

**PIERCE COUNTY
COMMITTEE MEETING AGENDA**

Judicial Facility Planning Ad Hoc

Tuesday, August 29, 2023 – 4:30 p.m.

Courthouse Annex/Lower Level - County Board Room; 124 N. Oak St. – Ellsworth, WI

Attendance is also available virtually or by phone:

<https://us06web.zoom.us/j/88246797678?pwd=bnNqZUhhVOHloRUtydDZEORGJheVpNdz09>

Meeting ID Number: 882 4679 7678

Passcode: 667912

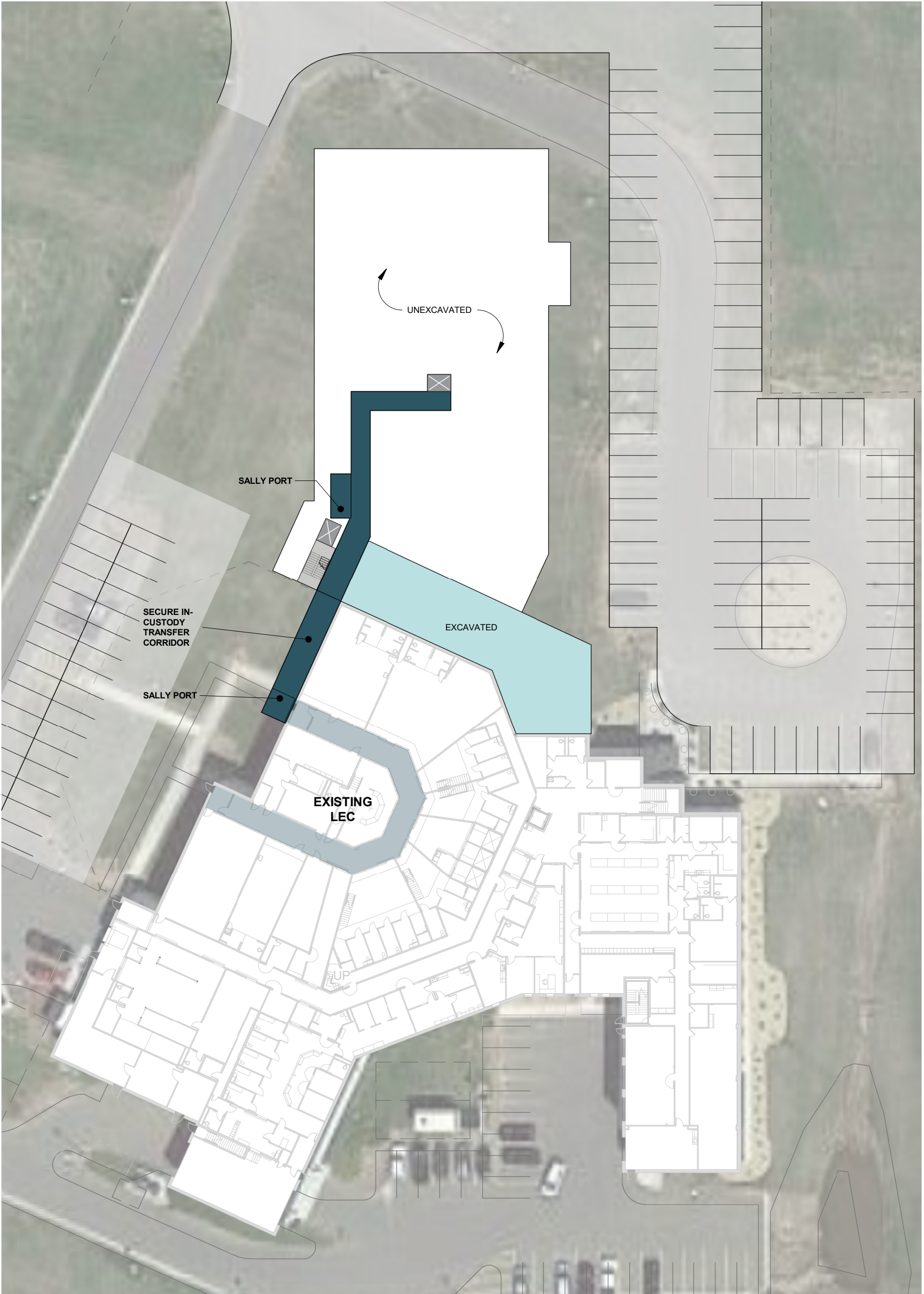
United States: + 1 (312) 626-6799

Access Code: 667912

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items. Public comments will be taken on agenda items prior to the Committee taking them up.	Chairman
2.	Establish and adopt agenda	Members
3.	Approve minutes of May 23, 2023	Members
4.	Judicial Facility planning update by Wold Architects and Market and Johnson	Wold / Market & Johnson
5.	Discuss/Take action on future meeting dates & times	Members
6.	Future agenda items	Members
7.	Adjourn	Members
Questions regarding this agenda may be made to Jamie Feuerhelm at 715-273-3531, Ext. 6688.		
Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-3531, Ext. 6429.		

