

## AGENDA

### LONG-RANGE FACILITIES ADVISORY COMMITTEE MEETING

Monona City Hall – Conference Room

5211 Schluter Road, Monona, WI

THURSDAY, MAY 3, 2018

6:00 P.M.

- A. Call to Order.
- B. Roll Call and Introductions.
- C. Appearances.
- D. Approval of Minutes – March 22, 2018
- E. Unfinished Business.
  - a. Review Updated Space Needs
- F. New Business.
  - a. Tour of Community / Senior Center
  - b. Generate List of Options to Be Explored
- G. Action Items.
- H. Next Meeting Date.
- I. Adjournment.

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POSTED April 27, 2018 on the City Hall, Library, and Community Center bulletin boards and on the City of Monona's website mymonona.com.

LONG-RANGE FACILITIES ADVISORY COMMITTEE MEETING MINUTES  
March 22, 2018

The meeting was called to order by Mayor O'Connor at 6:03 PM.

Present: Mayor Mary O'Connor, Chair; Alder Brian Holmquist; Alder Nancy Moore; Dan Eklof; Robb Kahl; Josh Peterson; Kathy Thomas; Kellie Unke; and Brad Keil

Excused: Connie Miley

Also Present: City Administrator April Little, Sergeant Jeremy Winge and Matt Wolfert, Bray Architects.

Appearances. There were no appearances.

Overview of Committee: Goals, Expected Outcome, and Timeline

Goal of the process is to create a master plan to meet current and future needs, whether new construction or remodeling. It will be a long cycle - at least 10 years. There are situations in current buildings that are in serious need of attention in the meantime. The schedule for this planning process was distributed. This is an advisory committee to the City Council.

Unfinished Business. (None)

New Business.

Presentation of 2012 Space Utilization and Facilities Study – Matt Wolfert: Phase 1 of this process was evaluating needs of all departments except public works and library. Looked at facilities with engineers and architects; the final phase was an analysis of options. The sites were split into A (city hall) and B (community center). Police and fire have the biggest discrepancy in square footage. An ADA and systems review were also performed. Site C was an undefined parcel.

- Option 1 is relocating fire department and expanding the community center on the existing site; Police expands into current site. We will look at efficiencies of combining departments. We will consider a master plan, which would most likely be phased.
- Option 2 is building a new public safety building on Monona Drive; expanded community center on site; and city administration and senior center go together. This is not the most viable solution.
- Option 3 looked at idling the current building and relocating all of city hall to Monona Drive. It was felt that would result in a site that was too small. Parks/seniors would stay on site.
- Option 4 is idling city hall; parks/recreation is a new building on same site. Other departments to new site (undefined).
- Option 5 is idling city hall; separate public safety; expanding other departments on community center site including administration. Recommended phased option 5 at the time. Costs \$12 ½ - 19 million at that time, phased implementation. Assume about 4 percent inflation per year; FoxConn could impact construction costs in the shorter term. Why Monona Drive? Eklof explained Fire/EMS needs to be mile and a half from anywhere in the city; Madison station locations do not impact response times (it just helps mutual aid).

Review Updated Space Needs – This document has been updated since 2012. It gives the rough size of the rooms and quantities of rooms. Grossing factors are included for corridors and mechanicals. It shows proposed conceptual spaces (not current). Economics, population and demographics, socio-economic factors are all drivers of the need.

A tour of Police Department, Fire/EMS, and City Hall was conducted.

Action Items. Next agenda - needs verification and ideas for solutions; tour of community and senior center. Two to 10 scenarios will be explored.

Next Meeting Date. Thursday, May 3 at 6 PM.

Adjournment. Keil made a motion to adjourn; Seconded by Kahl. Motion carried. Meeting adjourned at 8:14 PM.

*By April Little, City Administrator*

DRAFT