

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

DATE: Wednesday, September 9, 2009

TIME: 9:30 AM

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

PRESENT: Dave Albrecht, Don Griesbach, Jim Koziczowski, Bill Wingren

ALSO PRESENT: John Casper-Oshkosh Chamber of Commerce, Tom Dekker-Ambrose Engineering, Ron Eichman-County Board Supervisor District 23, Mike Elder-Facilities & Property Management Director, Patty Francour-Information Systems Director, Doug Gieryn-Public Health Director, Mark Harris-County Executive, Tom Konezke-County Board Supervisor District 1, Steve Kuhnen-Bray Architects, Fred Muermann-Muermann Engineering, Margie Rankin-Park View Health Center Administrator, Bill Roh-County Board Supervisor District 6, Bob Warnke-County Board Supervisor District 21, Tom Widener-County Board Supervisor District 9

ABSENT: Chuck Farrey (excused), Tim Hamblin (excused)

Meeting was called to order by Chairman Don Griesbach at 9:30 AM.

APPROVE MINUTES FROM PREVIOUS MEETING: Motion to approve August 12, 2009 meeting minutes as written, by Bill Wingren. Seconded by Jim Koziczowski. Motion passed 3-0.

CORRESPONDENCE: Mike Elder received a phone call from Lutheran Social Services inquiring about available office space the County would have to rent for their use.

PUBLIC INPUT ON AGENDA ITEMS: Bill Roh and Ron Eichman commented on the Oshkosh B'Gosh Building project.

CAPITAL PROJECT FUND REALLOCATION: Mike Elder requested a reallocation of funds within the Facilities budget to replace the Administration Building boiler and sealcoat the parking lots. The bids for the work exceeded the budget estimate and the cost for replacing the boardroom carpet came in less than the budget estimate. The request reallocates the funds from the boardroom carpet line to the Administration boiler line and the parking lot seal coating lines.

Dave Albrecht made a motion to approve the budget transfer. Jim Koziczowski seconded. Motion passed 4-0.

DISCUSSION ON OSHKOSH B'GOSH BUILDING: Steve Kuhnen from Bray Architects, Tom Dekker from Ambrose Engineering and Fred Muermann from Muermann Engineering discussed their findings with the Oshkosh B'Gosh Building that were outlined in the draft building inspection report. Mike Elder indicated the copy given to committee members is a draft copy and there will be a final copy issued at a later date. The draft building inspection report is not department specific due to the fact that Mark Harris will be making that determination. Mike Elder also indicated that there could be some unknowns in the building structure due to the County not owning the building and there are limits on what can be seen.

Mark Harris shared his long term goal of reducing the amount of buildings that currently house employees to save on utilities and rent. Mark indicated the departments he is anticipating on moving to the new site are Public Health (consolidating with WIC), Information Systems, I.T. Hub, Second Chance in the freestanding building, Human Resources, Finance and the County Executive. Mark also shared there are some negotiations with Carter regarding the lease that will be used by Carter employees if the property and buildings are purchased from Winnebago County.

DISCUSSION PLEASANT ACRES USAGE: Mark Harris explained that he would like to see Pleasant Acres torn down if the Oshkosh B'Gosh building is purchased to save on utilities. It was also discussed that the boiler house that provides utilities for both Pleasant Acres and the Pavilion will either be torn down or used for storage. Patty Francour indicated that the IT Hub that is currently housed in the Pavilion will be relocated to the Coughlin Building as soon as the ground thaws in Spring. It was also discussed that Park View Health Center is also in need of a 3,000 square foot storage facility that would also house vehicles at an estimated cost of \$1-1.2 million.

DISCUSSION ON STRATEGIC FACILITY PLANNING: Dave Albrecht would like to see a date and timeline for all building changes so nothing is lost track of.

MIKE ELDER REPORT ON DEPARTMENT OPERATIONS: Mike went through the project list that was mailed to committee members.

CHAIRMAN REPORT: No report

SET DATE AND TIME FOR NEXT MEETING: The next Facilities and Property Management committee meeting will be held on Wednesday, September 23, 2009 at 9:30 AM in the Facilities Department.

ADJOURN: Bill Wingren made a motion to adjourn at 10:55 AM and seconded by Jim Koziczowski.
Motion passed 4-0.

Respectfully submitted,
Chris Kinderman
Secretary, Facilities and Property Management
9/9/09