

BENTON COUNTY

Court Facility Feasibility Study

January 17, 2014

*Hight-Jackson Associates PA
National Center for State Courts*



TABLE OF CONTENTS

Executive Summary

Current Staffing 7

Population Demographics and Court Case Filing Projection Analysis..... 8

Year 2030 Future Staffing 9

Adjudication Space Requirements 9

Site Alternatives 10

Downtown Site Options..... 10

HWY 102 Site Option..... 11

Future Expansion Implementation Strategy 12

I. INTRODUCTION..... 13

A. Scope of Work 13

B. Methodology 14

II. EXISTING OPERATIONS, FACILITY UTILIZATION AND BUILDING ASSESSMENT SUMMARY ... 16

A. Benton County Court Overview 16

1. Circuit Court Judges and Support Staff 16

2. Clerk of Court 18

3. Office of the Prosecuting Attorney 19

4. Public Defender Office 20

B. Existing Court Functional Space Assessment..... 20

1. Space Issues and Observations..... 20

- Facility Image and Space Adequacy 20
- Adjacency and Circulation 21
- Accessibility 21
- Security 21

C. Existing Facility Site and Infrastructure Assessment 24

1. Existing Site Assessment..... 25

2. Existing Historic Courthouse Building Assessment 25

- a. Building Assessment..... 25
- c. Building systems Assessment..... 26

- III. Benton County Circuit Court Future Facility Requirements 27**
 - A. Benton County Population Analysis 27**
 - B. Future Court Case Filing Projection 28**
 - C. Circuit Court Staffing 38**
 - 1. Circuit Population Comparison..... 39**
 - 2. Historic Caseload per Judgeship Allocation..... 40**
 - 3. Year 2030 Circuit Court Judgeship and Support Staff Projection..... 41**
 - 4. Year 2030 Circuit Court Staffing Projection..... 42**
 - 5. Future Space Requirements Projections 42**
 - 6. Definitions of Square Footage Terms Used in the Space Estimates 42**
 - 7. Benton County Circuit Court Space Requirement Projection 43**
 - 8. Future Court Facility Planning Concepts and Goals..... 44**
 - D. Facility Expansion Concepts and Alternatives 51**
 - Concept A: 53**
 - Concept B: 59**
 - Concept C:..... 65**
 - C. Cost Benefit Analysis of Implementation Options 70**
 - D. Implementation Schedule..... 72**
 - E. Summary of Considerations 73**
- IV. Technology..... 74**
 - A. Impact of Technology on Court Functions..... 74**
 - B. Examples of Equipment and Technology 76**
 - C. Courtroom Technology Equipment Summary 84**
- V. Additional Considerations for the Potential Downtown Locations..... 87**
 - A. Pledges of Dedicated Parking 87**
 - B. Pledges of Land Use 87**
 - C. Planned Traffic Improvements 87**

Appendix 88

- i. Possible Initial Project Phasing (Concepts A-1, B-1, and C-1)..... 89**
- ii. Parking Pledge, Bentonville Revitalization, Inc..... 107**
- iii. Jury Pool Parking Pledge, Arvest Bank..... 108**
- iv. Parking Pledge, Moro Development Company, LLC..... 109**
- v. Parking Pledge, Off Street Parking District #3..... 112**
- vi. Property Pledge, Downtown Development, Inc. 116**
- vii. Property Grant, The Walton Family Foundation 118**
- viii. Option to purchase property, Downtown Bentonville, Inc. 119**
- ix. City of Bentonville Traffic Improvement Synopsis 125**
- x. Data Collection Survey..... 128**
- xi. Plan Diagrams of Existing Court Facility 129**
- xii. Existing Building Assessment | Observation Report 132**
- xiii. Existing Building System Assessment..... 149**
- xiv. City of Bentonville Downtown Financial Impact Study 157**
- xv. City of Bentonville Parking Analysis 158**

List of Figures

Figure 1: Graph of Benton County Case Filing Projections..... 8

Figure 2: Aerial Photo of Sites A and B..... 10

Figure 3: Aerial Photo of Site C..... 11

Figure 4: Graph of Benton County Historic and Projected Population Estimates... 27

Figure 5: Graph of New Case Filings 31

Figure 6: Graph of Circuit Court Total Case Filings..... 32

Figure 7: Graph of Criminal Case Filings..... 33

Figure 8: Graph of Civil Case Filings 34

Figure 9: Graph of Domestic Relations Case Filings..... 35

Figure 10: Graph of Probate Case Filings..... 36

Figure 11: Graph of Juvenile Case Filings 37

Figure 12: Concept A Possible Architectural Massing 53

Figure 13: Concept A Basement Plan Diagram 54

Figure 14: Concept A First Floor Plan Diagram 55

Figure 15: Concept A Second Floor Plan Diagram..... 56

Figure 16: Concept A Third Floor Plan Diagram..... 57

Figure 17: Concept A Fourth Floor Plan Diagram..... 58

Figure 18: Concept B Possible Architectural Massing..... 59

Figure 19: Concept B Basement Plan Diagram 60

Figure 20: Concept B First Floor Plan Diagram 61

Figure 21: Concept B Second Floor Plan Diagram 62

Figure 22: Concept B Third Floor Plan Diagram 63

Figure 23: Concept B Fourth Floor Plan Diagram 64

Figure 24: Concept C Possible Architectural Massing..... 65

Figure 25: Concept C Site Diagram 66

Figure 26: Concept C First Floor Diagram 67

Figure 27: Concept C Second Floor Plan Diagram 68

Figure 28: Concept C Third Floor Plan Diagram 69

List of Tables

Table 1: Summary of Current Staffing 7

Table 2: Projected Benton County Population 8

Table 3: Benton County Court Total Case Filings..... 8

Table 4: Future Staffing Through Year 2030..... 9

Table 5: Space Projections for Year 2030..... 9

Table 6: Summary of New Court Facility Alternatives..... 12

Table 7: Circuit Court Judges and Support Staff 16

Table 8: Division of Cases 17

Table 9: Current Clerk of the Court Staffing 18

Table 10: Current Prosecuting Attorney Staffing 19

Table 11: Current Public Defender Staffing 20

Table 12: Facility Image and Space Adequacy of the Existing Courthouse 22

Table 13: Adjacency and Circulation of the Existing Courthouse 22

Table 14: Accessibility of the Existing Courthouse 23

Table 15: Security of the Existing Courthouse 24

Table 16: Benton County Historic and Projected Population Estimates 28

Table 17: Historic Case Filings 30

Table 18: Circuit Court Total Case Filings 32

Table 19: Criminal Case Filings 33

Table 20: Civil Case Filings..... 34

Table 21: Domestic Relations Case Filings 35

Table 22: Probate Case Filings 36

Table 23: Juvenile Case Filings 37

Table 24: Circuit Population Comparison..... 39

Table 25: Caseloads Per Judgeship 40

Table 26: Circuit Court Judge and Support Staff Projections 41

Table 27: Circuit Court Staffing Projection 42

Table 28: Circuit Court Space Requirement Projections..... 43

Table 29: Courthouse Concepts Gross Square Footage Summary 52

Table 30: Conceptual Estimates of Probable Cost for the Total Project 71

Table 31: Probable Cost Estimates for Existing Courthouse Remodel 72

Table 32: Probable Cost Estimates for the Addition to the Existing JJC..... 72

Table 33: Summary of Considerations 73

EXECUTIVE SUMMARY

The Benton County Circuit Court is currently housed in the historic downtown of Bentonville, Arkansas. The Courthouse is the county seat that serves all of the cities of Benton County including, Bentonville, Rogers, Siloam Springs, a portion of Springdale, and many other smaller communities. As much of northwest Arkansas, has evolved from once a small farming community to the home of the world's largest retailer as well as many other national and international companies, the population has dramatically increased placing exceptional demands on the governing judicial system. The existing County Courthouse has undergone numerous changes and renovations since its construction in 1928. In 1988 this building was listed on the National Register of Historic Places. As the Benton County government officials and staff strive to meet the needs of the growing population, it is apparent that a new and facility is necessary to meet the demands of the court system.

Recognizing current deficiencies of the existing building environment and a need for a clear strategy to guide future facility improvement efforts, the Hight-Jackson/NCSC team was subsequently engaged to provide such a study. The following executive summary highlights project findings presented in the main body of the report.

CURRENT STAFFING

The majority of Benton County Circuit Court functions and services are located at the Historic County Courthouse in downtown Bentonville. The Courthouse houses civil and criminal trial activities; handling of domestic relations and probate; jury administration, as well as the Clerk of Court, Probate Clerk, and Prosecuting Attorney Offices. Satellite court facilities in the County include a Juvenile Court and Detention facility handling juvenile dependency and delinquency cases. In addition, there are two additional downtown Bentonville court sites which house a Circuit Court judge and support staff at each location. These satellite facilities also handle Civil, Criminal, Family and Probate cases and the Office of the Public Defender.

Table 1: Summary of Current Staffing

DEPARTMENT	2013 CURRENT TOTAL FULL TIME EMPLOYEES
Circuit Court Judge	6
Circuit Court Judge Support Staff	30
Clerk of Court	22.5
Juvenile Court Clerk	3
Probate Clerk (County Clerk Office)	2
Prosecuting Attorney	45
Public Defender	18
Total	126.5

POPULATION DEMOGRAPHICS AND COURT CASE FILING PROJECTION ANALYSIS

Statistical forecasting models were developed to simulate possible court workload situations and estimate the resulting requirements of judges and court adjudication space, i.e. courtrooms and support spaces, in Benton County. Planning data used in the development of the simulation models include historical and projected County population as well as historical court case filing data by major court case types.

Table 2: Projected Benton County Population

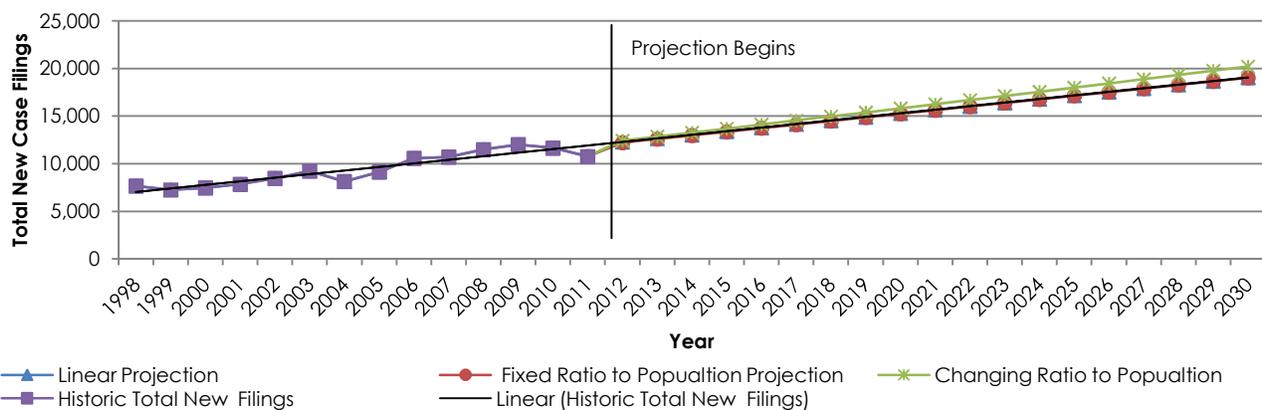
Year	Population Estimate
2010 Census	221,334
2030	372,831
Total Population Growth from Year 2010	68.45%

Source: Benton County is the second most populous county in the state of Arkansas. Future estimates, provided by the Institute for Economic Advancement UALR, suggest the County's population will grow from the 2010 census by 68.45% by year 2030.

Table 3: Benton County Court Total Case Filings

TOTAL FILINGS	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Linear Trend	7,474	9,145	11,653	10,752	13,404	15,284	17,164	19,043	2.47%
Fixed Ratio to Population	7,474	9,145	11,653	10,752	13,350	15,246	17,141	19,037	2.50%
Changing Ratio/ Exponential Smoothing	7,474	9,145	11,653	10,752	13,690	15,819	17,995	20,216	2.74%

Figure 1: Graph of Benton County Case Filing Projections



Analysis: Total new case filings increased 40.3% between years 1998 and 2011 at an average rate of 2.93% annually. Future estimates of total case filings suggest continued growth within the range of 2.47% and 2.74% annually through year 2030.

YEAR 2030 FUTURE STAFFING**Table 4: Future Staffing Through Year 2030**

POSITION	2013 CURRENT FULL TIME EMPLOYEE	2030 FULL TIME EMPLOYEE
Circuit Court Judge	6	8
Circuit Court Judicial Support Staff	24	32
Clerk of Court	22.5	30
Juvenile Court Clerk	3	4
Probate Clerk (County Clerk Office)	2	2
Prosecuting Attorney	45	57
Public Defender	18	25
Total	120.5	158

Analysis: A Planning Target of two additional, full-time judgeship positions should be expected by year 2030. A new judge to handle the increase in Criminal Case filings could be expected to be needed between years 2015 and 2020. A second judge to handle the increasing juvenile case filing at the juvenile court facility should be expected between year 2025 and 2030. Total Circuit Court staffing is estimated to increase in the range of 30% by year 2030. Reliable statistical data is unavailable beyond the year 2030. Any projections beyond that year are approximate estimations.

ADJUDICATION SPACE REQUIREMENTS

The space projections contained in this report were developed based on the programmed, functional space anticipated for conducting the planned activities within the court environment, and the necessary un-assignable floor space for the building elements, circulation space, building service mechanical rooms, and other public areas. Three types of space data, namely Net Square Feet (NSF), Departmental Gross Square Feet (DGSF), and Building Gross Square Feet (BGSF), were used for the development of the space requirements.

Table 5: Space Projections for Year 2030

YEAR 2030 SQUARE FEET	DEPARTMENTS
26,744	Circuit Court Courtrooms and Support Areas
1,891	Circuit Court Courtroom Holding Facility
10,116	Circuit Court Judges' Chambers
847	Law Library/Self-Help Center
7,598	Clerk of Circuit Court's Office
849	Probate Clerk Office
7,223	Public Defender Office
5,176	Building Security and Central Holding Areas
13,943	Prosecuting Attorney Office
2,785	Jury Pool
11,433	General Building Public Areas/ Janitorial/Maintenance/Mail Room / Storage
88,603	Sub-total Departmental Space (DGSF)
115,184	Building Gross Square Footage Estimate (30%)

SITE ALTERNATIVES

Future facilities planning alternatives were developed based upon anticipated court system growth expectations and staffing needs, operational considerations, functional space needs, as well as accepted courthouse planning standards and precedents seen around the country in similar jurisdiction city trial court operations and courthouse designs. The project team assessed the existing physical building infrastructure, the surrounding site, and overall Bentonville urban planning context as a basis for understanding development opportunities and challenges for future Circuit Court facilities. A set of planning goals were established and functional space requirements were developed from these studies.

A briefing of all concepts is presented in the table below. A complete analysis of all future expansion alternatives explored can be found in Section III of the report.

DOWNTOWN SITE OPTIONS

Figure 2: Aerial Photo of Sites A and B



HWY 102 SITE OPTION
Figure 3: Aerial Photo of Site C



Table 6: Summary of New Court Facility Alternatives

	Description	Massing
<p>Concept A</p>	<p>Downtown Location (Addition to existing court facility)</p> <p>Total New Building: 86,824 SF</p> <p>Probable Project Cost: +/- \$49 Million</p>	
<p>Concept B</p>	<p>Downtown Location (2nd Street)</p> <p>Total New Building: 106,875 SF</p> <p>Probable Project Cost: +/- \$53 Million</p>	
<p>Concept C</p>	<p>Highway 102 Location</p> <p>Total New Building: 120,675 SF</p> <p>Probable Project Cost: +/- \$49 Million</p>	

FUTURE EXPANSION IMPLEMENTATION STRATEGY

The intended life span of the building is to be 50-80 years. In order for a building to be viable for that period of time, flexibility for future growth and well as the integrity and quality of building materials is critical. It is only possible to accurately predict the programmatic requirements through 2030; therefore, future expansion possibilities should be taken into account when selecting a building site. It is possible to plan for a building expansion beyond 2030 in each of the three potential sites.

I. INTRODUCTION

Benton County contracted Hight-Jackson Associates, a Northwest Arkansas-based architectural firm in conjunction with the National Center for State Courts (NCSC), to prepare a long-term assessment and master plan for the new Benton County Circuit Courthouse (hereinafter, "the Court"). The new proposed master plan addresses the current and long-term facility requirements and space needs of the Court. This feasibility study is a needs assessment plan designed to help the Court prepare for its future facility needs, and address relevant issues that Court may face; particularly, population growth, increasing caseloads and future facility efforts. In order to assess the needs and requirements for prospective justice facilities, the study analyzes comparably sized Judicial Circuits, court personnel including judges, judicial officers and their support staff, court security staff, staff of the Circuit Clerk, Probate Clerk, Prosecuting Attorney, and Public Defender, and the Benton County Sheriff's department. Emphasis is placed on providing adequate operating space for the Court, appropriate security arrangements, such as separate circulation for judges, clerks, other court staff, prisoners, and the public; accessibility for individuals with disabilities; and the building layout necessary to meet current courthouse design standards. The ultimate goals of the study are to ensure that future courthouse facilities accommodate future growth needs, are user-friendly, operationally efficient, safe, have adequate parking nearby, can be easily accessed, and convey the proper decorum and respect for the law.

The feasibility study begins with an evaluation of the existing court facilities' space and utilization. Following this evaluation is an analysis of the court workload for the Court, as measured by population and case filings and projected growth. The analysis is then translated into estimates for future personnel or staffing needs, which determines the actual physical space for the Court. Finally, the long-term facility requirements are incorporated into a master planning options analysis, within the parameters of generally accepted court facility planning concepts, goals and specific facility planning criteria.

A. SCOPE OF WORK

To complete the master plan the project team to undertook a series of activities in order to reach conclusions concerning long-term facilities implementation strategies for the Court. The following list of task items summarizes the work efforts involved in this project.

- *Analyzed current court components and offices to identify current practices and the operational environment of the Court.*
- *Assessed functional use of the existing facilities, based on the present levels of court services or court-related office or department operations to identify deficiencies and future facility needs.*

- Assessed existing site and building infrastructure conditions to identify facility limitations and expansion opportunities.
- Projected future growth of the Court based on population data and historic case filing analysis.
- Performed a comparative analysis of the Court with comparably sized Judicial Circuits to understand benchmark staffing levels as compared to population and case filing levels.
- Performed an analysis of operational issues impacting space and developed concepts of possible future facilities options available to enhance the function and service delivery of the Court.
- Identified court and court-related office functional requirements based on the Court's unique operating environment resulting in the development of appropriate design concepts, goals and functional space standards for the needs identified.
- Developed future long-range court facility space needs requirements based on court system growth models in terms of square footage, incorporating space standards and building grossing factors. The future court facility space needs projections will accommodate the growth and expansion of the court over the next 20 years as measured in 5-year intervals.
- Identified feasible long-term facility implementation strategies and alternatives in terms of building renovation and expansion or new construction, and developed a conception cost estimate for each alternative.
- Considered possibilities of phasing the expansion over time to reduce the initial overall cost.

B. METHODOLOGY

To identify the Court's current operating environment and current facility deficiencies and needs, the project team collected data and information by distributing a questionnaire to all court departments, conducted on-site interviews and meetings, and toured the existing facilities. Concurrently, physical site and building infrastructure assessments were conducted to determine the condition of the existing facilities as well as potential for renovation and expansion of the existing courthouse. The project team then analyzed the data and information collected to identify the current operational practices of the Court and the various issues that have physical implications.

A questionnaire was distributed to all users of the current facilities requesting information about court organization and functions, staffing levels, workloads, etc. This questionnaire also sought input as to current facility problems and issues. In conjunction with the distribution of the questionnaires, the project team met with the following officials and staff members representing the various departments within the Court that are included in the study.

- CIRCUIT JUDGES
- CLERK OF CIRCUIT COURT
- PROSECUTING ATTORNEY
- PUBLIC DEFENDER
- SHERIFF

- COUNTY JUDGE

Following the initial site tours, interviews and survey analysis, the project team analyzed historical demographic and caseload data to develop projections of future court caseload as a result of population growth. As part of this analysis, data from comparably sized Judicial Circuits was reviewed to determine if the Court's existing staffing levels are in line with other court benchmark staffing levels. The project team then used the analysis and projections of the court caseload and population growth to estimate personnel and staffing needs of the Court and court related offices or departments.

Facility space requirements were developed for the court system for the next 20 years based on the future growth projections on the court system and the applicable space standards for the court functional areas. The functional space standards adopted for the development of the long-term facility requirements comply with the Courthouse Design Guideline published by the National Center for State Courts.¹

Finally, by examining long-term space needs and evaluating existing facility utilization, the project team developed strategic alternatives to address options for facility renovation, expansion and/or new construction, accessibility, and parking adequacy for users. Development of these alternatives was driven by the identified needs of the Court and County stakeholders, as well as architectural and engineering feasibility of implementation. This analysis includes discussion of costs as well as benefits regarding items such as operational efficiency and effectiveness, space adequacy, flexibility, future facility expandability, and renovation/relocation feasibility.

¹ Don Hardenbergh, Michael Griebel, Robert W. Tobin, and Chang-Ming Yeh, *The Courthouse: A Planning and Design Guide for Court Facilities* (1998).

II. EXISTING OPERATIONS, FACILITY UTILIZATION AND BUILDING ASSESSMENT SUMMARY

A. BENTON COUNTY COURT OVERVIEW

The Benton County Circuit Court is a single-county circuit and is Arkansas's 19th-West Judicial Circuit. The Circuit Court is currently allocated six Full-time Circuit Court Judges and the Court has general jurisdiction for all cases arising in the Circuit. Arkansas Constitutional Amendment 80, having taken effect on July 1, 2001, eliminated separate courts of law and courts of equity in Arkansas. Circuit courts are general jurisdiction trial courts. Effective January 1, 2002, circuit courts consist of five subject matter divisions: criminal, civil, probate, domestic relations, and juvenile.

The Circuit Court is currently housed in four facilities: the Historic Courthouse downtown at 102 NE A Street which houses three judges' chambers and courtrooms, the Clerk of Court Office, Probate Clerk Office, and the Prosecuting Attorney's Office. The Juvenile Court and Detention Center is located at 1301 Melissa Drive and houses the Division Three judge's chamber and courtroom. The historic Post Office building is located downtown at 201 NW 2nd Street. This building houses the Division Two judge's chamber and courtroom. A building located at 202 East Central Avenue houses the Division Six judge's chamber and courtroom. Included in this study is the Office of the Public Defender which is currently housed at the Public Service building on SW 14th Street.

1. CIRCUIT COURT JUDGES AND SUPPORT STAFF

Circuit judges are each supported by four staff which includes a Trial Assistant, Court Orders Clerk, Court Reporter and Bailiff. These staff positions are housed in each of the judge's chamber suites. The current 2013 staffing follows:

Table 7: Circuit Court Judges and Support Staff

POSITION	FULL TIME EMPLOYEES
Circuit Court Judge	6
Trial Court Assistant	6
Court Orders Clerk	6
Court Reporter	6
Bailiff	6
Total	30

In the state of Arkansas, Circuit Court judges may have a docket consisting of various case types. Per the 19th West Circuit Administrative Plan signed April 17, 2013, the six divisions of the Benton County Circuit Court have the following docket caseload compositions:

Table 8: Division of Cases

	CRIMINAL	CIVIL	DR	PROBATE	JUVENILE
DIVISION 1	50.0%	10.0%	0.0%	0.0%	0.0%
DIVISION 2	50.0%	10.0%	0.0%	0.0%	0.0%
DIVISION 3	0.0%	0.0%	25.0%	25.0%	100.0%
DIVISION 4	0.0%	27.0%	25.0%	25.0%	0.0%
DIVISION 5	0.0%	27.0%	25.0%	25.0%	0.0%
DIVISION 6	0.0%	26.0%	25.0%	25.0%	0.0%

Example: 2011 Case Assignment (Approximate)

	CRIMINAL	CIVIL	DR	PROBATE	JUVENILE	TOTAL
DIVISION 1	1,302.5	287.0	0.0	0.0	0.0	1,589.5
DIVISION 2	1,302.5	287.0	0.0	0.0	0.0	1,589.5
DIVISION 3	0.0	0.0	633.3	182.5	2,014.0	2,829.8
DIVISION 4	0.0	774.9	633.3	182.5	0.0	1,590.7
DIVISION 5	0.0	774.9	633.3	182.5	0.0	1,590.7
DIVISION 6	0.0	746.2	633.3	182.5	0.0	1,562.0
	2,605	2,870	2,533	730	2,014	10,752

Observations

- Currently, all Criminal case filings are split equally between two Circuit Judges – Division #1 and Division #2.
- Division #1 and Division #2 both hear 10% of the Civil caseload. The remaining 80% of the Civil caseload is split between Division #4, #5, and #6.
- Both Domestic Relations and Probate cases are evenly distributed to Judges in Division #3, #4, #5, and #6
- The Juvenile case load is currently handled exclusively by the Division #3 judge.
- These allocations of the total case load effectively equalize the number of cases heard throughout each division.
- Case assignment and calendars will need to be adjusted at the time of the seating of a new judge to properly distribute incoming case filings.

2. CLERK OF COURT

The Clerk of Court maintains the records and flow of paperwork throughout the various divisions of the Circuit Court within the County. Duties of the Clerk revolve around filing, docketing, data entry, attending court, issuing notices, records management and reporting to the Administrative Office of the Courts. The Circuit Clerk has the responsibility to oversee and maintain records of the County's perspective jurors, docket cases of the respective court division, issue service documents, warrants of arrest, and to swear in witnesses when needed. The Circuit Clerk is also the Ex-Officio Recorder for which all records of deeds, mortgages, and conveyances of lands and buildings within the county are kept.

Additionally, the Circuit Clerk is charged with the responsibility of maintaining appropriate financial books for the various court accounts, oversight of funds collected on fines, court cost, and restitution payments. The Office is currently working on implementing the Arkansas State-wide Case management System – “Contexte”. The current go-live date is set for November 2013. The Clerk’s Office will begin scanning court documents for all courts going forward from the go-live date. E-filing is not yet a part of this system as Arkansas is in the pilot stage of that part of the program. The Administrative Rule requires that a court must be on the “Contexte” system for one year or more before they may be approved by the court/AOC to implement an E-filing system. The Clerk’s Office is currently staffed by 22.5 FTE positions on the main floor of the Historic Courthouse and 3 FTE at the Juvenile Court facility.

Table 9: Current Clerk of the Court Staffing

HISTORIC COURTHOUSE FACILITY			JUVENILE DENTITION FACILITY		
	POSITION	FTE		POSITION	FTE
	Clerk of Court	1		Juvenile Division Supervisor	1
	Administrative Asst.	1		Deputy Clerk	2
	Jury Administrator	1			
Criminal Division	Supervisor	1			
	Deputy Clerk	4			
Civil/ Domestic Division	Supervisor	1			
	Deputy Clerk	4			
Records	Records Manager	1			
	File Clerk	1			
	Deputy Clerk	1			
I.T.	Application Specialist	1			
	Assistant (Part-Time)	0.5			
Finance	Financial Administrator	1			
	Bookkeeper Supervisor	1			
	Accounts Clerks	3			
	Total	22.5		Total	3

3. OFFICE OF THE PROSECUTING ATTORNEY

The Prosecuting Attorney is responsible for all criminal prosecution of state crimes in Benton County and represents Benton County and the Quorum Court on all civil matters. The Office prosecutes all adult and juvenile felonies that occur in Benton County, all misdemeanors that occur outside the city limits of the various cities in the county, assists victims of violent domestic crimes in obtaining orders of protection against their attackers and assisting victims through the court process. In addition, the office also has several specialized divisions including a collections division that collects unpaid fines/costs/restitution from delinquent criminal defendants and issues warrants when necessary. A hot checks division collects fees and restitutions on behalf of merchants. They issue warrants when necessary, and handle the civil commitment proceedings involving the mentally ill who are believed to be homicidal or suicidal.

The Office of the Prosecuting Attorney is primarily housed in the historic courthouse downtown on the basement level, with some divisional offices located in the old juvenile detention center adjacent to the historic courthouse downtown. The Office of the Prosecuting Attorney is currently staffed by 45 FTEs:

Table 10: Current Prosecuting Attorney Staffing

POSITION	FULL TIME EMPLOYEES
Prosecutors	18
Assistants to Prosecutors	9
Case Coordinator and Assistants	3
Office Manager	1
Judicial Collections	2
Hot Check Division	3
Victim Advocates	2
Law Clerks (Part-Time)	4
Investigator	1
Receptionist	1
File Clerk	1
Total	45

4. PUBLIC DEFENDER OFFICE

The Benton County Public Defender's Office provides legal counsel to indigent individuals who may be charged with a crime or who have a need for representation in dependency neglect cases. The Public Defender Office is currently located at the Public Service building on SW 14th Street (HWY 102). The Office is currently staffed by 18 FTEs:

Table 11: Current Public Defender Staffing

POSITION	FULL TIME EMPLOYEES
Chief Public Defender	1
Deputy Public Defenders	10
Support/ Administrative Staff	6
Investigator	1
Total	18

B. EXISTING COURT FUNCTIONAL SPACE ASSESSMENT

The current court facilities do not meet the present court facility standards. Particular concerns are a lack of adequate space for many functional areas serving both public and court staff; adequate separation of circulation between the public, court staff and persons in-custody, and appropriate building security. In recognition of the physical difficulties and deficiencies experienced in the current operational environment and the projected increase in service demands, it is necessary to develop a long-term facility strategic plan for the Benton County Circuit Courthouse in Bentonville, Arkansas. This strategic plan is to be prepared with a set of clearly defined goals and planning concepts that address the solutions to the facility issues and the budget required for the implementation of it.

1. SPACE ISSUES AND OBSERVATIONS

This section of the report describes the current space and facility issues, concerns, deficiencies, and utilization as identified by the facility users and the project team. The identified facility deficiencies and user needs are meant to be constructive and helpful for planning future court facility design, space allocation, and overall space utilization.

The following evaluation criteria are used in this assessment of the court facility:

Facility Image and Space Adequacy

This assessment category relates to the suitability of the environment created within the existing court facility and the adequacy of the space provided for the Court and individual court-related offices within the facility. Space adequacy covers the amount of space needed to accommodate daily activities and operations and the requirements for circulation, equipment and storage.

Adjacency and Circulation

Adjacency refers to the association of court or court-related office space with specific functions or operations for the most efficient transaction of BUSINESS on a daily basis. For example: Are chambers and court support spaces conveniently located near the courtrooms? Does orderly and efficient movement of people from one space to another occur within the facility?

Accessibility

This refers to the ease with which the public can reach their destination and receive services and the convenience with which judges and court employees are able to accomplish their work. Accessibility issues also apply to physical barriers that may prohibit persons who are impaired from getting to, entering, or using the services provided. These issues are essential for free and open access to justice.

Security

Courthouse security encompasses many different elements. The design of court facilities should support the Court's ability to provide a safe and secure environment for those working in and doing business with the Court. There are many critical building features which can help minimize threats of the potential for incidents of violence when coupled with an effective security plan and operational support. Critical security elements include such items as site design, entrance screening areas, security command and monitoring facilities, interior access control, and facility circulation zoning (i.e., segregation of judges, jurors, litigants and in-custody defendants).

Table 12: Facility Image and Space Adequacy of the Existing Courthouse

Facility Image and Space Adequacy of the Existing Courthouse	
Area	Observation/Issue
General	<ul style="list-style-type: none"> • The historic courthouse is maintained and is the focal point of the main downtown square. • Many aspects of the historic courthouse have been retained and are being maintained. • The original public entry, facing the downtown square is no longer used as an entrance. • The public lobby is undersized and does not adequately serve the number of people who routinely enter the courthouse facility. • The many retrofits and additions to the Historic courthouse have caused a confusing floor plan with varied floor heights, various hallways, and inconsistent finishes. • Most public spaces within the courthouse are significantly undersized for the number of people who utilize the court facility regularly.
Courtrooms	<ul style="list-style-type: none"> • Courtrooms throughout the four facility locations vary in size and adequacy.
Courtroom Ancillary Areas	<ul style="list-style-type: none"> • There are very few rooms available for Attorneys and Clients to meet prior to going to court. A room may be available at times; however, throughout the courthouse space accommodations are very limited.
Judges Chambers	<ul style="list-style-type: none"> • Judges' chamber suites are not consistent in size and many chambers do not meet the needs of the staff.

Table 13: Adjacency and Circulation of the Existing Courthouse

Adjacency and Circulation	
Area	Observation/Issue
General	<ul style="list-style-type: none"> • Due to the limited amount of physical space in the historic courthouse, the Circuit court has been physically divided into several facilities in the surrounding area. The historic courthouse houses three Circuit court judges, the Clerk of Court, and Prosecuting Attorney Office. One Circuit Court judge and chambers staff are located at the Juvenile Court and Detention Center located at 1301 Melissa Drive; another circuit Court judge and chambers staff are located at the historic Post Office building downtown located at 201 NW 2nd Street; and yet another judge and staff are located at the third location, 202 East Central Avenue. The Office of the Public Defender which is currently housed at the Public Service building on SW 14th Street (HWY 102). • The varied locations of the Court Judges and support staff functions have caused problems with collegiality among the judges and ability to adequately share resources within the Clerk's and Prosecuting Attorney Offices. • The historic courthouse does not provide secured, segregated circulation between the public, in-custody detainees and the court staff.
Judges Chambers	<ul style="list-style-type: none"> • Judge's chamber suites are located directly adjacent to their courtrooms at all locations.

Table 14: Accessibility of the Existing Courthouse

Accessibility	
Area	Observation/Issue
General	<ul style="list-style-type: none"> • The historic Courthouse is located in the downtown area of Bentonville adjacent to other City services and is easily located by the public. • The main public entrance is on the southern entrance facing Central Avenue. There is confusion with the west entrance on NE A Street that used to be the main entrance but it no longer in use due to lack ADA accessibility and security screening. • There is adequate staff and public parking available in the parking lot in between the Courthouse and the Benton County Administration building with the exception of Jury Pool days. On those days, there is not enough parking available and no designated overflow parking area. • On jury pool days, there is no interior space large enough to accommodate the people present, resulting in large numbers of people waiting on the exterior of the building. • There are no secure parking spaces available to the court staff. • Public way finding inside the courthouse facility is difficult. Upon entering and going through security screening, there is inadequate signage that leads to the elevator and stairs, and a small plaque in front of the elevator that indicates what offices are located on each floor. Lack of signage and open space with clear views makes public way finding difficult, particularly on the second floor. • There is inadequate room for a visitor information desk to assist the public upon entering the building in the main public lobby. • The current courthouse entrance is ADA accessible. • Public restrooms and court staff restrooms on the ground floor are not fully ADA compliant.
Courtrooms	<ul style="list-style-type: none"> • Restricted corridor access to courtrooms is found on the third floor; however it is not easily accessed by the public. • Public waiting area outside the courtroom on the third floor is very limited and often inadequate. • On the second floor, secure corridors are limited and overlap with public access in several areas. Public access to the courtroom on the second floor is confusing and results in passing through non ADA compliant corridors.
Courtroom Ancillary Areas	<ul style="list-style-type: none"> • Empanelled jurors do not have direct access from courtrooms to deliberation rooms. Jurors serving in courtrooms must traverse public corridors to gain access to the jury deliberation room. • There are no restrooms adjacent to jury deliberation rooms.
Judges Chambers	<ul style="list-style-type: none"> • There is no dedicated entrance and reception for the public to gain access to judicial chambers areas.
Court Support Offices	<ul style="list-style-type: none"> • Court records are not readily accessible by all court support staff. • Staff access to second floor courtrooms and work areas must traverse the main public corridor.

Table 15: Security of the Existing Courthouse

Security Area	Observation/Issue
General	<ul style="list-style-type: none"> • Public access throughout the facility is not well controlled, particularly on the second and third floors. There is required key card access to secure zones on the ground floor and second floor Judges Chambers. • Often, detainees must be escorted by the Sheriff Transportation staff into the courthouse through the historic courthouse entrance, the public hallways, and vertical transportation areas. • An elevator is provided for detainee circulation; however it is undersized to accommodate multiple detainees. This same elevator is the secured elevator used by court staff and judges. • There are two small holding cells and a staging area for detaining persons in custody while inside the courthouse. Large groups of detained persons are not provided for. • Public security screening is inadequate for the number of persons entering the courthouse. • Judges and Court staff do not have secured parking areas that are segregated from the public. • The courthouse has many exterior doors that are accessible to the public circulation patterns. • A sally port out of the public view exists, but is not being used due to concerns for the safety of Circuit Judges.
Courtrooms	<ul style="list-style-type: none"> • The lack of separation in between the spectator galley and the bench is of particular concern in the main courtroom. • There are duress alarms in place in all courtrooms
Courtroom Ancillary Areas	<ul style="list-style-type: none"> • The location of the jury deliberation rooms requires that juries traverse non-secured/ segregated corridors to gain access.
Judges Chambers	<ul style="list-style-type: none"> • Judges Chambers are located directly off of the public hallways. While all chamber suite doors lock, there is very little in the way of adequate screening or security for the chambers staff and judges

C. EXISTING FACILITY SITE AND INFRASTRUCTURE ASSESSMENT

The following summary of the site and facility information is relative to the future expansion or remodel of the historic court facility at 102 NE A Street, Bentonville, Arkansas 72712.

Existing Building | Site Information:

- *ZONING: DC DOWNTOWN CORE.
- SITE AREA: 56,367 SF OR 1.29 ACRES
- OCCUPANCY: ASSEMBLY GROUP A AND BUSINESS GROUP B (2012 IBC)
- GROSS BUILDING AREA: 38,569 SF
- NET AREA OF COURTROOMS: 3,585 SF
- *BUILDING HEIGHT ALLOWED: 80'-0" PER DC ZONING
- EXISTING BUILDING HEIGHT: 55'-7"

*The county is not required to comply with city zoning and parking ordinances; however, the city requests the opportunity to review drawings during the design process.

1. **EXISTING SITE ASSESSMENT**

The existing court facility site has about an eight foot change in elevation going from west to east. Open area occurs on three sides of the Benton County Court Building but it is primarily occupied by sidewalks and paved parking. Parking for County business is provided on the east side of the building, between the existing court facility and existing County Administration building.

Planning Impact

The position of the current historic courthouse building located such that expansion of the Court is not feasible in its current location unless there is a significant remodel/reconstruction of the old juvenile detention center and old jail.

2. **EXISTING HISTORIC COURTHOUSE BUILDING ASSESSMENT**

The Benton County Courthouse was originally designed in a Gothic Revival Style by St. Louis architect A.O. Clark and constructed in 1928.

*"The courthouse faces the square in which stands a tall pedestal statue of a Civil War soldier. The square is not far from the site of Arkansas's most significant Civil War battle at Pea Ridge, and mementoes of Confederate heroes are located throughout the courthouse."*¹ Traditionally, the main entrance to the courthouse resided atop the monumental stair on the west façade. Upon entering, the historic lobby space showcases fine crafted details from the large wall clock in a walnut case to the hand-carved cashier's cage with brass grillwork. "Dual staircases with brightly-colored iron banisters rise from either side of the wide lobby. The Stairs lead to one of the most unusual courtrooms in Arkansas. ... A unique feature of the two-story courtroom is the elaborate use of 14" x 14" pressed paper blocks; the blocks for an air barrier with the walls and ceiling and give the look of protruding stone. The treatment is particularly dramatized by the vaulted heavy-beamed ceilings, from which hang brass seven-light chandeliers. The effect is breathtaking."²

a. *Building Assessment*

The condition of the existing facility is good considering its age, but it is in need of some repairs to prevent further deterioration. It is possible that some repairs have been made since the observations in appendix xii were made.

Refer to Table 12: Facility Image and Space Adequacy of the Existing Courthouse, for more information. Refer to Appendix xii for Building Observation Report.

² Historic data and summary taken from information obtained in the book "On The Courthouse Square In Arkansas" by: John Purifoy Gill & Marjem Jackson Gill, copyright 1980

b. *ADA Compliance*

The Americans with Disabilities Act (ADA) is a national mandate for the elimination of discrimination against people with disabilities. ADA regulations set the minimum standards for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

The existing Historic Courthouse was constructed prior to the Americans with Disabilities Act of 1990. When considering the alteration of a historic building, alternative solutions should be considered so that the historic significance of the building is not threatened or destroyed. Every attempt should be made to accommodate all users to the maximum extent possible.

c. *Building systems Assessment*

Refer to Appendix xiii for the full report by HSA Engineers of Fort Smith Arkansas.

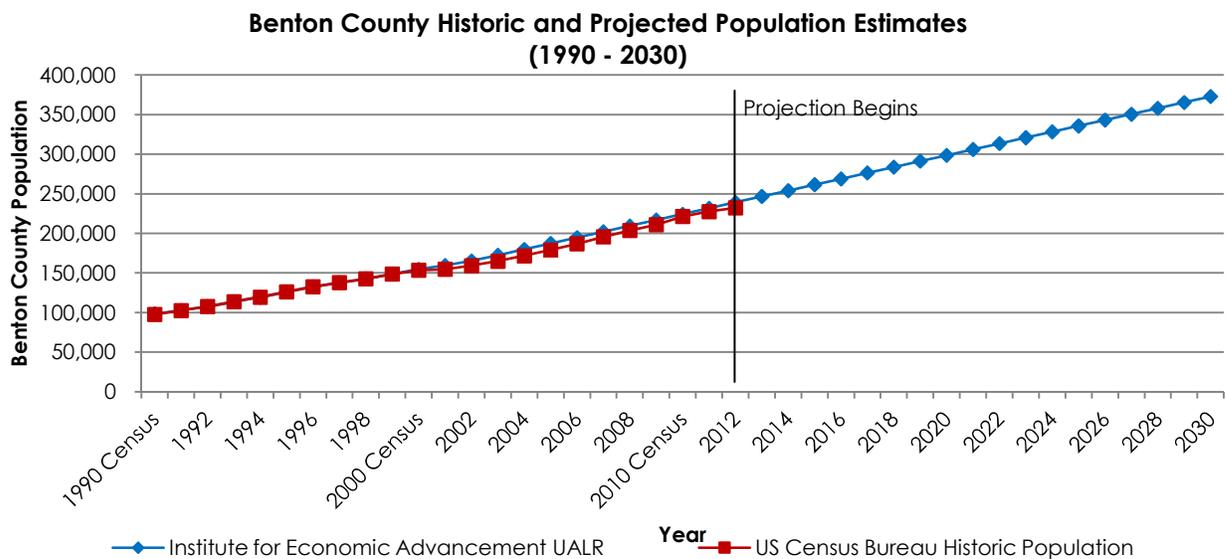
III. BENTON COUNTY CIRCUIT COURT FUTURE FACILITY REQUIREMENTS

The planning process for court facilities involves the projection of future growth and the determination of its architectural implications, in terms of the operational work environment of the Court and the building square footage. Planning considerations include the number of individuals expected to use the Court, the various types of services to be provided, and the estimated caseload volume and growth trend. To provide a realistic and reasonable basis for estimating future requirements for adjudication facilities, the project team analyzed the Benton County Circuit Court case filing data along with local population data and developed the future growth model to infer future facility requirement of the Court.

