



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JANUARY 27, 2011 - 8:00 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR – EAST WING
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, January 27, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Marilyn Jensen, Phil Owens, and Mary Mawhinney. Absent: Wayne Gustina

Planning & Development staff present: Paul Benjamin (Director), Steve Schraufnagel (Planner III), Neale Thompson (Housing Specialist), and Cheryl Martin (Accountant). Real Property Description Director, Michelle Schultz was also in attendance.

Others present: None

2. **ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda, Supervisor Mawhinney seconded. **ADOPTED** as presented.

3. **MEETING MINUTES – JANUARY 13, 2010**

Supervisor Jensen moved the approval of the January 13, 2010 Committee minutes; seconded by Supervisor Mawhinney. **APPROVED**.

4. **CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

GIS Manager, Jennifer Borlick introduced Planning Intern, Erika Gibbs to the Committee. Ms. Gibbs will be upgrading the current web map site to increase its efficiency and usability.

5. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Administrative Quarterly Report**

Mr. Schraufnagel reported that construction and development activity for year 2010 remain low, compared to pre-2008 statistics. Decreased activity levels remain a function of the economic climate.

6. **FINANCE**

A. **Department Bills/Encumbrances/Pre-Approved Encumbrances/Amendments/Transfers**

Supervisor Owens moved the approval of payment of the department bills; second by Supervisor Mawhinney. All in favor - **APPROVED** (Yes - 4, No - 0, Absent - 1)

7. **HOUSING & COMMUNITY DEVELOPMENT**

Mr. Thompson presented the staff report.

A. 2010 – 2013 CDBG-Small Cities Project (ID 020675D1) = \$13,625

Supervisor Owens moved the approval of CDBG-Small Cities Program funds (ID 020675D1) for an amount up to \$13,625; second by Supervisor Mawhinney. All in favor – **APPROVED** (Yes – 4, No – 0, and Absent – 1).

B. HCRF (Housing Cost Reduction Rev. Fund) (ID 093574D1) = \$2,500

Supervisor Jensen moved the approval of HCRF (Housing Cost Reduction Revolving funds (ID 093574D1) for an amount up to \$2,500; second by Supervisor Owens. All in favor – **APPROVED** (Yes – 4, No – 0, and Absent – 1).

C. 2010 Housing & Community Development Activity Report

The 2010 Housing & Community Development Activity Report was presented and discussed. In total, Housing Staff administered over \$2 million in program funds for the 2010 budget year.

Conflict of Interest Statement:

There were no Conflict of Interest Statements in regards to the aforementioned loan/grant requests.

Information Verification Statement:

All information required for loan approval was verified.

8. DIRECTOR'S REPORT – PLANNING

Director Paul Benjamin reported on Planning Department activities:

- The Housing & Community Development staff met with the Lead Hazard Control (LHC) Grant sub-recipients (Cities of Janesville and Beloit and Rock Co. Health Dept.) on Jan. 14th to discuss grant and performance benchmarks. Beloit and Janesville have indicated they can meet the agreed upon performance goal deadlines.
- Planning Dept. Staff continue to work with several Towns on the updating of the County's Farmland Preservation Plan.
- On Jan. 24th, Corporation Counsel and Planning Staff traveled to Stevens Point to attend a Wisconsin Counties Association Seminar on redistricting.
- Department Staff have submitted a resolution establishing a technical advisory committee for the review of the Farmland Preservation Plan. It is scheduled to go to the County Board of Supervisors at its Feb. 10th meeting.

9. COMMITTEE REPORTS

There were no Committee Reports.

10. ADJOURNMENT

Supervisor Owens moved to adjourn the committee at 9:27 a.m.; second by Supervisor Jensen. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, February 10, 2011 at 8:00 a.m.**

Prepared by: Cheryl Martin - Acting Secretary