

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

COMMITTEE: UW - Baraboo/Sauk County Campus Commission

DATE: Thursday, December 17, 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 (January 21st @ 8:00 a.m.).
11. Adjournment.

To:

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

Date Notice Mailed: December 11, 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

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES
Baraboo City Hall, Council Chambers, 101 South Blvd, Baraboo, WI

Thursday, November 19, 2020

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

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 (Hazard/Kolb) to approve the minutes of the regular meeting on October 15, 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.

No financial report was given this month.

MOTION (Kolb/Geick) to approve vouchers in the amount of \$2,101.35. Motion carried unanimously.

Update from Student Housing Advisory Committee.

Compton gave the committee an update.

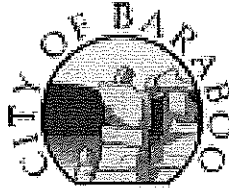
Deans' report.

Compton gave the committee an update.


MOTION (Wedekind/Kolb) to adjourn until Thursday, December 17, 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: December 17, 2020
Re: November 30, 2020 Financial Highlights

Balance Sheet:

Please see the attached Balance Sheets for:

- November 30, 2020 and December 31, 2019

Income Statement:

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

- November 30, 2020

Revenues

2020

- Total revenues are at 52.23 percent of budget due to budget amendment of \$110,000
- All appropriations have been collected.
- Interest income of \$493.51 is for January - October

Expenditures

2020

- Total expenditures are 72.13 percent of budget due to budget amendment of \$110,000.

Summary

- Net expenditures over revenue (\$45,920.55)
- What remains of the \$110,000 Fund Balance Applied:

Fund Balance Applied	\$ 110,000.00
Net Expenditures over Revenues	\$ (45,920.55)
Remaining Fund Balance Applied	<u>\$ 64,079.45</u>

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

Assets	<u>Year to Date</u>	<u>December 31, 2019</u>
Cash	\$ 177,440.63	\$ 238,873.16
Prepaid Expenses	21,239.55	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	<u>\$ 16,599,659.04</u>	<u>\$ 16,658,539.52</u>
Liabilities and Fund Equity		
Liabilities;		
Accounts Payable	<u>\$ -</u>	<u>\$ 12,959.93</u>
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)	(45,920.55)	17,312.50
Total Fund Equity	<u>16,599,659.04</u>	<u>16,645,579.59</u>
Total Liabilities and Fund Equity	<u>\$ 16,599,659.04</u>	<u>\$ 16,658,539.52</u>

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Income Statement with Comparison to Budget
For The Eleven Months Ending November 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	-	493.51	700.00	70.50
Rents and Leases	-	1.00	1.00	100.00
Sale of Assets	-	-	-	-
Donations and Contributions	-	-	-	-
Fund Balance Applied	-	-	110,000.00	-
Total Revenues	-	120,494.51	230,701.00	52.23
Expenditures:				
Social Security	-	55.86	130.00	42.97
Commission Fees	-	730.00	1,600.00	45.63
Professional Services	-	-	-	-
Telephone	116.72	1,112.58	1,300.00	85.58
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	240.50	70,029.51	183,800.00	38.10
Repair & Maint Serv-Facilities	-	1,066.45	7,200.00	14.81
Travel	-	82.80	220.00	37.64
Repair & Maint Materials	1,744.29	7,510.55	15,000.00	50.07
Other Supplies & Expense	-	11.95	651.00	1.84
Insurance	-	21,681.82	20,800.00	104.24
Building Improvements	-	64,133.54	-	-
Total Expenditures	2,101.51	166,415.06	230,701.00	72.13
Net Revenues (Expenditures)	\$ (2,101.51)	\$ (45,920.55)	\$ -	

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

Assets	<u>Year to Date</u>	<u>December 31, 2019</u>
Cash	\$ 179,542.14	\$ 238,873.16
Prepaid Expenses	21,239.55	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	<u>\$ 16,601,760.55</u>	<u>\$ 16,658,539.52</u>
Liabilities and Fund Equity		
Liabilities;		
Accounts Payable	<u>\$ -</u>	<u>\$ 12,959.93</u>
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)	(43,819.04)	17,312.50
Total Fund Equity	<u>16,601,760.55</u>	<u>16,645,579.59</u>
Total Liabilities and Fund Equity	<u>\$ 16,601,760.55</u>	<u>\$ 16,658,539.52</u>

