



CUMBERLAND COUNTY BOARD OF SUPERVISORS

**Board Workshop
Board of Supervisors Conference Room
1 Courthouse Circle, Cumberland, VA**

**December 3, 2024
6:00 p.m.**

Workshop Agenda

6:00 p.m. –

- 1. Call to Order**
- 2. Roll Call of Members**
- 3. Invocation**
- 4. Welcome and Pledge of Allegiance**
- 5. Workshop**
 - a. Joint PC/BOS Meeting Schedule for 2025**
 - b. RAM Event**
 - c. Drug Recovery Court**
 - d. Cumberland Courthouse Analysis**

**Information
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Information**



PC/BOS Joint Meetings

In previous Workshop Board stated a desire to hold joint meetings with PC more frequently.

Proposed dates for a joint workshop between the PC and BOS is as follows:

February 10, 2025

May 15, 2025

August 11, 2025

November 10, 2025

All of the proposed dates fall on the second Monday of the month, at 6 p.m.

Staff is seeking Board guidance on timing, topics, and areas of focus/discussion.

Items already identified for Discussion

FY 26 CIP Program

Energy Policy Review and Update

Small Area Plan – Courthouse

Others?



Remote Area Medical Event

Event to be held March 28-29, 2025 at Cumberland High School

Coordinated by the Virginia Department of Health

Will include free dental, vision, and medical services to underserved and uninsured individuals.

All services are free – all donor based services.

Anticipated to serve ~1,700 people. VDH's County ask is \$2,500. Prince Edward, Buckingham, and Charlotte County have all committed a contribution.

New Business Item for Board Consideration at December 2024 meeting.



Recovery Court

Joint Effort between Cumberland County, Prince Edward County, and Buckingham County

Memorandum of Understanding for consideration by the BOS at the December 2024 meeting – clearly defines roles and responsibilities of each County.

Recovery Court Costs and Expenses – separate entity from Circuit Court, expenses to be covered by Counties (opioid abatement funding). Grants to be pursued by the court. Court is required to identify costs and provide counties with a requested budget.

Financial Support to be considered as part of the budget process, funding levels would be considered annually on a case by case basis. MOU does not encumber funds – funding from each locality to be formalized through their individual budgetary process.

New Business Item for Board Consideration at December 2024 meeting.



Courthouse Analysis

Virginia Code Section 15.2-1643

- A. When it appears to the circuit court for any county or city, from the report of persons appointed to examine the court facilities, or otherwise, that the court facilities of such county or city are insecure, out of repair, or otherwise pose a danger to the health, welfare and safety of court employees or the public, the court shall enter an order, in the name and on behalf of the Commonwealth against the supervisors of the county, or the members of the council of the city, as the case may be, to show cause why a mandamus should not issue, commanding them to cause the court facilities of such county or city to be made secure, or put in good repair, or rendered otherwise safe as the case may be, and to proceed as in other cases of mandamus, to cause the necessary work to be done. The court shall cause a copy of such order to be served upon each supervisor or member of the council, as the case may be.



Courthouse Analysis

Virginia Code Section 15.2-1643

In 2012 this Code Section was amended and added Paragraph E, which states:

E. Nothing in this section shall be construed to authorize a circuit court to require that an additional or replacement courthouse be constructed.

The above-referenced amendment was after most of the local courthouses were replaced or renovated as a result of an order, or threat of an order, from the Circuit Court.

Pursuant to 15.2-1643, a Circuit Court Judge can force a process for improvements to be made to a courthouse facility. The most recent amendment to the statute prevents a court order requiring a new courthouse to be built or the courthouse to be relocated. Therefore, the decision of whether to renovate the current courthouse or construct a new courthouse is a decision of the locality.



Courthouse Analysis

Efforts between the Circuit Court and the County have been cooperative and collaborative.

Circuit Court could file for show cause under 15.2-1643. If the Court acts under 15.2-1643 there will be a mandamus hearing.

At that point, decision making process will be removed from the County and dictated by the Court.

The Court can not require a new building, but it can require what changes and improvements are made to the existing building.



Courthouse Analysis

Cumberland Courthouse Analysis Process thus far:

- Department of General Services engaged Spring of 2022 to perform analysis on Cumberland Courthouse. The Cumberland County Courthouse was found to be in noncompliance with the Virginia Courthouse Facility Guidelines, Second Edition.
 - (1) Inadequate parking for staff, juries, and public.
 - (2) Technology standards were well below standard across the board – sound, recording, audio, computers
 - (3) Inadequate jury box.
 - (4) Inadequate Judge’s Chambers – reception and private waiting areas, secretarial offices, and court reporter offices.
 - (5) Inadequate magistrate’s office – soundproofing, holding areas, supply and safe rooms, support areas for 24/7 staff/
 - (6) Probation and Attorney Areas – areas to work, conferencing space, records room.



