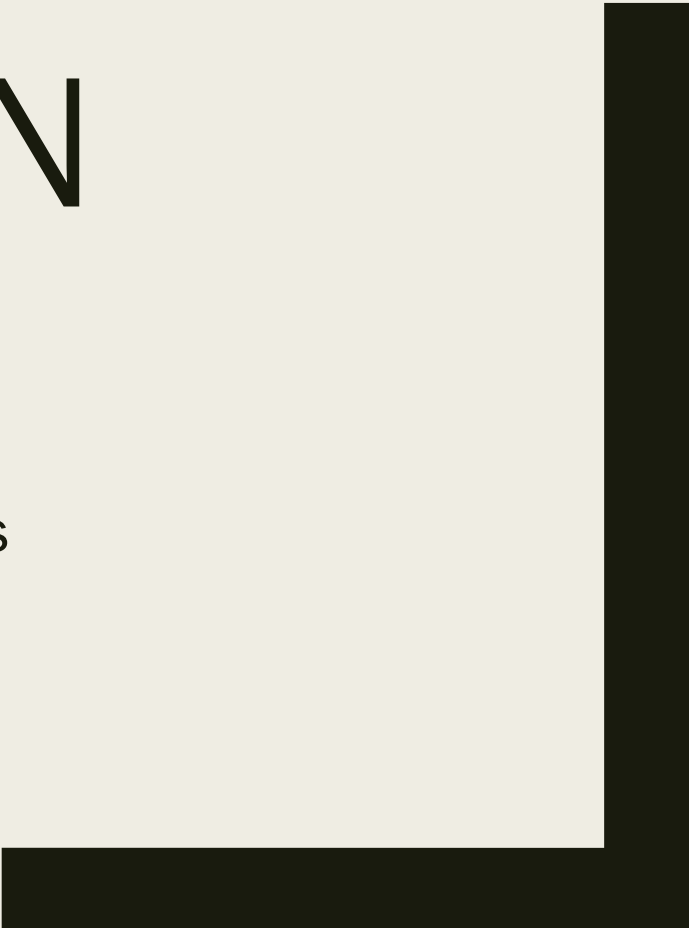




RESOLUTION DRAFTING

Rock County Board of Supervisors
June 27, 2020



AUTHORITY



Authority to Initiate

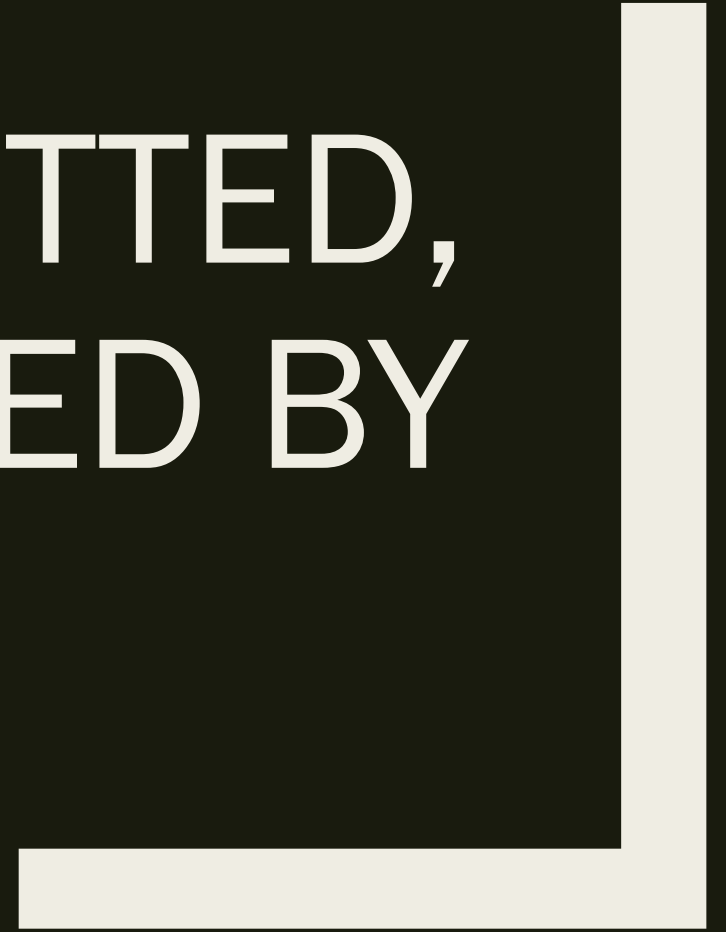
- III-F. Every Supervisor shall have the prerogative to introduce a resolution on any matter.
- III-I. Resolutions may be initiated or drafted by residents of Rock County. No resolution, initiated and/ or drafted by a county resident, shall be considered by the Rock County Board unless it deals with the business and concerns of the County and is properly submitted by a County Board Supervisor.

