

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 303
4 West Bend, Wisconsin

March 26, 2014
11:00 a.m.

5
6 **Present:** Kenneth Brandt, John Bulawa, Brenda Jaszewski, Roger Kist, Paul Price, Amy
7 Reuteman, and Paul Ustruck.

8
9 Also present: County Manager Joshua Schoemann, County Board Chairperson Herbert Tennes,
10 Assistant Dean Dan Anhalt, and UWWC Maintenance Supervisor Jon Etta.

11
12 Chairperson Ustruck called the meeting to order and read the Affidavit of Posting.

13
14 **MINUTES**

15 Moved by Mr. Brandt, seconded by Mr. Kist to approve the January 16, 2014, minutes as
16 presented. Motion carried.

17
18 **MASTER PLAN AND SPACE UTILIZATION STUDY**

19 *Appearance: Dave Stroik and David Drews, Zimmerman Architectural Studios, Inc.*

20
21 Mr. Stroik and Mr. Drews presented initial findings, recommendations, and options for the
22 UWWC master plan and space utilization. One major need identified is to provide a student
23 success center that would integrate the library, learning center, and other student support
24 functions, into one environment. Other issues identified include; the area around the theater,
25 kitchen, athletics areas, outside parking, and the circle entry drive. Some of the areas identified as
26 potential additional building space include; the north parking lot, enclosing the courtyard, adding a
27 third floor to a portion of the building that has been identified as able to support vertical
28 expansion, and moving the soccer field.

29
30 The Board discussed the various plans and Mr. Stroik and Mr. Drews will continue to develop the
31 plan and will provide an update at the next meeting.

32
33 **2014 UWWC FACILITIES BUDGET UPDATE**

34 Mr. Etta presented an update on the 2014 operating budget. As of March 24, 2014, the balance in
35 the operating budget is \$87,465. In the 2014 capital projects budget, none of the \$85,000
36 budgeted for the additional parking lot will be used until the master plan is complete. The Board
37 discussed the need for additional faculty and visitor parking and it was noted that an additional 17-
38 23 parking spaces could be obtained by reconfiguring the circle drive.

39
40 **UWWC MAINTENANCE SUPERVISOR PROJECTS UPDATE**

41 No report.

42
43 **UWWC NAMING POLICY**

44 Dean Price reviewed the proposed naming policy that was distributed.

45

1 Moved by Ms. Jaszewski, seconded by Mr. Brandt to remove the language on page one, item #1a:
2 ~~To enable UW Washington County (UW-WC) to respond quickly and confidentially to~~
3 ~~opportunities, the UW-WC Board of Commissioners (BOC) may authorize the Campus Dean and~~
4 ~~CEO (Dean), in consultation with the proper bodies, to make such naming decisions that involve~~
5 ~~some portion of the grounds or anything less than an entire, separate building, and approve the~~
6 naming policy as amended. Motion carried.

7
8 **UPDATE ON UWWC CAMPUS BUDGET**

9 Dean Price reported on the \$260,000 required budget cut for UWWC and noted that several
10 alternate revenue sources are being explored to help offset this cut. In addition, some consistently
11 under enrolled classes will be changing and there may be some changes to non-permanent staff.

