



**FINANCE COMMITTEE
THURSDAY, MARCH 15, 2012 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Transfers and Appropriations
 - A. Rock Haven
 - B. Developmental Disabilities Board
 - C. Public Works
4.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
 - 1.) County Board Staff
5. Resolution
 - A. Voter Assistance Initiative and Amending Register of Deeds Budget
 - B. Authorizing the Amendment of the 2010 LiDAR Contract with Ayres Associates, Inc. and Amending the 2012 Land Records Budget
 - C. Authorizing Purchase of Additional Disk Storage
6. Review of Resolution
 - A. Amending 2012 Land Conservation Department Budget Tree and Shrub Sales Program
 - B. Authorizing Acceptance of Permanency Roundtable Funding and Amending the 2012 Human Services Department Budget
7. Discussion on Investment Advisor
8. Report on Cash Balances and Investments
9. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-120

Transfer No.

Requested by Rock Haven

Sherry Gunderson

2/27/2012

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
32-8000-9500-62451	Support Services Administration Special Assessments	\$ 22,000.00
32-8000-9300-62163	Support Services Environmental Laundry Services	\$ 800.00
32-8000-9700-62174	Support Services Medical Internist	\$ 7,500.00

TO

ACCOUNT #	DESCRIPTION	AMOUNT
32-8000-9300-63404	Support Services Environmental Janitorial/Cleaning	\$ 22,000.00
32-8000-9300-64402	Support Services Environmental Linen Room Supplies	\$ 800.00
32-8000-9550-64902	Support Services Med Records Indirect Cost	\$ 7,500.00

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *EXK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE 2-6-12 COMMITTEE CHAIR *[Signature]*

File

ROCK COUNTY TRANSFER REQUESTS

11-120

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

DATE: 2/27/2012

Sherry Durkum
Department Head Signature

FROM:	AMOUNT
ACCOUNT #: 32-8000-9500-62451 DESCRIPTION: SUPPORT SERVICES ADMINISTRATION SPECIAL ASSESSMENTS CURRENT BALANCE: \$ 24,749 PROVIDED BY THE FINANCE DIRECTOR	\$ 22,000.00
ACCOUNT #: 32-8000-9300-62163 DESCRIPTION: SUPPORT SERVICES ENVIRONMENTAL LAUNDRY SERVICES CURRENT BALANCE: \$ 3,864 PROVIDED BY THE FINANCE DIRECTOR	\$ 800.00
ACCOUNT #: 32-8000-9700-62174 DESCRIPTION: SUPPORT SERVICES MEDICAL STAFF INTERNIST CURRENT BALANCE: \$ 12,447 PROVIDED BY THE FINANCE DIRECTOR	\$ 7,500.00
ACCOUNT #: DESCRIPTION: CURRENT BALANCE: PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 32-8000-9300-63404 DESCRIPTION: SUPPORT SERVICES ENVIRONMENTAL JANITORIAL/CLEANING	\$ 22,000.00
ACCOUNT #: 32-8000-9300-64402 DESCRIPTION: SUPPORT SERVICES ENVIRONMENTAL LINEN ROOM SUPPLIES	\$ 800.00
ACCOUNT #: 32-8000-9550-64902 DESCRIPTION: SUPPORT SERVICES MED RECORDS INDIRECT COST	\$ 7,500.00
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

- 1) Less nursing home fines than budgeted.
- 2) Lower utilization of laundry services due to fewer patient days.
- 3) Lower utilization of outside medical staff due to fewer patient days.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

- 1) Higher usage of janitorial/cleaning supplies than budgeted.
- 2) Higher utilization of linen room supplies than budgeted.
- 3) Greater cross charge from Human Services for medical records than budgeted.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-121

Transfer No.

Requested by Rock Haven

Sherry Gunderson

2/27/2012

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
32-9000-9910-65109	General Service Insurance Other Insurance	\$ 600.00
32-9000-9940-61710	General Service Emp Benefits Workers Compensation	\$ 7,500.00
32-9000-9940-61915	General Service Emp Benefits Certifications/ Licenses/Other	\$ 800.00

TO

ACCOUNT #	DESCRIPTION	AMOUNT
32-9000-9910-65103	General Service Insurance Public Liability	\$ 600.00
32-9000-9940-61720	General Service Emp Benefits Unemployment	\$ 2,000.00
32-9000-9940-63406	General Service Emp Clothing & Uniforms	\$ 6,300.00

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *OK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

3/16/12

COMMITTEE CHAIR

[Signature]

File

ROCK COUNTY TRANSFER REQUESTS

11-121

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

Darryl Sundman
Department Head Signature

DATE:

2/27/2012

FROM:	AMOUNT
1) ACCOUNT #: 32-9000-9910-65109 DESCRIPTION: GENERAL SERVICE INSURANCE OTHER INSURANCE CURRENT BALANCE: \$ 5,321 PROVIDED BY THE FINANCE DIRECTOR	\$ 600.00
2) ACCOUNT #: 32-9000-9940-61710 DESCRIPTION: GENERAL SERVICE EMP BENEFITS WORKERS COMPENSATION CURRENT BALANCE: \$ 111,265 PROVIDED BY THE FINANCE DIRECTOR	\$ 7,500.00
3) ACCOUNT #: 32-9000-9940-61915 DESCRIPTION: GENERAL SERVICE EMP BENEFITS CERTIFICATIONS/LICENSES/OTHER CURRENT BALANCE: \$ 1,230 PROVIDED BY THE FINANCE DIRECTOR	\$ 800.00
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 32-9000-9910-65103 DESCRIPTION: GENERAL SERVICE INSURANCE PUBLIC LIABILITY	\$ 600.00
ACCOUNT #: 32-9000-9940-61720 DESCRIPTION: GENERAL SERVICE EMP BENEFITS UNEMPLOYMENT	\$ 2,000.00
ACCOUNT #: 32-9000-9940-63406 DESCRIPTION: GENERAL SERVICE EMP BENEFITS CLOTHING & UNIFORMS	\$ 6,300.00
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

- 1) Less other insurance expense such as medical liability than budgeted.
- 2) Less workers compensation expense than budgeted.
- 3) Less expense for licenses than budgeted.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

- 1) Higher public liability expense such as WMMIC than budgeted.
- 2) Higher unemployment expense than budgeted.
- 3) Clothing and uniforms were not budgeted and were added as an expense after adoption of the 2011 budget.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-119

Transfer No.

