

NOTICE OF MEETING
PROPERTY COMMITTEE
May 28, 2024 – 5:00 PM

Sheboygan County Administration Building
Room 302
508 New York Avenue
Sheboygan, WI 53081

To Join the Meeting Remotely via phone:
Dial: + 1-502-738-2267
Enter Pin Number: 239 582 875#

Members of the Committee may appear remotely.
Persons wanting to observe the meeting are encouraged to listen remotely.

Agenda

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Property Committee – Regular Meeting – May 14, 2024 at 5:00PM

Review and Approve Vouchers

Museum Update

University of Wisconsin Green Bay – Sheboygan Campus Update

Correspondence

- Building Services & UWGB 1st Quarter Variance Reports
- Door Access Project Update

Building Services

- Consideration of Banner Placement Requests
- Consideration of Contingency Requests for Detention Center Plumbing & Courthouse Heating
- Consideration of Offer Above Midpoint
- Consideration of Policy Changes

Approval of Attendance at Other Meetings or Functions

Date / Time / Location of Next Meeting

Tuesday – June 11, 2024 – 5:00 PM
Sheboygan County Administration Building – Room 302
508 New York Avenue
Sheboygan, WI 53081

Adjourn

Prepared by:
Becky Barritt
Recording Secretary

Jon Kuhlow
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate or those without access to adequate telephone services are asked to notify Becky Barritt at (920) 459-4342 prior to the meeting so that accommodations may be arranged.

Wearing a mask is strongly encouraged in all County-owned or leased property, unless you are fully vaccinated.

**VARIANCE REPORT FOR DEPARTMENT -- BUILDING SERVICES
FOR THE QUARTER ENDING 03/31/2024**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Interest and Other Revenue		
	Other Misc. Revenue	27,794.64	Miscellaneous auction items, including 2013 Detention Center pick-up.
	Interdepartmental Revenue		
	Repairs & Maintenance Services	10,373.62	Electrician use by other departments.
	Other Interdept'l Revenue	(13,616.55)	Revenue allocation lower than anticipated, due to staff working on Capital projects
	Personnel Related Expenditure		
	Wages	(24,920.98)	Vacation & sick time payout to 3 employees that retired in January 2024
	Overtime	(2,444.33)	Due to snow removal and being short staffed
	Operating Expenses		
	Purchased Services	19,520.24	Unused consulting fees and lower natural gas usage.
	Repairs and Maintenance	127,111.75	Less structural work with some carryover, and vehicle repairs down.
	General Operating	174,512.04	Unspent contingency.
	Interdepartmental Charges		
	Employee Related Insurance	20,113.72	Lower due to vacancies.
	Capital Outlay	71,758.50	Health & Human Services generator & duress system projects in progress.
	Variiances Less Than Justification Threshold	2,168.42	
	TOTAL	412,371.07 Positive	

**VARIANCE REPORT FOR DEPARTMENT -- UW GREEN BAY- SHEBOYGAN CAMPUS
FOR THE QUARTER ENDING 03/31/2024**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Operating Expenses		
	Repairs and Maintenance	(22,381.68)	Heating and elevator expenses are much higher than anticipated and difficult to offset with given levy.
	Interdepartmental Charges		
	Repairs & Maintenance Charges	(1,460.46)	Electrician wages from Building Services weren't budgeted for.
	Variances Less Than Justification Threshold	127.91	
	TOTAL	(23,714.23) Negative	

2024 Fund Transfer

Department: Building Services

Date: May 28, 2024

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$143,849
To: Courthouse Heat	103.532205	\$5,905
	CONTINGENCY ENDING BALANCE	\$137,944

This request is to transfer \$5,905 from Building Services contingency to Courthouse Heating account, as additional funds to relocate steam trap in Courthouse Annex basement.


Kevin Dulmes, Director - Building Services

2024 Fund Transfer

Department: Building Services

Date: May 28, 2024

I. Fund Transfer Request

From:	Account #	Funds Available
Operating Transfer From Building Services Contingency	103.533955	\$143,849
To: Detention Center Plumbing	104.532130	\$8,000
	CONTINGENCY ENDING BALANCE	\$135,849

This request is to transfer \$8,000 from Building Services contingency to Detention Center Plumbing account to purchase a stock of valves and replacement parts, to allow for more efficient repair time in cells.


Kevin Dulmes, Director - Building Services