A. BENTON COUNTY POPULATION ANALYSIS

In order to develop a basis for future growth of the Court, it is necessary to first analyze the demographic makeup of the public served by the Court. The project team obtained and reviewed historic population estimates from 1990 to 2012 as compiled by the U.S. Census and projected County population data to year 2030 prepared by the Institute for Economic Advancement at the University of Arkansas Little Rock.

Figure 4: Graph of Benton County Historic and Projected Population Estimates



Source: 1990 -2012 Population - U.S. Census
 2000-2030 Population Projection, Institute for Economic Advancement, University of Arkansas Little Rock

Table 16: Benton County Historic and Projected Population Estimates

YEAR	POPULATION ESTIMATE	
1990	97,530	Actual
1995	126,211	
2000	153,406	
2005	187,182	
2010	221,334	
2015	261,442	Estimated
2020	298,572	
2025	335,701	
2030	372,831	
Total Population Growth from 2010		

Observations

- Benton County is the second most populous county in the state of Arkansas. Between the 1990 and 2010 censuses, the County population increased 127%; representing an average 4.03% annual growth rate.
- Future estimates, provided by the Institute for Economic Advancement UALR, suggest the County’s population will continue to grow from the 2010 census by 68.45% by year 2030; representing a growth rate of 2.6% annually.

B. FUTURE COURT CASE FILING PROJECTION

The caseload projections represent the trends of what may be expected in the future, assuming that current trends and practices continue unchanged. The projections become more tenuous the further into the future they extend, regardless of the estimating technique used.

The first step necessary to produce case filing projections for the next 20 years is to analyze recent historical case filing data and growth trends for the Court. A wide variety of methodologies and criteria are available for use to assess future court workload levels. For courthouse planning purposes, an analysis of the number of cases filed, by case type, over the past 12 years, provides sufficient guidance for estimating growth of the court system and inferring the resulting long-term judgeship and space needs. Admittedly, raw case filing data do not indicate how much time and resources are required to process all cases. Cases vary in complexity, and different types of cases require different amounts of time and attention from judges and court support staff. For example, felony cases having jury trials

have a much greater impact on the workload of the court than some of the more administrative types such as, violation cases. Furthermore, divorce, custody, and juvenile dependency cases may require continuous post judgment judicial attention over a long period of time –work that may go on for a decade or more which is not reflected in the mere counting of cases filed.

Multiple forecasting techniques are employed to generate projection models of future case filing growth:

Linear Regression – This model uses an equation that measures, for a series of data, how much one data variable changes in relation to a second (regression only works for two or more variables). As a forecasting technique, linear regression equations find the relationship that best expresses the trend between two variables (in this case, case filings), and then extends the trend by that amount into the future.

Fixed Ratio to Population – This model analyzes how case filings trend in relation to population, with the assumption that case filing levels will change in proportion to changes in the populations with the number of filings per population remaining constant over the time frame examined. The range of ratios for historical filings is calculated to create a mean average for forecasting. Forecasts based on this ratio can be useful, especially when historical trends are not suited for regression or exponential smoothing techniques.

Exponential Smoothing / Changing Ratio to Population – This model, based on past filing trends, implicitly assumes that caseloads change fairly consistently over time, and that the factors that influenced caseload growth in the past will continue to affect case filings in the future. Exponential smoothing is a two-variable forecasting method and is used to project case filings based on historical trends between both population and case filings; however, rather than a fixed ratio between the two variables, this model calculates the annual changing ratios of number of cases in relation to yearly population and projects that changing average forward.

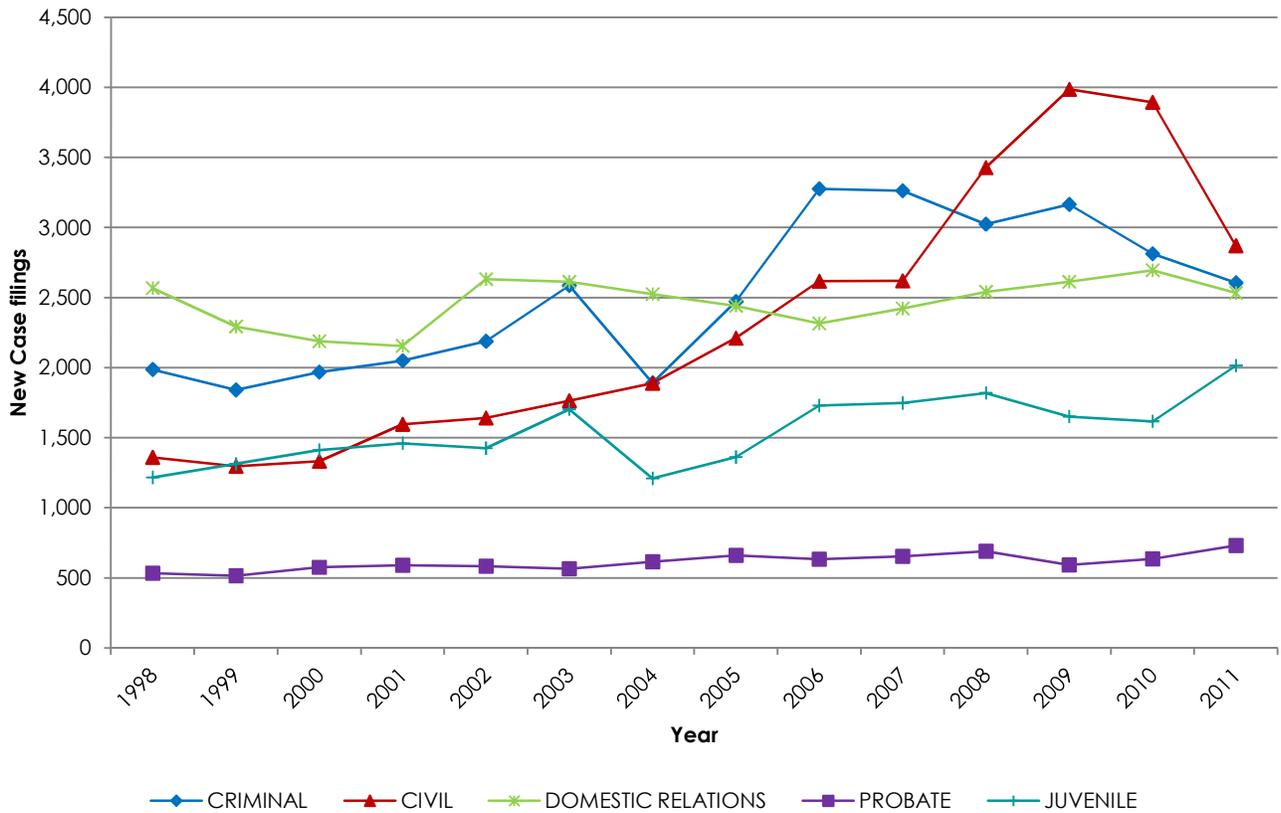
Historic case filing statistics from 1998 to 2011 were obtained from the Arkansas Supreme Court Annual Reports.

Table 17: Historic Case Filings

YEAR	CRIMINAL	CIVIL	DOMESTIC RELATIONS	PROBATE	JUVENILE	TOTAL	# OF JUDGES	FILINGS PER JUDGE
1998	1,987	1,360	2,567	532	1,217	7,663	5	1,533
1999	1,841	1,296	2,293	514	1,313	7,257	5	1,451
2000	1,968	1,332	2,188	575	1,411	7,474	5	1,495
2001	2,050	1,596	2,155	589	1,460	7,850	5	1,570
2002	2,187	1,641	2,631	583	1,425	8,467	5	1,693
2003	2,586	1,764	2,612	564	1,703	9,229	5	1,846
2004	1,891	1,889	2,525	614	1,209	8,128	5	1,626
2005	2,471	2,210	2,441	661	1,362	9,145	5	1,829
2006	3,275	2,617	2,315	632	1,729	10,568	5	2,114
2007	3,262	2,619	2,422	654	1,747	10,704	5	2,141
2008	3,023	3,427	2,541	689	1,819	11,499	5	2,300
2009	3,164	3,986	2,612	592	1,651	12,005	6	2,001
2010	2,812	3,893	2,695	636	1,617	11,653	6	1,942
2011	2,605	2,870	2,533	730	2,014	10,752	6	1,792

Source: Arkansas Supreme Court Annual Reports 1998-2011 <https://courts.arkansas.gov/forms-and-publications>

Figure 5: Graph of New Case Filings



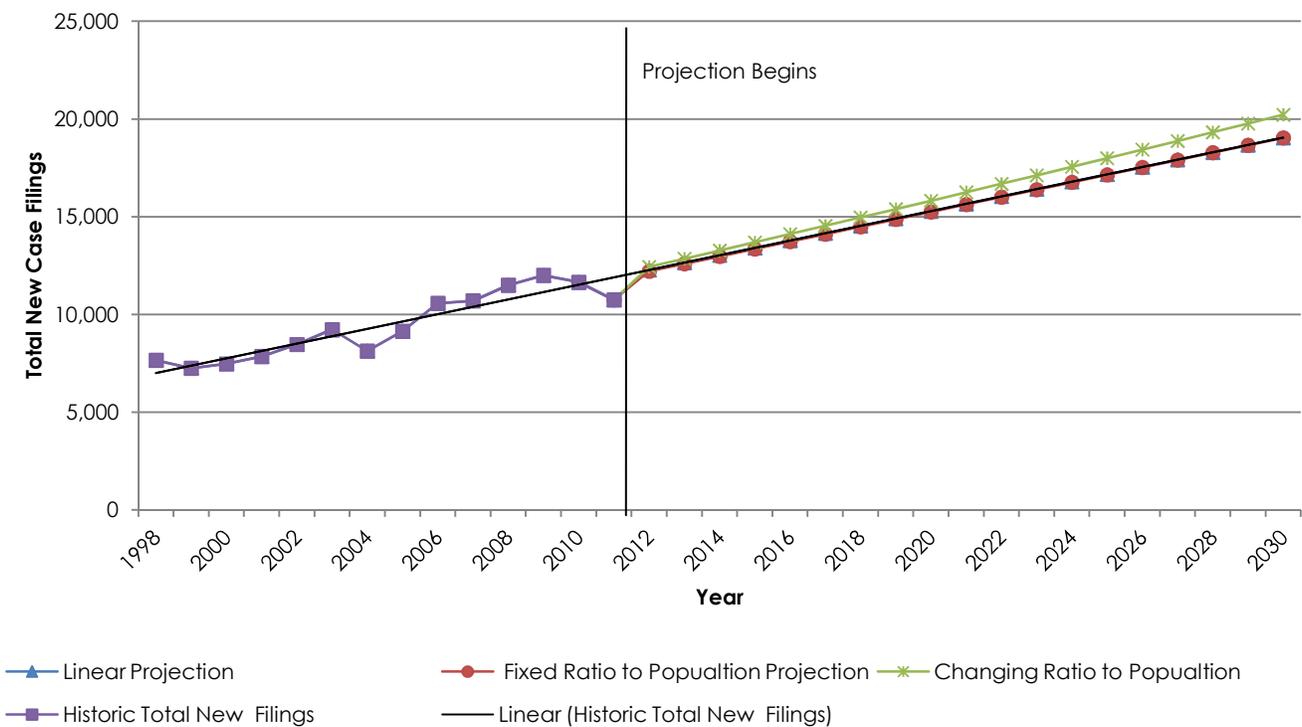
Observations

- Since year 1998, the number of total new cases being entered into the Court has increased 40.3%; from 7,663 new case filings in 1998 to 10,752 new filing sin 2011.

Table 18: Circuit Court Total Case Filings

BENTON COUNTY CIRCUIT COURT TOTAL CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
TOTAL FILINGS									
Linear Trend	7,474	9,145	11,653	10,752	13,404	15,284	17,164	19,043	2.47%
Fixed Ratio to Population	7,474	9,145	11,653	10,752	13,350	15,246	17,141	19,037	2.50%
Changing Ratio/ Exponential Smoothing	7,474	9,145	11,653	10,752	13,690	15,819	17,995	20,216	2.74%

Figure 6: Graph of Circuit Court Total Case Filings



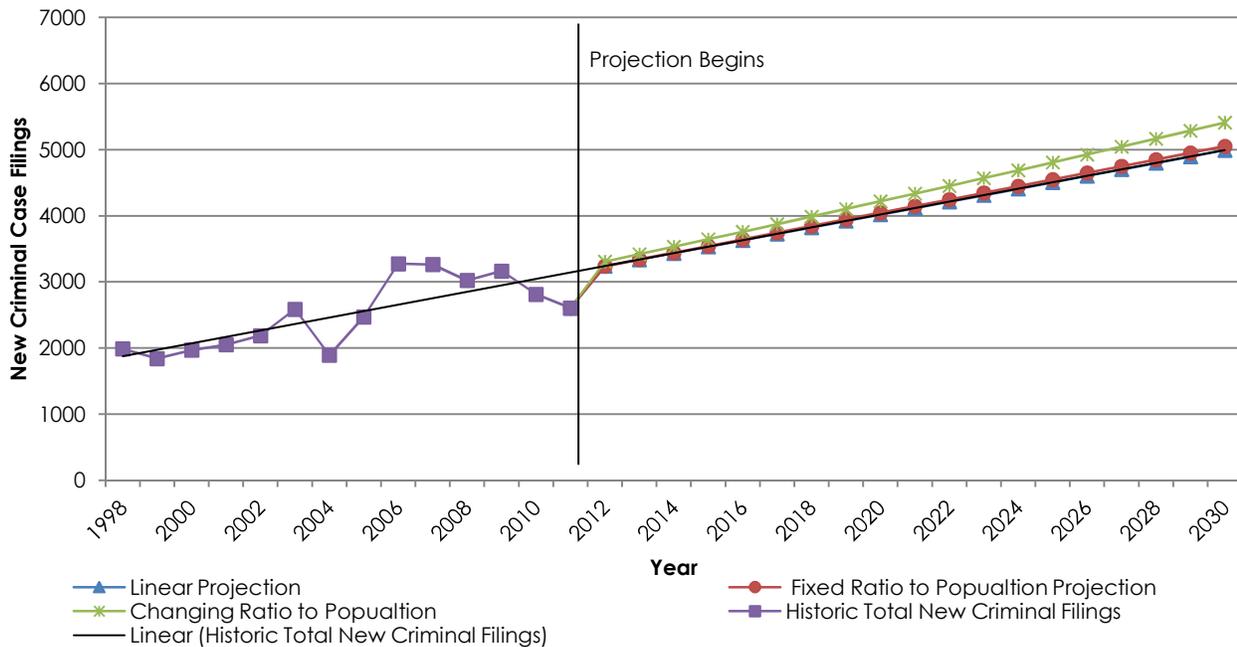
Observations

- Total new case filings increased 40.3% between years 1998 and 2011 at an average rate of 2.93% annually.
- Future estimates of total case filings suggest continued growth within the range of 2.47% and 2.74% annually through year 2030.

Table 19: Criminal Case Filings

BENTON COUNTY CIRCUIT COURT CRIMINAL CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
CRIMINAL FILINGS									
Linear	1,968	2,471	2,812	2,605	3,531	4,018	4,505	4,992	2.40%
Fixed Ratio to Population	1,968	2,471	2,812	2,605	3,541	4,044	4,547	5,050	2.46%
Changing Ratio/ Exponential Smoothing	1,968	2,471	2,812	2,605	3,645	4,219	4,806	5,408	2.73%

Figure 7: Graph of Criminal Case Filings



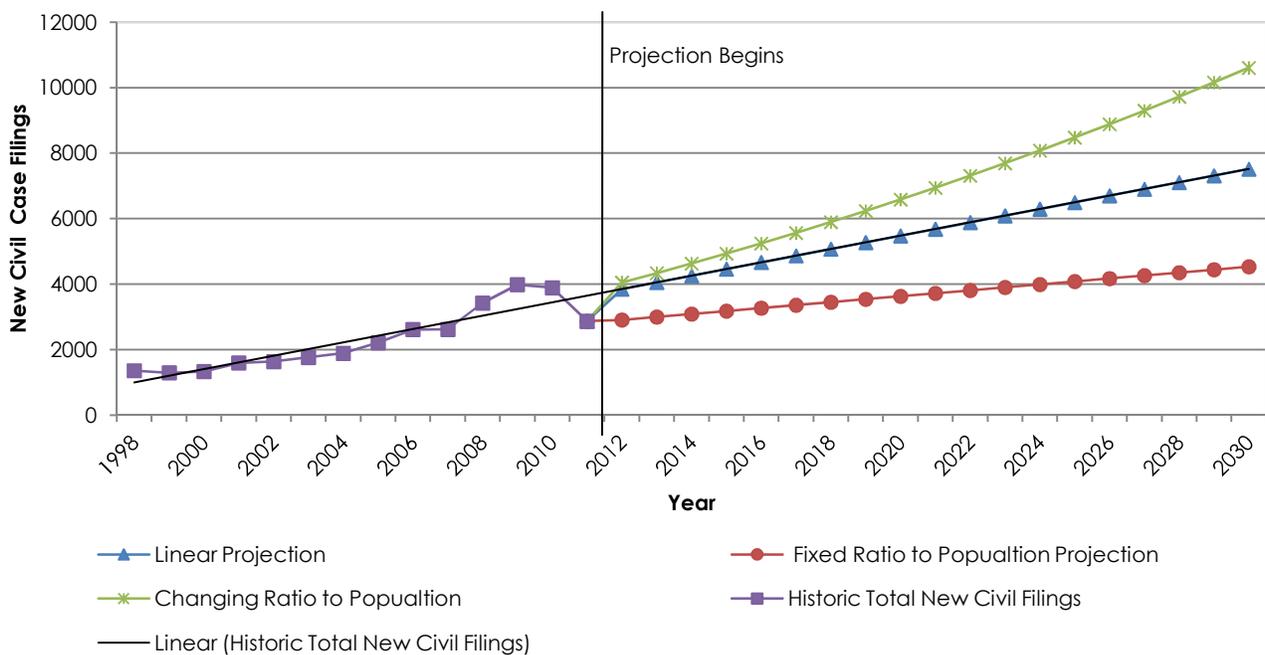
Observations

- New Criminal cases entered into the court increased a total of 31.1% between years 1998 and 2011 with an average annual increase of 3.34% per year.
- The Court saw the largest increase in new Criminal filings between years 2004 and 2007 when annual filings increased from 1,891 cases to 3,262 cases respectively. However, the new case filing level has since decreased to below 3,000 cases annually.
- Future projections indicate that new Criminal case filings will have a continued growth at a rate between 2.40% and 2.73% annually through year 2030.

Table 20: Civil Case Filings

BENTON COUNTY CIRCUIT COURT CIVIL CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
CIVIL FILINGS									
Linear Trend	1,332	2,210	3,893	2,870	4,460	5,478	6,497	7,515	3.79%
Fixed Ratio to Population	1,332	2,210	3,893	2,870	3,179	3,631	4,082	4,534	2.50%
Changing Ratio/ Exponential Smoothing	1,332	2,210	3,893	2,870	4,932	6,585	8,475	10,603	5.49%

Figure 8: Graph of Civil Case Filings



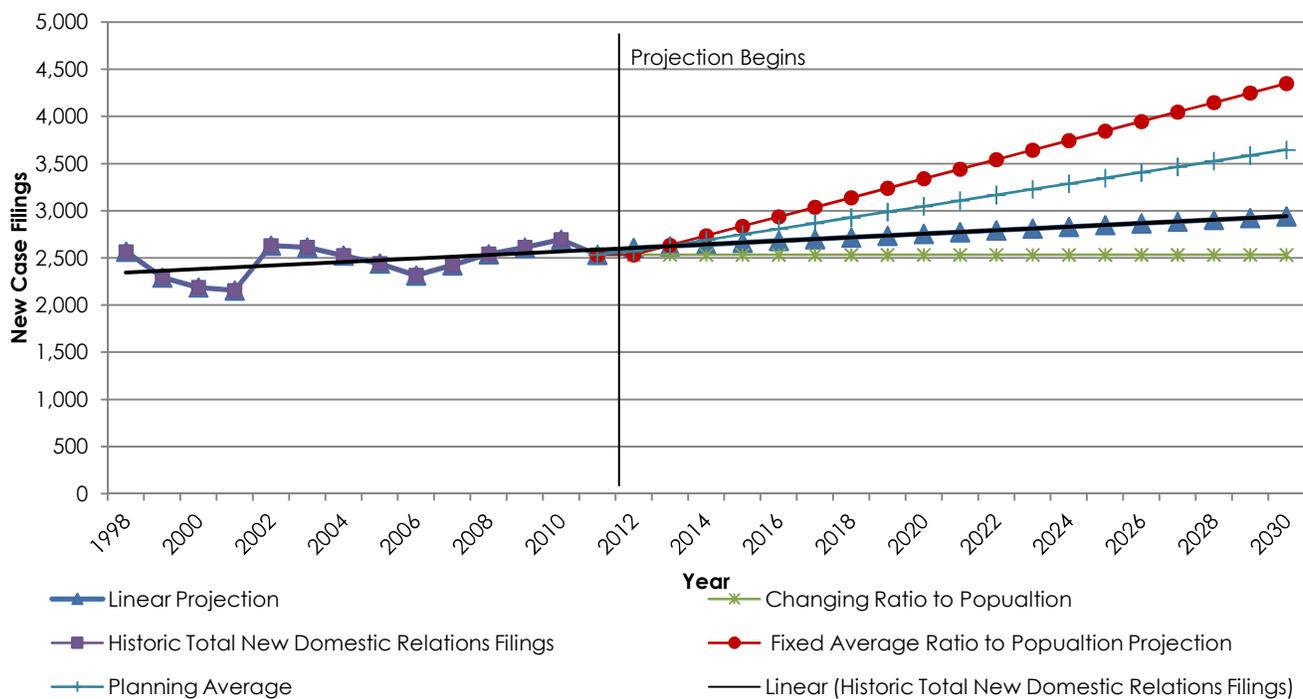
Observations

- New Civil cases entered into the Court increased a total of 111% between years 1998 and 2011, from 1,360 to 2,870 annual filings respectively. This represents an average annual increase of 6.9% per year.
- New Civil case filings saw a temporary influx of between years 2007 and 2010, and reached their peak in year 2009 with just under 4,000 new filings. The cause for this increase of filings is largely attributed to the economic recession and resulting property foreclosures. The Civil filing trend is normalizing back to levels that had been seen prior to the recession.
- Future case filings have a projected growth rate within the range of 2.50% and 5.49% annually through year 2030, with a mid-range linear trend at 3.79% annual growth.

Table 21: Domestic Relations Case Filings

BENTON COUNTY CIRCUIT COURT DOMESTIC RELATIONS CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
DOMESTIC RELATIONS FILINGS									
Linear Trend	2,188	2,441	2,695	2,533	2,662	2,755	2,848	2,942	0.67%
Fixed Ratio to Population	2,188	2,441	2,695	2,533	2,836	3,340	3,845	4,350	2.89%
Changing Ratio/ Exponential Smoothing	2,188	2,441	2,695	2,533	2,533	2,533	2,533	2,533	0.00%
Planning Average	2,188	2,441	2,695	2,533	2,749	3,048	3,347	3,646	1.94%

Figure 9: Graph of Domestic Relations Case Filings



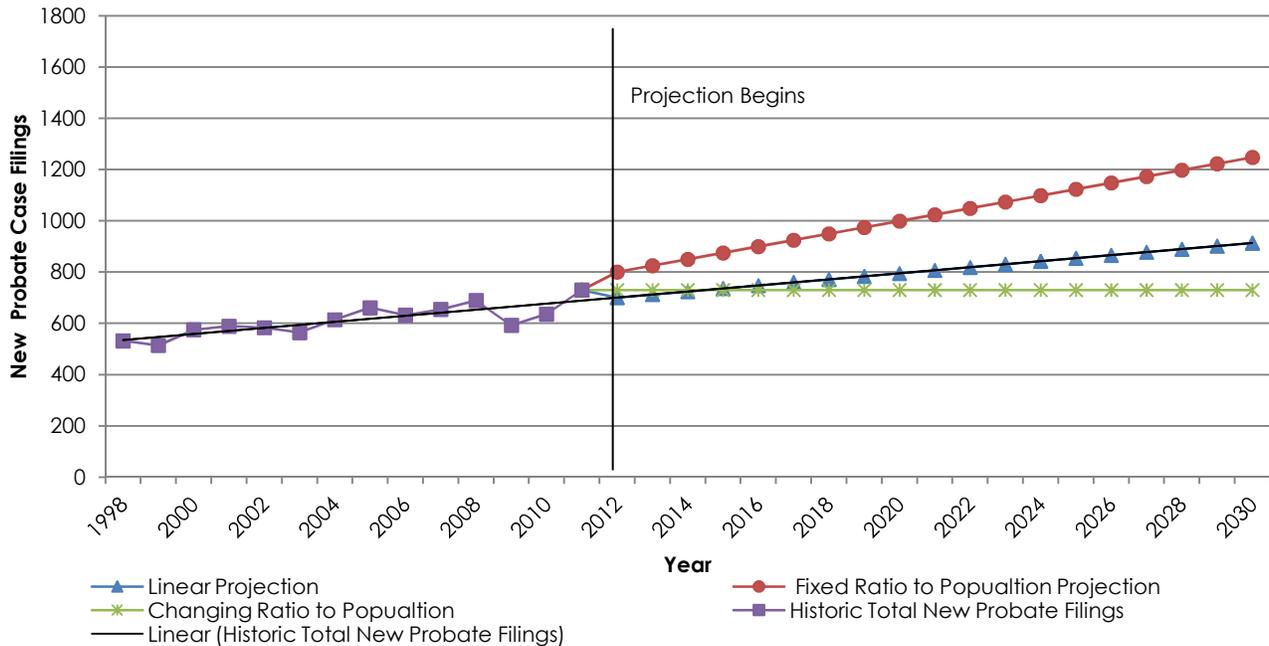
Observations

- Domestic Relations case filings have had a steady trend fluctuating only a few hundred cases annually; with an average annual filing level of 2,466 cases.
- Future projections indicate that this trend in new Domestic Relations case filings will continue through year 2030 at growth rates between 0.67% and 2.89% annually.

Table 22: Probate Case Filings

BENTON COUNTY CIRCUIT COURT PROBATE CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
PROBATE FILINGS									
Linear Trend	575	661	636	730	736	795	854	913	1.48%
Fixed Ratio to Population	575	661	636	730	875	999	1,123	1,247	2.50%
Changing Ratio/ Exponential Smoothing	575	661	636	730	730	730	730	730	0.00%

Figure 10: Graph of Probate Case Filings



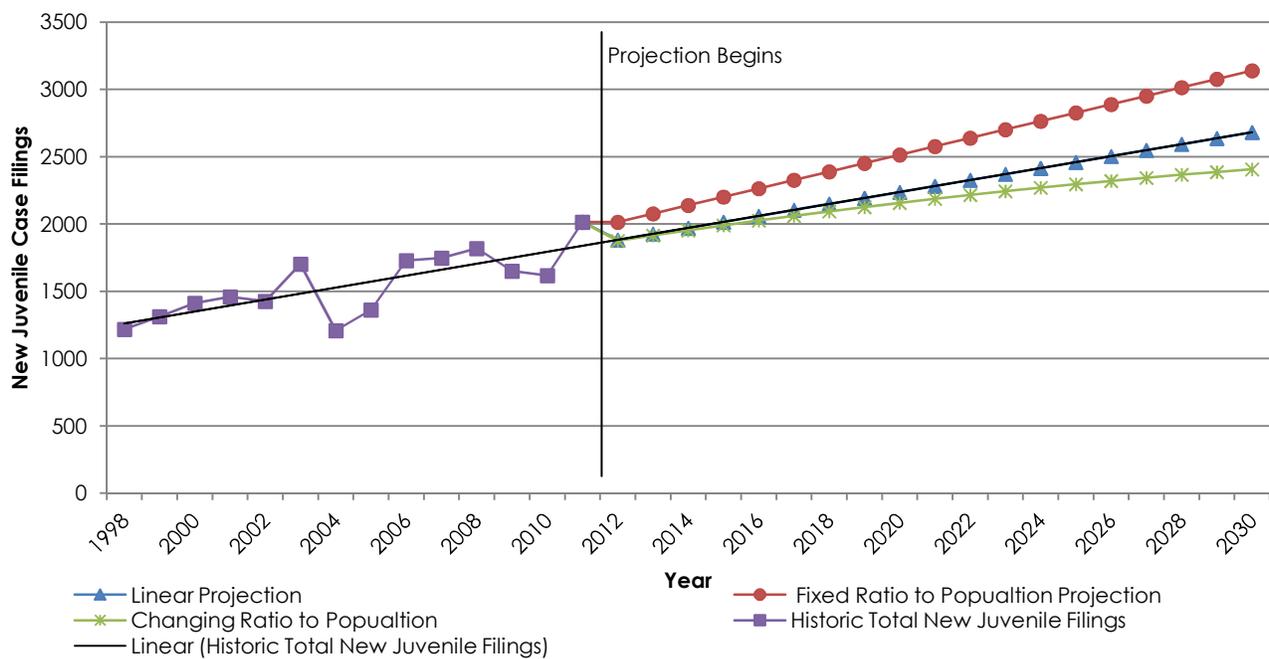
Observations

- New Probate cases entered into the Court increased a total of 37.2% between years 1998 and 2011. This represents an average annual increase of 2.7% per year.
- Future projections indicate that new Probate case filings will have continued growth at a rate as high as 2.5% annually through year 2030.

Table 23: Juvenile Case Filings

BENTON COUNTY CIRCUIT COURT JUVENILE CASE FILINGS									
	Actual				Projected				Average Annual Growth
	2000	2005	2010	2011	2015	2020	2025	2030	
Benton County Population	153,406	179,010	221,334	227,556	261,442	298,572	335,701	372,831	
JUVENILE FILINGS									
Linear Trend	1,411	1,362	1,617	2,014	2,015	2,237	2,459	2,682	1.99%
Fixed Ratio to Population	1,411	1,362	1,617	2,014	2,201	2,514	2,827	3,139	2.50%
Changing Ratio/ Exponential Smoothing	1,411	1,362	1,617	2,014	1,990	2,157	2,296	2,407	1.40%

Figure 11: Graph of Juvenile Case Filings



Observations

- New Juvenile cases entered into the Court increased a total of 65% between years 1998 and 2011. This represents an average annual increase of 5.0% per year.
- Future projections indicate that new juvenile case filings will continue to grow but at a slower rate than had been seen in the past.
- Future case filings have a projected growth rate within the range of 1.4% and 2.5% annually through year 2030.

C. CIRCUIT COURT STAFFING

Case filing growth analysis translates the workload increase into equivalent staffing needs. The staffing needs are then adjusted to reflect qualitative considerations and input from each user group through interviews and project team experiences. Staffing projections are to be used solely for long-range planning purposes, as they are estimates of the *likely* needs that might be expected over the planning time span. *These estimates should not be construed as being the sole justification for funding additional staff positions.*

The State of Arkansas does not have a workload standard which may be used to determine judgeship need; therefore, the project team reviewed available population data from the U.S. Census and case filing data from the Supreme Court of Arkansas Annual Reports to determine the thresholds that may indicate both the level of Circuit population served by a judge and the caseload per judge at the time that a Circuit Court requires a new Judgeship position.

1. CIRCUIT POPULATION COMPARISON

To determine if the current judgeship allocation is a sufficient baseline from which to estimate future growth, population estimates from comparable sized Judicial Circuits were analyzed to approximate appropriate ranges in the ratios of Judgeships to Circuit population.

There are two Circuits in the State which are comparable in size to the 19th West Circuit; those are the 2nd Circuit and the 4th Circuit.

Table 24: Circuit Population Comparison

Circuit	# Judges (2010/2012)	County	POPULATION ESTIMATE			POPULATION PER JUDGE POSITION	
			2000	2010	2012	2010	2012
19W	6	Benton County	153,406	221,339	232,268	36,890	38,711
2	11	Clay County	17,609	16,083	15,684	25,144	25,316
		Craighead County	82,148	96,443	99,735		
		Crittenden County	50,866	50,902	50,021		
		Greene County	37,331	42,090	43,163		
		Mississippi County	51,979	46,480	45,562		
		Poinsett County	25,614	24,583	24,307		
		Circuit Total	265,547	276,581	278,472		
4	7	Madison County	14,243	15,717	15,645	31,255	32,437
		Washington County	157,715	203,065	211,411		
		Circuit Total	171,958	218,782	227,056		

Source: County Population Estimates - U.S. Census

Observations

- The 19th West Circuit currently has 1 judgeship allocated for every 38,711 residents.
- The 2nd Circuit is comparable in population size; however, the circuit is a six-county circuit and has one judgeship allocated for every 25,316 population. Within a multi-county circuit, each county requires judicial representation; therefore judges may be required to travel between court locations or may be permanently sat in a county which may not have comparable case filing levels. Because of these variations in organization, the 2nd Circuit judgeship allocation would not be comparable to the 19th West Circuit.
- The 4th Circuit, a two-county circuit, is the most comparable circuit in terms of population to the 19th West Circuit with one judgeship allocated for every 32,437 residents.
- The current number of judgeships in the 19th West Circuit is adequate to serve the size and geographic area of the Circuit's current population.

2. HISTORIC CASELOAD PER JUDGESHIP ALLOCATION

To determine an approximate maximum threshold of case filings carried per judge, the project team reviewed the case filing levels per judge that have historically triggered the seating of a new judgeship. The project team collected data from the Arkansas Supreme Court Annual Reports for each Circuit that has seen a new judgeship position added since year 2006. The Annual Reports provide the number of judgeships and caseload carried per judge in the year prior to a new judgeship being seated.

This data was collected solely to assist in determining a range of caseload per judicial officer as has been observed state-wide, not as an assessment of any individual staff or Circuit workload efficiency.

Table 25: Caseloads per Judgeship

CASELOAD PER JUDGESHIP PRIOR TO NEW JUDGESHIP POSTION ALLOCATION			
CIRCUIT	YEAR	# JUDGESHIP	CASELOAD PER JUDGE
2	2006	10	2,241
23	2006	2	2,359
19W	2008	5	2,300
20	2008	4	2,617
22	2008	3	2,003
4	2009	6	2,393
Average Caseload per Judge prior to new judgeship allocation			2,319

Observations

- Over the past seven years, six judgeship positions have been added to Circuit Courts state-wide.
- The last new judgeship position added was in 2009 in the 4th Circuit once the case filing level per judge reached 2,393 new filings annually.
- The 19th West Circuit, Benton County, last added a judgeship position in 2008 when case filing levels per judge reached 2,300 new filings.
- Based upon the case filing level at the time when a new judgeship was approved in the Circuits state-wide, Circuit Court judges have an average caseload of 2,319 cases annually prior to a new judicial officer appointment.
- The circuit population per judgeship and the annual average caseload per judgeship can vary greatly circuit to circuit for a variety of factors; therefore, the historic average case filing level per judge at the time when a new judgeship is allocated will be the used as the threshold for determining the future judgeship requirement estimate for the 19th West Circuit.

3. YEAR 2030 CIRCUIT COURT JUDGESHIP AND SUPPORT STAFF PROJECTION

The preliminary projected judgeship requirement is developed based upon total case filing growth in the 19th West Circuit with a maximum caseload per judge of 2,319 cases annually; this represents the historic, state-wide average caseload carried per judge at the time that a new judgeship was allocated.

- The Benton County Circuit Court is currently allocated 6 judgeship positions and 24 judicial support positions.
- Each Judge is staffed by one Trial Court Assistant, one Court Orders Clerk (or use of an extern instead of an Orders Clerk), one Court Reporter and one Bailiff.

Table 26: Circuit Court Judge and Support Staff Projections

Position	2013	2015		2020		2025		2030	
	Current FTE	Low	High	Low	High	Low	High	Low	High
Circuit Court Judge	6	6	6	7	7	7	8	8	9
Trial Court Assistant	6	6	6	7	7	7	8	8	9
Court Orders Clerk*	6	6	6	7	7	7	8	8	9
Court Reporter	6	6	6	7	7	7	8	8	9
Bailiff	6	6	6	7	7	7	8	8	9
Total	30	30	30	35	35	35	40	40	45

*Note: Division 4 currently uses an extern position in place of a Court Orders Clerk

Observations

- Year 2030 projections estimate that the judgeship requirement for the 19th West Circuit Court could be within the range of 8 to 9 FTE by year 2030; representing growth within the range of 33% and 50% from year 2013.
- A Planning Target of two additional, full-time judgeship positions should be expected by year 2030.
- A new judge to handle the increase in Criminal Case filings could be expected to be needed between years 2015 and 2020.
- A second judge to handle the increasing juvenile case filing at the juvenile court facility could be expected to be needed between year 2025 and 2030.
- Judicial support positions are added proportionately to the judgeship positions at a ratio of four support staff to one judgeship.

4. YEAR 2030 CIRCUIT COURT STAFFING PROJECTION

Year 2030 Circuit Court staffing estimates are developed based upon Circuit Court case filing trends which contribute to the respective departmental or office workloads. Total Circuit Court staffing is estimated to increase within the range of 30% and 37% by year 2030.

Table 27: Circuit Court Staffing Projection

Department	2013	2015		2020		2025		2030	
	Current Total FTE	Low	High	Low	High	Low	High	Low	High
Clerk of Court*	22.5	24	24	26	26	28	29	30	31
Juvenile Court Clerk	3	3	3	4	4	4	5	4	5
Probate Clerk (County Clerk Office)	2	2	2	2	2	2	3	2	3
Prosecuting Attorney	45	48	49	51	52	54	56	57	59
Public Defender	18	19	20	22	22	24	25	25	26
Total	90.5	96	98	105	106	112	119	118	124

*Note: Clerk of Court Staff does not include Recorder's Office Staff

5. FUTURE SPACE REQUIREMENTS PROJECTIONS

Court system growth projections, staffing projections, operational consideration, functional needs, and facility planning standards, form a comprehensive basis for development of future space requirements, expressed in terms of square footage needs. This section of the report contains a summary of the projected departmental space requirements for each department to be included in planning for future facilities. The space requirement for each department contains the following information:

- The types of functional space
- The number of functional units required
- The net square footage of the functional unit/space
- The total assignable floor space for each department and office
- The overall gross building area required

6. DEFINITIONS OF SQUARE FOOTAGE TERMS USED IN THE SPACE ESTIMATES

The space projections contained in this report were developed based on the programmed, assignable, functional space anticipated for conducting the planned activities within the court environment, and the necessary un-assignable floor space for the building elements, circulation space, building service mechanical rooms, and other public areas. Three types of space data, namely Net Square Feet (NSF), Departmental Gross Square Feet (DGSF), and Building Gross Square Feet (BGSF), were used for the development of the space requirements.

Net Square Feet (NSF). Net area – also called "programmable area" – is measured in net square feet (NSF). Net area describes the actual working area of an office, workstation, or support space. Net area represents the actual area assigned for a specific space for function, excluding permanent structural or architectural elements and internal circulation.

Departmental Gross Square Feet (DGSF). Departmental area – also called "usable area" – is measured in departmental gross square feet, including all net areas (as described above) and a factor to account for interior wall thicknesses, corridors and pathways within a department, columns and other structural elements, and inefficiencies created by shaft spaces that penetrate through the floors within departmental areas, and the like. This value represents the total area that is typically used when calculating the area on a floor that a specific unit or department would require.

Building Gross Square Feet (BGSF). Building gross area, includes the total of all departmental areas (as described above), with an additional factor to account for major public circulation among departments, elevators stairwells, mechanical and electrical spaces not specifically included in the project space listing, exterior walls, and any other common spaces not clearly identified as net areas. Building gross area is measured to the exterior surface of permanent outer building walls, and includes all enclosed areas.

7. BENTON COUNTY CIRCUIT COURT SPACE REQUIREMENT PROJECTION

Table 28: Circuit Court Space Requirement Projections

DEPARTMENTS	Year 2013	Year 2015	Year 2020	Year 2025	Year 2030
Circuit Court Courtrooms and Support Areas	19,170	19,170	23,902	23,902	26,744
Circuit Court Courtroom Holding Facility	1,261	1,261	1,891	1,891	1,891
Circuit Court Judges' Chambers	7,310	7,310	8,713	8,713	10,116
Law Library/Self-Help Center	847	847	847	847	847
Clerk of Circuit Court's Office	6,768	6,940	7,135	7,457	7,598
Probate Clerk Office	766	766	766	849	849
Public Defender Office	5,975	6,272	6,677	7,136	7,223
Building Security and Central Holding Areas	5,176	5,176	5,176	5,176	5,176
Prosecuting Attorney Office	11,648	12,118	12,528	13,694	13,943
Jury Pool	2,785	2,785	2,785	2,785	2,785
General Building Public Areas/ Janitorial/Maintenance/Mail Room / Storage	11,433	11,433	11,433	11,433	11,433
Sub-total Departmental Space (DGSF)	73,138	74,077	81,852	83,883	88,603
Building Gross Square Footage Estimate (30%)	95,079	96,300	106,407	109,048	115,184

8. FUTURE COURT FACILITY PLANNING CONCEPTS AND GOALS

The proposed court facility should serve the citizens of Benton County for many years. In consideration of the present and future needs of the Court and the citizens of Benton County, the court facility should be designed to address the following goals:

- To convey an image of dignity and solemnity and a sense that the facility in which justice is done.
- To represent careful thought and consideration of the Court's operational and spatial needs.
- To maintain flexibility to accommodate both short- and long-term space needs and contribute to the effective administration of justice.
- To offer an environment that is user-friendly and easily accessible to the public.
- To offer a safe and secure environment for all citizens who utilize the facility as well as for the judges and court employees who work within the facility.
- To equip all courtrooms, offices, and other functional space with advanced technologies to facilitate the efficient administration of justice and improve the quality of service to the public.
- To embody the ideals of sustainable design practice and incorporate green building strategies to the greatest extent possible.
- In the preparation of the facility plan, these goals are presented as follows:

Goal 1

The court facility should convey an image of dignity and solemnity and a sense that the facility in which justice is done.