Requested by Rock Haven

Sherry Gunderson

Department

Department Head

2/27/2012

Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
32-8000-8100-64408	Support Services Materials Disposables	\$ 2,100.00
32-8000-8200-62104	Support Services Pharmacy Consulting Services	\$ 1,400.00
32-8000-9100-63109	Support Services Food Service Other Supplies & Expense	\$ 1,100.00

ACCOUNT #	DESCRIPTION	AMOUNT
32-8000-8100-64000	Support Services Materials Medical Supplies	\$ 1,500.00
32-8000-8200-63109	Support Services Pharmacy Other Supplies & Expense	\$ 2,000.00
32-8000-9100-63111	Support Services Food Service Paper Products	\$ 1,100.00

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ER*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

3/6/12

COMMITTEE CHAIR

[Signature]

File

ROCK COUNTY TRANSFER REQUESTS

11-119

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

Sherry Dunham
Department Head Signature

DATE:

2/27/2012

FROM:	AMOUNT
1) ACCOUNT #: 32-8000-8100-64408 DESCRIPTION: SUPPORT SERVICES MATERIALS DISPOSABLES CURRENT BALANCE: \$ 20,761 PROVIDED BY THE FINANCE DIRECTOR	\$ 2,100.00
2) ACCOUNT #: 32-8000-8200-62104 DESCRIPTION: SUPPORT SERVICES PHARMACY CONSULTING SERVICES CURRENT BALANCE: \$ 1,466 PROVIDED BY THE FINANCE DIRECTOR	\$ 1,400.00
3) ACCOUNT #: 32-8000-9100-63109 DESCRIPTION: SUPPORT SERVICES FOOD SERVICE OTHER SUPPLIES & EXPENSE CURRENT BALANCE: \$ 1,462 PROVIDED BY THE FINANCE DIRECTOR	\$ 1,100.00
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 32-8000-8100-64000 DESCRIPTION: SUPPORT SERVICES MATERIALS MEDICAL SUPPLIES	\$ 1,500.00
ACCOUNT #: 32-8000-8200-63109 DESCRIPTION: SUPPORT SERVICES PHARMACY OTHER SUPPLIES & EXPENSE	\$ 2,000.00
ACCOUNT #: 32-8000-9100-63111 DESCRIPTION: SUPPORT SERVICES FOOD SERVICE PAPER PRODUCTS	\$ 1,100.00
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

- 1) Less need for disposables than budgeted.
- 2) Less consulting pharmacy services than budgeted.
- 3) Lower utilization of food service supplies than budgeted.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

- 1) Higher usage of medical supplies than budgeted.
- 2) More need for pharmacy supplies than budgeted.
- 3) Higher usage of paper products in food service allowing for lower usage of other supplies.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-118

Transfer No.

Requested by Rock Haven

Sherry Gunderson

Date 2/27/2012

Department

Department Head

Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
32-7260-7400-62180	RH Contract Service T-18 Physical Therapy	\$ 11,000.00
32-7260-7400-62185	RH Contract Service T-18 Occupational Therapy	7,650.00
32-7260-7400-62186	RH Contract Service T-18 Speech Therapy	1,000.00

ACCOUNT #	DESCRIPTION	AMOUNT
32-7260-7400-62171	RH Contract Service T-18 Ambulance	\$ 3,350.00
32-7260-7400-62176	RH Contract Service T-18 Laboratory	1,300.00
32-7260-7400-62179	RH Contract Service T-18 Pharmacy	15,000.00

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. 

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

3-6-2012

COMMITTEE CHAIR



File

ROCK COUNTY TRANSFER REQUESTS

11-118

TO: FINANCE DIRECTOR

2011 Budget

REQUESTED BY: Rock Haven

DATE:

2/27/2012

Sherry Swanson
Department Head Signature

FROM:	AMOUNT
1) ACCOUNT #: 32-7260-7400-62180 DESCRIPTION: RH CONTRACT SERVICE T-18 PHYSICAL THERAPY CURRENT BALANCE: \$ 11,761 PROVIDED BY THE FINANCE DIRECTOR	\$ 11,000.00
2) ACCOUNT #: 32-7260-7400-62185 DESCRIPTION: RH CONTRACT SERVICE T-18 OCCUPATIONAL THERAPY CURRENT BALANCE: \$ 7,658 PROVIDED BY THE FINANCE DIRECTOR	\$ 7,650.00
3) ACCOUNT #: 32-7260-7400-62186 DESCRIPTION: RH CONTRACT SERVICE T-18 SPEECH THERAPY CURRENT BALANCE: \$ 1,000 PROVIDED BY THE FINANCE DIRECTOR	\$ 1,000.00
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 32-7260-7400-62171 DESCRIPTION: RH CONTRACT SERVICE T-18 AMBULANCE	\$ 3,350.00
ACCOUNT #: 32-7260-7400-62176 DESCRIPTION: RH CONTRACT SERVICE T-18 LABORATORY	\$ 1,300.00
ACCOUNT #: 32-7260-7400-62179 DESCRIPTION: RH CONTRACT SERVICE T-18 PHARMACY	\$ 15,000.00
ACCOUNT #: DESCRIPTION:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:

- 1) Fewer Medicare patients receiving Physical Therapy versus budget.
- 2) Fewer Medicare patients receiving Occupational Therapy versus budget.
- 3) Fewer Medicare patients receiving Speech Therapy versus budget.

REASON TRANSFER IS NECESSARY - BE SPECIFIC:

- 1) Change in transit billing for patient transportation which is reimbursable and will offset additional cost.
- 2) Higher utilization of Laboratory services than budgeted.
- 3) Higher Medicare patient expense for Pharmacy services than budgeted.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-117

Transfer No.

