

COUNTY FACILITIES COMMITTEE MEETING  
FEBRUARY 17, 1994, 8:00AM  
ROOM 564, COUNTY COURTHOUSE

MEMBERS PRESENT: Chairman Tom Bacote  
Commissioner John Keefe

OTHERS: Cliff Strassenburg  
Cliff Spiller  
Danny Higgins  
Dan McMillan, Architect  
Marsha Fogle, Clerk  
Press

The meeting was called to order by the Chairman.

1. Review of plans for renovations to fourth and fifth floor of county courthouse.

Dan McMillan reviewed the preliminary plans and the Committee asked questions and discussed the office layout, in particular, for commissioners. Cost Estimate: \$600,000

In reviewing the plans and changes to the fifth floor, it was noted that commissioner offices need to be addressed in a relatively short period of time. (It was noted a county attorney could be hired in the next 60 days, which would require us to find office space for a county commissioner). Because of space constraints in the commissioners' offices and attorney's office, the Committee asked Dan to take a look at these particular offices and see if a satisfactory arrangement can be worked out.

The Committee also discussed the idea of open office space or movable partitions for offices as opposed to walls. Mr. McMillan was requested to take a look at movable partitions, based on the needs of the departments involved.

**MOTION:** Commissioner Keefe offered a motion to direct Mr. McMillan to proceed with drawing up specifications for the renovations to the 4th floor, excepting movable partitions. This would include, hard walls, electrical, plumbing, heating, bathrooms, carpet, etc.

**SECOND:** Commissioner Bacote

**VOTE:** UNANIMOUS

Mr. McMillan noted the project would not be an easy one because of constraints that will be placed on the contractors as to when they will be able to work. (Note: A lot of the job will have to be accomplished at night and on the weekends). He estimated it would take a year to complete the project.

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The Committee also discussed money and it was noted at this point only \$250,000 has been committed to the project. It was also noted that Commissioners indicated when approving this money for this fiscal year, they would add to it in the next fiscal year.

## 2. Review of Five Year Capital Improvements Plan

The Plan was submitted to the Committee and will also be given to the other commissioners. Mr. Strassenburg asked the Committee to review said plan and we would begin to discuss it at our next Facilities Committee meeting in March. Mr. Strassenburg suggested the Committee needs to perhaps prioritize the capital requests.

## 3. Other Business

Commissioner Keefe noted some areas of concern reference the security system in the building:

1. Make sure everyone knows which door is open at 7:30AM in the morning.
2. Concerned about being consistent in setting the sensitivity level on the security equipment at the doors. (It was noted that the humidity some times can affect the sensitivity level).
3. Concerned about who is being searched and who is not. (It was noted that everyone is being searched when they enter the building, excepting deputies police officers,). Mr. Strassenburg also told the Committee he is working on a card system for the building as opposed to people having keys to get in the building. The card system will allow us to know who is in the building after hours, what time they come in, what time they leave, etc.

The Committee discussed briefly the two-hour parking on the north side of the building. The Committee concurs that the parking lot needs to be patrolled and tickets need to be issued to people who are abusing the two hour limit. Management will take care of this.

Commissioner Bacote asked if this Committee would be involved in any way in the Civic Center project. Mr. Strassenburg noted that the Committee would be welcome to attend meetings of the Coliseum committee.

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Commissioner Keefe said he believed our county committees should have some guidelines as to what issues they should be concerned with. Mr. Strassenburg suggested that perhaps each committee could draw up their own guidelines and then present to the full Board of Commissioners for review and approval.

MEETING ADJOURNED: 9:40AM