

**Rock County Agriculture & Extension Education Committee  
Wednesday, July 11, 2012 – 7:00 p.m.  
Rock County 4-H Fairgrounds  
Janesville WI**

**Agenda**

1. Call to Order
2. Approval of Agenda
3. Approval of June 13, 2012 Meeting Minutes
4. Citizen Participation, Information and Announcements
5. 4-H Fairgrounds Tour
6. 4-H Fairgrounds Maintenance and Contracts
  - a. Fair Association Report
  - b. Approval of Fairgrounds Rental Contracts
7. Approval of Extension Bills/Transfers/Encumbrances
8. Agricultural Service Center Update
9. Department Update
10. Comments from the Committee
11. Adjourn

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656000000-63300	TRAVEL	13,500.00 28.6%	3,862.76	0.00	9,637.24		
		07/03/12 -VN#012386	DUERST, DONNA			101.01	
		07/03/12 -VN#037018	KRISCO, MARY			82.70	
		07/03/12 -VN#042351	FLICKINGER, ANGELA			278.81	
			CLOSING BALANCE		9,174.72		462.52
5656000000-64200	TRAINING EXP	2,000.00 15.9%	319.00	0.00	1,681.00		
		07/03/12 -VN#012386	DUERST, DONNA			12.00	
			CLOSING BALANCE		1,669.00		12.00
5656000000-64904	SUNDRY EXPENSE	25,000.00 36.9%	9,262.11	-15.04	15,752.93		
		07/03/12 -VN#050601	MCGUIGAN, GENA			272.51	
	P1200150-PO#	07/03/12 -VN#041569	SENTRY FOOD STORE			14.88	
	P1200163-PO#	07/03/12 -VN#041365	SOIL AND PLANT ANALYSIS LAB			175.00	
	P1200168-PO#	07/03/12 -VN#016117	SHOPKO INC #130			68.92	
	P1202131-PO#	07/03/12 -VN#035179	FINNEY COMPANY			203.04	
			CLOSING BALANCE		15,018.58		734.35
		U.W. EXTENSION	PROG-TOTAL-PO			1,208.87	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,208.87 INCURRED BY U.W.EXTENSION, 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.

AGRICULTURE/LAND CONSERVATION COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**JUL 11 2012**

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

Account Number	Name	Yearly Prent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656250000-63400	OPERATING SUPPLI	10,000.00	48.0%	4,163.15	644.40	5,192.45	
	P1200169-PO# 07/03/12 -VN#048223			0 BRIEN FARMS		133.00	
				CLOSING BALANCE	5,059.45		133.00
	FARM-GEN.FUND			PROG-TOTAL-PO		133.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$133.00 INCURRED BY FARM-GENERAL FUND. 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.

AGRICULTURE/LAND CONSERVATION COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

JUL 11 2012 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656100000-63500	R&M SUPPLIES	13,800.00	13.4%	1,268.49	582.86	11,948.65	
	P1200153-PO# 07/03/12 -VN#045689			MENARDS		67.88	
	P1200167-PO# 07/03/12 -VN#015284			POMP'S TIRE SERVICE INC		27.00	
				CLOSING BALANCE		11,853.77	94.88
5656100000-67200	CAPITAL IMPROV	50,000.00	24.6%	12,303.96	0.00	37,696.04	
	P1202234-PO# 07/03/12 -VN#027032			GERALD FOX CONTRACTORS		4,032.00	
				CLOSING BALANCE		33,664.04	4,032.00
	4-H FAIRGROUNDS			PROG-TOTAL-PO		4,126.88	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,126.88 INCURRED BY 4-H PROPERTY MAINTENANCE. 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.

AGRICULTURE/LAND CONSERVATION COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**JUL 11 2012**

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

PURCHASE ORDER NUMBER P1201946 PEID 024247

## 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 UW-Extension

COMMITTEE Ag & Extension

VENDOR NAME The DeLong Co., Inc.

ACCOUNT NUMBER 56-5625-0000-63400

FUNDS DESCRIPTION Farm Operating Supplies

AMOUNT OF INCREASE \$ 500.00

INCREASE FROM \$ 1,500.00 TO \$ 2,000.00

ACCOUNT BALANCE AVAILABLE \$ ~~5,192.44~~ <sup>5,007.52</sup> SB 7/2/12

REASON FOR AMENDMENT To purchase farm seed and fertilizer and to make payments in time to receive a discount.

### 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