

## CAPITAL IMPROVEMENTS PROJECTS (CIP) COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Monday, July 31, 2017

Present: Kerry Beghin, Alene Bolin, Tommy Lee Bychinski, Darin Carignan, Ian Crammond, Joan Fordham, Ed Geick, Lynn Horkan, Marty Krueger, Andrea Lombard, Steve Pate, Jessica Steinhorst, Scott Von Asten, Jennifer Vosen and Phil Wedekind

The meeting was called to order by Bychinski at 3:00 PM. Certification of open meeting compliance was given. **Motion by Fordham, second by Von Asten to nominate Bychinski to act as Chair for the meeting, close nominations, and cast a unanimous ballot. Motion carried. Motion by Von Asten, second by Fordham to adopt the agenda. Motion carried.**

Public Comment: None

### Review and Consideration of Capital Improvement Plan:

#### Health Care Center (HCC)

Assisted Living Facility: Vosen reviewed campus expansion for an assisted living facility and noted previous studies' results. She commented the CIP amount for 2018 is for an updated feasibility/needs study by a consultant and potentially architectural design. An assessment would look at needs for multiple populations: aging, dementia and opioid addicted. The mid-term assessment strategic issue concerning affordable, available housing was discussed. Types of living facilities and their range of services and costs were discussed. Vosen commented the Board of Trustees is open to other living options for campus expansion depending on the study results. The ongoing levy costs for the Health Care Center (HCC) and possible revenue offset from campus expansion were discussed.

Highway Carignan noted previous years' paving and facility repairs were all combined in equipment replacement. 2018 has items detailed separately.

Equipment Replacement: Plan to replace and repair equipment to maintain reliability.

Various Shop Yard Paving: Maintain county highway multiple properties yards and locations.

Various Roof Repairs: Maintain and repair multiple highway facility roofs.

Various highway road projects: Planned highway construction projects were noted. Carignan confirmed this plan keeps county on pace with current road quality.

#### Circuit Courts

Fourth Jury Courtroom: Law Enforcement & Judiciary Committee moved this to 2027, as placeholder for possible judicial expansion.

UW-Baraboo/Sauk County: Wedekind and Geick said the Campus' master plan is being revisited and currently does not match the City's plan. Priorities and dollar amounts will be firmed up. The Committee discussed the master plan and the projects communicated.

#### Master Plan Development & Campus Renovations

2019-2021: Phase 3, Theater and Arts Renovation

2026-2028: Phase 4, Front Entrance and Administration Relocation

2027-2029: Phase 5, Library and Classroom Expansions

#### Building Services

Communications System Upgrades: Recurring CIP item to maintain the county network of communication channels including fiber network

Data Upgrade to new IP Based System & Building Upgrades at LaValle and Reedsburg

Highway and Tactical Channels Upgrade to new IP Based System

Additional (new) site development at Bug Tussel Tower Sites

Transition to all new internet protocol (IP) based radios at each tower site with future expansion to provide wider area coverage. Crammond reviewed the need for all tower facilities be 12x26 square feet, insulated, and temperature controlled to handle new internet protocol (IP) channels and equipment.

Tuckpointing / Caulking of Facilities: Ongoing inspections, maintenance/repairs of caulk and tuckpoint joints on facility concrete panels and stones.

Communications Center-Radio Console replacement (replacement every 10 years, next in 2025): Main radio system utilized for communications with all Fire, EMS, Law Enforcement, Highway and other public service agencies. Recurring budget item, existing equipment was installed in 2003 and replaced in 2015. Life expectancy is 10-12 years. More digital/IP based systems need to be updated and current to operate.

Courtroom Sound System/Video Arraignment Upgrade: Upgrade the sound and video arraignment systems in Circuit Court branches.

Cost Saving Energy Measures Courthouse (CH), West Square (WS), and Law Enforcement Center (LEC): This is an ongoing effort to implement identified cost saving measures. Unused funds are carried forward. Current projects include lighting and digital controls. Also conducting an assessment focusing on third party solar installations.

Courthouse West Entrance Stone Replacement & Repair: Repair and replace existing stone retaining walls at the Courthouse Annex Entrance (Broadway/West).

Building Security: Implement security measures from the 2016 Security Analysis.

