

**MINUTES**  
**LANCASTER COUNTY DEPARTMENT OF CORRECTIONS (LCDC)**  
**VERIFICATION AND VISIONING WORKSHOP**  
**LANDMARK ONE BUILDING, 1010 LINCOLN MALL**  
**MONDAY, FEBRUARY 11, 2008**  
**2:30 P.M.**

Participants: Bob Workman, Bernie Heier, Ray Stevens and Deb Schorr, Lancaster County Board of Commissioners; Kerry Eagan, Chief Administrative Officer; Gwen Thorpe, Deputy Chief Administrative Officer; Dennis Meyer, Budget and Fiscal Officer; Mike Thurber, Corrections Director; Bob Jarrett, Terry Weber, Kent Griffith and Brenda Fisher, Corrections; Kim Etherton, Community Corrections Director; Steve Rowoldt, Chief Probation Officer in Adult Probation; County Court Judge James L. Foster; Bob Hays, Public Defender's Office; Terry Wagner, Lancaster County Sheriff; Captain Joe Lefler, Sheriff's Office; Don Scheinost, Lincoln Police Department; Don Killeen, County Property Manager; Vince Mejer, Purchasing Agent; Bob Walla, Assistant Purchasing Agent; Gary Hill, Jail Design Request for Proposals (RFP) Review Committee; Chuck Richter, Sampson Construction; Denny Macomber, Jail Standards; and Jim Mastera, Community Representative.

Consultants: Greg Newport, JoAnne Kissel, Matt Glawatz, The Clark Enersen Partners; Ron Budzinski, Tom Allison, Brad Hall, Jim Matarelli, and Fred Moyer, PSA-Dewberry; Karen Chinn, Chinn Planning; and Alan Latta, LTS Security Engineers

Quality Control: Al Povondra, Carlson, West and Povondra Architects

Others Present: Nancy Intermill; Jean Ortiz, Lincoln Journal Star Newspaper; Dan Nolte, County Clerk; and Ann Taylor, County Clerk's Office.

**AGENDA ITEM**

**1 ORGANIZATION AND RESPONSIBILITIES**

Greg Newport, Clark Enersen Partners, and Ron Budzinski, PSA-Dewberry, introduced the Core Design Team (Greg Newport, Project Manager; Ron Budzinski, Correctional Planner; JoAnne Kissel, Process Facilitation; Jim Matarelli, Project Designer; Tom Allison and Karen Chinn, Planning and Operational Transitioning; Al Povondra, Quality Design Review Team and Fred Moyer, Senior Planner) and discussed their responsibilities.

JoAnne Kissel, Clark Enersen Partners, presented a preliminary communication plan (Exhibit A).

## 2 DESIGN STUDIO PURPOSE

Newport said the design studio will serve as the “home” for the project for the next year and a half to two years. He said the studio has meeting space and open space for demonstrations and for models and samples to be brought in to work through design issues.

## 3 PROJECT SCHEDULE

Budzinski discussed the project schedule, noting that the bidding process is about one year out.

## 4 WORKSHOP APPROACH

Jim Matarell, PSA-Dewberry, discussed the design process and explained the need to balance form, function and cost with design, technology and operational expertise.

Tom Allison, PSA-Dewberry, gave a brief history of corrections. He also shared his experiences as the administrator of a corrections facility in Orange County, Florida, citing some of the creative things they did to impact costs and recidivism (built the first high school vocational school in the United States and conducted a year long mental health symposium with community providers to address the mental health population more efficiently).

Budzinski noted that over the course of the workshops the consultants will be posing questions on a number of key issues to give direction on the design of the facility.

## 5 2006 JAIL STUDY ASSUMPTIONS AND CONCLUSIONS

Karen Chinn, Chinn Planning, discussed the 2006 Jail Study assumptions and conclusions (capacity, size, staffing, concept and site). **NOTE:** A copy of the 2006 Pre-Architectural Jail Study is on file in the County Clerk's Office.

Capacity: Chinn indicated that the average daily population was 420 at the end of 2005 when the planning process for the new jail began. Approximately 30 of that number were housed in an out-of-county facility on any given day, due to overcrowding. The average daily population number reached as high as 480 inmates in 2005. She said she took that historic data in developing forecast models to project future growth through 2025, in five-year increments. An average daily population of 570 was projected by 2010, growing to 776 by 2020 and 900 by 2025. Chinn said the 2020 figure was used in planning for the jail, with a core (kitchen, laundry, maintenance, programming and administration) to accommodate growth to 2025 and beyond. Classification (minimum, medium and maximum security, work release, special management and mental health/special needs) was also considered in order identify what type of housing units are needed (single cell or multiple occupancy) (See Table 4-1).

Size: Chinn said it is assumed that 286,660 gross square feet are needed for a 776 bed jail. The majority of this space would be for housing (See Table 4-2).

Staffing: Chinn reviewed preliminary staffing estimates (See Table 4-4).

Concept: Chinn and Al Povondra, of Carlson, West and Povondra Architects, discussed how the facility might be laid out on the site.

Site: Newport discussed site features. He also reported the District Energy Corporation will participate in the project, which should help reduce costs.

## **6 FACILITY TOURS**

A tour of facilities in Florida and Massachusetts was suggested.

## **7 CONSTRUCTION MANAGER STATUS AND RESPONSIBILITIES**

Newport noted plans to utilize a Construction Manager at Risk and gave a brief overview of the process.

## **8 PROJECT BUDGET REVIEW**

Newport said the County Board has identified \$65 million as the target number for the jail and said further clarification is needed as to what that number represents. He noted there have already been project costs and expenditures associated with the land purchase. There are also costs that can be pulled out, such as District Energy Corporation.

Budzinski noted the County Board has discussed building fewer beds in the first phase of construction and stressed the importance of building the core facilities to handle a population of 1,000.

Commissioner Schorr explained that the Board took bonding limits into consideration when arriving at that figure and is seeking legislation to increase county bonding authority.

Commissioner Workman asked when bonds for the jail need to be issued.

Newport said the County may start to receive construction bills by the end of the year.

Wagner expressed concern that there has been no mention of public safety.

Newport assured him that public safety will be an essential part of the design.

There being no further business, the meeting was adjourned at 4:40 p.m.

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Dan Nolte  
Lancaster County Clerk

**NOTE:** Materials that were discussed at the workshop are attached.