A quorum of County Board supervisors may be present.

jrf (08/24/23)

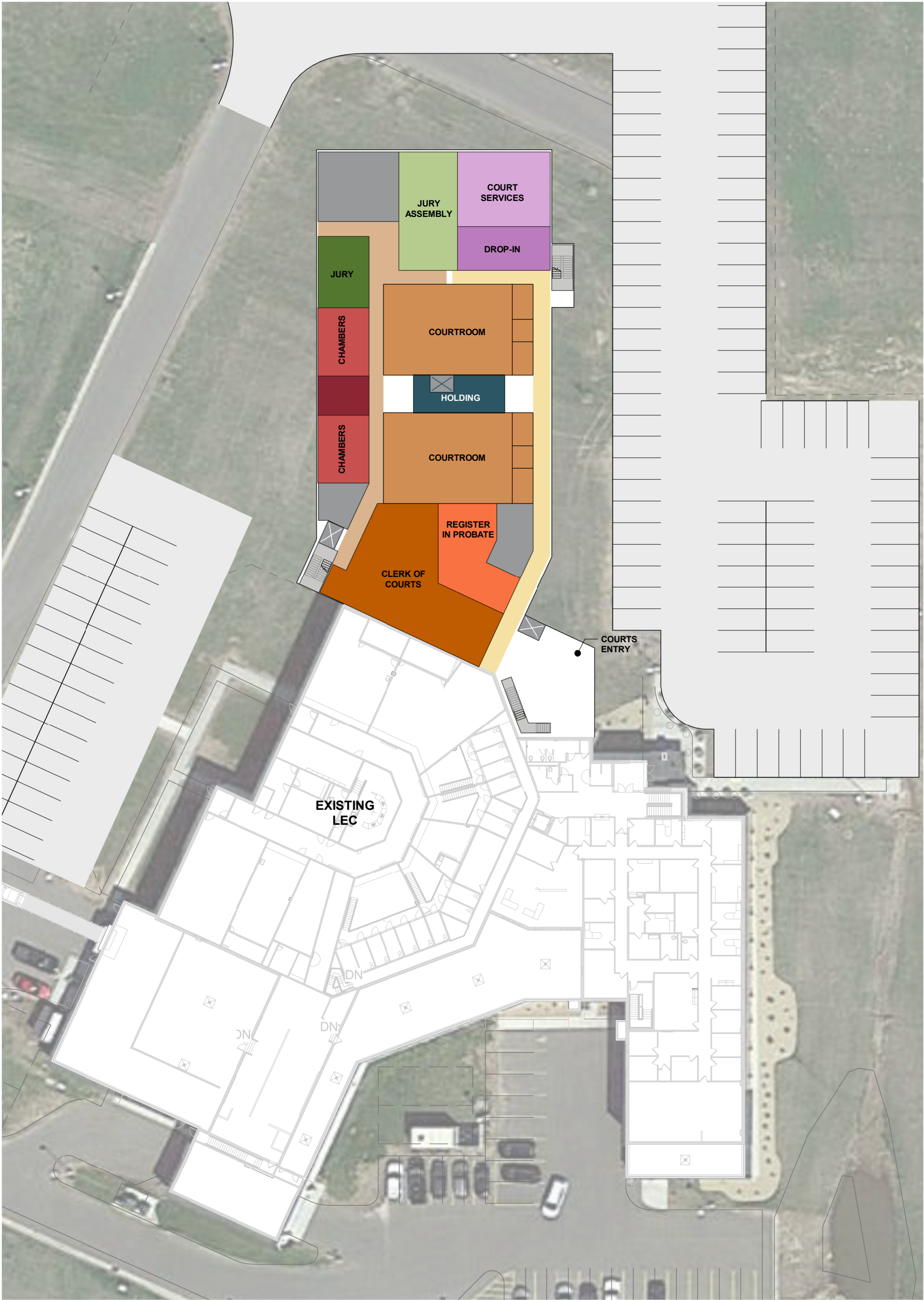


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Lower Level Plan Diagram (DRAFT - 2023.08.01)

1" = 40'-0"

0 30' 60'