- The architecture throughout the interior and exterior of the court facility should convey the image of the judicial system: dignity, strength, respect, and a sense of importance of the judicial system in the community.
- The appearance and ambiance of the courtrooms should be dignified and business-like. Consideration should be given to proper sight lines, acoustics, lighting, properly functioning heating, ventilation, and air-conditioning systems.

- The selection of finishes should be made with a view to the future. The materials selected should be functional and durable for use over time and should contribute to the overall image of dignity and institutional permanence.
- The architecture should represent an expression that is responsive to local context, geography, climate, culture and history, and should improve and enrich the site and community in which the facility is located.

Goal 2

The court facility should represent careful thought and consideration of the Court's operational and spatial needs.

- The spaces should promote efficient operation of the Court with consideration to workflow, adjacencies, and proper zoning of functions.
- The architecture should promote streamlined communication and interaction between justice partners involved with the Court and result in more efficient processing of cases.
- The Court's jury assembly function should be located in a dedicated area easily accessible to both the public and court employees. The just area may serve as a flexible space for a large staff meeting or training room when not in use by jurors.

Goal 3

The court facility should maintain flexibility to accommodate both short- and long-term space needs and contribute to the effective administration of justice.

- The design should provide for flexibility to anticipate future changes and end enhance building longevity.
- Provisions for future expansion of the court system should exist including additional space for courtrooms, chambers and support spaces.
- Courtrooms, hearing rooms, and ancillary spaces should be constructed to accommodate a broad range of growth or policy changes by the Court in order to enhance the facility's flexibility and long-term usefulness.
- Judges' chambers should not be immediately attached to the courtrooms to allow adjudication space to be utilized by multiple judges if necessary. However,

in order to promote easy movement between offices and courtrooms, chambers and courtrooms should be located in close proximity.

Goal 4

The court facility should offer an environment that is user-friendly and easily accessible to the public.

- The Court should be provided with adequate parking for judges, court employees, jurors, and court visitors.
- The court facility should be a barrier-free, accessible facility in compliance with the American with Disabilities Act Title II requirements for governmental facilities.
- A simple and clearly displayed public directory and signage system should be provided so visitors are able to find their way around the courthouse easily. The layout of spaces should be designed for simplicity so that way-finding throughout the facility is readily apparent. The use of architectural features to serve as landmarks and the provision of exterior views are also important features to be considered to improve use orientation within the building.
- High traffic public circulation areas should be located near the main entrance of the building so that the public visiting these offices can be served quickly.
- An easily accessible public self-service area equipped with public access computer terminals or kiosks should be provided. Clear and easy access to staff should be provided for the public to seek assistance in answering questions or preparing forms of other documents.
- Public lobbies and waiting areas should be sized adequately to accommodate multiple people during the peak times including multiple trial and jury pool days.

Goal 5

The court facility should offer a safe and secure environment for all citizens who utilize the facility as well as for the judges and court employees who work within the facility.

- Provide an integrated solution for security. The facility security planning should incorporate structural elements, architectural barriers, traffic pattern and access controls, weapons detection and screening, security surveillance devices and

properly trained security personnel, and effective security operations planning. Security provisions should be cost-effective and developed with an understanding of the impact on operational costs and security staffing needs.

- Separate circulation systems should be provided for court employees and the public in the building to maintain proper security and work privacy. The facility should be organized into zones that are similar in function, operational needs, physical characteristics or access requirements. Proper circulation and access control should be designed and provided at individual space zones to maintain an efficient and safe court environment.
- The various circulation zones include:

Public Zone:

The public circulation system provides access from the public point of entry to the controlled access points for the restricted and secure areas of the courthouse. All areas that require access by the general public should be accessible from the public circulation system including courtrooms, public counter areas and court service functions, court administration, public restrooms, public elevators and chambers reception areas. The public circulation system also includes the public waiting areas immediately adjacent to courtrooms and attorney conference rooms. Efforts should be made to maximize natural light and views in the public lobby, waiting areas, and circulation spaces to improve the quality of the environment and to promote an image of judicial transparency. Oftentimes due to volume and/or protracted proceedings, lawyers and parties may be required to wait in hallways and alcoves. Consequently, these public spaces should provide comfortable seating, proper acoustics considerate of these levels of conversation, safety of the parties and respect for the adjudication process.

Restricted Zone:

The restricted circulation corridors provide access to court staff, judges, escorted jurors, and security personnel to courtrooms, chambers, court support space and jury deliberation rooms. Judges and court employees should be able to move into work areas or courtrooms through private corridors and a private elevator without going through the public area.

Secure Zone:

In-custody jail court facilities should be planned for the courthouse and proceedings inside the court facility involving in-custody defendants. Within the secure zone, sight and sound separation of different in-custody populations (adult male and female) should be provided and the design of these areas should prohibit unauthorized access by the public and escape by persons in custody. Detainee circulation should be secure and contained, separate from any other building occupant circulation.

Interface Zone (Courtrooms):

The interface zone is the focus of all court facilities and is the destination for judges, court support staff, jurors, attorneys, witnesses, and public spectators to conduct their business in a formal courtroom setting. Access to the courtrooms should be carefully considered and planned as separate entrance approaches need to be provided for all the participants listed above.

Security in the facility should be visible but not obtrusive. The image of the Court should convey an open and transparent judicial process while simultaneously promoting a sense of safety for all building occupants. Visitors should be aware of security controls and the presence of uniformed security personnel. Security equipment and systems are important parts of appropriate design; however, their presence in the facility should not unduly conflict with the efficient operation of the Court or compromise the citizen's perception of a fair and open judicial process.

A shared staff and public entrance point should be provided to reduce operational screening requirements. An additional entry point may be provided for inconspicuous access for judges. Protected pathways from judges' secure parking area to judges' chambers should be provided.

Adequate space should be provided at the main entrance for queuing of court visitors with special attention to problems caused by extreme weather. The design should allow fast and efficient processing of those entering the court facility through a main entrance where security personnel, using a magnetometer and x-ray scanner, screen for weapons and contraband. After clearing the checkpoint, visitors should enter into a larger area (lobby) of the building to allow people to become oriented for way-finding purposes.

Building systems should be designed and maintained to protect public health and life safety, as well as provide direct egress routes for rapid and safe evacuation of building occupants to the outside in cases of emergency.

Accommodations should be made for the installation of security surveillance and monitoring systems throughout all facilities. These systems should be controlled through a central security command station and should be connected at all times to a law enforcement remote dispatch function.

The building design should incorporate building security and operational considerations for having night court sessions and other court sponsored community programs and activities held in the building during non-regular business hours.

Whenever feasible, the building and site design should take into account setbacks from the street, structural, and landscaping measures to mitigate possible security threats. Care should also be taken to consider the appropriate use of building materials in areas that could be considered at a greater risk for blast impact.

Goal 6

The court facility, including all courtrooms, offices and other functional space, should equip all courtrooms, offices, and other functional space with advanced technologies to facilitate the efficient administration of justice and improve the quality of service to the public.

- The facility should be designed with provisions for the extensive use of computerized, advanced technologies at all functional areas for efficient operations and secure work environment.
- Provisions for voice-activated video/audio recording technologies should be planned and prewired in all courtrooms and hearing rooms to provide a convenient, accurate record of court proceedings, requiring minimum human intervention.
- The facility should be planned for video arraignment technology to arraign in-custody defendants more efficiently. Video arraignments have the potential to reduce length of detention stays and also reduce prisoner transportation and improve courthouse security.
- Video arraignment technology should be incorporated into the design of one of the courtrooms and be linked to the police department's communications network. The location of the cameras, video monitors for the respective participants, and the public should be planned.

- Computerized evidence display capabilities should be provided and integrated in the courtroom audio/video system.
- Security surveillance cameras should be installed in courtrooms, hearing rooms, access control locations, and secure parking areas. Court security should be monitored and managed by the Court's designated security personnel.
- Document imaging technology should be available throughout the facility to reduce paper circulation and storage requirements, improve record dissemination, and facilitate effective information sharing.
- The general public should be able to access court services through the use of telecommunications and self-service information display technology. Public information and public access terminals should be provided in the public lobby or at the public self-service center for the public to access court information. The facility should be designed with provision to allow public access to court information and service remotely through web portals.

Goal 7

To embody the ideals of sustainable design practice and incorporate green building strategies.

- Comprehensive information of sustainable building strategies could be referenced at the publications by the U.S. Green Building Council.³ Lists of sustainable building practices and issues that may be considered include the following:
- Sustainable site development: special attention should be paid to the building's impact on its surroundings. Strategies include reducing heat island impacts, reduced use of water resources, alternative transportation planning, advanced storm water drainage systems, and responsible landscape and site development strategies.
- Water efficiency: Special attention should be paid to the water use (e.g., selection of water efficient fixtures) and the design of wastewater conveyance systems.

³ These items include the core sustainable building strategies espoused by the U.S. Green Building Council's LEED Building Design and Construction rating system. Website: <http://www.usgbc.org>.

- **Energy and Atmosphere:** Various mechanical and electrical systems should be thoroughly reviewed and pared so that the most efficient and cost effective strategy is selected. Alternative energy solutions should also be considered with initial investment and long-term cost implications considered.
- **Materials and Resources:** Selection of products that are produced regionally and/or made of recycled or sustainable materials. When remodeling, consideration for reuse of existing building components should be considered where possible.
- **Indoor Environmental Quality:** The quality of the indoor environment in terms of air quality, temperature and ventilation should be carefully considered. Natural day lighting should be utilized as much as possible to lower the amount of artificial lighting needed and to provide a more pleasant work environment. Sun shading and glare reducing elements should be introduced where possible.

D. FACILITY EXPANSION CONCEPTS AND ALTERNATIVES

Three building concepts were developed. Concept A, located in the downtown area, is an addition to the existing courthouse and "tower". Concept B, also in the downtown area, is located on Second Street across from the existing courthouse. Option C is on Highway 102, adjacent to the Benton County Sheriff's Office, Benton County Jail and Juvenile Justice Center. The options are presented as building massing studies to conceptualize building site development and costs.

Ultimately, both downtown locations would require renovation of the existing historic courthouse and tower. However, it is possible to phase the construction over time to minimize disruption. Whether or not the existing historic courthouse and tower continues to be a functioning court facility, the building will need some degree of remodel and upgrades to support almost any functional use. (Refer to Appendix xii)

The concepts presented in this study are intended to represent potential building configurations based on information currently available. As the project progresses into more detailed planning stages, it can be expected that the plans and building massings will evolve and change.

The square footages represented are based on projected program requirements, and it should be understood that these square footages might fluctuate to accommodate particular user and site driven needs.

Table 29: Courthouse Concepts Gross Square Footage Summary

OPTION	BUILDING AREA	TOTAL SF
CONCEPT A: ADDITION TO EXISTING BUILDING IN DOWNTOWN LOCATION		
Build Addition after Demolition of the old jail and old Juvenile Detention Center	Basement Level	9,272
	Garage Parking	14,571
	Addition – 1 st Floor	15,709
	Addition – 2 nd Floor	26,622
	Addition – 3 rd Floor	20,650
Total		86,824
CONCEPT B: NEW COURT BUILDING IN DOWNTOWN LOCATION		
Build 4-story Court Building with Basement Level Parking Deck	Basement Level	11,855
	Garage Parking	8,995
	1 st Floor	22,985
	2 nd Floor	24,600
	3 rd Floor	24,600
	4 th Floor	13,840
Total		106,875
OPTION C: NEW COURT BUILDING AT HWY 102 LOCATION		
Build 3-Story Court Building with connection to existing JJC	1 st Floor	47,464
	2 nd Floor	39,166
	3 rd Floor	34,045
Total		120,675
REMODEL OF EXISTING HISTORIC COURTHOUSE AND "TOWER"		
Remodel of existing historic courthouse + existing tower	1 st Floor	11,404
	2 nd Floor	10,954
	3 rd Floor	11,489
	4 th Floor	4,722
Total		38,569
1-STORY ADDITION TO EXISTING JUVENILE JUSTICE CENTER AT HWY 102 LOCATION		
Build 1-story addition to Existing JJC at HWY 102 Location	1 st Floor	10,717
Total		10,717

CONCEPT A:

(Downtown) On-site demolition of "old jail", 3-Story addition and renovation of the Historic Courthouse and Tower.

Figure 12: Concept A Possible Architectural Massing



Concept A considerations

1. Meets projected 2030 program requirements.
2. Does not consolidate all Circuit Court Functions to one location. The existing Juvenile Justice Center on Melissa Drive will continue to be utilized and expanded to accommodate an additional Juvenile Court Judgeship.
3. Requires the permanent relocation of staff currently working in the building.
4. Requires the temporary relocation of the Prosecuting Attorney and staff during construction.
5. Provides secure parking garage with controlled entry.
6. Provides security screening at entry.
7. Provides secure circulation separating general public, jury, detainees, and judges.
8. Provides secure sally port.
9. Utilizes existing historic courthouse and tower square footage to meet program requirements.
10. Requires detainee transport by bus or van.
11. Requires agreements with private entities to provide parking. (Appendices: ii, iii, iv, v)
12. Requires the demolition of existing building that is currently being used.
13. At times during construction, temporary disruption to traffic flow and parking in the downtown area will occur.
14. Provides the possibility for future expansion.

Figure 13: Concept A Basement Plan Diagram

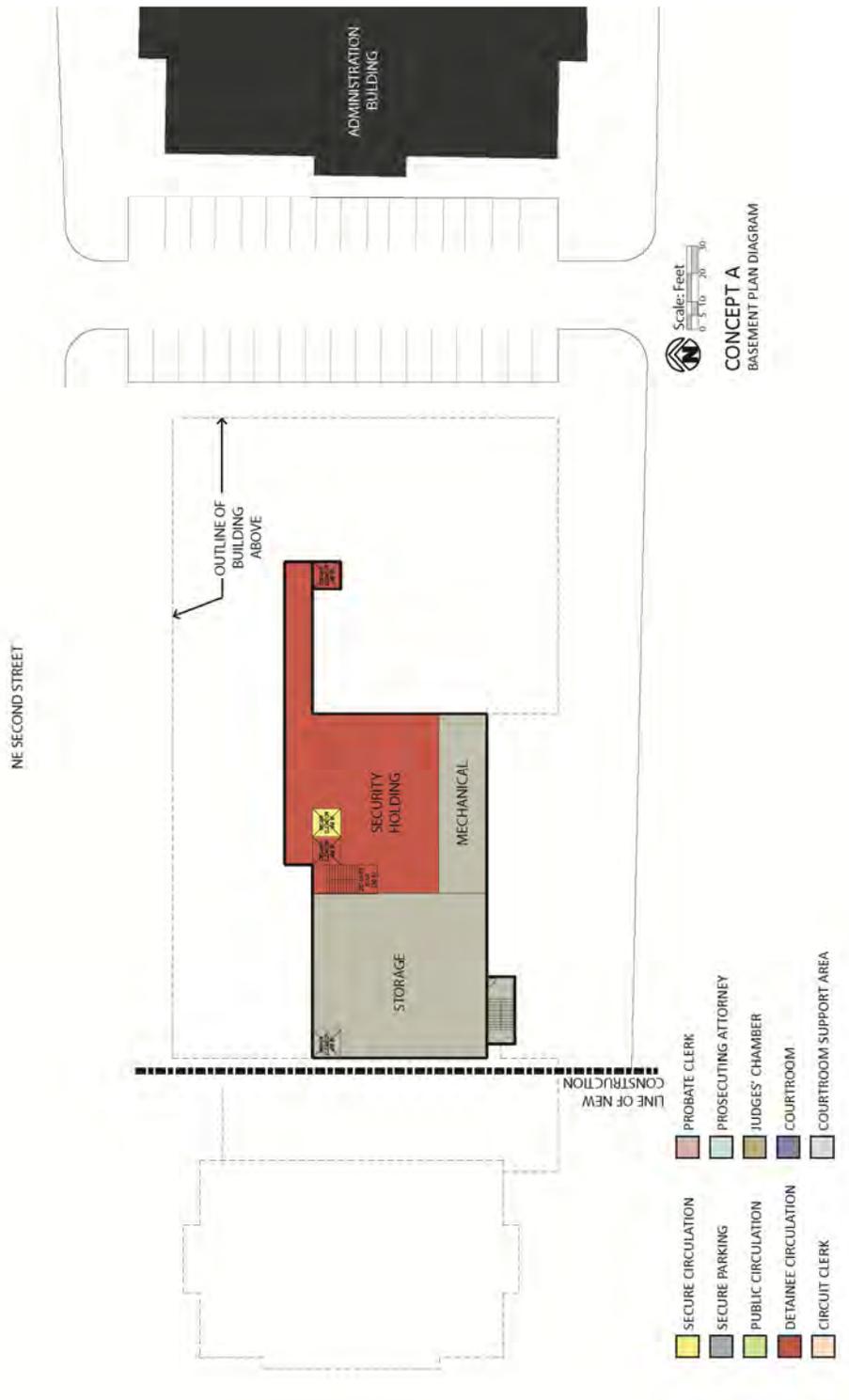


Figure 14: Concept A First Floor Plan Diagram

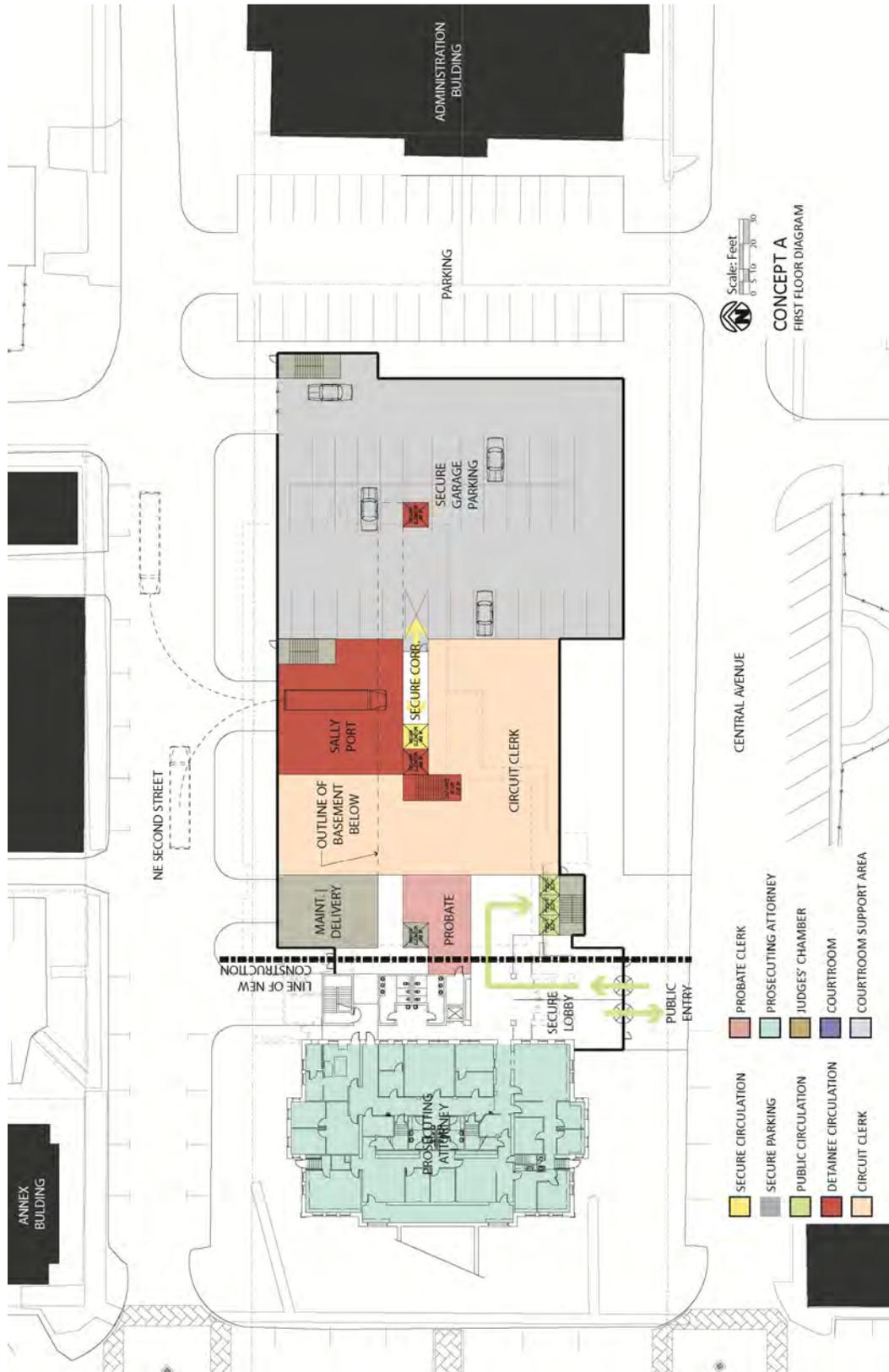


Figure 15: Concept A Second Floor Plan Diagram

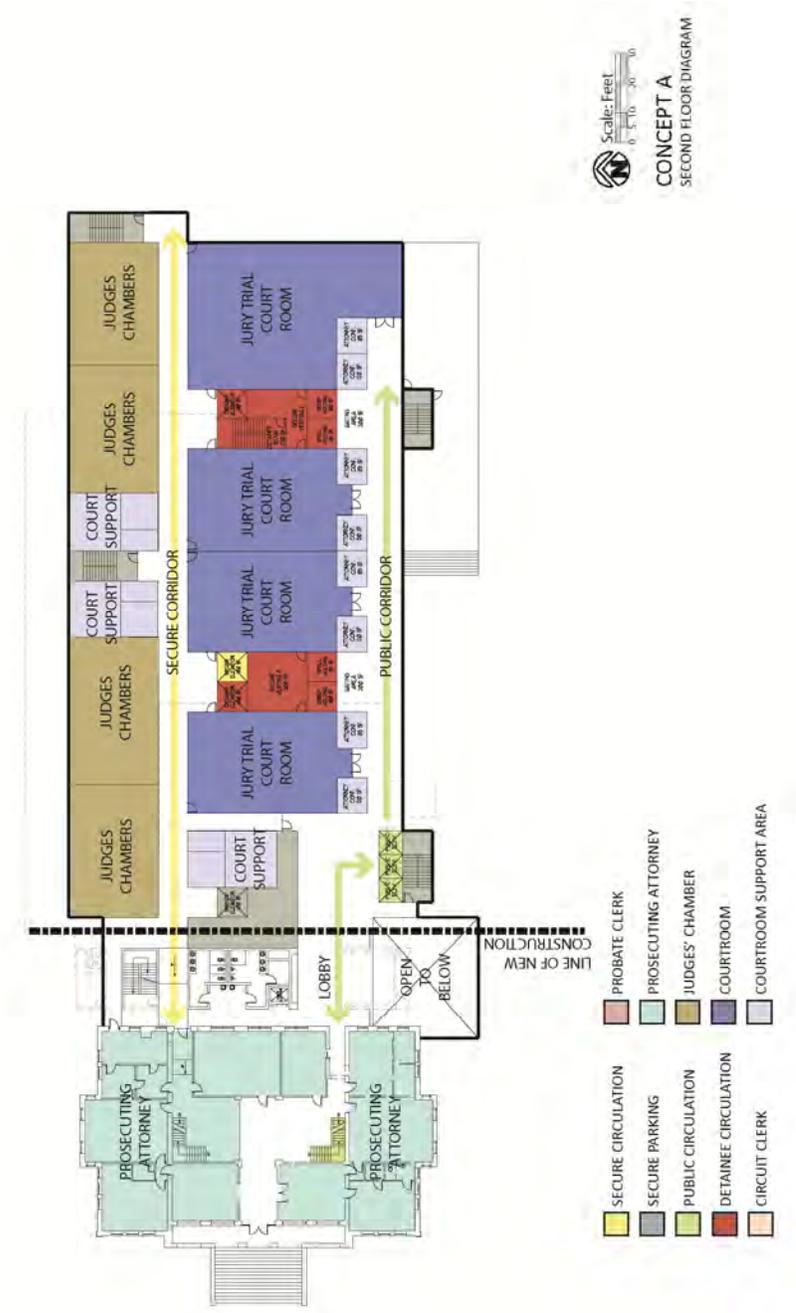


Figure 16: Concept A Third Floor Plan Diagram

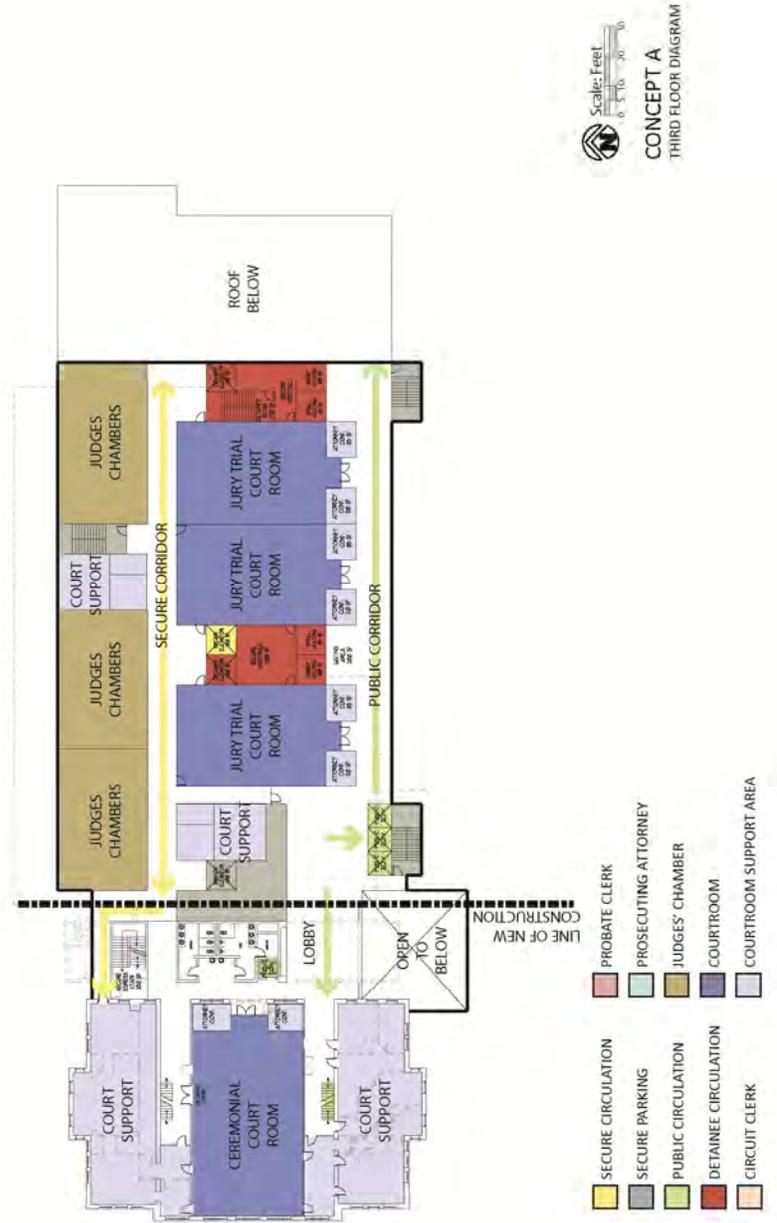
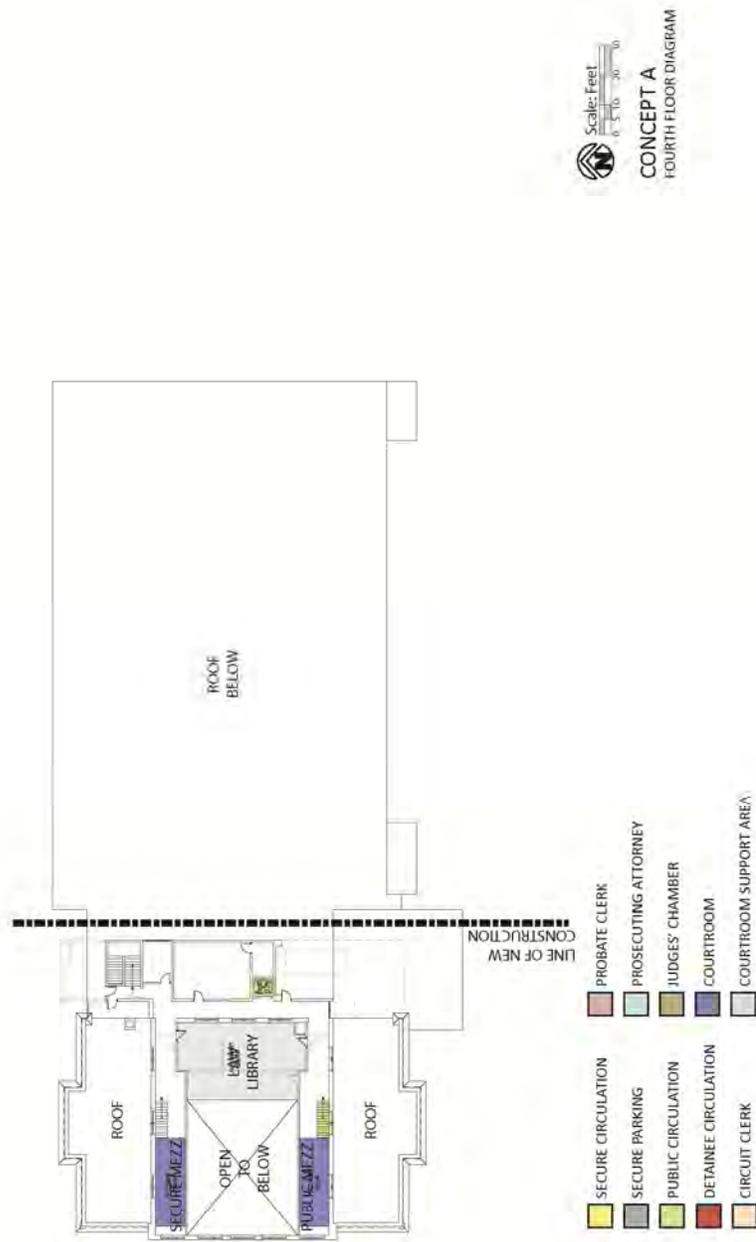


Figure 17: Concept A Fourth Floor Plan Diagram



CONCEPT B:

(Downtown) New 4-Story Court Building on NE 2nd Street, north of the existing court facility.

Figure 18: Concept B Possible Architectural Massing



Concept B considerations

1. Meets projected 2030 program requirements.
2. Does not consolidate all Circuit Court Functions to one location. The existing Juvenile Justice Center on Melissa Drive will continue to be utilized and expanded to accommodate an additional Juvenile Court Judgeship.
3. Requires the relocation of staff currently working in the building.
4. Provides secure garage parking with controlled access.
5. Provides security screening at entry.
6. Provides secure circulation separating general public, jury, detainees, and judges.
7. Provides secure sally port.
8. Utilizes existing historic courthouse and tower square footage to meet program requirements.
9. Minimizes impact on day to day county operations during construction.
10. Requires detainee transport by bus or van.
11. Requires agreements with private entities to provide parking. (Appendices: ii, ii, iii, iv)
12. Requires acquisition of property. (Appendices: vi, vii, viii)
13. At times during construction, temporary disruption to traffic flow and parking in the downtown area will occur.
14. Requires the temporary relocation of the Prosecuting Attorney and staff during construction.
15. Provides the possibility for future expansion.
16. Modifications to NE B Street will be necessary to accommodate detainee bus turning radius.
17. Provides connection to existing hotel parking deck.

