



MEETING DOCUMENTATION

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Henry County LEC – Citizens Committee Meeting #4

LOCATION OF MEETING: Mount Pleasant, IA – Emergency Management Offices Meeting Room

PROJECT NO.: 160811 **DATE:** January 9, 2017 **TIME:** 6:30 PM

PERSONS INVOLVED:	COMMUNITY/ORGANIZATION:	EMAIL ADDRESS:
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<i>Members unable to attend:</i>		
Mike Hampton	Iowa Wesleyan University	mhampton@iw.edu
Kate Newman	Mt. Pleasant	newmank82@gmail.com
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Guests in attendance:
None

DISCUSSION:

The purpose of the meeting was to review further progress for *Phase 2 Preliminary Concept Planning*. **Options 2** and **3** were presented to the Committee for discussion. Option 2 illustrates a site/floor plan for a greenfield site owned by the County along South Iris Street. Option 3 studies the costs of becoming a Hold and Transport facility.

1. Committee Vice Chair Kay Denning opened the meeting and asked if anyone had opening comments. Sheriff McNamee noted that he had been contacted by the owner of another nearby property who was interested in selling/trading his land. This is the site currently occupied by the former County Care Center, immediately south of the greenfield property being presented tonight. The Sheriff and P&A will visit this possible site tomorrow morning and tour the existing Care Center building, which is currently unused and vacant.
2. P&A began the PowerPoint slide show with a discussion of the current project schedule. The initial target has been shown as May 2017 for a Law Enforcement Center (LEC) bond election, although August is also a possibility if more time is needed for a thorough campaign. If May is preferred, the filing date to get on the ballot is March 17. There is still enough time to do this, depending on the number of options proposed to be studied.
3. It was noted that another school bond election is being pursued in the area for about \$9.4 million. Some other school bonds have also recently failed, and the current agricultural economy may have contributed to this lack of support. Education of the public will be key to promoting the LEC project.
4. At the previous Committee meeting, the idea of building an LEC addition to the existing Courthouse had been discussed as a possible option to be studied. The Board of Supervisors had noted that this concept may stir public resistance due to the historic nature of the Courthouse and were concerned it could fail in a public vote. After discussion, it had been decided to allow the Citizens Committee to think about this option further and then talk about it again at the next meeting. For today's meeting, the Committee decided to take a vote of the members present regarding the Courthouse option. Two members voted for the concept to be studied further, but the rest of the Committee voted against the Courthouse option. The majority felt that this option would not receive enough public support to justify the study of the concept.
5. The issue of secure courthouse access was also discussed, to help keep inmates and the public separated. Two options were noted to add an elevator outside the Courthouse, either on the west side or on the southeast face to help get prisoners to the third floor of the building and reduce chances for public interaction. Sheriff McNamee noted that if a modern jail facility is constructed, initial arraignment may be done using video cameras and this would reduce transports to the Courthouse considerably.
6. The discussion of Option 2 started with a presentation of the existing site. The 6.18 acre site was rezoned to B-3 about a year ago, which helps a great deal for acquiring a Special Use Permit for a County correctional facility. Required building setbacks were illustrated for the site's perimeter. P&A had acquired a plat of the site at the Courthouse, which showed utility easements on the site. Although several easements exist on the site, most are located at the perimeter and can be worked around easily. One exception is a 30' wide easement which runs through the middle. With the help of Mt. Pleasant Utilities, it was determined that a 6" water main crosses the site. The Utility GIS Map shows the water main approximately in the easement, although actual locations would need to be verified using the utility "One Call" service and a survey of the property. Other relevant zoning information was also presented in the slide show. The adjacent site to the northeast has an existing building which will be re-labeled as the NRCS building.
7. A preliminary site and floor plan for the Option 2 greenfield site was presented. Although we don't have a topographic survey of the property, the slope is visually fairly significant as the site slopes down toward a drainage ditch at its north edge. The most level portion of the site may be along the future street at the south edge. It is ideal for a LEC/Jail to be on one floor level and have a fairly level site (due to multiple entrances at its perimeter). For this reason, the plan has been shown in the south portion of the site, south of the middle 30' utility easement.
8. The public entrance is oriented to the southeast corner of the proposed building, so it is easily visible from both South Iris Street and the future street along the south edge of the property. A parking lot provides off-street spaces for public use, and a second lot is provided for staff use and fleet vehicles. A staff entrance is provided near the staff parking area. A two vehicle, drive-through sallyport is

located for secure drop-off of detainees into the intake area of the Jail. It was noted that the sallyport drive could be adjusted to reduce the portion that crosses the 30' easement. A freestanding evidence storage building can also be placed nearby, on the north side of the easement. It is possible that the existing metal Evidence Storage building could be relocated to this new site, if desired, or could be left in its current location.

