JEFFERSON COUNTY GOVERNMENTAL CENTER SPACE NEEDS ASSESSMENT

PREPARED FOR:

Jefferson County Commission 110 East Washington Street Charles Town, West Virginia 25414

HELBING LIPP LTD.
Architects Engineers

111 West Washington Street Charles Town, WV 25414 (304) 725-2255 August 20, 2001 HLL Project #101508

INDEX

Executive SummarySECTION 1
Space Needs SummarySECTION 2
Space RequirementsSECTION 3
 County Clerk County Commission Assessor's Office Emergency Services Circuit Court Circuit Court Clerk Sheriff's Law Office Sheriff's Tax Office Probation Planning, Zoning & County Engineer Parks and Recreation Support Space Remote Storage
Parking RequirementsSECTION 4
Preliminary Project BudgetSECTION 5
Interview LogSECTION 6

JEFFERSON COUNTY GOVERNMENTAL CENTER EXECUTIVE SUMMARY

The goal of this study was to determine the future space needs for the following County departments through the year 2011.

- County Commission
- County Clerk
- Assessor's Office
- Emergency Services
- Circuit Court
- Circuit Court Clerk

- Sheriff's Law Office
- Sheriff's Tax Office
- Probation
- Planning, Zoning & Engineering
- Parks & Recreation Commission

As architects and planners, were charged with two primary goals. First, to examine previous studies and then develop an accurate quantitative summary of future facility needs. Second, to develop a preliminary project budget based strictly on this information.

Our methodology to accomplish these goals was systematic, comprehensive and inclusive. The analysis and programming phase involved in depth review of existing data followed by some twenty-two in-depth interviews, discussions and observations with County staff from all eleven departments. Individual, departmental and countywide issues and concerns were discussed along with ideas for innovative solutions. Using the information collected from these interviews and observations, the space needs statement included herein was developed.

1. Existing Space and Space Needs

- There is currently 41,851 gross sq. ft. within the old Courthouse, Courthouse Annex, County Commission Building, Assessor's Building and the Whiting Building.
- The space needs summary shows that approximately 78,555 gross sq. ft. (not including remote storage) of space will be needed by 2011.
- Parking required to meet Code for the County's 2011 space needs is 262 cars.

2. Preliminary Project Budget

• Total project cost is estimated to be \$18,960,086. This is not based on a conceptual plan but simply quantities derived from the space needs assessment.

	Nu	ımber of Employe	es	To	tal Area (sq. ft.)	
Department or Agency	2001	2006	2011	2001	2006	2011
County Clerk	11	15	19	4,779	7,588	8,138
County Commission	6	10	10	2,240	10,956	10,956
Assessor's Office	13	21	25	2,133	5,506	6,006
Emergency Services	2	3	3	2,159	1,813	1,813
Circuit Court	3	3	6	5,918	11,088	11,088
Circuit Court Clerk	8	14	21	2,304	4,605	6,005
Sheriff's Law Office	19	26	39 3	4,706	7,108	9,583
Sheriff's Tax Office	8		14	1,579	3,675	4,413
Probation	6	8	10	1,525	2,125	2,375
Planning, Zoning & Engineering	11	15	19	3,784	4,119	4,694
Parks & Recreation Commission	2	3	4	625	778	915
Support Space	150 F46 A				12,569	12,569
Subtotal					71,930	78,55.
Remote Storage				3,025	6,400	7,62
Totals	89	129	170		78,330	86,18

NOTES: 1. These figures do not include total square footage for structured parking.

County Clerk

Space	2001 N	Number of Employees 2006	2011	Space Standard	2001	Total Area (sq. ft.) 2006	2011
Public Waiting & Counter						500	500
Conference Alcove						120	.120
County Clerk	<u>⊢</u> :	_	-			240	240
Chief Deputy Clerk	1		.	11 mm 1		150	150
General Function Clerk	1	}	2	120		120	240
General Function Administrative Assistant	2	w	5	100		300	500
Fiduciary Clerk	-		1			150	150
Fiduciary Administrative Assistant	· · · · · · · · · · · · · · · · · · ·		1	The state of the s		200	200
Fiduciary Research Room						250	250
Fiduciary Work Room						110	110
Payroll Clerk			_			150	150
Payroll Administrative Assistant		2	82	110		220	220
Human Resources Clerk				200			120
Elections Clerk	.:		-			120	120
Elections Administrative Assistant	_	2	2			350	350
Elections Work Room						110	110
Indexing Clerk	_		_			120	120
Book Room						2,000	2,000
Plat Room						400	400

