

CARSON CITY BOARD OF SUPERVISORS AND CAPITAL PROJECTS ADVISORY COMMITTEE
Minutes of the Joint Meeting on Monday, November 6, 1995
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A special joint meeting of the Carson City Board of Supervisors and the Capital Projects Advisory Committee was held on Monday, November 6, 1995 in the Community Center Sierra Room at 6:00 p.m.

PRESENT:

BOARD OF SUPERVISORS	Marv Teixeira	Mayor
	Greg Smith	Ward 1
	Janice Ayres	Ward 2
	Tom Tatro	Ward 3
	Kay Bennett	Ward 4

CAPITAL PROJECTS

Chairman Gary Sheerin
Jenny Bacigalupi
Richard Baker
Kevin Honkump
Ed Moran
Craig Mullet
Ron Swirczek

STAFF:

John Berkich, City Manager
Michael Fondi, District Court Judge
Roby Willis, Justice of the Peace
John Tatro, Justice of the Peace
Alan Glover, Clerk Recorder
Noel Waters, District Attorney
Rod Bannister, Sheriff
Walter Sullivan, Community Development Director
Mary Walker, Finance Director
Paul Lipparelli, Deputy District Attorney
Barney Dehl, Undersheriff
Bill Milligan Court Administrator
John Iratcabal, Deputy Director - Purchasing
Bill Callahan, Chief Deputy Sheriff
Larry Nair, Building Superintendent
Dwight Dimit, Lieutenant - Sheriff's Department
Fran Smith, Recording Secretary
(BOS/CPAC 11/6/95 1.0000.5)

NOTE - Unless otherwise indicated each item was introduced by Mayor Teixeira. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. ROLL CALL AND DETERMINATION OF QUORUMS - Mayor Teixeira called the meeting to order at 6:00 p.m. A roll call of the Board of Supervisors was taken and a quorum was present although Supervisor Tatro had not yet arrived. (Arrived at 6:04 p.m.)

A roll call of the Capital Projects Advisory Committee was taken and a quorum was present.

B-1 DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE PUBLIC SAFETY-JAIL/COURTHOUSE FACILITY MASTER PLAN AND DIRECTION ON FINANCING OPTION FOR JAIL/COURTHOUSE FACILITY - (1-0033.5) Gary Sheerin, Chairperson of the Capital Projects Advisory Committee - Charles Silverman and Bruce Fullerton of DMJM Architects - Dan Carne, DMJM

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representative from Reno - Judge Michael Fondi - Sheriff Rod Bannister - Mary Walker, Finance Director - Walter Sullivan, Community Development Director - Chairperson Sheerin began by thanking staff for all their help during the three years the Committee has been working on the project. He felt if the facility is to be built it should be done right and said the Master Plan to be presented at this meeting would reflect that.

(1-0127.5) Chairperson Sheerin then noted the concern about liquification at the site but said that has been resolved. He talked about the jail consultants, Dennis Liebert and David Bennett, and court consultant Dan Wiley. These people had been given direction from the Committee as to the budget, number of beds needed, and the courthouse and courtroom needs. They had each put a report together detailing what could be done using the information they had been given. The resulting plans had proven to be too costly for the available funding and had been scaled down. The jail draft had been changed from 156 beds and a staff of 60 to 106 beds with a staff of 27 to run it. He said in February 1995 the Board had passed a motion to this effect and suggested spending \$13 million for the jail.

(1-0179.5) Chairperson Sheerin continued by saying that architects DMJM and Mr. Carne were then brought on board and had developed the Master Plan to be presented at this meeting. He referred to the Development Costs Matrix contained in the DMJM revised final report. He reviewed the figures in each category, i.e. basic project, Detox, and Work Release. He said the reason the numbers had increased from the original \$13 million is because an optimum building had been designed. He added that this had resulted in the architects and consultants going back and forth in an attempt to get the best design for the dollar. He said the Committee's recommendation to the Board had been that a jail and courthouse be designed and built and at least design the Work Release program so that when the funding for it does become available the design will already be there. At this point he solicited questions from the Board. Mayor Teixeira asked if Detox is included and Chairperson Sheerin said it is. Chairperson Sheerin then confirmed for Supervisor Smith that the Work Release part would be designed but not built, and that includes Dispatch, renovation of the Sheriff's lobby, and renovation of the existing Sheriff's building. Chairperson Sheerin said, however, that the Sheriff's office does need work and that money needs to be set aside for that. Supervisor Smith also expressed a concern that, although the designs will be available, the cost will increase as the years go by. He asked if a funding source for the eventual construction of these other parts of the project has been considered. He also asked if a timetable has been set. Chairperson Sheerin explained the potential increase in sales tax dollars that can be set aside. He also noted that once it is known what the actual cost to build the complex is, then the subject can be revisited.