9. It was asked if the north portion of the site was unusable for other buildings due to the slope. It is anticipated that it would be possible to use this area, especially for buildings with a smaller footprint or a basement. The adjacent NRCS building probably has a similar slope and was able to regrade enough for a fairly level plot.
10. P&A presented lists of Pros and Cons anticipated for both the previously presented Option 1 (expansion on the existing site) and for Option 2 (greenfield site). P&A noted these lists can be expanded by committee members as well. Pros and Cons are largely affected by the complexities and limitations of a particular site. The lists were developed to help committee members be aware of issues associated with each site at a glance.
11. To begin the presentation of Option 3 (Hold and Transport), P&A provided an overview of the current situation for the existing LEC. Henry County currently transports over-capacity and high-security prisoners. The best housing rate is provided by Louisa County at \$40/day. Destination and future costs are subject to bed availability. Henry County remains liable for prisoners and medical expenses. At some point the Iowa Department of Corrections will no longer "grandfather" the Jail and will require the Jail to convert to a 24 hour Temporary Holding Facility and transport all detainees to out-of-county jails. Option 3 will likely require some repairs and upgrades to the current Jail to be a compliant Holding Facility. Transport and housing costs continue indefinitely or until a new Jail is built.
12. A construction budget is made up of both Hard Costs and Soft Costs. Hard Costs are the costs to build the building, including sitework and fixed equipment (the contractor's bid). Soft Costs are other overhead costs that the Owner is responsible for, such as: site acquisition (if necessary); geotechnical report (soil borings); site survey locating boundary lines, utilities and topography; architectural and engineering fees for design through construction administration; construction phase testing (soil and concrete); independent special inspections required by code; reimbursable consultant expenses; construction document printing; state agency review fees; furnishings and kitchen, laundry and miscellaneous movable equipment; data/communications equipment; builder's risk/all risk insurance; EPA-required SWPPP (storm water pollution prevention plan) erosion control inspections when over 1 acre; construction phase contingency; and hazardous material assessment/abatement.
13. A chart illustrating construction inflation over the last 10 years was presented. All budgets developed for this proposed project must take into account construction inflation. Budgets will be adjusted to reflect the anticipated time of bidding.
14. A list of some of P&A's recent LEC/Jail projects was presented showing cost per square foot of each. The square foot costs are for the whole facility, blending the office area and jail. This list illustrates that cost per square foot can vary dramatically based on many factors (such as construction climate, distance from large urban centers, number of bidders, project size, etc.). Budgets for Henry County will incorporate this historical information and adjust it to 2018 estimated costs to anticipate the bid date of the project.
15. Life cycle building costs include capital costs and operating costs. Capital costs will include construction, equipment, fees and financing and may be about 12% of the life cycle cost. The other 88% will be costs of operations, including salaries, utilities, maintenance and replacements. Strategies to manage these costs involve: efficient building design (to control staffing costs); plan for growth (to maximize investment potential); cost-effective construction (control first cost and recurring maintenance); and energy conscious design (control utility costs).

16. Projected costs for transporting and boarding prisoners were provided in a chart. The chart listed annual costs estimated for boarding, transporting and personnel, which also accounted for anticipated growth in average daily jail population. Total costs per year are provided and totaled for periods of 20 years, 25 years and 30 years. The sum of costs over 20 years to board out inmates is \$20,878,589. This number incorporates a rate of inflation of 3.25%. If the number is adjusted to Net Present Value (value in today's dollars), the 20 year cost is \$14,276,870. The NPV for 25 years is \$19,008,653; and the NPV for 30 years is \$24,181,989. (The figures in this chart assume transportation of up to 8 classified inmates in a 10 passenger van per trip. One jailer per trip is also assumed. Boarding costs are assumed to start at \$40 per day.)
17. Budgets will also be developed for the other Options being studied for comparison to the cost of Option 3 to Hold and Transport. Please note the Option 3 costs listed above do not incorporate costs of existing building improvements, only annual costs of transporting and boarding out inmates.
18. The next meeting will be scheduled for Monday, January 30th at 6:30 PM (P&A had a pre-existing conflict on January 23rd). It is anticipated that the meeting location will return to the 2nd floor of the courthouse. A notice will be emailed prior to the meeting to confirm the location.

BY: 
Jim Classe, AIA
Vice President/Design

January 12, 2017 _____
Date

If any of the parties present take exception to these meeting notes, please notify Prochaska & Associates within five (5) days of issuance for correction or they shall stand as written.

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