

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
1010 LINCOLN MALL SOUTH, 2ND FLOOR
COMMUNITY DESIGN STUDIO
TUESDAY, JUNE 24, 2008
11:00 A.M.**

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Larry Hudkins
Deb Schorr

Commissioners Absent: Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dan Nolte, County Clerk
Cori Beattie, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 11:07 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
JUNE 19, 2008**

MOTION: Heier moved and Hudkins seconded approval of the Staff Meeting minutes of June 19, 2008. Hudkins, Heier, Schorr and Workman voted aye. Motion carried.

2 ADDITIONS TO AGENDA

None were stated.

**3 ADULT CORRECTIONAL FACILITY SCHEMATIC DESIGN UPDATE -
Ron Budzinski, PSA-Dewberry; Greg Newport and JoAnne Kissel, The Clark
Enersen Partners; Karen Chinn, Chinn Planning**

Greg Newport, The Clark Enersen Partners, discussed the project schedule.

Brenda Fisher and Kent Griffith, Corrections, presented a mission statement, list of guiding values and a vision statement for the new adult correctional facility.

Karen Chinn, Chinn Planning, presented the following documents:

Updated Trend Analysis Through 2007

- Total Inmate Admissions
- Average Daily Population - Intake and Detention Facility
- Average Daily Population - Lancaster Correctional Facility
- Total Inmate Average Daily Population
- Average Length of Stay
- Inmate Population Forecast Models

Chinn said a projection that the County will need 771 beds by 2020 has been revised to 827 beds, based on analysis of population growth from 1998 through 2007. That number is projected to increase to 945 by 2025. She noted the County is planning for a 664 bed facility, which does not meet the population projections, and said the County will need to continue to pursue alternatives to incarceration.

Updated Staffing and Operational Costs

- Lancaster County Corrections Facility Inmate Housing Bed Space Unit Allocation - Revised
- Revised Staffing Estimate - June 2008
- Staffing Estimate - June 2008
- Total Annual Operating Cost Estimate -2008

In response to a question from Hudkins, Chinn said the core components are sized for build-out.

Newport reported on a decision to flip the layout to take advantage of slopes on the property and reduce the amount of paving. He said the main access to the facility will be off "O" Street and access to the back of the facility will be controlled. A warehouse will be constructed separate from the facility and shared with Property Management. The District Energy Corporation (DEC) will provide heating and cooling to the facility and will have its own plant on the grounds. He noted DEC is still analyzing the ground source.

Heier suggested the staff parking lot be shifted to the north.

Hudkins said it could also gain ground for well fields.

Ron Budzinski, PSA-Dewberry, discussed the plans and illustrations and their relation to the stated mission, value and vision statements.

A 3-D illustration of the facility was also presented.

In response to a question from Heier, Newport said the dimensions of the sally port is still being negotiated. He indicated there will be space for at least 12 vehicles, plus space for buses.

Boyd Batterman and John Sampson, Sampson Construction Company, Inc. (Construction Manager at Risk), discussed the budget and ways to address the rising cost of materials. Suggestions included: 1) Purchase some of the materials and store them in the warehouse that will be constructed on the site; 2) Move up the time line; 3) Try to lock in prices and purchase some of the materials before the design is complete; 4) Identify furnishings that can be moved to the new facility; 5) Capture rainwater for laundry use; and 5) Explore grant opportunities.

It was noted a decision from the City on whether to help finance the project is expected by July 7th. The Board will decide on a financing plan on July 15th.

4 ADJOURNMENT

MOTION: Heier moved and Schorr seconded to adjourn the meeting at 1:13 p.m. Hudkins, Workman, Schorr and Heier voted aye. Motion carried.

Dan Nolte
Lancaster County Clerk

NOTE: The materials discussed in the meeting are attached.

Also in attendance were: Al Povondra, Matt Krause, and Mike West, Carlson, West and Povondra Architects; Matt Glawatz, The Clark Enersen Partners; Igor Abadzic, Latta Technical Services; Dennis Meyer, Budget and Fiscal Officer; Kim Etherton, Community Corrections Director; Travis Parker, Behavioral Health Jail Diversion Program Manager; Terry Wagner, Lancaster County Sheriff; Vince Mejer, Purchasing Agent; Captain Joe Lefler, Sheriff's Office; Bob Walla, Assistant Purchasing Agent; Mike Thurber, Corrections Director; Terry Weber and Ina Thiel, Corrections; Brian McReynolds and Krishla Amancherla, District Energy Corporation (DEC); Frank Doland, HWS; Andre Mick, Lincoln Independent Business Association (LIBA); and Jean Ortiz, Lincoln Journal Star Newspaper.