County Clerk - Continued

8,138	7,588	4,779		19	15	П	Totals
1,628	1,518	956	25% of Net				Circulation & Walls
6,510	6,070	3,823		3/			Subtotal
·						E L	
4	- many control of	The state of the s	7. 4			数	
	1			10	IR.	恒	
	21 3	NF1					
				:			Dead Storage (Rémote)
250 90 120	250 90 120		60				Work/File Room Break Room
2011	Total Area (sq. ft.) 2006	2001	Space Standard	ees 2011	Number of Employees 2006	2001 N	Space

NOTES: 1) Area for 2001 includes 1,250 sq. ft. of meeting space.

County Commission

	Z	Number of Employees	S			Total Area (sq. ft.)	
Space	2001	2006	2011	Space Standard	2001	2006	2011
Pecention/Waiting	1	1	_		200	200	200
County Administrator	-	—	→ 1		300	300	300
Administrator Administrative Assistant	2	2	2	150	300	300	300
Chiratery		2	2		110	110	110
Commission and Work Prom	:		ε.	: :		500	500
Commissioner's work room			· · · · · · · · · · · · · · · · · · ·	a section of the sect	on (n)	275	275
Conference Room			·	1	120	120	120
Community Development Director	_	_	_		120	120	120
Human Resources Director			1			120	120
Information Technology Director		1	-				110
Administrative Assistant to CD, HR & IT						2	300
Work/File Room					3.0		, t
Break Room		: 1				90	90
Toilets				60		120	07.1
Large Meeting Room						3,000	3,000
Conference w/Toilets						400	400
Meeting Room Storage				300		600	600
Systems Control Room						200	200
Small Meeting Room				1,000		2,000	2,000
Dead Storage (Remote)		45					
Subtotal					1,792	8,765	8,765
Circulation & Walls				25% of Net	448	2,191	2,191
Totals	6	10	10		2,240	10,956	10,956

NOTES: 1. Area for 2001 includes 500 sq. ft. of meeting space.

Assessor's Office

6,006	5,506	2,133		25	21	13	Totals
1,201	1,101	427	25% of Net				Circulation & Walls
4,805	4,405	1,706					Subtotal
					- 5"		Dead Storage (Remote)
120	120		60				Toilets
90	90			¥			Break Room
120	120			_	,		Personal Property Supervisor
250	250		# "				Mapping Equipment
270	180		90	ω	2		Mapper
550	440		10	ics.	4	ယ	Appraiser
120	120			-	<u></u>		Real Estate Supervisor
120	120				: 		Chief Deputy
240	240			; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ;	-	ш	County Assessor
350	350						File Room
125	125						Work Room
1,200	1,000		100	12	10	. ∞	Clerk
100	100	Total Control		,	1		Administrative Assistant
150	150			1,			Conference
1,000	1,000						Public Waiting & Counter
2011	2006	2001	Space Standard	2011	2006	2001	Space
	Total Area (sq. ft.)			Ö	Number of Employees	N.	

Emergency Services

2011 Space Standard 2001 1	1,813	1,813	2,159		w	w	2	Totals
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	363	363	432	25% of Net				Circulation & Walls
2006 2011 Space Standard 2001 2006 2011 1	1,450	1,450	1,727				*	Subtotal
2006 2011 Space Standard 2001 2006 2011 1			075 CA-1			: = 1		
2006 2011 Space Standard 2001 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2001 2006 2000 20						1		Off Site Storage (Remote)
2006 2011 Space Standard 2001 2006 2011 1	60	60		60				Toilets
2006 2011 Space Standard 2001 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2000	90	. 906		de set et au aut evento				Break Room
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	50	50						Storage
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	140	140						Computer Room
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	240	240						Map Reading
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	240	240						Conference
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	0	0		···				Response Group (Volunteers)
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	130	130			,		خيو	Deputy Director
2006 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	180	180			1	-	J.	Director
2006 2011 Space Standard 2001 2006 2011	120	120						Work/File Room
2006 2011 Space Standard 2001 2006	200				i	1		Reception/Administrative Assistant
	2011	2006	2001	Space Staildard	2011	2006	2001	Space
		Total Area (sq. ft.)			ees	Number of Employees	Z	

