

TERM OF COMMISSION: August Session of the August Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Linda Vogt
Deputy County Clerk Melanie Stapleton

The meeting was called to order by the Presiding Commissioner at 9:30am.

Subject: Public Hearing on Jail Sales Tax

Commissioner Stamper stated that this meeting would include reports and a public hearing on the capital improvements for the Courthouse and the Boone County Jail.

Commissioner Stamper stated that all elected officials met yesterday in the Commission Chambers for a work session to discuss the issue. He stated that concern was expressed during the meeting about whether or not the package (amount of sales tax) as proposed would be comprehensive enough to address law enforcement needs. He stated that consensus was reached that the law enforcement aspect of the jail sales tax package warranted further study. He stated that there was also agreement that the results of the County-wide staffing study should be on hand to help determine law enforcement needs.

Commissioner Stamper stated that the decision was reached then to forego a ballot issue for the November General Election and rather investigate the issue further and review the information in order to prepare a ballot question for February or April of 2001.

Commissioner Stamper stated however that there would still be presentations given by two architectural firms (Nick Peckham of Peckham & Wright Architects, Inc. and Steve Davis of Schenkel Schultz Architecture) and a public hearing.

The following written reports were submitted on behalf of the two firms. The statements given by Steve Davis and Nick Peckham can be found at the end of the reports.

**Boone County Government
Space Needs Study
Circuit Court Master Plan**



**BOONE COUNTY COMMISSION
801 E. WALNUT
COLUMBIA, MISSOURI 65201**

PREPARED BY

PECKHAM& WRIGHT ARCHITECTS, INC.
15 S. 10TH STREET
COLUMBIA, MISSOURI 65201
T: (573) 449-2683 F: (573) 442-6213
www.pwarchitects.com pwa@pwarchitects.com
WITH
CHERRY STREET DESIGN
700 CHERRY STREET
COLUMBIA, MISSOURI 65201

DATE
May 12, 2000

INTRODUCTION

Objectives and Purpose of the Study

This report is a two-phase long-range space needs evaluation and recommendation for Boone County Government offices.

The first phase, a space needs study report, is an estimated projection of the growth of Boone County Government offices for the next two, five, and ten years. The report includes the following two objectives:

1. Development of preliminary work space standards defining allowable ranges of assignable work space in square feet.
2. Determination of a schedule of anticipated growth on a departmental basis including provisions for future expansion and flexibility.

The second phase is a schematic evaluation for providing additional work space by reallocation of space needs, construction of new space, and/or renovation of existing space. Phase two of the study will include estimates of probable construction costs for the various alternatives.

Information Included in the Study

Each department is outlined on an individual page providing a summary of the existing space and future space needs.

Growth projections are estimated using of the following information:

- Current staff and future staff projections
- Current and future furniture, fixtures, equipment and storage (FFES) needs
- Reorganization of existing departments into different functions or greater efficiency in operations

This information was gathered through the following methods:

- Data collection questionnaires approved by the Commission
- Interviews with designated department contacts
- Field observations of current use of existing facilities

After staff and FFES needs are documented, space planning methods are used to estimate growth for each year of study (two, five, and ten years). These space planning methods utilize industry standards and architectural programming guidelines to establish net square foot requirements for:

- | | |
|----------------------|----------------------------|
| • Employee functions | FFES needs |
| • Ergonomic data | Consumer (public) contact |
| • Employee hierarchy | Other special requirements |

Net square foot requirements are the actual space required without increases due to circulation, partitions, and other ancillary uses such as mechanical and electrical chases and rooms.

The actual future space required is calculated as a Gross Square Foot Needs Summary for a ten-year projection. Gross space requirements are the net space requirements plus an additional 15 percent increase for circulation, partitions, ancillary spaces, and future growth and flexibility allowances. Total gross space requirements include documentation of the percentage increase from current space occupancy.

Notes are used to clarify needs and requirements of an area that cannot be evaluated by increases in staff or FFES alone. At the end of this report, a summary of the gross space needs are provided for comparison.

