

# CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

## Study Session Worksheet

**Presentation Date:** 4/23/13 **Approx Start Time:** 1:30 pm **Approx Length:** 30 minutes

**Presentation Title:** Justice Court Update

**Department:** County Administration, Finance/Facilities, Justice Court

**Presenters:** Nancy Newton, Deputy County Administrator, Marc Gonzales, Finance Director

**Other Invitees:** Judge Karen Brisbin, Facilities Manager Jeff Jorgensen

### **WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?**

The purpose of this study session is to select a location for the Justice Court.

**EXECUTIVE SUMMARY:** On March 27, 2013 the Board of County Commissioners held a study session to finalize the location for the Justice Court; which is currently located in rented space in the Oak Grove area. As a reminder, there are five baseline standards that are applied when determining if a location is suitable for the Justice Court. They are:

1. Access to public transportation/transit: this is of utmost importance as many of the clients of the Court have suspended licenses or other driving restrictions. This usually requires that the Court be located along a major roadway.
2. Adequate parking for staff and Court clients.
3. Appropriate capacity and configuration of the space: Courts require specific space configurations for judicial and administration functions.
4. Cost: The County is committed to finding the lowest cost facilities possible provided they meet minimum County standards (i.e. accessibility, habitability, safety, structural and interior conditions, etc.).
5. Owned vs. rented space: County policy is to locate its facilities in owned buildings whenever possible, preferably on the Red Soils Campus unless there is a departmental business case not to do so. In the case of the Justice Court, by statute it cannot be located in the County Seat (Oregon City). Prior discussions of locating in space owned by County-related entities did not result in a siting solution.

During the March 27, 2013 study session Judge Karen Brisbin suggested a potential location that had just become available. Because the information was newly presented at the study session, the Board directed staff to return with a comparison of the two properties. The first property is the Green Castle Mall; 13207-13233 SE Mcloughlin Blvd. in Milwaukie. The second location is in the Clackamas area near 82<sup>nd</sup> Ave.

**FINANCIAL IMPLICATIONS:** (current year and ongoing): The Justice Court has set aside \$800,000 in their FY 2012-13 budget in anticipation of relocating the Court and has projected

sufficient funding from fees/fines for a new location. Additionally, the Justice Court has supplied data on numerous occasions that Justice Court is a self-supporting operation and will continue to be so if relocated to a more suitable space.

**LEGAL/POLICY REQUIREMENTS:**

The latest direction of the Board as of March 27, 2013 is to provide a comparison of the two potential locations for the Justice Court. This comparison is attached based on the most current information provided to staff. It is important to note that as of the writing of this document, there are still areas in negotiation for the second location and are not included at this time. Also, the owner of the Green Castle Mall has notified the County of his intent to re-list the space if a decision is not forthcoming from the County in the near future.

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

Regardless of the final location, staff will work with any applicable Community Planning Organizations (CPOs) and is prepared to present at CPO meetings to answer questions about the Court.

**OPTIONS:**

1. The Board may approve locating the Justice Court at the Green Castle Mall; 13207-13233 SE Mcloughlin Blvd. in Milwaukie;
2. The Board may continue negotiations to finalize information regarding the second location on 82<sup>nd</sup> Ave.;
3. The Board may discard either location, or
4. The Board may determine not to take action at this time.

**RECOMMENDATION:**

Staff does not have a specific location recommendation at this time as there are remaining unknown factors for which ongoing negotiations will provide further information.

**ATTACHMENT:**

- Property Comparison

**SUBMITTED BY:**

Division Director/Head Approval \_\_\_\_\_

Department Director/Head Approval \_\_\_\_\_

County Administrator Approval \_\_\_\_\_

**Justice Court Comparison**

4/18/2013

	<b>Location</b>	<b>Desired Square Footage</b>	<b>Cost to Lease per Year</b>	<b>County Cost for Tenant Improvements</b>	<b>Proposed Lease Duration</b>	<b>Parking Availability</b>	<b>Notes</b>
<b>Green Castle Retail Center</b>	McLoughlin Blvd.	7420	Landlord asking \$14 per sf per year + triple net (CAM) charges + all utilities, janitorial, etc. \$103,880	Landlord contribution \$150,000; County Cost \$350,000	10 years; renewals per Letter of Intent	Open retail parking - total of 120 parking spaces for all tenants	Landlord has agreed to terms of lease
<b>Clackamas, 82nd Ave.</b>	82nd Ave.	7,850	County proposed 13.00 per SF \$102,500	Aproximately \$800,000, to be confirmed with Landlord's reply to Letter of Intent	County Proposed 10 Years with two 5 year renewals	County Proposed 30-40 spaces	Awaiting Response to Letter of Intent