

SAUK COUNTY BOARD OF SUPERVISORS  
NOTICE OF COMMITTEE MEETING  
AGENDA

COMMITTEE: UW - Baraboo/Sauk County Campus Commission

DATE: Thursday, November 21, 2019

TIME: 8:15 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. Selection of Tom Geimer replacement.
7. Facilities planning and maintenance report.
8. Financial report and approval of vouchers.
9. Update from Student Housing Advisory Committee.
10. Deans' report.
11. Set next date and time.
12. Adjournment.

*COPIES TO:*

Committee: Wedekind Kolb Hazard VonAsten Geick Bolin

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

DATE NOTICE MAILED: November 18, 2019

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](http://www.co.sauk.wi.us)

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room

Baraboo, Wisconsin

Thursday, October 17, 2019

**Members present:** Phil Wedekind, Alene Bolin, Tom Geimer, Tom Kolb, Bryant Hazard, Ed Geick, Cynthia Haggard and Scott Von Asten

**Members Absent:**

**Others Present:** Ed Janairo, Peter Vedro, Jesse Arias, John Christensen, Mike Compton, David Olson, and Mike Palm.

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

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

MOTION (Geick/ Hazard) to approve the minutes of the regular meeting on August 15, 2019. Motion carried unanimously.

**Public Comment:** None.

**Communications:** None.

**Interview candidates to replace Tom Geimer**

Interviews occurred.

**Vote on Tom Geimer replacement**

Voted.

**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 (Geick/Von Asten) to approve the bills in the amount of \$14,581.64. Motion carried unanimously.

**Update on student housing.**

Oral update by Ed Janairo.

**Deans' Report.**

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

MOTION (Bolin/Von Asten) to adjourn until Thursday, November 21, 2019 at 8:15 a.m. Motion carried.

Respectfully Submitted,

Alene Bolin  
Administrative Coordinator



## Finance Department Memorandum

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To: UW Baraboo/Sauk County Campus Commission  
From: Cynthia Haggard, Finance Director,   
Date: November 21, 2019  
Re: October 31, 2019 Financial Highlights

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### Balance Sheet:

Please see the attached Balance Sheets for:

- October 31, 2019 and December 31, 2018
- \$11,825 was moved from Fund Balance to Fund Balance Surplus Applied.

### Income Statement:

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

- October 31, 2019

### **Revenues**

2019

- Total revenues are at 94.50 percent of budget.
- All appropriations have been collected.
- Interest income of \$492.71 is for January – October
- \$3,100 for Moraine Prairie Project was received as Donations and Contributions

### **Expenditures**

2019

- Total expenditures are 78.30 percent of budget.

**City of Baraboo**  
**UW\_Baraboo/Sauk County Campus Commission**  
**Balance Sheets**  
**October 31, 2019 and December 31, 2018**

<b>Assets</b>	<b>Year to Date</b>	<b>December 31, 2018</b>
Cash	\$ 244,364.70	\$ 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
<b>Total Assets</b>	<b>\$ 16,591,829.06</b>	<b>\$ 16,557,354.31</b>
<b>Liabilities and Fund Equity</b>		
<b>Liabilities;</b>		
Accounts Payable	\$ -	\$ 1,289.22
<b>Fund Equity:</b>		
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)	35,763.97	(5,715.73)
<b>Total Fund Equity</b>	<b>16,591,829.06</b>	<b>16,556,065.09</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 16,591,829.06</b>	<b>\$ 16,557,354.31</b>

**City of Baraboo**  
**UW\_Baraboo/Sauk County Campus Commission**  
**Income Statement with Comparison to Budget**  
**For The Ten Months Ending October 31, 2019**

<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
Appropriations-County	\$ -	\$ 102,500.00	102,500.00	100.00
Appropriations- City	-	102,500.00	102,500.00	100.00
Interest on Investments	26.47	492.71	800.00	61.59
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	-
<b>Total Revenues</b>	<u>26.47</u>	<u>208,593.71</u>	<u>220,726.00</u>	<u>94.50</u>
<b>Expenditures:</b>				
Social Security	-	72.67	130.00	55.90
Commission Fees	-	950.00	1,600.00	59.38
Professional Services	-	-	15,000.00	-
Telephone	110.09	949.66	1,200.00	79.14
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	11,234.78	32,553.46	70,825.00	45.96
Repair & Maint Serv-Facilities	-	18,920.82	6,100.00	310.18
Travel	-	261.60	220.00	118.91
Repair & Maint Materials	114.92	14,125.86	15,000.00	94.17
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
<b>Total Expenditures</b>	<u>11,459.79</u>	<u>172,829.74</u>	<u>220,726.00</u>	<u>78.30</u>
<b>Net Revenues (Expenditures)</b>	<u>\$ (11,433.32)</u>	<u>\$ 35,763.97</u>	<u>\$ -</u>	

**UW-BSC Campus Commission Bills  
November 2019**

<b>UW-BSC reimbursement</b>	<b>Description</b>	<b>Amount</b>	<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Account Description</b>	<b>Account Number</b>
Menards	Materials to repair masonry on B Bldg., repair plumbing in Umhoefer Bldg. and curb paint	\$ 84.53	10/16/19	76868071017	In-house Repair & Maint Materials	800-80-55600-350-000
Supply House	Pressure Switch for AHU #5 in Umhoefer Bldg.	142.95	10/16/19	5829414	In-house Repair & Maint Materials	800-80-55600-350-000
Northwoods/ Superior Chemical Corp.	2000# salt	1,009.63	09/24/19	240264	In-house Repair & Maint Materials	800-80-55600-350-000
Grainger	Belt for Umhoefer Bldg. exhaust fan	9.82	10/08/19	833817133	In-house Repair & Maint Materials	800-80-55600-350-000
Grainger	Pneumatic thermostat for room A115 in Umhoefer Bldg.	74.32	10/15/19	805908878	In-house Repair & Maint Materials	800-80-55600-350-000
EMS Industrial	Electric Motor for air handler in Music Annex	655.10	11/06/19	848835	In-house Repair & Maint Materials	800-80-55600-350-000
<b>UW-BSC reimbursement Total</b>		<b>\$ 1,976.35</b>				

<b>Direct Bill Commission</b>	<b>Description</b>	<b>Amount</b>	<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Account Description</b>	<b>Account Number</b>
CenturyLink	Monthly elevator dialer expense	\$ 110.08	10/17/19	301298969	Telephone	800-80-55600-220-000
Gym Boys	Annual bleacher inspection and preventative maintenance in Gymnasium	890.00	10/29/19	3407	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Action Electric	Replace two ballasts on parking lot lights	175.80	10/10/19	4347	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
Country Plumber	Annual Grease Trap maintenance	165.00	11/01/19	63596	Outsourced Repair & Maint Serv-Buildings	800-80-55600-260-000
<b>Direct Bill Commission Total</b>		<b>\$ 1,340.88</b>				
<b>Total All</b>		<b>\$ 3,317.23</b>				