

Rock County Agriculture and Extension Education Committee
Wednesday, June 8, 2011 – 7:00 p.m.
N-1 – 5th Floor
Rock County Courthouse
Janesville, WI

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of May 11, 2011
4. Citizen Participation, Information and Announcements
5. 4-H Fairgrounds Maintenance and Contracts
 - A. 4-H Fair Association Report
 - B. Approval of Contracts
 - C. Update on Fairgrounds Improvements
6. Approval of Extension Bills/Transfers/Encumbrances
7. Agent Report
 - Donna Duerst, 4-H Youth Development Agent
8. Discussion of Future 4-H/Youth Development Program staffing
9. Comments from the Committee
10. Adjourn

Account Number	Name	Yearly Prct Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656000000-63300	TRAVEL	14,000.00	35.4%	4,969.37	0.00	9,030.63		
	06/01/11 -VN#012386			DUERST, DONNA			181.56	
	06/01/11 -VN#016672			THOMPSON, RANDY			278.46	
	06/01/11 -VN#038628			STUTE, JAMES			237.66	
	06/01/11 -VN#042354			FREDRICH, SUE			135.66	
	06/01/11 -VN#046684			LEITH, SHANA			94.86	
				CLOSING BALANCE		8,102.43		928.20
5656000000-64209	DEMO EXP	4,000.00	17.4%	714.48	-14.94	3,300.46		
	P1102267-PO# 06/01/11 -VN#050327			GIBES, JULIE			44.88	
				CLOSING BALANCE		3,255.58		44.88
5656000000-64904	SUNDRY EXPENSE	21,000.00	45.6%	10,089.61	-499.48	11,409.87		
	06/01/11 -VN#041607			MADDOX, MIKE			87.19	
	P1100713-PO# 06/01/11 -VN#034620			UNIVERSITY OF WISCONSIN EXTENS			662.00	
	P1100781-PO# 06/01/11 -VN#047468			KIM'S LETTERING			180.85	
	P1100818-PO# 06/01/11 -VN#016117			SHOPKO INC #130			286.82	
	P1102096-PO# 06/01/11 -VN#050813			OHIO STATE UNIVERSITY			43.07	
	P1102174-PO# 06/01/11 -VN#050657			XERLITH PRINTING AND COPYING			461.50	
				CLOSING BALANCE		9,688.44		1,721.43
				U.W.EXTENSION			2,694.51	
				PROG-TOTAL-PO				

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,694.51 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

JUN 08 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656250000-63400	OPERATING SUPPLI	13,000.00	6.2%	675.68	138.09	12,186.23	
	P1100783-PO# 06/01/11 -VN#024247			DELONG CO INC.THE		1,201.26	
	P1102086-PO# 06/01/11 -VN#039499			ACE PORTABLES		396.00	
				CLOSING BALANCE		10,588.97	1,597.26
	FARM-GEN.FUND			PROG-TOTAL-PO			1,597.26

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,597.26 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.

AGRICULTURE/LAND CONSERVATION COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 08 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
5656100000-63500	R&M SUPPLIES	13,800.00	41.3%	4,611.49	1,096.95	8,091.56		
	P1100710-PO# 06/01/11 -VN#045689			MENARDS			20.34	
	P1102035-PO# 06/01/11 -VN#050879			HD SUPPLY WATERWORKS LTD			1,208.22	
	P1102050-PO# 06/01/11 -VN#050814			MC CANN'S SEWER AND DRAIN SERVI			140.00	
	P1102129-PO# 06/01/11 -VN#011824			CITY OF JANESVILLE			82.50	
	P1102178-PO# 06/01/11 -VN#041417			BUTTERS FETTING CO INC			437.44	
	P1102254-PO# 06/01/11 -VN#012547			EVANSVILLE WATER AND LIGHT DEP			93.35	
	P1102265-PO# 06/01/11 -VN#021860			BJOIN INC			564.83	
	P1102268-PO# 06/01/11 -VN#050971			COUNTY MATERIALS CORPORATION			2,154.15	
				CLOSING BALANCE		3,390.73		4,700.83
5656100000-67200	CAPITAL IMPROV	50,000.00	60.7%	9,856.00	20,528.58	19,615.42		
	P1102266-PO# 06/01/11 -VN#027032			GERALD FOX CONTRACTORS			4,932.00	
				CLOSING BALANCE		14,683.42		4,932.00
	4-H FAIRGROUNDS			PROG-TOTAL-PO			9,632.83	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$9,632.83 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

JUN 08 2011

DATE _____ CHAIR

PURCHASE ORDER NUMBER P1100138 PEID 014534

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 U W Extension/Fairgrounds/Farm

COMMITTEE Agriculture and Extension Education

VENDOR NAME Menard's

ACCOUNT NUMBER 56-5625-0000-63400 (add acct #)

FUNDS DESCRIPTION Farm Enterprise Operating Expenses

AMOUNT OF INCREASE \$500.00

INCREASE FROM \$ \$1,000.00 TO \$ \$1,500.00

ACCOUNT BALANCE AVAILABLE \$ 11,790 5-27-11

REASON FOR AMENDMENT Educators purchase supplies for the Rock

County Farm Community Garden from Menard's and sufficient funds have been allocated for these expenditures.

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