

MISSOURI STATE PENITENTIARY REDEVELOPMENT COMMISSION
Final approved 6/27/07
MEETING MINUTES
Open Session
April 25, 2007

Call to Order: The MSP Redevelopment Commission meeting was called to order at 1:10 p.m. Vice Chairman Jim Wunderlich presided over the meeting.

Roll Call: The Following Commission members were present. Gene Bushman, Robert Meyer, Kathy Peerson, 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, Sarah Riddick.

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

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

- I. Approval of Minutes/Agenda
 - Changes were recommended to the minutes from January 24, 2007, (Open), February 28, 2007 (Open) were discussed and approved. Minutes were posted to the web forum prior to the meeting for review by members. Motion was made to approve the minutes with a few minor changes; all in favor. Minutes have been updated and the open meeting minutes have been posted on the MSP Redevelopment Commission website.

- II. Work Session (Open Meeting)
 - The Work Session Agenda was reviewed and discussed.

 - Project Concept
 - Consensus Planning Model – the planning process consisted of several pieces.
 - The Consensus Plan involved general points of agreement and included everything that was identified, pieces needed, represented areas of conformity from the eight (8) designs. This transpired in 2000.
 - Devised an entity that would become the mission.
 - These concepts were used to draft the legislation creating the Missouri State Penitentiary Redevelopment Commission.

 - The Task Force – worked with the State engineers, City of Jefferson and Cole County to discuss what would be involved in the task force.

- Identify Concepts, Values and Priorities
- The Charrette
- Develop Consensus Plan – define process, approach, methodology, components, data collection, architectural elements (one of the top 10 buildings with historical value)
 1. Of the buildings analyzed, MSP was one of the top 10 buildings
 2. The Task Force looked at how to incorporate this into the concept plan to capture the philosophy
- Funding was also discussed by the Task Force
- Identify Entity to pursue MSP Redevelopment
- Assess Economic Feasibility of Proposed Uses
- Develop Concept Plan

Jim Wunderlich asked if the Task Force was still in place. Charlie B. stated that the group is not in place in full form. The entities involved in the Task Force remain involved to get more information as needed.

Next Steps:

- Still trying to get a Consensus Plan deal into a Concept Plan.
- Market Analysis (based on 2002 data is over 2 years old)
 - Population and Changes
 - Government was the largest employer in the area
 - Office space needs projection was done on what to anticipate
 - Job growth in Cole County
 - Gene Bushmann asked if it would be possible to get the employment projections up to 2007. Charlie B. will follow-up. Gene clarified that the intent of this action is to see if the projections from 2002 still hold.
 - Charlie B. advised the Commission not to concentrate on the 1 Million sq. ft. for government space. The market will drive the need for space.
 - Gene Bushmann stated that this involves new thinking on the part of the Commission. The Commission needs to start a plan to approach the Legislature in conjunction with agencies occupying the space. If needed, the government will build the space. Think about how to request someone to come to Jefferson City to justify people to fill buildings. Charlie advised the Commission to not worry about who does the hiring.
- The plan envisions the use of a private developer. The legislature may approve less space than a private developer. Space done for private capital is done regardless of occupants. Current data is needed.
- John Sheehan stated that the Commission needs to try to make sure of historic data and trends. If 1 Million sq. ft. is not needed for

government space, how would the space be developed? Charlie B. stated that housing is different in Jefferson City now versus the time the plan was first discussed. The Business market is also different. The type of space available is different as well as the perspective and vision in Jefferson City. Adaptability was built into the Master Plan; just because the plan states 1 Million sq. ft. does not mean it has to be so.

- Legislation
 - Missouri State Penitentiary Redevelopment Commission clarification: John Kuebler has legal points to clarify with the Commission, but could not be here today.
 - Missouri State Penitentiary Redevelopment Commission was formed with HB 621. The legislation was signed on July 12, 2001. Charlie B. deferred to John Kuebler on how to interpret the Bylaws.
 - Member appointments for expired terms are in process.
 - SB 275 authorizes the transfer of property. The Office of Administration is operating under the belief that the State can transfer the property to the MSPRC and then can expend funds. The Commission is not like any other state agency because it is not part of the state. The Commission has to have means to purchase insurance if not part of the state. The question remains to clarify what kind of state agency the Commission is or is not, etc., and if not a state agency, what is the Commission? Charlie B. found verbiage in HB 58 regarding the powers of the Commission. There are also liability and bank issues. Charlie stated that the question remains a question for clarification by legal counsel for interpretation.
 - Gene Bushmann asked if the Highway Commission is required to purchase insurance. Charlie B. stated that they purchase general liability through a legal expense fund.
 - Gene Bushmann asked what MOPERM provides. Charlie B. stated that they provide general hazard insurance. Statute C 217, 217.907 for the Department of Corrections was referenced.
 - Gene Bushmann further stated that he does not ever see any property getting transferred to the Commission. Charlie B. stated that this does not negate authority and control. Gene Bushmann stated that the Commission is only making decisions on spending money for generalized policy and does not have the ability to prioritize the projects since the money belongs to the state and the state spends the money the way it wants.

