

REQUEST FOR BOARD ACTION

**HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: September 17, 2008

SUBJECT: Facilities Issues

ATTACHMENTS: Copy of presentation

SUMMARY OF REQUEST:

Pursuant to recent Board conversations regarding the best use of current County facilities, staff has prepared a presentation to provide the Board with necessary background information, challenges, options and recommendations.

BOARD ACTION REQUESTED:

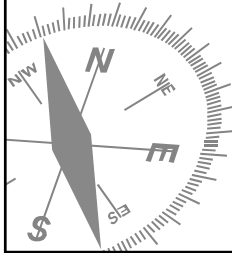
Staff requests that the Board discuss the information presented and if possible at this time, give direction as to how to proceed.

Suggested Motion:

I move that the Board accept staff's recommendation to 1) Renovate Old Health Department Building and move Probation (Adult and Child), Guardian Ad Litem and Child Support to that space; 2) Restructure remaining occupants of the 1995 courthouse to best utilize this vacated space; and 3) Leave Law Enforcement Center and EMS HQ/Base on the Capital Improvement Plan.

Facility Issues Henderson County

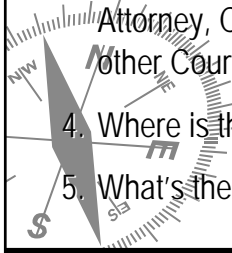
September 2008



**Henderson
County**

Issues

1. What's the best use for the old Health Department building?
2. What's the best course of action to assure adequate and effective space for the current and future Sheriff's Department needs?
3. How does the County best meet facility needs for the District Attorney, Clerk of Court, Register of Deeds, Public Defender, and other Court related operations?
4. Where is the future location for EMS HQ/Base?
5. What's the best use of the old water department building?



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Background Information

Where are we now?

- The Board voted unanimously on November 15, 2006 to move the occupants of the then land development building (Planning, Zoning, Inspections, Emergency Services) into the King Street building and include the Law Enforcement Center as part of the twelve year capital plan.



Why?

Solutions for Local Government study

- Determined that Sheriff would not fit long term into King Street Building and Land Development would not fit into Old Health Building
- Recommended relocation of Land Development Building occupants to King Street
- Recommended construction of Law Enforcement Center for Sheriff Department



Background Information

- District Attorney and Clerk of Court office space requests
- Addition of Public Defender's Office
- Register of Deeds storage space needs
- Law Library



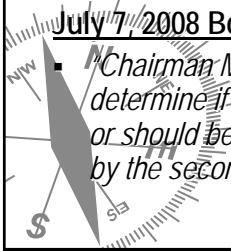
Background Information

June 2008 assessment

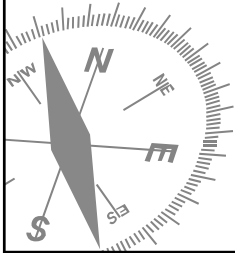
- Confirmed that Sheriff's Department would not effectively operate in OHB (13,000 sf in OHB vs. 22,700 – 31,000 sf HCSD need)
- OHB Renovations for general office: \$1.3-\$1.6 Million

July 7, 2008 Board of Commissioners meeting

- *Chairman Moyer requested that staff get the information necessary to determine if the building can be utilized for other County Departments or should be put on the market for sale, and bring it back to the Board by the second meeting in September with recommendations."*

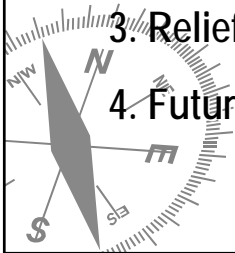


Challenges



Challenges

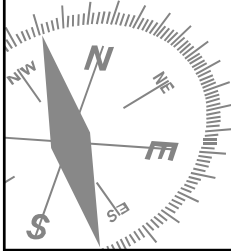
1. Best use for Old Health Building
2. Adequate space for Sheriff's Department
3. Relief of 1995 Courthouse overcrowding
4. Future EMS HQ/Base needs



Challenge #1

Best use for Old Health Building

- What current and future facility needs can be addressed by the renovation and reuse of the Old Health Building?