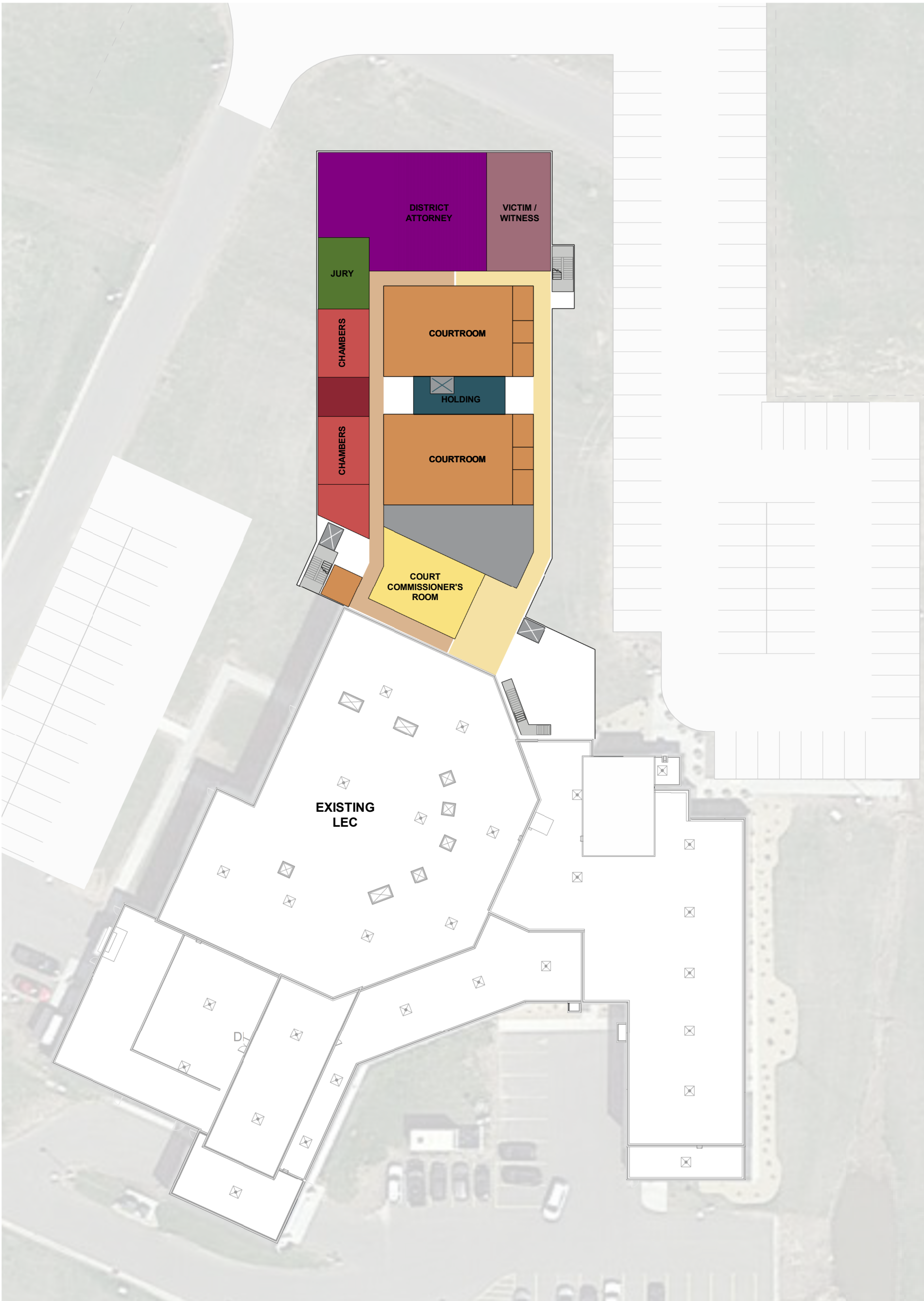


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Main Level Plan Diagram (DRAFT - 2023.08.01)

1" = 40'-0"

0 30' 60'





SPACE PROGRAM SUMMARY

		EXISTING BUILDING				PRE-DESIGN			
		(as applicable)							
		Qty	Size	Total SF	Comments	Qty	Size	Total SF	
DIVISION SUMMARY									
1.00	LEC / Jail General Building Useable Area			4,200 USF				4,200 USF	
2.00	Sheriff's Offices Useable Area			12,139 USF				13,632 USF	
3.00	Jail Useable Area			30,896 USF				30,896 USF	
4.00	Emergency Mgmt - EOC UseableArea			2,970 USF				2,970 USF	
5.00	Emergency Mgmt - 911 Useable Area			1,163 USF				2,198 USF	
6.00	Medical Examiner Useable Area			330 USF				330 USF	
11.00	Courts General Building Useable Area			0 USF				3,811 USF	
12.00	Court Room Sets Useable Area			0 USF				24,192 USF	
13.00	Clerk of Courts Useable Area			0 USF				2,033 USF	
14.00	Register in Probate Useable Area			0 USF				1,397 USF	
15.00	District Attorney Useable Area			0 USF				3,086 USF	
16.00	Victim Witness Useable Area			0 USF				1,126 USF	
17.00	Court Security Useable Area			0 USF				1,414 USF	
18.00	Court Services Useable Area			0 USF				1,176 USF	
19.00	Drop-in Workspace Useable Area			0 USF				722 USF	
Total Usable Area				51,698 USF				88,745 USF	
Usable to Gross Factor				x 1.11				x 1.15	
Total Gross Square Footage				57,439 GSF				102,057 GSF	
1.00	LEC / Jail General Building								
	LEC / Jail General Building Useable Area			4,200 USF				4,200 USF	
2.00	Sheriff's Offices								
	Sheriff's Offices Useable Area			12,139 USF				13,632 USF	
3.00	Jail								
	Jail Useable Area			30,896 USF				30,896 USF	
4.00	Emergency Mgmt - EOC								
	Emergency Mgmt - EOC UseableArea			2,970 SF				2,970 SF	
5.00	Emergency Mgmt - 911								
5.01	Telecommunications Supervisor Office			148 SF		1	150	150 SF	
5.02	Call Center Workstations			200 SF	4	50	8	96	768 SF
5.03	Breakroom			57 SF		1	120	120 SF	
5.04	Toilet			48 SF		1	56	56 SF	
5.05	Storage			33 SF		1	80	80 SF	
5.06	Equipment Room			201 SF		1	200	200 SF	
Total Emergency Mgmt - 911 Net Area				687 SF				1,374 SF	
Net to Usable Factor				x 1.69				x 1.60	
Emergency Mgmt - 911 Useable Area				1,163 USF				2,198 USF	
6.00	Medical Examiner								
	Medical Examiner Useable Area			330 USF				330 USF	
11.00	Courts General Building								
11.01	Lobby					1	1000	1,000 SF	