Ordinances

III-H. Ordinances or Ordinance amendments presented to the County Board, after consideration by the appropriate governing committee or committees, shall not be acted upon by the County Board until there has been a first reading, a second reading, and a Public hearing by the County Board. Readings shall be by title at successive meetings of the County Board, and complete texts shall be available for public examination in the Office of the County Clerk between the first and second readings. The Public Hearing by the County Board shall be at the same meeting as and immediately following the first reading. Public notice of the first reading, the public hearing, and the second reading shall be by inclusion on the respective County Board agendas

http://www.co.rock.wi.us/images/web_documents/sitewide/county_ordinance.pdf

INITIATED, SUBMITTED,
DRAFTED BY



Initiated, Submitted, Drafted By

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

INITIATED BY

SUBMITTED BY



DRAFTED BY

DATE DRAFTED

Resolution Title

Initiated by

- County Board member(s)
 - *Be careful for creating a walking quorum*
- Department Head
- Governing committee
- Ad hoc or advisory committee
- Resident of Rock County

Submitted by

- Typically one or more governing committees
- Could be a County Board member

Drafted by

- County Board Member
- County Staff
- Organization
- Resident of Rock County

Initiated by a County Board Member

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Supervisor Doug Wilde
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Randy Terronez
DRAFTED BY

May 28, 2020
DATE DRAFTED

Authorizing Hazard Pay for COVID-19 Contact Staff

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Supervisor Yuri Raskin
INITIATED BY

Education, Veterans and Aging
Services Committee
SUBMITTED BY



Randy Terronez, Assistant to the
County Administrator
DRAFTED BY

May 26, 2020
DATE DRAFTED

**To Support the U.S Senate Bill 3020 - "Commitment to Veterans Support and
Outreach Act" (CVSO Act)**

Initiated by a County Board Member

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Chair Kara Purviance
INITIATED BY

Chair Kara Purviance
SUBMITTED BY



Corporation Counsel
Richard Greenlee
DRAFTED BY

May 12, 2020
DATE DRAFTED

AMENDING COUNTY BOARD RULES I & IV

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Rick Richard
INITIATED BY

Supervisor Rick Richard
SUBMITTED BY



Supervisor Rick Richard
DRAFTED BY

May 20, 2020
DATE DRAFTED

Waiver of Rock County Public Health License Renewal Fees for 2020

Budgeted, Standard Resolution

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

May 26, 2020
DATE DRAFTED

Awarding the Contract for Sealcoating Rock Haven Drive and Parking Lots

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY

Finance Committee
SUBMITTED BY



Dara Mosley
DRAFTED BY

May 6, 2020
DATE DRAFTED

AUTHORIZING PURCHASE OF CISCO NETWORK EQUIPMENT

Unplanned, Standard Resolution

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY

Human Services Board
SUBMITTED BY



Tera O'Connor, HSD Deputy Director
DRAFTED BY

June 11, 2020
DATE DRAFTED

AUTHORIZING TEMPORARY DOUBLE FILL OF ONE LEAD WORKER CPS POSITION

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY

Public Safety and Justice Committee
SUBMITTED BY



Michelle Wilson
DRAFTED BY

May 11, 2020
DATE DRAFTED

**Accepting BJA FY 20 Coronavirus Emergency Supplemental Funding Program Funds
and Amending the Sheriff's Budget**

County Employee Recognition

III.-J. Department heads are directed to initiate a resolution recognizing the years of service of employees retiring from their departments. To be eligible for such a resolution, the individual must be employed by the County for a minimum of fifteen (15) years. The resolution shall be referred to the appropriate governing committee and the County Board Staff Committee in the form required in Rule III-E.

