

Rock County Agriculture & Extension Education Committee
Wednesday, November 10th, 2010 – 7:00 p.m.
2nd Floor Conference Room
Rock County Courthouse
Janesville WI

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – October 13th, 2010
4. Citizen Participation, Information and Announcements
5. Approval of Extension Bills/Transfers/Encumbrances & Amendments
6. 4-H Fairgrounds Maintenance and Contracts
 - A. Report from Fair Association Representative
 - B. Approval of 4-H Fairgrounds Rental Contracts
 - C. Capital Improvements Update
7. Agent Report
 - Sue Fredrich, 4-H Program Assistant
8. Update on Rock County Horticulture Position
 - External Funding
9. Department Updates
10. Comments from The Committee
11. Adjourn

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656000000-62119	OTHER SERVICES	182,838.00 49.8%	91,086.00	0.00	91,752.00		
	P1001943-PO# 11/01/10 -VN#034504		BOARD OF REGENTS			94,490.00	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-2,738.00		94,490.00
5656000000-63101	POSTAGE	5,000.00 60.4%	3,023.88	0.00	1,976.12		
	P1000432-PO# 11/01/10 -VN#016823		UNITED STATES POSTMASTER			88.00	
			CLOSING BALANCE		1,888.12		88.00
5656000000-63200	PUBL/SUBCR/DUES	1,000.00 60.0%	600.00	0.00	400.00		
	P1003484-PO# 11/01/10 -VN#042034		ISA MEMBERSHIP			165.00	
			CLOSING BALANCE		235.00		165.00
5656000000-63300	TRAVEL	14,000.00 76.5%	10,717.46	0.00	3,282.54		
	11/01/10 -VN#012386		DUERST, DONNA			133.00	
	11/01/10 -VN#037018		KRISCO, MARY			70.00	
	11/01/10 -VN#038628		STUTE, JAMES			302.00	
	11/01/10 -VN#046684		LEITH, SHANA			92.00	
			CLOSING BALANCE		2,685.54		597.00
5656000000-64209	DEMO EXP	12,000.00 8.9%	1,075.02	0.05	10,924.93		
	11/01/10 -VN#038628		STUTE, JAMES			105.97	
	P1000437-PO# 11/01/10 -VN#016117		SHOPKO INC #130			35.96	
			CLOSING BALANCE		10,783.00		141.93
5656000000-64904	SUNDRY EXPENSE	19,000.00 110.9%	21,087.41	0.06	-2,087.47		
	P1000441-PO# 11/01/10 -VN#047505		BEALS, STACY			120.00	
	P1000442-PO# 11/01/10 -VN#042198		MAYFIELD, MARSHA			70.00	
	P1000443-PO# 11/01/10 -VN#022446		LEWISTON, SUE			84.00	
	P1000446-PO# 11/01/10 -VN#046106		FUGATE, DARCY			345.00	
	P1000447-PO# 11/01/10 -VN#047834		THIELE, PEGGY			252.00	
	P1000744-PO# 11/01/10 -VN#047056		HOOVER, COLLEEN			42.00	
	P1000798-PO# 11/01/10 -VN#049082		TIMM, DONNA			105.00	
	P1000799-PO# 11/01/10 -VN#049083		DONATO, JANE H			112.00	
	P1000987-PO# 11/01/10 -VN#047894		POWERS, MIKE			75.00	
	P1003045-PO# 11/01/10 -VN#028611		CINNAMON TERI'S			225.00	
	P1003460-PO# 11/01/10 -VN#046134		JANESVILLE SENIOR CENTER			80.00	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-3,597.47		1,510.00

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		U.W.EXTENSION	PROG-TOTAL-PO			96,991.93	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$96,991.93 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

NOV 10 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656250000-63400	OPERATING SUPPLI	12,000.00	85.5%	5,519.01	4,745.14	1,735.85	
		11/01/10	-VN#038628	STUTE, JAMES		112.33	
	P1000435-PO#	11/01/10	-VN#024247	DELONG CO INC, THE		220.75	
	P1003183-PO#	11/01/10	-VN#029890	JACK AND DICKS FEED AND GARDEN		8.25	
	P1003345-PO#	11/01/10	-VN#044931	PRATT AND JOHNSON LLC		1,207.89	
				CLOSING BALANCE		186.63	1,549.22
	FARM-GEN. FUND			PROG-TOTAL-PO			1,549.22

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,549.22 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.

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656100000-62400	R & M SERV	25,980.00	73.9%	18,685.89	536.88	6,757.23	
	P1003259-PO# 11/01/10 -VN#014330			MANPOWER INC			4,109.20
				CLOSING BALANCE	2,648.03		4,109.20
5656100000-63500	R&M SUPPLIES	13,800.00	79.5%	10,288.12	690.24	2,821.64	
	P1000430-PO# 11/01/10 -VN#014534			MENARDS			59.84
				CLOSING BALANCE	2,761.80		59.84
	4-H FAIRGROUNDS			PROG-TOTAL-PO			4,169.04

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,169.04 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

NOV 10 2010

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ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-71
Transfer No.

Requested by U W Extension Department Randy Thompson

Department Head

Date 11/2/10

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
56-5600-0000	64209 Demonstration	2,738

TO

ACCOUNT #	DESCRIPTION	AMOUNT
56-5600-0000	62119 Contracted Svc	2,738

FISCAL NOTE:

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

ADMINISTRATIVE NOTE:

Recommended.

BR

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

_____ File _____

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED
#10-7/
NOV 2 2010

TO: FINANCE DIRECTOR

REQUESTED BY: U-W Extension
Department

Randy Fleming
Department Head Signature

DATE: 11-02-2010

FROM:	AMOUNT
1) ACCOUNT #: <u>56-5600-0000-64209</u> DESCRIPTION: <u>Demonstration</u> CURRENT BALANCE: \$ <u>11,054.19</u> <i>copied to file</i> PROVIDED BY THE FINANCE DIRECTOR	2738.00
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>56-5600-0000-62119</u> DESCRIPTION: <u>Contracted Service</u>	2738.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

During the development of the 2010 Department Budget, I failed to account for several professional staff promotions. These promotions went into affect as of July 1, 2010. I'm requesting the transfer of \$2,738 from the U-W Extension Demonstration Account to the Other Contracted Services Account to offset the deficit. The 2011 proposed budget reflects these promotion increases.