

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS
Study Session Worksheet

Presentation Date: February 22, 2011 Time: 2:00 pm Length: 30 minutes

Presentation Title: Sunnybrook Facility Update

Departments: Finance, County Administration

Presenters: Marc Gonzales, Nancy Newton

POLICY QUESTION

This study session presents the following policy issue to the Board of County Commissioners:

If the Sunnybrook Service Center (SSC) is the appropriate location for efficient and long term Justice Court functions.

Background

Justice Court Functions and Facility Needs

When the planning for the SSC remodel began, the Justice Court was in the formative stage and had yet to commence operations. Conservative space estimates were made requiring planning assumptions without the benefit of actual Justice Court administrative and operational data. Since that time additional requirements for Court functions have been identified.

In October, 2010 staff requested an analysis from SERA Architects regarding the suitability of Justice Court operations within SSC. SERA's response stated that "The Justice Court became operational on February 23, 2010 and since that time it has become obvious that the assigned space in the Sunnybrook Building will be insufficient in comparison with the operations and layout within the temporary space it currently occupies. In fact the temporary space located at 16217 SE McLoughlin Blvd. in Oak Grove is also too small and inadequate in the areas outlined below" (see SERA Architects letter attached).

Staff continued to analyze the workload and functions of the Court and during a December 14, 2010 study session to the Board staff reported on a number of factors regarding the SSC project and Justice Court location; such as:

1. The Sunnybrook lobby will be inadequate for accommodating citizens attempting to access both the Court and CCSO functions without extensive changes to the current building design and loss of building parking.

2. Parking will be insufficient for citizens and employees even if the expansion above were not to be made.
3. The courtroom would be situated on the first floor with the majority of Court staff located on the third floor. Court officials have expressed concern about operational ability and fear that there may be a number of individuals departing court without setting up payment plans, requiring additional follow up time for staff.
4. Should the Justice Court locate to Sunnybrook in its current design configuration, administrative and Court space will be completely filled without means for expansion or modification to meet future Court needs.
5. Relocating the Court more than once from its temporary site would not be an efficient use of resources. The Justice Court needs a permanent, established location that will maximize efficient operations of the Court.

Court operations began in a phased approach beginning with traffic citations. The Court has not yet begun its statutory mandate for the disposition of small claims and forcible evictions. This added responsibility will result in greater activity for the Court both in the number of citizens served and duties for Court staff.

During the December 14 study session, the Board authorized staff to "pause" the earlier Justice Court space allocation in SSC in order to bring forward a recommendation and affiliated cost impacts.

QUESTION(S) PRESENTED FOR CONSIDERATION

1. Will the Board endorse removing the Justice Court from the Sunnybrook Service Center plan in favor of finding an alternative permanent location for this function?

OPTIONS AVAILABLE

1. The Board could direct staff to complete the SSC project for CCSO administrative options without the Justice Court located at SSC.
2. The Board could propose an alternate scenario.
3. The Board could take no action at this time.

RECOMMENDATIONS

Staff respectfully requests approval of option one. The decision points for this recommendation are:

- That the Sunnybrook facility as configured is not the most efficient and best use for CCSO and Justice Court operations.
- Separating the two functions will not cause excessive costs to the Sunnybrook project.

- The CCSO only pay allocated costs for space used for their operations.

SCHEDULE FOR STUDY SESSION

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____

For information on this issue or copies of attachments, please contact
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