City of Baraboo
UW_Baraboo/Sauk County Campus Commission
Income Statement with Comparison to Budget
For The Ten Months Ending October 31, 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	46.37	493.51	700.00	70.50
Rents and Leases	-	1.00	1.00	100.00
Sale of Assets	-	-	-	-
Donations and Contributions	-	-	-	-
Fund Balance Applied	-	-	110,000.00	-
Total Revenues	<u>46.37</u>	<u>120,494.51</u>	<u>230,701.00</u>	<u>52.23</u>
Expenditures:				
Social Security	-	55.86	130.00	42.97
Commission Fees	-	730.00	1,600.00	45.63
Professional Services	-	-	-	-
Telephone	115.03	995.86	1,300.00	76.60
Repair & Maint Serv-Equipment	-	-	-	-
Repair & Maint Serv-Buildings	5,157.40	69,789.01	183,800.00	37.97
Repair & Maint Serv-Facilities	175.00	1,066.45	7,200.00	14.81
Travel	-	82.80	220.00	37.64
Repair & Maint Materials	662.73	5,766.26	15,000.00	38.44
Other Supplies & Expense	-	11.95	651.00	1.84
Insurance	5,234.25	21,681.82	20,800.00	104.24
Building Improvements	-	64,133.54	-	-
Total Expenditures	<u>11,344.41</u>	<u>164,313.55</u>	<u>230,701.00</u>	<u>71.22</u>
Net Revenues (Expenditures)	<u>\$ (11,298.04)</u>	<u>\$ (43,819.04)</u>	<u>\$ -</u>	

UW-BSC Campus Commission Bills
December 2020

UW-BSC reimbursement	Description	Amount	Invoice Date	Invoice Number	Invoice Number	Account Number
Menards	Fluids for final emergency generator change to standby status	\$ 42.88	11/13/20	26477075889	In-house Repair & Maint Materials	800-80-55600-350-000
Wholesale Liquidation	Flow switch for emergency generator to shut off with loss of water for cooling	56.52	11/19/20	210605756693	In-house Repair & Maint Materials	800-80-55600-350-000
Menards	Screws to repair more penthouse roof panels damaged in wind	23.00	11/19/20	32613053121	In-house Repair & Maint Materials	800-80-55600-350-000
Hermans Motor Clinic	Gasket kit ,New cylinder sleeves,pistons ,rings ,connecting rods and labor for cyl. head	972.50	10/17/20	64324	In-house Repair & Maint Materials	800-80-55600-350-000
NAPA	Oil and filter for back up pneumatic controls compressor	72.56	10/17/20	399542	In-house Repair & Maint Materials	800-80-55600-350-000
UW-BSC reimbursement Total		\$1,167.46				

Direct Bill Commission	Description	Amount	Invoice Date	Invoice Number	Account Description	Account Number
CenturyLink	Monthly elevator dialer expense	\$ 116.02	11/17/20	301298969	Telephone	800-80-55600-220-000
Precision Controls	Boiler 1 in A mechanical complete disassemble ,clean and tune	1,185.75	11/24/20	24	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Precision Controls	Boiler 2 in A mechanical complete disassemble ,clean ,tune replace gas regulator	1,946.74	11/24/20	25	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Precision Controls	Boiler 3 in A mechanical complete disassemble ,clean ,tune replace VFD and drive motor due	4,223.18	11/24/20	26	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
HJ Pertzborn	Quarterly Sprinkler Inspection	165.00	11/17/20	46844	Outsourced Repair & Maint Serv-Facilities	800-80-55600-280-000
Shindler elevator	Brake repair on science elevator orig \$7500 reduced to \$5000	5,000.00	10/20/20	7153204023	Outsourced Repair & Maint Serv-Equipment	800-80-55600-250-000
Direct Bill Commission Total		\$12,645.69				
Total All		\$13,813.15				