

## CAPITAL IMPROVEMENTS PROJECTS (CIP) COMMITTEE MINUTES

Room B30, West Square Building, Baraboo WI

Wednesday, July 23, 2014

Members present: Kerry Beghin, Tommy Lee Bychinski, Marty Krueger, Andrea Lombard, Kathy Schauf, Tim Stieve and Scott Von Asten  
Others present: David Armstrong, Becky DeMars, Kim Gochanour, Ken Grant, Lynn Horkan, Steve Muchow, media

The meeting was called to order by Bychinski at 11:00 AM. Certification of open meeting compliance was given. **Motion by Schauf, second by Stieve to nominate Bychinski to act as Chair for the meeting, close nominations, and cast a unanimous ballot. Motion carried. Motion by Stieve, second by Lombard to adopt the agenda. Motion carried.**

Public Comment: None

### Review and Consideration of Capital Improvement Plan:

#### Health Care Center (HCC)

Assisted Living Facility: The Health Care Center Board of Trustees continues to look into assisted living, with a proforma financial statement compiled in 2014. No dollars in 2015; initial study recommended building in 2017.

#### Highway

Equipment Replacement: Reviewed replacing existing vehicles where equipment and life expectancy is worn out. By replacing equipment, operating costs are reduced and department efficiency is increased.

Various highway road projects: Planned highway construction projects were noted. Department has decreased project miles as costs have increased significantly. Committee discussed highway state and federal funding.

#### County Clerk

Voting Equipment: Current equipment was purchased in 1999 and is no longer made; some parts are still available for repairs. Existing units beginning to show wear, and would like to replace in 2015. Purchase and test in 2015 and be ready for 2016 elections. Previously the County purchased the equipment for municipalities to ensure consistency. Consensus for \$460,000 in 2015 budget.

#### Circuit Courts

Fourth Jury Courtroom: Intend to utilize old jail space in Courthouse for fourth jury courtroom. Sauk County numbers show the need for fourth judgeship. However, due to state budget, an additional judgeship continues to be unlikely in the near future. Additional operational costs would need to be considered. Committee consensus to move projection to 2024.

#### UW-Baraboo/Sauk County

Student Resident Housing: Do not anticipate use of County or City funding for project. Some delays due to foundation design changes related to east end ground. Roughly 60% will be ready for fall semester. Housing options are being researched for other accommodations if needed.

Master Plan Development & Campus Renovations (County Share only): Approximately \$4.8 million shared costs with the City and County. Armstrong noted the master plan is revisited regularly. All discussions on campus consider the community along with the academic staff to be as comprehensive as possible. May reconsider prioritizing library over administration upgrades. Science facility bids for construction are due next week and cost estimates will be better known at that time. Furniture, fixtures and equipment are funded by the University system.

#### Parks

Hemlock Dam Repairs: County dam repairs and maintenance schedule is mandatory. Hemlock is due for inspection in 2015 and repairs will be needed.

Great Sauk Trail: The amount for trail construction is an estimate based on estimates from the DNR from past trail construction. The commission will develop plans throughout the remainder of 2014. There is interest from stakeholders to help with development and maintenance of the trail. State and Federal grants will be sought.

#### Emergency Mgmt. Buildings & Safety

Phone System Upgrades: The phone system is a large computer system that needs ongoing upgrades. An amount is levied each year and spent as the upgrades occur. System is basically a wide area network, moving to voice over internet protocol technology. Unused dollars are carried forward.

Communications System Upgrades: Similar concept as the phone system, needs ongoing maintenance and upgrades to maintain communication infrastructure. Unused dollars are carried forward.

9-1-1 Phone System Replacement (replace every 7 years, next in 2021): The 911 system replaced in 2014. Future replacement funded by annual budgeting for estimated replacement cost.

Communications Center-Radio Console replacement (replacement every 10 years, next in 2025): System will be replaced in 2015, with annual amount accumulated for replacement.

Cost Saving Energy Measures Courthouse, West Square, and Law Enforcement Center (LEC): Focus on Energy funding depends on the project and programs offered. The plan is consistently revisited as technologies change. Changing from pneumatic to digital controls for HVAC is the largest expense. Moving towards green technology and adjusting lighting. Von Asten noted cost saving measures will continue after 2015.

Remodel/Add Restroom in Branch II Jury Room: Estimate for minimum remodel for better security.

Elevators – Annex: Replace hydraulic cylinders in courthouse annex, planned for 2015 and 2016. Costs may change if there are more significant issues.

Replace Roofs on West Square, Courthouse & Human Services: All roofs will reach 20-year life expectancy in 2016. Inspections will be conducted to determine dates for replacement and explore options such as white roofs.

Re-Gasket, Check Bearings on Chillers: Maintenance scheduled for every 8 years.

Emergency Services Driving Simulator: Currently maintain maintenance contract. The driving simulator will most likely need an upgrade in 2017. Estimated cost is \$60,000. Funding could be from self-insurance fund if interest on the fund returns to adequate levels. If not tax levy or general fund balance would be requested.

Replacement of Carpet at LEC (Administrative & Jail Pod): LEC carpet is showing wear, anticipate carpet replacement.

**Motion by Krueger, second by Von Asten to forward items in the Capital Improvements Plan to the Finance Committee for budget consideration, with noted changes:**

- **Adjust County Clerk voting equipment from \$550,000 to \$460,000 based on updated price information**
- **Move fourth jury courtroom to 2024**
- **Remove chiller re-gasketing from 2022**

**Motion carried.**

**Motion by Von Asten, second Lombard by to adjourn the meeting. Motion carried.**