12
13 **NEXT MEETING DATE**

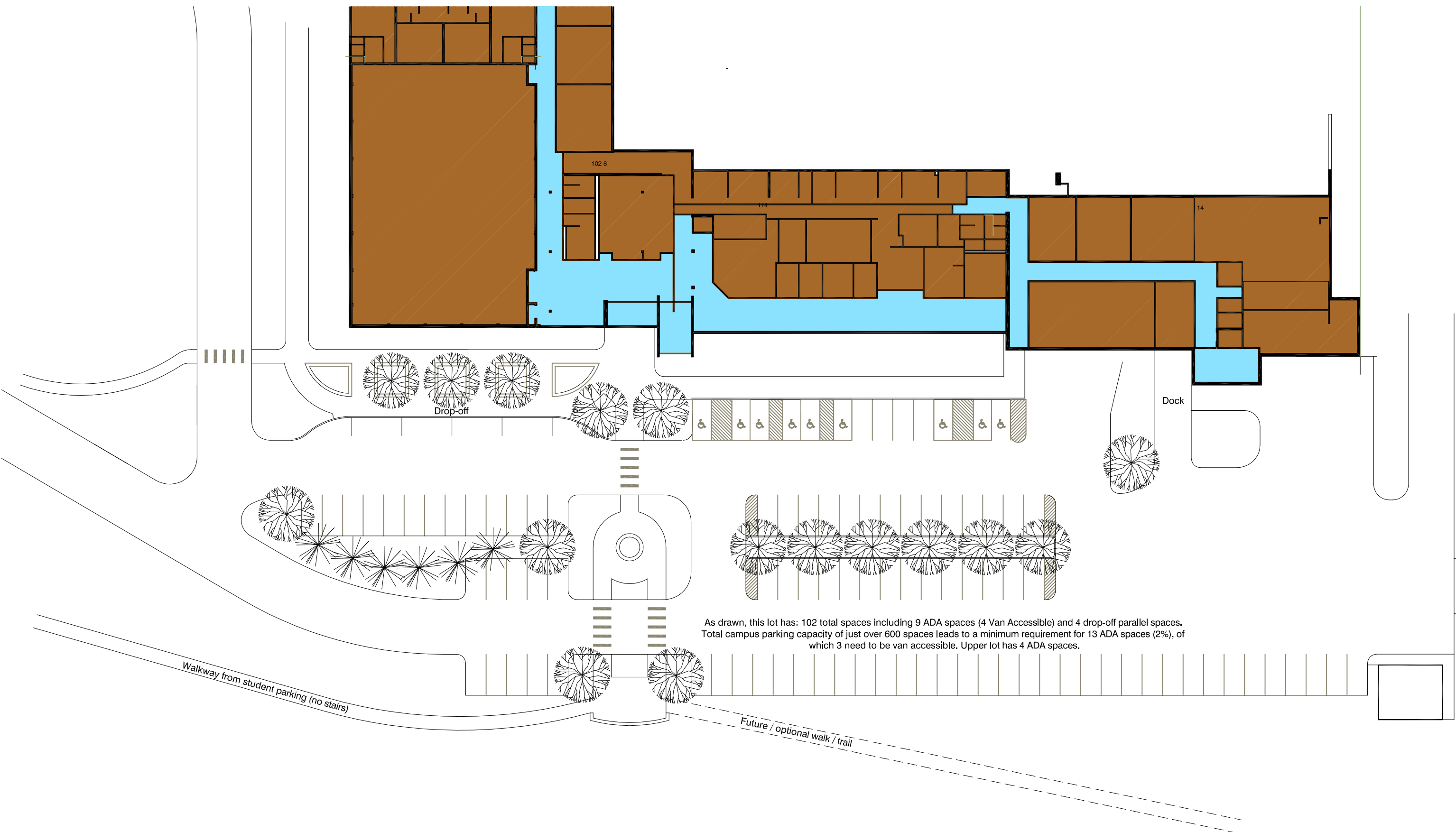
14 The next UWWC Board of Commissioners meeting is tentatively scheduled for 1:00 p.m. on
15 Wednesday, May 15, 2014.

16
17 **ADJOURNMENT**

18 Moved by Mr. Brandt, seconded by Mr. Kist to adjourn at 12:11 p.m. Motion carried.

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Brenda J. Jaszewski
Secretary, UWWC Board of Commissioners



As drawn, this lot has: 102 total spaces including 9 ADA spaces (4 Van Accessible) and 4 drop-off parallel spaces. Total campus parking capacity of just over 600 spaces leads to a minimum requirement for 13 ADA spaces (2%), of which 3 need to be van accessible. Upper lot has 4 ADA spaces.

University of Wisconsin Washington County

Capital Projects Plan

2015-2019

Prepared by: David Loomans
Date: April 21, 2014

**University of Wisconsin, Washington County Capital Projects Plan
2015-2019**

2015 Capital Projects

Building	Project Description	City	County	Total
UWWC	Roof Replacement - Area H (Bookstore)	\$ 45,500	\$ 129,500	\$ 175,000
2015 Total		\$ 45,500	\$ 129,500	\$ 175,000

2016 Capital Projects

Building	Project Description	City	County	Total
UWWC	Parking Lot Maintenance (All Lots & Drives)	\$ 5,200	\$ 14,800	\$ 20,000
2016 Total		\$ 5,200	\$ 14,800	\$ 20,000

