

MISSOURI STATE PENITENTIARY REDEVELOPMENT COMMISSION  
Final  
MEETING MINUTES  
Open Session  
January 24, 2007

Call to Order: The MSP Redevelopment Commission meeting was called to order at 1:00 p.m. Vice Chairman Jim Wunderlich presided over the meeting.

Roll Call:

The Following Commission members were present. Gene Bushman, Bob Meyer, Sarah Riddick, Mark Schreiber, John Sheehan, James Wunderlich. Quorum present. (Six members must be present to constitute a quorum – there are 2 vacant positions.)

The Following Commission members were absent: Kas Mahfood, Kathy Peerson.

The Following Facilities Management, Design and Construction staff members were present: Deputy Director Walter Johannpeter, Charlie Brzuchalski, Lynne Angle, and Dianne Beasley.

Special Guests: NA

Charlie Brzuchalski provided a PowerPoint presentation to discuss the meeting agenda items.

I. Approval of Minutes/Agenda

- Gene Bushman asked that copies of the minutes be prepared and ready for review by the Commissioners prior to the meetings. He stated that he would like a draft sent out to all Commission Members far enough in advance of the next meeting so that all members had the opportunity to review the minutes to be prepared to offer changes, and or to approve the minutes. An effort will be made to have all previous meeting minutes sent to the Commission Members at least one week prior to the next meeting and keep minutes up-to-date.
- The meeting minutes from the September 27, 2006, meeting (Open and Closed) and the minutes from the October 25, 2006, Closed meeting were available for review by the members. The decision was made to wait to approve these minutes until the next meeting. Minutes from the October 25, 2006 Open meeting, November 29, 2006, Open meeting (no closed session), and the January 24, 2007, Open meeting (no closed session) will be reviewed at the February 28, 2007, meeting.

Agenda

- Gene Bushmann asked who approved the agenda for the meetings. Charlie B. stated that he placed items that required discussion and updates on the agenda and that he ran the agenda through the

Chairperson of the Commission as well as the Director of the Division of Facilities Management, Design & Construction.

- Bushmann also asked if changes could be made to the agenda to show the status of items on the agenda, such as old items, new items, etc. Charlie B. will draft an agenda to send out to the Commission Members for approval.

#### MSPRC Forum

- John Sheehan asked that if an e-mail could be sent out to the Commission Members and Support Staff when updated information is added to the Forum. This forum was created as a tool to provide better more effective and efficient communication. Charlie B. and Dianne Beasley will follow-up with Karen Witt, who handles the Forum settings, to check the status of this request.

#### Time Line

- Mark Schreiber requested a current timeline for the project. Charlie B. will follow-up.

## II. Status Update on Caretaking/Interim Uses Management of MSP –

- MSP Grounds:
  - Charlie B. stated that there was no new information to share regarding the relocation of Maintenance and Security Staff, Carpool Parking, and Equipment Storage.
  - Training
    - The Missouri State Highway Patrol continues to use the MSP facility for training exercises and other Law Enforcement training purposes.
    - There are other opportunities to develop training exercises for the National Guard. Currently in process of working out details and timelines to establish a good protocol of training requirements to keep the area secure.
    - There is also an opportunity to use the facility for training for the Department of Natural Resources to properly train for HASMAT sampling methodologies such as asbestos, etc. this training is taking place in the Education Building and the private chapel area.
    - Mark Schreiber stated that some structures should not be used for training functions. Charlie B. stated caution is being exercised on where these training functions are taking place. Housing Unit #3 and Housing Unit #1 have been used for the Fire School and CERT team exercises. Discussion of the goals of training and approval from the Commission need to be put in place. (This is another use for the MSPRC Forum.)

III. Review and Update on Redevelopment Project Status – Charlie Brzuchalski

- Pending Projects
  - Housing Units #1, 3, 4
    - The roofs are in good shape.
    - Address issues have come up.
    - HU #4 humidity level – Charlie B. stated that here is a budget item in this year's budget and that staff has been assigned to the project.
  