SPACE PROGRAM SUMMARY

		EXISTING BUILDING				PRE-DESIGN		
		(as applicable)						
		Qty	Size	Total SF	Comments	Qty	Size	Total SF
11.02	Law Library					1	180	180 SF
11.03	Mother's Room					1	72	72 SF
11.04	Public Toilets					4	140	560 SF
11.05	Public Vending Area (inside WS)					1	50	50 SF
11.06	Staff Toilets					4	90	360
11.07	Building Storage					1	400	400 SF
11.08	Maintenance Office					1	100	100 SF
Total Courts General Building Net Area				0 SF				2,722 SF
Net to Usable Factor				#DIV/0!			x	1.40
Courts General Building Useable Area				0 USF				3,811 USF
12.00	Court Room Sets							
12.01	Court Waiting					5	200	1,000 SF
12.02	Flex Courtrooms					3	2000	6,000 SF
12.03	Large Courtroom					1	2300	2,300 SF
12.04	Court Commissioner Hearing Room					1	1700	1,700 SF
12.05	Flex Conference Rooms (2.5 per Ctrm)					12	125	1,500 SF
12.06	Judicial Chambers (w/ toilet)					4	400	1,600 SF
12.07	Commissioner's Office / Robing Room					1	180	180 SF
12.08	Judicial Aide Wkstn					4	80	320 SF
12.09	Court Reporter Office					4	100	400 SF
12.10	Jury Deliberation Suite					2	540	1,080 SF
12.11	Jury Assembly / Multi-purpose (80x15sf)					1	1200	1,200 SF
Total Court Room Sets Net Area				0 SF				17,280 SF
Net to Usable Factor				#DIV/0!			x	1.40
Court Room Sets Useable Area				0 USF				24,192 USF
13.00	Clerk of Courts							
13.01	Clerk of Courts Office					1	150	150 SF
13.02	Court Clerk Wkstns (5 + 3 Future)					8	64	512 SF
13.03	Reception Stations					3	40	120 SF
13.04	File Storage					1	120	120 SF
13.05	Work Room					1	100	100 SF
13.06	Kitchenette (shared w/ Judges)					1	180	180 SF
13.07	Public Waiting					1	150	150 SF
13.08	Self-help Area					1	120	120 SF
Total Clerk of Courts Net Area				0 SF				1,452 SF
Net to Usable Factor				#DIV/0!			x	1.40
Clerk of Courts Useable Area				0 USF				2,033 USF