Summary of Boone County Government Facilities

The entire Boone County Government office structure is divided into two main functions: Administration and

Boone County Government Center

801 East Walnut

Departments:

- | | |
|---|-------------------------------|
| <i>Commission</i> | <i>Information Technology</i> |
| <i>Assessor</i> | <i>Collector Treasurer</i> |
| <i>Planning and Building Inspection</i> | <i>Recorder Common</i> |
| <i>Clerk</i> | <i>Areas</i> |
| <i>Auditor</i> | |

Summary: The Government Center is the main building for most of the Administration functions.

Boone County Courthouse

705 East Walnut

Departments:

- | | |
|-----------------------------|----------------------------|
| <i>Public Administrator</i> | <i>Technology Services</i> |
| <i>Prosecutor</i> | <i>Juvenile Court</i> |
| <i>Court Services</i> | <i>Courts and Commons</i> |
| <i>Probate</i> | <i>Judges</i> |
| <i>Circuit Clerk</i> | |
| <i>Court Security</i> | |

Summary: The Courthouse is the main building for most of the Circuit Court functions.

Johnson Building

601 East Walnut

Departments:

- | | |
|-------------------------------|-------------------------------|
| <i>Facilities Maintenance</i> | <i>Human Resources</i> |
| <i>Purchasing</i> | <i>Clerk's Office Storage</i> |

Summary: The Johnson Building is used for overflow offices and storage for departments connected to the Government Center.

Public Works

5551 Highway 63 South

Departments:

Public Works Summary: The Public Works Building is used for the specialized function of transportation needs of Boone County Government.

Prosecutor's Office

22 North Eighth Street

(partial occupancy)

Departments:

Prosecutor Summary: The partial occupancy of the building is used for overflow offices and storage connected to the Circuit Court.

Common areas are spaces that are shared by all departments and the general public in some cases.

Cost Estimation Methods

Methods used for the opinion of probable construction costs include use of industry standard cost guidelines, interviews with local building contractors on similar facilities. Cherry Street Design, an interior design consultant, provided information for furniture and workstation costs.

**CIRCUIT COURT
Public Administrator**

Department Summary

Director/Contact: Connie Hendren, Public Administrator Current Location: Courthouse 705 E Walnut
Summary: *The Public Administrator is the be ex officio public guardian and conservator in and for the public.*

Staff Summary and Growth Projection

Current: Public Administrator, Deputy Public Administrator, Accounting Clerk 2
Year Additions: Deputy Public Administrator 5 Year Additions: Accounting Clerk 10
Year Additions: None Remarks: None

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need additional workstation/desk for future staff. Need double the storage space in year 10.

Total Net Space Needs Summary and Growth Projection

Current: 525 sf 2 Year: 725 sf 5 Year: 825 sf
10 Year 925 sf Remarks: Storage space added
in year 10.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

1075 sf (105% increase)

Notes

• Access to Probate Court and security concerns are important

Prosecutor

Department Summary

Director/Contact: Kevin Crane, County Prosecutor/Bonnie Adkins, Office Administrator Current Location: Courthouse 705 E Walnut & 22 N 8th Summary: *The Boone County Prosecuting Attorney is responsible for the enforcement of state criminal law and child support enforcement within the borders of this county. The office consists of attorneys, investigators, a victim response unit, a child support unit, a bad check unit and a delinquent tax unit together with clerical staff*

Staff Summary and Growth Projection

Current: Prosecuting Attorney, 9 Assistant Prosecuting Attorneys, Office Administrator, Chief Investigator, Investigator, Witness Location Investigator, Victim Specialist, Victim Assistant, Witness Coordinator, Criminal Clerk/Legal Secretary, 3 Legal Secretaries, Traffic Secretary, Legal Clerk, File Clerk, Receptionist, Legal Secretary, Check Coordinator, Check Collector, Supervisor, Family Support Attorney, Clerk, 3 Technicians, Family Support Administrative Assistant. 2 Year Additions: Investigator, Victim Response 5 Year Additions: 2 Assistant Prosecutors, 2 Legal Secretaries, Investigator, 2 Victim Response, Bad Check Staff, Family Support Technician, Family Support Clerk 10 Year Additions: 3 Assistant Prosecutors, 2 Legal Secretaries, Investigator, 2 Victim Response, Attorney, Family Support Technician Remarks: None

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need one large file room. Need extra workspace and furniture for future staff and conference

Total Net Space Needs Summary and Growth Projection

Current: 8075 sf (Courthouse) 900 sf (22 N 8th 2 Year: 9275 sf 5 Year: 11150 sf 10 Year: 12600 sf Remarks: Conference and Waiting added to IVD in year 5.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

14500 Sf (62% increase)

Notes

- Need more secure space for evidence
- Need larger area for Witness Coordinator to receive witness/victim
- Need scanning station
- IVD/Family Support is currently separated and located at 22 N 81h
- IVD needs open reception area and area for genetic testing
- IVD needs conference area

Court Services

Department Summary

Director/Contact: Darrell Martin, Court Services Supervisor

Current Location: Courthouse 705 E Walnut

Summary: *This area provides scheduling and miscellaneous support for the Circuit Court.*

Staff Summary and Growth Projection

Current: Court Services Supervisor, 3 Court Services Officer, Drug Court Coordinator, 2 Secretaries

2 Year Additions: Court Services Officer, Secretary

5 Year Additions: None

10 Year Additions: Court Services Officer

Remarks: None

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need storage space for reference materials. Need additional workspace for future staff.

Total Net Space Needs Summary and Growth Projection

Current: 1250 sf 2 Year: 1400 sf 5 Year: 2000 sf 10 Year: 2000 sf

Remarks: Storage room and interview rooms added in year 5.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

2300 Sf (84% increase)

Notes

Need to relocate files in hallway into storage room

Need room for video and regular interviews

Need break room

Probate

Department Summary

Director/Contact: Bev Steelman, Probate Clerk Current Location: Courthouse 705 E Walnut Summary: *In general, the function and purpose of the Probate Court is to hear and administer estates, trusts, and guardianships of incompetents and minors; issue marriage licenses and delayed and corrected birth certificates; hear adoption proceedings, minor settlement cases, and civil commitment proceedings.*

Staff Summary and Growth Projection

Current: Probate Clerk, 3 Deputy Probate Clerks. 2
Year Additions: Deputy Probate Clerk 5 Year
Additions: None 10 Year Additions: None Remarks:
None

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need additional office for future staff. Need additional storage and coat storage.

Total Net Space Needs Summary and Growth Projection Current: 1050 sf 2 Year: 1175 sf 5 Year: 1375 sf 10 Year: 1475 sf Remarks: Storage and break area added in year 5. Modified reception area added in year 10.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

1700 sf (62% increase)

Notes

See notes under Circuit Clerk
Need public access and reception area
Need break area

Circuit Clerk

Department Summary

Director/Contact: Cheryl Whitmarsh, Circuit Clerk Current Location: Courthouse 705 E Walnut Summary: *The Office of the Clerk of the Circuit Court is responsible for maintaining a record of a// traffic, civil, and criminal cases filed and heard in Boone County. On a daily basis, the office interacts with the public and attorneys performing several functions including collection and disbursement of traffic and criminal fines, civil fees and child support. Office staff are also responsible for recording filed documents and attending court for the purposes of maintaining a record of all proceedings.*

Staff Summary and Growth Projection

Current: 8 Court Clerks (Civil), 9.5 Court Clerks (Criminal), 8.5 Clerks (Family Court), Accounting Supervisor, 6 Court Clerks (Accounting). 2 Year Additions: 2 Court Clerks 5 Year Additions: 2 Court Clerks 10 Year Additions: 5 Court Clerks, Unit Manager Remarks:

Furniture, Fixtures, Equipment, and Storage Summary

Summary: Need additional workstation s/desks for future staff. Need additional file space, coat closet, and supply area. Consider separate break area.

Total Net Space Needs Summary and Growth Projection

Current: 7450 sf 2 Year 7630 sf 5 Year: 8000 sf 10 Year: 8550 sf Remarks: Storage needs added in year 5.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

9825 Sf (32% increase)

Notes

- Need conference room with computers for temporary and special project staff
- Separate microfilm area
- Centralize family court clerks in one area
- Need public-access, secure drop off for accounting/traffic area
- Change frontline clerks to full workstations

Court Marshall

Department Summary

Director/Contact: Jack Wonneman, Court Marshall Current Location". Courthouse 705 E Walnut
Summary: The Marshall's office *provides the required and necessary safety for the Circuit Court operations and the general public. The area includes the security vestibule in the main lobby. The area also includes the holding areas for prisoners and vehicles carrying prisoners and office space for employees.*

Staff Summary and Growth Projection

Current: Marshall, 8 Deputy Marshalls, Court Security Aide 2
Year Additions: None 5 Year Additions: Deputy Marshall 10
Year Additions: Deputy Marshall Remarks: None

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need additional storage space. Need to reorganize space to provide better circulation. Need additional workspace for future staff additions.

Total Net Space Needs Summary and Growth Projection

Current: 2275 sf 2
Year: 2275 sf 5
Year: 2375 sf 10
Year: 2475 sf
Remarks:

Total Gross Space Needs Summary - 10 Year (Net + 15%)

2850 sf (15% increase)

Notes

Need to move booking area to new location
Need CCTV in all courtrooms and jury rooms

Technology Services

Department Summary

Director/Contact: Melody Garnett, Technology Services Supervisor Current Location: Courthouse 705 E Walnut Summary: *Technology Services provides the technological infrastructure to operate and assist with the functions of the Circuit Court.*

Staff Summary and Growth Projection

Current: Supervisor, Computer Systems Specialist, Computer Information/Training Specialist, Night Operator (part time). 2 Year Additions: Night Operator (full time) 5 Year Additions: None 10 Year Additions: Computer I Information/Training Specialist Remarks: Night Operator changes to full time in year 2.

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need larger area for reference material.

Total Net Space Needs Summary and Growth Projection

Current: 2125 sf
2 Year: 2225 sf
5 Year: 2650 sf
10 Year: 2750 sf
Remarks: Larger training area and separation of offices added in 5th year.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

3175 Sf (44% increase)

Notes

- Need to define a specific area for storage of spare equipment and items to be disposed
- Need larger training area and separation from offices and training
- Storage area needs better accessibility and clearance for carts
- Need better separation of computer area from offices and training

Juvenile

Department Summary

Director/Contact: Lisa Smith, Juvenile Court Services Supervisor Current Location: Courthouse 705 E Walnut Summary: *The Juvenile Court is the authority charged with the disposition of legal actions involving children.*

Staff Summary and Growth Projection

Current: Juvenile Officer, Chief Deputy Juvenile Officer, 2 Legal Counsel, 13 Deputy Juvenile Officers, 4.5 Clerical, Victim Advocate, DMH Liaison, BCGH Liaison, 3.5 Program Assistants, 3 Family Therapists. 2 Year Additions: Legal Counsel, Deputy Juvenile Officer, Clerical, DMH Liaison (part time), Program Assistant (part time). 5 Year Additions: Deputy Juvenile Officer, DMH Liaison, Family Therapist 10 Year Additions: Legal Counsel, 2 Deputy Juvenile Officers, Clerical, Program Assistant Remarks: 2nd year Clerical and DMH Liaison changes to full time in year 5. Program Assistant in year 2 changes to full time in year 10.

Furniture, Fixtures, Equipment, and Storage Summary

Summary: Need additional storage for file cabinets. Need additional storage for supplies and records. Need additional library and shelf space. Need additional workstations for future staff increases.