Circuit Court

1,7/4	7.320	5,681		6	υ,	w	Totals
1 074	1,220	947	20% of Net				Circulation & Walls
9,870	6,100	4,734					Subtotal
:	- 1 mm. 2					d.	***
90	90	:					Břeak Room
120	120		60				Toilets
820	820		820				Holding Cell Group
600	300		150				Conference Room
600	300	in the state of th	150				Witness Room
1,200			600				Jury Room w/Rest Rooms
2,800	2,800		E		eg e e e e e e e e e e e e e e e e e e		Small Court Room Large Court Room
1 800	300	F					Law Library
240	120	the state of the s	120	2	—	1	Court Reporter
500	25.0		250	2	* ;	<u> </u>	Secretary
800	400		400	2	1		Judge's Office w/Rest Room
2011	2006	2001	Space Standard	2011	2006	2001	Space
	Total Area (sq. ft.)			č	Number of Employees	Nu	

Circuit Court Clerk

6,005	4,605	2,304		21	14	00	Totals
1,201	.921	461	25% of Net				Circulation & Walls
4,804	3,684	1,843					Subtotal
90	: #s						Break Room
120	120		60	:			Toilet Rooms
23 4	234	Haran All			24-		Scanning Room Long Term Storage (Remote)
1,050	700		350		8 1	The state of the s	Record Storage
100	100						Research Room Order Book Room
120	120						Work Room
225	225			A1		1	Public Waiting & Counter
2,090	1,320		110	19	1	6	Chief Deputy Clerk Deputy Clerks
240	240	•	idimus	1	1	1	Circuit Court Clerk
2011	2006	2001	Space Standard	2011	2006	2001	Space
	Total Area (sq. ft.)			es	Number of Employees	<u>z</u>	

Sheriff's Law Office

	~	Number of Employees	ees			Total Area (sq. ft.)	
Space	2001	2006	2011	Space Standard	2001	2006	2011
Public Waiting						:	200
Secretary	2	22	ψ	80		160	240
Work/Record Room					0	150	150
Public Toilets				60		120	120
Interview Room				150		300	450
Administrative Assistant		1				110	. 1.10
Shift Supervisor		2	ω	110	:	220	330
County Sheriff		1		Was a second and a second		240	240
Sheriff's Toilet				60		60	60
Chief Deputy				,		240	240
Captain/Lieutenant	_		-				110
Sergeant	2	ω	6	90		270	540
Corporal	4	6	10	90		540	900
	∞	9	13	90	Charles and the second	810	1,170
Conference/Training						1,000	1,000
Conference Storage						100	100
Process Room						120	120
Breathalyzer Room						36.	36
Holding Cell				60			180