Requested by Developmental Disabilities Board
Department Department Head

John Hanewall

2/24/2012

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	\$104,724
33-3310-0000-62606	Family Support	26,234
33-3310-0000-63100	Office Supplies & Expenses	26

TO

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62601	Purchase of Care	\$104,724
33-3310-0000-62633	CLIW-Children's Long Term Waiver	26,234
33-3310-0000-63200	Publications/Subscriptions	26

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. 

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

ROCK COUNTY TRANSFER REQUESTS

2011

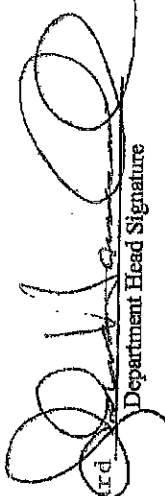
TO: FINANCE DIRECTOR

FINANCE DIRECTOR
RECEIVED

REQUESTED BY: Developmental Disabilities Board
Department

DATE: 2/24/2012

11-117
FEB 27 2012


Department Head Signature

FROM:	AMOUNT
1) ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation (CIP 1B) CURRENT BALANCE: \$ <u>524,572</u> <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	\$104,724
2) ACCOUNT #: 33-3310-0000-62606 DESCRIPTION: Family Support CURRENT BALANCE: \$ <u>46,627</u> <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	26,234
3) ACCOUNT #: 33-3310-0000-63100 DESCRIPTION: Office Supplies & Expense CURRENT BALANCE: \$ <u>575</u> <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	26
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 33-3310-0000-62601 DESCRIPTION: Purchase of Care	\$104,724
ACCOUNT #: 33-3310-0000-62633 DESCRIPTION: CLTW-Children's Long Term Waiver	26,234
ACCOUNT #: 33-3310-0000-63200 DESCRIPTION: Publications/Subscriptions	26
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

- 1) Additional funds are needed in Purchase of Care due to a CIPIB client moving into an institutional facility for the majority of 2011.
- 2) Additional funds are needed in Children's Long Term Waiver due to a state directive to take additional children off of the waiting list.
- 3) Additional funds are needed in Publications/Subscriptions due to an increase in required dues & licensing fees.
- 4) Funds are available in Nursing Home Relocation (CIP 1B) because funds were budgeted for a CIP 1B client who is in an institution. Institutional costs are not covered by CIP funds.
- 5) Funds are available in Family Support because more kids transitioned from Family Support to the Children's Long Term Waiver.
- 6) Funds are available in Office Supplies & Expense because less need for office supplies due to 2 staff vacancies in 2011. Revised: May 16, 1997

TRANSFER.DOC

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-03

Transfer No.

Requested by Developmental Disabilities Board

John Hanewall

2/24/2012

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62620	Community Integration Prog. (CIP 1A)	\$ 86,937
33-3310-0000-62601	Purchase of Care	21,705
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	1,270

TO

ACCOUNT #	DESCRIPTION	AMOUNT
33-3310-0000-62604	Nursing Home Relocation (CIP 1B)	\$ 108,642
33-3310-0000-62627	Brain Trauma	1,270

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ESK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

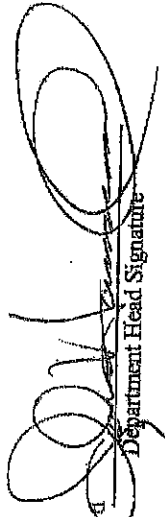
File

ROCK COUNTY TRANSFER REQUESTS

2012
FINANCE DIRECTOR
RECEIVED
12-03
FEB 27 2012

TO: FINANCE DIRECTOR

REQUESTED BY: Developmental Disabilities Board
Department


Department Head Signature

DATE: 2/24/2012

FROM:	AMOUNT
1) ACCOUNT #: 33-3310-0000-62620 DESCRIPTION: Community Integration Prog. (CIP 1A) CURRENT BALANCE: \$ 629,288 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	\$86,937
2) ACCOUNT #: 33-3310-0000-62601 DESCRIPTION: Purchase of Care CURRENT BALANCE: \$ 256,064 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	21,705
3) ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation (CIP 1B) CURRENT BALANCE: \$ 5,136,790 <i>2-27-12</i> PROVIDED BY THE FINANCE DIRECTOR	1,270
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 33-3310-0000-62604 DESCRIPTION: Nursing Home Relocation (CIP 1B)	\$108,642
ACCOUNT #: 33-3310-0000-62627 DESCRIPTION: Brain Trauma	1,270
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

- 1) Additional funds are needed in Nursing Home Relocation (CIP 1B) due to one CIP 1B client filling a residential slot that was vacant due to a deceased CIP 1A client. Additional funds are needed in CIP 1B due to 2 current residential clients who have moved into a CIP eligible home.
- 2) Additional funds are needed in Brain Trauma due to a current client needing supported employment services in 2012.
- 3) Funds are available in the Community Integration Program (CIP 1A) because funds were budgeted for a CIP 1A client who is deceased. The CIP 1B client in line 1 filled the CIP 1A residential vacancy.
- 4) Funds are available in Purchase of Care because money was budgeted for 2 clients who resided in a home that was not eligible to be covered by CIP but the 2 clients recently moved into a new home that is a CIP eligible residence.
- 5) Funds are available in CIP 1B because money was budgeted for the Supported Employment Program which is now needed by a Brain Trauma client.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-1116
Transfer No.