Figure 19: Concept B Basement Plan Diagram

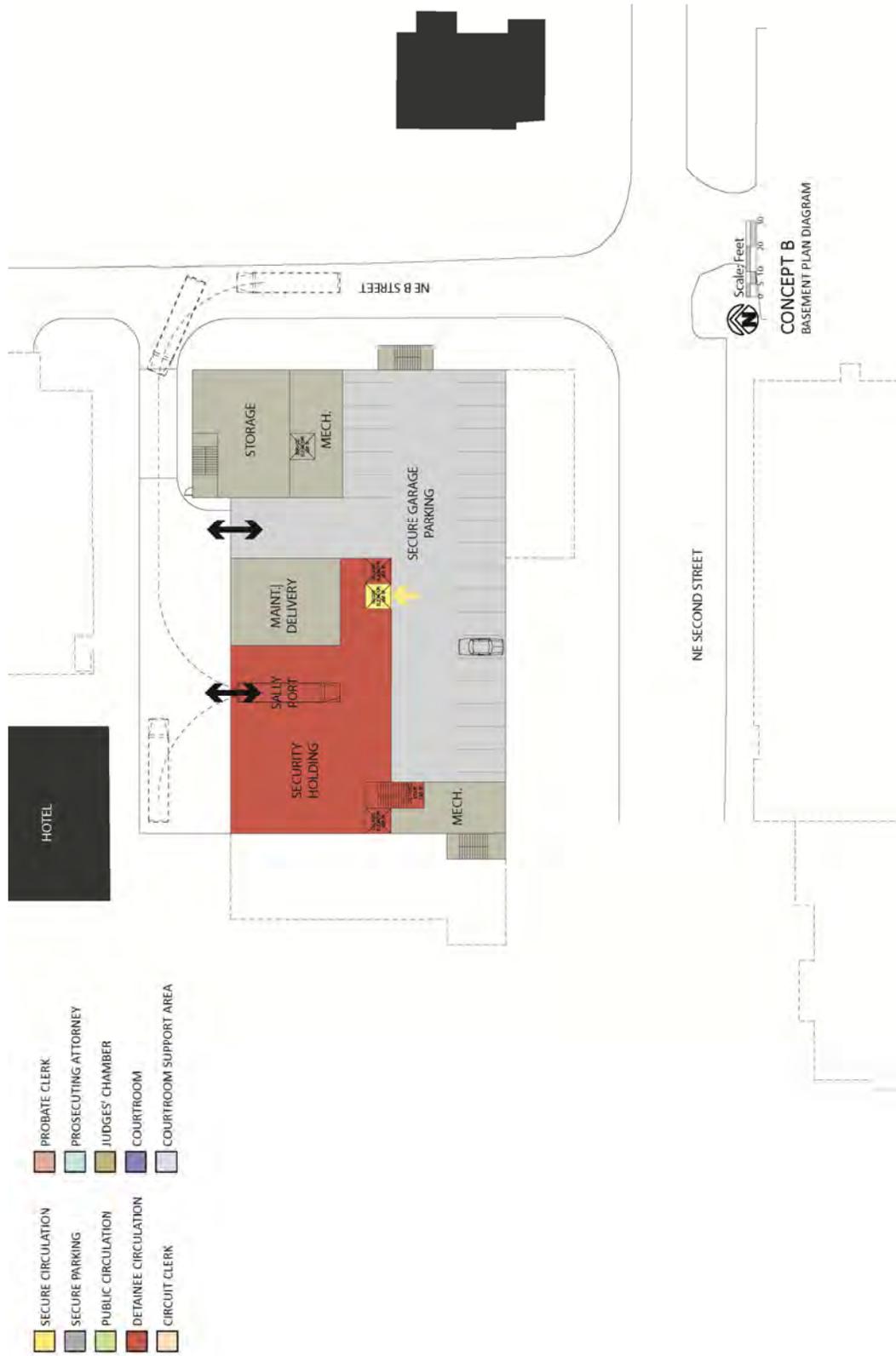


Figure 20: Concept B First Floor Plan Diagram

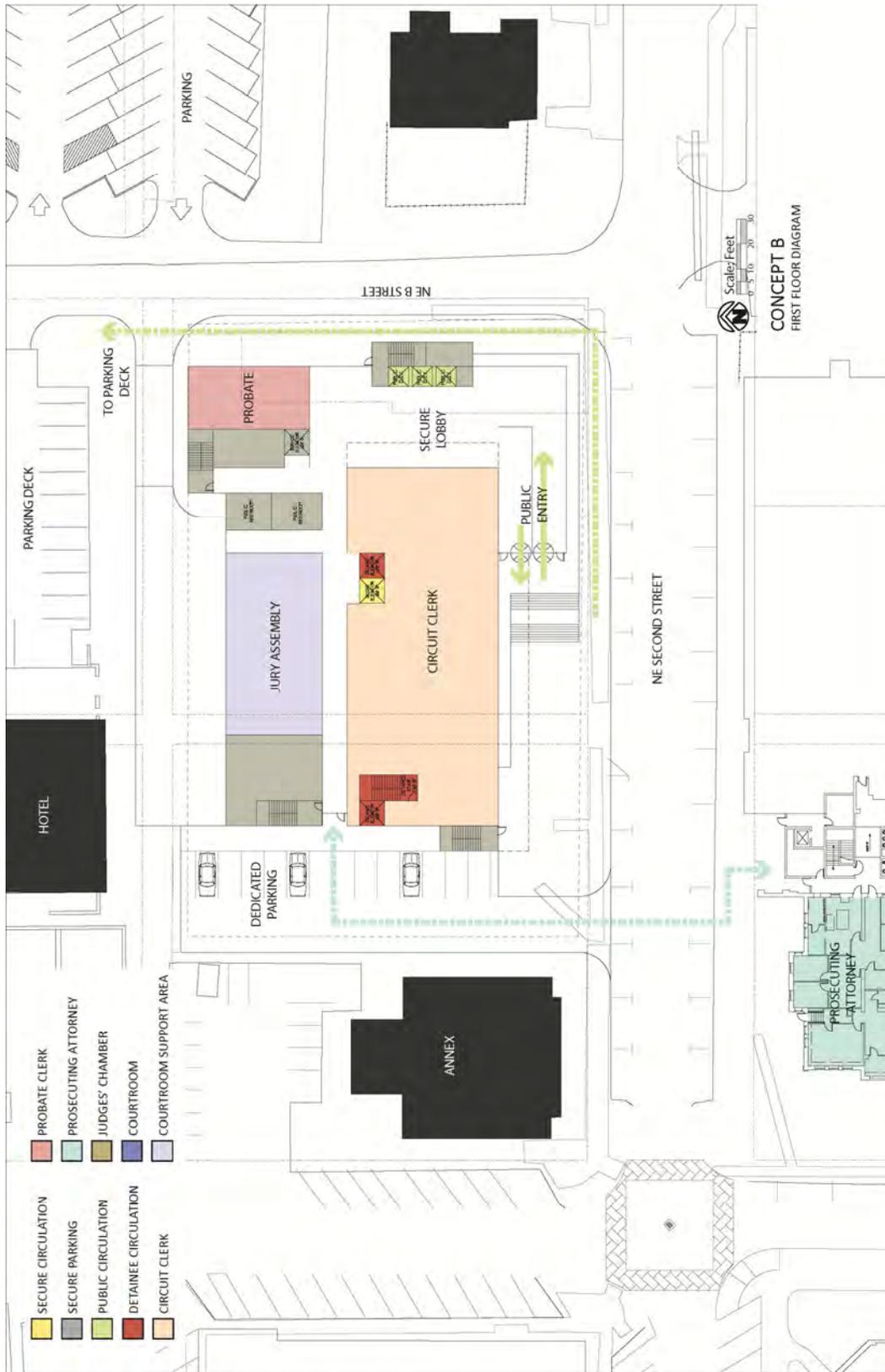


Figure 21: Concept B Second Floor Plan Diagram

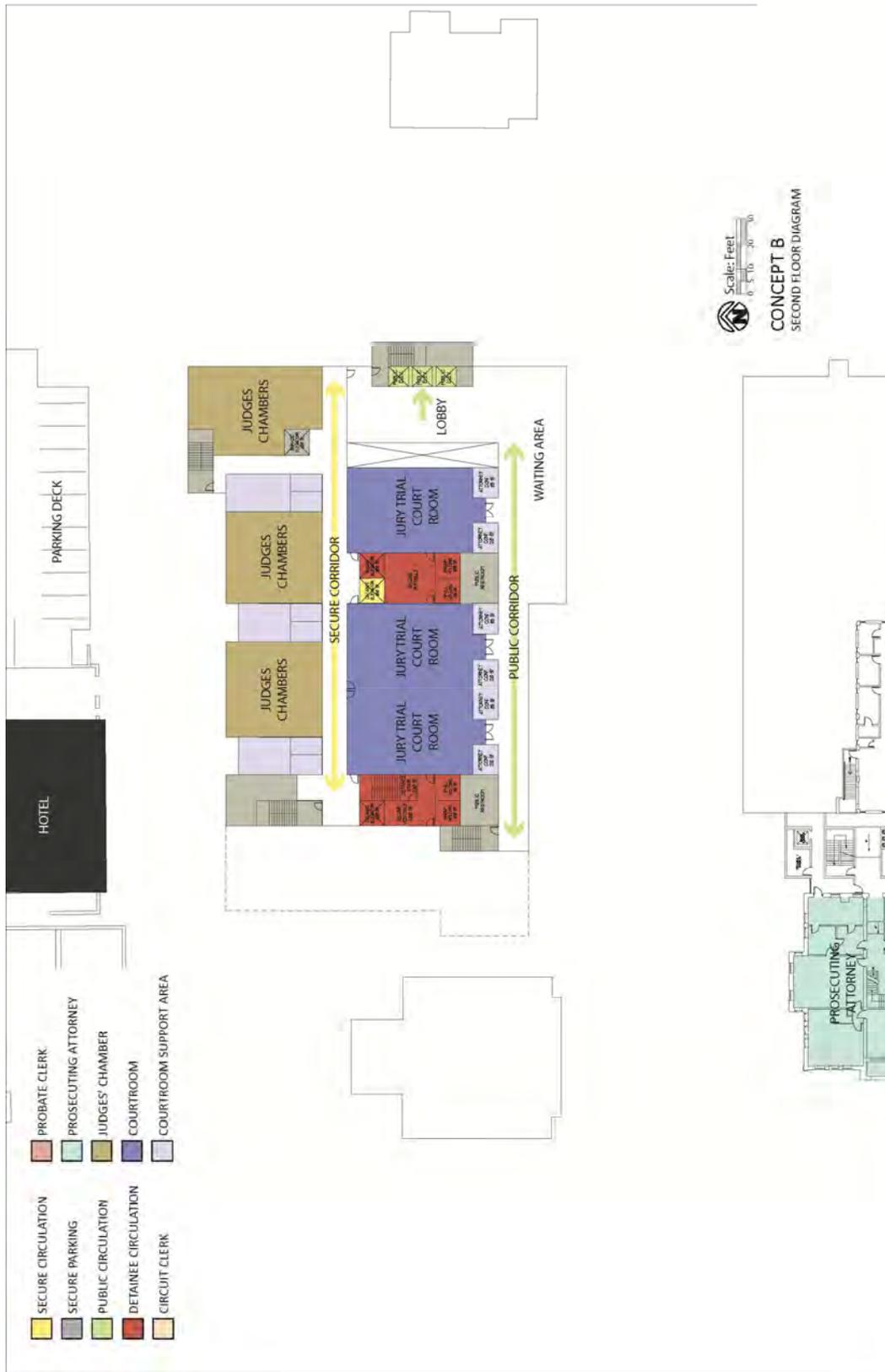


Figure 22: Concept B Third Floor Plan Diagram

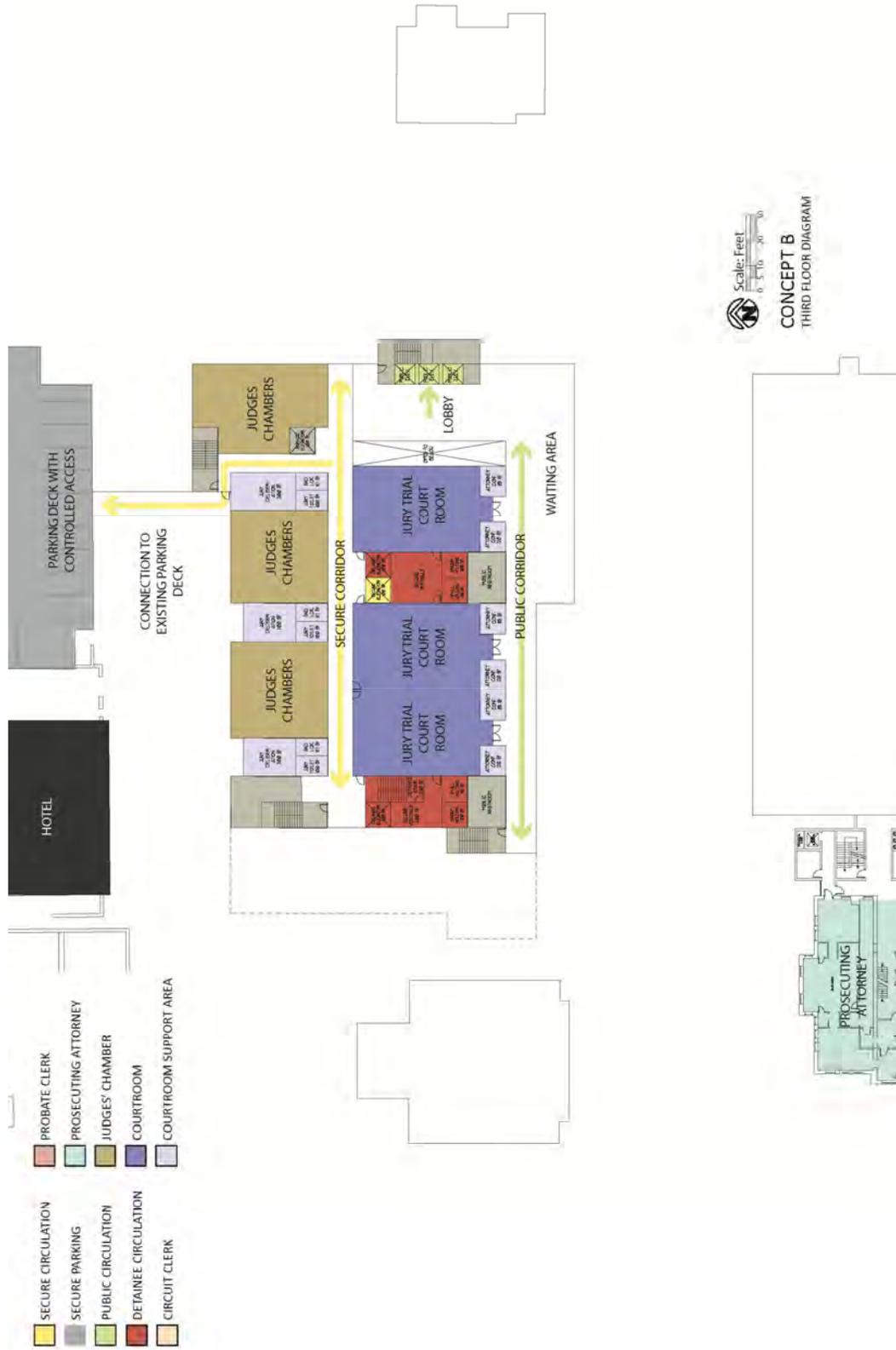
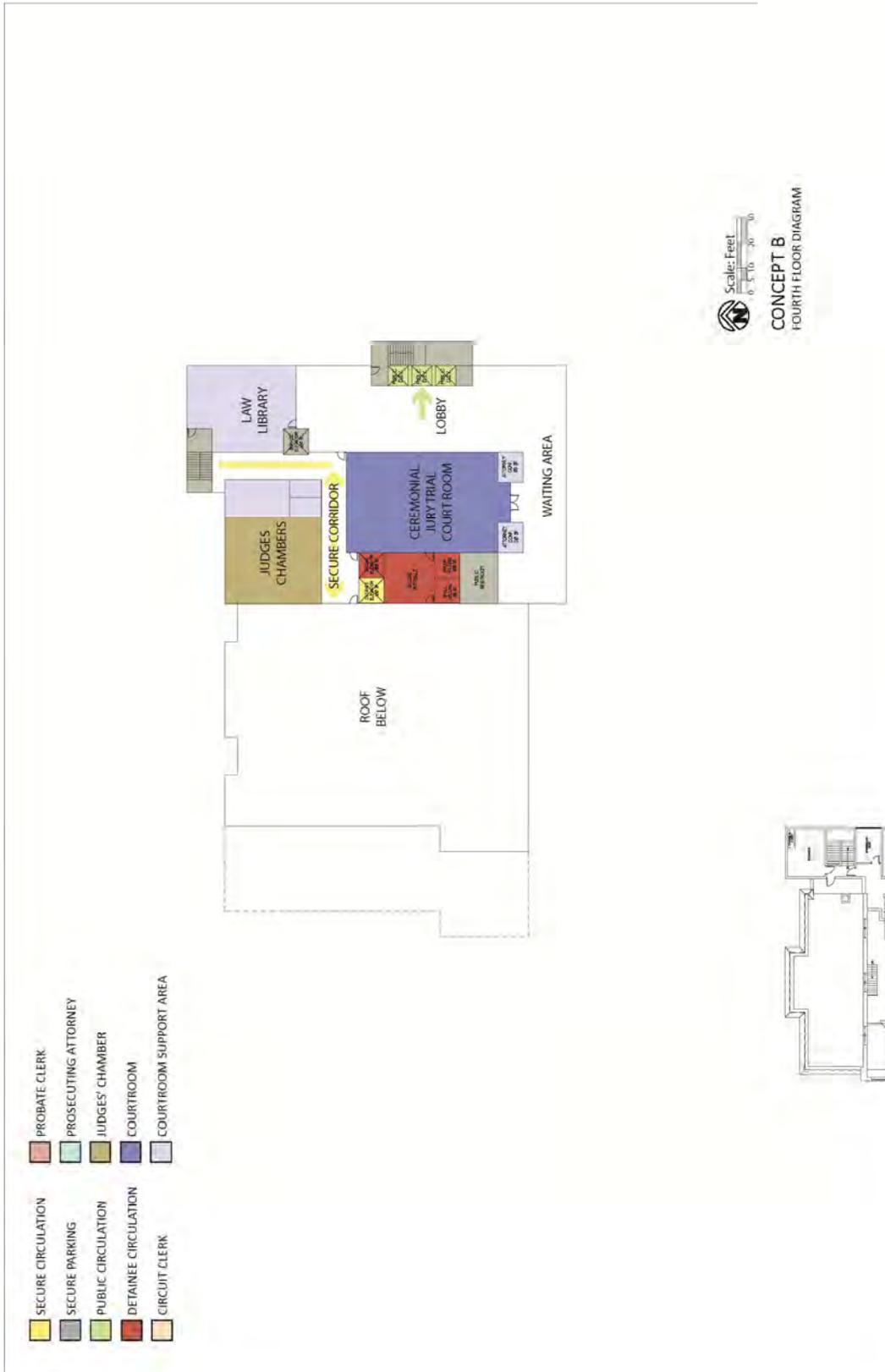


Figure 23: Concept B Fourth Floor Plan Diagram



CONCEPT C:

Concept C is located on county property on HWY 102, next to the existing county jail and Juvenile Justice Center.

Figure 24: Concept C Possible Architectural Massing



Concept C Considerations

1. Meets projected 2030 program requirements.
2. Consolidates all Circuit Court functions to one location.
3. Requires the relocation of the Public Defender which provides space for Road Department and Planning Division offices.
4. Provides controlled entry to open parking lot for county staff.
5. Provides dedicated parking for the general public.
6. Provides security screening at entry.
7. Provides secure circulation separating general public, jury, detainees, and judges.
8. Provides secure sally port.
9. Minimizes impact on day to day county operations during construction.
10. Simplifies detainee transport.
11. Provides secure connection to existing Juvenile Justice Center.
12. Vehicular ingress and egress from HWY 102 can be difficult during high traffic periods.
13. Provides the possibility for future expansion.

Figure 25: Concept C Site Diagram

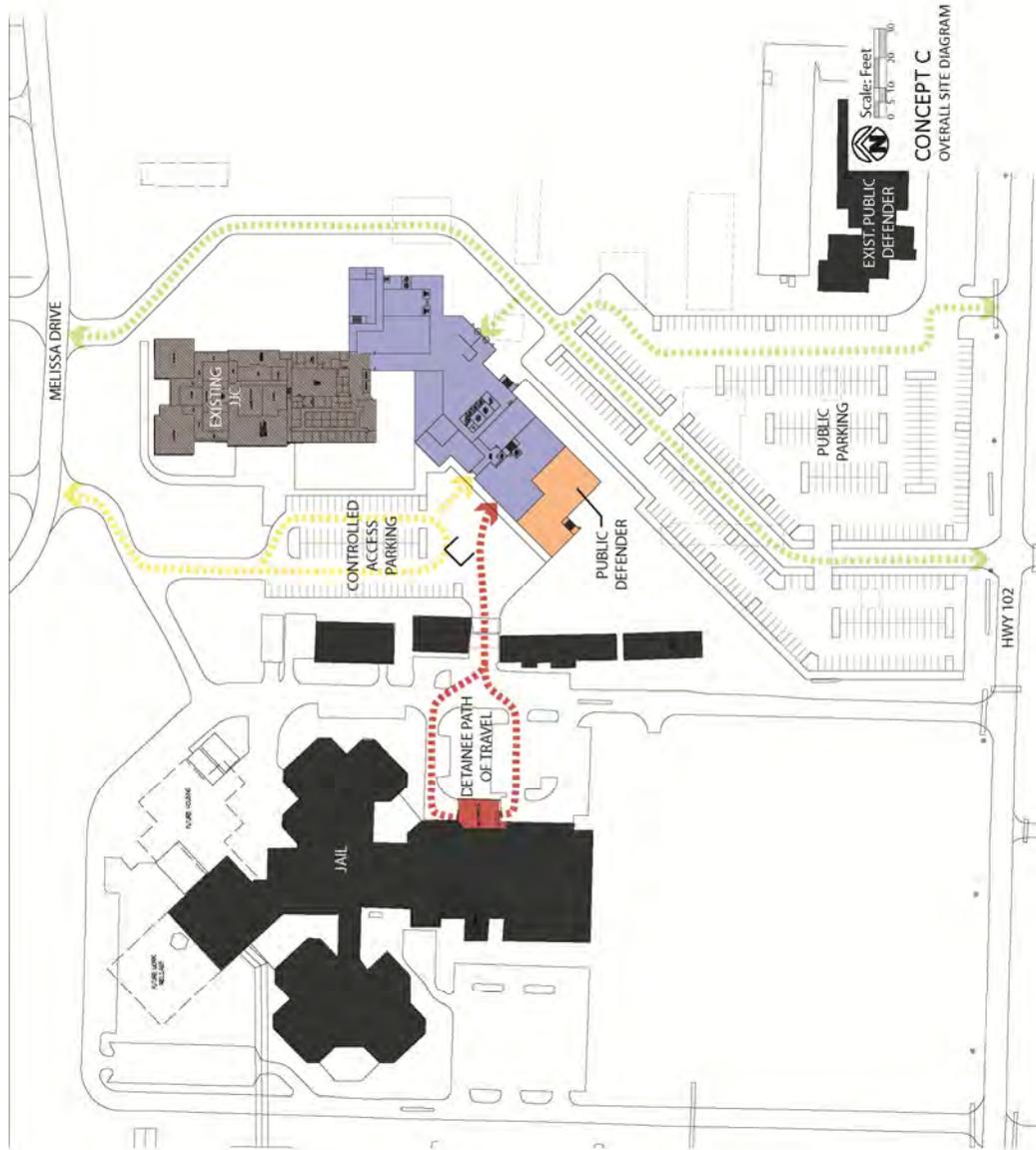


Figure 26: Concept C First Floor Diagram

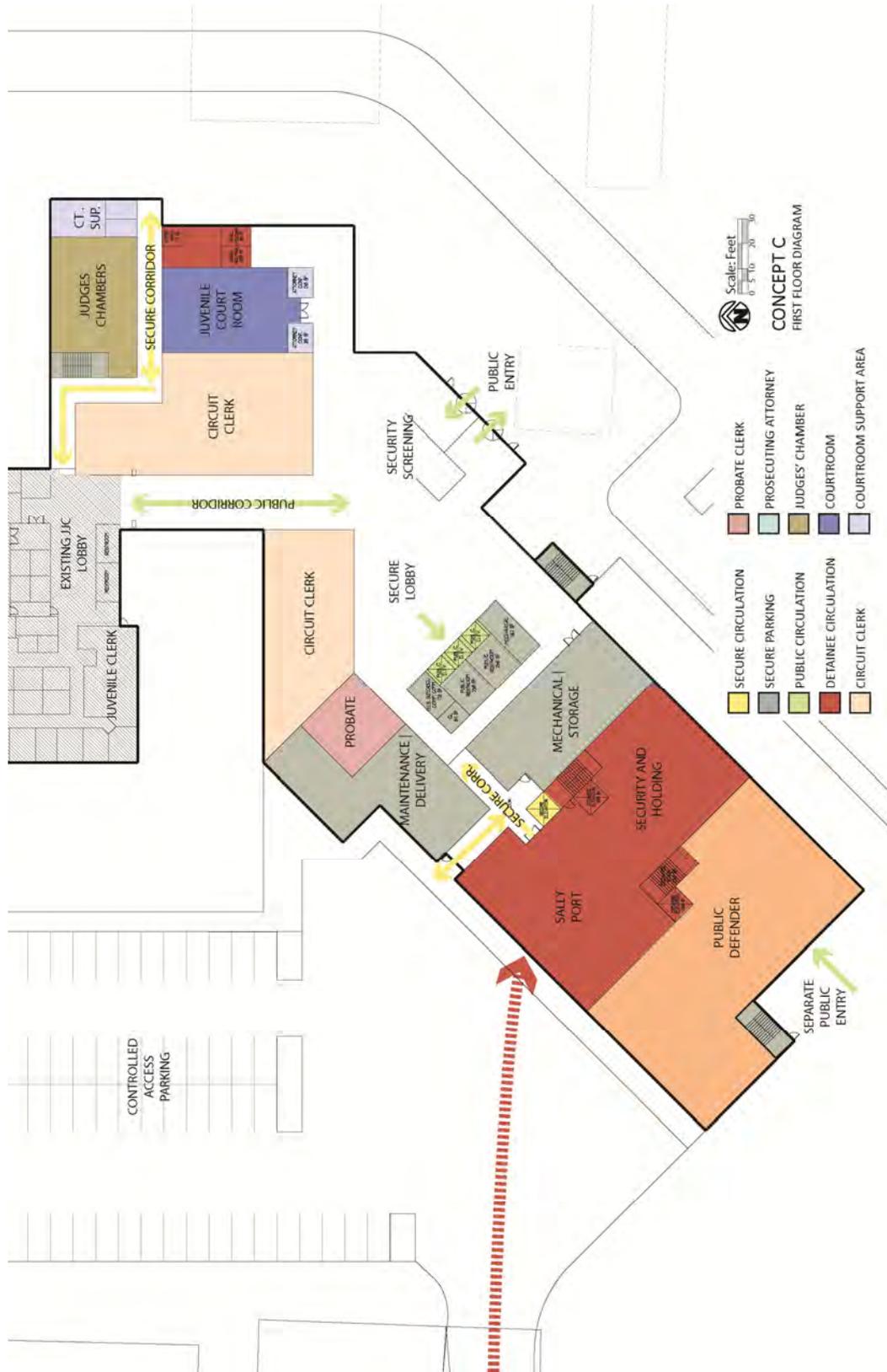


Figure 27: Concept C Second Floor Plan Diagram

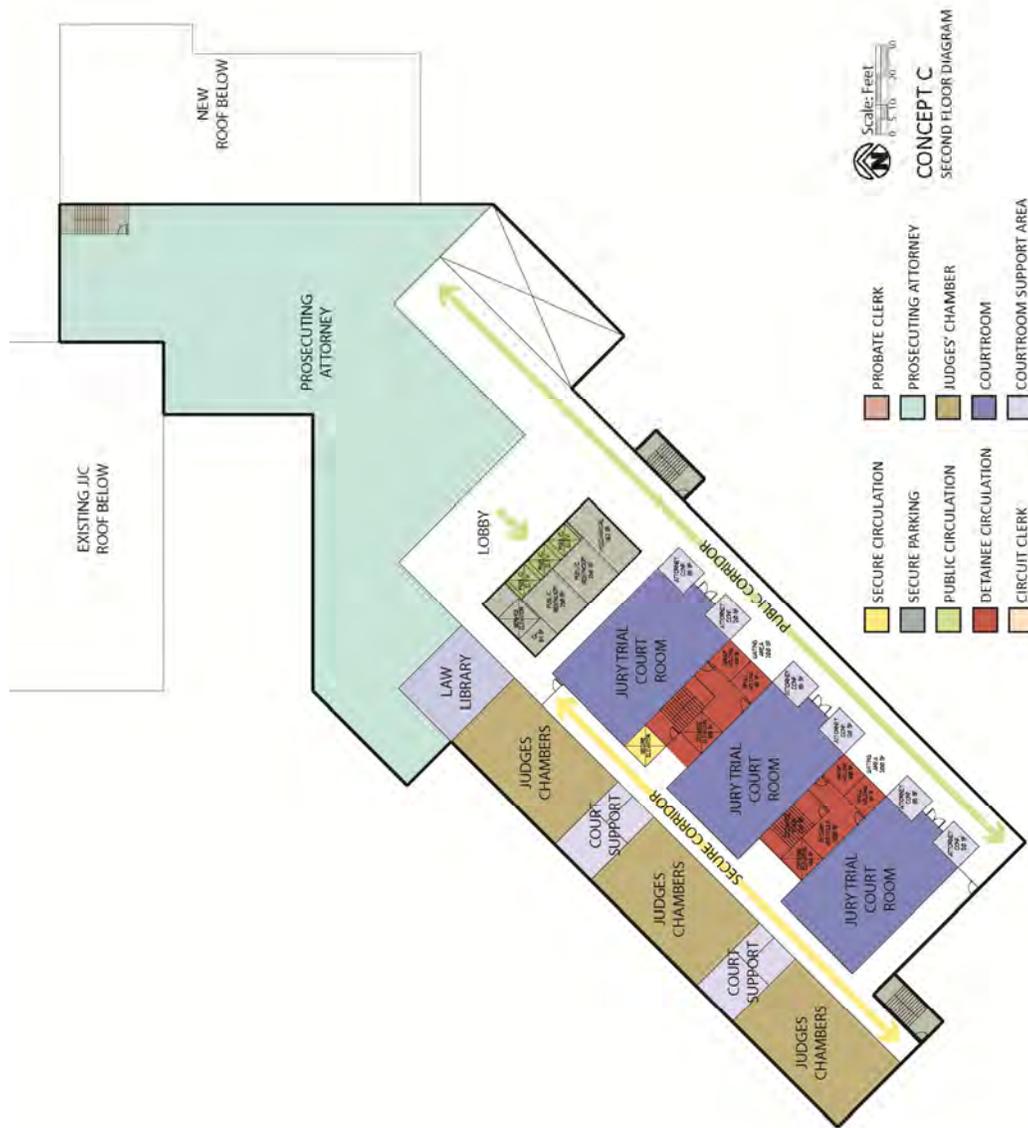
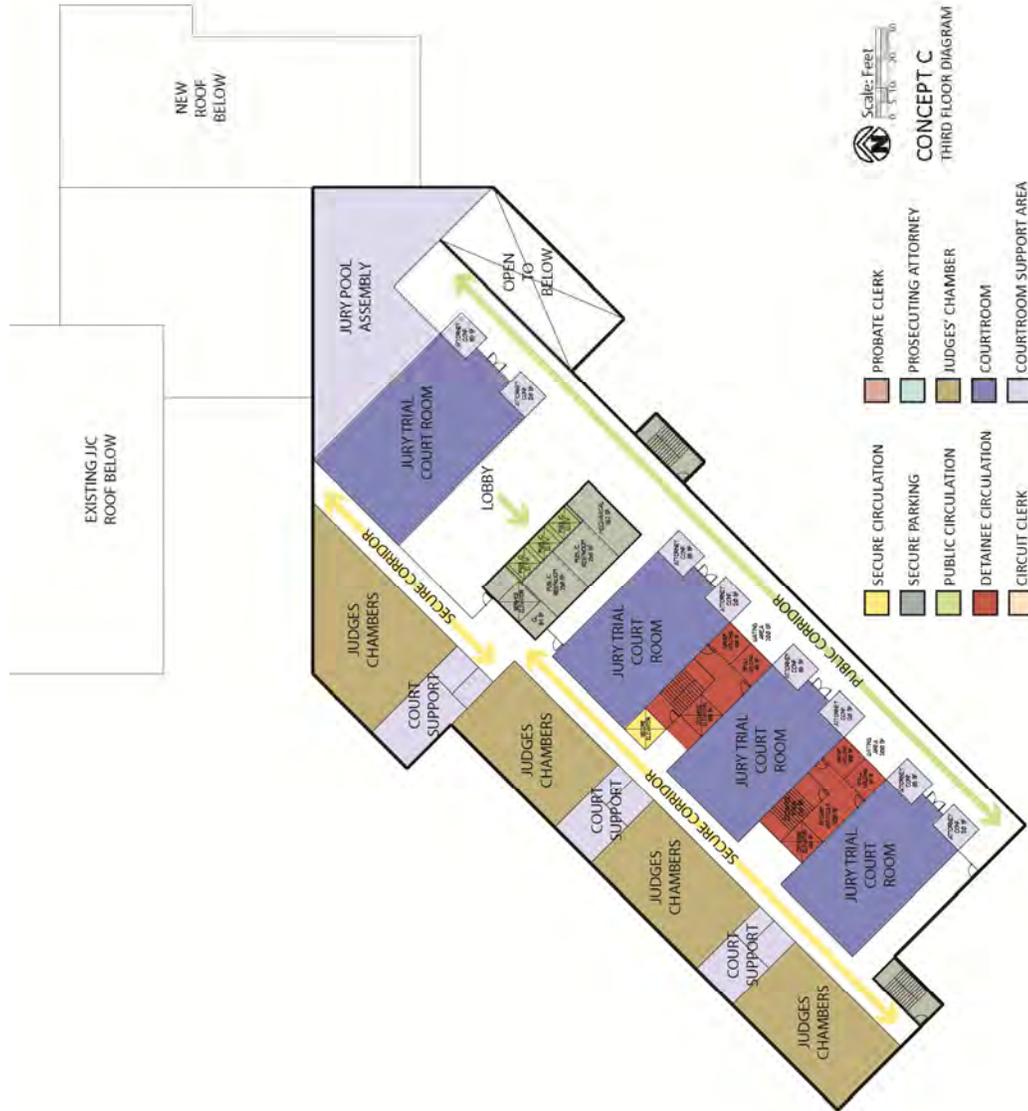


Figure 28: Concept C Third Floor Plan Diagram



C. COST BENEFIT ANALYSIS OF IMPLEMENTATION OPTIONS

The table found on the next page includes the probable construction cost of the three court facility concepts. The purpose in providing preliminary cost guidelines is to assist the owner in understanding the financial impacts of the various planning concepts. Probable cost will vary based on factors such as type of building structure, site conditions, wall finishes and level of interior improvements, as well as other factors determined at a later date, in the formal design phase. Square footage costs below are based on the current cost projects interpolated from past projects completed by Hight-Jackson Associates in Northwest Arkansas, information provided by local general contractors, information provided by NCSC, and RS Means square footage data for similar projects. The construction cost does not include an escalation factor for construction beyond the first quarter of 2014.

Furniture, Fixtures and Equipment costs (FFE) and soft costs have been added below the estimated construction cost and will vary based on level of design and economic factors as well. FFE cost range from 10-20% dependent on the scope and level of interior improvements anticipated in the concept. Soft costs, which include items such as AE fees, materials testing, and permit fees, will range from 15% and 20%. For this study, 10% has been used as a baseline percentage for FF&E. Contractor's overhead, profit, taxes, bond and insurance are included in the sub-total conceptual probable cost. As the cost projections are based on conceptual massing studies, the cost is calculated to have a contingency factor of 5% to allow for a margin of adjustment. The contingency factor is also intended to provide a means to account for those aspects of the project where the quality and scope is still undefined. Examples of those conditions are: site conditions, building structure, interior and exterior finishes, building systems, technological requirements, etc.

Refer to Tables 30, 31, and 32 for additional cost information.

Table 30: Conceptual Estimates of Probable Cost for the Total Project

CONCEPT	AREA OF WORK	PROBABLE COST
Concept A (Downtown)	Construction Costs	
	Demolition	\$292,533
	Building Cost (Full Finish-Out) + MEP	\$24,228,638
	Basement Excavation	\$83,448
	Site Hardscape	\$111,563
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$2,471,618
	Downtown Construction Markup (5% Bldg. Cost)	\$1,235,809
	Concept A Construction Cost Subtotal	\$28,423,609
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$988,647
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$2,471,618
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$2,471,618
	Concept A Project Soft Costs Subtotal	\$5,931,883
	Budget Contingency (5% Bldg. Cost)	\$3,015,374
Remodel of Existing Courthouse + Tower (Refer to Table 31)	\$8,977,689	
Addition to Existing JJC on Melissa Drive (Refer to Table 32)	\$3,345,600	
CONCEPT A TOTAL PROBABLE PROJECT COSTS	\$49,694,155	
Concept B (Downtown)	Construction Costs	
	Demolition	\$67,421
	Building Cost (Full Finish-Out) + MEP	\$26,953,563
	Basement Excavation	\$236,583
	Site Hardscape	\$89,605
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$2,734,717
	Downtown Construction Markup (5% Bldg. Cost)	\$1,367,359
	Concept B Construction Cost Subtotal	\$31,449,248
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$1,093,887
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$2,734,717
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$2,734,717
	Concept B Project Soft Costs Subtotal	\$6,563,321
	Budget Contingency (5% Bldg. Cost)	\$3,336,355
Remodel of Existing Courthouse + Tower (Refer to Table 31)	\$8,977,689	
Addition to Existing JJC on Melissa Drive (Refer to Table 32)	\$3,345,600	
CONCEPT B TOTAL PROBABLE PROJECT COSTS	\$53,672,213	
Concept C (HWY 102)	Construction Costs	
	Demolition	\$293,303
	Building Cost (Full Finish-Out) + MEP	\$32,841,250
	Site Hardscape	\$914,000
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$3,404,855
	Concept C Construction Cost Subtotal	\$37,453,408
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$1,361,942
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$3,404,855
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$3,404,855
Concept C Project Soft Costs Subtotal	\$8,171,652	
Budget Contingency (5% Bldg. Cost)	\$3,983,687	
CONCEPT C TOTAL PROBABLE PROJECT COSTS	\$49,608,747	

Note: The costs listed above are necessary to meet the Year 2030 programmatic requirements.

Refer to Table 31 and 32 for costs to be considered for the remodel of the existing courthouse and the addition to the existing Juvenile Justice Center on Melissa Drive.

Table 31: Probable Construction Cost Conceptual Estimates for Existing Courthouse Remodel

CONCEPT	AREA OF WORK	PROBABLE COST
Existing Courthouse and Tower Remodel	Construction Costs	
	Building Cost (Full Finish-Out) + MEP	\$5,937,625
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$593,763
	Downtown Construction Markup (5% Bldg. Cost)	\$296,881
	Construction Cost Subtotal	\$6,828,269
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$237,505
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$593,763
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$593,763
	Project Soft Costs Subtotal	\$1,425,031
Budget Contingency (5% Bldg. Cost)	\$724,390	
	TOTAL PROBABLE PROJECT COSTS	\$8,977,690

Table 32: Probable Construction Cost Conceptual Estimates for the Addition to the Existing JJC

CONCEPT	AREA OF WORK	PROBABLE COST
Addition to Existing JJC on Melissa Drive	Construction Costs	
	Building Cost (Full Finish-Out) + MEP	\$2,439,018
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$243,902
	Construction Cost Subtotal	\$2,682,920
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$107,317
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$268,292
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$268,292
	Project Soft Costs Subtotal	\$643,901
	Budget Contingency (5% Bldg. Cost)	\$18,780
	TOTAL PROBABLE PROJECT COSTS	\$3,345,601

D. IMPLEMENTATION SCHEDULE

Typically, a project of this magnitude and significance can be expected to evolve in several stages of documentation: Pre-Planning, Schematic Design, Design Development, and Construction Documents. The length of time for each of these stages is dictated in large part by the input of the many required consultants and the input and approval of the end users. The county should prepare to spend up to 18-24 months in the planning stages, plus the time required for construction.

E. SUMMARY OF CONSIDERATIONS

Table 33: Summary of Considerations

Considerations		CONCEPT A	CONCEPT B	CONCEPT C
1.	All Circuit Court functions are consolidated to one location.			X
2.	Provides controlled entry into secure, enclosed parking. (garage or enclosed area)	X	X	
3.	Provides controlled entry to open parking lot.			X
4.	Provides security screening at entry.	X	X	X
5.	Provides secure circulation separating general public, jury, detainees, and judges.	X	X	X
6.	Provides secure sally port and separate detainee circulation.	X	X	X
7.	Public Defender to be located in new facility.			X
8.	Requires remodel of existing courthouse to fulfill program requirements.	X	X	
9.	Utilizes existing courthouse square footage to meet program requirements.	X	X	
10.	Requires acquisition of property. (Appendix viii)		X	
11.	Property to be donated to county. (Appendix vii)		X	
12.	Meets projected 2030 program requirements.	X	X	X
13.	Minimizes impact on day to day county operations during construction.		X	X
14.	Requires future addition to JJC building on HWY 102.	X	X	X
15.	Requires detainee transport by bus or van.	X	X	
16.	Anticipated relocation of county staff.	X		X
17.	Requires relocation of Road Department facilities/activities.			X
18.	Requires agreements with private entities to provide parking. (Appendices: ii, ii, iii, iv)	X	X	
19.	Requires temporary relocation of Prosecuting Attorney and staff during construction.	X	X	
20.	Provides county owned dedicated parking for the general public.			X
21.	Requires demolition of existing facilities which are currently used by the county.	X		X
22.	Will cause temporary disruption to traffic flow and parking in the downtown area during construction.	X	X	
23.	Provides possibility for future expansion.	X	X	X
24.	Possible connection to existing hotel parking deck.		X	
25.	Will require modification of NE B Street to accommodate bus turning radius.		X	
26.	Includes remodeling the existing historic courthouse and tower.	X	X	

IV. TECHNOLOGY

A. IMPACT OF TECHNOLOGY ON COURT FUNCTIONS

As public institutions, trial courts are process-oriented organizations historically using massive quantities of data in paper form to understand, manage and decide a variety of disputes brought to them for resolution. Complex legal processes traditionally require lawyers to advise and shepherd litigants through a maze of confusing procedures to a final result. Although many of these same dynamics will continue to exist, the speed of change in digitizing data/voice/images and business processes will revolutionize the way trial courts operate and interface with the public and justice system communities. In anticipation of these changes, infrastructure in the courthouse should allow for widespread wireless communication, high-tech devices within the courthouse to speed the movement of cases and business processes, and electronic connections with court users from afar.

To this end, building design decisions must be made regarding wireless and fiber-optic cabling throughout the courthouse to enable both encrypted and open public electronic access systems. Bench and staff computer use will be widespread in courtrooms, conference rooms, and offices. Electronic filing and paper-on-demand will permit increasing amounts of electronic information to be transmitted and utilized without conversion to hard copy.⁴ Paper records storage both on and off site will stabilize and eventually shrink to a minimal level. Electronic signage and digitized case display information have proven helpful regarding way-finding in many courthouses. Video and audio recording in courtrooms, hearing facilities, and chambers is becoming more widespread among trial courts nationwide. Some courts are using touch-activated kiosk check-in systems outside courtrooms to identify parties and lawyers present and ready for a proceeding; daily calendars automatically are re-sorted avoiding wasted time calling the calendar in the courtroom. Effectively programming technology use within the building will require judges, staff and architects to strategize how the Court envisions the increased employment of high-speed electronic data, voice and images.

⁴ Many courts aspire to be “paperless” as the electronic revolution advances. National Center technology experts, however, conclude it is more plausible to expect the progressive, limited use of paper by courts over the next few decades. They refer to this immediate future period as one in which courts will issue “paper-on-demand.”

Video arraignment technology is currently being utilized in some courtrooms, and has been shown to reduce the number of detainees being transported from the jail to the court facility.⁵ The new facility must be designed to accommodate technology requirements.

⁵ According to the Benton County Sheriff's Department, the county spends approximately \$94,000/year on labor and \$1,300/year on fuel to transport detainees from the jail to the court facility.

B. EXAMPLES OF EQUIPMENT AND TECHNOLOGY



Courtroom Audiovisual System. Integrated system of AV components installed in a courtroom that allows capture and display of visual and audio materials from different media. Components typically include desktop and wall mounted video display monitors and video projection equipment, microphones, speakers, mixers/sound control equipment, document camera, Blue-ray/DVD/CD/VCR/cassette players, computer multimedia inputs, touch-screen editing mark-up capability, image, video and sound capture technology, assisted listening and interpreter capability, and control consoles. AV rack image from Western Audio-Video.



AV Control Processor/Mixer. An AV control processor/mixer is composed of a series of integrated visual and audio control components including control software, multimedia switchers, audio mixers and amplifiers. Special care is taken to ensure proper control is given to judicial personnel in regards to what is being displayed and amplified throughout the courtroom. Video displays are specified for proper viewing sizes and sight line angles. Sound reinforcement is engineered using mixers and amplifiers to ensure that audio is clear of distortion and that final speaker output results in natural and clear sound throughout the courtroom. Combined controller/mixer image from Crestron Electronics.



Multimedia Presentation Podium. The podium provides the ability to connect a variety of audio visual components for presentation purposes. The podium is typically connected to the courtroom AV system and can be configured as either a mobile or permanently fixed solution. Image from Nomad Technologies



Touch Screen Control Panel. The touch screen control panel is the user interface for deployment of courtroom AV applications. Using simple touch commands, users can effectively control the technology utilized and the courtroom visual and audio environment. Integrated controls are available for video displays (projection and flat panel), microphones and speakers, digital recording, teleconferencing and remote testimony, artificial and natural lighting control, and temperature/ventilation control. Presets can be used to simplify the user interface and simultaneously adjust the AV environment. Image from Crestron Electronics.



Multimedia Annotation System. Multimedia annotation provides the ability to draw and write over displayed images and video and also can serve as a digital whiteboard screen, using a touch screen panel typically placed at the presentation podium. Video annotation is part of an integrated evidence display system allowing for capture of displayed materials and annotation as part of the court record. Image from Crestron Electronics.



Video Scaler. A video scaler is a device for converting video signals from one size or resolution to another. Video scalers are an essential component of courtroom display systems where numerous video input sources (e.g. document camera, DVD video, camera feeds, DVI/VGA output from a computer) need to be automatically scaled any to match the native resolution format and size of the courtroom presentation display screen(s). Video scalers should include a digital-to-analog converter (DAC) to support analog inputs and outputs. Image from Crestron Electronics.



Sound Reinforcement System. A sound reinforcement system is composed of closely integrated microphones, mixing and signal processors, amplifiers, speakers and acoustic engineering that enables courtroom participants and spectators to clearly hear court proceedings. A goal of sound reinforcement is to allow all occupants to hear proceedings in a natural tone and volume level regardless of where that person may be located in the courtroom. Image from Yamaha



Audio Signal Processor/Mixer. Audio signal processors are used in optimizing a sound system for audibility, intelligibility, and fidelity and are a critical element of courtroom sound system design. By taking into account the audio characteristics of a particular courtroom environment, audio engineers employ audio processors to mix and balance the input and output of sound sources to ensure that hearing of proceedings and evidence multimedia is optimized for all court participants and spectators. Issues resulting from a lack of proper audio processing and mixing can include microphone and speaker feedback, audio volumes too loud or too quiet, poor or unnatural tone quality, poor intelligibility, and acoustic echoes. Image from Extron Electronics.



Video Projector (Ceiling mounted projector shown on left). Video projectors are generally used in combination with large format projector screens for display of visual evidence presentation materials. Video projectors are integrated into the courtroom evidence display system. Ultimate control of content displayed to jurors is held by the judicial officer. Image from Sharp USA.



Video Projector Screen. Projector screens are often used in combination with video projectors to display video presentation materials. Screens can be installed either recessed or can be ceiling or wall mounted and an electric rolling screen can be integrated into the overall courtroom AV control system. As a rule of thumb, the diagonal size requirements for video presentation is 1/5 the length of the viewing distance. Image from Da-Lite Screen Company.



Flat Panel Video Display - Large Format. Flat panel displays are integrated into the overall courtroom AV control system and can be used in combination with other display formats (i.e. desktop monitors and projector screen displays). As a rule of thumb, the diagonal size requirements for video presentation is 1/5 the length of the viewing distance.



Flat Panel Video Display Wall Mount. Screens can be installed either bracket mounted with an articulating arm for viewing angle flexibility or can be mounted in a fixed position depending on placement in courtroom and audience viewing angle. Image from Crutchfield.



Flat Panel Video Display - Desktop Format. Individual screens can be installed at judge, clerk, presentation podium and attorney positions and in some cases individual display screens have also been used in juror boxes. Generally speaking, courts implementing paperless or “paper on demand” document management systems require two monitors at each clerk and judge position. Image from LG.



Flat Panel Desktop Articulated Arm Mounting Bracket. Articulated mounting bracket allows individualized positioning and placement of desktop monitors at judges bench and other courtroom workstations. Compared to traditional monitor stands, these brackets can help courtroom participants maintain a low screen profile and help maintain sight lines from individual courtroom positions. Image from Ergoware Products.



Document Camera. A document camera is a real time image display device and is able to magnify and project images of two- and three-dimensional objects. They consist of a base, or “stage,” upon which objects are placed and a camera mounted on an arm. Most objects are simply placed under the camera. The camera produces a live picture displayed on a projector or flat panel screen. Image from Samsung.



Stem Microphone. A unidirectional microphone which is sensitive to sound approaching on-axis. The flexible stem allows for adjustment of microphone position at the user position. Image from B&H Photo and Video.



Boundary Microphone. Boundary microphones are generally flat-lying and inconspicuous. They should be placed directly on hard, reflective surfaces so that direct and reflected sounds arrive at the microphone simultaneously. In courtrooms and in conference rooms they are often placed on tabletops facing the direction of the desired sound source. Image from B&H Photo and Video.



Ceiling Microphone. An overhead microphone assembly using multiple unidirectional microphone elements. In courtrooms these are typically installed above spectator galleries. Image from Polycom.



Ceiling Speaker. Part of an integrated sound reinforcement system, speakers can be discreetly installed over litigation and gallery areas inside courtrooms. Image from Pro Acoustics USA.



Digital Audio Court Recording System. An integrated system of audio capture equipment, signal processing equipment and software installed in a courtroom to provide a digital sound record of court proceedings. Image from Pyle Audio.



Digital Audio/Video Court Recording System. An integrated system of audio and video capture equipment, signal processing equipment and software installed in a courtroom to provide a digital video and sound record of court proceedings. Image from Liberty Recording.



Assisted Listening System. An integrated electronic sound system which allows for amplified sound of court proceeding for individuals with hearing impairments. Components of assisted listening systems used to capture, process, relay and amplify sound include microphones placed at all courtroom participant locations, electronic control equipment, an infrared signal transmitter, infrared receivers, and headsets. Image from Williams Sound.