Courthouse Analysis

A larger scale Courthouse Analysis was performed by HBA Architects in an effort to further identify deficiencies, projected growth needs, and high level space needs.

EXISTING DEFICENCIES

- Courtrooms are undersized
- Lack of adequate conference space
- Lack of adequate security screening area
- Existing Clerk's Offices are undersized
- Lack of public space
- Lack of vehicle sallyport

PROJECTED GROWTH

- One additional chambers, courtroom, and ancillary spaces
- Staff growth in Circuit and GDC Clerk's Office
- Inclusion of separate JDR clerk's office
- Inclusion of Jury Assembly
- Inclusion of Court Services Office

Table 1: CORE Results for the Existing Cumberland County Courthouse Complex

CORE SCORE	52.7		
Criteria	Assessment Results		
	Good 80-100	Fair 60-79	Poor 0-59
Building Condition		65.8	
Building Systems		62.4	
Security			55.7
Space Functionality			57.9
Space Standards			29.2
Technology			45.1



Courthouse Analysis

Table 1: Court Space Needs Summary

		Projected Need 2044
COURT COMPONENTS		
1	JUDGES AND STAFF	1,619
2	COURTROOMS AND ANCILLARY SPACES	10,033
3	JURY ASSEMBLY/MULTI-PURPOSE ROOM	2,015
4	CIRCUIT COURT (CC) CLERK'S OFFICE	4,429
5	GENERAL DISTRICT COURT (GDC) CLERK'S OFFICE	2,018
6	JUVENILE AND DOMESTIC RELATIONS (JDR) CLERK'S OFFICE	2,068
7	COMMONWEALTH'S ATTORNEY OFFICE	2,573
8	COURT SERVICES UNIT (CSU)	1,912
9	COURT SECURITY AND HOLDING	3,541
10	BUILDING SUPPORT/OTHER SERVICES	3,588
COURT SPACE SUMMARY		
COURT CGSF		33,796
Building Grossing Factor (approximately 70% efficient)		1.45
COURTHOUSE BUILDING GSF		49,004

A larger scale Courthouse Analysis was performed by HBA Architects in an effort to further identify deficiencies, projected growth needs, and high level space needs.

Court space needs included an analysis of existing County spaces such as Commonwealth's Attorney's office, Circuit Court Clerk's office and records storage, JDR, and GDC clerk's offices.

Needs were identified to meet needs through 2044 and beyond.



Courthouse Analysis

- (3) Options were developed to address existing deficiencies and to meet the needs of projected growth.
- Options included a new standalone building, attaching a building to the existing SO, and one that expanded off of the rear of the existing building.
- Stakeholders identified one option to recommend for consideration.
- Given the (3) Options, cost estimates ranged from \$37 - \$54 million dollars.



CUMBERLAND COUNTY, VA

COURTHOUSE FACILITY NEEDS ASSESSMENT



Figure 22: Option 1 - Courthouse Annex: Ground Floor

Ground Floor Addresses:

- Secured sally port
- Secured judges parking
- Improved Commonwealth's Attorney Office

	PUBLIC CIRCULATION
	SECURE CIRCULATION
	RESTRICTED CIRCULATION
	COURT SERVICES
	CIRCUIT COURTROOMS AND CHAMBERS
	JDR COURTROOMS AND CHAMBERS
	GDC COURTROOMS AND CHAMBERS
	JURY DELIBERATION
	COMMONWEALTH'S ATTORNEY OFFICE
	BUILDING SUPPORT/SERVICES
	COURT SECURITY

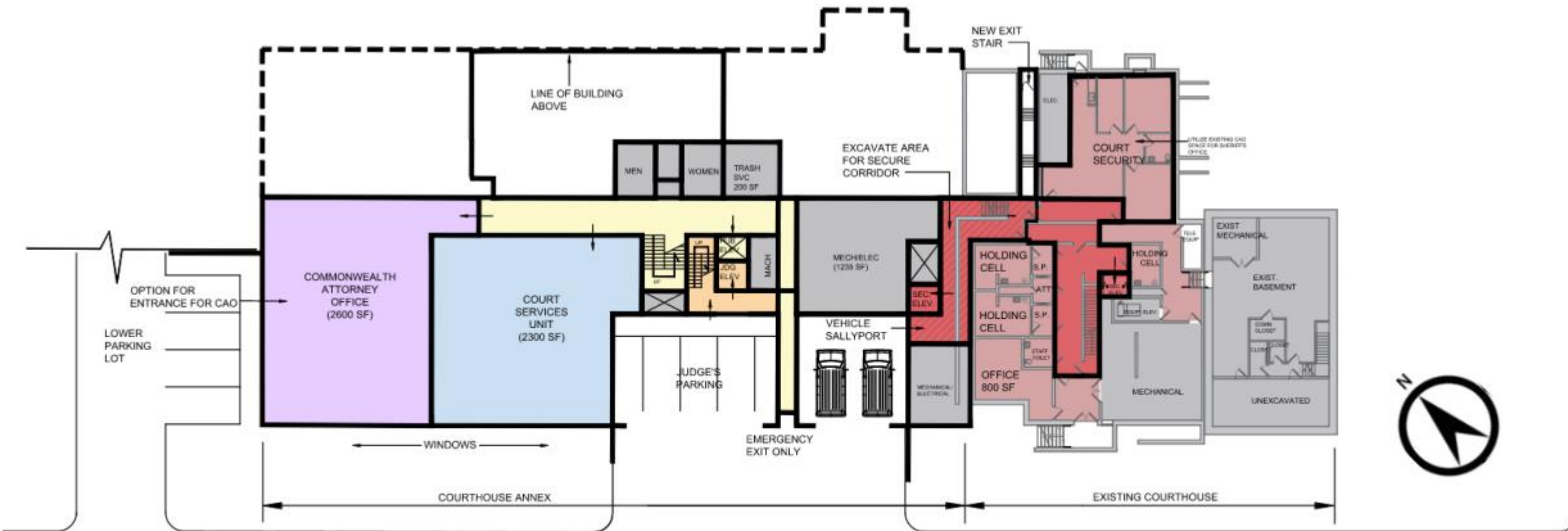
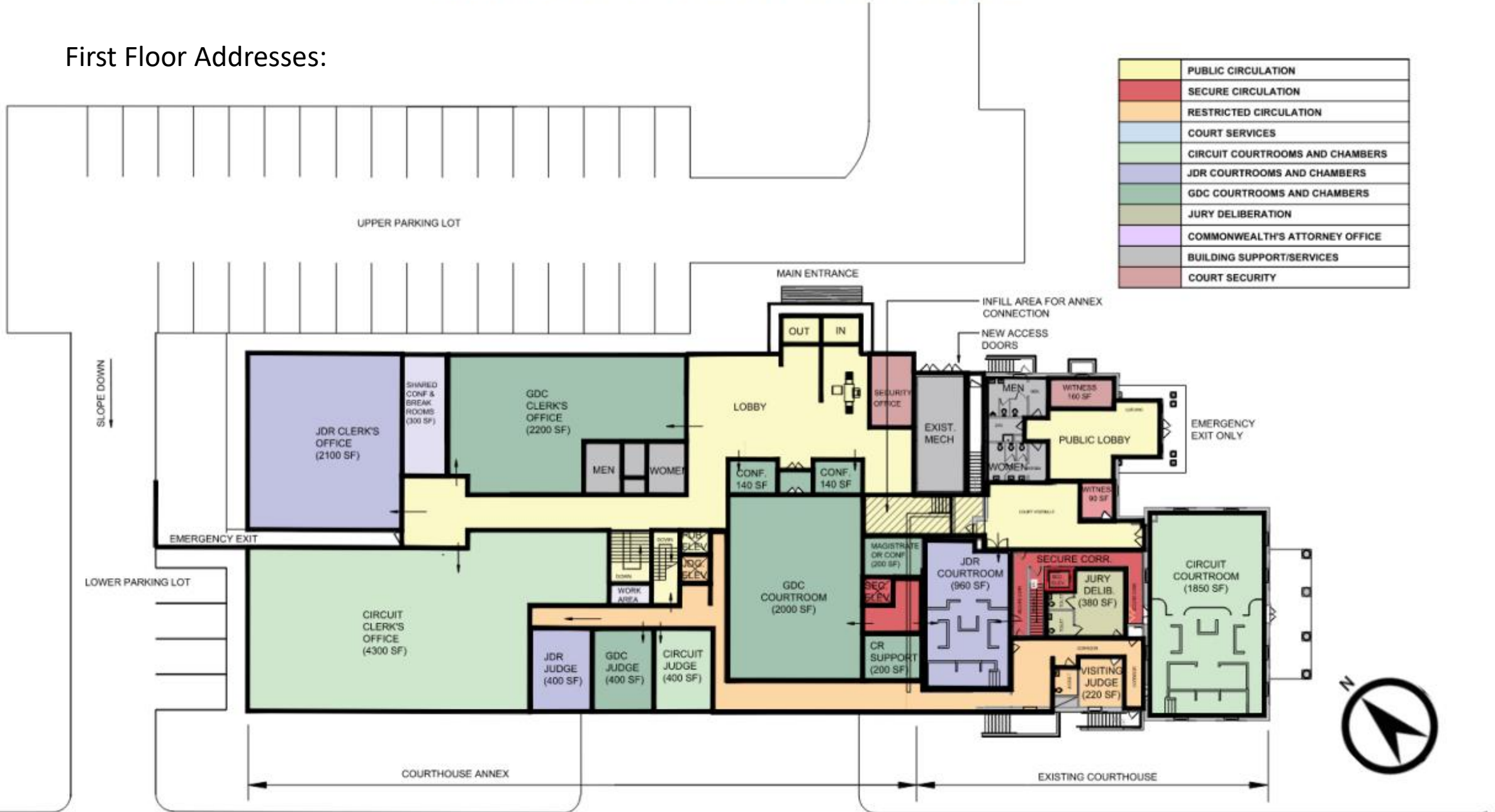


Figure 23: Option 1 - Courthouse Annex First Floor

First Floor Addresses:



	PUBLIC CIRCULATION
	SECURE CIRCULATION
	RESTRICTED CIRCULATION
	COURT SERVICES
	CIRCUIT COURTROOMS AND CHAMBERS
	JDR COURTROOMS AND CHAMBERS
	GDC COURTROOMS AND CHAMBERS
	JURY DELIBERATION
	COMMONWEALTH'S ATTORNEY OFFICE
	BUILDING SUPPORT/SERVICES
	COURT SECURITY

Preliminary Estimate of Probable Construction Cost

Option #1

<u>Construction Cost</u>		<u>2024 Cost</u>
New Courts Addition at Existing Courthouse	32,000 SF	\$24,000,000
Renovation of Existing Courthouse	14,225 SF	<u>\$3,556,250</u>
	Subtotal	<u>\$27,556,250</u>
Professional Services - Architect/Engineer Fees		\$2,480,063
Other Costs (FF&E, Testing, Permits/Fees)		<u>\$4,133,438</u>
	Subtotal	<u>\$6,613,500</u>
	Total	\$34,169,750
	10% Contingency	<u>\$3,416,975</u>
	Grand Total Option #1	<u><u>\$37,586,725</u></u>

Exclusions:

Traffic Turn Lane
Hazardous material abatement
Environmental Permitting (none anticipated)
Off Site Utility Upgrades
Building HVAC Commissioning
Moving/Relocation costs
Nutrient Credit Purchase
Utilities Connection Fees

Inclusions:

Audio/Video Systems and equipment
Technology/Security systems and equipment
Site Landscaping (minimal code required)
Site Lighting (minimal code required)
Parking



CUMBERLAND COUNTY, VA

**COURTHOUSE
FACILITY NEEDS
ASSESSMENT**

Courthouse Analysis

Next Steps & Timeframes:

If the Board directs to move forward with design of Courthouse renovation/expansion....

- a. Identify preliminary funding and long term funding. DAVENPORT FINANCIAL ANALYSIS
- b. Establish Courthouse Construction Team – Bryan Saxtan, Derek Stamey, Jennifer Crews, Robby Felts, Project Management/Engineering, one designee from stakeholder group
- c. Architectural and Engineering services (12-14 Months)
 - i. Open Period for RFP's – 30 days
 - ii. Review, score, negotiate, and award contract – 60 days
 - iii. Completed drawings and specifications – 8-10 months
 - iv. Identify cost savings through the design and engineering process.



Courthouse Analysis

Questions?



Workshop Agenda

6. **Adjourn into Closed Meeting**

Subject Matter: Discussion of Performance of County Personnel Purpose of Meeting: Allow Board Members to Evaluate Communication and Performance of County Personnel. Exemption: Pursuant to VA. Code § 2.2-3711.A.1: Personnel – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

7. **Reconvene into Open Meeting**

Roll call vote pursuant to Virginia Code § 2.2-3712 certifying “that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter, (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body, and (iii) no action was taken in closed meeting.”

8. **Adjourn – Next Monthly Meeting – December 10, 2024**

