

SAUK COUNTY BOARD OF SUPERVISORS
NOTICE OF COMMITTEE MEETING
AGENDA

COMMITTEE: UW - Baraboo/Sauk County Campus Commission

DATE: Thursday, January 16, 2020

TIME: 8:00 AM

PLACE: UW - Baraboo/Sauk County Campus, Executive Dining Room,
1006 Connie Road, Baraboo, WI

REASON FOR MEETING: REGULAR

ORDER OF BUSINESS:

1. Call to order and certification of compliance with open meeting law.
2. Approval of agenda.
3. Approval of minutes of previous meeting.
4. Public comment.
5. Communications.
6. Facilities planning and maintenance report.
 - a. Approve payment of \$10,640.43 for handicap door closers at the Arts Center
7. Financial report and approval of vouchers.
8. Consideration of UW Campus Commission change to bylaws.
9. Consideration of bid for main electric service cabinet for Schneider Electric.
10. Update from Student Housing Advisory Committee.
11. Deans' report.
12. Set next date and time.
13. Adjournment.

COPIES TO:

Committee: Wedekind Kolb Hazard VonAsten Downing Bolin Geise

Others: C. Clerk Haggard Palm Vedro Corp. Counsel Arias Simonds
Olson Beghin Pinion Crammond Web Liaison News Media Bulletin Boards Janairo

DATE NOTICE MAILED: January 10, 2020

NOTICE PREPARED BY: Office of the Administrative Coordinator

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact the U.W. Baraboo/Sauk County Campus at *(608) 355-5200 (same number for TTY) between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request. Website: www.co.sauk.wi.us

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room

Baraboo, Wisconsin

Thursday, December 19, 2019

Members present: Phil Wedekind, Alene Bolin, Tom Kolb, Bryant Hazard, Cynthia Haggard, Cheryl Geise, Peter Vedro, Kennie Downing

Members Absent:

Others Present: Ed Janairo, Jesse Arias, John Christensen, Mike Compton, David Olson, Jim Witecha, Susan Endres, and Mike Palm.

Chair Wedekind called the meeting to order at 8:15 a.m. and Compliance with the Open Meeting Law was verified.

MOTION (Kolb/Geise) adopt the agenda. Motion carried unanimously.

MOTION (Bolin/Kolb) to approve the minutes of the regular meeting on November 21, 2019 with addition. Motion carried unanimously.

Public Comment: None.

Communications: None.

Facilities planning and maintenance report:

Arias, Facilities Director gave the committee an update on proposed projects (report attached).

Financial report and approval of vouchers.

Report given.

MOTION (Kolb/Bolin) to approve the bills in the amount of \$2,910.91. Motion carried unanimously.

Discussion and possible action on AkitaBox

MOTION (Hazard/Kolb) to approve AkitaBox system.

Update from Student Housing Advisory Committee.

Update was given.

Deans' Report.

Janairo gave the committee a brief update (report attached).

MOTION (Kolb/Hazard) to adjourn until Thursday, January 16, 2020 at 8:00 a.m. Motion carried.

Respectfully Submitted,

Alene Bolin

Administrative Coordinator

UW PLATTEVILLE / BARABOO / SAUK COUNTY

COMMISSION MAINTENANCE REPORT

Jesse Arias, Facilities Director

Date: 01/16/2020

CAPITAL EXPENCES

Nothing to report

OUTSTANDING ITEMS

1. LANGE BLDG: Schneider Electric (Square D) came in on Jan. 3rd to inspect the main electrical service cabinet. We have received the quote for the new electrical equipment. The total cost is \$18,696.00 and this price includes the startup and commissioning of the equipment. PLEASE NOTE: This will be a sole bid to supply the equipment. There is a 10-week lead time to build the new service cabinets. So, it is imperative that we approve the contract as soon possible so they can start building the new cabinets. We are shooting for installation in the June/July time period. They DO NOT REMOVE OR INSTALL THE ELECTRICAL EQUIPMENT. We will obtain three bids to have an electrical contractor do the removal and installation of the cabinets. The work will require up to a 3-day complete electrical shutdown of the Lange Building. ALSO: Alliant Energy is going to replace the transformer to the Lange Bldg. with a new style transformer to make it easier to shut off the power to the campus. There is no cost to us for this upgrade.
2. LANGE BLDG: Schaeffer Electric installed some dedicated circuits in the cafeteria to support warming tables, crock pots etc. for rental and internal use.
3. CAMPUS: Schumacher Elevator sent us our annual elevator maintenance contract for FY 2020. The cost for their services in 2020 is \$ \$ 4912.84.