2017 Capital Projects

Building	Project Description	City	County	Total
UWWC	Cafeteria Renovations	\$ 22,100	\$ 62,900	\$ 85,000
2017 Total		\$ 22,100	\$ 62,900	\$ 85,000

2018 Capital Projects

Building	Project Description	City	County	Total
UWWC	Roof Replacements- areas E,G,D and J	\$ 22,100	\$ 62,900	\$ 85,000
2018 Total		\$ 22,100	\$ 62,900	\$ 85,000

2019 Capital Projects

Building	Project Description	City	County	Total
UWWC	Parking Lot Maintenance (All Lots & Drives)	\$ 5,200	\$ 14,800	\$ 20,000
UWWC	Roof Replacements - areas C and N	\$ 16,900	\$ 48,100	\$ 65,000
2019 Total		\$ 22,100	\$ 62,900	\$ 85,000

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Year 2015

Roof Replacement – Area H (Bookstore)..... Page 4

Year 2016

Parking Lot Maintenance Page 5

Year 2017

Cafeteria Renovations Page 5

Year 2018

Roof Replacements – Areas E, G, D and I Page 6

Year 2019

Roof Replacements –Areas C and N Page 6

Parking Lot Maintenance Page 7

Project Title: Roof Replacement - Area H (Bookstore)

Project Year: 2015

Estimated Cost: \$175,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC)

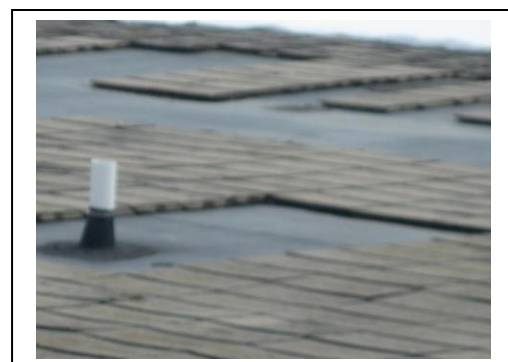
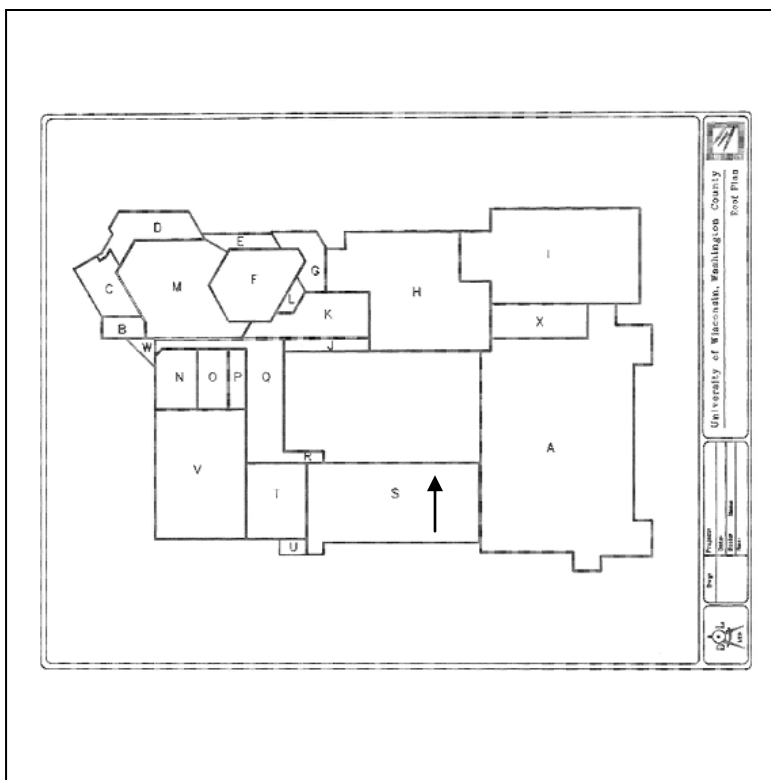
Funding Sources: County Sales Tax - \$129,500, City of West Bend - \$45,500

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

This roof section is located primarily above the bookstore area of the UWWC. This section is 12,875 square feet and has a paver ballasted membrane type roof. There are 23 sections of roof on the University totaling 113,168 sq. ft. A balance of 12,410 sq. ft of original roofing would remain to be replaced. This section of roof was installed in 1981. Replacement is necessary due to the deteriorated membrane, deteriorated paver ballasts and numerous seams, flashing and coping failures. The new roofing system will be specified to be a 4 ply built-up type roof. A roofing consultant/engineering firm would be retained as part of this budget to provide the engineering, specifications and project management.



