

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
MEETING ROOM #113
TUESDAY, MARCH 2, 1999
9:30 A.M.**

Commissioners Present: Kathy Campbell, Chair
Linda Steinman
Bernie Heier
Bob Workman
Larry Hudkins

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Kroeker, Budget & Fiscal Officer
Don Killeen, County Property Manager
Dennis Banks, Attention Center Director
Michelle Schindler, Attention Center Deputy Director
Judy Foote, Attention Center
Greg Pettibone, Project Manager for the new Juvenile
Detention Facility
Jim Hille, Sinclair Hille & Associates Inc.
Mark Huettnner, Sinclair Hille & Associates Inc.
Jim Blue, Cedars Youth Services Executive Director
Sandra Miller, Cedars Youth Services
Bill Giovanni, Ameritas Investment Corporation
Daniel Evans, Nebraska Crime Commission
Denny Macomber, Nebraska Crime Commission
Ronald Feuerbach, Alvine & Associates
Gary Lange, Alvine & Associates
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

**1 APPROVAL OF COUNTY BOARD STAFF MEETING MINUTES OF
FEBRUARY 25, 1999**

MOTION: Hudkins moved and Steinman seconded approval of the minutes. On call
Hudkins, Steinman, Heier, Workman and Campbell voted aye. Motion carried.

2 JUVENILE DETENTION CENTER UPDATE

a. Financing - Bill Giovanni, Ameritas Investment Corporation

Bill Giovanni, Ameritas Investment Corporation, briefly reviewed *Lancaster County - Projected Debt Service for Juvenile Detention Facility - March 2, 1999* (Exhibit A), noting that a bond issue of \$8,795,000, which may be amortized over seven years, will be necessary to fund the balance of project costs, which are estimated to total \$11,669,774. He projected an interest rate of 3.92% for the debt service, noting that bond proceeds may be invested during the construction phase, with the earned interest applied towards construction costs. He also projected an annual levy requirement of 1.47 cents per \$100 of valuation, which will be excluded from the lid imposed by LB 1114.

Jim Hille, Sinclair Hille & Associates Inc., indicated those cost projections are based upon the 1998 Chinn Planning Report, which has served as a planning base for the project. He reported that his firm is prepared to work within that budget, noting that more definitive numbers will be available within the next 120 days.

In response to a question from Hudkins, Hille reported that contingency figures were built into the Chinn report and contingency funds in the range of five to seven percent are typically recommended in the design/development phase.

Hudkins asked whether there have been changes to arbitrage rebates since construction of the jail facility.

Giovanni responded that if 95 percent of the proceeds of the bond issue are spent within 24 months, the County will be able to retain all of the investment earnings, even if they exceed the interest on the bonds. Otherwise, the County will be limited to the yield on the bond. The tax money collected by the County will be spent last, so that it earns the highest rate possible.

b. Land Acquisition - Don Killeen, County Property Manager

MOTION: Steinman moved and Heier seconded to enter Executive Session at 9:53 a.m. for discussion of land acquisition. On call Steinman, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

MOTION: Steinman moved and Hudkins seconded to exit Executive Session at 10:15 a.m. On call Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

Jim Hille, Sinclair Hille & Associates Inc., commented briefly on characteristics of the proposed site on Dairy Drive west of 14th Street and how the building and associated parking would be positioned on the site.

In response to a question from Workman, Hille stated that green space indicated to the west of the proposed facility is not currently targeted for use but is advantageous from a monitoring standpoint.

c. Schematic Plan Presentation - Jim Hille, Sinclair Hille & Associates Inc.

Hille presented an comparison of the architectural program and schematic design (Exhibit B), indicating those areas on the *Schematic Design Site Plan - Lancaster County Juvenile Detention Facility* and *Schematic Design Floor Plan*. He reported that the schematic design now reflects a square footage of 58,142.

In response to a question from Campbell, Hille stated that logical placement of future Juvenile Court courtrooms and Juvenile Probation offices would be on the southern side of the facility to allow for a common point of entrance and accessibility to the Assessment Center.

Daniel Evans, Nebraska Crime Commission, reported that his agency's role is to review detention facility plans from the architectural program planning document through completion of construction, to ensure compliance with Jail Standards. He indicated this includes:

- * Reviewing the schematic plan to determine whether components and functional spaces required by minimum Jail Standards are represented
- * Ensuring that the design of the facility is representative of the pre-architectural program planning document
- * Assessing whether the schematics reflect the desires of the facility owners and operators
- * Reviewing the use of functional spaces and circulation of inmate population, staff and support staff
- * Reviewing the design's impact on staffing

Evans indicated that his agency is currently reviewing the schematic plan and will make written recommendations within the next few weeks.