Benjamin J. Coopman, Jr.
Department Head

Requested by Public Works Department 02/24/12 Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
41-4350-4280-46205	Compensation-Loss of Fixed Assets	\$6,104.19

TO

ACCOUNT #	DESCRIPTION	AMOUNT
41-4350-4280-67110	Capital Equipment	\$6,104.19

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *EX*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

7/1-1/16

ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: PUBLIC WORKS
Department

Benjamin J. Coppens, Jr.
Department Head Signature

DATE: FEBRUARY 24, 2012

FROM:	AMOUNT
1) ACCOUNT #: <u>41-4350-4280-46205</u> DESCRIPTION: <u>COMPENSATION-LOSS OF FIXED ASSETS</u> CURRENT BALANCE: \$ <u>65,842</u> PROVIDED BY THE FINANCE DIRECTOR	6,104.19
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: <u>41-4350-4280-67110</u> DESCRIPTION: <u>CAPITAL EQUIPMENT</u>	6,104.19
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC: COUNTY PLOW #793 DAMAGED 3/9/2011 BY SUBDIVISION ROAD HAZARD. INSURANCE PROCEEDS WILL BE APPLIED AS COST REDUCTION IN FORCED TRADE-IN ON REPLACEMENT PLOW IN ACCORDANCE WITH WISDOT ACCOUNTING MANUAL. TRANSFER REQUESTED FOR 2011.

John Geler

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63100	OFC SUPP & EXP P1200971-PO# 03/05/12 -VN#016466	5,700.00 8.8%	65.39	438.75	5,195.86		
				STORAGE SYSTEMS MIDWEST INC		32.13	
			CLOSING BALANCE		5,163.73		32.13
0515000000-68010	EXP.ALLOCATIONS P1201204-PO# 03/05/12 -VN#040481	0.00 100.0%	700.00	526.09	-1,226.09		
				RHYME BUSINESS PRODUCTS		31.08	
			CLOSING BALANCE		-1,257.17		31.08
	FINANCE DIRECTOR		PROG-TOTAL-PO			63.21	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$63.21 INCURRED BY FINANCE DIRECTOR. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414110000-62114	TAB/CANVASING	1,800.00 0.0%	0.00	0.05	1,799.95		
	P1201091-PO# 03/05/12 -VN#014389			MATHEWS,STEPHANIE		50.00	
			CLOSING BALANCE		1,749.95		50.00
1414110000-63100	OFC SUPP & EXP	4,877.00 27.4%	454.44	884.75	3,537.81		
	P1201087-PO# 03/05/12 -VN#048914			INTAB		47.28	
			CLOSING BALANCE		3,490.53		47.28
	ELECTIONS		PROG-TOTAL-PO			97.28	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$97,28 INCURRED BY ELECTIONS. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515400000-63100	OFC SUPP & EXP	2,500.00	8.8%	220.05	0.00	2,279.95	
	P1201142-PO# 03/05/12 -VN#030630			J AND G OFFICE PRODUCTS		163.00	
				CLOSING BALANCE	2,116.95		163.00
	COUNTY TREASURER		PROG-TOTAL-PO			163.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$163.00 INCURRED BY COUNTY TREASURER. 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.

FINANCE COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-62400	R & M SERV P1200788-PO# 03/05/12 -VN#010720	13,975.00 0.0%	0.00	0.00	13,975.00	1,126.12	
					CLOSING BALANCE	12,848.88	1,126.12
1017210000-64200	TRAINING EXP P1201061-PO# 03/05/12 -VN#045601	13,000.00 6.6%	799.71	64.00	12,136.29	140.00	
					CLOSING BALANCE	11,996.29	140.00
	LAND RECORDS		PROG-TOTAL-PO			1,266.12	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,266.12 INCURRED BY LAND RECORDS, 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62400	R & M SERV	210,888.00 43.0%	65,262.23	25,464.48	120,161.29		
	P1200141-PO# 03/05/12 -VN#019713			GENERAL HEATING AND AIR CONDIT		1,427.85	
	P1200142-PO# 03/05/12 -VN#025432			LIEBERT GLOBAL SERVICES		2,145.00	
				CLOSING BALANCE	116,588.44		3,572.85
0714300000-62421	COMPUTER EQUIP	9,000.00 13.3%	1,199.66	0.01	7,800.33		
	P1201076-PO# 03/05/12 -VN#041544			HEWLETT PACKARD DIRECT CDWG		2,627.27	
	P1201101-PO# 03/05/12 -VN#033353			CDW GOVERNMENT INC		70.20	
				CLOSING BALANCE	5,102.86		2,697.47
0714300000-62491	SOFTWARE MAINT	607,189.00 41.5%	240,966.67	11,170.70	355,051.63		
	P1200894-PO# 03/05/12 -VN#050378			INTERACT PUBLIC SAFETY SYSTEMS		1,758.20	
	P1201133-PO# 03/05/12 -VN#036684			ESHA RESEARCH		250.00	
	P1201195-PO# 03/05/12 -VN#047155			ROUTEMATCH SOFTWARE INC		2,500.00	
	P1201248-PO# 03/05/12 -VN#047033			SOLARWINDS INC		407.85	
				CLOSING BALANCE	350,135.58		4,916.05
0714300000-63100	OFC SUPP & EXP	4,774.00 8.4%	231.26	172.90	4,369.84		
	P1201053-PO# 03/05/12 -VN#033353			CDW GOVERNMENT INC		1,410.00	
				CLOSING BALANCE	2,959.84		1,410.00
0714300000-64200	TRAINING EXP	47,500.00 55.6%	5,936.16	20,488.84	21,075.00		
	P1201078-PO# 03/05/12 -VN#051577			EDCI		2,700.00	
				CLOSING BALANCE	18,375.00		2,700.00
0714300000-64701	SOFTWARE PURCH	103,186.00 19.9%	3,939.72	16,643.91	82,602.37		
	P1201052-PO# 03/05/12 -VN#033353			CDW GOVERNMENT INC		66.56	
				CLOSING BALANCE	82,535.81		66.56
0714300000-67130	TERMINALS/PC'S	127,049.00 3.3%	-5,617.68	9,922.63	122,744.05		
	P1201051-PO# 03/05/12 -VN#050382			DELL		3,996.00	
	P1201079-PO# 03/05/12 -VN#050382			DELL		1,998.00	
				CLOSING BALANCE	116,750.05		5,994.00
0714300000-67131	OTHER COMP HARDW	94,896.00 0.7%	239.58	495.30	94,161.12		
	P1201074-PO# 03/05/12 -VN#049019			CORE BTS INC		587.05	
				CLOSING BALANCE	93,574.07		587.05
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 26.7%	6,981.93	6,381.04	36,637.03		
	P1200862-PO# 03/05/12 -VN#050378			INTERACT PUBLIC SAFETY SYSTEMS		879.10	
	P1200889-PO# 03/05/12 -VN#016173			SKC COMMUNICATION PRODUCTS INC		583.80	
	P1201054-PO# 03/05/12 -VN#033353			CDW GOVERNMENT INC		37.94	
	P1201070-PO# 03/05/12 -VN#033353			CDW GOVERNMENT INC		141.74	

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		P1201132-PO# 03/05/12 -VN#033353		CDW GOVERNMENT INC		157.56	
		P1201205-PO# 03/05/12 -VN#051818		CHARACTER COMPUTING		143.36	
ENC		R1201356-PO# 02/28/12 -VN#036201		AMAZON.COM		189.99	
				CLOSING BALANCE	34,503.54		2,133.49
				INFORMATION TECH		24,077.47	
				PROG-TOTAL-PO			

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$24,077.47 INCURRED BY INFORMATION TECHNOLOGY. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000071-29265	DLF-BD, STRAY DOG	0.00	100.0%	-4,675.47	0.00	4,675.47		
	P1200915-PO# 03/05/12 -VN#029514						50.00	
								50.00
								50.00
								50.00
								50.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$50.00
 INCURRED BY BALANCE SHEET ACCOUNT. 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.
 FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-63407	COMPUTER SUPPL	6.000.00	27.3%	1,639.34	0.00		
	P1200898-PO# 03/08/12 -VN#048467			STAPLES ADVANTAGE		88.24	
				CLOSING BALANCE	4,272.42		88.24
	LAND RECORDS			PROG-TOTAL-PO		88.24	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$88.24 INCURRED BY LAND RECORDS. 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.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 15 2012

DATE _____ CHAIR

PURCHASE ORDER NUMBER P1200410 PEID 031983

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 DD Board

COMMITTEE Rock Co. DD Board

VENDOR NAME Abilities Inc

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP LB

AMOUNT OF INCREASE \$ 54,397

INCREASE FROM \$ 163,867 TO \$ 218,264

ACCOUNT BALANCE AVAILABLE \$ 5,130,663 ²⁻²¹⁻¹²

REASON FOR AMENDMENT One Current client moved into services from an Adult Family Home.

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 P1103532 PEID 043786

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 General Services

COMMITTEE General Services

VENDOR NAME Professional Service Industries

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION Rock Haven Project

AMOUNT OF INCREASE \$30,000.00

INCREASE FROM \$31,936.00 TO \$61,936.00

ACCOUNT BALANCE AVAILABLE \$2,565,914 3-1-12

REASON FOR AMENDMENT Additional Material Testing Services

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

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
081420000-61920	PHYSICALS	11,500.00 0.2%	31.00	0.00	11,469.00		
	P1201081-PO# 03/01/12 -VN#043927			WISCONSIN CHIEFS OF POLICE ASS		941.00	
				CLOSING BALANCE	10,528.00		941.00
081420000-64200	TRAINING EXP	26,985.00 45.6%	11,273.24	1,040.00	14,671.76		
	03/01/12 -VN#049974			O CONNELL, DAVID		15.74	
				CLOSING BALANCE	14,656.02		15.74
	HUMAN RESOURCES		PROG-TOTAL-PO			956.74	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$956.74 INCURRED BY HUMAN RESOURCES. 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.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD

MAR 13 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919320000-64904	SUNDRY EXPENSE	8,780.00	7.9%	250.00	446.70	8,083.30	
	PI201159-PO# 03/01/12 -VN#037860					ORIENTAL TRADING COMPANY INC	284.29
				CLOSING BALANCE	7,799.01		284.29
	EMPL. RELATED		PROG-TOTAL -PO				284.29

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$284.29 INCURRED BY EMPLOYEE RELATED. 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.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

MAR 13 2012

DATE _____

CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

RICHARD BOSTWICK
INITIATED BY



RANDY TERRONEZ
DRAFTED BY

RICHARD BOSTWICK
SUBMITTED BY

MARCH 7, 2012
DATE DRAFTED

VOTER ASSISTANCE INITIATIVE AND AMENDING REGISTER OF DEEDS BUDGET

1 **WHEREAS**, State legislation now requires voters to present government-issued identification,
2 such as a driver's license, a Department of Transportation issued identification, or a passport, in order
3 to vote; and

4
5 **WHEREAS**, Identification has not been required in the past, and many voters may not have the
6 proper documentation needed to vote in upcoming elections; and

7
8 **WHEREAS**, the state has made Department of Transportation identification available free of
9 charge for those seeking the identification in order to vote but one must be able to present a birth
10 certificate to obtain identification, and there is a charge for this record from local Register of Deeds
11 Offices. In Rock County, the cost to obtain a certified birth certificate is \$20; and

12
13 **WHEREAS**, Milwaukee County has set aside funds to pay for birth certificates for those who
14 need the document to get an identification to vote and Dane County is considering a similar action; and

15
16 **WHEREAS**, based upon Milwaukee County utilization, it has been suggested 200 free
17 certified birth certificates be available for this purpose which would represent a cost impact of \$4,000,
18 consisting of \$3,000 to the State and State Children's Trust Fund and \$1,000 in lost revenue to the
19 Register of Deeds Office.

20
21 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
22 assembled this ____ day of _____, 2012 approves the Rock County Voter Assistance Initiative
23 Program modeled after the Milwaukee County program.