Project Title: Parking Lot Maintenance – all lots & drives

Project Year: 2016

Estimated Cost: \$20,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC)

Funding Sources: County Sales Tax - \$14,800, City of West Bend - \$5,200

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

The parking lot maintenance project includes crack filling, seal coating and re-striping of the asphalt. This maintenance is scheduled on a three year cycle. This schedule is based on years of monitoring parking lot conditions each spring. The University has approximately 233,253 square feet of asphalt. The project budget is calculated at .08/sq.ft. based on previous years.

Project Title: Cafeteria Renovation

Project Year: 2017

Estimated Cost: \$85,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC)

Funding Sources: County Sales Tax - \$62,900, City of West Bend - \$22,100

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

The cafeteria is in need of updating interior finishes

Project Title: Roof Replacements - areas E,G, D and J

Project Year: 2018

Estimated Cost: \$85,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC), more specifically the theater back stage and cafeteria areas of the building

Funding Sources: County Sales Tax - \$62,900, City of West Bend - \$22,100

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

This area consists of approximately 6,400 sq. ft. Replacement is necessary due to the deteriorated membrane, deteriorated paver ballasts and numerous seams, flashing and coping failures. The new roofing system will be specified to be a 4 ply built-up type roof. A roofing consultant/engineering firm would be retained as part of this budget to provide the engineering, specifications and project management.

Project Title: Roof Replacements - areas C and N (Sculpture Lab)

Project Year: 2019

Estimated Cost: \$65,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC), more specifically the sculpture lab area of the building

Funding Sources: County Sales Tax - \$48,100, City of West Bend - \$16,900

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

This area consists of approximately 5,000 sq.ft. Replacement is necessary due to the deteriorated membrane, deteriorated paver ballasts and numerous seams, flashing and coping failures. The new roofing system will be specified to be a 4 ply built-up type roof. A roofing consultant/engineering firm would be retained as part of this budget to provide the engineering, specifications and project management.

Project Title: **Parking Lot Maintenance – all lots & drives**

Project Year: 2019

Estimated Cost: \$20,000 (County 74% and City 26%)

Location: University of Wisconsin, Washington County (UWWC), more specifically
the sculpture lab area of the building

Funding Sources: County Sales Tax - \$14,800, City of West Bend - \$5,200

Project Criteria: Maintenance/Replacement (Criteria 2)

Project Priority: Priority II (Medium – Could be postponed one year)

Project Description:

The parking lot maintenance project includes crack filling, seal coating and re-striping of the asphalt. This maintenance is scheduled on a three year cycle. This schedule is based on years of monitoring parking lot conditions each spring. The University has approximately 233,253 square feet of asphalt. The project budget is calculated at .08/sq.ft. based on previous years.

2014 BUDGET BALANCE
Balance of 04/28/2014



Operating Budget	Account	2014 Budget	Expenses YTD	Balance
	Revenue (Tower Space)	\$ (1,960)	\$ -	\$ (1,960)
	Revenue (Insurance Recoveries)			
	Telephone	\$ 2,200	\$ 455	\$ 1,745
	Repair & Maintenance	\$ 38,836	\$ 6,743	\$ 32,093
	Contracted Services	\$ 55,127	\$ 26,316	\$ 28,811
	Prop. & Liab. Insurance	\$ 67,700	\$ 52,798	\$ 14,902
	Total	\$ 161,903	\$ 86,312	\$ 75,591

Repair Expenses over \$500	Vendor	Amount	Description
	Total Energy Systems	\$ 629.76	Replace Generator Battery
	Heat & Power Products	\$ 1,085.31	Control Board for boiler
	Total Energy Systems	\$ 2,351.95	Repair Generator
	Grainger	\$ 540.36	Ballasts

Projects Budget	Project	Budget	Project Status	Cost to Date	Balance
	Campus Master Plan (Partial funding-balance UW Campus)*	\$ 27,000	In Progress	\$ 21,600	\$ 5,400
	Additional Parking Lot	\$ 85,000	Pending mater plan	\$ -	\$ 85,000
	Total	\$ 112,000		\$ 21,600	\$ 90,400

*2013 Project