Evans also reported that recently constructed juvenile detention facilities in Madison and Douglas Counties are currently at or near capacity levels. He recommended the County Board give serious consideration to whether alternatives to incarceration, as recommended in the Chinn report, are realistic in the near future, as their availability will significantly impact the number of youths accessing the facility.

Campbell reported that a Region V Consultant had questioned why Lancaster County would need a facility of this size.

Dennis Banks, Attention Center Director, stated that communities differ in philosophy as to the type of youths that should be held in their detention facilities, noting that a change in philosophy can affect population numbers.

Steinman remarked that the limited amount of support that the State contributes to the juvenile justice system also has a profound effect on population numbers. She noted that alternatives to incarceration and implementation of a continuum, in which sanctions can increase in levels of severity less than incarceration, are key components to the success of the facility.

Kerry Eagan, Chief Administrative Officer, noted that building a facility that is initially larger than needed provides an opportunity to meet the needs of other counties, on a contract basis.

Gary Lange, Alvine & Associates, briefly reviewed proposed heating and cooling operations for the facility, noting it is the design's intent to isolate maintenance from the facility's population areas. This can be achieved by locating multi-zoned air handling units, for heating and cooling, in overhead penthouse units, with all units operated on a direct digital control system. He indicated that heat pumps are not recommended, due to concerns regarding maintenance, placement of equipment and the need for separate units to bring in outside air.

Ronald Feuerbach, Alvine & Associates, reported that physical separation makes tapping into the State's heating and cooling system cost prohibitive.

Hudkins questioned the firm's rejection of ground coupled heat pumps for the facility and requested that a life cycle cost analysis be provided to the Board.

Hille agreed to meet with Lange and Feuerbach to outline the pros and cons of heating/cooling system options and bring back recommendations for further discussion.

Hudkins requested that they also research how operational access concerns have been addressed in other detention facilities throughout the country.

- d. Operating Costs, Dennis Banks, Attention Center Director; Dave Kroeker, Budget & Fiscal Officer

Banks briefly reviewed a *Staffing/Operational Cost Analysis* (Chinn Report vs Attention Center Estimates) (Exhibit C), noting a reduction of \$618,216 in annual staffing and operational costs, due to the following:

- * Floor staff and nursing staff projections are higher than necessary
- * Salaries for the Program Coordinator and Physical Education staff are reimbursable and should be transferred to the Educational Program
- * Position of Mental Health Clinician is unnecessary, due to existing arrangements with the Community Mental Health Center and Child Guidance Center
- * Salaries for Director, Deputy Director and Administrative Staff were projected higher than actual

Banks also reviewed *Staffing/Operational Cost Comparison - Based on 53 Youth* (Attention Center 10th Street and Airpark Facilities vs Proposed New Juvenile Detention Facility), noting an increased cost of \$168,881 to operate the new Juvenile Detention Facility (Exhibit C). He based this increase on costs related to staffing and operation of the 24 hour Security Control Center and the Staff Secure Facility.

Michelle Schindler, Attention Center Deputy Director, noted that staffing and operation estimates were based on the assumption that one of the pods would initially remain empty. The County could utilize this space with contract placements, which would subsidize those staffing and operation costs.

Campbell suggested that a letter be sent to other counties, indicating that counties that indicate a commitment at this stage will be given a placement preference and will not be charged a rate that fully amortizes construction costs.

Dave Kroeker, Budget & Fiscal Officer, distributed the following materials (Exhibit D):

- * *Lancaster County - Juvenile Court Detention Costs, Excludes Capital Costs, FY86 to FY98 Actual Cost*
- * *Lancaster County Attention Center - Actual Costs - FY99 Budget*
- * *Operational Costs of New Juvenile Detention - Cost Estimates Per Final Report Chinn Planning - 1998 Dollars - June 1998*
- * *Operational Costs of New Juvenile Detention - Cost Estimates Per Attention Center Staff - 1998 Dollars - March 1999*
- * *Operational Costs of New Juvenile Detention - Cost Estimates Per Attention Center Staff - Based on 53 Youth - 1998 Dollars - March 1999*

Campbell distributed copies of *Report from the Justice Council Office - Juvenile Assessment Center* (Exhibit E).

3 OTHER BUSINESS

The Board requested that Dave Kroeker, Budget & Fiscal Officer; Kit Boesch, Human Services Director; and Dennis Banks, Attention Center Director, meet with Suzanne Cain, Region V, to gather facts to assist the Board in a decision on whether the Assessment Center should be operated by the County or a private entity.

The Board also directed Jim Hille, Sinclair Hille & Associates, Inc. to send copies of the schematic design with a letter to the stakeholders inviting comment and observations.

4 AGENDA ITEMS FOR COUNTY BOARD STAFF MEETING OF APRIL 6, 1999

- e. Report from Jim Hille, Sinclair Hille & Associates Inc., on site and design
- f. Prioritize alternatives to incarceration identified in the Chinn Report

5 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk