# **CAPITAL PROJECTS ADVISORY COMMITTEE Minutes of the January 11, 1996 Meeting**

Page 1

A regular meeting of the Capital Projects Advisory Committee was held on Thursday, January 11, 1996 in the Administrative Complex Conference Room #59, 2621 Northgate Lane, Carson City, NV at 5:30 p.m.

**PRESENT:** Vice Chairperson Jenny Bacigalupi

Richard Baker Ed Moran Craig Mullet Ron Swirczek

**STAFF:** John Berkich, City Manager

Walter Sullivan, Community Development Director

Barney Dehl, Undersheriff Bill Callahan, Assistant Sheriff Fran Smith, Recording Secretary

(CPAC 1/11/96 1-0000.5)

**NOTE** - Unless otherwise indicated each item was introduced by Vice Chairperson Bacigalupi. 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. CALL TO ORDER** - Vice Chairperson Bacigalupi called the meeting to order at 5:41 p.m. A roll call was taken and a quorum was present although Member Honkump and Chairperson Sheerin were absent.

#### **AGENDA ITEMS**

- D-5 DISCUSSION AND POSSIBLE ACTION REGARDING PAYMENT FOR PROFESSIONAL SERVICES BY PEZONELLA ASSOCIATES, INC., PROJECT #3638-01K, SOILS AND ENVIRONMENTAL INVESTIGATIONS (1-0010.5) The Members had received a copy of the invoice in their packet. Member Baker moved for approval of the Pezonella invoice in the amount of \$2,500. Member Moran seconded the motion. Mr. Sullivan said he and Member Baker had reviewed the work and found it to be proper. Motion carried 5-0.
- DESIGN PHASE OF PUBLIC SAFETY/COURTHOUSE COMPLEX AND STATUS REPORT OF COMPLETED WORK (1-0033.5) Paul Danna and Bruce Fullerton of DMJM Dan Wiley, Court Consultant Dennis Liebert of Liebert and Associates The DMJM people had artists' drawings and a scale model of the jail and courthouse structures. Mr. Danna said these had been based on the direction the Committee had established several weeks ago. He noted that the internal workings are being refined and that the user groups seem to be happy with the results so far. They had also brought sample materials to show how the exteriors would be clad and the colors they were proposing. He reviewed the drawings in detail. This included access, egress, the parking lot, elevators, stairways, entry into the jail, a court waiting room, and the view out from the corridor next to the courts. He emphasized that these are initial sketches and concepts and are not close to being finished. He added that in general they are working on the idea that the building will have dignity, permanence, and have a strong relationship to the context of the City.

(1-0117.5) Mr. Wiley said the overall plan that had been adopted at the last meeting is holding up well. However, there were internal shifts of the courtrooms and this has resulted in a change in internal deployment. He pointed out the changes that have been made and felt they will serve the judiciary and related agencies very well. He noted that the internal spaces for each are not fully worked out and some issues related to the entry sequence of the building still need some work. He said he expects these will be finalized at the next meeting.

(1-0135.5) Mr. Liebert felt that the jail is now at the point where the users are satisfied. He had one of the

#### CAPITAL PROJECTS ADVISORY COMMITTEE Minutes of the January 11, 1996 Meeting Page 2

drawings and pointed out some of the changes that had been directed. One of these was the dilemma of the location of the visitation area the users wanted and yet everything else needs to be fit around it. He pointed out the location of the Work Release area, the sallyport for law enforcement vehicles, and the sight line issue that was desired in order for the booking officer to be able to view into the dormitory. He said he had been able to create the entry so that the main lobby would close at night for staff purposes; bondsmen or attorneys would come in through a release entry that would come to the booking area. The booking officer could talk to them and the inmate could go to the interview room to talk to the bonding person or the attorney without going to the secure area of the jail. He pointed out this entry would also serve the purpose for Work Release. He also mentioned the use of outdoor recreation and how this would work in separating the male from female inmates. He explained the location of the medical, kitchen, commissary, and laundry areas. City Manager Berkich asked about the number of staff and Mr. Liebert confirmed it is 27.