Challenge #2

Sheriff's Department Space Requirements

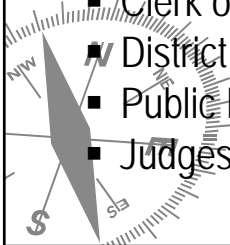
- Currently occupying multiple facilities (creates costly inefficiencies) with no room for growth
- Law Enforcement Center needs unique security and communication considerations
- Currently occupying 22,724 sf with 12 year projection at over 31,000 sf (06 S4LG study)



Challenge #3

Insufficient Space at 1995 Courthouse

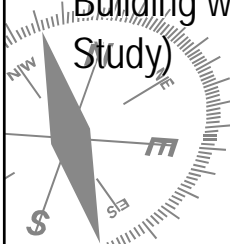
- The following occupants of the 1995 Courthouse have grown beyond their current space:
 - Register of Deeds (storage space needed)
 - Clerk of Courts (crowded, no space for growth)
 - District Attorney (2 and 3 to an office)
 - Public Defender (no space for growth)
 - Judges and Attorney Conference (no growth)



Challenge #4

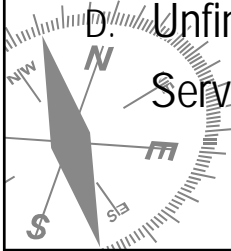
Relocation of EMS HQ/Base

- Relocation to provide space for Hospital expansion
- Current plan is to occupy bottom floor of King Street Building w/ construction of ambulance bay (06 S4LG Study)



Assets

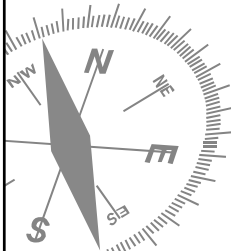
- A. Former Health Department Building
- B. Old Water Department Building
- C. Chamber of Commerce Building
- D. Unfinished space within the Human Services Building



Asset A:

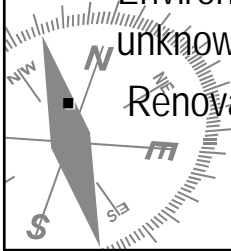
Former Health Department Building

- 13,000 square feet
- Available immediately
- Estimated renovation cost dependent on function



Asset B: Old Water Department Building

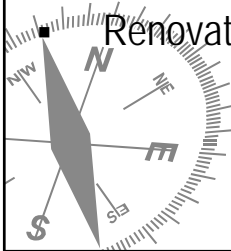
- 9,600 square feet
- Available immediately
- Environmental concerns – remediation costs unknown
- Renovation costs unknown



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Asset C: Chamber of Commerce Building

- 4,200 square feet
- Available in 1 – 2 years
- Renovation cost unknown



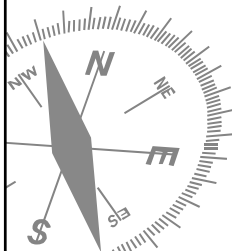
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Asset D – Human Services Building Unfinished Space

- 4,000 square feet in DSS
- 5,000 square feet in the Health Department (use of 2,000 sf tentatively planned for dental clinic)
- Available immediately
- Finishing costs unknown

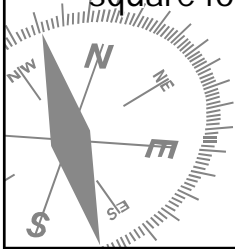


Options



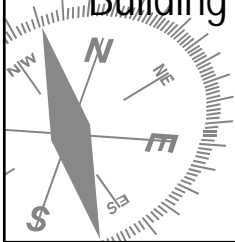
Sheriff to OHB Option

- The HSMM Study presented in July 2008 to the Board confirmed that the Sheriff's Department was not a feasible occupant of the Old Health Building due to square footage deficiencies.