Total Net Space Needs Summary and Growth Projection

Current: 5700 sf 2 Year: 6800 sf 5 Year: 7075 sf 10 Year: 7525 sf Remarks: Bulk storage and vending area added to year 2.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

8650 Sf (52% increase)

Notes

- Need to relocate file cabinets in some areas
 - Vending, coffee and snacks need to be relocated into another area
- Hide exposed wiring
Need larger waiting area and seating area for visitors
More secure work areas and interview rooms

Courts and Commons

Department Summary

Director/Contact: Bob Perry, Court Administrator Current Location: Courthouse 705 E Walnut Summary: *The common areas include the courtrooms, lobbies, atrium, jury rooms, common conference and work rooms, toilets, mechanical and electrical rooms, general circulation, and other accessory spaces available to multiple departments or the general public.*

Common Space Summary and Growth Projection

2 Year Additions: Jury Assembly (enlarged) 5 Year Additions: 2 Courtrooms with Vestibules, 2 Jury Deliberation Rooms 10 Year Additions: Additional Toilet Facilities Remarks: One large and one smaller courtroom is needed.

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need CCTV in courtrooms and hearing rooms. Need CCTV around building exterior and exits. Perimeter security and alarms needed at perimeters and other areas

Total Net Space Needs Summary and Growth Projection

Current: 41750 sf
2 Year: 41950 sf
5 Year: 45800 sf
10 Year 46000 sf
Remarks: None

Total Gross Space Needs Summary - 10 Year (Net + 15%)

52900 Sf (27% increase)

Notes

New Courtrooms should be state-of-the-art and based on the NJC model courtroom
Courtrooms should be adjacent to Judge's areas and Common areas
Need greater sound control in all areas

Judges

Department Summary

Director/Contact: Bob Perry, Court Administrator Current Location: Courthouse 705 E Walnut Summary: *Judges serve the public in exercising jurisdiction and are charged with the responsibility of adjudicating all felony offenses, all domestic relations matters, civil litigation, such as personal and property damage suits, probate matters, property actions, mental illness hearings, processing of all juveniles referred to the court, and other actions where citizens may seek judicial relief*

Staff Summary and Growth Projection

Current: 3 Circuit Judges, 3 Associate Circuit Judges, 2 Commissioners, 3 Court Reporters, 4 Secretaries, 1 Court Administrator, 1 Legal Counsel, 1 Visiting Judge. 2 Year Additions: 2 Visiting Associate Circuit Judges, Secretary, Jury Commission Clerk 5 Year Additions: None 10 Year Additions: Circuit Judge, Court Reporter, Secretary Remarks:

Furniture, Fixtures, Equipment, and Storage Needs

Summary: Need additional desks/workstations for increase in additional staff. Court reporters need 36 sf of on-site storage and 150 cf of note storage.

Total Net Space Needs Summary and Growth Projection

Current: 6225 sf 2 Year: 7350 sf 5 Year: 8200 sf 10 Year: 8700 sf Remarks: Storage added in year 2. Conference Room added in 5th year. Restroom added in 10th year.

Total Gross Space Needs Summary - 10 Year (Net + 15%)

10000 Sf (61 % increase)

Notes

- Need additional conference room space for 24 people
- Need increase in staff restroom accommodations

SPACE NEEDS SUMMARY

Circuit Court

Department	Current	2 Year	5 Year		10 Year
Public Administrator	525	725	825		1075
Prosecutor	8975	9275	11150		14500
Court Services	1250	1400	2000		2300
Probate	1050	1175	1375		1700
Circuit Clerk	7450	7630	8000		9825
Court Security	2275	2275	2375		2850
Technology Services	2125	2225	2650		3175
Juvenile	5700	6800	7075		8650
Courts and Commons	41750	41950	45800		52900
Judges	6225	7350	8200		10000
Total Circuit Court	77325	80805	89450	93000	106975
					38% increase