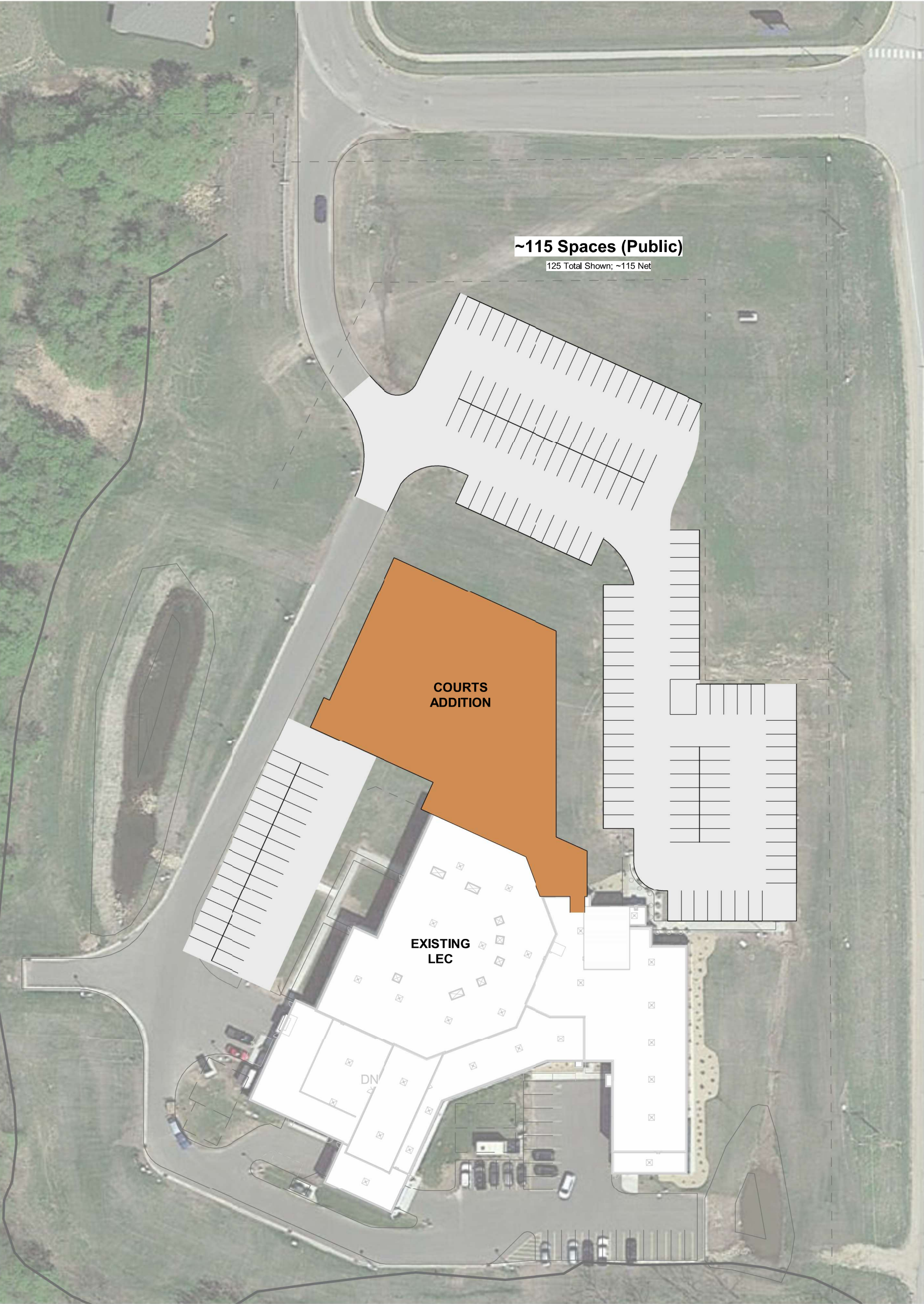
SPACE PROGRAM SUMMARY

		EXISTING BUILDING (as applicable)				PRE-DESIGN		
		Qty	Size	Total SF	Comments	Qty	Size	Total SF
14.00	Register in Probate							
14.01	Register in Probate Office					1	150	150 SF
14.02	Probate Clerk Wkstns (1 + 1 Future)					2	64	128 SF
14.03	Reception Stations					1	40	40 SF
14.04	File Storage					1	460	460 SF
14.05	Work Room					1	100	100 SF
14.06	Kitchenette / Break Space (in Clerk of Court)					0	0	0 SF
14.07	Public Waiting					1	120	120 SF
	Total Register in Probate Net Area							998 SF
	Net to Usable Factor						x	1.40
	Register in Probate Useable Area							1,397 USF
15.00	District Attorney							
15.01	District Attorney Office					1	180	180 SF
15.02	Asst DA Office (2 + 2 Future)					4	140	560 SF
15.03	Legal Asst Wkstn (3 + 2 Future)					5	64	320 SF
15.04	Office Manage Office					1	120	120 SF
15.05	Drop-in Office					1	120	120 SF
15.06	Reception Wkstn					1	64	64 SF
15.07	Conference Room / DA Law Library					1	240	240 SF
15.08	File Storage (10 files)					1	120	120 SF
15.09	Work Room					1	100	100 SF
15.10	Kitchenette					1	140	140 SF
15.11	Public Waiting					1	120	120 SF
15.12	Interview Room					1	120	120 SF
	Total District Attorney Net Area							2,204 SF
	Net to Usable Factor						x	1.40
	District Attorney Useable Area							3,086 USF
16.00	Victim Witness							
16.01	V/W Coordinator Office					1	140	140 SF
16.02	V/W Specialist					1	140	140 SF
16.03	V/W Receptionist Wkstn					1	64	64 SF
16.04	V/W Waiting Room					1	140	140 SF
16.05	Conference Room					1	120	120 SF
16.06	Work/File Room					1	80	80 SF
16.07	Kitchenette (shared w DA)					0	80	0 SF
16.08	Public Waiting					1	120	120 SF
	Total Victim Witness Net Area							804 SF
	Net to Usable Factor						x	1.40
	Victim Witness Useable Area							1,126 USF



SPACE PROGRAM SUMMARY

		EXISTING BUILDING (as applicable)				PRE-DESIGN		
		Qty	Size	Total SF	Comments	Qty	Size	Total SF
17.00	Court Security							
17.01	Weapon Screening Station					1	320	320 SF
17.02	Security Office					1	150	150 SF
17.03	Bailiff Station					2	80	160 SF
17.04	Holding Cells					4	70	280 SF
17.05	Non-contact Interview Rooms					2	50	100 SF
17.06	Contact Interview Rooms					0	80	0 SF
Total Court Security Net Area								1,010 SF
Net to Usable Factor							x	1.40
Court Security Useable Area								1,414 USF
18.00	Court Services							
18.01	Court Services Offices (3 + 1 Future)					4	120	480 SF
18.02	Kitchenette / Break Space					1	80	80 SF
18.03	Work/File Room					1	80	80 SF
18.04	Public Waiting					1	120	120 SF
18.05	Urine Analysis Toilet					1	80	80 SF
Total Court Services Net Area								840 SF
Net to Usable Factor							x	1.40
Court Services Useable Area								1,176 USF
19.00	Drop-in Workspace							
19.01	Corporation Counsel Office					1	140	140 SF
19.02	Human Services Hoteling Space (Child Prot, Youth Justice, CLTS, Child Support)					6	36	216 SF
19.03	Human Services Workarea					1	40	40 SF
19.04	Human Services Conference Room					1	120	120 SF
Total Drop-in Workspace Net Area								516 SF
Net to Usable Factor							x	1.40
Drop-in Workspace Useable Area								722 USF