24
25 **BE IT FURTHER RESOLVED**, that the Register of Deeds shall provide free birth certificates
26 for the purpose of obtaining a state issued ID card for voting purposes only, with the following
27 rules/limitations:

- 28
- 29 • Individuals seeking a free birth certificate need to state in writing that the birth
 - 30 certificate is being obtained for the sole purpose of obtaining a state issued ID
 - 31 card for voting purposes.
 - 32 • Individuals will need to fill out a Birth Certificate Application.
 - 33 • Individuals must be of voting age as of the November 2012 election.
 - 34 • Only one free birth record will be given per applicant.
 - 35 • Free birth records will be stamped: FOR VOTER ID USE ONLY.
 - 36 • Will need to present acceptable forms of identification per state statute.
 - 37 • Eligible persons must be born in Rock County and a resident of Rock County
 - 38 (i.e., plan to vote in a Rock County election).
- 39

40 **BE IT FURTHER RESOLVED**, that the Register of Deeds Budget be amended as follows to
41 provide up to 200 free birth certificates for voter identification:

42

VOTER ASSISTANCE INITIATIVE AND AMENDING REGISTER OF DEEDS BUDGET

Page 2

43	<u>Account/Description</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
44		<u>01/01/2012</u>	<u>(Decrease)</u>	<u>Budget</u>
45				
46	<u>Source of Funds</u>			
47	19-1921-0000-47010	\$ -0-	\$3,000	\$3,000
48	General Fund Application			
49				
50	<u>Use of Funds</u>			
51	17-1710-0000-62140	\$ -0-	\$3,000	\$3,000
52	Voter ID Birth Certificates			
53				

54 **BE IT FURTHER RESOLVED**, that once the 200 free certificates have been issued in 201
55 the program will be terminated unless extended by action of the Rock County Board of Supervisors.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

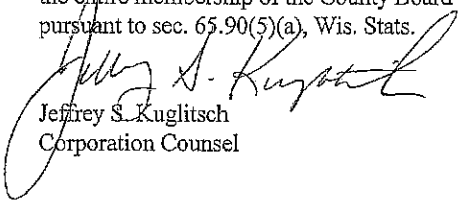
Mary Beaver

David Diestler

J. Russell Podzilni

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

This resolution amends the Register of Deeds' budget to provide free birth certificates to residents for voting purposes. The up to \$3,000 needed to pay the State portion of the birth certificate fee will come from the available General Fund fund balance.


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Matter of policy.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY
VOTER ASSISTANCE INITIATIVE AND
AMENDING THE REGISTER OF DEEDS BUDGET

State legislation now requires voters to present government-issued identification, such as a driver's license; a Department of Transportation issued identification, or a passport, in order to vote. Identification has not been required in the past, and some voters may not have the proper documentation needed to vote in upcoming elections.

The Madison City Clerk's Office found that 10% of voters in the July 2011 special election did not have appropriate identification. The Brennan Center for Justice at New York University Law School estimates that 11% of Wisconsin voters lack acceptable photo identification. Additionally, the Brennan Center notes that 23% of people over the age of 65 do not have photo identification acceptable for voting, and that the burdens of addressing voter identification requirements fall disproportionately on minority and low-income voters.

The state has made Department of Transportation identification available free of charge for those seeking the identification in order to vote. However, one must be able to present a birth certificate to obtain identification, and there is a charge for this record from local Register of Deeds Offices. In Rock County, the cost to obtain a certified birth certificate is \$20. Of this amount, \$8 goes to the State, \$7 to the state Children's Trust Fund and the County retains \$5.

Milwaukee County has set aside funds to pay for birth certificates for those who need the document to get an identification to vote. **Milwaukee County's program is aimed at persons who were born in Milwaukee County and will vote in a Milwaukee County election.** The County budgeted \$100,000 representing 5,000 requests. Individuals seeking a free birth certificate need to state in writing that the birth certificate is being obtained for the purpose of obtaining an operator's license (driver's license) or an identification card for purposes of voting. In addition, the individual needs to attest that they have not previously received a state issued identification. The actual experience thus far in Milwaukee County is that less than 200 requests have been processed.

Dane County is reviewing a similar program.

The Rock County Register of Deeds Randy Leyes and Rock County Clerk Lori Stottler are in agreement with the need for such a program.

Based upon the Milwaukee utilization, the number of free certified birth certificates being proposed is 200 and represents a total cost impact of \$4,000. From a budget appropriation standpoint, the County would need to budget \$3,000 in the Register of Deeds Office budget to reflect the funds needed to be paid to the State (\$8 of the \$20 fee) and the State Children's Trust Fund (\$7 of the \$20 fee).

In addition to the \$3,000 necessary to pay the State and Children's Trust Fund, the County also will not realize \$1,000 (the \$5 of the \$20 fee), which would affect the Register of Deeds revenue. (The "lost" revenue does not necessitate a budget adjustment.)

It is being suggested that once the 200 certificates are issued under this program in 2012, the program would end unless extended by action of the County Board of Supervisors.

Finally, if the county decides to provide free birth records for the purpose of obtaining a state issued ID card for voting purposes, there has to be some rules/limitations for those that would request a free birth record.

- Individuals seeking a free birth certificate need to state in writing that the birth certificate is being obtained for the sole purpose of obtaining a state issued ID card for voting purposes.
- Individuals will need to fill out a Birth Certificate Application.
- Individuals must be of voting age as of the November 2012 election.
- Only one free birth record will be given per applicant.
- Free birth records will be stamped: FOR VOTER ID USE ONLY.
- Will need to present acceptable forms of identification per state statute.
- Eligible persons must be born in Rock County and a resident of Rock County (i.e., plan to vote in a Rock County election).

To qualify to receive a certified copy of a birth record, applicants at the counter will be asked to present two items of secondary identification. The information below is the current policy used for counter customers.

SECONDARY IDENTIFICATION REQUIRES TWO OF THE FOLLOWING:

- Government issued employee ID Badge with photo
- U.S. Passport
- Check/Bank Book
- Major Credit Card
- Health Insurance Card
- Recent dated, signed Lease
- Utility Bill or traffic ticket

To qualify to receive a certified copy of a birth record through the mail, applicants will be asked to submit two forms.