- John Sheehan asked whether or not the Commission is a state agency and with that whether the Commission has limitations like state agencies and restraints by legislation.
- Gene Bushmann stated that the Commission wants to be in a position to make recommendations and suggestions for the MSP property. Charlie B. reiterated that the Commission has this ability. The state followed what the Commission asked to be done. Projects are underway; some are on hold.
- John Sheehan commented that the Commission wants to play an important role in the financial aspect and that the MSPRC wants to seek potential owners of the property, offer credits, etc. for the redevelopment of the property. Charlie B. stated that values may not be the same given the concept. However, the Commission is responsible to sell the project to developers and make sure the developers follow the Master Plan. The transfer methodology is still up in the air because the Commission does not have a mechanism in place to handle ownership, and the state is not able to transfer the property or money to the Commission until money from donations, fundraisers, etc. begin coming into the Commission.
- Gene Bushmann stated that when he first came on board as a Commissioner in 2006, plans were then being made to transfer the property to the Commission. It was stated at that time that the transfer would occur during the summer of 2006. Charlie B. stated that this timeframe was the intent. Gene Bushmann stated that even when the property is transferred, the Commission can't spend state funds. This question has been deferred to legal counsel. Charlie B. stated that the Commission has no finances to manage the property at this point unless the Commission seeks outside funding and the ability to generate its own money. All money available is through OA appropriations for projects. This will remain the case until the Commission can transfer the property to the developer and begin receiving money.
 - Liability and Banking Issues – HB 58
 - HB 58 points to statutes. A state agency for the purpose of MOPERM is a state entity. John Kuebler, legal counsel, will discuss this further at the next meeting.

When the Master Plan was developed, there were major component areas. The Task Force began developing the standards and guidelines to include tree lined streets, and parking in respect of the historic area.

- Funding – Appropriations allocated amounts (spreadsheet will be posted to the website with more detailed data)

- Caretaking and Maintenance – \$816,332
- FA and Master Plan Development - \$633,976
- Demolition for Federal Courthouse - \$1.4 M (majority unspent)
- Essential Repairs
- Redevelopment Projects
 - Lewis & Clark State Office Building – Built for \$20 M
 - State Public Health Laboratory – Built - \$32 M
 - City / County Sales Tax Funding - \$4 M
- Pending Budget Requests
 - MSPRC (2 year budget) - \$1.1 M
 - Surplus Property Relocation - \$5.1 M
 - There is a lot of interest in the relocation of Surplus Property. If the property is moved, there will be from \$2 M to \$3 M available for office construction.
- Establishment of the MSPRC
 - Transition from Task Force to MSPRC
 - Commission Governance Issues – By-Laws and Officers
 - Develop Master Plan
 - Develop Design Guidelines and Development Standards
 - Parcel plan
 - Central East Side Neighborhood Planning Study
 - Whitten Expressway Study
 - Impact of redevelopment plan
 - Pursue Redevelopment Projects
 - Federal Courthouse
 - Master Developer
 - Other Projects

Charlie B. stated that the new Headquarters building for the Department of Corrections will be 99,932 sq. ft. (Housing Unit #2) and the Economic Development, Office of State Courts Administrators, and Higher Education area is planned to be about 175,000 sq. ft. Both of these areas will be done by private developers. The State is not a developer. Private developers have ways of funding projects.

Gene Bushmann asked about the market value of the 11 acres. Charlie B. stated that an appraisal was done and came back valued at \$108,000. Jim Wunderlich asked what would happen if the State cuts the Surplus Property project. Charlie B. stated that scenarios are being discussed for office buildings located where Surplus Property is now located. Charlie B. stated that more information will be placed on the web forum for review. Questions can be posted on the web forum or mailed to the state for a response.

Charlie B. asked if there was anything that was not covered that anyone still has questions about. Jim Wunderlich advised that the Commission still needs answers on the following:

- Insurance

- Transfer of Property
- III. Status Update on Caretaking/Interim Uses Management of MSP –
- Appointment of MSPRC Historian
 - Charlie B. stated that Mark Schreiber's appointment to the Commission has expired. The City of Jefferson does not appoint Commissioners for more than two (2) terms. In order to retain the historical knowledge that Mark provides to the Commission, Charlie recommended that Mark be appointed as Historian for the MSPRC. Charlie asked if he should draft a resolution. Jim Wunderlich stated that he was for drafting this resolution. This issue will be discussed further at the next meeting. There is no salary involved with this position.
 - Gene Bushmann commented on the problem of maintaining a quorum for the Commission meetings. Charlie B. stated that until new members are appointed, this will continue to be a problem. Charlie further stated that until appointments are made, the current Commissioners are still authorized as Commissioners on the Commission. Gene Bushmann stated that he will not be able to attend the next meeting, which will create a quorum problem.
 - Training
 - DNR Haz-Mat, MU Fire School, and Highway Patrol are all planning on conducting training on the MSP property. These training sessions will be conducted prior to the demolition of the buildings.
 - Relocation of Maintenance & Security Staff, Carpool Parking and Equipment Storage
 - This will follow after the demolition is complete...
- IV. Review and Update on Redevelopment Project Status – Charlie Brzuchalski
- Federal Courthouse Project – Charlie Brzuchalski
 - Archeological and Photographic Documentation – this is on schedule.
 - Salvage of Historic Items and Features - The plan is to salvage all historical items. Items will be dismantled by a professional in order to preserve the historic value of the items.
 - Programmatic Agreement – the Programmatic Agreement packet is on the web forum for review by the Commissioners. The Programmatic Agreement deals with the preservation issue of the property and does not deal with the property transfer itself.
 - Gene Bushmann asked that some kind of memo be placed on the web forum regarding whether GSA will form any kind of misunderstanding when we buy into the parking structure. Charlie B. stated that there is no misunderstanding. A meeting is scheduled to discuss this specific issue. The need is to know how many