Sheriff's Tax Office

Number of Employees 2001 Space Standard 2001 2001 20	4,413	3,675	1,579		14	11	00	Totals
Number of Employees Space Standard 2001 Total Area (eq. ft.) 2011 2016 2011 2016 2016 2011 175 <th>883</th> <th>735</th> <th>316</th> <th>25% of Net</th> <th></th> <th></th> <th></th> <th>Circulation & Walls</th>	883	735	316	25% of Net				Circulation & Walls
Number of Employees 2011 Space Standard 2001 2006 2011 1 1 1 1 1 1 1 1	3,530	2,940	1,263					Subtotal
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1								
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1 1 1 1 150 150 175 300 125 300 125 125 125 125 125 125 125 125 125 125 125 125 120		4	##					
Total Area (sq. ft.) 2001 2006 2011 2011		95 -11 -25						Dead Storage (Kemote)
Number of Employees Space Standard 2001 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2011 2006 2011 2011 2006 2011 201	200	200			:			Storage/File Room
Number of Employees Space Standard 2001 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2006 2011 2	120	120		60				Toilets
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1 1 1 1 150 150 175 125 1 1 1 1 1 150 125 125 5 7 10 100 100 150 150 150	90	90	5					Break Room
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1 1 1 1 175 175 175 175 300 125 300 125	150	150						Close Out Room
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1 1 1 1 175 175 175 125 2 2 2 150 125 125 125 125 5 7 10 100 100 700 700 700	220	220		t	W. The World			Work Room
Number of Employees Total Area (sq. ft.) 2001 2006 2011 Space Standard 2001 2006 2011 1 1 1 1 175 150 300 125 2 2 2 1 1 1 125 126	1,000	700		100	10	7	. Oι	Tax Deputy
Number of Employees Total Area (sq. ft.) Space Space Standard 2001 2006 2011 Cleputty 1 1 1 150 150 300 125 12	1,150	860	401 10					Public Waiting & Counter
Number of Employees Total Area (sq. ft.) Space Space Standard 2001 2006 2011 1 1 1 1 150 150 300	125	125	į			; 		Administrative Assistant
Number of Employees Total Area (sq. ft.) Space Space Standard 2001 2006 2011 1 1 1 1 1 175 175	300	300		150	2	2	2	Chief Tax Deputy
Number of Employees 2001 2006 2011 Space Standard 2001 2006	175	175			-	1	1	Treasurer
	2011	2006	2001	Space Standard	2011	2006	2001	Space
		Total Area (sq. ft.)		200	œs	mber of Employe	N.	

Sheriff's Law Office - Continued

Totals 19 26 39	Circulation & Walls 25	Subtotal		Secure Vehicle Storage (Remote)	Women's Locker Room Exercise Room	Men's Locker Room	Secure Storage Break Room	
							iselit 	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
	25% of Net					:		
1701	941	3,765				\$ 00 10 10 10 10 10 10 10 10 10 10 10 10		
7 108	1,422	5,686	La		200	250	180	250 100
9,583	1,917				200	250	80 180	250 100

Probation

Totals	Circul	Subtotal	:		Staff Toilets Break Room	Drug T	Confer	Intake	Juvenil	Adult I	Work/F	Secretary	Public		
S.	Circulation & Walls	tal			`oilets Room	Drug Testing Toilet	Conference Room	Intake Officer	Juvenile Probation Officer	Adult Probation Officer	Work/File Room	ry.	Public Waiting	Space	
6						1		*-* -:	22	2				2001	z
00						le li	-	1	ພ	w		ſ , □		2006	Number of Employees
10			1 11			The second section of the second seco		For the state of the particular of the body of the	သ	4		2		2011	ees
	25% of Net				60	8.0		120	120	120	,			Space Startuard	7,110
1,525	305	1,220		man and a second of	The state of the s	The same and the same of the s	27 1					THE LEGISLE.	117	2001	
2,125	425	1,700		#	120	80	200	120	360	360	120	80	200	2006	Total Area (sq. ft.)
				,	·									2011	
2,375	475	1,900			120	80	200	120	360	480	120	160	200		

NOTES: 1) Parole Office not included in this department.

Planning, Zoning & Engineering

	Nu	Number of Employees	98			Total Area (sq. ft.)	
Space	2001	2006	2011	Space Standard	2001	2006	2011
Executive Director	,	1	1			250	250
Administrative Assistant	-		1			125	125
Work/File Room						200	200
Plat Room				199		230	230
Secretary/Receptionist	,	1	-			110	110
Public Waiting & Counter						240	240
Chief Planner	-	1	_			200	200
Staff Planner	441		e de la companya de l				120
Executive Secretary - Planning		1	1			120	120
Staff Secretary - Planning		a foot					100
Zoning Administrator		_	р-1			120	120
Chief Engineer		· ·				200	200
Executive Secretary - Engineering	,_		1			120	120
Staff Secretary - Engineering	-					100	100
County Engineer	-	_	1			200	200
Building Inspectors	2	ώ.	4			370	460
Plan Reviewer Plan Storage (Remote)	-	· · 1	2			150	300
Ordinance Compliance Officer		1	1			130	130

Planning, Zoning & Engineering - Continued

4,694	4,119	3,784		19	15	II	Totals
939	824	757	25% of Net		_ /4		Circulation & Walls
3,755	3,295	3,027					Subtotal
							The second secon
	#1						The second secon
·			:				
							the community of the co
							and the second s
120	120		60				Toilet Rooms Meeting Room (Shared)
220	90						Equipment Room Break Room
2011	Total Area (sq. ft.) 2006	2001	Space Standard	es 2011	Number of Employees 2006	2001 N	Space

NOTES: 1) Area for 2001 includes 1,250 sq. ft. of meeting space.