(1-0481.5) Ms. Walker then provided copies of her October 3 memo to the Committee which outlined her analysis of a financial mechanism. She detailed each of the six funding sources she had considered. These resulted in a total of \$20 million and her recommendation that the cost of the building not exceed \$19.5 million. She also emphasized her belief that the remaining parts of the project should be prioritized, the Work Release program being one. She said she has a concern with the utility costs and pointed out the problems with these that had been encountered at the new fire station.

(1-0775.5) Chairperson Sheerin then introduced Messrs. Silverman and Fullerton. Mr. Silverman had slides of the design and said what they depicted was purely a Master Plan concept and not a final schematic. He talked about having a three story building rather than one or two and explained that the need for parking had driven this. Mayor Teixeira asked if the drawing he was seeing is the design for the 106 beds. Chairperson Sheerin said it is and that most of it is double bunking which would bring it close to 180 beds.

(1-0923.5) Mr. Silverman next talked about the second floor. He stated it is the courthouse and that two justice courts are included and on the third floor a district court will be located. He mentioned the record storage area on the third floor and said they had provided for it to be turned into the fifth court. He reiterated this is merely a concept to try and show how the components can be fit onto the site. He said that, based upon the size of the site, they had proceeded to develop the matrix.

(1-0915.5) Mr. Fullerton referred to the cost matrix they had set up. He reviewed the hard cost figures and

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explained how they had been developed. These were estimated construction cost, design contingency, and construction contingencies which had been discussed earlier in the meeting. He also noted that the FF&E figures were not included in the hard cost figures. He explained that the insurance costs were estimates and relate to the 1-1/2 year construction period. He said the inspection and testing services listed are things the independent testing company will handle during the construction phase. He explained there were no utility charges listed because there is enough equipment in the adjacent streets to handle the new building and will not require an upgrade. He said the A&E figures were the architects' and engineering fees.

(1-1109.5) Mr. Fullerton said cost of the Clerk of the Works/Special Inspector is the cost of the City's supervision of the project. Supervisor Bennett felt the figure of \$150,000 is excessive and asked if this can be justified. Mr. Sullivan said he and Committee Member Dick Baker had worked together on this. He added that Mr. Baker had checked with the State Public Works Board about a project of this magnitude and had been advised it should be \$174,000 to \$182,000. He said he and Mr. Baker did not feel that this would be the case in this situation so they had rounded out the figure to the \$150,000.

(1-1161.5) Mr. Fullerton then referred to the asbestos remediation and said the PAL building has asbestos in it and the figure shown is part of the cost of tearing it down. Mayor Teixeira asked about the removal of the existing Detox facility. Mr. Fullerton said as far as is known there is no asbestos in it and its removal to elsewhere on the site is included on the Miscellaneous line as was cost to move the evidence yard.

(1-1239.5) Mayor Teixeira expressed his belief that if the City holds to Ms. Walker's recommendation not to exceed \$19.5 million then the architects could design the building for bid and Mr. Fullerton confirmed this would be the process. Mayor Teixeira asked what happens if the Board directs the architects to go forward and it comes in at more than the \$19.5. Mr. Fullerton explained that the built-in contingency is not for the designers but rather would go toward the construction cost. He added if they exceed these numbers they would have to redesign at their own expense. Mayor Teixeira then asked if they had they been able to determine what the project will look like while they were developing the cost estimates. Chairperson Sheerin said no because the specifications have not yet been set up. Mr. Fullerton said to date was prefaced by an understanding with the Committee that the design should not be extravagant and has to meet the needs as expressed in the program. He also commented it is their understanding that the City wants a building that is more than bare bones aesthetically. However, expensive materials have not been included.

(1-1470.5) Supervisor Bennett said she liked the design of the interior but expressed a concern about the exterior. She felt this is important to the community as a whole. She said she was reluctant to make a commitment to the \$19.5 without having the opportunity to have an idea of what the facade would look like. Chairperson Sheerin explained that the money paid to the architects was to develop the Master Plan but it has not yet gone as far as the design of the outside, the elevations, the roof, etc. He said what the Master Plan shows is how the piece of land can be used effectively. Supervisor Bennett then asked at what point will the City effectively begin to see this. Mr. Silverman said this will be the next step which is the schematic phase. He added as they progress one thing they can do is reduce some of the square footage by reducing corridors and other elements of the design. As they do that they will be able to decrease the cost. He noted in the next phase they will begin to draw the facade and look at the materials that could be used.

