

*WINNEBAGO COUNTY BOARD OF SUPERVISORS
Facilities & Property Management Committee*

DATE: Wednesday, February 8, 2017

TIME 9:00 AM

PLACE: Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

PRESENT: Bill Wingren, Guy Hegg, and Tom Egan

ALSO PRESENT: Mike Elder – Director of Facilities

Meeting was called to order by Vice Chairman, Tom Egan at 9:06 AM.

APPROVAL OF 1/11/17 FACILITIES COMMITTEE MINUTES: Motion to approve made by Bill Wingren and 2nd by Guy Hegg to approve the minutes. Motion passed 3/0.

CORRESPONDENCE: Guy Hegg went to UW Fox Valley board of trustees meeting, they will be having some fund balance roll overs from 2016 to 2017. The building next to them is for sale and they may be purchasing it.

PUBLIC INPUT ON AGENDA ITEMS: None

CHAIRMAN REPORT: Chairman Roh asked to be excused and Rob Keller is excused as well.

DISCUSSION OF VETERANS MUSEUM STORAGE, STATUS, LEASE and LIABILITY INSURANCE: Mike said that the Veteran's Museum insurance meets Winnebago County's requirements. We just need to be listed as additional insured. Mike talked to Mark Harris about the lease and having the rent be gradually increased over 5 years. With the first year being \$1, second year being \$1 per square foot, third year being \$2 per square foot, fourth year being \$3 square foot and the fifth year being \$4 square foot. Every year after that will be the going rate for renting storage space. This will give them an incentive to move forward with their capital project of building storage space on their property. Guy Hegg asked if the lease could include having them clean up their space and possibly use less space. Mike stated that with them having to pay per square foot starting next year that should motivate them to clean it up and use less space.

DISCUSSION AND APPROVAL OF CELL TOWER LEASE EXTENSION AT UWFV: Mike sent the Committee a summary of the lease. Verizon is working with a management company and the current lease ends in 2022, however they are looking to terminate that lease and create a new lease with higher rates. The lease will be (8) 5 year terms. Mike is unsure if this has gone before Outagamie County yet. Guy Hegg asked if we should talk to UW Fox Valley to see if they need that land. Mike said that we don't really have a say in whether Verizon can use the land or not. They are considered a utility company. The Committee would like to hold off on a decision until next month and Mike will talk to Outagamie County prior to the next meeting.

UPDATE ON UW FOX VALLEY: They are looking at building a storage building.

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike stated that Facilities still has a few invoices coming in for work completed in 2016, but it looks like we are \$400,000 under budget. Mike discussed projects. Tom Egan asked if anyone had any questions regarding projects. Guy Hegg said that at the last Airport meeting Harold Singstock asked what Plan B is if the new building was not approved. They said there is no Plan B. Mike stated that Plan B would be to fix the current building.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: UWFV Cell Tower, Veterans Museum and UWFV updates.

SET MEETING DATE AND TIME: The next Facilities and Property Management committee meeting will be held on Wednesday, March 8, 2017 at 9:00 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn made by Guy Hegg, 2nd by Tom Egan, motion passed 3/0 at 9:49am.

Respectfully submitted,
Penny Schry
Administrative Associate – Facilities 2/13/17