2018 Paging System: Alert and communication system between buildings.

2018 Additional Cameras: Improve camera system and add cameras on the exterior of buildings. Cameras will be reactive and will store footage on a server. Exploring smart technology.

2018 Intrusion Alarm: System to notify if alternate doors or windows are used.

2018 Card Access: Install additional points of card access.

2018 Office Barriers: Fortify areas that have been identified as higher risk.

2020/2021 Continued Recommended Implementations: Continue implementing potential recommendations from study.

Replace Roofs on LEC/Huber 2018, LEC/WS 2019, CH Annex 2020: Needed maintenance for facility roofs. Discussed coordinating LEC roof replacement with installation of solar panels.

Carpet Replacement - Law Enforcement Center (Administrative & Jail): Replace carpets in phased approach and carryforward as needed to complete.

Elevators – Courthouse Annex: When elevator hydraulic cylinders do not pass pressure inspection it will need to be replaced immediately. Amount was budgeted in 2017, will carryforward until needed.

County Board Room Audio-Video Equipment Replacement: Improve equipment to current technology, possibly include bluetooth and iPad capability. Add video capability to County Boardroom gallery for public meetings.

Furnace Replacements - Humane Society and Sheltered Workshop: Aging infrastructure at facility, replacements over a two year period.

LEC Kitchen Equipment: Necessary replacements when equipment is no longer repairable.

LEC Cooling Tower Valve & Controls: Upgrade the piping, valves and controls on the cooling tower system to allow either chiller to use either cooling tower.

Re-Gasket, Check Bearings on Chillers Law Enforcement Center 2018. West Square/Courthouse 2024: Replace as scheduled maintenance chillers at West Square and Law Enforcement Center.

Courthouse Water Feature: Interactive natural water feature in Courthouse square area. Von Asten commented on the benefits of the water feature and the goal to have civic donations pay for a portion of the cost with county match up to \$30,000.

Remodel of 3rd Floor Annex: Plan and design for the remodel of the third floor space. Bolin noted there will be an in-depth program analysis to determine space needs and best utilize the area.

#### Management Information Systems (MIS)

Phone System Upgrades Pate noted ongoing appropriations to update countywide phone and voice mail systems. Systems are constantly changing and linked into the computer network.

9-1-1 Phone System Replacement (replacement about every 7 years, next in 2021): Replacement of system annualized for future replacements. Amounts carried forward until replacement needed.

Network Infrastructure - Switches, routers, Uninterruptible power supplies, etc.

Network Infrastructure - Core Switch Replacement in Main Data Center

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### Network Infrastructure - Core Switch Replacement at LEC Data Center

Network switching and routing hardware exist throughout Sauk County facilities and are the backbone for computer network communication. Many of these devices are in excess of 10 years old and are in need of replacement. Routine replacement of network hardware been an ongoing MIS budget initiative; however, this is the first time these costs have been included in CIP. Two Core Switches (Law Enforcement Center and Historic Courthouse) are being placed on a 7-year cycle, the typical lifespan for service contract coverage.

Virtual Infrastructure Upgrade: The main infrastructure that hosts and stores all county systems and servers.

### Parks

Community & Office Building: Currently the architects are redesigning the building to fit within the budget specified, with the project continuing into 2018. Discussed the green technology and energy efficient design.

ADA Access to Beach: Steinhorst noted beach access at White Mound will be required if the community/office building is constructed.

Campground Improvements: Leveling and improving utilities to campsites, new picnic tables. Current timeline and amounts are estimated based on use of county highway resources.

Existing Park Office Remodel: Repair and remodel to accommodate other uses such as restrooms, storage or rental after new building is constructed.

**Motion by Krueger, second by Von Asten to change UW-Baraboo/Sauk County projects to match the City of Baraboo's plan, with the understanding that the Campus master plan is being revisited in the near future. Motion carried.**

**Motion by Krueger, second by Von Asten to amend the plan and replace LEC and Huber Center roofs in 2018 for total \$225,000 and replace West Square roof in 2019 for total \$200,000. Motion carried.**

**Motion by Fordham, second by Bychinski to remove the water feature. Motion Carried.**

**Motion by Fordham, second by Krueger to forward items in the Capital Improvements Plan to the Finance Committee for budget consideration, with previous amendments. Motion carried.**

Public Comment: None

**Motion by Fordham, second by Krueger to adjourn the meeting. Motion carried.**