Simultaneous Interpretation System. An integrated electronic sound system which allows for real time translation of court proceedings for limited english proficiency individuals. Components of interpreter systems are similar to those used in assisted listening systems for hearing impaired individuals and include microphones, electronic control equipment, an infrared signal transmitter, infrared receivers, and headsets. Image from Bosch.



Floor Wiring Trunking System. Trunking systems are integrated into the bare concrete structural slab to provide underfloor wiring pathways and junction box points. They must be planned and installed prior to the pouring of the concrete.



Raised Floor Wiring System. Raised floor systems provide a horizontal space below the finished floor and above the structural floor into which power and communications wiring can be placed. When using a modular panel system in combination with removable carpet tiles, raised floor systems allow easy access to wiring and provide flexibility for future reconfiguration or remodeling purposes. Image from Comfac Global Group.



Fixed Camera. Cameras used in courtrooms for court recording purposes will not have pan/tilt/zoom capabilities and will be placed in strategic locations for capturing individual courtroom participants. Cameras used for court recording will be integrated in the audiovisual system such that they are automatically activated by speaking participants. Image from B&H Photo and Video



Pan/Tilt/Zoom (PTZ) Camera. Camera with remote directional and zoom control are typically used by security personnel or by remote courtroom participants (e.g. remote interpreters) who need a larger field of vision and greater detail than can had from a fixed camera. Ensuring privacy of jurors must be considered when specifying the usage of PTZ cameras in trial courtrooms. Image from JVC Electronics.



Information and Check in Kiosks. Kiosks can be used for multiple purposes and can enhance public access to court facilities and services. They may be used for finding information about court scheduling, case information, building information, and service directories. More sophisticated applications allow for user interaction and can be deployed for more complex customer service functions such as juror check-in and fines/fees payment. At a fundamental level, kiosks consist of a public access computer terminal and screen. Advanced kiosk systems present themselves as an integrated stand-alone fixture and include touch screen interface, audio and video multimedia capability, bar code scanners, drivers license readers and credit card readers. Image from Maricopa County, Phoenix, Criminal Court Tower.



Docket Display System. Docket displays are used to provide public information regarding court schedules and courtroom designations within the courthouse. Displays are typically found in a prominent location in the main public lobby as well as outside public entrances to individual courtrooms. Docket display systems consist of monitors, a networked processing information server, and a video signal distribution system. Image from Infax Court View.



Duress Alarm. Duress systems, commonly referred to as panic alarms systems, allow judges and court personnel to immediately notify the proper point of contact in an emergency situation thanks. Duress alarms can be mounted discreetly in readily accessible workstation locations, often under the work surface.



Proximity Card Reader. Device used to control door access using cards containing electronic user ID information. Image from DoorAccess.com.

C. COURTROOM TECHNOLOGY EQUIPMENT SUMMARY

The following items identify the technology features which may be considered in the design of future courtrooms. Note that all information itemized is for illustrative purposes and is intended solely to convey functional intent for the court. The final system configuration and capabilities will be developed by the contracted system design engineers.

General Equipment

Cameras

- Quantity: 6 (4 recording cameras 2 security cameras)
- Cameras should be wall mounted.
- Security cameras will be located at front and back corners of the courtroom. Care should be taken such that security camera positioning does not capture jury.
- All other cameras should be fixed and may be used for video recording purposes.
- Actual number of cameras and specifications is to be determined if/when the court decides to implement electronic recording technologies.

Ceiling Speakers

- Quantity: 12 Typical (15 in complex litigation courtrooms)
- Ceiling mounted; distributed evenly

Clock

- Quantity: 1
- Ceiling mounted near back wall centered in room

Video projector

- Quantity: 1
- Mounted on side wall
- Aspect ratio: 16:9
- Minimum 6000 ANSI Lumens
- Contrast ratio > 2000:1

Video Projection Screen

- Quantity: 1
- Electrically operated
- Recessed in ceiling on side wall above witness stand area
- Tab tensioned; front roll-up
- Aspect ratio: 16:9
- Minimum width: 120 inches
- Installation to include duplex power and AV low-voltage control

Litigation Area Floor Cable Distribution System

- System TBD: Use if floor ducts/raceways extending wall to wall (or) raised floor cable distribution system
- Multiple channels for power, data and microphone
- In floor system does not extend into spectator gallery areas

Floor Boxes

- Quantity: to be determined depending on final design and anticipated litigation well participants.
- Recessed in floor; served by floor ducts
- Power, data and microphone service

Assisted Listening System (ALS)

- Quantity: 1
- Infrared system

Judge's Bench

Raises Dias

- 18-21" Raised floor with removable panel access

Millwork Features

- Cable tray in rail
- Removable back panel in rail
- Power strip with outlets
- Grommets in desk

Wall Boxes

- Power, data, microphone and telephone service

Monitors

- Quantity: 2

PC

- Tower unit located under work surface (or)
- Laptop docking stations may be used in lieu of tower units

Telephone jack

Integrated Touch Screen Control

- Video projection control
- Video recording control
- Microphone and speaker control
- Artificial lighting control
- Natural lighting control
- Temperature and ventilation control
- Include presets for the following: General proceeding; evidence presentation; video conferencing; restricted recorded mute; general mute and broadcast cutoff

Stem Microphone

- Oriented toward judges with mute control

Duress Alarm

- Underside of work surface

Witness Stand

Millwork Features

- Movable millwork assembly with castors
- Fixed desk height
- Grommet in desk
- Power strip with outlets

Microphone:

- Quantity: 1
- Stem microphone oriented toward witness with mute control

Court Reporter Work Station

Millwork Features

- Movable millwork assembly with castors
- Fixed desk height
- Grommet in desk
- Power strip with outlets

Microphone

- Quantity: 1
- Stem microphone oriented toward witness with mute control

Duress Alarm

- Quantity: 1
- Underside of work surface

Presentation Stand

Millwork Features

- Movable millwork assembly with castors
- Grommet in work surface
- Power strip with outlets
- Cabling to accommodate laptop connected audiovisual controls
- Shelving for AV equipment (e.g. VCR, DVD)

Microphone

- Quantity: 1
- Stem microphone oriented toward presenter with mute control

Document Camera ('Elmo' type)

- Quantity: 1

Counsel Tables

Millwork Features

- Movable desk
- Modesty panel to shield lower body from litigation area
- Grommet in desk

Microphone:

- Quantity: 1 for each counsel table
- Stem microphone oriented toward attorney(s) with mute control

V. ADDITIONAL CONSIDERATIONS FOR THE POTENTIAL DOWNTOWN LOCATIONS

A. PLEDGES OF DEDICATED PARKING

Various private entities and the City of Bentonville have pledged to provide dedicated parking spaces to the county if the court facility remains in the downtown. Maintenance for these parking spaces will be provided by the City of Bentonville at no cost to the county.

(Appendices: ii, iii, iv, v)

B. PLEDGES OF LAND USE

If Concept B is selected, property would need to be acquired by the county.

(Appendices: vii, viii)

C. PLANNED TRAFFIC IMPROVEMENTS

Street and infrastructure improvements that are planned and/or currently under construction in the City of Bentonville are designed to ease traffic congestion in the downtown area.

(Appendix: ix)

APPENDIX



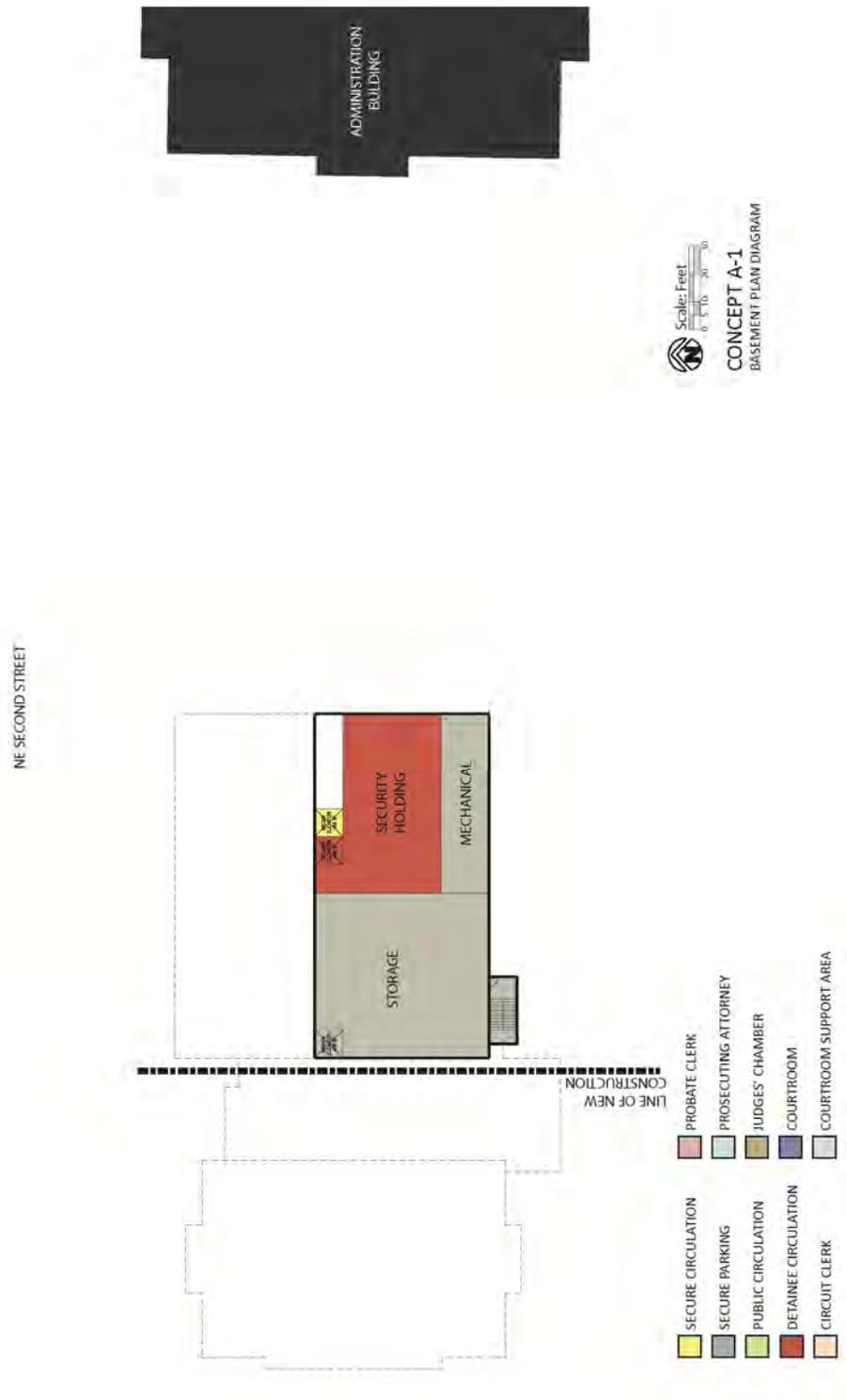
i. (Appendix) Possible initial project phasing (Concepts A-1, B-1, and C-1)

It is possible to phase the scope of work at all three sites over time. Appendix i identifies possible phasing approaches for each location which meet the CURRENT needs of the Circuit Court. An initial phase should be considered a temporary solution to help solve some of the Circuit Courts immediate needs and allow for future expansion to meet the year 2030 program requirements.

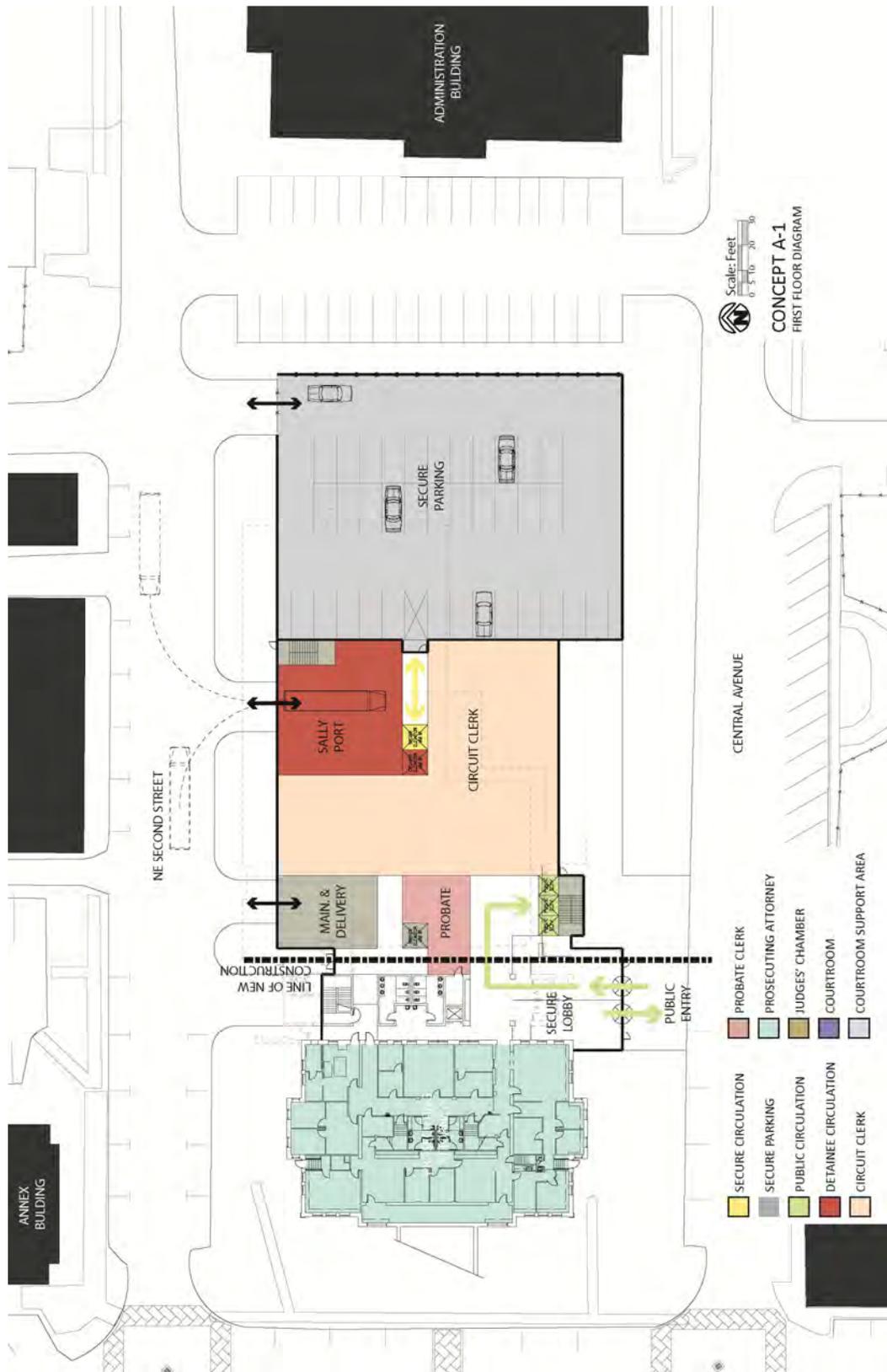
APPENDIX i: Summary of Square Footages for a Possible Initial Phase

OPTION	BUILDING AREA	INITIAL SF
CONCEPT A-1: ADDITION TO EXISTING BUILDING IN DOWNTOWN LOCATION		
Build Addition after Demolition of the old Juvenile Detention Center	Basement Level	7,862
	Addition – 1 st Floor	15,709
	Addition – 2 nd Floor	15,530
	Addition – 3 rd Floor	15,530
	Temporarily Unfinished Space	15,530
Total		70,161
CONCEPT B-1: NEW COURT BUILDING IN DOWNTOWN LOCATION		
Build 4-story Court Building with Basement Level Parking Deck	Basement Level	14,974
	1 st Floor	17,152
	2 nd Floor	17,895
	3 rd Floor	17,895
	4 th Floor	13,840
	Temporarily Unfinished Space	4,355
Total		86,111
OPTION C-1: NEW COURT BUILDING AT HWY 102 LOCATION		
Build 3-Story Court Building with connection to existing JJC	1 st Floor	34,243
	2 nd Floor	33,117
	3 rd Floor	27,997
	Temporarily Unfinished Space	6,562
Total		101,919

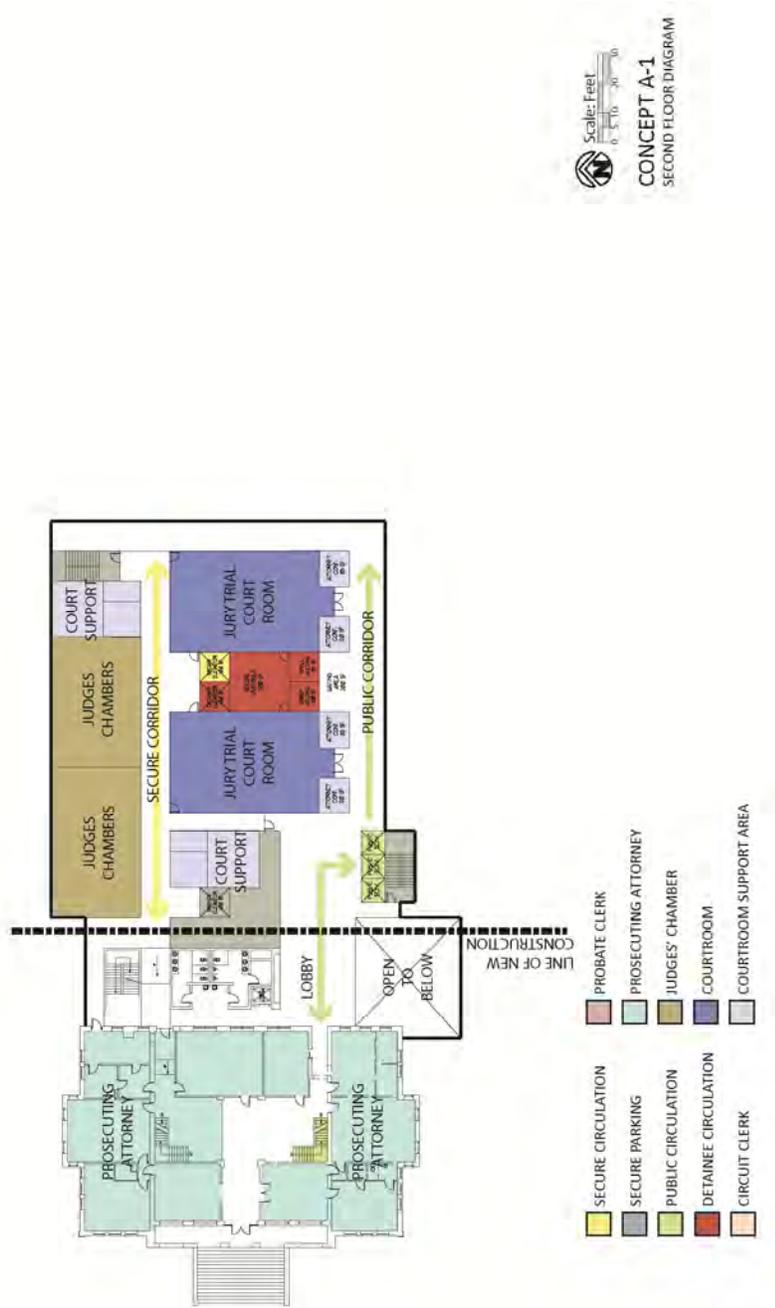
APPENDIX i: (Initial Phase) Concept A-1 Basement Plan Diagram



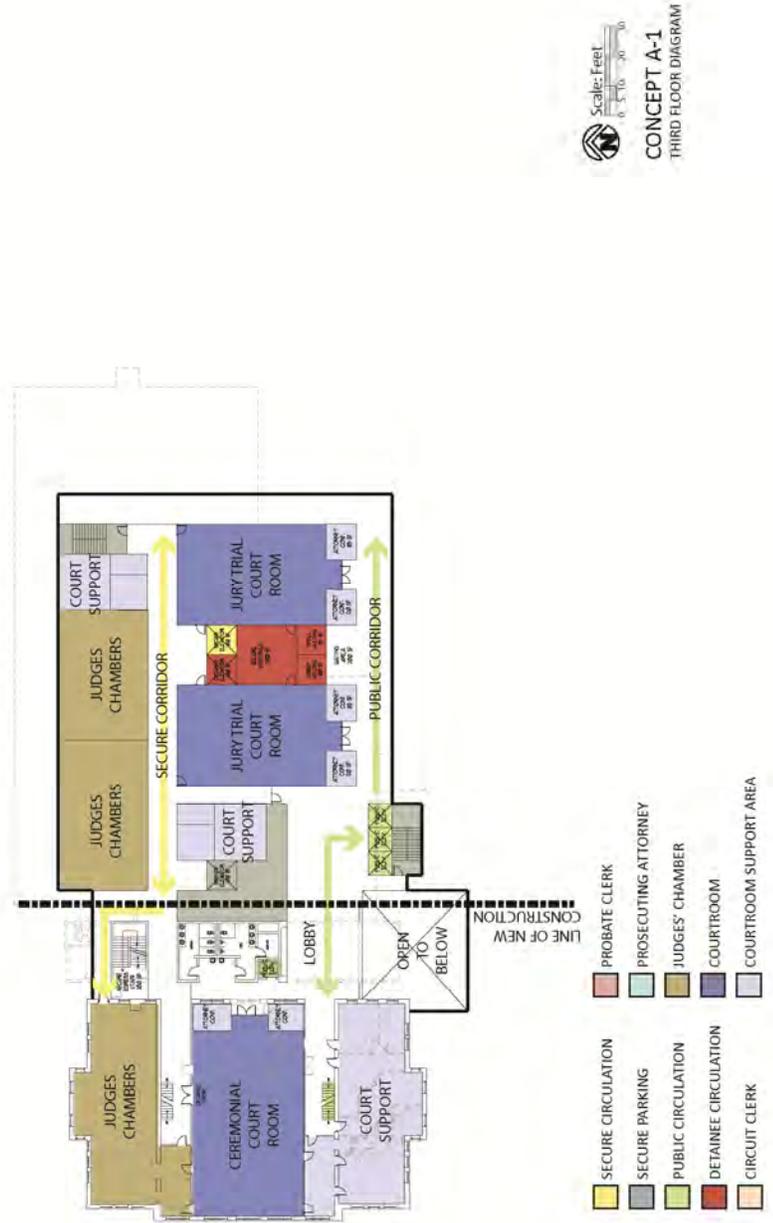
APPENDIX i: (Initial Phase) Concept A-1 First Floor Plan Diagram



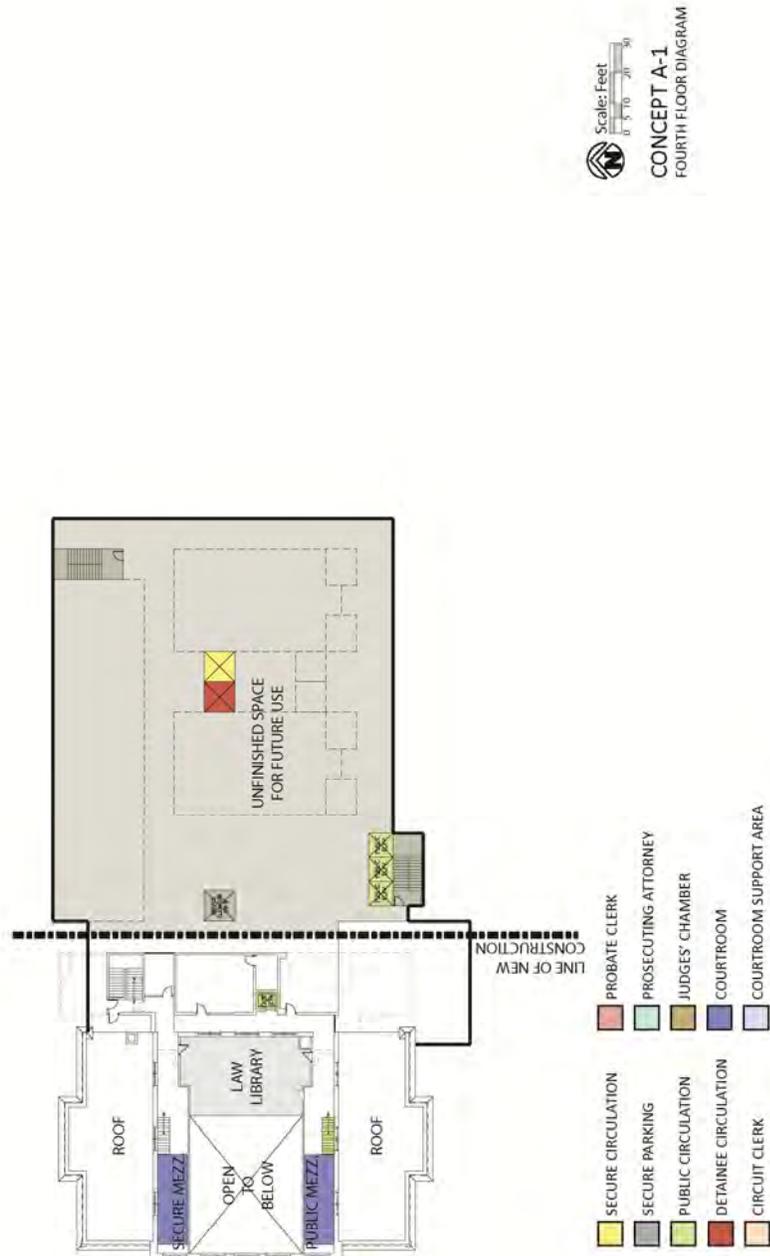
APPENDIX i: (Initial Phase) Concept A-1 Second Floor Plan Diagram



APPENDIX i: (Initial Phase) Third Floor Plan Diagram



APPENDIX i: (Initial Phase) Fourth Floor Plan Diagram



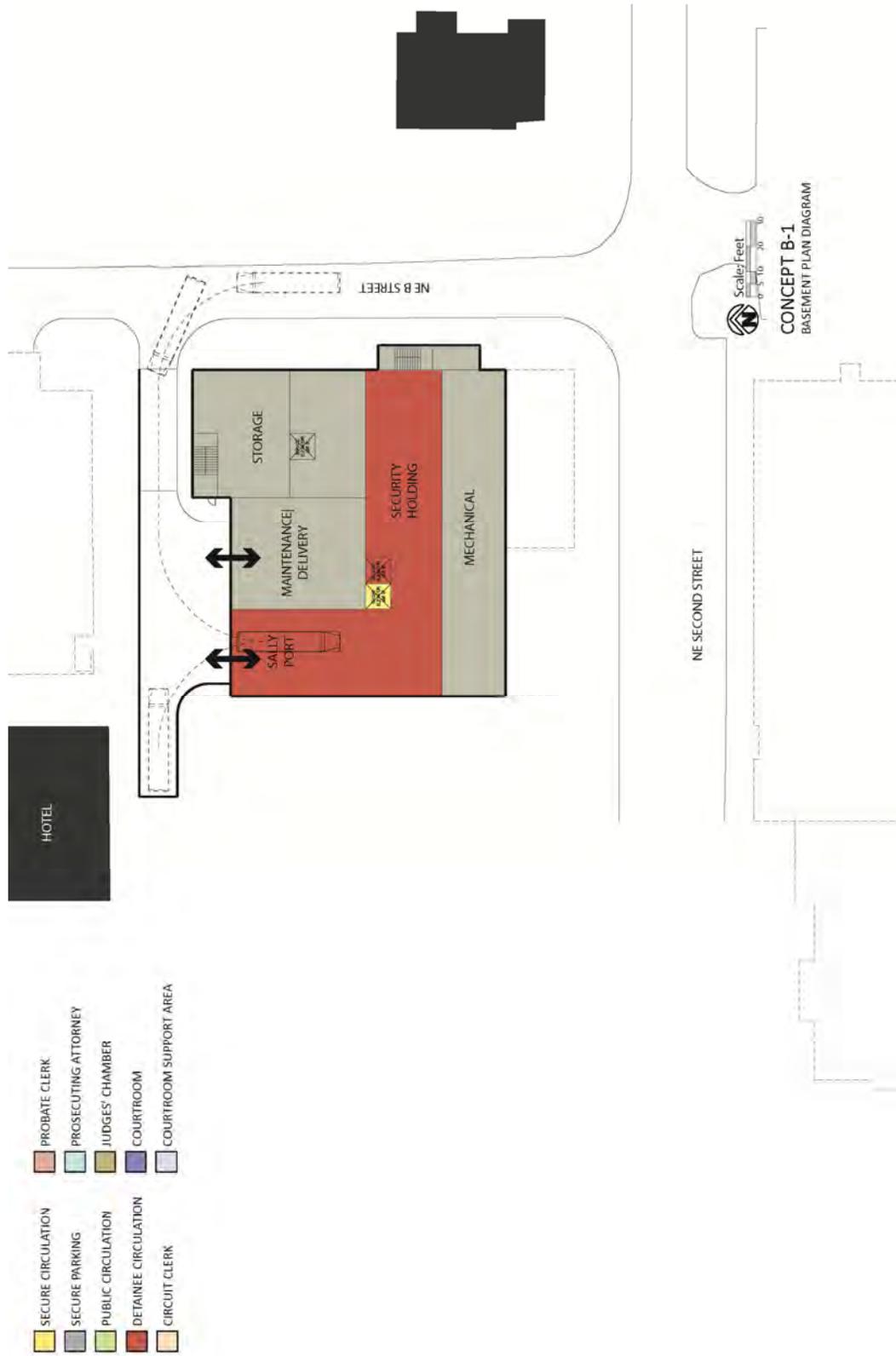
APPENDIX i:

Conceptual Estimate of Probable Construction Cost for Possible Initial Phase of Construction

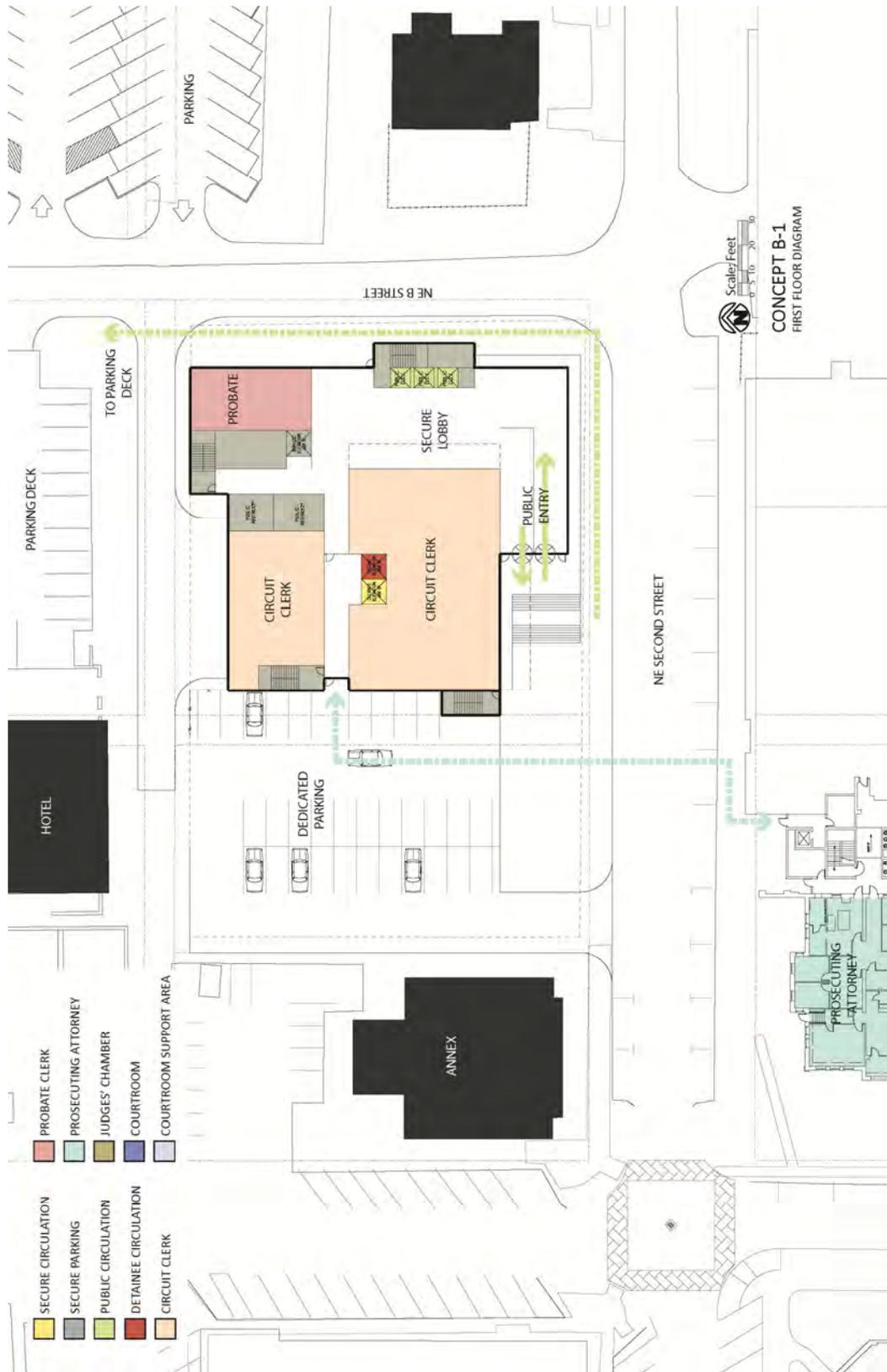
Concept A-1

CONCEPT	AREA OF WORK	PROBABLE COST
Concept A-1 (Downtown)	Construction Costs	
	Demolition	\$292,533
	Building Cost (Full Finish-Out) + MEP	\$16,017,550
	Building Cost (Unfinished Space for Future Use)	\$1,553,000
	Basement Excavation	\$70,758
	Fence + Gate Around Secure Parking Area	\$37,300
	Site Hardscape	\$147,990
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$1,811,913
	Downtown Construction Markup (5% Bldg. Cost)	\$905,957
	Concept A-1 Construction Cost Subtotal	\$20,837,001
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$724,765
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$1,811,913
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$1,811,913
	Concept A-1 Project Soft Costs Subtotal	\$4,348,591
	Budget Contingency (5% Bldg. Cost)	\$2,210,534
CONCEPT A-1 TOTAL PROBABLE PROJECT COSTS	\$27,396,126	

APPENDIX i: (Initial Phase) Concept B-1 Basement Plan Diagram



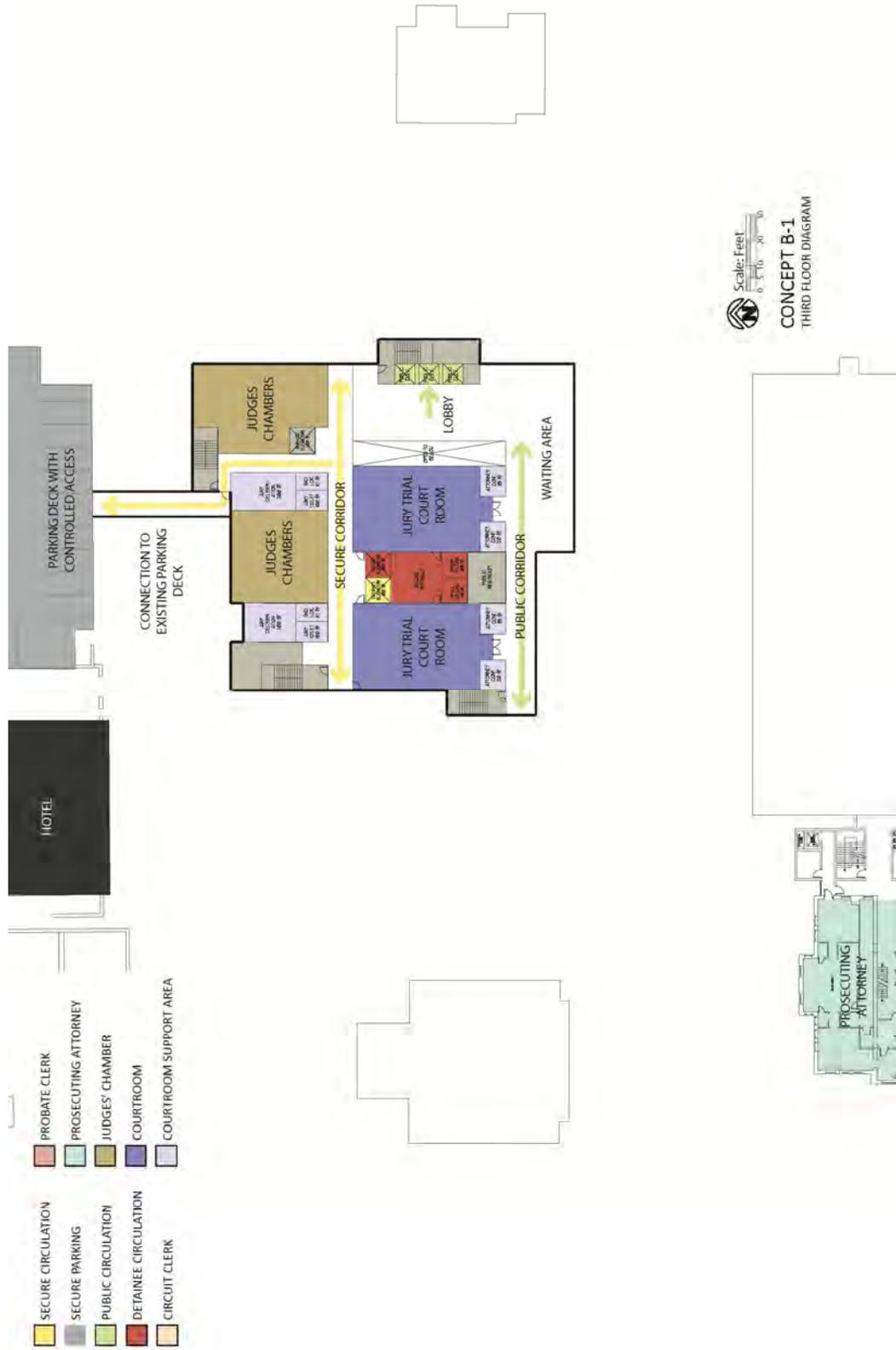
APPENDIX i: (Initial Phase) Concept B-1 First Floor Plan Diagram



APPENDIX i: (Initial Phase) Concept B-1 Second Floor Plan Diagram

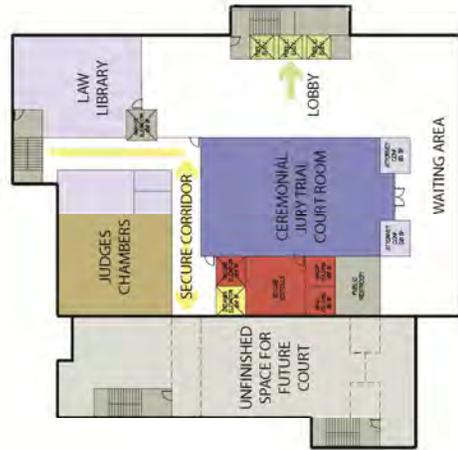


APPENDIX i: (Initial Phase) Concept B-1 Third Floor Plan Diagram

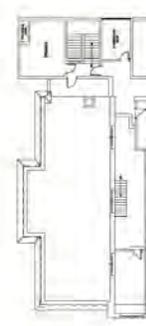


APPENDIX i: (Initial Phase) Concept B-1 Fourth Floor Plan Diagram

- SECURE CIRCULATION
- SECURE PARKING
- PUBLIC CIRCULATION
- DETAINEE CIRCULATION
- CIRCUIT CLERK
- PROBATE CLERK
- PROSECUTING ATTORNEY
- JUDGES' CHAMBER
- COURTROOM
- COURTROOM SUPPORT AREA



Scale: Feet
0 5' 10' 20' 30'
CONCEPT B-1
FOURTH FLOOR DIAGRAM



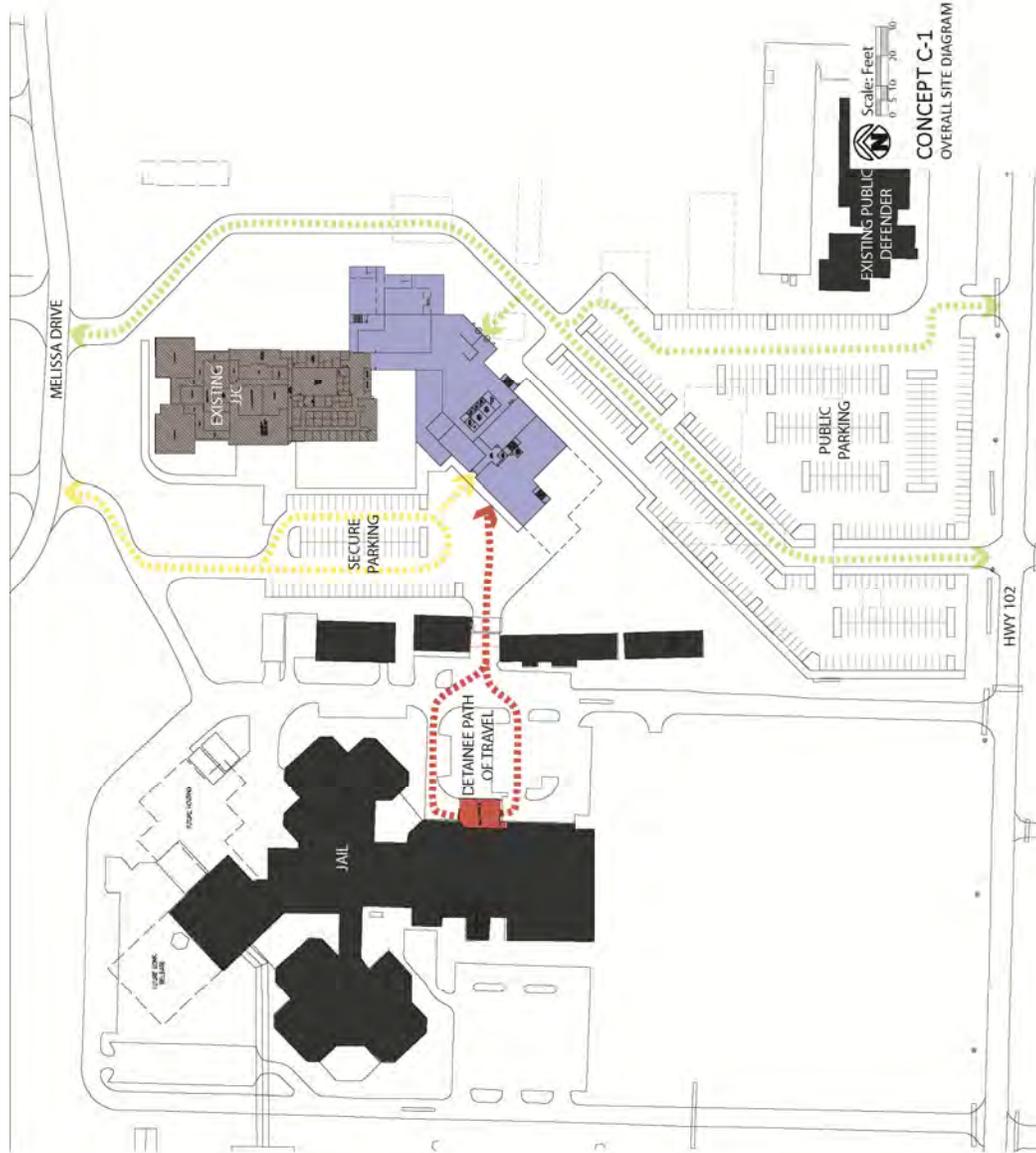
APPENDIX i:

Conceptual Estimate of Probable Construction Cost for Possible Initial Phase of Construction

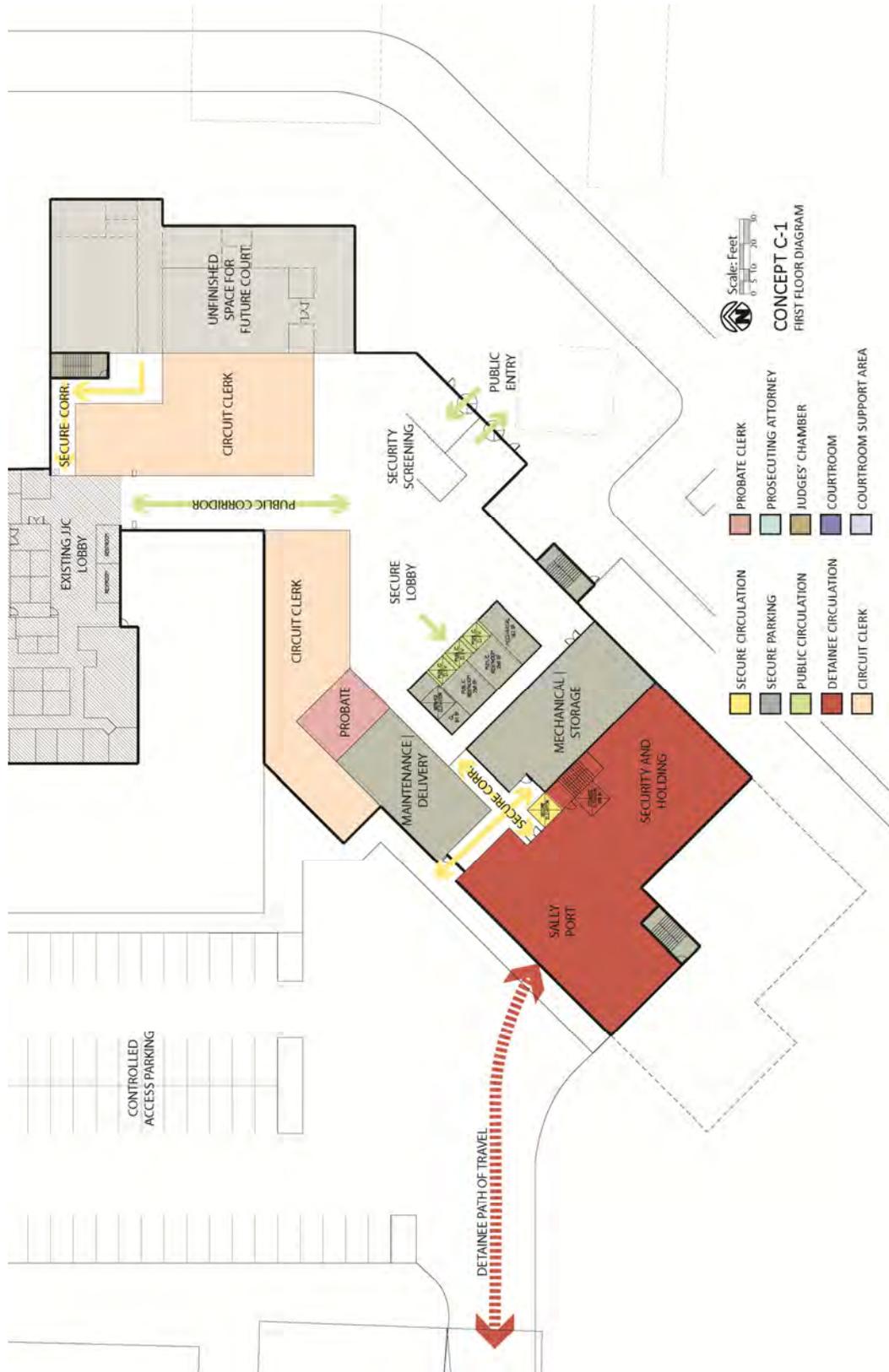
Concept B-1

CONCEPT	AREA OF WORK	PROBABLE COST
Concept B-1 (Downtown)	Construction Costs	
	Demolition	\$67,421
	Building Cost (Full Finish-Out) + MEP	\$20,750,975
	Building Cost (Unfinished Space for Future Use)	\$435,500
	Basement Excavation	\$170,946
	Fence + Gate Around Secure Parking Area	n/a
	Site Hardscape	\$97,435
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$2,152,228
	Downtown Construction Markup (5% Bldg. Cost)	\$1,076,114
	Concept B-1 Construction Cost Subtotal	\$21,522,277
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$860,891
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$2,152,228
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$2,152,228
	Concept B-1 Project Soft Costs Subtotal	\$5,165,347
	Budget Contingency (5% Bldg. Cost)	\$2,625,718
CONCEPT B-1 TOTAL PROBABLE PROJECT COSTS	\$29,313,342	

APPENDIX i: (Initial Phase) Concept C-1 Site Plan



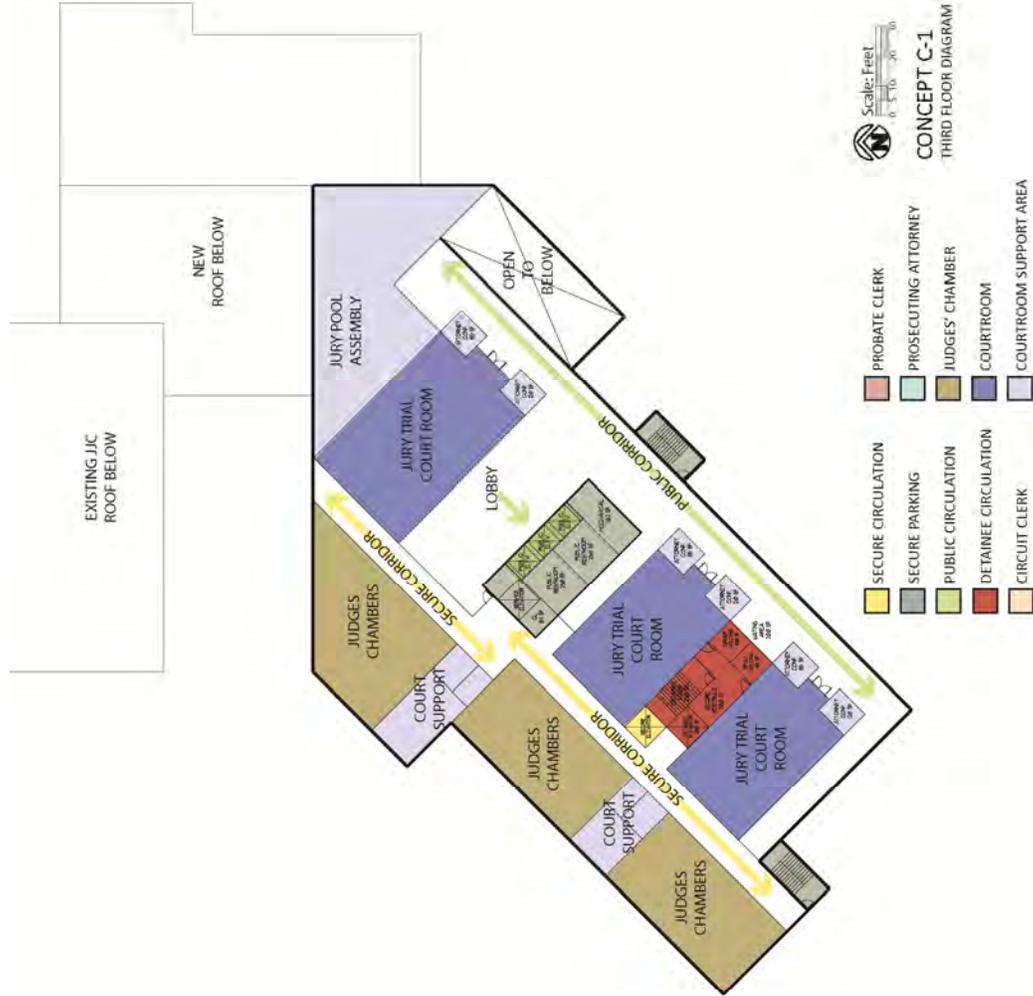
APPENDIX i: (Initial Phase) Concept C-1 First Floor Plan Diagram



APPENDIX i: (Initial Phase) Concept C-1 Second Floor Plan Diagram



APPENDIX i: (Initial Phase) Concept C-1 Third Floor Plan Diagram



APPENDIX i:

Conceptual Estimate of Probable Construction Cost for Possible Initial Phase of Construction

Concept C-1

CONCEPT	AREA OF WORK	PROBABLE COST
Concept C-1 (HWY 102)	Construction Costs	
	Demolition	\$293,303
	Building Cost (Full Finish-Out) + MEP	\$21,693,718
	Building Cost (Unfinished Space for Future Use)	\$656,200
	Site Hardscape	\$914,000
	General Conditions / OHP / Temp. Facilities (10% Bldg. Cost)	\$2,355,722
	Concept C-1 Construction Cost Subtotal	\$25,912,943
	Project Soft Costs	
	Security / Technology (4% Bldg. Cost)	\$942,289
	Furniture / Fixtures / Equipment (10% Bldg. Cost)	\$2,355,722
	Professional Fees - A&E/ Consultants (10% Bldg. Cost)	\$2,355,722
	Concept C-1 Project Soft Costs	\$5,653,733
	Budget Contingency (5% Bldg. Cost)	\$2,756,195
	CONCEPT C-1 TOTAL PROBABLE PROJECT COSTS	\$34,322,871

A. CONSIDERATIONS FOR POSSIBLE INITIAL PHASE

1. Secure / controlled access parking is contained in a walled and gated area in Concept A-1.
2. Controlled access parking is located on the top level of the existing hotel parking deck, which is connected directly to the court building in Concept B-1. Concept B-1 also provides county-owned dedicated parking.
3. Building new space for the Public Defender is optional and not included in the plan diagrams or costs for the initial phase.

ii. (APPENDIX) Parking Pledge, Bentonville Revitalization, Inc.

BENTONVILLE REVITALIZATION, INC.

P. O. Box 1860
Bentonville, AR 72712

RECEIVED
JUL 31 2013
HIGHT JACKSON ASSOC.

July 17, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Benton County Courts Study Issue – Additional Parking

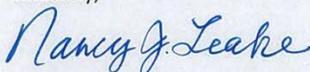
Dear Ms. McKenzie:

Bentonville Revitalization Inc. (BRI) acknowledges the important role the courts system plays in the economic vitality of downtown Bentonville. BRI also recognizes the importance of adequate and efficient parking for the County in the downtown area. In order to support current and future development in the downtown, BRI recently commissioned construction of an additional 80 spaces on upper level of the 21c parking deck.

By this letter, we commit to providing those spaces for county court use in the future if and when new court facilities are developed in downtown Bentonville. In order to do so, BRI would propose to enter into a token sum lease agreement with the County; the lease would run in perpetuity as long as the bulk of court facilities are located in downtown Bentonville. Until that time, the BRI spaces remain in place for general public use, serving the county and others in the downtown area. Please incorporate this commitment into your assessment of downtown assets and accommodations for the courts system.

Please feel free to contact me if you have any questions or need additional information.

Sincerely,



Nancy J. Leake
Bentonville Revitalization, Inc.

cc: Judge Bob Clinard
Benton County Quorum Court

iii. (APPENDIX) Jury Pool Parking Pledge, Arvest Bank



RECEIVED
JUL 19 2013
HIGHT JACKSON ASSOC

July 17, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Benton County Courts Study Issue - Parking for Jury Pool

Dear Ms. McKenzie:

Arvest Bank appreciates and supports the Benton County Courts system in downtown Bentonville. While there are many issues to be considered and accommodations to be made for continue operations of the Courts in the downtown, Arvest can provide long-term assistance with regard to jury pool parking.

As you know, the top or "public" level of the 21c parking deck has most recently been utilized for jury pool parking. It is our understanding that Bentonville Revitalization, Inc., the owner of that level, will continue to provide those spaces accordingly, but that those spaces could be dedicated full-time to parking for the courts in the future. Therefore, if the courts remain downtown and the public level becomes dedicated to county court use, an alternative jury pool parking location will be needed.

Arvest owns 130 spaces in the 21c deck – the lower level plus a set of spaces on the second level. We would like to make a commitment to provide those spaces for jury pool use in the future if and when the public level is no longer available due to continued presence and use by the courts system in downtown Bentonville. Please incorporate this commitment into your assessment of downtown assets and accommodations for the courts system.

Please feel free to contact me if you have any questions or need additional information.

Sincerely,

Dennis Smiley
ARVEST Bank
President & CEO

cc: Judge Bob Clinard
Benton County Quorum Court

P.O. BOX 1229 • Bentonville, AR • 72712 • arvest.com

© 2013 Arvest Bank

Benton County Court Feasibility Study

iv. **(APPENDIX) Parking Pledge, Moro Development Company, LLC**

MORO DEVELOPMENT COMPANY, LLC
P.O. BOX 1860
BENTONVILLE, AR 72712
479-464-1515

RECEIVED
AUG 20 2013
HIGHT JACKSON ASSOC.

August 16, 2013

Judge Bob Clinard
215 E. Central Avenue
Bentonville, AR 72712

Mayor Bob McCaslin
117 West Central
Bentonville, AR 72712

Off Street Parking District #3
PO Box 1860
Bentonville, AR 72712

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, Ar 72758

RE: Future expansion of NE B Street parking

Dear Sirs:

Please accept this letter as a commitment, contingent on future events outlined below, for the development of public parking on property owned by Moro Development Company LLC (Moro Development). This property is outlined with a heavy black line on the Attached Plat and is adjacent to and north of the existing parking facility owned by Bentonville Off-Street Parking Development District #3 on NE B Street in downtown Bentonville.

It is our understanding that the feasibility study underway by Hight Jackson and NCSC will look at addressing both the current and future needs of the court system. We understand that additional parking may be needed to address a future expansion of County facilities in downtown Bentonville.

Contingent on the County commitment below, should a future parking study for downtown County facilities indicate a need for additional parking, Moro Development will work cooperatively with the County, City and Parking District to provide space for a minimum of sixty new public parking spaces.

If the County commits and signs contracts for construction on new facilities for the County Court system in downtown Bentonville, we will proceed to prepare a legal agreement with the County that fulfills the intentions of this letter of commitment for future expansion. Due to the long term nature of this commitment, Moro Development would like to have the following options:

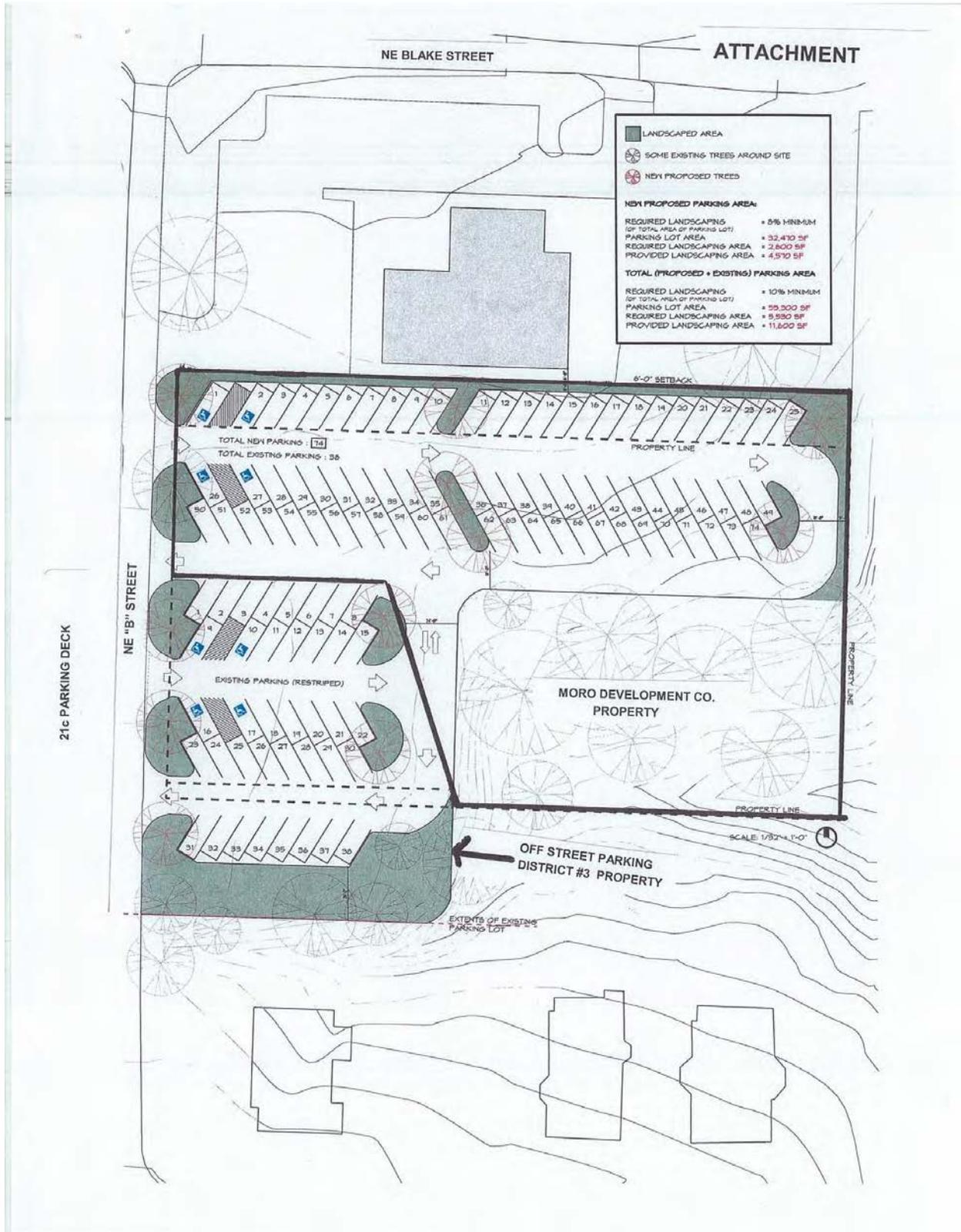
- 1) Moro Development would have the option to donate all or part of the property outlined on the Attachment to a public entity sufficient to provide space for a minimum of sixty new public parking spaces. The public entity would construct the new parking lot.
- 2) Moro Development would also have the option to donate to a public entity space in a multilevel structure that provides sixty new public parking spaces. Should a multilevel development occur on this property, Moro Development will be required to provide additional parking to accommodate the needs of the occupants of this development.
- 3) Moro Development would like for this agreement to expire at the end of 25 years or sooner by vote of a majority of the Quorum Court.

Our commitment is to either donate land that a public entity can develop or to donate sixty public parking spaces that would be a part of a multilevel structure.

Sincerely,



Moro Development Company LLC



v. **(APPENDIX) Parking Pledge, Off Street Parking District #3**

**OFF STREET PARKING DISTRICT #3
P.O. BOX 1860
BENTONVILLE, AR 72712
479-464-1515**

August 16, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Future Expansion of downtown County Facilities

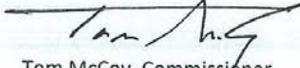
Dear Ms. McKenzie:

Bentonville Off-Street Parking Development District #3 (The Parking District) has worked for many years to develop free public parking for the downtown area. The District owns and maintains six lots paid for through a downtown business property owner assessment program. Attachment #1 identifies 2 lots, one on East Central and one on NE B Street, that have 140 parking spaces used primarily for County related business and maintained at no cost to the County.

It is our understanding that the feasibility study underway by Hight Jackson and NCSC will look at addressing both the current and future needs of the court system. With that in mind, we understand that additional parking may be needed to address this future expansion in downtown Bentonville. As Attachment #2 indicates, The Parking District may have access to additional property located just north and east of the NE B Street lot which could be developed in the future to create approximately sixty additional spaces. As we have done since 1977, The Parking District commits to work cooperatively with the County and City to provide this additional public parking for the NE B Street lot and additional parking needs identified in the future.

Through The Parking District, downtown property owners have shown their support for County facilities and operations. Please accept this letter as further evidence of that support.

Sincerely,

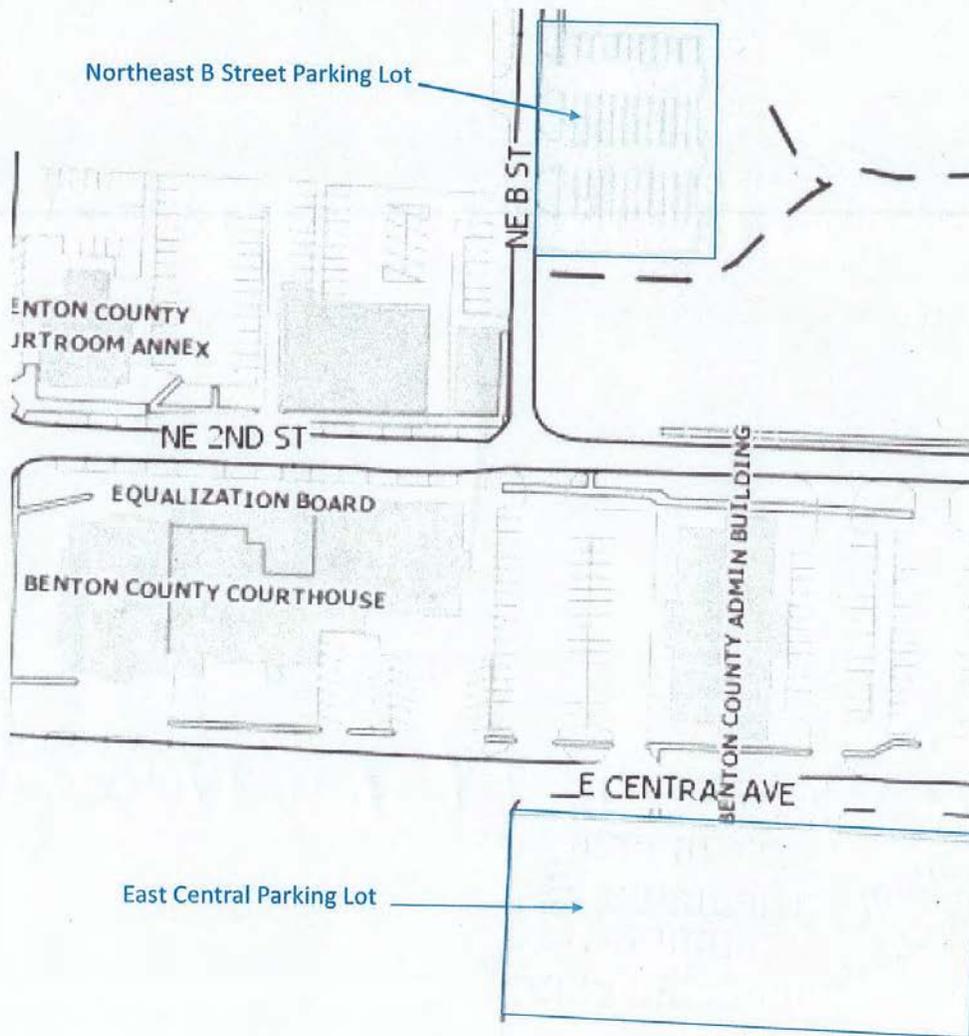


Tom McCoy, Commissioner
Off Street Parking District #3

Cc: County Judge Bob Clinard
Mayor Bob McCaslin
Quorum Court

ATTACHMENT #1

BENTONVILLE OFF-STREET PARKING DEVELOPMENT DISTRICT #3



Attachment #1

ATTACHMENT #2



vi. (APPENDIX) Property Pledge, Downtown Development, Inc.

DOWNTOWN DEVELOPMENT, INC.
P.O. BOX 1860
BENTONVILLE, AR 72712
479-464-1515

RECEIVED
JUL 29 2013
HIGHT JACKSON ASSOC.

July 24, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Benton County Courts Study Issue – Property on Northeast 2nd

Dear Ms. McKenzie:

Downtown Development, Inc. (DDI) is a local non-profit that has operated as a land bank to support expansion for the post office, school district, municipal and county governments in the downtown area for many years. As you know, DDI owns the eastern end of "Downtown Location B" as identified in the study currently underway by Hight Jackson Associates, PA which the County Equalization Board used in 2011. This property was formerly occupied by the Realty Title Company and was purchased in 2009 for \$499,900. The appraisal report prepared by Roderick Grieve in January 2009 had an Estimated Market Value of \$670,000. Realty Title was vacating this property and wanting to sell.

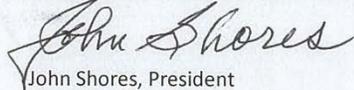
Please be advised that if the County selects either Downtown location identified in the study and funds and contracts for the construction of the first phase of the new downtown court facilities, DDI will offer the property to the County under the following terms and conditions:

- Sale to be consummated after expiration of existing leases on April 30, 2015; and
- Sale price to be \$444,000.00

DDI bought property on SW A Street several years ago for possible fairgrounds expansion. When it became obvious that the fairgrounds was not going to expand in this area, the SW A Street property was sold to a private individual for more than the DDI purchase price. That extra cash is being used to reduce the cost of the Realty Title property to the County.

Please incorporate this commitment into your assessment of downtown assets and accommodations for the courts system. Please feel free to contact us if you have any questions or need additional information.

Sincerely,



John Shores, President
Downtown Development Inc.

cc: Judge Bob Clinard
Benton County Quorum Court

vii. (APPENDIX) Property Grant, The Walton Family Foundation

The
WALTON FAMILY
FOUNDATION

| P.O. Box 2030 | Bentonville | AR 72712-2030

July 24, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Benton County Courts Feasibility Study – Property on Northeast 2nd

Dear Ms. McKenzie;

We are aware that your firm is currently conducting a feasibility study to consider two possible future locations for Benton County Courts facilities in downtown Bentonville; and a site outside the downtown area. This letter serves to inform you that The Walton Family Foundation would be willing to make a grant of \$444,000 to Benton County to offset the cost of the purchase of property on Northeast 2nd Street, specifically the eastern end of "Downtown Location B" as identified in the Benton County Courts Feasibility Study. This property was formerly occupied by the Realty Title Company. This grant would be contingent on the County selecting either downtown location identified in the study, and funding and contracting for the first phase of the new downtown court facilities.

We would ask that this funding for the purchase of aforementioned downtown property be considered in your assessment of feasibility of the present/downtown site option. Please feel free to contact us should you have any questions.

Sincerely,

Buddy Philpot
Walton Family Foundation

Cc: Judge Bob Clinard
Benton County Quorum Court

RECEIVED
JUL 29 2013
HIGHT JACKSON ASSOC.

P. 479.464.1570 | F. 479.464.1580 | www.waltonfamilyfoundation.org

Benton County Court Feasibility Study

viii. (APPENDIX) Option to purchase property, Downtown Bentonville, Inc.

DOWNTOWN BENTONVILLE, INC.

301 NE Blake Street
Bentonville, AR 72712

September 17, 2013

Allie McKenzie
Hight Jackson Associates
5201 Village Parkway, Suite 300
Rogers, AR 72758

RE: Benton County Courts Study Issue – Additional Land on NE 2nd

Dear Ms. McKenzie:

In an effort to provide additional flexibility for the development of court facilities in association with Downtown Option B, DBI has obtained an Option Agreement for the property located at the corner of NE 2nd and NE B Streets. A copy of the agreement is attached.

Please note that the agreement runs for a period of six months to February 15, 2014, and that the agreement is assignable to Benton County. The purchase price of the property is \$650,000.

Please feel free to contact me if you have any questions or need additional information.

Sincerely,



Tim Robinson
President

cc: Judge Bob Clinard
Benton County Quorum Court

OPTION AGREEMENT

THIS AGREEMENT is made this 15th day of August, 2013 by and between Paul L. Davidson ("Optionor"), and Downtown Bentonville, Inc. ("Optionee").

W-I-T-N-E-S-S-E-T-H:

1. **Grant of Option.** Optionor, for and in consideration of the sum of One Dollar (\$1.00) in hand paid by Optionee, hereby gives Optionee the exclusive option to purchase, upon the following terms and conditions, that certain real property, together with all improvements located and erected thereon, in Benton County, Arkansas and commonly known as 215 NE 2nd Street, Bentonville, AR 72712 (the "Property").

2. **Purchase Price.** (a) The purchase price for the Property shall be Six Hundred and Fifty Thousand Dollars and No/100 (\$650,000.00).

(b) Said purchase price shall be paid in cash at Closing.

3. **Term of Option.** The Option granted hereunder shall continue in effect for a period of six (6) months from and after August 15, 2013, and said Option may be exercised (in accordance with the terms hereof) at any time on or before its expiration date. In the event Optionee does not exercise this option within said six (6) month period, this option shall automatically terminate.

4. **Exercise of Option.** This Option is to be exercised by Optionee by written notice signed by the Optionee and sent by registered or certified mail, return receipt requested, or hand delivered prior to the expiration date of this Option to the Optionor at P.O. Box 525, Bentonville,

AR 72712. Said notice shall be deemed to have been given at the date and time it is deposited in the United States Mail, postage prepaid, or when delivered, if hand delivered.

5. Conveyance of Land. If the Option is exercised, the Optionor shall sell and convey the Property to the Optionee, and the Optionee shall purchase the Property from the Optionor on or before forty-five (45) days after the exercise, it being understood that Optionee shall acquire fee simple absolute title to the Property, free and clear from any and all liens and encumbrances of whatsoever kind or nature, except those, if any, approved by Optionee in writing. In connection with this Paragraph, upon the exercise of this Option, Optionor shall deliver, at Optionor's expense, a commitment for the insurance of an owner's policy of title insurance insuring good and indefeasible title in fee simple absolute in Optionee..

6. Failure of Title. In the event that Optionor is unable to convey good and marketable title (as described in the immediately preceding paragraph), this Option shall automatically terminate. Provided specifically, however, Optionee shall have the right, but not be obligated, if at the time of the closing hereunder the Property (or any portion thereof) is subject to any lien or encumbrance, to have the purchase price or so much thereof as may be necessary, applied to the discharge and satisfaction of any such lien or encumbrance; thereupon, the parties hereto shall proceed to close the transaction as contemplated by this Agreement, with Optionor conveying title to the Property to the Optionee.

7. Contingencies. Notwithstanding Optionee's exercise of the Option granted to and acquired by Optionee hereunder, the closing of the sale and conveyance of the Property following such exercise of this Option by Optionee shall be contingent upon the occurrence, compliance with, or delivery of the following:

OPTION AGREEMENT
Page 3

- (a) Optionor shall permit Optionee, at Optionee's sole expense to have the property surveyed, showing the length and direction of perimeter boundaries of the Property, the location of all buildings, structures, easements and other improvements in place on the property as of the date of such survey, names of adjacent streets, roads and highways, setback lines, encroachments, easements, rights-of-way, and railways, if any (showing the dates and recording information of recorded easements) affecting the Property, a legal description of the Property, and the date of the survey.
- (b) Optionee shall be allowed a thirty (30) day period after the exercise of the option to conduct such due diligence as Optionee deems necessary, including due diligence as to the environmental condition of the Property, to determine if the Property in Optionee's sole discretion is in such condition and is feasible and suitable for Optionee's intended use, which due diligence study shall not interfere with Optionor's use of the property.
- 8. Optionor's Special Conditions.
 - (a) Optionor shall have the exclusive right to lease the subject property and improvements from the date the transaction is closed until April 1, 2017 at a monthly rental of \$100.00 per month. The terms and conditions of such lease and renewal thereof are as follows: Optionee shall be responsible for real estate and improvement district taxes, casualty insurance, maintenance and repairs. Optionor shall use the premises solely for a law office and shall be responsible for paying

OPTION AGREEMENT
Page 4

utility expenses incurred in his occupancy and insuring his personal property located on the premises.

9. Conveyance. Upon the exercise of this Option, and following compliance with the conditions of the closing hereinabove set forth, conveyance shall be made to Optionee, or as directed by Optionee, by General Warranty Deed.

10. Closing Cost/Prorations. This transaction shall be closed within forty-five (45) days after this Option is exercised. Upon the closing hereunder, taxes and special assessments shall be prorated as of the closing date. Owner's Title Insurance Policy Premium, recording costs, transfer taxes and closing costs shall be divided equally between the parties. First National Title Company, Bentonville, Arkansas shall be the closing agent for this transaction.

11. Assignability. Optionee may freely assign this Option to Benton County, Arkansas without Optionor's consent upon notice to Optionor.

12. EXCLUSION OF WARRANTIES. Optionor states that no other warranties or representations go with the execution of this agreement, and Optionor expressly excludes all warranties, expressed and implied. Optionee acknowledges that it has had an adequate opportunity to inspect said property and the improvements located thereon, and if it exercises this option, it shall purchase said property and improvements "AS IS".

13. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties, their respective heirs, successors and assigns, and personal and legal representatives.

OPTION AGREEMENT
Page 5

14. Captions. The captions appearing under the paragraph number designation of this Agreement are for convenience only and are not a part of this Agreement and do not in any way limit or amplify the terms and provisions of this Agreement. Whenever the context so requires, the masculine shall include the feminine and neuter and the singular shall include the plural, and conversely.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

Optionor:

Paul Davidson

Paul L. Davidson

Optionee:

Downtown Bentonville, Inc.

By: Tim Robinson

Name: Tim Robinson

Title: President

ix. (APPENDIX) City of Bentonville Traffic Improvement Synopsis



To: Height Jackson Associates PA
5201 Village Parkway, Suite 300
P.O. Box 745
Rogers, AR 72757

Date: November 19, 2013

Traffic and Transportation related to Downtown Bentonville/Courts Study

Re: Current traffic and transportation study related to the Downtown Bentonville, Arkansas.

To whom it may concern,

The most recent Traffic and Transportation Study is currently under review and will be available to the public by mid-January 2014. Below is a synopsis of completed and future traffic improvement projects that directly affect access to the downtown area of the City of Bentonville.

Completed and or currently under construction projects:

- East Central Avenue (Downtown Square to 'J' Street Intersection) – Improvements included curb and gutter, turn lanes added at the intersection of 'F' Street, sidewalks on both the north and south sides, improvements to the Town Branch Tributary, bridge over Town Branch Tributary creating a gateway feature into the downtown area, at grade pedestrian crossings, stormwater infrastructure and associated drainage improvements, landscaping, and decorative street lights. This project also included improvements to SE 'B' Street and additional on-street and off-street parking areas. Approximate total project cost: \$4 million.
- Northwest 2nd Street (Walton Boulevard to Northwest 'A' Street) – Two lane street section with curb and gutter, stormwater infrastructure and associated drainage improvements, decorative street lights and sidewalks installed along the north side of the street. Estimated project completion date is February 2014. Approximate total project cost: \$1 million.
- Southeast 'A' Street (Southeast 2nd to East Central Avenue) – sidewalk improvements on the west side only. Project is currently underway. Approximate total project cost: \$100k

117 W. CENTRAL AVE. • BENTONVILLE, AR 72712 • (479) 371-1112
• www.bentonvillear.gov •

- Southeast 2nd Street (South Main Street to Southeast ‘A’ Street) – sidewalk improvements on the north side only. Project is currently underway Approximate total project cost: \$50k

Future Projects:

- South Main Street (Downtown Square to 8th Street) – Currently acquiring right-of-way. All improvements to this section will be outside of curb line. Curb and Gutter bump outs, stormwater infrastructure and associated drainage improvements, decorative lighting and sidewalk improvements.
South Main Street (8th Street to 14th Street/Hwy 102) – Currently acquiring right-of-way. This section will include a complete rebuild, two lane street section with curb and gutter, decorative street lights, sidewalks, stormwater infrastructure and associated drainage improvements to tributary crossings on Benton Street, Main Street and SW ‘A’ Street. Estimated project start date is early February 2014. Approximate total project cost: \$4 million
- Southwest ‘A’ Street (Walton Boulevard to West Central Ave.) – Two lane street section with curb and gutter, stormwater infrastructure and associated drainage improvements, decorative street lights and sidewalks. Will include turn lanes at all major intersections. Estimated project start date is 2016. Approximate total project cost: \$7 million.
- Northeast 2nd Street (From County Courthouse to Northeast ‘F’ Street) – Two lane street section with curb and gutter, stormwater infrastructure and associated drainage improvements. Estimated project start date is summer 2014. Approximate total project cost: \$600,000.00
- SW 8th Street (‘I’ Street to Main Street) and SE 8th Street (Main Street to I-540) – From the interstate to SE ‘J’ Street, the project involves constructing a new interchange at I-540 and a 5 lane widening with curb and gutter, sidewalks, decorative street lights, stormwater infrastructure and associated improvements, and signalized pedestrian crossings. From SE ‘J’ Street to SW ‘I’ Street, the project will consist of a four lane arterial street with raised median, curb and gutter, wide sidewalks, decorative street lights, stormwater infrastructure and associated improvements and signalized pedestrian crossings. On April 23, 2013 the City Council approved a contract with Universal Field Services, Inc. from Tulsa, Oklahoma for right of way and easement acquisition. As of November 15, 2013, 60% plans were sent to AHTD and FHWA for review and approval. Approximate total project cost: \$54 million.

Thank you for inquiring about the current state of the City of Bentonville’s downtown traffic and transportation projects, I hope that you find this letter beneficial to your analysis of the downtown and Highway 102 corridors. If you have any further question please do not hesitate to contact me at 479-271-3122.



Name: Jon Stanley
Title: City Planner

x. **(APPENDIX) Data Collection Survey**

Refer to the following document provided by NCSC.

BENTON COUNTY COURTHOUSE NEEDS ASSESSMENT AND SPACE PLANNING QUESTIONNAIRE

Hight-Jackson Associates, in association with The National Center for State Courts (NCSC), is conducting a needs assessment for the Benton County Courthouse space program. This survey is to be answered by representatives of the court and court-related office work units/ departments located at the County Courthouse. This survey is to gather information about the organization, staffing levels, program services and space utilization for each office/ department. The project team will follow-up the issues and comments addressed in the survey answered by the facility users in its on-site interviews. The questionnaire is designed *solely* to provide information to the consultants for the development of space requirements. It is not designed to evaluate or infer the performance of any one individual or work unit. (Any question that does not apply to your department/work unit, please answer “not applicable.”)

We appreciate your input on this survey. Your involvement is essential for the future planning efforts of the court. If you have any questions about completing the attached questionnaire, please contact Allie McKenzie at 479-464-4965. Completed questionnaires should be emailed to amckenzie@hjarch.com by July 3rd, 2013.

Allie McKenzie, AIA
Project Director
Hight-Jackson Associates
479-464-4965
amckenzie@hjarch.com

Chang-Ming Yeh
Facility Planner
National Center for State Courts
303-308-4302
cye@ncsc.org

BENTON COUNTY COURTHOUSE NEEDS ASSESSMENT AND SPACE PLANNING QUESTIONNAIRE

Name of office/ department: _____

Your name/title: _____

Telephone number and extension: _____

E-mail Address: _____

1. Functions/Responsibilities

Please provide a general description of your office or work unit and list the major office functions, services, activities, or tasks that are performed. Include any functions or responsibilities that the project team should be aware of that may require specific attention in the facility plan and/or master plan. (Use additional sheets, if necessary.)

2. Organizational Structure of Staffing

- a. Please list the job titles and numbers of positions of all personnel in your office/work unit, specifying any vacant positions. This information is used to determine the number of offices and workstations needed in the future space plan. All non full-time staff positions should be listed individually indicating the percentage of Full-Time Equivalency. If known, list the number of staff positions authorized five years and ten years ago. If available, please attach a current organizational chart.

Staffing	Current	Historical (if known)	
		5 Years Ago	10 Years Ago
Position Title	Number of Positions Currently Provided		
Total			

- b. In what year was the last judicial officer/ staff position added? _____
- c. Are there any unfilled or yet-to-be filled positions based on current workload within your department/ office? _____ (number of positions)

3. Workload/Programs & Services

- a) Please share your experiences with any major changes in the past 5 to 10 years that impacted workload volume, service delivery, staffing levels, and/or space utilization. Such changes may include those of an economic, demographic, or jurisdictional nature.

- b) Please provide any available case filing/ workload statistics that are applicable to understanding the Court’s level of work. *(Clerk of Court Only)*

- c) Do you foresee any future changes that might impact your current operations/services?

- d) Are there special programs or activities conducted within your office/department that require special types of space arrangements other than the general office? _____
 - a. If yes, please describe the types of programs or the types of activity, the number of participants, frequency of service, and any specific facility or space related needs.