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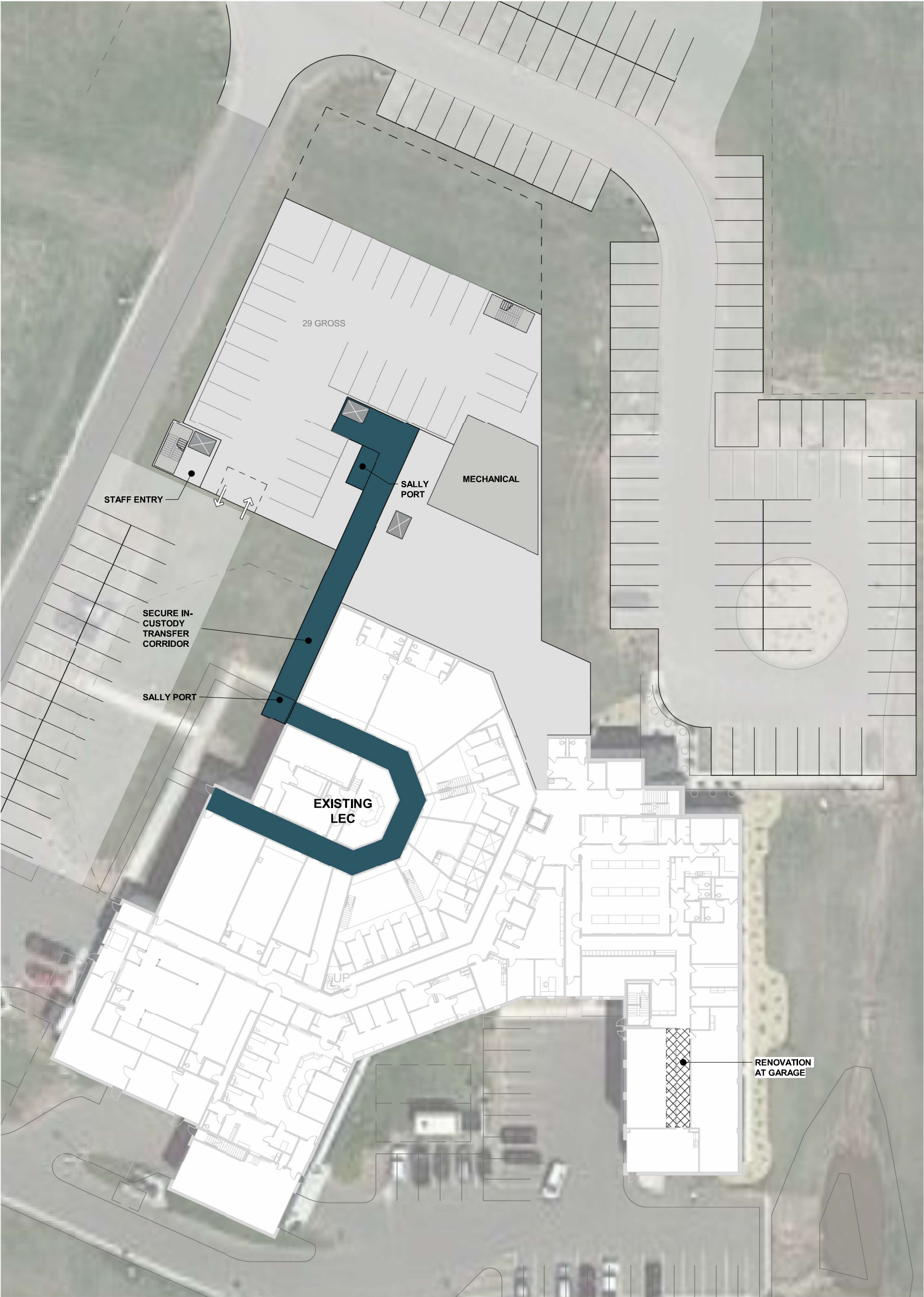
Site Plan (Option B)

1/64" = 1'-0"

0

48'

96'



1

Lower Level Plan Diagram - Option B

1" = 40'-0"

0

30'

60'