OPINION OF PROBABLE PROJECT COSTS

Circuit Court

Courthouse and Courthouse Addition

Renovation of Existing 78000 sf Additional Square Foot	Low Range	Suggested Budget	High Range
	1,950,000	3,150,000	3,900,000
	2,950,000	3,200,000	3,687,500
Total Probable Building Construction Cost		\$6,350,000	
Architect/Engineering Fees		635,000	
Construction Management		254,000	
Advertising		1,000	
Contingency		317,500	
Furniture, Fixtures, Equipment		207,500	
Total Probable Project Costs		\$7,765,000.00	

Boone County Circuit Court

Department

Total Space Needs Summary by Year

	Current	2 Year	5 Year	10 Year	20 Year (es)
Public Administrator	525	725	825	1075	2
Prosecutor	8975	9275	11150	14500	23
Court Services	1250	1400	2000	2300	4
Probate	1050	1175	1375	1700	2
Circuit Clerk	7450	7630	8000	9825	12
Court Security	2275	2275	2375	2850	3
Technology Services	2125	2225	2650	3175	4
Penitentiary	5700	6800	7075	8650	13
Courts and Commons	41750	41950	45800	52900	67
Buildings	6225	7350	8200	10000	16
Total	77325	80805	89450	106975	1499

Department

Total Space Needs Increase by Year

	Current	2 Year	5 Year	10 Year	20 Year (es)
Public Administrator	525	200	100	250	1
Prosecutor	8975	300	1875	3350	9
Court Services	1250	150	600	300	1
Probate	1050	125	200	325	1
Circuit Clerk	7450	180	370	1825	3
Court Security	2275	0	100	475	
Technology Services	2125	100	425	525	1
Penitentiary	5700	1100	275	1575	4
Courts and Commons	41750	200	3850	7100	14
Buildings	6225	1125	850	1800	6
Total	77325	955	3145	6050	162

of report submitted by: Peckham and Wright Architects, Inc.



Phase II Jail Expansion

Boone County Missouri-Phase II Project Schedule

Phase II-	Inventory actual use of existing spaces	<u>April 1999</u>
	Team meeting with Public Defender, Prosecutor, Court Administrator and Probation & Parole	<u>27 April 1999</u>
	Prepare Options – Review	<u>June 1999</u>
	Present Final Options for County	<u>July 1999</u>

Out of County Inmate Housing Statistics - for last year			
<u>Month/Year</u>	<u>Average</u>	<u>High</u>	<u>Low</u>
April '98	54	66	44
May '98	40	50	31
June '98	40	49	35
July '98	33	45	22
August '98	39	61	25
September '98	48	62	38
October '98	67	80	51
November '98	64	77	54
December '98	52	59	39
January '99	56	69	44
February '99	58	65	43
March '99	63	72	58
April '99	53	63	48
Thru May 20 th	50	56	48

PROJECT: Boone County Jail – Phase II Expansion

PROJECT ESTIMATE: 8/17/00

New Housing Pod	\$140 \$150	24,675	\$3,454,500 \$3,701,250	
Secure Corridor	\$70	865	\$60,550	
Housing Pod Bsmnt.	\$80	15,880	\$1,270,400	
Program Building	\$105	1980	\$207,900	
"B" Pod Remodel			\$66,000	
"A" Pod Remodel	\$90	17000	\$2,070,000	
New Sheriffs Building	\$90	24000	\$2,160,000	12,000 fin. 1 st floor; 6,000 fin bsmnt/6,000 unfinished bsmnt
Fencing			\$155,000	850 LF "First Defence" @ \$1 00/1-F 1,200 LF 12'H. sec. Fence @ \$60/LF
Fire Alarm and CCTV			\$75,000	
Security Electronics for new addition			\$350,000	Would include changing out existing Square "D" system to Modecon with ethernet. (\$240K to stay with Square "D")
Upgrade UPS in B & C pods			\$38,500	
Misc.			\$60,000	Insul. Ductwork A, B & C pods; Topsoil & tree relocation
Upgrade Fire Alarm - Existing and New			\$93,500	
Energy Rec. Wheel for A, B & C pods			\$250,000	
Parking (\$1000/car)			\$114,000	
Fiber Optics			\$44,000	(Incl. 4 stations at jail and 4 at courthouse)
Testing			\$10,000	
Hot water circulation loop for 'B' & 'C'			\$25,000	

