

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

**DATE:** Wednesday, October 11, 2017

**TIME:** 9:00 AM

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

**PRESENT:** Bill Roh, Bill Wingren, Tom Egan, Rob Keller, Guy Hegg.

**ALSO PRESENT:** Mike Elder – Director of Facilities, Harold Singstock – County Board Supervisor, Larry Last – Public, Debbie Last – Public

Meeting was called to order by Chairman, Bill Roh at 9:00 AM.

**APPROVAL OF 9/13/17 FACILITIES COMMITTEE MINUTES:** Motion to approve made by Bill Wingren and 2<sup>nd</sup> by Guy Hegg to approve the minutes. Motion passed 5/0.

**CORRESPONDENCE:** Guy Hegg has to leave around 9:30. He stated that UW Fox Valley has seen a 32% decrease in enrollment since 2010.

**PUBLIC INPUT ON AGENDA ITEMS:** None

**DISCUSSION OF POSSIBLE RENOVATIONS/MODIFICATIONS TO THE WEST WING OF THE CURRENT AIRPORT:** Basler's lease is from Dec 1, 2014 to Nov 30, 2034 with the rent to be reviewed every 3 years. They pay \$8,159.33/month for office space, hangar space, unimproved and improved spaces. The office space is \$1,133/month. Bill Roh went to the Airport west wing 3 times since the last meeting and mapped out the spaces that Basler uses and the space that could be available for Airport Administration. Basler informed Bill Roh that 2100 sq ft is adequate space for them. The Committee would like Mike Elder to present the layout to Mark Harris, if need be the Committee will take this to the County Board Chairman. Bill Wingren directs Bill Roh to talk to the new office manager of the FBO to get his opinion on the space they need.

**DISCUSSION OF DEPARTMENT RELOCATION PROJECT:** Mike Elder said that the County Administration Building is just about complete. Waiting on some windows and doors. Work has been started at the Courthouse.

**UPDATE ON UWFV:** None

**DIRECTOR REPORT OF DEPARTMENT OPERATIONS:** Mike Elder discussed projects. Facilities is right on target within the budget.

**SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA:** Discussion and Possible Action Airport West Wing, Tree Management Update

**SET NEXT MEETING DATE A TIME:** November 8, 2017 at 9:00 AM

**ADJOURN:** Motion to adjourn made by Tom Egan, 2nd by Rob Keller, motion passed 4/0 at 10:13 am.

Respectfully submitted,  
Penny Schry, Administrative Associate-Facilities  
10/11/17