

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

**DATE:** Wednesday, February 12, 2014

**TIME** 9:30 AM

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

**PRESENT:** Tim Hamblin, Bill Wingren, Lawrence Kriescher, and Chuck Farrey

**ALSO PRESENT:** Mike Elder-Facilities & Property Management Director, Mark Harris – County Executive, Mike Norton – County Board Supervisor District 20, and Craig Engel - Public  
Bill Roh excused.

Meeting was called to order by District 10, Committee Chairperson, Tim Hamblin at 9:30 AM.

**APPROVE MINUTES FROM PREVIOUS MEETING:** Motion to approve 1<sup>st</sup> Bill Wingren, 2<sup>nd</sup> Chuck Farrey, motion passed 4-0.

**CORRESPONDENCE:** Did everyone receive the amended agenda with item 5 deleted. Bill Roh asked to have item 5 postponed til March meeting. Mike received the official notification that we received the DNR grant in the amount of \$15,000 and we have \$15,000 to match and this is for the survey and management plan for the trees.

**PUBLIC INPUT ON AGENDA ITEMS:** Craig Engel believes that we need to do a RFP for Tri County Ice Arena, there is a need to have a change in management. He doesn't understand why Mark has a resistance to go forward with the RFP. Mark agrees that there are some aspects where there needs to be a change. Craig asked if this type of management would be tolerated in any other County facility. What will Mark's plan be when/if the ice rink closes. Mark said his concern is that if we do the RFP and someone says they accept the terms of the RFP, they will still have the same revenue as current, still no capital to do repairs, etc. If we don't do it right we will end up with a closed facility. Craig says there are ways to increase revenue. Tim asked why would a management group come into a lease agreement knowing that all these repairs are needing to be done. Craig said that if there are people out there willing to put money into a new facility they would put money into this facility. Chuck asked why would an investor put capital into a building they don't own. Craig said that if an investor truly understands the amount of money that could be generated then it out weighs the initial capital.

**DISCUSSION AND POSSIBLE ACTION TRI-COUNTY MANAGEMENT REQUEST FOR PROPOSAL:** Mark handed out the updated draft of the RFP. Bill asked if there is a consequence if they don't follow the lease agreement. Chuck asked to have this laid over til next meeting as this is part of item 5 discussion. They should be put together for next months meeting. Motion made by Chuck 2<sup>nd</sup> by Bill Wingren. Passed 4-0. Mike Norton asked the committee if it was this committee's agenda to put this in next months meeting and if approved to have it on the county board's agenda for the following week? Mike Elder said an RFP does not have to go in front of the County Board.

**DISCUSSION AND APPROVAL BUDGET TRANSFER \$24,000 FOR REPLACEMENT VAN DUE TO VEHICLE ACCIDENT :** We have a 1 ton cargo van with sliding door that was hit broad side by an individual. Because of it's age it is totaled out. Would like to transfer funds over to purchase a new vehicle, Ford Transit Connect. Chuck asked if it was lp gas? Mike said no. Chuck would like it to be converted to lp gas. Mike said it costs \$6,500 to have it converted and that it would be a 16 year payback, which the life of the vehicle is less than 16 years. Motion to approve by Chuck Farrey 2<sup>nd</sup> Bill Wingren. Passed 4-0.

**DISCUSSION AND APPROVAL FOR BUDGET TRANSFER TO REALLOCATE FUNDS WITHIN THE CAPITAL ACCOUNT FOR THE PURCHASE OF A LAWN MOWER AND ACCESSORIES:** Currently in budget \$40,000 for a John Deere lawn mower and a CAB for one of the other mowers. Mike would like to transfer that over to purchase a toro lawn mower for \$38,000. Motion to approve by Chuck Farrey 2<sup>nd</sup> by Larry Kriescher. Passed 4-0.

**DIRECTOR REPORT ON DEPARTMENT OPERATIONS:** 2013 budget total of 93%. So far in 2014 we are right on track. Mike answered any questions the Project list produced.

**Chairman Report:** Tim received preliminary numbers on the road assessment: \$12,800 on Shady Lane and \$between \$6,200-10,200 for Arena Dr. The Tri County Ice Arena management group is responsible for those expenditures according to the lease.

**SET DATE AND TIME FOR NEXT MEETING:** The next Facilities and Property Management committee meeting will be held on Wednesday March 12, 2014 at 9:30 AM at the Maintenance Facility, 1221 Knapp Street, Oshkosh, WI 54902

**ADJOURN:** Motion to adjourn by Chuck Farrey, , 2<sup>nd</sup> by Larry Kriescher at 10:45 am. Motion passed 4-0.

Respectfully submitted,

Penny Schry, Administrative Coordinator 2/17/14