Sheriff to King Street Option

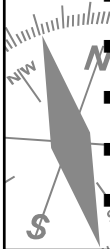
- Move the King Street Occupants to the Old Health Building
- Then move the Sheriff into the King Street Building



Sheriff to King Street Option

King Street Building Occupants (per 06 Study)

- Emergency Management: 8,300 sf
- Wellness Clinic: 1,000 sf (added)
- Permit Center: 1,500 sf
- Building Inspections /ESC: 2,000 sf
- Zoning: 2,000 sf
- Engineering / CCWSD: 1,500 sf (added)
- Planning / Meeting Room: 6,000 sf
- **Total: over 22,000 sf**



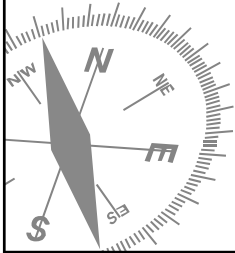
Sheriff to King Street Option

- The approved November 2006 plan for the King Street Building (see previous slide) provides adequate space for existing needs and reasonable growth for the aforementioned departments



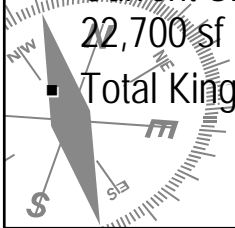
Sheriff to King Street Option

- At 13,000 sf the Old Health Building will fall far short of the over 22,000 sf needed for the King Street occupants



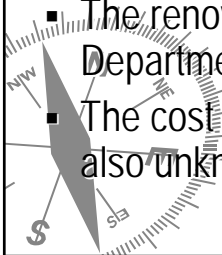
Sheriff to King Street Option

- The 2006 Solutions for Local Government Study on the Sheriff Department concluded that the King Street Building was not adequate for the consolidated Sheriff Department
- Current Sheriff's Department operations occupy 22,700 sf
- Total King Street square footage is 22,500 sf



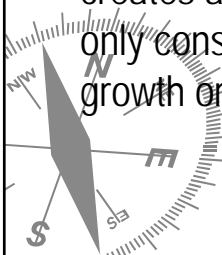
Sheriff to King Street Option

- While the square footage is comparable, it is anticipated that Sheriff's Department needs for additional office space will mirror the growth of the County. The projected 2020 requirement is 31,000.
- The renovation cost to make today's Sheriff's Department fit is unknown.
- The cost to expand the facility to meet future needs is also unknown.



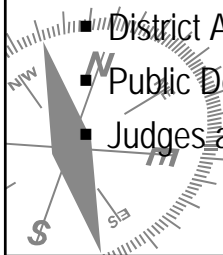
Sheriff to King Street Option

- Therefore, this option is not best for either the existing King Street occupants or the Sheriff's Department
- It solves the Old Health Building Challenge but creates a Challenge for the King Street occupants and only consolidates the Sheriff without consideration for growth or specific building needs



1995 Courthouse Option

- Again, the following occupants of the 1995 Courthouse have grown beyond their current space:
 - Register of Deeds (storage space needed)
 - Clerk of Courts (crowded, no space for growth)
 - District Attorney (2 and 3 to an office)
 - Public Defender (no space for growth)
 - Judges and Attorney Conference (no growth)



1995 Courthouse Occupants

County Departments

(Location not Courtroom Dependent)

- Tax Assessor: 6,900 sf
- Tax Collector: 2,800 sf
- Register of Deeds: 5,800 sf
- Information Technology: 3,500 sf



1995 Courthouse Occupants

Non County Units

(Location not Courtroom Dependent)

- Child Support: 1,900 sf
- Probation, Juvenile : 1,200 sf
- Probation, Adult : 6,200 sf
- Guardian Ad Litem: 1,000 sf



1995 Courthouse Occupants

Non County Units

(Location Courtroom Dependent)

- District Attorney: 2,200 sf
- Public Defender: 1,000 sf
- Clerk of Court: 10,600 sf
- Courtrooms, Judge Offices, etc.