- Request for Free Birth Record stating that the birth certificate is being obtained for the purpose of obtaining a state issued ID card for voting purposes.
- Birth Certificate Application.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Land Records Committee
INITIATED BY



Michelle Schultz, Land Information Officer
DRAFTED BY

Finance Committee
SUBMITTED BY

February 27, 2012
DATE DRAFTED

Authorizing the Amendment of the 2010 LiDAR Contract with Ayres Associates, Inc. and Amending the 2012 Land Records Budget

1 **WHEREAS**, the Rock County Board in resolution 10-1A-446 authorized the Land Information
2 Officer to enter into a contract with Ayres Associates, Inc. to acquire and process LiDAR data for
3 the Rock River / I-90 Corridor in the spring of 2010,
4

5 **WHEREAS**, the Rock County Board in resolution 11-5B-375 authorized the Land Information
6 Officer to enter into a contract with Ayres Associates, Inc. in 2011 to process LiDAR data
7 originally acquired by FEMA in November of 2010 and to create a seamless countywide dataset
8 from both flight areas,
9

10 **WHEREAS**, it has been determined that the FEMA flight area does not align with the Rock
11 River/I-90 Corridor flight area resulting in two gaps totaling 10 square miles between the two flight
12 areas therefore a countywide seamless dataset is not achievable,
13

14 **WHEREAS**, The cost to acquire and process the 10 square miles thus creating a seamless
15 countywide data set is \$12,500 and would be completed during the spring/summer of 2012.
16

17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
18 assembled this _____ day of _____, 2012 does hereby amend the 2012 Land Records
19 Budget as follows:
20

21 <u>Account No.</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
22 <u>Description</u>	<u>1/1/12</u>	<u>(Decrease)</u>	<u>Budget</u>
23 <u>Source of Funds:</u>			
24 Land Records-Ortho Mapping	\$0	\$12,500	\$12,500
25 10-1723-0000-46400			
26 Funds Forwarded from			
27 Prior year			
28			
29 <u>Use of Funds:</u>			
30 Land Records-Ortho Mapping			
31 10-1723-0000-62119			
32 Other Contracted Services	\$0	\$12,500	\$12,500
33			

34 **BE IT FURTHER RESOLVED**, that the existing contract with Ayres Associates, Inc. be
35 amended to include these additional funds of \$12,500 to complete the updated Countywide
36 Topographic Dataset.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice-Chair

Mary Beaver

David Diestler

J. Russell Podzilni

FISCAL NOTE:

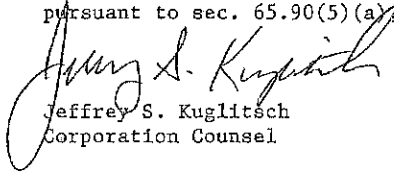
This resolution authorizes the use of \$12,500 in Land Records Ortho Mapping Fund Balance to complete the countywide topographic dataset. The Land Records Ortho Mapping Fund Balance is currently \$55,807.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

This resolution authorizes the amendment of the 2010 LiDAR contract with Ayres and Associates to obtain countywide elevation data. LiDAR, or Light Detection and Ranging, is a process of acquiring accurate elevation data by measuring light pulses directed at the surface of the earth from an airplane. In 2010, The Land Information Officer entered into a contract with Ayres and Associates to acquire and process elevation data for the I90/I39 and Rock River Corridor. In 2011, the Land Information Officer amended the 2010 contract to include processing of elevation data acquired by FEMA that should have covered all of the areas outside of the I90/I39 Rock River corridor that was flown in 2010. While the data was being processed it was determined that the FEMA data set did not align with the corridor that had been previously flown by Rock County and there were two gaps in the data totaling approximately 10 square miles. This contract will cover the acquisition and processing of the remaining 10 square miles and complete the countywide elevation data set.

The acquisition and processing of the data in the 2010 budget (\$108,180) and the processing of the data in the 2011 budget (\$98,600) were funded through the Community Development Block Grant Emergency Assistance Program. That funding is no longer available for this project.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Mickey Crittenden
DRAFTED BY

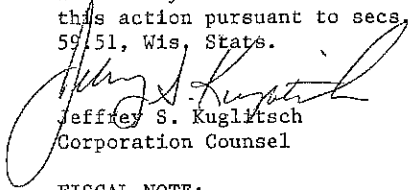
Finance Committee
SUBMITTED BY


March 6, 2012
DATE DRAFTED


Authorizing Purchase of Additional Disk Storage

1 **WHEREAS**, the addition of disk storage is a specified 2012 IT budget item; and,
 2
 3 **WHEREAS**, the increased data storage requirements for all Land Records-associated departments and
 4 the Register of Deeds Office are prompting this disk storage purchase; and,
 5
 6 **WHEREAS**, a major portion of the additional storage is specifically for use by the planned and budgeted
 7 replacement Land Records File Server; and,
 8
 9 **WHEREAS**, the increased disk storage will be installed within the County's existing storage area
 10 network; and,
 11
 12 **WHEREAS**, the budgeted and specified disk storage will be purchased using the pricing and terms of the
 13 State of Wisconsin contract #10-2052.
 14
 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
 16 this _____ day of _____, 2011 that a Purchase Order to add disk storage to the County's
 17 storage area network be issued to AE Business Solutions in the amount of \$16,988.00.

18
 19 Respectfully submitted,
 20 **FINANCE COMMITTEE**
 21 _____
 22
 23 Mary Mawhinney, Chair
 24 _____
 25
 26 Sandra Kraft, Vice Chair
 27 _____
 28
 29 J. Russell Podzilni
 30 _____
 31
 32 David Diestler
 33 _____
 34
 35 Mary Beaver

LEGAL NOTE:
 The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

 Jeffrey S. Kuglitsch
 Corporation Counsel

FISCAL NOTE:
 Sufficient funding is included in the IT and Land Records' budgets for the purchase of additional disk storage.

 Sherry Oja
 Finance Director

ADMINISTRATIVE NOTE:
 Recommended.

 Craig Knutson
 County Administrator

Executive Summary for Purchasing Additional Disk Storage

The addition of disk storage is a specified item in the 2012 IT budget and was planned in order to address the growing storage requirements for the departments associated with the County's Land Records and the Register of Deeds Office. A major portion of the additional storage represents the planned storage component of the budgeted Land Records replacement File Server. The additional disk storage will provide for the projected needs for the targeted departments for at least 2 years.

