

1 **UWWC BOARD OF COMMISSIONERS**

2
3 UWWC, Room 101
4 West Bend, Wisconsin

June 21, 2007
1:30 p.m.

5
6 **Present:** David N. Radermacher, Barbara Barringer, Brian W. Bausch, Nick Dobberstein, Ralph R.
7 Hensel, Brenda Jaszewski, and Dean David Nixon.

8
9 **Excused:** Richard L. Bertram. Also present: Administrative Coordinator Douglas Johnson, Assistant
10 Dean Cathi Dziezcic, Facility Manager David Loomans, and UWWC Maintenance Supervisor Bruce
11 Edwards.

12
13 Chairman Radermacher called the meeting to order and read the Affidavit of Posting.

14
15 **MINUTES**

16 Moved by Mr. Dobberstein, seconded by Mr. Hensel to approve the minutes of May 10, 2007. Motion
17 carried.

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19 **FACILITY MANAGEMENT PROJECTS REPORT**

20 **Storefront Door/Window Replacement** – This has been let for bid for the second time due to no bids
21 received.

22 **Transfer Switch Replacement** – The transfer switch has been ordered and Steiner Electric will perform
23 the work.

24 **Roofing Replacement/Repairs** – JT Roofing has been awarded the project and the County Attorney is
25 working on the contract.

26 **Drinking Fountain Replacements** – Installation will be in July or August and will be done in-house.
27

28 Moved by Ms. Barringer, seconded by Mr. Bausch to accept the Facility Management projects report.
29 Motion carried.

30
31 **UPDATE ON 2007 BUDGET**

32 Mr. Loomans stated the 2007 balance in all accounts is \$217,471. The total spent through May 31,
33 2007, is 28 percent of the total budget. Moved by Ms. Barringer, seconded by Mr. Dobberstein to
34 accept the 2007 budget update report. Motion carried.

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36 **2008 PRELIMINARY BUDGET**

37 Mr. Loomans distributed and reviewed the preliminary 2008 UWWC budget as follows:

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39	Telephone	\$ 588
40	Repair & Maintenance	40,000
41	Contracted Services	50,704
42	Property & Liability Insurance	64,500
43	Outlay (Projects)	<u>92,100</u>
44		\$247,892
45		

46 Moved by Mr. Dobberstein, seconded by Mr. Hensel to approve the preliminary 2008 Budget. Motion
47 carried.

48
49 **COUNTY'S 2008 CAPITAL OUTLAY PLANS**

50 The County's 2008 Capital Outlay plans are included in the Outlay portion of the 2008 budget.

1 **HVAC ROOFTOP REPLACEMENTS**

2 Mr. Loomans stated there are 12 HVAC rooftop units that were installed in 1991 and 1992. These units
3 have a 12-15 year life span and will need to be replaced within a few years. Mr. Johnson recommends
4 the Board consider replacing some of these units during the construction of the third floor build
5 out/music room renovation project and include the cost of these rooftop units in the borrowing.
6 Currently, there is a total of \$175,000 proposed for the 2009 UWWC operating budget for replacement
7 of five or six units and \$125,000 in the 2010 UWWC operating budget for replacement of two or three
8 units. If the replacement and funding for these units is added to the scope of the construction project,
9 the UWWC budgets for 2009 and 2010 could remain at a more consistent level. Ms. Barringer will
10 discuss this proposal with the City Administrator.

11
12 Moved by Dean Nixon, seconded by Mr. Bausch to request the City and County Administration
13 departments explore advisability of reallocating future operating costs to capital expenses for the
14 proposed HVAC rooftop unit replacement project. Motion carried.

15
16 **UWWC MAINTENANCE SUPERVISOR PROJECTS REPORT**

17 Mr. Edwards stated summer projects include; cleaning the entire school, recoating the floors, cleaning
18 all carpets, touch up painting, and painting the theatre and theatre lobby. West Bend Glass will be
19 replacing one large broken window in the Science building.

20
21 Moved by Mr. Dobberstein, seconded by Mr. Hensel to accept the UWWC Maintenance Supervisor
22 projects report. Motion carried.

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24 **UNIVERSITY PROGRAM REPORT**

25 **Graduation** - Dean Nixon stated graduation for 54 students was held in conjunction with the spring
26 scholarship ceremony on Friday, May 18.

27 **Summer Programs** - Enrollment for the summer program has increased over last year and this campus
28 continues to be a model for UW summer school programs.

29 **Third Floor & Music Department Renovation Project** – Dean Nixon has secured a \$200,000
30 commitment to the fund raising project. He will be speaking to an area foundation in the near future and
31 anticipates an additional \$50,000. The actual fund raising campaign will begin sometime in July or
32 early August and it is expected to raise an additional \$300,000. Dean Nixon stated UW System
33 President Kevin Reilly is supportive and will draft a letter to Doug Johnson informing him of consent to
34 the Engineering Degree program at UWWC with the cooperation of Washington County and the City of
35 West Bend.

36
37 Moved by Mr. Hensel, seconded by Mr. Dobberstein to accept the University Program report. Motion
38 carried.

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40 **NEXT MEETING**

41 The next meeting is scheduled for Thursday July 12, 2007, at 9:00 a.m. at the University.

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43 **ADJOURNMENT**

44 Moved by Ms. Barringer, seconded by Mr. Bausch to adjourn at 2:45 p.m. Motion carried.

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Brenda J. Jaszewski
Secretary, UWWC Board of Commissioners