(1-1585.5) Supervisor Bennett asked if the cost estimate for the design includes the plans for the renovation of the Sheriff's building. Mr. Fullerton said the matrix shows that cost but the \$19.5 million estimate is for the basic project only. Mr. Silverman remarked if they are able to achieve savings and the City wishes to continue the contract they could then explore the renovation. He also said they are comfortable with the number they have, especially with the contingency. He noted if they are able to achieve savings the money can be retired to the General Fund, or the City may see fit to use it for further expansion such as Communication/Dispatch, or make the decision to renovate the Sheriff's building. He added as the design develops through the stages of schematic design development and construction documents more detail will be available. With those details they will be able to have a better sense of what the cost is going to be. Supervisor Bennett said she is anxious to hear from Sheriff

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Bannister. She remarked she could envision a beautifully constructed new jail and courthouse. She said the Sheriff would be moving the inmates into the new jail and will be left with a facility the needs of which will have to be considered. Sheriff Bannister mentioned this is one of the things to be prioritized. He mentioned the remodel of the lobby had been considered as a priority before anything is done to the rest of the building. He felt a time line needs to be established rather than let it sit the way it is. Chairperson Sheerin said more than that needs to be done and felt that some sort of a set aside needs to be developed soon for the renovation.

(1-1789.5) Supervisor Smith said he was not apprehensive about the exterior at this point because it is not ready to go to bid, but rather this is a step in the process of getting some concrete numbers. He said everyone involved will have the opportunity to participate in determining what the building will look like.

(1-1819.5) Mayor Teixeira felt the main thing is to make the project functional and be able to stand the test of time. He said he does not have a problem with the inside of the jail being spartan. His main concern was that it be safe and represent the capital city the best way it can. Supervisor Ayres felt the information provided was very good. She felt what the Board was being asked was to approve the Master Plan as recommended by the Committee. Mayor Teixeira said what they would be doing is make a decision to give the architects the dollar parameter and direct them to proceed within that framework.

(1-1875.5) Chairperson Sheerin remarked he wanted to go into more detail with regard to Detox. He mentioned the existing buildings in the parking lot that are used for some office space and beds. He emphasized how Detox works and that it keeps people out of jail. He commented that one of the buildings will be moved to another location at the site and they will also be able to utilize the existing weekenders jail consisting of 16 beds in eight rooms. He noted that somehow Detox will be sited by itself away from the Sheriff's office because they do not want the clients to feel they are going to jail, but rather to Detox for help.

(1-1967.5) Supervisor Smith asked if the location of the sallyport is to create a secured area between the law enforcement buildings. Mr. Fullerton explained why they had located it there and that there is room for cars and busses to park with the gate closing behind them. Supervisor Bennett had a question as to where vehicles would exist from that area and Mr. Fullerton said it would be through the parking lot. He also noted that the need for parking had been a deciding factor in doing this the way they had. Supervisor Bennett expressed her feeling that the work release area is large in proportion to the other buildings. Mr. Fullerton said the size had been dictated by the program as put together by Liebert and Associates and court consultant Dan Wiley. He said the size is appropriate to the number of people to be housed and described its configuration.

(1-2197.5) Supervisor Bennett then asked for details on the District Attorney's child support area and the ballot counting room that is shown as being adjacent to it. Mr. Fullerton said a decision had been made that payments and counter public access functions should be grouped together on the ground floor without the public having to go through security.

(1-2329.5) Mayor Teixeira asked if, other than additional staff the Board has already committed to for the jail, is there any other mandatory staffing that needs to be included in the budget. Chairperson Sheerin felt that Dennis Liebert would have that answer. However, he said the Board has committed to 27 people to staff the jail. Mayor Teixeira said what he meant was in the area of the courthouse. Chairperson Sheerin agreed there will be a potential staffing problem in the entryway. Mayor Teixeira said if there are any other built-in costs he wanted to discuss it before a motion was made to go forward. Member Bacigalupi reported that one of the reasons the Committee had done redesign several times, including the area that Supervisor Bennett had expressed her concern with, was because they wanted to consolidate the public use counters into one which can be manned by one person. She also said they had moved the security entrance to another area where anyone coming in after hours would be using the public counters. Supervisor Tatro mentioned that the drawing shows elevators at each end of the building and asked about security where they are concerned. Mr. Fullerton said the design has a single public entry and the other entry is a secured entry which can be considered a staff judges entry.

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(1-2549.5) Jay Meierdierck, Vice Chairperson of the Carson City Parks and Recreation Commission, said he wanted to remind the Board and Committee of the commitment made by the Board to mitigate or replace the lost Jail Park. Larry Nair, Building Superintendent, asked what is going to happen at the new building with respect to additional custodial and mechanical maintenance. He asked that consideration be given to the impact the new facility will have on his staff. Mayor Teixeira commented there are several options, one of whom might be going to privatization of the maintenance at the new facility.

