



# MEETING DOCUMENTATION

Planning • Architecture • Engineering • Interiors • Facility Management

**PROJECT:** Richardson County Law Enforcement Center  
Phase 3 Preliminary Concept Planning

**LOCATION OF MEETING:** Falls City, NE – former Armory Building

**PROJECT NO.:** 130304      **DATE:** October 24, 2013      **TIME:** 6:30 PM

<b>PERSONS INVOLVED:</b>	<b>ORGANIZATION/GROUP:</b>	<b>TELEPHONE NO:</b>
Randy Houser	Richardson County Sheriff	(402) 245-2470
David Sickel	Chair, Richardson County Commissioner	(402) 245-2103
Mark Joy	Committee Member	(402) 862-2296
Kaytlyn Kennedy	Committee Member	(402) 224-0377
Charlie Fiegener	Committee Member	(402) 855-4395
Jerry Duerfeldt	Committee Member	(402) 883-2217
Kenneth Arnold	Committee Member	(402) 245-5641
Ray Joy	Committee Member	(402) 245-6996
Phil Bletscher	Committee Member	(402) 245-7294
June Bowers	Committee Member	(402) 245-0648
Austin Duerfeldt	Richardson County Treasurer	(402) 245-3511
Scott Lundberg	Prochaska & Associates (PA)	(402) 334-0755
Jay Weingarten	Prochaska & Associates	(402) 334-0755

## DISCUSSION:

The purpose of the meeting was to tour the former Armory Building and discuss a preliminary plan for renovation as a jail. The overall goal of this study is to find the most feasible solution to meet the needs of the Richardson County Jail at the Armory Building.

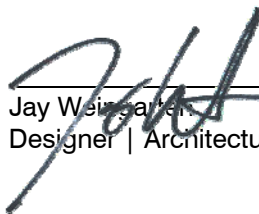
- The meeting opened with a review of the previously completed Needs Assessment. Jay Weingarten/PA gave a brief summary of the conclusions of the study, which found that:
  - Increasing County Jail populations project a need for 24 Jail Beds by 2035.
  - A 24-Bed Jail is projected to add 3 full-time staff positions to the jail, which is expected to increase the budget by \$118,857 per year. A new jail will be designed for the most efficient staffing possible, but Richardson County currently operates with less staff than is expected by Jail Standards. Jail Standards expects at least two jailors to be on staff at all times, one of which can also function as a dispatcher.
  - An anticipated Project Budget for a 24-Bed Jail on a “Greenfield” site is projected to be between \$4.06 and \$5.31 million.
  - The Project Budget for a 24-Bed Jail Addition & Renovation to the Armory Building will be substantially less.
- The Committee asked Jay to explain in more detail how it was determined that the County will need a 24-Bed Jail by 2035.

- Two methods were used to project future capacity needs: the *Linear Regression* model which projects data based on historical county Average Daily Population records, and the *Incarceration Rate* model which projects data based on national County Jail Statistics and projected county populations. These two methods are used in parallel so as not to rely solely on one statistic or method of projection.
    - i. The *Linear Regression* model projects a Jail Capacity Need near 18-Beds at the year 2035 (20-years). This projection is based on the continuation of the last 18 years (1995-current) of county jail population history. Of note, the county population decreased while the jail ADP increased during this time period.
    - ii. The *Incarceration Rate* model projects a Jail Capacity Need also near 29-Beds at the year 2035 (20-years). This projection is based on national historical county jail records over the last 25-years and projections that the county's population will decrease by over 1,000 residents by 2035. Local county jail populations have increased at a rate of 3.05% per year since 1985.
  - An average of the Linear Regression model and the Incarceration Rate model projects that the County will have a bed need of 24-Beds in 2035, and 27-Beds in 2045. These models are designed to account for peak jail populations.
3. Jay touched on the project schedule. The Committee is on schedule to discuss project budgets at the next meeting, at which time they will have all of the information they need to make a recommendation to the County Board or to consider modifications to the proposed plan.
  4. Scott Lundberg/PA described the existing Armory Building:
    - The building began construction in 1971 and opened in 1973 as a National Guard Armory Building. It is constructed of masonry bearing walls with a tongue and groove wood roof. The building consists of office space with a lower ceiling height and a gymnasium with a higher vaulted ceiling.
    - The building, designed and constructed before the energy crisis of the 1970's, has no insulation in the exterior walls and minimal insulation on the roof. The exterior windows have been replaced with thermally insulated windows.
    - The office portion of the building is served by underground ductwork that is made of transite (as indicated on the original construction drawings), which is a known asbestos containing material. PA will search for documentation that the asbestos has been remediated, but if no documentation can be found the County may want to seal the existing ducts and install a new HVAC system for the office spaces.
  5. Sheriff Houser gave the committee a tour of the building.
  6. Scott handed out a building program and a concept plan for a 24-Bed Jail. The program is a list of spaces that are necessary or wanted in a 24-Bed Jail developed during the Needs Assessment phase, but it does not make an attempt to arrange the spaces. The concept plan presented arranges the spaces listed in the program and takes into account their constructability.
    - The addition to the building is located to the South of the existing gymnasium and consists of 4,190 sf. This addition includes all of the jail cells and dayrooms because these spaces are the most critical and also the most difficult to adapt to existing conditions.
    - The addition is located on the south side of the building because it was determined that this space area of the existing building would be most conducive to a jail addition.
    - The jail cells and dayrooms are arranged around a central control station, which is very

staff efficient.

- A portion of the existing gymnasium as well as the existing storage area south of the gymnasium planned to be renovated into jail space. This space is planned to utilize the existing walls when possible and construct several new masonry walls. It is likely that the roof over the existing space south of the gymnasium will be removed and the new jail roof will be extended overhead.
  - The Master Control/Dispatch spaces proposed in the existing gymnasium will be covered with a mechanical equipment mezzanine to serve the new jail.
  - An Indoor/Outdoor Exercise area is planned in part of the existing gymnasium. This space will utilize the existing windows and will have the ability to bring in outside air if requested by prisoners.
  - The southernmost garage bay will be converted to a secure vehicular sallyport for the intake of new arrests.
  - The existing office side of the Armory Building is expected to receive minor renovation. Most notably, it is shown that the bathrooms will be reconfigured to provide public and staff toilets and a locker and shower area for the staff. It is anticipated that the larger office spaces will be subdivided with non-load-bearing partitions.
7. Sheriff Houser noted that this project is not "his baby". While he is most definitely in favor of it because of the obvious need, the County purchased this building before he was elected with the intent to renovate it into a jail.
  8. The next meeting is scheduled for **6:30 PM** on **Thursday, November 7<sup>th</sup>** at the District Courtroom in the County Courthouse. The meeting will include a discussion of a project budget, the option of transporting prisoners to another county, and financing ability of the County.

BY:

  
Jay Weinger  
Designer | Architectural Coordinator

October 31, 2013

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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