parking spaces are needed and have funding for these spaces. Then procedures will be reviewed to capture the rental money for these spaces. Conceptual plans on the Greenway Trail are being discussed to move these spaces to the Commission on Lafayette Street. There are three (3) major complaints to be dealt with on the contract transfer.

- Gene Bushmann stated that there needs to be an understanding about a parking structure. Charlie B. stated that the plan is for 485 spaces. Gene Bushmann does not want these spaces rented to the Commission. Charlie B. clarified that this is not the case. Someone else will build the parking structure and rent the spaces. Charlie B. further clarified that each agency has been identified and has operating money. The formula has to be assembled. The location of the spaces will be negotiated. Gene Bushmann asked for clarification that the street has all visitor parking. Charlie B. stated that this is where the parking is located but negotiations must be concluded.
- The Programmatic Agreement will be signed by everyone before the demolition of the building. When the final signatures are complete, a notice will be sent out to proceed with the demolition. Mark Schreiber asked for further clarification on the Programmatic Agreement. Charlie B. stated that this document is for historic preservation. The Master Plan design guidelines is used as the bar as part of the contract agreement.
- Demolition Project Status – The final review meeting is scheduled on April 25 with the consultant to get the bid out. Charlie B. stated that the timeline looks good.
- GSA Project Planning – Charlie B.
 - A representative of GSA will be available for the design kickoff meeting to discuss the goals for the building; e.g., whether it is to be a silver or platinum building. The Lewis and Clark Building is a Platinum building. A Leed kickoff meeting with the design group is planned to discuss Leed points, recaptured green trail, and a conceptual design stage on the fast track. This information will be available in a couple of months. Then construction can begin. This will take place on the heel of the demolition work.
- Missouri Naval Museum Proposal Update
 - Charlie B. stated that the letter of agreement to the Missouri Naval Museum has not yet been drafted for review by this

Commission, but he is working on it. The letter will be posted on the web forum discussion at the next meeting.

- Master Developer Selection Process
 - The review of the draft RFQ will be discussed further in closed session.
- FY 08 Budget Requests and Legislative Status
 - Wall stabilization will be considered in the next legislative package. A process will need to be developed.
- Requests to Visit MSP Property
 - CASPER – This group has requested access to the MSP property to stay overnight to research paranormal activity. This issue will not be taken to vote but discussed as an informational item so that the Commission is aware of the request.
 - This group also issued another request to be allowed to photograph all of the MSP area. This request was made to the Department of Corrections.
 - The Jefferson City Visitors Bureau is working on a tour proposal for the MSP property. They requested a photo shoot for advertisement purposes.
 - Another paranormal group is interested in doing a study of state offices. Information will be placed on the web forum requesting input from the Commissioners.

V. Pending Items from Previous Meetings – Charlie B.

- MSP Web Forum Updates (meeting minutes and agendas) – added per request of the Commission
 - Charlie B. stated that hopefully the Commissioners are visiting the web forum regularly to review the information placed on the site for the Commission's benefit. E-mails have been sent each time a new item has been placed on the site to notify the Commissioners that new information has been added.
 - Charlie asked if there was anything else that OA could do to make information more readily accessible.

EVENT - Mark Schreiber informed the Commission that the Missouri Department of Natural Resources State Parks is sponsoring an exhibit of the MSP on Saturday, May 19, from 11 a.m. to 2 p.m. at the Rozier Gallery. This MSP exhibit is slated to be placed in the Capitol Rotunda in December 2007. The event at the gallery also includes a barbeque. This should be a nice event. Mark stated that the Commission members are invited and hopes that everyone will attend.

VI. Upcoming Agenda Items

- Project Schedule / Timeline Review
- Commercial Banking Provider Selection Process
- Draft Policy for Photo and Video Production usage of MSP Property
- Recommendations for MSPRC Staff Position Descriptions
- Election of Officers

The minutes will be posted to the MSPRC web forum for review prior to the next meeting.

With no further business, the meeting was adjourned.

Next Meeting: **June 27 (May 23 meeting canceled)** from 1:00 p.m. to 4:00 p.m. at JCCC, Jefferson City, Missouri