4. Conference/Meeting/Counseling Room

If your office or work unit requires the use of space for conferences, meetings, counseling, or similar purpose:

- a) How often do you use the facility? _____
- b) Average number of conferences/training sessions/meetings per month? _____
- c) Does this space need to be dedicated to your department shared? _____
- d) What is the average number of people attending those meetings? _____

Additional Comments:

5. Jury Management *(For Jury Manager only)*

If there is a jury assembly facility in the courthouse:

- a) What is the staffing in the jury room? _____
- b) What is the average number of jurors reporting to jury duty in one gathering? _____
- c) What are the seating requirements? _____
- d) Frequency of use? _____

Jury Deliberation Rooms:

- e) How many jury trials are conducted in a typical year? _____
- f) Are there an adequate number of deliberation rooms? _____
- g) Are the deliberations rooms adequate in size? _____
- h) Are Jury spaces accessed by secured, private circulation? _____

6. Courtroom Utilization *(For Courts only)*

- a) What are the typical dockets of cases that are handled in your courtroom? _____
- b) What is the typical number of public seating required in the courtroom at one time? _____
- c) What are the dockets which require a higher number of public seating? _____
- d) Are there any court proceedings that require special seating or space arrangements? _____
If so, what are they? _____
- e) What is the average length of a jury trial? _____
- f) How many candidate jurors are typically called in for jury selections? _____

7. Public Visitors

The information provided in this section will be used to determine public traffic patterns in your department and adequate space needs for queuing areas, public counter, waiting spaces, etc.

- a) Is there a public area in the office for visitors? _____
- b) If yes, what is the level of use? (number of visitors, frequency) _____
- c) Does your department require access by the public during evenings or weekends? _____
If yes, please describe.

8. Security & Access Control

- a) What kind of public access control mechanisms would be needed to provide privacy and safety in your department/office? (E.g. security alarm systems, door lock, panic alarms, etc.)

- b) How often do In-custody defendants appear at the court building? _____

- c) Typically, how many in-custody defendants are brought in to court at one time? _____

- d) Does the current practice of handling prisoners at or near your work area create any personal safety concerns? _____ (Yes or No)

- e) Are the existing space arrangements, security surveillance/monitoring systems, and access control mechanisms adequate? _____ (Yes or No) If not, how can they be improved?

- f) Please indicate any special parking needs, such as security parking for prisoner transportation vehicles or after-hours parking, that require parking provisions that are separate from the general parking area?

9. Records Management & Storage

- a. Please quantify the approximate storage requirements of your office or department, considering the types and quantity/volume of storage for active and inactive records, forms and supplies, administrative files, court evidence and displays, etc.

<u>Type of storage</u>	<u>Approximate Total Square feet</u>	<u># of years of files/records held</u>
Active/open file storage		
Inactive file storage		
Administrative/office file storage		
Vault/evidence or secure storage		
Forms and supplies		
Equipment		
Other:		

- a. Please identify any current off-site storage locations and square footage as well as special storage systems/technology used (or anticipated) by your office or department. Describe whether these storage areas contain active, inactive or archived files, provide direct public services, are functionally adequate, etc.

- b. Discuss whether future operational changes may affect your total storage requirements. This may include electronic storage plans, e-filing, etc.

10. Technology

Please identify the electronic systems your office/court supports. Include a description of the system and comments on its effectiveness:

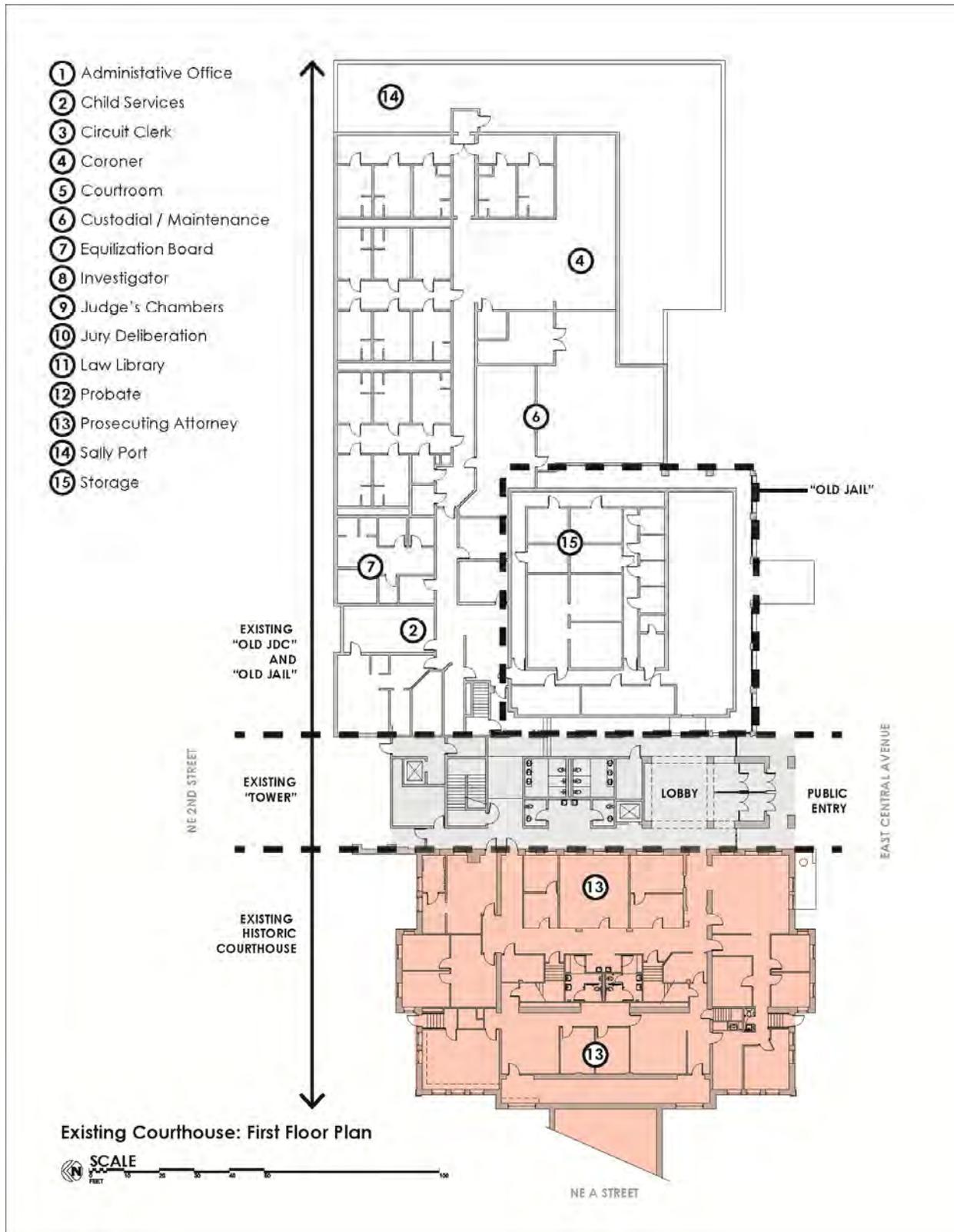
Technology Elements	Yes	No	Description / Comments on Use
Document Management System			
Electronic Document Filing (E-Filing)			
Case Calendaring/Docket Scheduling			
Automated Jury Management System			
Videoconferencing (Incl. closed circuit)			
<i>Other</i>			
<i>Other</i>			

- a. What types of electronic equipment are presently used in your department/office/ courtrooms? How often is this technology used?

- b. What technology will help your office/department or court the most within the next several years? What rules/procedures would change as a result these technologies?

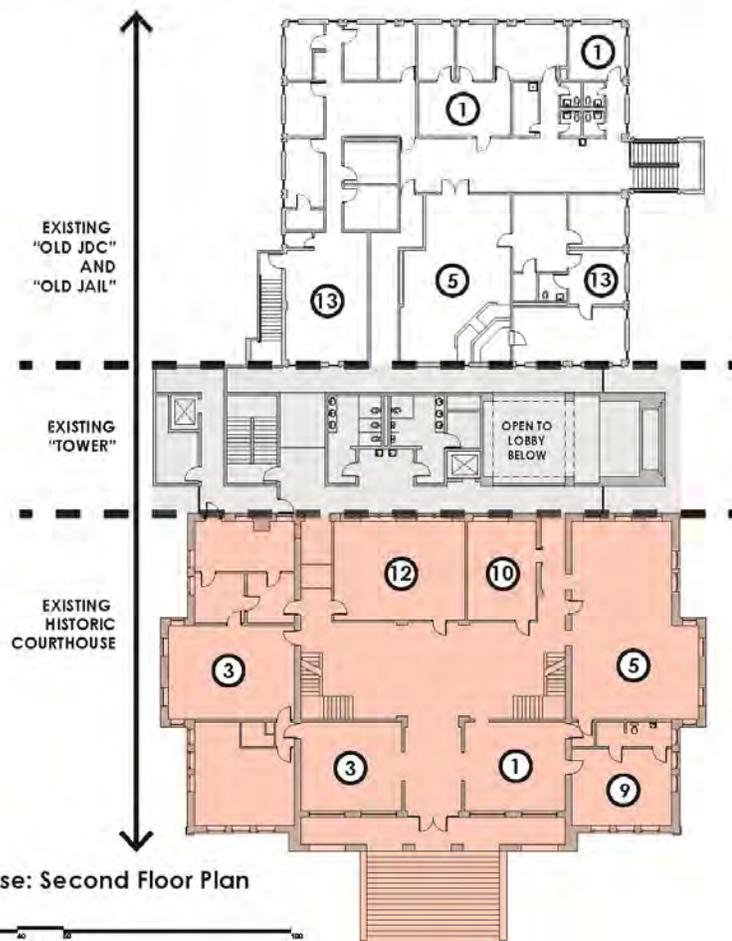
- c. What services are available to the public electronically, such that informational materials or forms may be completed and filed offsite?

xi. (APPENDIX) Plan Diagrams of Existing Court Facility
APPENDIX xi: First Floor Plan of Existing Facility



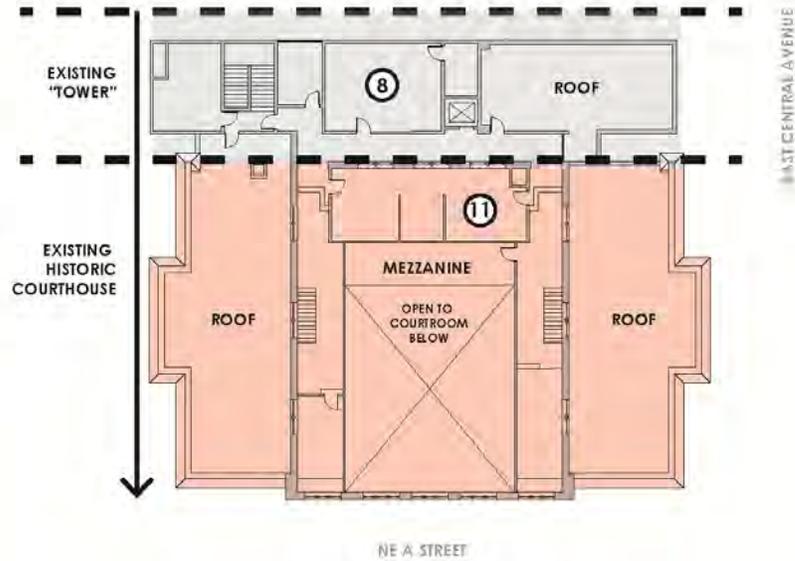
APPENDIX xi: Second Floor Plan of Existing Facility

- ① Administrative Office
- ② Child Services
- ③ Circuit Clerk
- ④ Coroner
- ⑤ Courtroom
- ⑥ Custodial / Shop
- ⑦ Equilization Board
- ⑧ Investigator
- ⑨ Judge's Chambers
- ⑩ Jury Deliberation
- ⑪ Law Library
- ⑫ Probate
- ⑬ Prosecuting Attorney
- ⑭ Sally Port
- ⑮ Storage

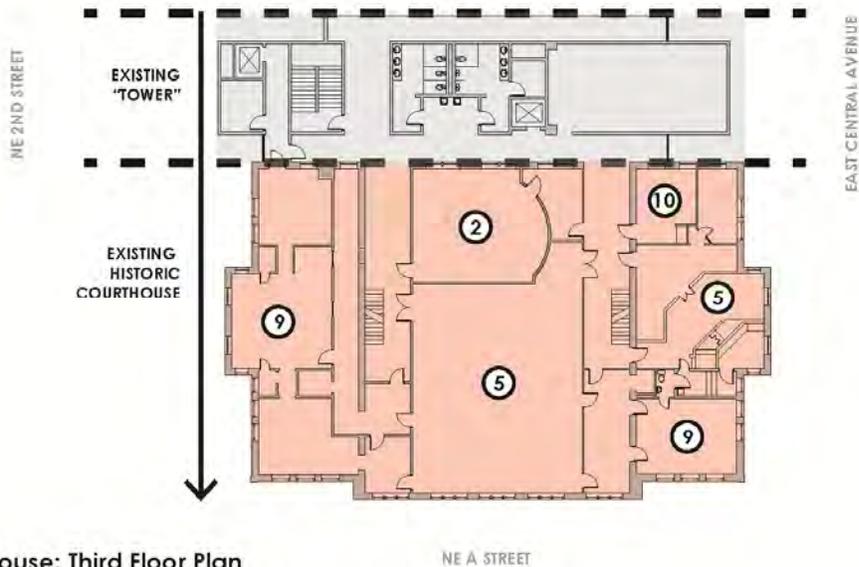


APPENDIX xi: Third & Fourth Floor Plans of Existing Facility

- ① Administrative Office
- ② Child Services
- ③ Circuit Clerk
- ④ Coroner
- ⑤ Courtroom
- ⑥ Custodial / Shop
- ⑦ Equilization Board
- ⑧ Investigator
- ⑨ Judge's Chambers
- ⑩ Jury Deliberation
- ⑪ Law Library
- ⑫ Probate
- ⑬ Prosecuting Attorney
- ⑭ Sally Port
- ⑮ Storage



Existing Courthouse: Fourth Floor Plan



Existing Courthouse: Third Floor Plan



xii. (APPENDIX) Existing Building Assessment | Observation Report



OBSERVATION REPORT

DATE: March 27, 2013

PROJECT NAME: Benton County Courthouse PROJECT NO: 1267
 ADDRESS: 102 NE "A" Street, Bentonville, AR 72712

REPORTED BY: Allie McKenzie

PRESENT	REPRESENTING	PRESENT AT JOBSITE	REPRESENTING
Gary Jackson	Hight Jackson	Teddy Plank	Benton Co.
Allie McKenzie	Hight Jackson		
Clay McGill	Hight Jackson		

DISCUSSIONS & DECISIONS:

1. Roof Inspection: All areas
 - A • Modified bitumen roof, number of layers unknown
 - B • Fair to good condition
 - C • Roof appears to be aged and needs a new top coat to extend life
 - D • Several patches have been applied, none large (throughout all areas of roof)
 - E • Several patches have come loose around edges
 - F • One patch on south lower roof area had water underneath (could be evidence of leak in Judge Scott's courtroom)
 - G • Roof overflow drains have been set at the same level as the actual roof drain. All should be raised when major repairs are made to roof.
 - H • Two existing condenser units need to be elevated on blocking.
 - I • Conduit that is running through window sill is possibly causing active leak in Judge Duncan's administration closet.
 - J • Flashing is missing between original building and "tower" addition in at least two places.
2. Parapet Caps: Large limestone units
 - K • Caulked at joints but caulking is beginning to shrink
 - L • A few were broken or cracked
 - M • None had drip edge (normal) which allows water to run back on top of turned up roof membrane and metal flashing under the edge.
 - N • Flashing has been caulked but is not completely watertight
3. Leak on 3rd floor along wall from original building to "tower"
 - O • Continuous leak at edge of ceiling tile and is directly attributed to comment above

HIGHT- JACKSON ASSOCIATES, PA

architecture engineering planning interior design
 5201 Village Parkway, Suite 300
 Post Office Box 745 Rogers, Arkansas 72757
 Phone – 479.464.4965 Fax – 479.464.8324
 Email – hjarch@hjarch.com Web – www.hjarch.com

extraordinary people, exceptional service, collaborative efforts

4. Roof leak over Judge Green's Bench
 - P • Due to parapet wall of west roof – should be repaired once located.
5. Evidence of water penetration on all penthouse (4th floor) walls, especially north face along Judge Green's offices.
 - Q • All masonry walls should be sealed on exterior.
 - R • Minor tuck pointing is needed on north wall and all other sides should be checked.
 - S • Window lintels are badly rusted. This indicates water penetration of walls above. Some lintels will have to be replaced.
6. 1st floor, west wall continues to allow moisture to the interior.
 - T • Sump pumps have been added at some point to pump water out. Reported to run continuously during heavy rains.
 - U • Evidence of mold was reported along west wall on first floor. (Due to condition noted above.)
 - V • Concrete apron on west side of building (at grade) does not slope away from building. All perimeter grades where walls or concrete aprons need to be re-caulked.
7. 1st floor entrance into Van Stone's offices, on South side of building needs a canopy over top.
 - W • Water presently runs down door and into interior when it rains.
 - X • Crack in at lintel needs repaired
8. A vertical crack in the "tower" hallway has occurred at a gypsum board joint.
 - Y • No structural damage noted and can be easily repaired.

End of Report

Additional Observations:

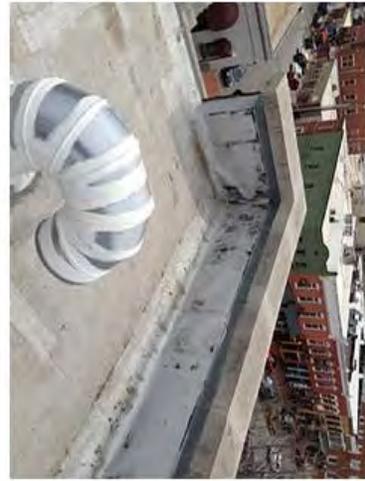
- Sump pumps have been added in SW and NW interior corners of basement level to pump water out. Those pumps are very noisy and disruptive to occupants when pumps are operating.
- Exterior west basement wall should be excavated and properly waterproofed.
- All perimeter grades need to be sloped away from the building and concrete aprons recaulked.

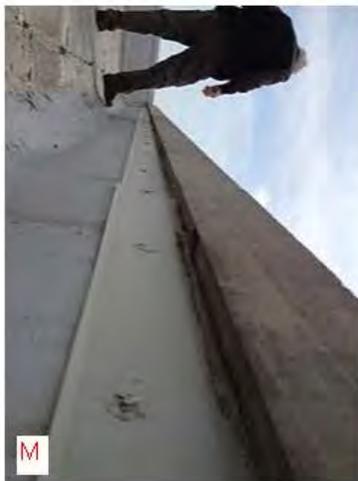
HIGHT- JACKSON ASSOCIATES, PA

architecture engineering planning interior design
5201 Village Parkway, Suite 300
Post Office Box 745 Rogers, Arkansas 72757
Phone – 479.464.4965 Fax – 479.464.8324
Email – hjarch@hjarch.com Web – www.hjarch.com

extraordinary people, exceptional service, collaborative efforts

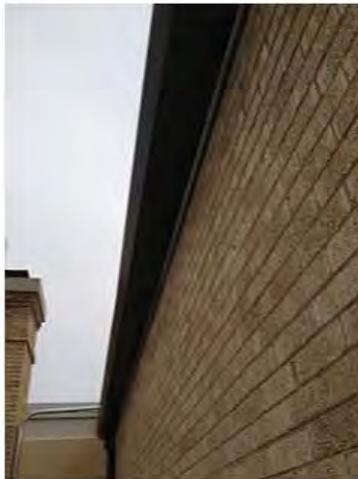






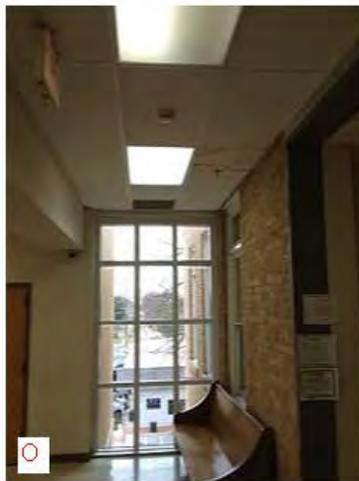
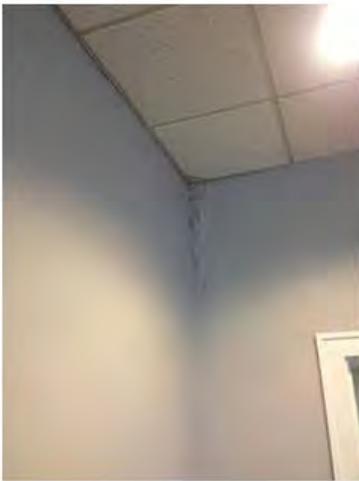




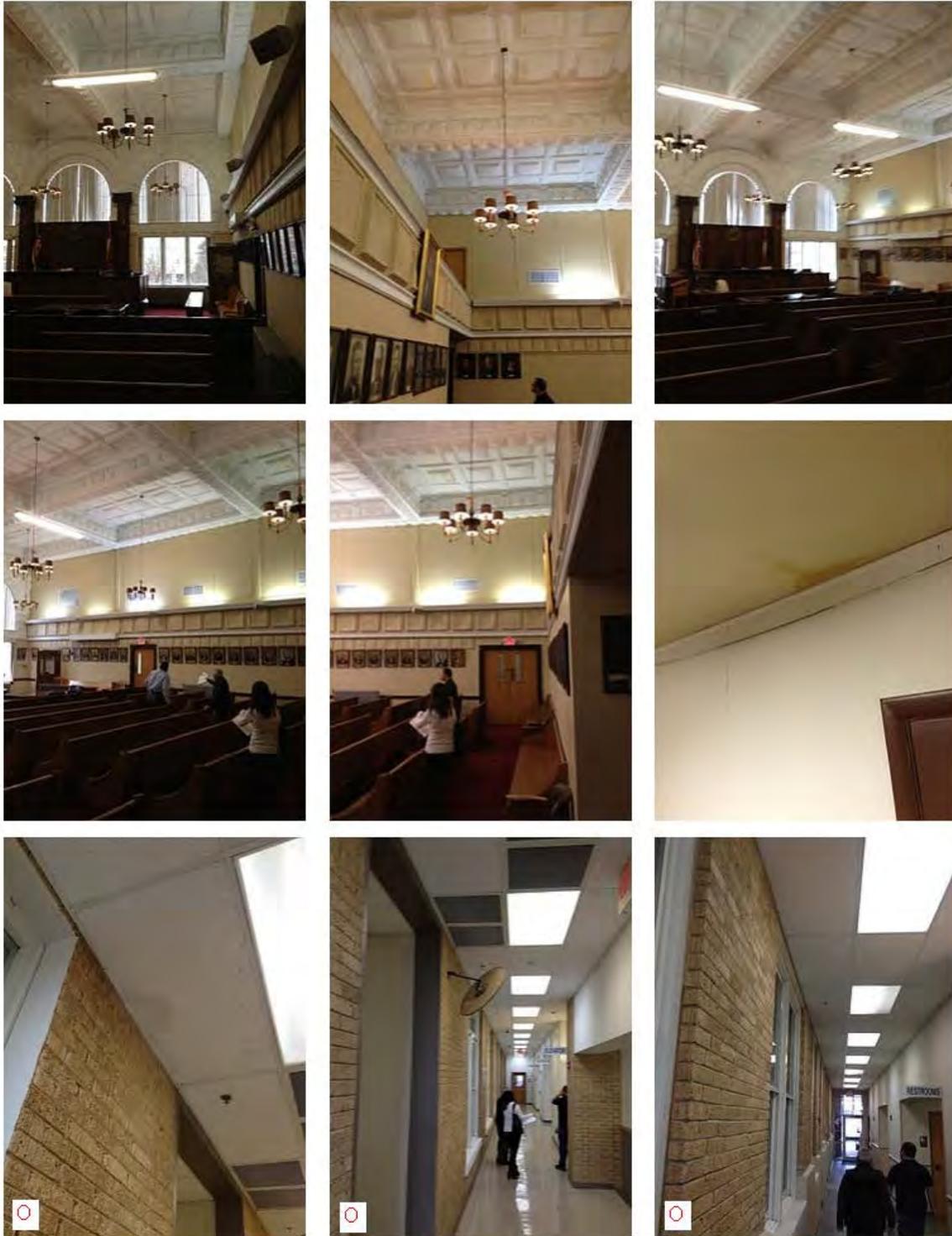




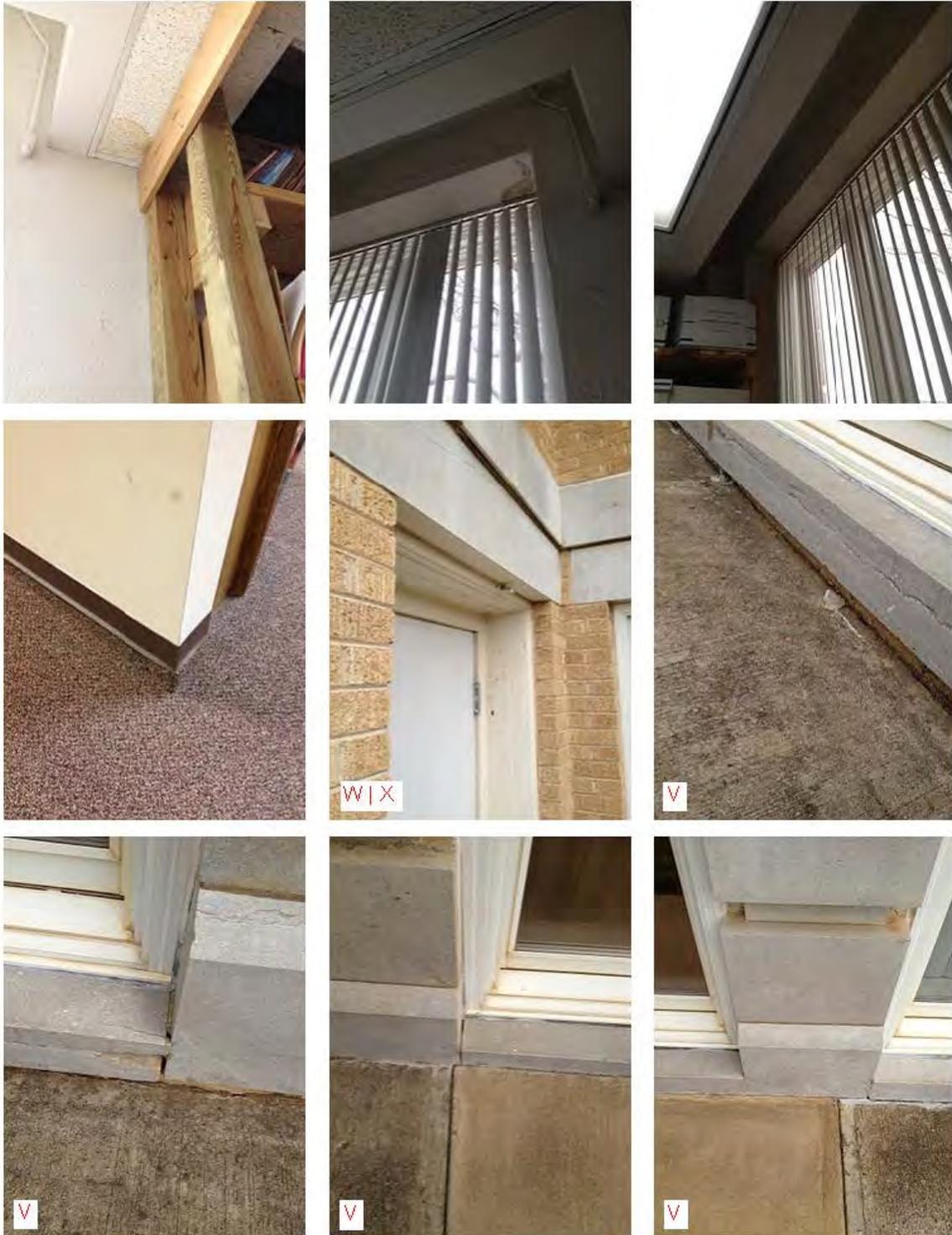


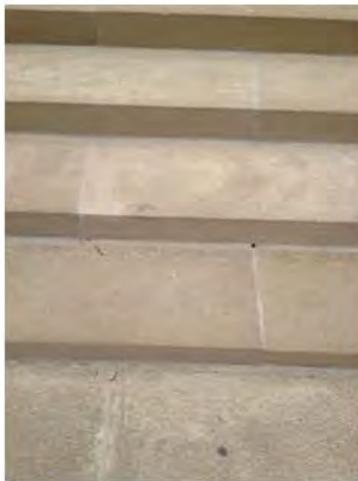














xiii. (APPENDIX) Existing Building System Assessment



Fort Smith, Arkansas
Conway, Arkansas

**Benton County Courthouse
Mechanical and Electrical Information**

Existing Courthouse Facility Mechanical Systems

A. Existing Benton County Courthouse

The existing Benton County Courthouse Facility consists of four floors. Currently the first floor is served by a water source heat pump system consisting of zone air handlers, cooling tower, fresh air unit, pumps and boiler sized to service the first floor only. Except for the new boiler installed in 2010, the rest of the first floor system is approximately 15 years old.

The existing second, third and fourth floor spaces are served by air cooled split system heat pump units. Except for the five units which were replaced in 2010 the other systems appear to be 10 to 25 years old and would be considered high energy consumption equipment. In addition the older units currently use R-22 refrigerant as their heat transfer medium which federal regulations have declared banned.

Except for the five units installed in 2010 and the first floor water source heat pump system, the other units do not provide any space occupant fresh air.

The two judge's restrooms currently do not have an exhaust system. The first floor restrooms appear to have exhaust available however our site inspection indicated that the exhaust system may not be operational.

All unit controls were stand-alone therefore building occupied/unoccupied control is manual. Due to this the county cannot take advantage of any possible energy management savings.

Currently the fourth floor balcony seating area has been eliminated and therefore not conditioned at this time.

Mr. Paul Webberson with facilities maintenance estimates that approximately 40-45 percent of the existing space's light fixtures are the high energy use T-12 light fixtures.

B. The Existing Courthouse Tower

Based upon the 1999 design plans the existing tower is served by two packaged gas heat and electric cooling roof top units installed in 1999. Based upon the plan schedule information these units are equipped with economizer however there is no indication of the required minimum occupant fresh air settings. A fifteen ton unit appears to serve the second, third and fourth floors while a seven ton unit appears to serve the first floor. The fifteen ton unit is a variable volume and temperature system whose supply is controlled by zone valve boxes assigned to various spaces for individual temperature control.

5701 Euper Lane, Suite A | Fort Smith, AR 72903-3255 | 479.452.8922 office

C. Existing Courthouse and Tower Plumbing

Based upon the current plumbing fixture count in both the existing courthouse and tower the fixture count would meet the minimum number of required plumbing fixtures for buildings providing professional services. No additional fixtures would be required unless they were warranted by the judge's chamber renovations or new fixture upgrades are requested.

Proposed Renovation Implementation

A. Existing Courthouse

Based upon our observation, the variable operation of the existing court house and since the first floor system is currently operating as a water source heat pump system our recommendations would be:

- Keep the existing first floor system.
- Replace the existing second, third and fourth floor units with water source heat pumps.
- Add a new unit for the balcony area.
- Provide an energy management control system for the entire building.
- Add a new roof top fresh air unit to serve the first, second and third floors.
- Upsize the system pumps, boiler and cooling tower for the existing courthouse plus tower.
- Provide the required increased building electrical power requirements for updated power, lighting and equipment.
- Replace the last 40 to 45% T-12 light fixtures with T-8 or better fixtures.
- Replace the first floor water source heat pump units as necessary.

The new units installed in 2010 serving the large original existing courtroom space will require relocation to allow this space to be reclaimed during the renovation. Although these units could be retained and relocated, as a cost savings, it is our recommendation that these units be changed out to high efficiency water source heat pumps to match the remainder of the renovated system. Provision will be required in the renovation designs to ensure that these units can be relocated effectively. The roof adjacent to the current location may provide an excellent option.

B. Existing Courthouse Tower

- Replace the existing two roof top units serving the tower with new high efficient water source heat pump units with economizers.
- Connect the units to the proposed new water source heat pump piping system for the existing courthouse. (See existing courthouse implementation)

As a construction cost savings option the existing units installed in 1999 could remain until they need to be replaced. All required water source heat pump piping would be in place as part of the proposed courthouse HVAC construction project.

Below is the estimated MEP construction cost for the existing courthouse and the existing tower.

Description	Ex. Courthouse Initial Budget	Ex. Courthouse Tower Initial Budget
HVAC	\$ 712,800	\$ 155,000
Plumbing	\$ -	\$ -
Electrical	\$ 128,700	\$ -
Audio/Visual	\$ 120,000	\$ -
Total	\$ 961,500	\$ 155,000

New Courthouse Facility MEP Systems

Introduction

Courthouse facilities present special design challenges for Mechanical, Electrical and Plumbing (MEP) systems. These facilities contain areas that tend to vary greatly in occupancy and usage. Since courts facilities contain both secured and unsecured areas within the same facility, a great deal of care and planning is required in system selection and design. Special areas within the facility, such as the parking garage, the sally port, holding areas and transfer areas will require additional or special ventilation systems. Other areas of the facility, such as courtrooms, jury rooms and conference rooms will be required to have the ability maintain thermal comfort over a large range of occupancy loading, while the remaining areas, like offices and administration, will have a more steady occupancy loading.

Ventilation is a very important component of the systems, regardless of the concept chosen. Proper ventilation will be required to provide good air quality throughout the facility, provide make up air for the required exhaust systems and control building pressure relationships within the facility. Minimum outside air quantities will vary by space type, with some spaces requiring large amounts of outside air making dedicated outside air systems (DOAS) with energy recovery a viable option.

System zoning in a court house system is very important. As indicated above, occupancy levels will vary from space to space throughout the facility. Some areas will be heavily used throughout each day, while the use of others may vary greatly from day to day. A properly zoned system will provide a greater degree of comfort control while optimizing energy usage.

The HVAC design should meet the following requirements:

1. Outdoor winter temperature equal to ASHRAE 1% design dry bulb and coincident wet bulb
2. Outdoor summer temperatures equal to ASHRAE 99% design dry bulb/97.5% wet bulb.
3. Indoor conditions: Courtrooms 72 -74 ° F/50% RH summer conditions and 72 - 74°/20 – 35% RH winter conditions.
4. If requested, manually activated smoke/smell purge system. Purge systems are used in some courtroom locations to assist in removal of offensive odors.
5. All air ducts leading to and from sensitive areas should be acoustically treated for sound transmission.
6. HVAC systems shall be designed to provide optimum flexibility in occupancy scheduling including courtrooms and chamber areas.

Life cycle cost analysis on various systems will need to be conducted to ensure the selection of the most cost effective alternative including environmental considerations.

The HVAC system shall be zoned in such a manner that the requirements of special areas which include but not limited to courtrooms, chambers, jury deliberation can be satisfied by efficient use of the system's equipment and building controls. System flexibility shall also include the unoccupied space requirements.

Where possible the HVAC system design shall include redundant equipment to eliminate any interruption of the critical areas.

Page | 4

The air distribution serving the spectator areas shall be designed for the allowable seating capacity plus 25% to accommodate for extra seating on special occasions. The courtroom air changes should be a minimum of 6 to 8 air changes per hour depending upon the selected ceiling heights.

All toilet, assembly and deliberation rooms shall have a minimum of 10 air changes per hour and be negative in relation to the adjacent spaces.

Ancillary areas such as sally ports or other interior vehicle spaces will require special ventilation including carbon monoxide and nitrous oxide sensors connected to an evacuation system.

The facility plumbing fixtures will be low water consumption type to meet the latest code requirements. The public restrooms, judge chamber restrooms and jury deliberation lavatories shall have faucet mixing valves to control the discharge temperatures to a code required 110° or below.

Domestic hot water shall be provided by 95% or greater efficiency gas water heaters with a recirculation system to insure that domestic hot water is delivered to the fixtures in a timely manner.

All facility domestic water piping within the building shall be copper and insulated per the latest energy code requirements.

The general electrical design for offices and courtroom areas shall be based the anticipated loads and information provided by the various technology experts. The building electrical capacity serving all areas need to accommodate the anticipated growth for the 30 year plan.

Any in the floor electrical distribution will be accomplished through an integrated system of power, lighting, low voltage and control wiring.

Emergency and normal electrical panels, conduit and switchgear will be designed per code.

The required emergency power shall be provided by natural gas powered generator(s) sized to carry the required loads. The distribution panel and transfer switches shall be sized to serve the generator(s).

The electrical lighting systems shall consist of energy efficient LED fixtures as well as standard light fixtures based upon the required illumination levels. Lighting controls shall be specific to the spaces and includes occupancy sensors. Lighting shall comply with the energy code as adopted by the State of Arkansas.

The design of the courtroom audio/visual systems shall consist of evidence display screens, cameras with sound, video recording and microphones with mixer. The equipment locations and

quantities shall be determined by the Technology designer and Owner. In addition, a sound system for the hearing impaired should be considered.

Building security access as well as public access to the judge's chambers should be addressed with card key access and video intercom. In addition any holding cells should have cameras with video recording. It is recommended that new elevators have video surveillance.

Concept "A" attached to the existing Courthouse

Concept "A" consists of demolition and new construction of part of the existing Courthouse. Since the existing courthouse is primarily serviced by water source heat pump systems, HSA recommends that the water source heat pump concept be continued for the initial construction phase as well as the proposed future. The estimated cooling tonnage for the initial new Concept "A" construction is 275 tons and the proposed future requirements is an additional 100 tons.

Below is the estimated construction cost for Concept "A".

<u>Description</u>	<u>Initial Budget</u>	<u>Future Requirement</u>
HVAC	\$1,650,000	\$ 600,000
Plumbing	\$ 679,875	\$ 261,188
Electrical	\$2,407,250	\$ 971,125
Audio/Visual	\$1,720,000	\$ 745,000
Total	\$6,457,125	\$2,577,313

Concept "B" New Stand-Alone Facility on NE Second Street

Concept "B" consists of a proposed new structure to be erected across NE Second Street from the existing Courthouse. Because Concept "B" is a new stand-alone structure HSA has generated two HVAC construction cost estimated for consideration. Option 1 is for a water source heat pump system similar to the existing Courthouse system while Option 2 is variable air volume systems with hot water reheat. Both of these systems have similar construction cost estimates therefore the system economic life cycle analysis will need to be evaluated as part of the final decision process.

The estimated cooling tonnage for the initial Concept "B" construction is 300 tons while the proposed future requirements is an additional 100 tons.

Below is the estimated Option 1 and Option 2 construction cost of Concept "B".

Option 1 Water Source Heat Pumps

<u>Description</u>	<u>Initial Budget</u>	<u>Future Requirement</u>
HVAC	\$1,800,000	\$ 600,000
Plumbing	\$ 739,725	\$ 243,338
Electrical	\$2,183,950	\$ 718,425
Audio/Visual	\$1,720,000	\$ 245,000
Total	\$6,443,675	\$1,806,763

Option 2 VAV System with Hot Water Reheat

<u>Description</u>	<u>Initial Budget</u>	<u>Future Requirement</u>
HVAC	\$1,500,000	\$ 500,000
Plumbing	\$ 739,725	\$ 243,338
Electrical	\$2,183,950	\$ 718,425
Audio/Visual	\$1,720,000	\$ 745,000
Total	\$6,143,675	\$2,206,763

Concept "C" New Stand-Alone Facility Connected to Existing Juvenile Center

Concept "C" is a new stand-alone structure proposed to be connected to the existing Juvenile Correction Center. Again since Concept "C" is a stand-alone structure HSA has generated two HVAC construction cost estimates for consideration. Option 1 is for water source heat pump systems with an estimated add if geothermal (wells) want to be considered while Option 2 is variable air volume systems with hot water reheat. All of the described systems have similar construction cost estimates therefore an economic life cycle analysis will need to be evaluated as part of the final decision process.

The estimated cooling tonnage for the Concept "C" building is 600 tons with no proposed future requirements.

Below is the estimated Option 1 and Option 2 construction cost of Concept "C".

Option 1 Water Source Heat Pumps

<u>Description</u>	<u>Initial Budget</u>
HVAC	\$ 3,600,000
Plumbing	\$ 1,561,875
Electrical	\$ 4,611,250
Audio/Visual	\$ 1,950,000
Total	\$11,723,125
Add for Geothermal Wells in lieu of Cooling Tower and Boiler	\$ 1,080,000

Option 2 VAV System with Hot Water Reheat

<u>Description</u>	<u>Initial Budget</u>
HVAC	\$ 3,000,000
Plumbing	\$ 1,561,875
Electrical	\$ 4,611,250
Audio/Visual	\$ 1,950,000
Total	\$11,123,125

xiv. (APPENDIX) City of Bentonville Downtown Financial Impact Study

Refer to the following document provided by The University of Arkansas, Center for Business and Economic Research.

Examining the Economic Impact of the Benton County Offices on Downtown Bentonville—Court Complex Highlights



Center for Business and Economic Research

Willard J. Walker Hall 538

Sam M. Walton College of Business

1 University of Arkansas

Fayetteville, Arkansas 72701-1201

(479) 575-4151

Kathy Deck, Director and Project Manager

Jeff Cooperstein, Research Assistant

November 2013

Court Complex Spending Highlights

This report presents the results of an economic study that measures the downtown Bentonville spending of visitors, employees, and other workers associated with the Benton County office complex: Divisions 1, 2, 4, 5 and 6 of the circuit court, bookkeeping, prosecuting attorney, sheriff, and circuit clerk archives (in the court buildings). The complex is composed of 102 Northeast A Street, 202 East Central Avenue, and 201 Northeast 2nd Street. Survey instruments were created for and administered to building visitors, county court office workers, and employees of downtown area attorneys' offices. Using the results from these surveys in conjunction with estimates of visitors and employees, the total downtown spending impact associated with the current location of the Benton County court complex is estimated.