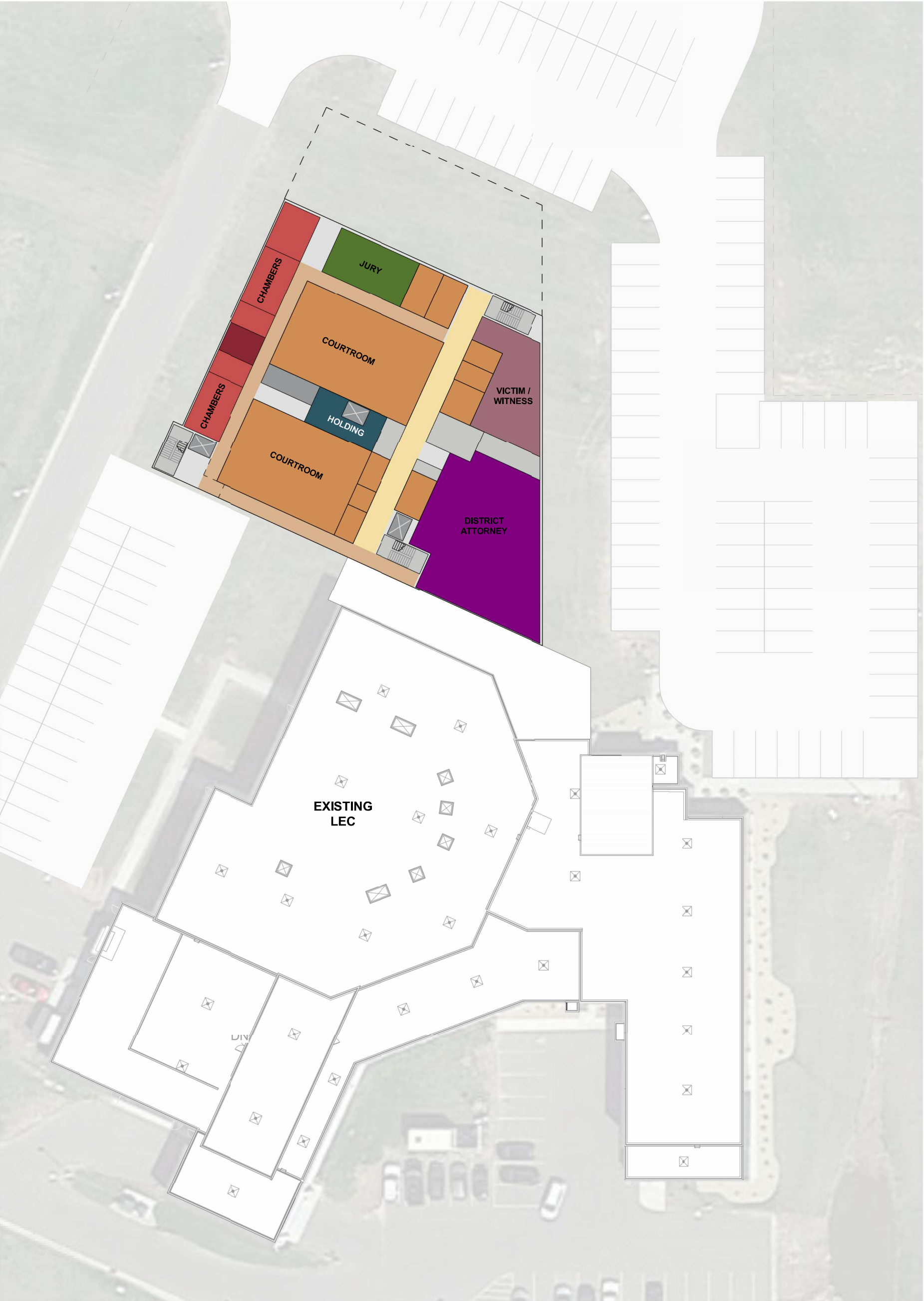


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Main Level Plan Diagram - Option B (DRAFT)

1" = 40'-0"

030'60'

