

# County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak  
County Clerk  
Administrative Coordinator

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December 10, 2015

## NOTICE OF MEETING

The Subcommittee of the Richland County Property, Building and Grounds Committee will be meeting on Tuesday, October 13, 2015, at 1:00 p.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, for the purpose of coordinating the study of the proposed rehabilitation of the Jail/Courthouse complex and to discuss and/or take action on the following:

1. Call to Order
2. Proof of Notification
3. Agenda Approval
4. Approve September 8<sup>th</sup> Minutes
5. Jewell Associates Engineers Planning
  - a. Old Courthouse Second Floor - Security Windows Plans and Bid Specs
  - b. Old Courthouse - Elevator Location
  - c. District Attorney's Vault Removal
  - d. Judge's Bathroom Remodeling
  - e. Number of Bathrooms required for size of Government Complex
6. Veteran Service Office Relocation to Community Services Building
7. Child Support Office Relocation to Community Services Building
8. Coroner's Office Relocation to Community Services Building
9. Design Finalization based upon the HVAC, Space Needs, Building Condition, Conceptual Design and Security Vestibules Studies
10. Phases of Work and Possible Costs
11. Lean Redesign of Services
12. Adjourn

Sincerely,

Victor V. Vlasak  
Richland County Clerk

Copies to: Subcommittee Members

- Jeanetta Kirkpatrick, Chairman
- Fred Clary, Vice Chairman
- Tom Crofton

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