Sub Total (1)			\$10,504,350	
Sub Total (2)			\$10,690,550	
A/E Fees - 7.5% (1)			\$772,826	
A/E Fees - 7.5% (2)			\$784,335	
Sub Total (1)			\$11,277,176	
Sub Total (2)			\$11,474,885	
Contingency 10% (1)			\$1,107,718	
Contingency 10% (2)			\$1,124,214	
FF&E			\$300,000	
TOTAL			\$12,684,894	
			\$12,899,099	

End of report submitted by:

Schenkel Schultz Architecture

Comments given by Steve Davis in addition to the Schenkel Schultz report.

Steve Davis also submitted a layout of the Phase II expansion that is available in the County Clerk's office.

Phase II:

- Minimum security female housing pod
- Expanded facility to accommodate growth
- Maintenance of 3 pods
- Expanded Kitchen facilities, as well as laundry and medical
- Video arraignment area-less transportation between Courthouse and the Jail
- Administrative area for Jail functions
- Administrative Isolation areas
- Central Control space
- Indoor/Outdoor Recreational Facilities
- Expanded Lawn Facility
- Classroom space
- New 12,000 sq ft Sheriff's Bldg, partially finished basement
- Fenced in Super pod area-less offensive to the neighborhood

Steve Davis briefly reviewed the estimate listed on page ____ of these minutes.

Steve Davis stated that the following upgrades would also be addressed in Phase II:

- Remodel Pod B to include indoor/outdoor recreation with a secure envelope
- Fire alarm upgrades
- Television upgrades
- Emergency services upgrades
- Energy Recover wheel-more efficient
- Additional Parking for Jail and Sheriff's Bldg
- Testing for general construction
- Improved hot water circulation

Steve Davis stated that the revised total for Phase II improvements would be approximately 12.9 million including all upgrades.

Steve Davis also noted in response to a question posed by Commissioner Vogt, that there would be space provided in the Sheriff's Bldg to house evidence used for investigations.

Comments given by Nick Peckham in addition to Peckham & Wright Architects, Inc. report.

The Peckham & Wright Architecture, Inc. report also included 5 graphs and charts: *Boone County Circuit Court Space Needs Increase, Boone County Circuit Court Space Needs Summary, Boone County Circuit Court Current and 10 Years Space Needs, Boone County Circuit Court 10 Year Summary, and the Boone County Circuit Court 10 Year and 20 Year Space Needs Versus Space Available. The charts and graphs are available in the County Clerk's Office.*

Nick Peckham stated that Peckham & Wright Architecture was hired to review the space needs of the Courthouse. He gave a brief overview of the divisions of the Courthouse and their needs as listed in the report on pages ____ of these minutes.

Nick Peckham stated that there the Courthouse has an area of about 78,000 sq ft. He stated that the immediate shortage of space is a little under 3,000 sq ft. He noted that the space needs of the Courthouse would increase by 38% to about 105,000 in 10 years. He stated that the County should also consider their space needs beyond 10 years.

Nick Peckham stated that two, additional floors could create a few thousand feet less than what would be needed over the 10-year period. He stated that another would be to acquire and place

Courthouse divisions or facilities on adjacent property in order to accommodate the need for additional space. He stated that the adjacent property could be attached to the Courthouse by a covered walkway.

Nick Peckham stated that maintenance of the security of the Courthouse should be a concern of any major construction project. He also noted that any major construction project would probably result in a change in the layout and structure of the Courthouse (divisions).

