



**FINANCE COMMITTEE
THURSDAY, MAY 7, 2015 - 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. Approval of Minutes –April 16, 2015 and April 23, 2015
4. Committee Review and Approval of Per Meeting Allowances
5. Transfers and Appropriations
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
7. Discussion and Possible Action on Upcoming Auction
8. Committee Approvals
 - A. Amending the 2015 Airport Budget for Restaurant Improvements
9. Discussion of Process to Appoint Individual to Complete Remainder of County Clerk's Term
10. Discussion and Possible Action on Claim
11. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
05-1500-0000-63100	OFC SUPP & EXP	P1501677	04/16/2015	STORAGE SYSTEMS MIDWEST INC	101.14	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	4,900.00	378.38	691.18	101.14	3,729.30	
05-1500-0000-68010	EXP.ALLOCATIONS					
ENC		R1502139	04/27/2015	COMMERCE BANK COMMERCIAL ACC	300.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	0.00	9,724.59	39,826.81	300.00	(49,851.40)	
FINANCE DIRECTOR PROG TOTAL				401.14		

I have examined the preceding bills and encumbrances in the total amount of **\$401.14**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAY 07 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1501592	04/13/2015	TRANSCENDENT LLC	2,550.00
		P1501727	03/25/2015	WISNET	2,250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	64,375.00	3,103.68	17,211.32	4,800.00	39,260.00
07-1430-0000-62421	COMPUTER EQUIP				
		P1501591	03/30/2015	CDW GOVERNMENT INC	78.61
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	1,261.24	3,934.87	78.61	3,725.28
07-1430-0000-63407	COMPUTER SUPPL				
ENC		R1501976	04/10/2015	AMAZON.COM	38.74
ENC		R1502085	04/22/2015	AMAZON.COM	43.90
ENC		R1502126	04/23/2015	AMAZON.COM	44.96
		P1501528	03/25/2015	CDW GOVERNMENT INC	4,674.24
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,379.00	1,554.49	649.99	4,801.84	19,372.68
07-1430-0000-64200	TRAINING EXP				
		P1501391	03/31/2015	CORE BTS INC	1,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	44,200.00	13,541.73	15,676.07	1,500.00	13,482.20
07-1430-0000-67130	TERMINALS/PC'S				
		P1501511	03/20/2015	CDW GOVERNMENT INC	485.59
		P1501586	03/27/2015	CDW GOVERNMENT INC	1,348.79
		P1501610	03/30/2015	CDW GOVERNMENT INC	4,654.98
		P1501614	03/30/2015	CDW GOVERNMENT INC	79.99
		P1501657	04/02/2015	CDW GOVERNMENT INC	1,508.79
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,000.00	8,383.07	1,028.47	8,078.14	42,510.32
INFORMATION TECHNOLOGY PROG TOTAL					19,258.59
07-1438-0000-67130	TERMINALS/PC'S				
		P1501586	03/27/2015	CDW GOVERNMENT INC	6,743.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,850.00	0.00	2,035.00	6,743.95	3,071.05
LAW RECORDS PROG TOTAL					6,743.95
07-1444-0000-62119	OTHER SERVICES				
		P1402053	03/31/2015	CDW GOVERNMENT INC	2,450.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	6,518.75	13,827.11	2,450.00	(22,795.86)
IT CAPITAL PROJECTS PROG TOTAL				2,450.00	
07-1450-0000-67130	TERMINALS/PC'S				
		P1501390	03/19/2015	CDW GOVERNMENT INC	1,482.36
		P1501607	03/30/2015	CDW GOVERNMENT INC	2,578.86
		P1501608	03/30/2015	CDW GOVERNMENT INC	1,545.20
		P1501611	03/30/2015	CDW GOVERNMENT INC	1,514.85
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	86,731.00	13,670.95	45,211.21	7,121.27	20,727.57
07-1450-0000-67143	IT CROSS CHARGES				
ENC		R1501964	04/09/2015	AMAZON.COM	152.90
ENC		R1501998	04/14/2015	AMAZON.COM	331.80
			03/20/2015	CDW GOVERNMENT INC	(304.74)
		P1500918	03/11/2015	ENTERPRISE SYSTEMS GROUP	434.75
		P1500920	03/11/2015	ENTERPRISE SYSTEMS GROUP	1,196.75
		P1500921	03/11/2015	ENTERPRISE SYSTEMS GROUP	1,940.50
		P1501222	02/20/2015	CDW GOVERNMENT INC	79.96
		P1501313	03/23/2015	CDW GOVERNMENT INC	355.50
		P1501398	03/16/2015	CDW GOVERNMENT INC	351.28
		P1501479	03/27/2015	CUMMINS ALLISON CORP	180.00
		P1501481	03/17/2015	CDW GOVERNMENT INC	179.05
		P1501482	03/20/2015	CDW GOVERNMENT INC	463.54
		P1501485	03/18/2015	CDW GOVERNMENT INC	57.73
		P1501486	03/18/2015	CDW GOVERNMENT INC	34.35
		P1501493	04/03/2015	BAYCOM INC	1,032.00
		P1501593	03/27/2015	CDW GOVERNMENT INC	557.62
		P1501595	03/27/2015	CDW GOVERNMENT INC	929.45
		P1501609	04/02/2015	CDW GOVERNMENT INC	74.78
		P1501613	04/01/2015	CDW GOVERNMENT INC	97.29
		P1501633	03/31/2015	CDW GOVERNMENT INC	1,801.68
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	52,029.29	41,775.09	9,946.19	96,249.43
IT-CROSS CHARGES PROG TOTAL				17,067.46	

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$45,520.00**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
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Date: **MAY 07 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1411-0000-62114	TAB/CANVASING				
		P1501686	04/07/2015	MATHEWS,STEPHANIE	50.00
		P1501687	04/07/2015	GACKSTATTER,JACKI	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	400.00	0.00	200.00	100.00	100.00
14-1411-0000-63100	OFC SUPP & EXP				
ENC		R1501973	04/10/2015	AMAZON.COM	18.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	999.24	0.00	18.20	4,982.56
ELECTIONS PROG TOTAL				118.20	

I have examined the preceding bills and encumbrances in the total amount of **\$118.20**
 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 Finance Committee and County Board.
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Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-64200	TRAINING EXP				
		P1501815	04/20/2015	MARATHON COUNTY TREASURER	100.00
		P1501816	04/17/2015	JEFFERSON STREET INN	140.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	975.00	75.00	0.00	240.00	660.00
COUNTY TREASURER PROG TOTAL				240.00	
15-1541-0000-64901	TAX DEED EXP				
		P1501656	04/02/2015	BRABAZON TITLE CO INC	6,615.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	60.95	0.00	6,615.00	3,324.05
TAX DEED EXPENSE PROG TOTAL				6,615.00	

I have examined the preceding bills and encumbrances in the total amount of **\$6,855.00**

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 Finance Committee and County Board.
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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAY 07 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1933-0000-64904	SUNDRY EXPENSE				
ENC		R1502122	04/23/2015	AMAZON.COM	300.00
		P1501900	03/31/2015	TROPHY DEPOT	46.46
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,680.00	1,109.98	1,022.50	346.46	7,201.06
EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL				346.46	

I have examined the preceding bills and encumbrances in the total amount of **\$346.46**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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Date: **MAY 07 2015**

Dept Head _____

Committee Chair _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY

Public Works Committee
SUBMITTED BY



Ronald D. Burdick
Airport Director
DRAFTED BY

April 13, 2015
DATE DRAFTED

Amending the 2015 Airport Budget for Restaurant Improvements

1 **WHEREAS**, Rock County, owns and operates an airport known as the Southern Wisconsin
2 Regional Airport; and
3

4 **WHEREAS**, the airport terminal building underwent a major three-year renovation during
5 which the space designated for a restaurant was gutted, expanded and upgraded in regards
6 to electrical rough-ins, HVAC, and plumbing, without completing interior wall coverings
7 (gray box condition); and
8

9 **WHEREAS**, in February 2015 the airport put out a request for proposal seeking a new
10 restaurant tenant and received no responses; and
11

12 **WHEREAS**, it has been determined that by completing the interior walls (white box
13 condition) it would significantly reduce start-up costs and make the space more enticing to
14 a potential tenant; and
15

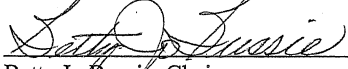
16 **WHEREAS**, it is estimated to cost approximately \$75,000 to take the current "gray box"
17 condition of the restaurant space to the "white box" condition which will attract potential
18 tenants.
19

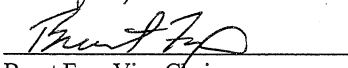
20 **NOW THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors,
21 duly assembled this ____ day of _____, 2015, does hereby approve and
22 authorize upgrading the current condition of the airport terminal building restaurant space
23 to attract potential tenants, and amend the Airport's 2015 budget as follows:
24

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>4/13/15</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
41-4453-4454-41501 Prior Years Sales Tax Revenue	0	75,000	75,000
<u>Use of Funds:</u>			
41-4453-4454-67200 Capital Improvements	20,000	75,000	95,000


Respectfully submitted,


PUBLIC WORKS COMMITTEE


Betty Jo Bussie, Chair


Brent Fox, Vice Chair


Eva Arnold


Brenton Driscoll


Rick Richard

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

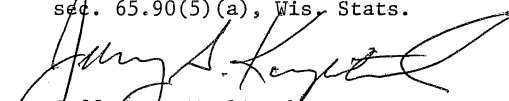
FISCAL NOTE:

This resolution approves using up to \$75,000 in Sales Tax revenue to upgrade the airport terminal building restaurant space.


Sherry Oja
Finance Director

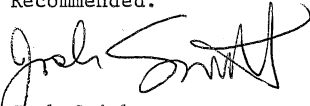
LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 & 59.51, Wis. Stats. As an amendment to the adopted 2015 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.


Josh Smith
County Administrator

EXECUTIVE SUMMARY
FOR
RESOLUTION
AMENDING THE 2015 AIRPORT BUDGET
FOR
RESTAURANT IMPORVEMENTS

Over the last three years the airport's general aviation terminal building has under-gone major renovations. The State of Wisconsin, Bureau of Aeronautics provided 80% of the funds for the project. Part of the terminal renovation included gutting the old restaurant and adding a small addition to the kitchen/prep area, but leaving the walls, ceiling and floor uncovered leaving the facility in a "gray box" form. Basic improvements, including a new heating and cooling system, upgraded electrical, and plumbing rough-ins were part of the project.

In an attempt to lease the "gray box," request for proposals were solicited in February of this year. Although a handful of potential tenants attended a walk through, no proposals were received. In discussions with the Public Works Committee, the major item working against us is the startup cost.

The resolution before you allows us to take the current space from a "gray box" to a "white box" concept by covering the walls, extending electrical circuits, and installing a suitable business entrance, thus reducing that startup cost.

Respectfully Submitted,

Ronald D. Burdick
Airport Director