

**SAUK COUNTY BOARD OF SUPERVISORS
NOTICE OF COMMITTEE MEETING
AGENDA**

COMMITTEE: UW - Baraboo/Sauk County Campus Commission

DATE: Thursday, October 15, 2020

TIME: 8:00 AM

PLACE: Baraboo City Hall, Council Chambers, 101 South Blvd, Baraboo, WI

This meeting is open to the public. No one should attend the meeting if they are experiencing COVID- or flu-like symptoms, have a fever, sore throat or recently experienced a loss of taste or smell.

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.
7. Financial report and approval of vouchers.
8. Update from Student Housing Advisory Committee.
9. Deans' report.
10. Set next date and time (November 19th @ 8:00 a.m.).
11. Adjournment.

To:

Wedekind, Kolb, Lohr, Geick, Giese, Bretl, Hazard, Evert, Haggard, Palm, McCumber, Arias, Simonds, Phillips, Roeker, Beghin, Pinion, Compton, Crammond, Web Liaison, News Media, Bulletin Boards

Date Notice Mailed: October 8, 2020

Prepared by: Office of the County Clerk

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

Thursday, September 17, 2020

Members present: Phil Wedekind, Tom Kolb, Bryant Hazard, Cheryl Giese, Dave Bretl, Ed Geick and Brandon Lohr
Members Absent:

Chair Wedekind called the meeting to order at 8:00 a.m. and Compliance with the Open Meeting Law was verified.

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

MOTION (Geick/Kolb) to approve the minutes of the regular meeting on August 20, 2020. Motion carried unanimously.

Public comment: None.

Communications: None.

Facilities planning and maintenance report:

Schara gave the committee an update (*list of invoices on file*).

Financial report and approval of vouchers.

Haggard gave the committee an update (*report on file*).

Discussion and approval of budget amendment:

Haggard gave an overview of the budget amendment. MOTION (Geick/Kolb) to approve the budget amendment in the amount of \$110,000.00. Motion carried unanimously.

MOTION (Hazard/Kolb) to approve vouchers in the amount of \$7,423.22. Motion carried unanimously.

Update from Student Housing Advisory Committee.

Giese gave the committee an update

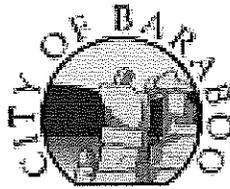
Deans' report.

Compton gave the committee an update.

MOTION (Wedekind/Kolb) to adjourn until Thursday, October 15, 2020 at 8:00 a.m. Motion carried unanimously.

Respectfully Submitted,

Becky Evert
Sauk County Clerk



Finance Department Memorandum

To: UW Baraboo/Sauk County Campus Commission
From: Cynthia Haggard, Finance Director, 
Date: October 15, 2020
Re: September 30, 2020 Financial Highlights

Balance Sheet:

Please see the attached Balance Sheets for:

- September 30, 2020 and December 31, 2019

Income Statement:

Please see the attached Income Statement with comparison to budget for:

- September 30, 2020

Revenues

2020

- Total revenues are at 52.18 percent of budget due to budget amendment of \$110,000
- All appropriations have been collected.
- Interest income of \$382.92 is for January - August

Expenditures

2020

- Total expenditures are 66.30 percent of budget due to budget amendment of \$110,000.

Summary

- Net expenditures over revenue (\$32,582.28)
- What remains of the \$110,000 Fund Balance Applied:

Fund Balance Applied	\$ 110,000.00
Net Expenditures over Revenues	\$ (32,582.28)
Remaining Fund Balance Applied	<u>\$ 77,417.72</u>

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Balance Sheets
September 30, 2020 and December 31, 2019

Assets	Year to Date	December 31, 2019
Cash	\$ 209,705.45	\$ 238,873.16
Prepaid Expenses	2,313.00	18,687.50
Land	42,287.00	42,287.00
Buildings	15,555,165.53	15,555,165.53
Land Improvements	694,451.33	694,451.33
Machinery & Equipment	109,075.00	109,075.00
Total Assets	\$ 16,612,997.31	\$ 16,658,539.52
Liabilities and Fund Equity		
Liabilities;		
Accounts Payable	\$ -	\$ 12,959.93
Fund Equity:		
Fed/State Investments Assets	500,000.00	500,000.00
County Investment in Assets	5,694,499.93	5,694,499.93
City Investment in Assets	5,694,499.93	5,694,499.93
Contrib in Aid of Construction	4,511,979.00	4,511,979.00
Fund Balance	115,913.23	208,600.73
Non-Spendable Prepaid Expenses	18,687.50	18,687.50
Fund Balance Surplus Applied	110,000.00	-
Assigned_Capital Improvements	-	-
Net Revenue (Expenditures)	(32,582.28)	17,312.50
Total Fund Equity	16,612,997.31	16,645,579.59
Total Liabilities and Fund Equity	\$ 16,612,997.31	\$ 16,658,539.52