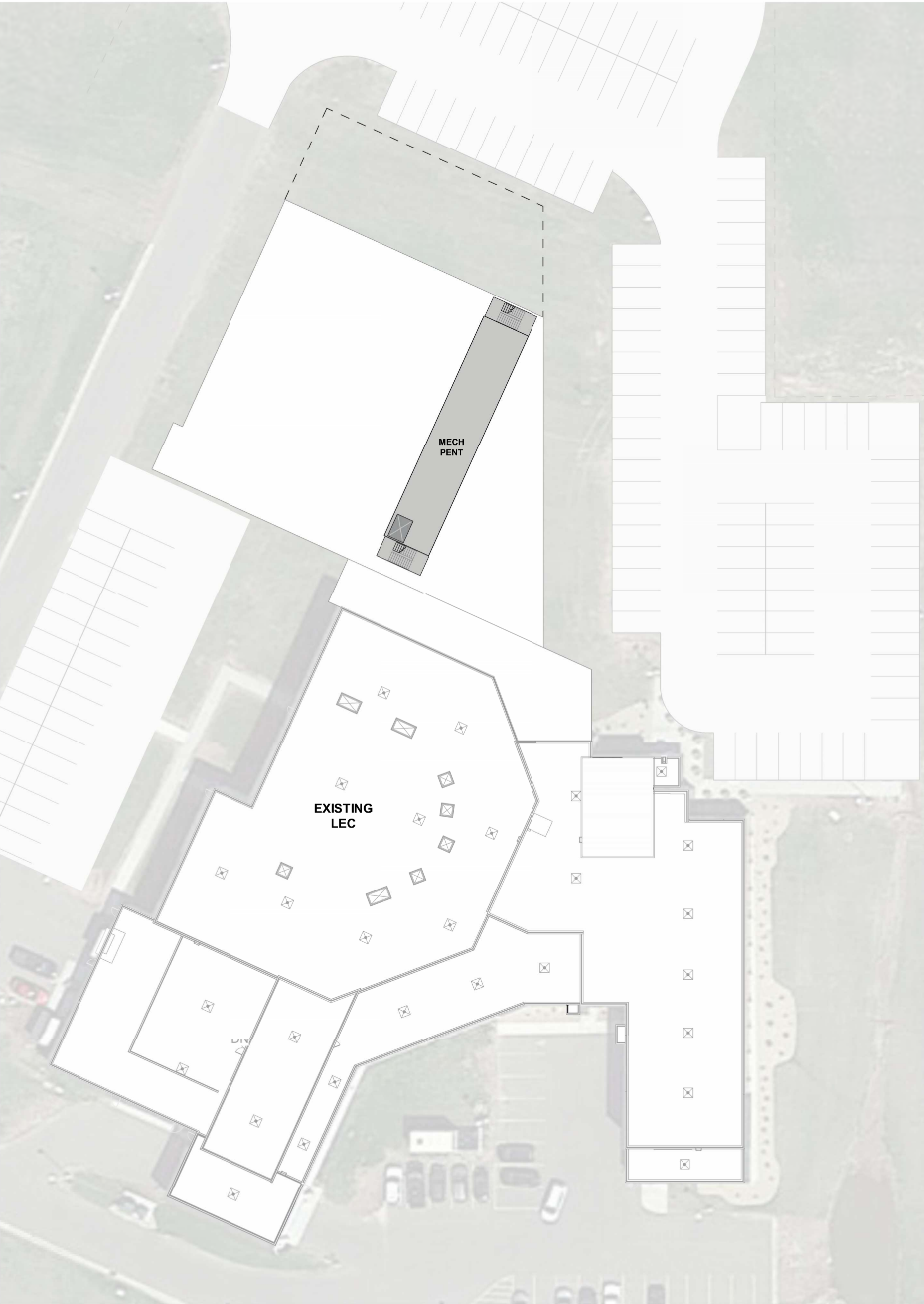


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Upper Level Plan Diagram - Option B

1" = 40'-0"

030'60'



1

Penthouse Diagram - Option B

1" = 40'-0"

030'60'

**APPROVED MINUTES OF THE AdHoc
JUDICIAL FACILITY PLANNING COMMITTEE MEETING HELD
August 29, 2023 – 4:30 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room
124 N. Oak St., ELLSWORTH, WI**

2023 – 02

1) Meeting Convened

The Pierce County Judicial Facility Planning Ad Hoc Committee met in the County Board Room of the Pierce County Courthouse Annex, Ellsworth, WI. Chairman J. Aubart called the meeting to order at 4:33 p.m.

1a) Those Present

A quorum was established acknowledging 6 members present; 1 excused.

Members present:

Jim Ashbach	District #2
Jon Aubart	District #3
Mike Kahlow	District #6
Neil Gulbranson	District #11
Elizabeth Rohl	Judge
Joseph Boles	Judge-retired

Absent/Excused:

Scott Bjork	District #7
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Also present: Jason Matthys-AC, Jamie Feuerhelm-County Clerk, Brad Lawrence-Corp Counsel, Kerry Feuerhelm-Clerk of Circuit Court, Randy LaFaive-Market & Johnson, Joel Dunning-Wold, Jake Wollensak-Wold.

1b) Public Comment

None.

2) Agenda Adopted

Motion by M. Kahlow/J. Ashbach to adopt agenda as presented; motion carried unanimously.

3) Approve Minutes

Motion by N. Gulbranson/E. Rohl to approve minutes of the May 23rd, 2023 meeting as presented; motion carried unanimously.

4) Judicial Facility planning update by Wold Architects and Market and Johnson

J. Dunning presented draft projections based on suggested square footage needed for courtrooms, court related departments, & staff. Also, reviewed the site layout projecting where the addition would connect to existing jail & Sheriff's Office facility, along with parking area suggestions. Two options were presented for the layout of the courts & department offices. Option A presented a larger square footage & different layout than that of Option B. Both projected to meet current & future space needs. Committee discussed both options with several members expressing favor to the layout in Option B. They also discussed next steps & timelines. J. Dunning indicated that it could take a couple weeks to finish Courthouse suggestions. R. LaFaive indicated that it would take 2-3 weeks to complete cost projections. No action taken.

5) Discuss/Take action on future meeting dates & times

Committee discussed when to meet again. Committee set a date for Sept. 26th, 2023 at 4:30 p.m. for next meeting.

6) Future Agenda Items

- Courthouse suggestions
- Cost projections for judicial complex

7) Adjourn

Motion J. Boles/M. Kahlow to adjourn at 5:32 p.m.; motion carried unanimously.

Respectfully submitted by: Jamie Feuerhelm, County Clerk

DRAFT