Nick Peckham stated that the anticipated costs of remodeling the present space and constructing an additional 26,000 sq ft would be approximately \$8 million. He noted however that this figure was hard to estimate due to many questions and issues that were yet to be addressed.

Commissioner Stamper noted that the County's approach and strategy to the Space Needs Study and to the Boone County Jail were very different. He stated that with the Courthouse Space Needs, allocations have been made for remodeling per sq ft versus construction per sq ft. He noted that these are issues that are addressed under the design phase of a project.

Commissioner Stamper stated that the documents explaining what division would be placed in certain areas were not made available at today's meeting. He noted however that those documents are a part of the public record and could be made available upon request.

Public Hearing

Commissioner Stamper convened a public hearing on the issue.

Dan Viets, (Attorney) offices at 15 N 10th St stated that the Jail population has increased dramatically in the past 15 years by a factor of 6x. He stated that the increase in the County's population did not account for the significant increase in the Jail population. He stated that this increase is often discussed as though it is a natural phenomenon that can not be addressed. He stated that the increase is a man-made phenomenon that can be controlled and that the County has a responsibility to control.

Dan Viets stated that the Jail population crime is also not correlated to an increase in crime. He stated that there have been dramatic decreases in crime on the national and local levels. He stated that there should be greater use of alternatives (including work release, house arrest, and intensive supervision to incarceration. He noted that incarceration in most instances does not rehabilitate, but rather often increases the likelihood of repeat offenders.

Dan Viets asked that the County strongly consider keeping the issue of capital improvements at the Jail separate from the law enforcement issue. He stated that he was aware of many people including himself that would not support a combined tax for both issues.

Commissioner Vogt stated that as a result of the Court system there are 40 prisoners housed out of County. She noted that the County spent over \$1 million last year to house prisoners out of County. She stated that Mr. Viets stated that the Court should practice keeping people out of jail. She asked: how do you do that and what are the alternatives?

Dan Viets stated that the alternatives, electronic shackling, work release, house arrest, etc. should be used more in often in place of jail sentences. He stated that he has many clients that have jobs until they are arrested (for non-violent crimes) and then are unable to keep or obtain jobs in the future because they have served jail time. He stated that incarceration should be a last resort.

There was no one else that wished to speak.

Commissioner Stamper closed the public hearing.

Commissioner Stamper noted that the County is also very concerned by the increase in the Jail population. He stated that "60¢ of every dollar goes to the Courts, Juvenile Program, Prosecutor's Office, and the Jail." He stated that he is not enthused, as a County Commissioner, with having to double the size of the County Jail because it speaks to what is going on in the

community. He noted however that a lot of those decisions are out of the hands of the County Commission.

Commissioner Stamper stated that the Jail Task Force Report allotted a fair amount of time to reviewing the sentencing policies of this community in comparison to others. He stated that he believed some work was performed in this area that was very healthy. He noted however that he was nor sure that the level of incarceration would ever decrease to a point that would be to Mr. Viets liking.

Commissioner Stamper stated that he feels as though the County is making optimal use of the alternative sentencing programs that are available. He stated that he did not believe it possible “to put your finger on any one thing” that is responsible for the increase in the Jail population. He stated that he believes the increase is related to changes in State policy, lack of preparation for inmates to return to society, overall population growth, and other issues.

Commissioner Stamper stated that the County Commission has visited the idea of reorganizing the Jail Task Force or a group of citizens to offer input during the capital improvement and jail tax discussions. He stated however that the bottom line is that as County officials, there is a problem that needs an answer.

Commissioner Stamper stated in conclusion, that is the consensus of the Boone County Commission to forego a ballot question for the November General Election and to work toward a comprehensive approach for the Boone County Jail, Courthouse, and law enforcement issues for to be placed on the ballot in February or April.

Commissioner Stamper thanked everyone for their time and comments.

The meeting adjourned at 10:20am.

Attest:

Wendy S. Noren
Clerk of the County Commission

Don Stamper
Presiding Commissioner

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner