



LEA COUNTY BOARD OF COUNTY COMMISSIONERS

SUMMARY FORM

LCBCC MEETING DATE: Thursday, August 8, 2013

Submit this summary form to the Finance Director Sherri Bunch sbunch@leacounty.net by:

Tuesday, July 23, 2013

County Manager Approval (mcallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: Friday, August 2, 2013 <i>Aug 8</i>		SUBMITTED BY Name/Title/Dept: Kelli Williams, Recording Secretary, Clerk's Dept.	
SUBJECT: Minutes		ATTACHMENT(S): Draft Minutes 20130726 - <i>reg mty</i> <i>Draft minutes 20130726 Workshop</i>	
No. of Originals for Signature (Select One): Due in County Manager's Office 2 Days Prior to Meeting One (1)	Action Requested (Select One): Consideration	Agenda Item Placement (Select One): 01 Commission	

SUMMARY:

Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: None	See Additional Summary Attached <input type="checkbox"/>
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SUBMITTER'S RECOMMENDATION(S): Review & Approve the 07/26/2013 LCBCC Minutes <i>Regular mty & Workshop.</i>	Submitter's Signature Department Director, Etc. Kelli Williams <small>Digitally signed by Kelli Williams DN: cn=Kelli Williams, o=LEA County Government, ou=Recording Secretary, Clerk's Department, email=k.williams@leacounty.net, c=US Date: 2013.08.03 12:24:56 -0600</small>
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FINANCE REVIEW Fiscal Impact/Cost: N/A	Reviewed by Finance Director
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LEGAL REVIEW: N/A	Reviewed by County Attorney
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COUNTY MANAGER REVIEW: <i>8/14 - resubmitting w/ workshop -</i>	Approved by County Manager to be Placed on Agenda <i>[Signature]</i> <i>8/14/13</i>
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RECORDING SECRETARY'S USE ONLY ~ COMMISSION ACTION TAKEN

Resolution No. _____	Policy No. _____	Ordinance No. _____
File No. _____	Continued To: _____	Referred To: _____
Other: _____	Approved: <i>[Signature]</i>	Denied: _____
Comments: _____	<i>8/22/13</i>	



**Minutes of Special Judicial Complex Workshop
Lea County Board of Commissioners
July 25, 2013**

Lea County Manager Michael Gallagher called the meeting to order at 2:06 p.m. in the Lea County Event Center Banquet Room

Commissioners present were, to wit: Commissioner Dale Dunlap District 1, Commissioner Mike Whitehead District 2, Vice Chairman Ron Black District 3, Commissioner Thomas G. Pierce District 4 and Chairman Gregory H. Fulfer District 5.

Also present was County Manager Michael P. Gallagher

ITEM O1: Presentation of the Proposed Lea County Administrative and Judicial Master Plan

- **Architectural Research Consultants, Incorporated and Studio Southwest Architects: Andy Aguilar, and David Dekker**

Chairman Fulfer stated this is just a workshop no decisions will be made today.

Mr. Aguilar presented a power point presentation. He stated this is to present the information and review for the Judicial Complex Master Plan there have been just a few minor changes from the original plan.

- Workshop objectives
 - Review options considered/Decisions made to date
 - Judicial Complex either Downtown or at East Commercial site
 - Renovate Courthouse for Administrative Functions
 - We wanted to make sure to use this building and not let it just sit here
 - Demolish of old Jail/Sheriff's office
 - We are hoping to utilize this space after demolish either for new judicial complex or for other County purposes
 - Review Updated Preliminary Space Needs
 - Review latest Judicial and Admin Space Summaries/Assumptions
 - Assume full build-out requirements, Include Magistrate Court, Include District Attorney for Master Planning purposes
 - Review Conceptual Plans and Site options (Judicial Complex)
 - Review Conceptual Plans (Administrative Functions)
 - Site Selection Advisory Committee Recommendation
 - Review Preliminary Cost Analysis
 - Discuss Further Work to be continued next phase of the project
 - Updated Preliminary Space Needs
 - The Judicial square footage increased
 - There cannot be any additions to the Courthouse it is on the National Historic register
- Judicial Complex Conceptual Plans

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- All judges share workload – no divisions as in larger courts
 - One Courtroom planned at 2400 sq. ft.
 - Central holding for up to 25
 - Jury assembly space designed to accommodate court requirement
 - DA space requirement based on state standards
- Judicial Complex Site Options and Comparison

Mr. Dekker described the site locations and the proposed design detail for both locations. We are planning to have six courtrooms, for either site.
- Both site options can readily satisfy the following goals
 - Provide a modern, secure judicial facility
 - Reduce operational costs per square foot with modern HVAC systems and energy-conscious construction measures
 - Reduces or eliminates annual lease costs incurred by the County to house the district attorney in Hobbs
 - Colocate District Court, Magistrate Court and District Attorney
 - Reduce inefficiency due to current separated locations
 - Consolidate detainee movement to one location in Lovington
 - Meet future space needs to 2030
 - Up to 6 Courtrooms for District Court
 - Up to 2 Courtrooms for Magistrate Court
 - DA space to service
 - Separate County Administration from Judicial Functions
 - Hopefully separate detainee from County administration functions
 - Downtown site Pros
 - Is preferred by the local community
 - Opportunity to contribute to downtown Lovington vitality and remove/replace the vacant unused Jail
 - Opportunity to integrate design with the historic Lea County Courthouse
 - Keeps County and Courts records in close proximity (optimal for Clerk's customers doing research in county and court records)
 - Initial construction cost is lower
 - Downtown site Cons
 - There are continued threat concerns for the Sheriff's Office associated with detainee movement from East Commercial to downtown
 - Operational Cost for detainee movement between the Judicial Complex and the Jail is higher, and continuous
 - Site size results in limited opportunities for long-range expansion (beyond 2030)

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- Current Court and administrative operations will experience some inconvenience during the construction period, and available parking will be impacted
- Additional traffic calming measures will be needed to control traffic on Love Street between the existing courthouse and a new judicial complex
- East Commercial Site Pros
 - Has slightly better access for people commuting from Hobbs and other parts of Lea County
 - Consolidates Judicial System Functions on One campus (Courts, County Law Enforcement and Detention)
 - Adjacency to the Detention Facility
 - Minimized threat concerns associated with detainee movement
 - Will decrease wait time at Courtrooms when a detainee must be called from the detention center
 - Size of holding cell area in the new Judicial Complex could be reduced significantly
 - Adjacency to Sheriff's office means faster response in emergency situations
 - Enhances service
 - Lawyers can walk across a parking lot to meet with clients at the Detention Facility
 - Does not require any demolition prior to construction
 - Large site allows multiple design options to be explored
 - Expansion opportunities for long-term growth beyond 2030 are much greater
 - Parking capacity on the site is significantly higher than the downtown site
- East Commercial Site Cons
 - Does not contribute to Downtown Lovington revitalization efforts
 - However, the travel time is 3-5 minutes to downtown and Main Street restaurants and businesses. Patrons of downtown establishments will likely continue to do so
 - Separates County and Courts records (less convenient for Clerk/s customers doing research in county and court records)
 - Initial construction cost is higher than downtown site
- Site selection impact on renovations to Courthouse for administrative functions
 - If Judicial Complex is located at the Downtown Site
 - Potential use of site for a construction yard or for housing temporary buildings for Admin during Courthouse renovations is not possible

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- Old Sheriff's Office is not available for temporary housing of Admin staff during renovations (may not be a viable option regardless)
 - We would have to consider if we want to put money into a building we are planning on demolishing and a little cleanup would have to be done to the building to use it at all
- Parking for Administration and Courts is distributed across both blocks and the auxiliary parking lot

Chairman Fulfer asked if the parking would be a competitive aspect if put in a downtown location. Mr. Dekker stated if all six courtrooms were in function it could be a crunch way down the line but, in the near future it should not be a big change to what is here now.

- Administrative Components
 - Key Assumptions
 - Functions at Dal Paso site remain in Hobbs (DWI, Fire Marshall, and Environmental Services)
 - GIS and Mapping/Addressing remain in Courthouse
 - Voting Machines currently located at Roads Department are relocated to Courthouse
 - Space for Other External Agencies is flexible space – no specific user has yet been identified
 - County Staffing growth is from 63 existing to 72 long-range (to 2030) – 14 External Agency positions are not County employees
 - Maintenance storage is accommodated elsewhere
 - Variables affecting Final space requirements
 - Determination regarding optimal location of Bureau of Elections voting machine storage
 - Requirements of potential external agencies
 - Adjustments to space needs based on user input (in next phase)
- Considerations for Lea County Courthouse Renovations
 - Conceptual Plan as presented represents a comprehensive gutting and renovation of the interior of the building
 - Assumes replacement of escalator with a new elevator and new stairwell
 - Assumes replacement of public bathroom cores on all levels
 - Phasing this project is possible, but very challenging and it increases the cost significantly
 - Alternatives to Phasing include:
 - Relocating staff temporarily to nearby vacant rental buildings (if available)
 - Leasing modular buildings for duration of construction (Los Alamos County recently used this approach) – Cost is in the range of about \$12/sq. ft. per year

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- All options require moves (out and then back into the building) – this cost is not yet factored into the cost estimating

Mr. Aguilar went through a breakdown of potential preliminary cost and what the difference in cost would be in the locations of the judicial complex.

ITEM 02: Discussion

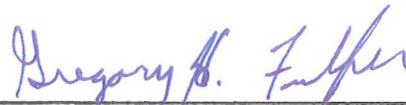
- Public Comments

Chairman Fulfer asked about the NMJC utility circle if something like that would be worth our time in cost effective to look at. Mr. Aguilar stated at the commercial site it would not be conceivable since the other two buildings are not set up like that however the downtown site might be conceivable but, since the building is not brand new you might not want to replace the system as such. Manager Gallagher expressed his concerns and his breakdown of cost of transporting detainees. Chairman Fulfer asked how close the downtown site would sit to the houses. Mr. Aguilar stated it would not be any closer than the building that is there now. Clint Laughrin expressed his concerns about the location of the judicial building and the possibility of having to purchase more property when the jail is outdated to update the jail. Mr. Aguilar stated the jail was designed with expansion in mind in the future. Mayor Dixie Drummond expressed her concerns about the location of the judicial complex. Tyler Graham expressed his concerns about State Statute 4-13-2, he wanted to know if it applies or not but he stated it sounds like it has to be right here. Judge Shoobridge stated he can only say they have done this in other Counties and there were no problems. Chairman Fulfer expressed concerns about traffic and safety during construction if the site is located downtown. Tyler Graham also expressed his concern about the location and revitalization of Lovington. Mr. Dekker stated I am a big time down town revivalist I was the down town Main Streets construction engineer for 5 years. The key to a successful downtown revitalization is having enough parking. My concern is parking in this downtown area.

The meeting was adjourned at 4:17 p.m.

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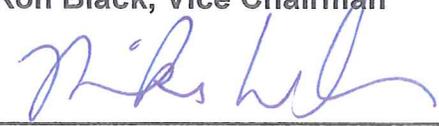
**BOARD OF COUNTY COMMISSIONERS
LEA COUNTY, NEW MEXICO**



Gregory H. Fulfer, Chairman



Ron Black, Vice Chairman



Mike Whitehead, Member

Thomas G. Pierce, Member



Dale Dunlap, Member

**ATTEST: Pat Chappelle
Lea County Clerk**



Kelli Williams