(1-2719.5) District Attorney Noel Waters asked what will be installed with respect to landscaping. Mr. Fullerton said they are budgeting for this but said the parking requirement has somewhat limited the area that would be available for landscaping.

(1-2779.5) Judge Fondi reminded everyone that this is going to be a facility where all of the courts are in one building rather than two and that the District Attorney's office will also be there. He said the judges conduct night court at the public's convenience and felt that staffing for that might be more than eight hours in a day. He expressed his belief that there should not be less than two people to staff this because there will be a much larger number of people going through the security area than is presently experienced. Mayor Teixeira commented if there are to be extra personnel then they have to be included in this budget. Justice of the Peace Roby Willis agreed with Judge Fondi's position and stated they often work longer than eight hour days plus Saturdays. He explained which nights the courts are in session for such things as small claims and that they handle custody arraignments on Saturdays. Mayor Teixeira reiterated his stand that additional staff needs to be included in the budget. He also mentioned the extra power and light costs that need to be added.

(1-2955.5) Member Honkump commented that a given level of security will be cheaper and more efficient in the new building than in the three existing buildings. Judge Fondi commented on the schematic that had been provided. He felt that people tend to put things where they appear on the drawings but said he had been assured that is not necessarily the way it will be. As an example he cited that no jury assembly room is shown on the third floor but said in the final design there will be one. He also commented that there will be the ability to expand laterally out over part of the parking lot sometime in the future. Mayor Teixeira said what he is seeing is a product that is considerably more than had originally been anticipated. He asked when will it open if everything works - if the numbers are correct and the project comes in on budget, and Mr. Fullerton said it should be a little over two years. Mayor Teixeira then commended the Committee for retaining its original membership throughout all the work they have done over the past three years. At this point he expressed his belief that the recommendation the Committee and the architects were looking for is to basically take Ms. Walker's and the architects' numbers and say not to exceed the \$19 million and would include direction to proceed with the design of the Work Release but not build it at this point. Chairperson Sheerin reiterated his feeling there should be some sort of a set aside for the renovation of the Sheriff's building. Ms. Walker reported that any excess funds will be set aside. She felt that the four things not being funded at this meeting should be prioritized and emphasized this should be determined soon. These are the remodel of the lobby, Work Release, Communications, and the renovation of the Sheriff's building. Supervisor Tatro felt that the key is to leave revenue stream alone and if it grows faster than the projected five or six percent that money can be designated with these four projects in mind.

(1-3267.5) Supervisor Bennett moved that the Board of Supervisors approve the Public Safety Jail/Courthouse facility Master Plan as recommended by the Capital Projects Advisory Committee and that the Board approve up to \$19,000,050 for the design and construction of the facility as it was presented and that those projects that are not included in the \$19 million be prioritized as presented and returned to the Board as the resources become available. Mayor Teixeira seconded the motion. Supervisor Tatro said it was his understanding that the recommendation wasn't to stop but go ahead and do the design of the Work Release and then bid the Work Release as an added alternate. Supervisor Bennett withdrew her motion. Mayor Teixeira withdrew his second. Supervisor Tatro then moved that the Board of Supervisors accept the Capital Projects Advisory Committee recommendation and accept the Public Safety Jail/Courthouse facility Master Plan and accept the development cost matrix and direct them to go forward with the basic project, the Detox Center, and the design of the Work Release area and that the priorities are established for future expansion as listed on the matrix not to exceed \$19,100,000. Supervisor Smith seconded

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the motion. Mayor Teixeira expressed his thanks to staff and elected officials for working together on the project during the past three years. Motion carried 5-0.

B-2 DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF ARCHITECTURAL FINAL DESIGN CONTRACT WITH DMJM KEATING AND DAN CARNE, ARCHITECTS FOR THE PUBLIC SAFETY JAIL/COURTHOUSE FACILITY - (1-3551.5) Chairperson Sheerin said the contract is not ready but that it will be on the agenda for the Board's November 16 meeting.

C. PUBLIC COMMENT - None.

D. COMMITTEE MEMBER REPORTS (NON-ACTION) - None.

E. REPORT FROM STAFF (NON-ACTION) - None.

F. AGENDA ITEMS FOR FUTURE CAPITAL PROJECTS ADVISORY COMMITTEE MEETING (Date to be determined) - None at this time.

G. ADJOURNMENT - There being no further business Chairperson Sheerin entertained a motion to adjourn. Member Bacigalupi moved to adjourn. Member Mullet seconded the motion. Motion carried 7-0. Chairperson Sheerin adjourned the meeting at 7:37 p.m.

The Minutes of the November 6, 1995 Board of Supervisors joint meeting with the Capital Projects Advisory Committee

ARE SO APPROVED _____ 12/19 _____, 1995

/s/ _____
Gary Sheerin, Chairperson