CALL TO ORDER/ROLL CALL
Chair Tara Johnson called the meeting to order at 4:15 p.m.

PUBLIC COMMENT
There was no public comment.

REVIEW AND APPROVE MEETING MINUTES OF JANUARY 7, 2014
MOTION by Becker/Pedretti to approve the Administrative Center & Downtown Campus Study Committee meeting minutes of January 7, 2014. Motion carried unanimously.

CLOSED SESSION:
MOTION by Holtze/Hampson to go into closed session at 4:17 p.m. pursuant to Wis. Stat. s. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, TO WIT: Consider terms of making an offer to purchase Associated Bank Building and Property and terms of sale of the Administrative Center Building to Borton/360.

MOTION by Holtze/Becker to return to open session at 4:48 p.m. Motion carried unanimously. There was no action taken in closed session.

DISCUSSION AND CONSIDERATION OF ALL OPTIONS AND CONTINGENCIES FOR THE ADMINISTRATIVE CENTER AND RECOMMENDATION BY RIVER ARCHITECTS FOR RECOMMENDATION TO THE COUNTY BOARD
Val Schute and Chad Bloedel of River Architects discussed in detail the comparison of Scheme A (staying in the Administrative Center, and renovating it), Scheme D (Addition to Health & Human Services Building) or Scheme E (Relocate to Associated Bank).

A. REMODEL ADMINISTRATIVE CENTER – Scheme A
If this option was pursued, the timeline would be a more relaxed schedule, however, there would be multiple, temporary department moves. This schedule is showing a tentative completion date of June 2016.

B. REPLACE WITH ADDITION TO THE HEALTH & HUMAN SERVICES BUILDING – Scheme D
This option would involve an aggressive 21 month schedule and ties into the Borton/360 Offer to Purchase schedule, where the Administrative Center would need to be vacated by
2015 for student housing rentals. This would require absolute deadlines, but no temporary relocation of staff departments necessary.

C. MAKE AN OFFER TO PURCHASE AND REMODEL THE ASSOCIATED BANK BUILDING AT 605 STATE STREET AND PARKING LOT PROPERTY ON 230 7TH STREET NORTH, CONTINGENT UPON SALE OF A PORTION OF LOT C TO ASSOCIATED BANK – Scheme E

This option has a schedule that is achievable, but has many moving parts. It would require Scheme A to be in play, as well as Lot C, so there are multiple scenarios to consider. It is possible to build up on the Associated Bank Building, with a roof addition on the north part of the building. An addition could be done to the east side, and there is also an option of moving in the way it is, and building an addition onto HHS to house some of the County departments; this timeline would be September 2016. A critical part of this is the ability to do the visioning process on Lot C.

Parking Issues: The Administrative Center has 44 spaces surrounding it; Lot D-187 spaces; Lot C (LEC) – 285 spaces; Lot A - 130 spaces for a total of 646 spaces.

- **Scheme A:** Administrative Center - 44 spaces; Lot D-187 spaces; Lot C-100 spaces; Lot A-130 spaces. Total would be 461 spaces or a loss of 185 spaces.
- **Scheme D:** Administrative Center - 0; Lot D-131 spaces; Lot C-100 spaces; Lot A-130 spaces. Total spaces would be 361 or a loss of 285 spaces.
- **Scheme E:** Administrative Center - 0; Lot D-187 spaces; Lot C-100 spaces; Lot A-130; Associated Bank - 184 spaces. Total spaces would be 601 spaces or a loss of 45 spaces.

Cost Comparison:
River Architects distributed a cost comparison for all three schemes.

- **Scheme A:** 112,300 square feet; construction sub-total: $16,461,150; Estimated project cost = $23,998,855; Cost per sq. ft = $213.70; Parking cost: N/A; Parking change of -185 spaces.
- **Scheme D:** 85,000 square feet; construction sub-total: $15,415,000; Estimated project cost = $19,999,975; Cost per sq. ft = $235.29; Parking cost: N/A; Parking change of -285 spaces.
- **Scheme E:** 88,243 square feet; construction sub-total: $11,226,943; Estimated project cost = $18,752,083; Cost per sq. ft = $212.51; Parking cost: $600,000; Parking change of -45 spaces.

Decision matrix: Val Schute discussed the objective issues of cost, area, cost per square foot; parking cost and parking change. After a detailed analysis of all three schemes, River Architects is recommending Scheme E.

