

**PROCEEDINGS OF THE BROWN COUNTY FACILITY MASTER PLAN**  
**SUBCOMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a meeting of the **Facility Master Plan Subcommittee** was held on Thursday, July 21, 2011 at 5:30 p.m. in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**Present:** Carole Andrews, Mike Fleck, Bill Clancy

**Excused:** Pat Wetzel

**Also Present:** Troy Streckenbach, Bill Dowell, Doug Marsh, Chuck Lamine

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1. **Call to Order.**

The meeting was called to order by Chair Andrews at 5:32 p.m.

2. **Approve/ Modify Agenda.**

**A motion was made by Supervisor Clancy, seconded by Supervisor Fleck to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

3. **Approve/Modify Minutes of June 16, 2011.**

**A motion was made by Supervisor Clancy, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

4. **Comments from the Public.**

No public present.

5. **Update on former Mental Health Center building.**

Planning Director Chuck Lamine stated that a group from Milwaukee had recently toured the mental health center. This group has a track record of success in creating the type of veterans' housing development that had been discussed previously. Lamine stated the group appeared to be quite interested in the area and the services they could provide. They work with a development group to put together the finance package and the tax credit structure that enables investors to participate in this type of venture. Lamine indicated that he had not received a formal letter of interest yet, but discussions are ongoing and he felt that although it may take a little bit of time, there was a sincere interest in the property and he felt that of all the groups they have talked to over the last year, this most-recent group is the most promising. Dowell pointed out the fact that they came as a group to see the facility and brought architects, a contractor and developers as well as the non-profit side was a good sign.

Andrews asked if they were adverse to the idea of temporary housing for people being seen at the VA Clinic. Lamine felt they were going to evaluate programs to see how they fit and felt the VA Clinic would be a very important element because services are available for treatment within close proximity. Andrews and Clancy both felt that if this panned out, a lot of what our Veterans Office does could be moved to the MHC to make it more of a one stop location and Lamine stated he felt there was a lot of interest in that concept.

Lamine went on to state that one of the things they talked about was that it would be possible to include demolition costs for either the whole building or a portion of the building in the cost of the project. The positive side of this would be the tax credits that they can sell to investors.

Clancy questioned if this would be a tax free public building and Lamine stated that his impression was that it would be owned by private developers who would lease it to the non-profit agencies and therefore would be tax assessed. Streckenbach stated that ideally they would like to see the property back on the tax roll to generate a tax base but he felt we should also be open to other options.

Dowell indicated that the property had been appraised earlier in the year at \$485,000. He also stated that they provided the architect who came with the group with some very detailed specs and they came in at about 1.5 million for demolition. Andrews stated that if the building was to be demolished, the RFP process would be followed and bidders would have to submit very detailed proposals. Dowell agreed and stated that his department is currently getting ready to develop specs in this regard. Dowell also stated that there are several other things that need to be done including auctioning off the existing furniture and other items in the building. They have had several auctioneers look at the items and one of them felt he could make an auction work. Dowell has decided to hold the auction at the fairgrounds as there are large exhibit buildings for use in displaying the items and Dowell felt that mid-September would be the best time to hold an auction. There are also some items that will be auctioned off at govdeals.com.

**Motion made by Supervisor Clancy, seconded by Supervisor Fleck to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

6. **Update on Sheriff's Office building.**

Dowell stated that the Sheriff's Department has now been moved into the new facility. There were several minor issues with the cooling in the Sheriff's office, but these have been resolved.

Dowell also indicated that he thought the move was very successful. They had originally received an estimate of \$60,000 - \$70,000 for the move, and Dowell stated that if this move would have been contracted out he felt it would have cost approximately \$25,000. They decided to rent U-Hauls and got a list of movers and hired some of them who moved the equipment. The total for the truck rental and movers was approximately \$3,700 for the five days of the move.

The move was handled over a Wednesday, Thursday and Friday and Dowell did a walk-through on Friday and a lot of things were still boxed up, but the staff was in the process of unpacking and getting settled. The project came in under budget and all \$37,000 in contingencies had been used. Dowell also noted that Jeff Oudeans did an outstanding job in keeping the costs of this project under control as well as keeping the project moving.

**Motion made by Supervisor Fleck, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

7. **Report of the Facilities Director.**

Facilities Director Bill Dowell stated that the Drug Task Force is now in the process of moving into the area that the Sheriff's Department investigative unit vacated. This has been in the

planning for a number of months and the details are being worked out. He does not have a specific move date but did indicate that it would be very soon. Following that, there will be a DA expansion project in the Law Enforcement Center and Corporation Counsel is also looking at space in that building.

Streckenbach added that the Medical Examiner may move from the Law Enforcement Center into the Northern Building next to the Register of Deeds and both Cathy Williquette and Al Klimek felt this would make good sense. To facilitate this, the County Board office could move downstairs to the old Veterans office and the Medical Examiner's office could then move to the Board space adjacent to the Register of Deeds.

Dowell reported on one other issue and that was a repair of the ice making system at the arena that needs to be taken care of as soon as possible. He stated that it is somewhat urgent as this will need to be completed by September. The normal procedure would be to bid the project and then take it to Ed and Rec for approval and then on to the County Board, but he felt that there is not enough time to follow this procedure and still have the repair completed by early September. The process in an urgent situation like this is to go to the Chair of the committee and then to the Chair of the Board. This is a \$50,000 repair and they have already received one proposal, but they will go out and bid it hopefully award a contract soon. Dowell stated that he does realize there are some concerns about undertaking repairs at the arena but stated that this is required to keep the operations going.

**Motion made by Supervisor Clancy, seconded by Supervisor Fleck to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

8. **Such other matters as authorized by law.**

None.

**Motion made by Supervisor Clancy, seconded by Supervisor Fleck to adjourn at 6:14 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein  
Recording Secretary