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Income Statement with Comparison to Budget
For The Nine Months Ending September 30, 2020

Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Appropriations-County	\$ -	\$ 60,000.00	60,000.00	100.00
Appropriations- City	-	60,000.00	60,000.00	100.00
Interest on Investments	-	382.92	700.00	54.70
Rents and Leases	-	1.00	1.00	100.00
Sale of Assets	-	-	-	-
Donations and Contributions	-	-	-	-
Fund Balance Applied	-	-	110,000.00	-
Total Revenues	-	120,383.92	230,701.00	52.18
Expenditures:				
Social Security	-	55.86	130.00	42.97
Commission Fees	-	730.00	1,600.00	45.63
Professional Services	-	-	-	-
Telephone	114.88	880.83	1,300.00	67.76
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	6,657.18	64,631.61	183,800.00	35.16
Repair & Maint Serv-Facilities	-	891.45	7,200.00	12.38
Travel	-	82.80	220.00	37.64
Repair & Maint Materials	651.01	5,103.53	15,000.00	34.02
Other Supplies & Expense	-	9.01	651.00	1.38
Insurance	771.00	16,447.57	20,800.00	79.07
Building Improvements	-	64,133.54	-	-
Total Expenditures	8,194.07	152,966.20	230,701.00	66.30
Net Revenues (Expenditures)	\$ (8,194.07)	\$ (32,582.28)	\$ -	

UW-BSC Campus Commission Bills

October 2020

UW-BSC reimbursement	Description	Amount	Invoice Date	Invoice Number	Account Description	Account Number
Granger	Replacement air valve in B mechanical room	\$29.27	09/24/20	9664189124	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
All States Ag Parts	Replacement Engine Head for Emergency Generator	\$315.00	09/23/20	2257706	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Napa	Replacement Filters, Plugs, Fluids for Emergency Generator	\$126.61	09/10/20	393304	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Plumbing Parts; Pipe replacement, Lower B Mechanical	\$113.41	09/28/20	32777046161	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Plumbing Parts; Pipe replacement, Lower B Mechanical	\$16.11	09/28/20	76676063083	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Replacement Pipe drain under emergency generator	\$18.45	09/21/20	32957105159	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Generator Oil and lock pins for exhaust	\$43.88	09/14/20	93286088260	In-house Repair & Maint Materials	800-80-55600-350-000
UW-BSC reimbursement Total		\$ 662.73				

Direct Bill Commission	Description	Amount	Invoice Date	Invoice Number	Account Description	Account Number
CenturyLink	Monthly elevator dialer expense	\$144.88	09/17/20	301298969	Telephone	800-80-55600-220-000
Schindler	Yearly Elevator Contract	\$4,298.40	10/01/20	8105435336	Professional Services	800-80-55600-215-000
Pointon Heating and A/C	Diagnosis of two library AC units and repair of north unit	\$1,257.25	09/15/20	000840070000	Professional Services	800-80-55600-215-000
Precision Controls	Trouble Shoot Boilers and Two pumps	\$627.75	09/24/20	30769	Professional Services	800-80-55600-215-000
Chinwoods Electric Repair	New Pump no 4 B building mechanical room	\$1,533.60	09/30/20	7926	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Action Electric	Parking Lot Light, Driver replacements (2)	\$184.63	09/09/20	5567	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
EGS	Diagnosis of Emergency Generator Failure	\$664.20	09/16/20	813233	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Direct Bill Commission Total		\$ 8,710.71				

Direct Bill City	Description	Amount	Invoice Date	Invoice Number	Account Description	Account Number
CenturyLink	Monthly elevator dialer expense_long distance (August)	\$ 0.15	09/17/20	301298969	Telephone	800-80-55600-220-000
Don-Rick	Property Insurance	\$ 20,937.00	09/30/20	621246	Insurance	800-80-55600-510-000
Direct Bill City Total		\$ 20,937.15				
Total All		\$ 30,310.59				