATIVE NOTE:

Recommended *JML 7-7-15*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

- Governing Committee _____
- Finance Committee _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
01-1320-0000-63200	PUBL/SUBCR/DUES	P1502423	06/26/2015	BELOIT DAILY NEWS	178.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,713.00	1,924.83	0.00	178.75	609.42
COUNTY ADMINISTRATOR PROG TOTAL					178.75

I have examined the preceding bills and encumbrances in the total amount of **\$178.75**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 14 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1500403	05/31/2015	BELOIT DAILY NEWS	170.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	4,221.41	0.00	170.80	10,607.79
03-1110-0000-64904	SUNDRY EXPENSE	P1502316	06/12/2015	JAX CUSTOM PRINTING INC	871.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,400.00	137.42	424.88	871.50	(33.80)
COUNTY BOARD PROG TOTAL				1,042.30	

I have examined the preceding bills and encumbrances in the total amount of **\$1,042.30**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 14 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-62129	OTHER LEGAL SERV	P1502392	06/25/2015	O BRIEN AND ASSOCIATES INC	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100.00	0.00	0.00	50.00	50.00
CORPORATION COUNSEL PROG TOTAL				50.00	

I have examined the preceding bills and encumbrances in the total amount of **\$50.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS	P1500055	06/01/2015	WISCONSIN DEPARTMENT OF JUSTIC	144.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	3,939.00	0.00	144.00	1,917.00
08-1420-0000-62119	OTHER SERVICES	P1502337	05/31/2015	OCCUPATIONAL HEALTH CENTER	164.35
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	3,528.74	0.00	164.35	2,306.91
08-1420-0000-63100	OFC SUPP & EXP	P1502116	06/04/2015	HENRICKSEN	33.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,326.85	0.00	33.75	3,639.40
08-1420-0000-63107	PUBL & LEGAL	P1500052	05/31/2015	BELOIT DAILY NEWS	166.20
		P1500053	05/31/2015	JANESVILLE GAZETTE INC	349.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,000.00	7,285.71	0.00	516.10	17,198.19
08-1420-0000-64200	TRAINING EXP	P1502214	06/05/2015	WISCONSIN STATE SHRM COUNCIL	1,095.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	6,298.29	1,025.46	1,095.00	11,581.25
08-1420-0000-64417	RH EXPENSES	P1500053	05/31/2015	JANESVILLE GAZETTE INC	24.45
		P1500055	06/01/2015	WISCONSIN DEPARTMENT OF JUSTIC	20.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	3,541.50	1,000.00	44.45	3,914.05
				HUMAN RESOURCES PROG TOTAL	1,997.65

I have examined the preceding bills and encumbrances in the total amount of **\$1,997.65**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
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Date: **JUL 14 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
19-1932-0000-64904	SUNDRY EXPENSE					
		P1501876	05/23/2015	MMPR		655.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,215.00	1,843.00	1,136.00	655.80	5,580.20	
EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL					655.80	

I have examined the preceding bills and encumbrances in the total amount of **\$655.80**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
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Date: **JUL 14 2015**

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Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0071-29264	DLF-SUPPLIES/EXP	P1502360	06/19/2015	NATIONAL BAND AND TAG CO	647.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	(1,964.57)	0.00	647.64	1,316.93
AGENCY FUNDS PROG TOTAL				647.64	

I have examined the preceding bills and encumbrances in the total amount of **\$647.64**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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Date: **JUL 16 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62119	OTHER SERVICES					
		P1501871	06/19/2015	EDCI	508.75	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	64,375.00	14,319.79	11,515.21	508.75	38,031.25	
INFORMATION TECHNOLOGY PROG TOTAL				508.75		

I have examined the preceding bills and encumbrances in the total amount of **\$508.75**

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1915-0000-64904	SUNDRY EXPENSE		06/22/2015	DEPARTMENT OF THE TREASURY	4,784.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	111,777.54	1,547.50	4,784.00	81,890.96
HEALTH INSURANCE PROG TOTAL				4,784.00	
19-1933-0000-64904	SUNDRY EXPENSE				
ENC		R1502740	06/30/2015	AMAZON.COM	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,680.00	2,119.94	627.50	200.00	6,732.56
EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL				200.00	

I have examined the preceding bills and encumbrances in the total amount of **\$4,984.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

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