Parks & Recreation Commission

913	778	625		4	3	2	Totals
183		125	25% of Net				Circulation & Walls
732		500					Subtotal
	. jun . v	3 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		# H			
					.5		
	A. House Co.	e e			i i	:	
	W.						Equipment Storage (Remote)
132 40	132				of the state of th		Public Waiting
140	110 140	:		1 2		1	Recreation Specialist Secretary
200	200			1	1	-	Director
2011	Total Area (sq. ft.) 2006	2001	Space Standard	2011	Number of Employees 2006	2001 Nu	Space

Support Space

12,569	12,569						Totals
2,514	2,514		25% of Net				Circulation & Walls
10,055	10,055						Subtotal
750	750						Lunch Room
1 200	200						Trash Room
300	200		60				Elevator Equipment Room
001	180		60				Elevators (3)
1,200	1,200		200				Stairs
80	0.8					-	Valve Room
2,500	2,500						Mechanical Room
120	120			3			Telephone Room
300	300				100		Electric Room
120	120		ļ. m.				Mail Room
190	190						Custodial Storage
1,350	1,350	100 N	225	· Anto			Public Toilets
1,000	1,000						Court Lobby
200	200						Secondary Lobby
1,000	1,000						Main Lobby
120	120		3		:	*** ***	Bailiff
175	175			N 100 1			Security Station
90	90		in the said				Vestibule
2011	2006	2001	Opace Otalinaid	2011	2006	2001	Space
	lotal Area (sq. 11.)			ės	Number of Employees	z	

NOTES: 1. Assumes a three-story building.

Remote Storage

8,388	7,040	3,328					Totals
763	640	303	10% of Net			Circulation & Walls	Circulation
7,625	6,400	3,025				TI.	Subtotal
		7			,		
200	200	1.50	. If the second second			County Commission	County C
1,000	1,000					Clerk	County Clerk
500	500					County Assessor	County A.
and a	200	to our afficial food		:		Sheriff's Tax Office	Sheriff's 7
1,400	1,400	1,400		:		Emergency Services	Emergenc
	2,450	1,225		5		Circuit Court Clerk	Circuit Co
400	400				*	Planning, Zoning & Engineering	Planning,
250	250	250	e de la companya de l	200.11		Parks & Recreation Commission	Parks & R
2011	2006	2001	opace statituation	2011	1 2006	Space 2001	
	Total Area (sq. ft.)		Crance Chandra	SS	Number of Employees		

JEFFERSON COUNTY GOVERNMENTAL CENTER PARKING REQUIREMENTS

A. JURISDICTION:

The Jefferson County Zoning Ordinance has jurisdiction over required parking for County owned property within the City Limits of Charles Town.

B. CODE REQUIREMENTS:

1. Building Classification:

Office Building

2. Parking Required:

One space per 300 sq. ft. of floor space

3. Handicapped Requirement:

Minimum of 4% of required spaces

C. REQUIRED PARKING:

Year	Building Area*	Regular Spaces	Handicapped Spaced	Total Spaces
2006	71,930	230	10	240
2011	78,555	251	11	262

^{*} Building area does not include remote storage.