The additional disk storage consists of the following main components:

- Approximately 6 terrabytes of high-speed disk drives;
- Rack-mounted Storage Expansion Tray, and
- Installation by the vendor.

All of the additional disk storage will be installed within the storage area network located in the County's data center at the Health Care Center.

The additional disk storage will cost \$16,988.00 and will be purchased from AE Business Solutions using the pricing and terms of the State of Wisconsin contract #10-2052.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

February 27, 2012
DATE DRAFTED

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AMENDING 2012 LAND CONSERVATION DEPARTMENT BUDGET
TREE AND SHRUB SALES PROGRAM

WHEREAS, The Land Conservation Department annually sponsors a tree and shrub sales program; and,

WHEREAS, The 2012 program's projected sales are greater than anticipated; and,

WHEREAS, The Land Conservation Budget must be amended to increase both the program's revenues and expenditures to compensate for the projected increases; and,

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2012 hereby amends the Land Conservation Department's 2012 Budget as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 02/27/12</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
62-6200-0000-44100 Fees	\$ 9,500	\$ 1,500	\$ 11,000
<u>Use of Funds:</u>			
62-6200-0000-64319 Tree Purchase	\$ 6,000	\$ 1,500	\$ 7,500

Respectfully submitted:

LAND CONSERVATION COMMITTEE

Richard Boistwick
Richard Boistwick, Chair

Larry Wiedenfeld
Larry Wiedenfeld, Vice Chair

Eva Arnold
Eva Arnold

Ronald Combs
Ronald Combs

David Lewis
David Lewis

Alan Sweeney
Alan Sweeney

James Quade
James Quade, USDA-FSA

Fred Yoss
Fred Yoss

AMENDING 2012 LAND CONSERVATION DEPARTMENT BUDGET
TREE AND SHRUB SALE PROGRAM

Page 2

FINANCE COMMITTEE:

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

David Diestler

J. Russell Podznilni

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

FISCAL NOTE:

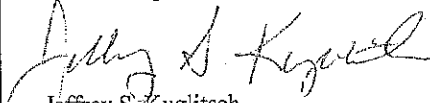
This resolution amends the Land Conservation budget to reflect the increased reserves and expenditures anticipated from increased tree and shrub sales.



Sherry Oja
Finance Director

LEGAL NOTE:

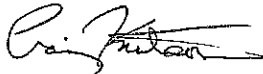
As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Kautson
County Administrator

EXECUTIVE SUMMARY

The Land Conservation Department annually sponsors a tree and shrub plant sales program. The 2012 program is expected to exceed the forecasted sales. A budget amendment for revenues and expenditures is being requested. This resolution requests an additional \$1,500.00 in expenditure authority that will be offset by the additional \$1,500.00 in revenues generated by the additional sales.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

HUMAN SERVICES BOARD
INITIATED BY



SARA MOOREN
DRAFTED BY

HUMAN SERVICES BOARD
SUBMITTED BY

FEBRUARY 21, 2012
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF PERMANENCY ROUNDTABLE FUNDING AND AMENDING
THE 2012 HUMAN SERVICES DEPARTMENT BUDGET**

1 **WHEREAS**, the Wisconsin Department of Children and Families awarded the Human Services
2 Department a grant to conduct permanency roundtables; and,
3
4 **WHEREAS**, a permanency roundtable is an intervention designed to facilitate the permanency planning
5 process for youth in out-of-home care by identifying realistic solutions to permanency obstacles for youth
6 and moving them to a permanent living arrangement; and,
7
8 **WHEREAS**, the youth's case manager, supervisor, permanency consultant, trained facilitator, and other
9 relevant professionals convene to create an individual permanency plan; and,
10
11 **WHEREAS**, the Human Services Department was awarded \$6,148 to conduct permanency roundtables
12 for twenty four Child Protective Services and Juvenile Justice cases (families).
13
14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
15 this _____ day of _____, 2012, does hereby authorize the acceptance of Permanency
16 Roundtable funding; and,
17
18 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2012 be amended
19 as follows:
20

Account/Description	Budget <u>2/22/12</u>	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3634-0000-42200 State Aid	\$10,000	\$6,148	\$16,148
<u>Use of Funds</u>			
36-3634-0000-64604 Program Expense	\$156,086	\$4,076	\$160,162
36-3634-0000-67130 Terminals and PCs	\$0	\$2,072	\$2,072

AUTHORIZING ACCEPTANCE OF PERMANENCY ROUNDTABLE FUNDING AND AMENDING
THE 2012 HUMAN SERVICES DEPARTMENT BUDGET

Page 2

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice

Terry Fell

Robert Fizzell

Kathy Kelm

Phillip Owens

Terry Thomas

Shirley Williams

Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair


FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$6,148 in state aid for Human Services to conduct permanency roundtables. No additional County matching funds are required.


Sherry Oja
Finance Director

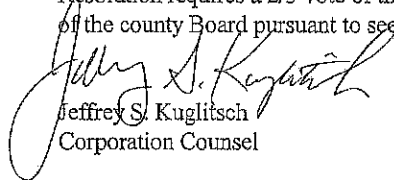
ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the county Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary

Authorizing Acceptance of Permanency Roundtable Funding and Amending the 2012 Human Services Department Budget

This resolution authorizes acceptance of \$6,148 from the Wisconsin Department of Children and Families to conduct permanency roundtables for twenty-four Child Protective Services and Juvenile Justices cases (families).

A permanency roundtable is an intervention designed to facilitate the permanency planning process for youth in out-of-home care by identifying realistic solutions to permanency obstacles for youth and moving them to a permanent living arrangement. The youth's case manager, supervisor, permanency consultant, trained facilitator, and other relevant professionals convene to create an individual permanency plan. Funds will be used for supplies and training necessary to conduct the roundtables.

Currently Rock County has 126 youth in out-of-home care placements (101 Foster Home, 7 Group Home, 18 Residential Care Center). The average daily census for 2011 was 135 youth in out-of-home placements.

No additional county funds are required.