- Federal Courthouse Project – Charlie Brzuchalski
  - Phase I Demolition
    - The plan is to reuse materials from the Phase I Demo for the parking area. Construction is to begin early during the week of January 29. Carpool parking is moving to another area. Work is ongoing. The rock has been stored and the area has been cleaned. Rock is being preserved for future use. Time frame is to be completed in the March/April timeframe.
  
  - GSA Project Report/Schedule
    - The State is respectful of the fact that GSA needs documentation that non destructive work is done before the programmatic agreement is in place to avoid building too soon or too late; area must be ready when everything fits into place.
    - The negotiation process is in process. The AE should be on board by the end of June or early February 2007.
    - The Construction Manager (CM) contract is complete and in negotiations. The CM should be board in January/February 2007 timeframe. The CM will be on board to help evaluate and construct the building design.
  
  - Greenways Trail / Parking
    - Gene Bushmann asked what the negotiation and agreement were for. Charlie B. stated that there are two (2) on the table. The Greenways Trail surrounds the courthouse site and the other parking garage structure. There are two (2) items to deal with; neither is resolved. Bushmann asked the status of the project. Charlie B. stated that GSA completed the program to see what needed to be done to see how much parking space is needed. GSA is willing to work with the State on the Greenways Trail. Currently working with Parks and Recreation about possible grants. The formula is yet to be worked out; the formula is needed before the property can be transferred. Gene Bushmann asked if there

would be two (2) parking structures. Charlie B. stated that GSA has a general mandate to not build parking structures. GSA may be amenable to participate. The State will work with GSA on the formula and negotiate the item. Gene Bushmann asked where the parking structure would be located when that when point is reached. Charlie B. stated that this is part of the formula.

- Sarah Riddick asked if there was a travel issue involved. Charlie B. stated that they are receptive to this and has been discussed in conference calls.
  - John Sheehan asked if GSA plans to lease space or use bonds, etc. to do the structure. Charlie B. stated that there has been no statement from GSA. GSA can definitely build surface parking, however, further discussions and negotiations must take place if a parking structure is considered.
  - Charlie B. further stated that whether or not a parking structure is funded by GSA, the demolition will still occur. These buildings need to be removed from the property.
  - Gene Bushmann asked who negotiations with GSA. Charlie B. stated that he would be doing the actual negotiations along with Dave Mosby (Director of FMDC), Brad Scott (GSA), etc. basically upper management. Charlie is working on getting everyone together for these discussions.
  - Gene Bushmann asked who makes the final decision. Charlie B. stated that GSA would make the final decision along with the Commission. The Commission will have a major involvement in the process. The ultimate decision would be for the Commission to make.
- Programmatic Agreement
- The draft of the Programmatic Agreement should be ready early February 2007 and available at the March 2007 Commission meeting. This needs to be complete in order for the transfer to take place. FMDC does not have statutory authority to transfer property to other entities such as GSA. FMDC only has authority to transfer property to the Commission.
  - Following are bullets of the Major Elements of the document:
    - Fulfills section 106 requirement of the National Historic Preservation Act.
    - Parties must agree and property ownership
    - Master Plan is used as a guide to the MSP redevelopment.
    - Several parties have been consulted such as: SHPO, Tribal, Advisory Council, Historic City of Jefferson, Eastside Neighborhood Association