JEFFERSON COUNTY GOVERNMENTAL CENTER PRELIMINARY PROJECT BUDGET

A.	SITE IMPROVEMENTS		
	DemolitionSite Work	\$300,000 \$600,000	\$800,000
B.	NEW CONSTRUCTION		
	• 78,555 sq. ft. x \$130/sq. ft. =		\$10,212,150
C.	PARKING DECK		
	• 262 cars x 270 sq. ft./car x \$33/sq. ft. =		\$2,334,420
D.	REMOTE STORAGE		
	• 7,625 sq. ft. x \$40/sq. ft. =		\$305,000
E.	COURTHOUSE RESTORATION/RENOVATION		
	• 16,640 sq. ft. x \$60/sq. ft. =		\$998,400
F.	MOVABLE EQUIPMENT & FURNITURE		
	• \$12,546,570 (Items B & C) x 10% =		\$1,254,657
G.	CONTINGENCY		•
	• \$14,649,970 (Items A-E) x 10% =		\$1,464,997
Н.	PROFESSIONAL SERVICES & FEES		
	• \$15,904,627 (Items A-F) x 10%		\$1,590,462
Total	Preliminary Project Budget		\$18,960,086 *

st The following items have not been included in this estimate:

- Land Acquisition
- Hazardous Material Removal
- Moving or Swing Space Costs
- Rock Removal
- Financing
- Escalation

JEFFERSON COUNTY GOVERNMENT

SPACE NEEDS ASSESSMENT INTERVIEW LOG

						DATES	DATES OF INTERVIEWS	VIEWS				-		
OFFICIALS	04/11/01	06/12/01	06/13/01 06/21/01 06/27/01 07/13/01 07/18/01 08/16/01	06/21/01	06/27/01	07/13/01	07/18/01	08/16/01						INTERVIEWS
CIPCUIT COURT HUDGES	-			では、					医医外宫	September 1	September 1	の対象の対対	Satisfacili	CHARLES SECTION
IT Ctanton							×							
1. 00000												and the second second	No.	
2 CIRCUIT COURT CLERK	(1985) (1885)	STATE OF STATE OF	TO SHEET SHEET	18 ST 18 ST	September 1	STATE OF THE PARTY	6450 SEA	THE PERSON NAMED IN	A LANGE	CONTRACTOR SERVICES	\$5000 SCD400	KAN BESTAR	100,000	
P. Noland			×											
				29-29 DIMED	NEW YORK OF THE PERSON NAMED IN	Surgania and	STATE STATE	Name of the last	1000000	AND DOUGH		Thought on the	THE WAY	Constitution of the second
3. COUNTY COMMISSION	SALESSEE STATE	\$1500000	STATE OF STA		SELECTION OF THE PERSON NAMED IN	THE SHOWING SECTION	Shell and Charle	SOUTH STATE OF	ACTO TOTAL VALUE	DISCOUNT OF STREET	COMMUNICATION COMMUNICATION CO.	7		2
Leslie D. Smith	×							×						S
Al Hooper	×							×						1
								Harris Company	No. of Contract of			100000000000000000000000000000000000000	See High People	Supplied of the Parish
4. PLANNING, ZONING & ENGINEERING	SINEERIN	lG	Part Sugar to	見いたいと	1999年19	Secondary and the secondary an	THE STATE SHOWING	PERSONAL SA	2000	Manual Company	100 CO. CO. CO. CO.	Control and Printers		
Paul J. Rocco			×											
Becky			×											
	ALCOHOL: SECOND	Market Series	N. Carlotte		The second second		State Care	The same	STATE OF STA	日の名が開	Parameter State	2 - 2 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	California III	A STATE OF STATE
5. SHERIFF S OFFICE	SAN SAN STERRING SAN	A CONTROL OF THE PROPERTY OF T	100000000000000000000000000000000000000	ORDINATION OF	1000000									
Everet Boober		>				1								
Jesse W. Jones		×								1				
R. E. Shirley		×												
S ASSESSOR'S OFFICE				進むがなる						No. of the last of		The state of the s	S CONTRACTOR	
Giner Bordier					×									-
									SHATISCHIEF IN		Grapher Billion	Service State		in everythickersed in
7. COUNTY CLERK	8 190 0 B		3 186 500 7			教をはいる	在 医皮肤的	2000年	STATE OF STA	SCHOOL SERVICE CO.	200000000000000000000000000000000000000	CE TEACTORISE	THE PERSON NAMED IN	2
J. Ott					×			×						2
Debbie Pittinger					×			×	1	1	1			
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SPACE NEEDS ASSESSMENT INTERVIEW LOG

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