1995 Courthouse Occupants

Tax Assessor and Collector

- Assessor and Collector need to be adjacent
- Adjacency relationship with Register of Deeds minimal (electronic communication possible):
- Adjacency relationship with Clerk of Court minimal for property ownership information through non deed transfers (electronic communication possible)
- Courthouse provides element of security



1995 Courthouse Occupants

Probation (Adult and Child), Guardian Ad Litem, and Child Support

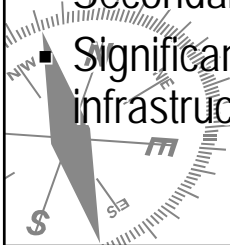
- Some Courtroom adjacency needs
- If moved would still need some conference space in Courtroom
- Lease with Probation is not current
- Moderately inconvenient but possible to move from Courthouse to old Health Department Building



1995 Courthouse Occupants

Information Technologies

- Courthouse is Central Hub for IT Infrastructure
- IT Training Room with Training Computers is Secondary Emergency Operation Center.
- Significant issues with Information Technology infrastructure relocation



1995 Courthouse Occupants

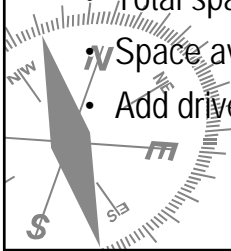
Register of Deeds

- Some Courtroom adjacency for convenience to legal community
- Adjacency to Clerk of Court for recording procedures is important
- Difficult to move from Courthouse (Clerk of Court)



1995 Courthouse Options

- Old Health Building: approximate 13,000 sf
- Move Tax Collector and Assessor
 - Total space needed currently: 9,700 sf
 - Space available for Growth: 3,300 sf (34%)
 - Add drive up window during renovation at relative low cost

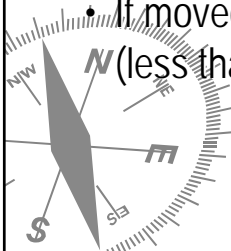


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1995 Courthouse Options

Move Probation, Child Support, Guardian Ad Litem

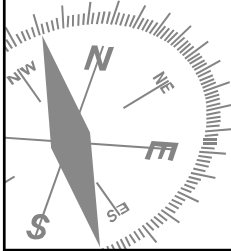
- Total space needed currently: 10,300 sf
- Space available for Growth: 2,700 sf (26%)
- If moved would need minimal space in Courthouse (less than 500 sf)



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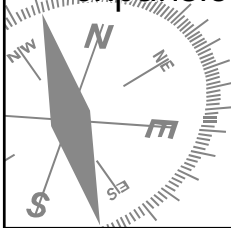
1995 Courthouse Option

- The space vacated can provide expansion and reasonable growth for the remaining occupants of the 1995 Courthouse
- 10,300 sf available to meet identified/ requested needs



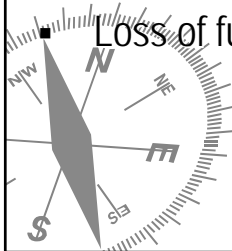
1995 Courthouse Option

- Will meet current and future justice related office space needs
- Will indefinitely delay need for courthouse expansion



Other Considerations

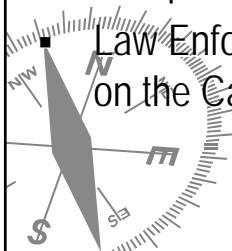
- Impact on Wellness Clinic of relocation
- Loss of heavily used King Street meeting room
- Loss of potential consolidated emergency services/EMS/EOC/EMS Base.



Loss of future human services expansion space

Recommendations

- Move Probation (Adult and Child), Guardian Ad Litem and Child Support to renovated Old Health Building
- Vacated space becomes available to remaining occupants in 1995 Courthouse



Law Enforcement Center and EMS HQ/Base remain on the Capital Improvement Plan

Discussion / Questions

Thank you