Subjective Issues: Subjective issues included: campus unity, staff productivity, life cycle cost, sustainability, continuity of services, accessibility, debt service, parking arrangement, tax base, future expansion, environmental quality, civic image and urban improvement. With a possibility of 3 points on each subjective issue, they rated Scheme A with 17 points; Scheme D 22 points; Scheme E 23 points.
Based on the above, it is the recommendation of River Architects to go with Scheme E. Supervisor Ebert suggested delaying a decision for 30-90 days. Administrator O’Malley reiterated that the timelines suggested in Scheme D or E are very aggressive and there is barely enough time to meet the extension of one year that Borton/360 is requesting. If the intention is to go with Scheme A, the timeline is not as significant. Corporation Counsel has done an excellent job in negotiating and getting the County protections with contingencies built in to the agreements. The deal with Borton/360 does include contingencies regarding the County closing with Associated Bank.

Discussion of various schemes by joint committee members. Supervisor Veenstra ceded the chair to Chair Johnson to comment on the proposal.

**MOTION** by Veenstra/Hampson to direct staff to draft a resolution authorizing the sale of the Administrative Center to STIZO (Borton/360) with contingencies negotiated by Corporation Counsel including an offer to purchase Associated Bank and its lots for the appraised value of $4.6 million. The resolution should also authorize the architects to start Phase II. It should be noted that the committees feel very strongly that the Administrative Center stay on the tax rolls, and starts once the entire process is done, and to expand on the number of years for as long as possible, with Supervisor Kruse indicating that 20 years be a minimum.

Administrative Center & Downtown Campus Study Committee: Ayes were Veenstra, Becker, Ebert, Geary, Hampson, Holtze; Nay: Pedretti: **Motion carried.**

Executive Committee: Ayes were Johnson, Veenstra, Hampson, Ebert, Burke, Kruse, Meyer, Plesha; Nay: Pedretti. **Motion carried.**

**TIMELINE OF NEXT STEPS TO CONSIDER DEVELOPMENT OF LOT C**

**A. HISTORY OF COUNTY OWNERSHIP OF LOT C** - Steve O’Malley distributed a memo from Finance Director Gary Ingvalson regarding the background history of Lot C. The old La Crosse County Courthouse was located on Lot C in the early 1900s. In late 1963 to early 1964, the courthouse was removed and sold to Montgomery Ward Company. When Wards ceased operations in La Crosse, the property was sold to State Street Partners, a local La Crosse Developer. After failed attempts by the developer to sell the property, it was sold back to La Crosse County in 1991.

**B. PUBLIC VISIONING AND VISUAL PREFERENCE PROCESS – RETAINING STANTEC CONSULTING SERVICES**

Steve discussed a detailed timeline and will be sending to committee members. It begins January 2014 to the eventual end in late 2017. He discussed identifying a public visioning process, as well as soliciting development proposals towards the end of the process.

Designing and building on Lot C: If all closings go as planned, Associated Bank would have 10 months to deal with their design bid and construction could start in April 2015. This would allow 12 months to construct their property and we would be in a position to deal with our situation. We would all close concurrently in May. We would close on the purchase of Associate Bank; lease a portion to Associated Bank;
design and bid the annex and renovations, working with River Architects, April 2015. In addition to this, design and bid out LEC for departments that will move over there. County will close on sale of Admin Center at the same time we close on the sale of Associate Property. The County leases the Admin Center back while this is going on.

We would vacate the building in Aug/Sept of 2015; STIZO would receive students in July/August 2017.

Chair Johnson’s intent is to recruit a task force of community members who would help in the visioning process of Lot C, so that it is accomplished with public input. It should also be noted that community leaders, and the City of La Crosse would also be involved in these processes, as far as long term planning and the visioning process.

**MOTION** by Johnson/Holtze to direct staff to write a resolution that would come back to the Administrative Center Study Committee to continue to contract with Stantec for an amount up to $45,000 to be the consultant on the visioning process and site assessment work, along with the Task Force. **Motion carried unanimously by the Administrative Center & Downtown Campus Study Committee.**

**MOTION** by Hampson/Pedretti that the Administrative Center & Downtown Campus Study Committee direct staff to write a resolution that would come back to the Administrative Center Study Committee to continue to contract with Stantec for an amount up to $45,000 to be the consultant on the visioning process and site assessment work, along with the Task Force. **Motion carried unanimously by the Executive Committee.**

**C. REQUEST FOR PROPOSAL FOR REDEVELOPMENT OF LOT C** – Steve O’Malley indicated that this is tied into a process that would lead to an RFP for Redevelopment of Lot C.

**FUTURE MEETINGS** – Special Joint meeting at 5:00 p.m. Thursday, January 16th.

**FUTURE AGENDA ITEMS**
- Tentative list of community members to be on Task Force of Visioning Group.

**ADJOURNMENT**

**MOTION** by Pedretti/Holtze to adjourn the meeting at 6:36 p.m. **Motion carried unanimously.**

Approved January 16, 2014, Terri Pavlic, Recorder