4. CAMPUS: Akita Box invoiced us for the Building Maintenance Program
\$ 4200.00
5. CAMPUS: We were not able to get a contractor to repair the spalled and broken brickwork around the campus. The need for these repairs were discussed in the June/July timeframe. Steve has found some local contractors that do Masonry repair and we are going to try and get them booked for this year.
6. CAMPUS: Johnson Controls sent in their annual contract fees to service the fire alarm systems in the various buildings.
7. RG BROWN THEATRE: Automatic Entrances of Wisconsin finally came out and installed the handicap door closers in the Theatre. This project was discussed and approved at the July Commission meeting. We were going to do them one or two at a time. We kept getting delays on when they could come out and do the work. We finally got them to get the work done in December. The good news is that the Theatre and Music Annex are now fully handicap accessible from all sides. Total cost \$ 10,230.00
8. RG BROWN THEATRE: Zander Solutions did not do the stucco repairs to the Music Annex. This project was discussed and approved by the commission back in June. They have promised us that they will get out here in early 2020.
9. RG BROWN THEATRE: We will be soliciting bids to replace the A/C unit to the theatre. The current unit is a 20 ton and it is a bit undersized. We will be replacing it with a 25 ton unit. Estimated cost is \$50,000.00.
10. UMHOEFFER BLDG: We need to look at replacing the carpet and fixing the electrical to the tables in the A-104 Lecture Room. This is one of our main teaching venues and one of our main revenue generating rooms on campus. So far, we have received some preliminary bids from the Flooring Center and McGann's. We are looking at roughly \$25,000.00 to get new carpet and the table electrical replaced.
11. SCHWALBACH ART BLDG./MAINT. SHOP: Schaeffer Electric installed some dedicated circuits for the maintenance shop. This work has been long overdue. When operating heavy amperage equipment in the shop, they would blow the breakers to the Arts Offices or Arts Classrooms.

COMPLETED MAINTENANCE ITEMS

General Maintenance:

1. Automatic Entrances of Wisconsin installed the handicap door closers on the north side RG Brown Theatre doors and the north and south side Music Annex hallway doors.
2. Schaffer Electric wired all the door openers.
3. Schaffer Electric installed new outlets in the Lange cafeteria for warming tables
4. Schaffer Electric installed new circuits in the maintenance shop for the welder and power equipment.

Grounds and Custodial:

1. Fall grounds clean up

Preventive Maintenance:

1. Fire and safety came in to service the Ansul System on the kitchen range

HVAC and Plumbing:

1. Replace three drinking fountain faucets in the Lange Bldg.

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Balance Sheets
December 31, 2019 and December 31, 2018

Assets	Year to Date	December 31, 2018
Cash	\$ 238,838.40	\$ 223,096.67
Prepaid Expenses	18,687.50	5,480.78
Land	42,287.00	42,287.00
Buildings	15,473,515.53	15,473,515.53
Land Improvements	694,451.33	694,451.33
Machinery & Equipment	118,523.00	118,523.00
Total Assets	\$ 16,586,302.76	\$ 16,557,354.31
Liabilities and Fund Equity		
Liabilities;		
Accounts Payable	\$ -	\$ 1,289.22
Fund Equity:		
Fed/State Investments Assets	500,000.00	500,000.00
County Investment in Assets	5,658,398.93	5,658,398.93
City Investment in Assets	5,658,398.93	5,658,398.93
Contrib in Aid of Construction	4,511,979.00	4,511,979.00
Fund Balance	209,982.45	227,523.18
Non-Spendable Prepaid Expenses	5,480.78	5,480.78
Fund Balance Surplus Applied	11,825.00	-
Assigned_Capital Improvements	-	-
Net Revenue (Expenditures)	30,237.67	(5,715.73)
Total Fund Equity	16,586,302.76	16,556,065.09
Total Liabilities and Fund Equity	\$ 16,586,302.76	\$ 16,557,354.31

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Income Statement with Comparison to Budget
For The twelve Months Ending December 31, 2019

Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Appropriations-County	\$ -	\$ 102,500.00	102,500.00	100.00
Appropriations- City	-	102,500.00	102,500.00	100.00
Interest on Investments	-	514.89	800.00	64.36
Rents and Leases	-	1.00	1.00	100.00
Sale of Assets	-	-	-	-
Donations and Contributions	-	3,100.00	3,100.00	100.00
Fund Balance Applied	-	-	11,825.00	-
Total Revenues	<u>-</u>	<u>208,615.89</u>	<u>220,726.00</u>	<u>94.51</u>
 Expenditures:				
Social Security	19.89	92.56	130.00	71.20
Commission Fees	260.00	1,210.00	1,600.00	75.63
Professional Services	-	-	15,000.00	-
Telephone	110.38	1,170.27	1,200.00	97.52
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	2,350.00	35,068.46	70,825.00	49.51
Repair & Maint Serv-Facilities	-	19,096.62	6,100.00	313.06
Travel	13.92	275.52	220.00	125.24
Repair & Maint Materials	386.91	16,469.12	15,000.00	109.79
Other Supplies & Expense	-	181.80	651.00	27.93
Insurance	-	23,163.87	20,000.00	115.82
Building Improvements	-	81,650.00	90,000.00	90.72
Total Expenditures	<u>3,141.10</u>	<u>178,378.22</u>	<u>220,726.00</u>	<u>80.81</u>
Net Revenues (Expenditures)	<u>\$ (3,141.10)</u>	<u>\$ 30,237.67</u>	<u>\$ -</u>	