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Melissa R. Wittwer,
Child Support Director
INITIATED BY

Public Safety and Justice Committee
SUBMITTED BY



Melissa R. Wittwer, Child
Support Director
DRAFTED BY

April 13, 2020
DATE DRAFTED

RECOGNIZING MICHELLE BARNETT FOR SERVICE TO ROCK COUNTY

Other Recognition

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Criminal Justice Coordinating Council
INITIATED BY

Public Safety & Justice Committee
SUBMITTED BY



Elizabeth Pohlman McQuillen/National Association of
Drug Court Professionals (NADCP)
DRAFTED BY

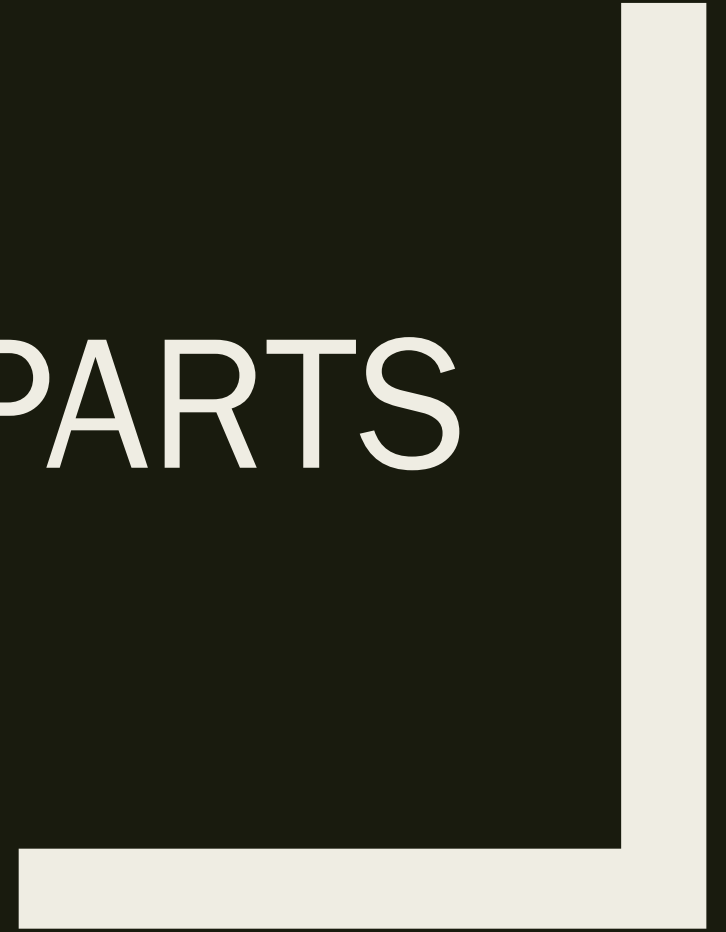
May 8, 2020
DATE DRAFTED

PROCLAIMING MAY 2020 TREATMENT COURT MONTH

Resolution Titles

- Short
- Descriptive
- Differentiate from Other Resolutions

OTHER PARTS



“Whereas” Clauses

- Whereas clauses are intended to make the case for the need for the action identified in the Resolved clauses

Adoption of the 2020-2025 Rock County Parks, Outdoor Recreation and Open Space (POROS) Plan

1 **WHEREAS**, it is good management practice for the Rock County Parks Division to have a long-
2 range plan to assure that park planning goals, objectives, and policies are current for its operation
3 and assets; and,

4
5 **WHEREAS**, Rock County desires to maintain its eligibility for grant funding for the acquisition
6 and development of park and recreational facilities through State and Federal programs; and needs
7 to update the 2015-2020 POROS Plan in order to remain eligible for State, Federal, and foundation
8 grants, which along with local matching funds can be used to help improve the County’s parks,
9 outdoor recreation facilities, and open space areas to the benefit of Rock County Citizens; and,

10

11 **WHEREAS**, the Wisconsin Department of Natural Resources requires that the County update its
12 POROS Plan every five years to maintain such eligibility and to assure that park planning goals,
13 objects, and policies are current; and

“Resolved” Clauses

- Resolved clauses are the action intended to address the topic, problem, or issue identified in the Whereas clauses

37 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
38 assembled this _____ day of _____, 2020, hereby adopts the 2020-2025 Rock County Parks,
39 Outdoor Recreation, and Open Space (POROS) Plan, to serve as the County’s updated POROS
40 plan and chapter twelve of the Rock County Comprehensive Plan 2035.