- (1-0265.5) Mr. Danna said a change has recently been made to the Detox location. He pointed out where their building had been located and where it will be moved and that an extension has been designed create the added space they need.
- (1-0279.5) Mr. Fullerton said it is his understanding the Sheriff has requested using some space to keep people out of the basement. He added that some of the cost of Detox has been set for the Public Safety Complex budget. However, they need to get additional funding elsewhere to build the addition to their facility.
- (1-0296.5) Member Baker asked for a review of the court part of the building. Mr. Wiley had the drawing showing the configuration of the first floor. He indicated the area that would not be secured and where the public can use the functions without going through weapons screening. However, if they want to go up to the courts they will have to go through the screening. He pointed out the locations of the Clerk to the Board, marriage licenses, the payment area, and elections.
- (1-0335.5) He then described the second floor. He pointed out where the public would come in, the location of the court clerk near the elevator, the two justice courts, the judicial offices that support them, and the District Attorney's office. He noted that the recording public administration office had been moved to the first floor and the Clerk to the Board functions from the first floor to the second. He pointed out the locations of the judges' offices and commented that between the two courts there is a holding area to which prisoners can be brought and are never in the public or private corridors. He then said there will be a non contact area where the prisoner comes in from one side and the attorney from the other. He added that papers can be passed between the two but there is no contact.
- (1-0393.5) He talked about the District Court level on the third floor and showed the location of the multi-purpose room which will be adjusted. He pointed out the location of the court clerks, the courts, and judges' offices. He showed where the court reporters will be located and noted that records management would not need windows and would be moved to another area on the floor. He next talked about the public waiting space in a corridor and said there is enough space that people would not get in each other's way. He commented that the glass on the parking lot side gives the public a much better idea of how the function works. He also noted it is simply organized making it easier for the public to find the area they are looking for.
- (1-0467.5) Mr. Sullivan reported that earlier in the day there had been a Major Project Review. This had been attended by State and City department representatives. These included NDOT, Utilities, the telephone company, Southwest Gas, Fire, Parks, Public Works, Transportation, Building, Planning and others. He said this was the second Major Project Review and an issue that came up was connection fees and how they would fit into the budget because they had not been put into the matrix and this would have to be looked into. He also mentioned some minor sewer and water line placements and said the well site on the south side of the property is a major producer. He added that any design would have to be done around it and felt it could be resolved. Mr. Berkich asked if the well operation could be put underground. Mr. Fullerton did not think so because it is a 300 foot deep well that needs access from above for maintenance.

### CAPITAL PROJECTS ADVISORY COMMITTEE Minutes of the January 11, 1996 Meeting Page 3

(1-0501.5) Mr. Sullivan said traffic had been studied along with building codes, etc. A minor review had also been done on the Detox location on the northeast portion of the site. He noted that some other issues had come up during the course of the day when staff had met with Building, Engineering, Planning, the Sheriff's office, and judicial people. These included the slope of the roof on the courthouse, energy loss with the glass on the building. He said a comparison had been made with the glass at the Community Center although it had been built twenty years ago. He felt that improved methods using glass have been developed since then and asked that this be researched.

(1-0535.5) Mr. Sullivan then commented that the District Attorney had expressed a concern with the visitation area. He said some attorneys prefer to be in with the prisoner. Mr. Wiley felt that the plan provides options to having them stand in the courtroom, going out in the hall, or being sent to a jury room. He said the basic reason for the non contact visitation area was to preclude attorneys from bringing in contraband.

(1-0570.5) Mr. Sullivan said another concern was with the traffic. He added that flexible arrival and departing times for employees would have to be initiated because the street configuration could not handle the traffic efficiently. Mr. Berkich asked if there had been any consideration of the tank situation at the Sheriff's Department. Mr. Sullivan said they had discussed the two tanks and that a third on the west yard had been discovered. He added that the architects will be contacted to determine a course of action because it is a gas tank and there is contamination. He felt this could be mitigated but would have more information at the next meeting. Mr. Fullerton said the location of that tank would seem to be in conflict with the entry tower of the courthouse. Member Mullet asked if the setback in front of the building is deep enough if Roop ever becomes a five lane street. Mr. Sullivan said Tim Homann of Public Works had advised the Committee that they are looking at a proposal of the Stewart to Roop connectors. They feel they have an adequate right of way and do not feel the setbacks are a problem. Vice Chairperson Bacigalupi solicited public comment. There being none she thanked all the participants, members of the public, and staff who had been involved in the all day meeting. No formal action was taken.

- D-2 DISCUSSION AND POSSIBLE ACTION REGARDING THE PUBLIC SAFETY/COURTHOUSE COMPLEX SCHEDULE TIME FRAMES, LIAISONS, LINES OF AUTHORITY AND MEETING DATES (1-0645.5) Vice Chairperson Bacigalupi asked if there was an update on this. Mr. Fullerton said they had not changed the schedule since the last meeting and she continued this until the next meeting. Mr. Sullivan said they had originally scheduled the next meeting for January 18 but there was a misunderstanding and it is actually scheduled for January 25. Mr. Fullerton said every two weeks works well for them. Mr. Sullivan also said there will be a public meeting on February 8.
- **D-3 DISCUSSION AND POSSIBLE ACTION REGARDING FINANCING ALTERNATIVES FOR THE PUBLIC SAFETY/COURTHOUSE COMPLEX** (1-0673.5) Vice Chairperson Bacigalupi said Finance Director Mary Walker did not have anything new to add at this point and continued this to the next meeting.
- **D-4 DISCUSSION AND POSSIBLE ACTION REGARDING THE DETOX CENTER PROGRAM** \_ (1-0676.5) Tim Hogan of Detox reported they are working with Community Development and Chairperson Sheerin and will have more information at the next meeting.
- (1-0698.5) Mr. Berkich asked when a report will be presented to the Board and Mr. Sullivan said he hoped to have this ready by February 15.
- **E. COMMITTEE MEMBER REPORTS (NON-ACTION ITEM)** None.
- **F. REPORT FROM STAFF (NON-ACTION ITEM)** Mr. Sullivan reported that the architect's contract was finalized and recorded January 8.
- Mr. Liebert asked for clarification on the February 8 meeting. Mr. Sullivan said it will be mostly to show the

## CAPITAL PROJECTS ADVISORY COMMITTEE Minutes of the January 11, 1996 Meeting

Page 4

public the design aspects of the project.

- G. AGENDA ITEMS FOR FUTURE CAPITAL PROJECT ADVISORY COMMITTEE MEETING **JANUARY 25** - Mr. Sullivan said Items 1, 2, 3 and 4 of this agenda will be standard agendized items.
- **PUBLIC COMMENT** Eric Johnson referred to the discussion on the attorney/inmate visiting area. He said there have not been any problems with contraband smuggling, etc. He felt that the current system where he can sit down at a table with a client works well and felt that the people who pay for his services would agree.
- В. **APPROVAL OF MINUTES** - Member Swirczek moved to approve the Minutes of the October 5 and December 19 meeting. Member Mullet seconded the motion. Motion carried 5-0.
- H. **ADJOURNMENT** - There being no further business Vice Chairperson Bacigalupi entertained a motion to adjourn. Member Swirczek moved to adjourn. Member Mullet seconded the motion. Motion carried 5-0. Vice Chairperson Bacigalupi adjourned the meeting at 6:33 p.m.

The Minutes of the January 11, 1996 meeting of the	ne Capital Projects A	dvisory Committee
ARE SO APPROVED	1/25	, 1996
/s/ Chairperson		