- These parties expressed interest in seeing the document and offering comments
- Adverse affects on bidding and archaeology resources
- Public involvement through public routing and commentary
- Stipulations of mitigations of adverse efforts
  - Photos
  - Archaeological input
  - Substitutions of design and review of
  - GSA to backfill vacant space
  - Continue public meetings and commentary
  - Conformance for MSPR Master Plan, Design Guidelines and Development Standards
  - Methodology
  - Proposed schedule of project
  - Addresses for Commission Members
  - Signature Sheet
  - Appendices
    - Maps
    - NABS Numbers and Cultural Summary (#s being assigned)
- The target to get the document for review and approval is for the March 2007 meeting. A separate meeting may need to be called to discuss.
- Master Developer Selection Process – Charlie B. stated that he had hoped to have a draft to the Commission for review by the January meeting. The plan is now to have a draft for review by the February 28 meeting.
  - Development Consultant
    - Develop methodology for Developer Selection
    - Develop timeline for solicitation/selection of Developer(s)
      - General Project Information, Goals for the MSP Redevelopment, Master Plan, Design Guidelines, Development Standards and Proposal Evaluation Criteria
    - Assist MSP Redevelopment Commission with the solicitation process
    - Advise MSP Redevelopment Commission in the evaluation of proposals
    - Assist MSP Redevelopment Commission in the preparation and negotiation of development agreement(s)

- State Health Lab Update – A problem with the air balance in the new Health Lab facility is preventing occupancy of the building. The contractor is proceeding with repairs. The building should be online for occupancy by this summer. There is no definite date at this time for occupancy.
- Chestnut Street Reconstruction – The Chestnut Street project is complete except for grass planting. The area looks good. The next project of this type is the Cherry Street/Capitol Avenue project.
- The Expressway Project – The City of Jefferson has selected an engineer to proceed with the Lafayette Street project. The MoDOT environmental impact supports this area for the interchange. The project will be done in stages for public comment. Charlie B. invited the Commission members to participate in any of these ongoing meetings. Charlie attends these meetings and will keep the Commission informed of the progress.
- Work Session Update (County/City) – Charlie B. advised the Commission that MoDOT can only go so far in its endeavors on this project and then the city and county will pick up their parts. The progress of the project is dependant upon the design and the selection of the interchange. Nothing is confirmed at this time.
- MSP Forum Update
  - The MSP Forum application was developed as a communications tool for the Commission members and the Support Staff. At this time the application is not being used to maximize its potential.
  - As previously stated in this meeting, Dianne Beasley and Charlie Brzuchalski will follow-up on the possibility of e-mailing the users when items are posted to the forum.
- The CAMPO (Capitol Area Metropolitan Planning Organization) Meeting was held at 12:15 on January 24.
- Budget Items – The Governor’s State of the State Address is scheduled the evening of January 24 at 7 p.m. The Governor’s Recommendations will be shared during that time. Following the address, budget figures can be shared with the Commission. There are three major categories: Caretaking, CI (Capitol Improvements), Leasing Budget (HB13), that affect the MSP property. House Bill 13 involves several leased buildings that will be involved in the MSP project. More detailed information will be shared at the February meeting.
- Gene Bushmann asked the status of the negotiations with the City of Jefferson for the Surplus Property Building. Charlie B. stated that Dave Mosby would have more information. Dave had planned to be at this meeting, however, was called to the Capitol for hearings. Gene asked if the city was to provide a new location and the State would swap the location for

the EDP Building on McCarty. Charlie B. stated that this was indeed one of the proposals. More information will be shared at the February meeting.

- Financial Disclosure Statements –
  - Charlie B. advised the Commission Members that Financial Disclosure reports are due to the Ethics Commission by May 1, 2007. Penalties will apply if a report is not filed. Statutorily the Commissioners of the MSP Redevelopment Commission have authority to make binding decisions. Therefore, members are required to file an annual report.
  - Dianne Beasley asked that members advise her when reports are filed for tracking purposes.
    - Jim Wunderlich, Mark Schreiber, and John Sheehan have filed.

IV. Upcoming Agenda Items –Other Items:

- Final Review / Approval of Federal Courthouse Programmatic Agreement
- Review Master Developer RFQ Documents
- Budget Requests Submitted for FY08.

With no further business, the meeting was adjourned.

**Next Meeting:**       **February 28** from 1:00 p.m. to 4:00 p.m.  
Truman Building, Room 493/494  
Jefferson City, Missouri