Executive Summary

- Typically will be very similar to Whereas clauses
- In more narrative “plain language” format
- Includes more detailed information
- Drafted by County staff or County Board member

In order to remain eligible for state, federal and foundation grants, Rock County needs to update the 2015-2020 POROS Plan. These grant funds, along with local matching funds can continue to be utilized to help improve the county’s parks, outdoor recreation facilities, and open space areas to the benefit of Rock County citizens quality of life. The Plan has a five-year planning horizon. It will need to be updated in 2025 for the next five-year planning period.

The POROS planning process included a data gathering process that used extensive public participation including staff input sessions, community survey, focus groups, and an open house.

The proposed Rock County POROS Plan is one document and includes the following sections: 1) Introduction and Background Information, 2) Planning Process and Public Participation, 3) Existing Park and Recreational Facilities, 4) Goals, Objectives, and Policies, 5) Park and Recreation Standards, 6) Analysis of Existing Park and Recreation Facilities, 7) Recommended Park and Open Space Improvements, 8) Capital Improvements Plan, and 9) Implementation Action Plan.

Signature blocks

- Correspond with the committee(s) to which the resolution was referred

Preparation and Notes

III-E. It shall be the responsibility of the sponsoring committee, official, or citizen to have the matter prepared in the form to be acted on and to have the attached legal note prepared by the Corporation Counsel, fiscal note prepared by the Finance Director, and the administrative note prepared by the Administrator. The Chair may add a note. If in reviewing the fiscal or legal notes, the Administrator disagrees, the Administrator shall so state in the Administrative Note. The required notes must be attached before the governing committee may take action.

Notes Attached to Resolutions

- Legal Note
 - *Typically provides statutory citation for authority to take action*
 - *May include guidance on relevant legal issues*
- Fiscal Note
 - *Typically includes source of funding and whether expense was budgeted*
 - *May indicate no fiscal or indeterminate fiscal impact*
- Administrative Note
 - *Typically “Recommended” or “Matter of Policy”*
 - *May provide additional information for consideration not already in resolution*
- Board Chair’s Note

PROCESS



Process

County Board Rules of Procedure

III-B. The format for the Agenda shall be as follows:

10. Introduction of New Resolutions or Ordinances by Supervisors for Referral to Appropriate Committee

Referral

III-F. Every resolution introduced shall be referred to the appropriate committee by the Chair of the Board within 20 calendar days. If the governing committee does not report a resolution within 60 days from the time it was referred to the committee, five supervisors may bring the resolution to the Board floor.

Committee Actions

- Vote in favor
- Vote opposed
- Multiple committees
- Table
 - *Indefinitely*
 - *To a date certain*

Outcome of Committee Actions

IV.-D. Upon a committee's recommendation to approve or adopt a matter, the matter shall be placed on the next regular Board Meeting agenda that is practicable. If a committee's recommendation is against approval or adoption of a matter, then the matter may be placed before the County Board at the discretion of the Chair.

Bringing a Resolution to the Floor if no Committee Action

III.-F. Every resolution introduced shall be referred to the appropriate committee by the Chair of the Board within 20 calendar days. **If the governing committee does not report a resolution within 60 days from the time it was referred to the committee, five supervisors may bring the resolution to the Board floor.**

- This is typically done by invoking section III.-F., collecting five signatures, and presenting the document to the County Clerk.
 - (e.g., “Per Rock County Board of Supervisors Rule III.-F., the undersigned Supervisors do hereby request that the resolution _____ be placed on the agenda at the County Board’s next meeting.”)

QUESTIONS?