Visitor Spending

- Over a two week time period, a total of 432 individuals completed the visitor spending survey.
- Survey respondents indicated that they visit the Benton County office complex an average of 13 times per year.
- 35.4 percent of the respondents indicated that they made meal expenditures at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought meals when visiting the Benton County office complex, the average expenditure was \$24.73.
- 6.3 percent of the respondents indicated that they made incidentals expenditures at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought incidental items when visiting the Benton County office complex, the average expenditure was \$47.41.
- 3.9 percent of the respondents indicated that they made expenditures on other services at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought services when visiting the Benton County office complex, the average expenditure amount was \$282.35.
- Benton County officials estimated annual total visitors at 249,600 for the court buildings.
- Estimated annual spending associated with visits to the court buildings is:
 - Meals: \$1,429,286
 - Incidentals: \$201,697
 - Services: \$725,775
 - Total: \$2,356,759

County Office Administrative and Worker Spending

- Out of the 190 Benton County workers whose offices are in the downtown Bentonville complex, 98 responded to the survey instrument, a response rate of 51.6%.
- 59.2 percent of county workers indicated that in a typical week they make some expenditure at downtown Bentonville businesses.
- On average, those county workers who report spending in downtown Bentonville make weekly expenditures totaling \$26.95.
- County workers who reported buying meals in downtown Bentonville indicated that they typically spend an average of \$21.34 per week.

- County workers who reported buying incidentals in downtown Bentonville indicated that they typically spend an average of \$15.65 per week.
- County workers who reported buying services in downtown Bentonville indicated that they typically spend \$22.01 per week.
- Total annual meal spending by the 100 county court workers is estimated at \$63,798.
- Administrative spending on meals for juries at downtown businesses totals \$5,258.
- Estimated annual spending at downtown businesses by court workers and from administrative spending is:
 - Meals: \$69,056
 - Incidentals: \$12,103
 - Services: \$6,835
 - Total: \$87,994

Attorneys' Offices and Worker Spending

- Ten attorneys' offices in downtown Bentonville employ 32 people.
- Survey responses were received from 7 of the 10 attorneys' offices and from 12 of the 32 employees.
- Estimated annual spending at downtown businesses by the downtown attorneys' offices and workers is:
 - Meals: \$79,652
 - Incidentals: \$34,667
 - Services: \$34,001
 - Office Manager Spending: \$16,750
 - Total: \$165,070

Total Downtown Bentonville Spending

- The annual downtown Bentonville spending associated with the Benton County court complex is estimated at \$2,609,822.
- Meal spending associated with the Benton County court complex is estimated at an annual total of \$1,577,994.
- Spending on incidentals associated with the Benton County court complex is estimated at an annual total of \$248,467.
- Spending on services associated with the Benton County court complex is estimated at an annual total of \$766,611.
- From October 2012 to September 2013, the total revenues of 15 downtown Bentonville businesses subject to the restaurant tax were calculated at \$8,827,548.
- Restaurant spending associated with the Benton County Court offices represented 17.9 percent of the total restaurant revenues of downtown Bentonville businesses.

Examining the Economic Impact of the Benton County Offices on Downtown Bentonville



Center for Business and Economic Research

Willard J. Walker Hall 538

Sam M. Walton College of Business

1 University of Arkansas

Fayetteville, Arkansas 72701-1201

(479) 575-4151

Kathy Deck, Director and Project Manager

Jeff Cooperstein, Research Assistant

November 2013

Executive Summary

This report presents the results of an economic study that measures the downtown Bentonville spending of visitors, employees, and other workers associated with the Benton County office complex. The Benton County offices include those of the 911 administration, accounting, circuit court recorder, collector, coroner, county clerk, county judge, division of public safety, emergency management, fire marshal, GIS, grants administration, human resources, maintenance and janitorial, treasurer, veteran's affairs, and work programs (in the administration building), as well as Divisions 1, 2, 4, 5 and 6 of the circuit court, bookkeeping, prosecuting attorney, sheriff, and circuit clerk archives (in the court buildings). The complex is composed of 202, 203 and 215 East Central Avenue, 102 Northeast A Street, and 201 Northeast 2nd Street. Survey instruments were created for and administered to building visitors, county office workers, and employees of downtown area attorneys' offices. Using the results from these surveys in conjunction with estimates of visitors and employees, the total downtown spending impact associated with the current location of the Benton County offices is estimated.

Visitor Spending

- Over a two week time period, a total of 432 individuals completed the visitor spending survey.
- Survey respondents indicated that they visit the Benton County office complex an average of 13 times per year.
- 35.4 percent of the respondents indicated that they made meal expenditures at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought meals when visiting the Benton County office complex, the average expenditure was \$24.73.
- 6.3 percent of the respondents indicated that they made incidentals expenditures at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought incidental items when visiting the Benton County office complex, the average expenditure was \$47.41.
- 3.9 percent of the respondents indicated that they made expenditures on other services at downtown businesses when they visited the Benton County offices.
- For survey respondents who indicated that they bought services when visiting the Benton County office complex, the average expenditure amount was \$282.35.
- Benton County officials estimated annual total visitors at 326,900: 249,600 for the court buildings, and 77,300 for the administration building.
- Estimated annual spending associated with visits to the county buildings is:
 - Meals: \$1,871,930
 - Incidentals: \$264,162
 - Services: \$950,545
 - Total: \$3,086,636

County Office Administrative and Worker Spending

- Out of the 190 Benton County workers whose offices are in the downtown Bentonville complex, 98 responded to the survey instrument, a response rate of 51.6%.

- 59.2 percent of county workers indicated that in a typical week they make some expenditure at downtown Bentonville businesses.
- On average, those county workers who report spending in downtown Bentonville make weekly expenditures totaling \$26.95.
- County workers who reported buying meals in downtown Bentonville indicated that they typically spend an average of \$21.34 per week.
- County workers who reported buying incidentals in downtown Bentonville indicated that they typically spend an average of \$15.65 per week.
- County workers who reported buying services in downtown Bentonville indicated that they typically spend \$22.01 per week.
- Total annual meal spending by county offices workers is estimated at \$121,216.
- Administrative spending on meals for juries at downtown businesses totals \$5,258.
- Estimated annual spending at downtown businesses by county workers and from administrative spending is:
 - Meals: \$126,474
 - Incidentals: \$22,997
 - Services: \$12,987
 - Total: \$162,457

Attorneys' Offices and Worker Spending

- Ten attorneys' offices in downtown Bentonville employ 32 people.
- Survey responses were received from 7 of the 10 attorneys' offices and from 12 of the 32 employees.
- Estimated annual spending at downtown businesses by the downtown attorneys' offices and workers is:
 - Meals: \$79,652
 - Incidentals: \$34,667
 - Services: \$34,001
 - Total: \$165,070

Total Downtown Bentonville Spending

- The annual downtown Bentonville spending associated with the Benton County office complex is estimated at \$3,414,165.
- Meal spending associated with the Benton County office complex is estimated at an annual total of \$2,072,798.
- Spending on incidentals associated with the Benton County office complex is estimated at an annual total of \$321,826.
- Spending on services associated with the Benton County office complex is estimated at an annual total of \$997,533.
- From October 2012 to September 2013, the total revenues of 15 downtown Bentonville businesses subject to the restaurant tax were calculated at \$8,827,548.
- Restaurant spending associated with the Benton County offices represented 23.5 percent of the total restaurant revenues of downtown Bentonville businesses.

Contents

Executive Summary.....	ii
Visitor Spending.....	ii
County Office Administrative and Worker Spending.....	ii
Attorneys’ Offices and Worker Spending.....	iii
Total Downtown Bentonville Spending.....	iii
List of Tables.....	v
Introduction.....	1
Methodology.....	1
Literature Review.....	1
Visitor Survey.....	1
County Worker Survey.....	2
Attorneys’ Office Survey.....	2
Results.....	3
Visitor Survey.....	3
Descriptive Statistics.....	3
Analysis.....	5
County Worker Survey.....	7
Descriptive Statistics.....	7
Analysis.....	9
Attorneys’ Office Worker Survey.....	11
Descriptive Statistics.....	11
Analysis.....	13
Conclusions.....	14
Sources.....	16
Appendix.....	17
Visitor Survey.....	17
County Worker Survey.....	18
Attorneys’ Office Survey.....	20

List of Tables

Table 1: Visitor Survey Data Descriptive Statistics.....	3
Table 2: Visitor Survey Respondent Meal Expenditure Statistics	4
Table 3: Visitor Survey Respondent Incidentals Expenditure Statistics.....	4
Table 4: Visitor Survey Respondent Services Expenditure Statistics	5
Table 5: Visitor Survey Respondent Total Expenditure Statistics	5
Table 6: Benton County Office Visitor Estimates by Department	6
Table 7: Annual Visitor Expenditures by Category.....	6
Table 8: Hours Worked per Week and Percent of County Workers who Spend	7
Table 9: Distribution of Annual Income of County Workers.....	7
Table 10: County Worker Survey Respondent Meal Expenditures.....	8
Table 11: County Worker Survey Respondent Incidentals Expenditures	8
Table 12: County Worker Survey Respondent Services Expenditures.....	9
Table 13: County Worker Survey Respondent Total Expenditures.....	9
Table 14: Annual County Worker Expenditures by Category	10
Table 15: Attorneys' Office Worker Hours and Spending.....	11
Table 16: Distribution of Annual Income of Attorneys' Office Workers.....	11
Table 17: Attorneys' Office Worker Survey Respondent Meal Expenditures.....	12
Table 18: Attorneys' Office Worker Survey Respondent Incidentals Expenditures	12
Table 19: Attorneys' Office Worker Survey Respondent Services Expenditures.....	13
Table 20: Attorneys' Office Worker Survey Respondent Total Expenditures.....	13
Table 21: Annual Attorneys' Office Worker Expenditures by Category	14
Table 22: Estimated Downtown Bentonville Expenditures Associated with the Benton County Offices ..	14
Table 23: Downtown Bentonville Restaurant Tax Collections and Benton County Office Impact	15

Thanks to Judge Bob Clinard, Roy Bell, Melsine Carter, Bear Chaney, Sarah Daniels, Brenda DeShields, Rosemary Goines, Linda Hambrick, Sergeant Larry Hockenberry, Rozila McCabe, Tena O'Brien, Gloria Peterson, Judge Doug Schrantz, and all the county workers that the surveying staff came into contact with during the study.

Student research assistance was provided by Alesha Upton, Noah Hunt, Matthew Dahlgren, Daniel Bizzell, Brandy Herrera, and Jenna Diehl.

Introduction

The Center for Business and Economic Research in the Sam M. Walton College of Business at the University of Arkansas (CBER) was commissioned to conduct an economic study to measure the downtown Bentonville spending impact associated with the set of Benton County Offices located in downtown Bentonville. Surveys were created for and administered to visitors, county office workers, and downtown attorneys' office workers to collect spending data. The surveys ask each group whether they spend money in downtown Bentonville during visits, or during the work day for the county office workers and the attorneys' office workers. The three categories of spending identified are: meals (including breakfast, lunch, dinner, drinks, and snacks); incidentals (including gifts, souvenirs, sundries, and supplies); and services (including hair care, legal, medical, and yoga). Estimates of the visitor population are made, and the county office worker and attorneys' office worker populations are identified. Using statistical analysis of these data, estimates of the expenditures impact from each group and a total expenditure impact are generated.

Methodology

Literature Review

There is a long tradition of measuring the spending associated with workers and visitors to give local businesses and potential local businesses a snapshot of the level of demand that they can expect. Two recent reports were reviewed in the course of this study to provide some perspective on the reasonableness of the survey results that were captured.

The International Council of Shopping Centers (ICSC) released a study called "Office-Worker Retail Spending in a Digital Age," by Michael P. Niemira and John Connelly in 2011. The ICSC study broke spending down by location and for all workers, including those who spent nothing. Suburban workers spent an average \$28.86, and small town/rural workers spent an average \$16.87 weekly on meals. The study did not break down spending excluding those who spent nothing by metropolitan status, but among all workers who made expenditures, average weekly meal spending was \$43.02.

The National Main Street Center created a report titled "Measuring the Economic Impact of Federal Facilities on Central Business Districts." This study, conducted in Athens, Baltimore, and Springfield, estimated average visitor spending (including those who made no expenditures) for all visitors at \$21.85, \$28.02, and \$5.88 for each community, respectively. For Federal workers in those three locations, the study reported annual average spending on retail goods and services (including meals) of \$5,084, \$3,311, and \$6,729, respectively.

Visitor Survey

The first survey instrument designed to capture spending focuses on visitors to the Benton County office complex. During work hours for two weeks in October 2013, surveyors intercept visitors to the Benton County office buildings and ask a limited number of questions, to keep the survey burden small. Surveyors stand in front of the entrances to the Administration building and the main court building on Central Avenue. Both electronic and paper versions of the survey are available to facilitate easy data collection. The survey components ask visitors how many times a year they come to any of the downtown county buildings, and if they do any spending downtown during those visits. Follow up question ask the visitor to break the spending down according to three categories: meals, incidentals, and services. For each

category visitors estimate the number of times they spend and the average amount each time they do spend.

To estimate the population of visitors, Benton County department heads are consulted. The total visitor expenditures are sensitive to the population used, so the expertise of the county department heads is essential. For example, there are known overlaps between people who visit the assessor's office and the collector's office. Careful estimation avoids double counting.

County Worker Survey

The second component of this expenditure study is a county worker survey. After receiving permission from Judge Robert Clinard, each judge or manager is contacted to determine the best delivery method for their staff: email or paper surveys. The survey asked workers how many hours a week they work, the amount of typical weekly spending in downtown Bentonville during work hours, and the category breakdown (meals, incidentals, and services) of any expenditures. For each category county workers are asked to estimate the number of times per week they spend and then the average amount each time they did spend. County workers are asked if they would change their spending habits if their place of work moved. Following the literature, two demographic questions are included: income level and gender.

Additionally, each county manager or department head is asked about administrative, office-level spending in downtown Bentonville.

There are 190 Benton County workers housed in the downtown complex. The Benton County offices include those of the 911 administration, accounting, circuit court recorder, collector, coroner, county clerk, county judge, division of public safety, emergency management, fire marshal, GIS, grants administration, human resources, maintenance and janitorial, treasurer, veteran's affairs, and work programs (in the administration building), as well as Divisions 1, 2, 4, 5 and 6 of the circuit court, bookkeeping, prosecuting attorney, sheriff, and circuit clerk archives (in the court buildings).

Attorneys' Office Survey

The third group of people to be surveyed about expenditures are downtown Bentonville attorneys' office workers. Ten law firms, with employment of 32 workers within the downtown Bentonville area are identified as the population. Each of the offices is contacted in person and a paper survey is administered. The attorneys' office worker survey asks how many hours a week are worked during a typical work week, if they spend in downtown Bentonville during work hours, and the breakdown of any spending by category (meals, incidentals, and services). For each category attorneys' office workers are asked to estimate the typical number of times per week they spend and then the average amount each time they do spend. Attorneys' office workers are then asked if they would change their spending habits if their place of work moved. Following the literature, two demographic questions are included: income level and gender.

Additionally, a set of questions are presented to identify any office-level spending in downtown Bentonville.

Results

Visitor Survey

Descriptive Statistics

The survey of visitors to the county offices in downtown Bentonville was administered by CBER staff and student workers from October 18th to November 1st 2013. A total of 432 respondents reported visiting downtown Bentonville 5,632 times a year, for an average number of visits of 13. The maximum number of visits reported by a survey respondent was 250, while the minimum was 1. Most visitors only come once per year, the median number of visits was 2, but those who come often account for the majority of visits. 163 (37.7 percent) of the 432 surveyed visitors reported making expenditures in downtown Bentonville during their visits.

Table 1: Visitor Survey Data Descriptive Statistics

Survey Respondents	432
Average Number of Visits per Year	13
Standard Deviation of Visits per Year	40
Minimum	1
Maximum	250
Median	2
Total Visits by Survey Respondents	5,632
Number of Visitors who Spend	163
Percentage of Visitors Who Spend	37.7%

153 (35.4 percent) of the 432 visitor survey respondents reported spending on 1,304 meals. This implies that 23.2 percent of the visits included meal purchases. For all respondents, the average number of meal spending visits per year was 3 and the average expenditure per meal was \$8.76. The average meal expenditure for the 153 visitors who reported meal spending during their visits was \$24.73. The estimated annual meal expenditure total from the surveyed visitors was \$29,167. The impact of high volume visitors is large, in that one respondent indicated making expenditures of \$7,500 during 250 visits, annually. Other high volume visitors reported bringing family with them frequently on their visits to the Benton County buildings.

Table 2: Visitor Survey Respondent Meal Expenditure Statistics

	Meal Spending Visits	Expenditures per Meal	Meals per Visit	Annual Meal Spending on All Visits
Average	3.0	\$8.76	0.2	\$67.52
Standard Deviation	20.0	\$18.65	0.4	\$428.72
Minimum	0.0	\$0.00	0.0	\$0.00
Maximum	250.0	\$150.00	3.0	\$7,500.00
Median	0.0	\$0.00	0.0	\$0.00
Survey Total	1,304.0			\$29,167.00

Spending on incidentals in downtown Bentonville was reported by 28 (6.3 percent) of the surveyed visitors, which implies that 1.7 percent of all visits had incidentals spending. For all respondents, the average number of visits per year with incidentals spending was 0.2 and the average expenditure was \$2.96. The average expenditure for visitors who reporting spending on incidentals was \$47.41. Among survey respondents, spending on incidentals totaled \$3,965.

Table 3: Visitor Survey Respondent Incidentals Expenditure Statistics

	Incidentals Spending Visits	Expenditures per Incidentals Purchase	Incidentals Purchases per Visit	Annual Incidentals Spending on All Visits
Average	0.2	\$2.96	0.03	\$9.18
Standard Deviation	1.2	\$15.29	0.14	\$48.87
Minimum	0.0	\$0.00	0.00	\$0.00
Maximum	10.0	\$200.00	1.00	\$500.00
Median	0.0	\$0.00	0.00	\$0.00
Total	96.0			\$3,965.00

Spending on services (hair care, legal, medical, or yoga) in downtown Bentonville was reported by 18 (3.9 percent) of the surveyed visitors. 1.0 percent of all visits were associated with spending on services. For all respondents, the average number of annual visits involving spending on services was 0.13 and the average expenditure was \$11.11. The average for visitors who reported spending was \$282.32. This average was greatly impacted by two \$3,000 (legal) spending for services responses. There was a total of \$9,665 of reported spending on services in downtown Bentonville by the surveyed visitors.

Table 4: Visitor Survey Respondent Services Expenditure Statistics

	Services Spending Visits	Average Spent per Service	Average Services per visit	Total Service Spending
Average	0.13	\$11.11	0.01	\$22.37
Standard Deviation	1.50	\$146.87	0.09	\$296.19
Minimum	0.00	\$0.00	0.00	\$0.00
Maximum	30.00	\$3,000.00	1.00	\$6,000.00
Median	0.00	\$0.00	0.00	\$0.00
Total	58.00			\$9,665.00

For all survey respondents, total spending was the sum of spending activity by 163 (37.7 percent) of the 432 visitors. 5.0 percent of all visits included some type of spending. For all survey respondents, the average number of annual spending visits was 3.4 and the average annual total expenditure at downtown Bentonville businesses was \$99.07. The average expenditure for visitors who spent was \$262.56. Again, this average was greatly impacted by the reported maximum of \$8,900. The total amount of visitor spending from the surveyed visitors was \$42,797.

Table 5: Visitor Survey Respondent Total Expenditure Statistics

	All Spending Visits	All Spending
Average	3.4	\$99.07
Standard Deviation	21.4	\$570.18
Minimum	0.0	\$0.00
Maximum	290.0	\$8,900.00
Median	0.0	\$0.00
Total	1,458.0	\$42,797.00

Analysis

Several Benton County department heads were consulted to arrive at an estimate for the population of visitors to the downtown Benton County buildings. There is a known overlap between people who visit both the assessor’s office and the collector’s office, although the extent of the overlap is unknown. Therefore in the visitor population estimates, half of the visitors to the collector’s office are assumed to be double counted. Also, many offices have such small visitorship that they did not report totals. Therefore, the sums indicate a conservative count of visitors to the Benton County office complex.

Summing visitors for elections, marriage licenses, the collector’s office, the assessor’s office, and the recorder’s office, there were 77,300 estimated visitors annually to the Administration Building. In the Courthouse, Division 2 Annex, and Division 6 Annex, there were an estimated 249,600 visitors annually. The two estimates sum to 326,900 visitors annually.

Table 6: Benton County Office Visitor Estimates by Department

	Administration Building	Courts Complex
Elections	17,363	
Marriage Licenses	2,109	
Collector's Office	13,643*	
Assessor's Office	34,757*	
Recorder's Office	16,250	
Courthouse		156,000
Division 2 Court Annex		67,200
Division 6 Court Annex		26,400
Subtotals	77,300	249,600
Estimated Total Visitors: 326,900		

*Known Overlap, Midpoint Estimate Used for Calculations

Using the collected survey data in conjunction with the visitor population estimates, total Benton County visitor spending at downtown Bentonville businesses can be calculated. The visitor population estimate is multiplied by the percentage of visits that lead to spending and the per visit average expenditure by visitors who spent to derive total visitor expenditures. That total was \$3,086,636, the bulk of which was due to meal spending. The Court Complex visitors were responsible for 76.4 percent of all expenditures, while the Administration building visitors were responsible for the remaining 23.6 percent of county office visitor spending in downtown Bentonville.

Table 7: Annual Visitor Expenditures by Category

Category	Percentage of Visits that Lead to Spending	Per Visit Average Expenditures by Visitors who Spent	Total Annual Spending by Administration Building Visitors	Total Annual Spending by Court Complex Visitors	Total Annual Visitor Spending
Meals	23.2%	\$24.73	\$442,644	\$1,429,286	\$1,871,930
Incidentals	1.7%	\$47.41	\$62,465	\$201,697	\$264,162
Services	1.0%	\$282.35	\$224,769	\$725,775	\$950,545
Total			\$729,878	\$2,356,759	\$3,086,636

County Worker Survey
Descriptive Statistics

There were 98 surveys completed by the 190 county workers housed in the downtown Bentonville Benton County office complex, for a response rate of 51.6 percent. 90 respondents answered the question of how many hours per week they typically work. Respondents indicated that they work an average of 41.0 hours per week. 58 (59.2 percent) of those workers reported spending money 127 times at downtown Bentonville businesses during a typical week.

Table 8: Hours Worked per Week and Percent of County Workers who Spend

	Hours per week	Spend in a Typical Week
Average	41.0	59.2%
Standard Deviation	5.4	49.4%
Minimum	17.0	
Maximum	60.0	
Median	40.0	

93 county workers answered the annual income question. Of the 93, 48 reported making \$40,000 a year or less and 45 reported making more than \$40,000.

Table 9: Distribution of Annual Income of County Workers

	Number of Respondents
\$0 - \$20,000	2
\$20,001 - \$40,000	46
\$40,001 - \$60,000	20
\$60,001 and Over	25

96 out of 98 survey respondents answered the gender question. 64 are women and 32 are men.

The survey asked county workers to assess how many times in a typical week they spend money on meals in downtown Bentonville, and how much they spend on those meals. For all respondents, the average number of meal expenditures per week was 1.1 and the average meal expenditure was \$7.37 for a total typical weekly meal expenditure of \$12.45. 58 (59.8 percent) of the 97 workers who responded (one worker did not specify an amount) to the survey said they typically spent money during the week for meals. Those workers who spent reported buying 107 meals, at an average cost of \$12.63. The workers who reported spending on meals spent an average of \$21.34 per week, for a total of \$1,195 per week.

Table 10: County Worker Survey Respondent Meal Expenditures

	Meal Expenditures Per Week	Average Spending per Meal	Total Meal Spending per Week
Average	1.1	\$7.37	\$12.45
Standard Deviation	1.4	\$8.17	\$15.32
Minimum	0.0	\$0.00	\$0.00
Maximum	7.0	\$34.00	\$75.00
Median	1.0	\$6.75	\$9.50
Total	107.0		\$1,195.00

Next, the survey asked county workers about spending on incidentals in downtown Bentonville. For all respondents, the average number of incidentals expenditures in a typical week was 0.15 and the average amount of the expenditure was \$2.09 for a total of \$2.12. 97 workers said they spent but one did not provide the amount. 15 (15.5 percent) of the surveyed workers said they spent on incidentals for a total of 15 separate expenditures. Those 15 workers reported spending an average of \$15.46 per incidentals expenditure, for a weekly average of \$15.65, and a weekly total of \$203.50.

Table 11: County Worker Survey Respondent Incidentals Expenditures

	Incidentals Expenditures per Week	Average Spending per Incidentals Expenditure	Total Incidentals Spending per Week
Average	0.15	\$2.09	\$2.12
Standard Deviation	0.39	\$6.62	\$6.63
Minimum	0.00	\$0.00	\$0.00
Maximum	2.00	\$33.00	\$33.00
Median	0.00	\$0.00	\$0.00
Total	15.00		\$203.50

The last category of spending county workers were asked about was for services (hair care, legal, medical, yoga) expenditures in downtown Bentonville. 97 survey respondents provided data. For all respondents, the average number of expenditures in a typical week was 0.05 with an average expenditure of \$1.14. This category had the smallest number of respondents who reported spending in an average week. 6 (6.2 percent) county workers reported services spending for a total of 5 times as one respondent did not provide amounts. Those 6 workers spent an average of \$22.10 a week, for total weekly spending of \$110.50. A single worker spending \$40 on services in downtown Bentonville in a typical week, accounted for a large share of this spending.

Table 12: County Worker Survey Respondent Services Expenditures

	Services Expenditures per Week	Average Spending per Services Expenditure	Total Services Spending per Week
Average	0.05	\$1.14	\$1.14
Standard Deviation	0.22	\$5.86	\$5.86
Minimum	0.00	\$0.00	\$0.00
Maximum	1.00	\$40.00	\$40.00
Median	0.00	\$0.00	\$0.00
Total	5.00		\$110.50

Among all of the Benton County workers, 98 provided some data, but one did not provide spending amounts. For all survey respondents, the average number of expenditures per week was 1.3 and the average total spending per week was \$15.56. Examining the totals for the county workers reveals that 58 (59.2 percent) of the survey respondents have some spending in downtown Bentonville during a typical week. These 58 workers report spending an average of \$26.95 on meals, incidentals, and service during a typical week. Spending by the county worker respondents totals \$1,509.00 per week.

Table 13: County Worker Survey Respondent Total Expenditures

	Expenditures per Week	Total Spending per Week
Average	1.3	\$15.56
Standard Deviation	1.6	\$20.26
Minimum	0.0	\$0.00
Maximum	7.0	\$100.00
Median	1.0	\$10.00
Total		\$1,509.00

Analysis

There are 190 county workers in the Benton County offices in downtown Bentonville. In order to calculate the estimated impact of county worker spending on downtown Bentonville businesses, the percentage of workers who spend was multiplied by the average spending by workers who spend and the total number of workers (190). This weekly total was multiplied by 50 weeks to obtain an annual estimate for each category. The yearly categories were then summed, with meal spending clearly having the most significant impact at \$121,216 per year. Total spending by Benton County office workers in downtown Bentonville is estimated at \$157,199. Of that total, \$82,736 are spent by court complex workers and \$74,463 are spent by administration building workers.

Table 14: Annual County Worker Expenditures by Category

	Percentage of Workers who Spend	Average per Week by Workers who Spend	Total Spending Per Week	Total Spending Per Year
Meals	59.8%	\$21.34	\$2,424	\$121,216
Incidentals	15.5%	\$15.65	\$460	\$22,997
Services	6.2%	\$22.10	\$260	\$12,987
Administration Building Workers			\$1,489	\$74,463
Court Complex Workers			\$1,655	\$82,736
Total County Worker Spending			\$3,144	\$157,199

In addition to county worker spending, the department heads in the Benton County offices were asked to report any office-level spending that occurred in downtown Bentonville on meals, incidentals, or services. The only reported spending of this type was \$5,258 on jury meals. A few department heads said that when there was an office supply store and the Harps, there was some additional spending.

Attorneys' Office Worker Survey

Descriptive Statistics

There were 12 surveys returned from the 32 attorneys' office workers housed in downtown Bentonville, for a survey response rate of 37.5 percent. These workers averaged 45.8 hours a week working in downtown Bentonville. Of these 12, 10 (83.3 percent) reported making at least one purchase in downtown Bentonville during a typical week. One worker reported spending, but did not report spending amounts.

Table 15: Attorneys' Office Worker Hours and Spending

	Hours Per Week	Spend in a Typical Week
Average	45.8	83.3%
Standard Deviation	5.6	38.9%
Minimum	37.5	
Maximum	55.0	
Median	47.5	

The demographic questions answered by the attorneys' office survey respondents reveal that the average income level was more than \$60,000 a year. Eight of the 11 respondents selected \$60,000 and above as their annual income.

Table 16: Distribution of Annual Income of Attorneys' Office Workers

	Number of Respondents
\$0 - \$20,000	0
\$20,001 - \$40,000	2
\$40,001 - \$60,000	1
\$60,001 and Over	8

Seven of the survey respondents are male and five are female.

The survey asked attorneys' office workers to report, on average, how many times and how much they spend in downtown Bentonville on meals during a typical week. Nine workers (75.0 percent of the survey sample) reported spending 32 times on meals each week. For all respondents, the average number of expenditures on meals per week was 2.7 and the average spending per meal was \$13.01. The average meal expenditure per worker who spent was \$17.34 per meal, for an average weekly total of \$66.38. In total, the nine workers reported typical spending of \$597.00 per week on meals in downtown Bentonville.

Table 17: Attorneys' Office Worker Survey Respondent Meal Expenditures

	Meal Expenditures per Week	Average Spending per Meal	Total Meal Spending per Week
Average	2.7	\$13.01	\$49.78
Standard Deviation	2.4	\$10.04	\$55.89
Minimum	0.0	\$0.00	\$0.00
Maximum	7.0	\$30.00	\$179.97
Median	2.0	\$12.50	\$25.00
Total	32.0		\$597.39

Eight (66.7 percent) of the attorneys' office worker respondents reported spending 16 times on incidentals in downtown Bentonville in an average week. For all respondents the average number of expenditures on incidentals per week was 1.3 and the average expenditure amount was \$13.23. For attorneys' office workers who spent on incidentals, the typical weekly total was \$260.00, with the average for those workers who spent being \$19.84 per incidentals expenditure, for a weekly total of \$32.50.

Table 18: Attorneys' Office Worker Survey Respondent Incidentals Expenditures

	Incidentals Expenditures per Week	Average Spending per Incidentals Expenditure	Total Incidentals Spending per Week
Average	1.3	\$13.23	\$21.67
Standard Deviation	1.4	\$13.30	\$20.71
Minimum	0.0	\$0.00	\$0.00
Maximum	4.0	\$40.00	\$60.00
Median	1.0	\$11.25	\$22.50
Total	16.0		\$260.00

Six (50.0 percent) of the attorneys' office workers reported spending on services during an average week. These workers reported an average of 12 instances of service spending during the week. For all respondents, the average number of services expenditures per week was 1.0 and the average spending per services expenditure was 14.72. The average per worker who spent was \$29.45 per services expenditure, for a weekly average of \$42.50, leading to a weekly total of \$255.01.

Table 19: Attorneys' Office Worker Survey Respondent Services Expenditures

	Services Expenditures per Week	Average Spending per Services Expenditure	Total Services Spending per Week
Average	1.0	\$14.72	\$21.25
Standard Deviation	1.2	\$28.17	\$30.01
Minimum	0.0	\$0.00	\$0.00
Maximum	3.0	\$100.00	\$100.00
Median	0.5	\$5.00	\$10.00
Total	12.0		\$255.01

For all attorneys' office workers, the average number of services expenditures per week was 5.0 and the total spending per week averaged \$92.70. Out of the 12 respondents, the nine attorneys' office workers who reported actual spending during a typical week contributed a weekly average of \$123.60 and a weekly total of \$1,112.40 towards downtown Bentonville spending.

Table 20: Attorneys' Office Worker Survey Respondent Total Expenditures

	Expenditures per Week	Total Spending per week
Average	5.0	\$92.70
Standard Deviation	4.8	\$88.63
Minimum	0.0	\$0.00
Maximum	14.0	\$259.97
Median	4.0	\$65.00
Total		\$1,112.40

Analysis

There are ten attorneys' offices with a reported 32 workers in downtown Bentonville. To estimate the annual expenditure impact of the attorneys' offices on downtown Bentonville, the survey results were used based on the responses from 12 of the 32 workers from seven of the ten offices. For each spending category, the percentage of attorneys' office workers who spent was calculated. The average spending per week for those workers was also calculated. Then, the population of workers (32) was multiplied by the percentage of survey respondents who spent, then multiplied by the average weekly spending of those workers who spent. The weekly total was then multiplied by 50 to give the estimated annual total spending for each category. The data show the much greater relative importance of spending by the attorneys' office workers on incidentals and services than the respondents of the visitor and county office

worker surveys. The total spending by attorneys' office workers in downtown Bentonville is estimated at \$148,320, annually.

Table 21: Annual Attorneys' Office Worker Expenditures by Category

	Percentage of Workers who Spend	Average per Week by Workers who Spend	Total Spending Per Week	Total Spending Per Year
Meal Spending	75.0%	\$66.38	\$1,593	\$79,652
Incidentals Spending	66.7%	\$32.50	\$693	\$34,667
Services Spending	50.0%	\$42.50	\$680	\$34,001
Total Attorneys' Office Worker Spending				\$148,320

In addition to the attorneys' office worker spending, the managers for the attorneys' offices were asked to report any office-level spending that occurred in downtown Bentonville on meals, incidentals, or services. The reported average spending of this type was \$335 per week, for an annual total of \$16,750. Like the county office department heads, several attorneys' office managers mentioned that when there was an office supply store and the Harps, there was some additional spending.

Conclusions

Combining population information with survey data from visitors, county office workers, and attorneys' office workers, the annual downtown Bentonville expenditures associated with the Benton County office complex is estimated. These expenditures total \$3,415,165, annually. Meal expenditures of \$2,072,798 account for 60.7 percent of that amount.

Table 22: Estimated Downtown Bentonville Expenditures Associated with the Benton County Offices

	Annual Visitor Spending	Annual County Worker and County Office Spending	Annual Attorneys' Office Worker and Office Spending	Total
Meals	\$1,871,930	\$121,216	\$79,652	\$2,072,798
Incidentals	\$264,162	\$22,997	\$34,667	\$321,826
Services	\$950,545	\$12,987	\$34,001	\$997,533
Jury Meals		\$5,258		\$5,258
Attorneys' Office Spending			\$16,750	\$16,750
Total	\$3,086,637	\$162,458	\$165,070	\$3,414,165

With this information, it is possible to compare the Bentonville results with those from other cities in the ICSC and the National Main Street Center studies. In the ICSC study, among the workers who made expenditures, average weekly meal spending was \$43.02. This compares to the surveyed county office workers who spent with \$21.34 weekly on meals, and surveyed attorneys' office workers who spent \$66.38 weekly. The ICSC study broke spending down by location and for all workers, including those who spent nothing, suburban workers spent \$28.86, and small town/rural workers spent \$16.87, weekly on meals. Benton County workers averaged \$12.45, while attorneys' office workers averaged \$21.67 weekly on meals.

The National Main Street Center study, conducted in Athens, Baltimore, and Springfield, estimated average visitor spending (including those who made no expenditures) for all visitors at \$21.85, \$28.02, and \$5.88 for each community, respectively. This compares to \$7.60 for all Benton County office complex visitors in downtown Bentonville. For Federal workers in those three locations the study returned annual averages of \$5,084, \$3,311, and \$6,729 respectively. For Benton County workers, estimated average annual spending is \$2,955.

Finally, to provide some perspective on the magnitude of the reported expenditures, restaurant tax data from the Bentonville Convention and Visitors Bureau were collected. Fifteen restaurants in downtown Bentonville were identified and their total revenues were calculated for calendar year 2012 and for the twelve months from October 2012 to September 2013 (the most recent data available as of the study period). For the most recent twelve months, the estimated \$2,072,798 in meal expenditures associated with the Benton County office complex accounted for 23.5 percent of all downtown Bentonville restaurant revenue.

Table 23: Downtown Bentonville Restaurant Tax Collections and Benton County Office Impact

	Calendar Year 2012	October 2012 to September 2013
Reported Tax Collections	\$70,865	\$88,275
Collections Divided by HMR Rate of 1.0%	\$7,086,542	\$8,827,548
Percentage of Revenues Associated with Benton County Office Complex	29.2%	23.5%

Sources

Bentonville Convention and Visitors Bureau. 2012 Restaurant Tax Summary.

<http://www.bentonvilleusa.org/general.asp?id=242>

Bentonville Convention and Visitors Bureau. 2013 Restaurant Tax Summary.

<http://www.bentonvilleusa.org/general.asp?id=242>

Chaney, Bear. Estimates of visitors to the assessor's office. Conversations and emails from October 21, 22, and 28, 2013.

Daniels, Sarah. Spending on jury meals at downtown Bentonville restaurants. Data and conversations from October 21 and 23, 2013.

DeShields, Brenda. Estimates of visitors to the three court buildings and the recorder's office of the circuit clerk. Conversation and emails from October 28, and November 8, 2013.

National Main Street Center. National Trust for Historic Preservation, "Measuring the Economic Impact of Federal Facilities on Central Business Districts." US General Services Administration's Public Buildings Service, 2004.

Niemera, Michael and Connolly, John, "Office-Worker Retail Spending in a Digital Age." International Council of Shopping Centers, 2012.

O'Brien, Tena, Estimates of visitors to the office of the county clerk and election visitors. Conversations and data from October 21 and 25, 2013.

Peterson, Gloria, Estimates of visitors to the collector's office. conversations from October 21 and 28, 2013.

Appendix

Visitor Survey

Questions

How many times a year do you come to downtown Bentonville to go to any of the County Buildings?

On average, when coming to the County Buildings in downtown Bentonville:

How many times do you purchase?

Meals (including Breakfast, lunch, dinner, drinks, snacks)

Incidentals (including gifts, souvenirs, sundries, supplies)

Services (including hair care, legal, medical, yoga)

How much do you spend?

Meals (including Breakfast, lunch, dinner, drinks, snacks)

Incidentals (including gifts, souvenirs, sundries, supplies)

Services (including hair care, legal, medical, yoga)

County Worker Survey

Questions

How many hours per week do you typically work in downtown Bentonville?

In a typical week, do you make purchases at downtown Bentonville retail and professional establishments?



Yes



No

On average, in a typical week in downtown Bentonville,

how many times do you purchase?

how much do you spend?

Meals (including breakfast, lunch, dinner, drinks, snacks)

Meals (including breakfast, lunch, dinner, drinks, snacks) how many times do you purchase?

Meals (including breakfast, lunch, dinner, drinks, snacks) how much do you spend?

Incidentals (including gifts, souvenirs, sundries, supplies)

Incidentals (including gifts, souvenirs, sundries, supplies) how many times do you purchase?

Incidentals (including gifts, souvenirs, sundries, supplies) how much do you spend?

Services (including hair care, legal, medical, yoga)

Services (including hair care, legal, medical, yoga) how many times do you purchase?

Services (including hair care, legal, medical, yoga) how much do you spend?

If the office you work in is moved to another location, in a typical week, would you come back to the Bentonville Square during the work day to buy meals, incidentals, or services?



Yes, my spending habits would probably not change.



Yes, but I would probably make fewer expenditures on the Bentonville Square.



No, probably not.

In order to gain a more complete picture of county office worker spending in downtown Bentonville, we would like to ask two demographic questions:

Which of the following best fits your income ranges:

- \$0 - \$20,000
- \$20,001 - \$40,000
- \$40,001 - \$60,000
- \$60,000 and over

What is your gender?

- Male
- Female

Attorneys' Office Survey

How many hours per week do you typically work in downtown Bentonville?

In a typical week, do you make purchases at downtown Bentonville retail and professional establishments, either for yourself or for clients?

Yes

No

On average, in a typical week in downtown Bentonville,

How many times do you purchase?

How much do you spend?

Meals (including breakfast, lunch, dinner, drinks, snacks)

Incidentals (including gifts, souvenirs, sundries, supplies)

Services (including hair care, legal, medical, yoga)

If the Benton County Offices and Courts are moved to another location away from downtown Bentonville, in a typical week, would you come back to the Bentonville square during the work day to buy meals, incidentals or services?

Yes, my spending would probably not change.

Yes, but I would probably make fewer expenditures on the Bentonville Square.

No, probably not.

In order to gain a more complete picture of attorney office worker spending in downtown Bentonville, we would like to ask you two demographic questions:

Which of the following best fits your income range:

\$0 - \$20,000

\$20,001 - \$40,000

\$40,001 - \$60,000

\$60,000 and over

What is your gender?

Male

Female

Are you the office manager? If so please answer the next questions, if not thank you for your time the survey is complete.

Yes

No

As the office manager do you make purchases in downtown Bentonville retail or professional establishments?

Yes

No

On average in a typical week, as the office manager, in downtown Bentonville:

How many times do you purchase? How much do you spend?

Meals (including breakfast, lunch, dinner, drinks, snacks)

Incidentals (including gifts, souvenirs, sundries, supplies)

Services (including hair care, legal, medical, yoga)

If the Benton County Offices and Courts are moved to another location away from downtown Bentonville, in a typical week, as the office manager, would you come back to the Bentonville square during the work day to buy meals, incidentals or services?

Yes, my spending would probably not change.

Yes, but I would probably make fewer expenditures in downtown Bentonville.

No, probably not.

Thank you for your time taking the survey.

xv. **(APPENDIX) City of Bentonville Parking Analysis**

Refer to the following document provided by Carl Walker, Inc.



December 12, 2013

Ms. Brenda Anderson
Downtown Bentonville, Inc.
301 NE. Blake Street
Bentonville, Arkansas 72712

Re: Downtown Bentonville Parking Study Update

Dear Ms. Anderson,

In July 2013, *Carl Walker, Inc. (Carl Walker)* was commissioned by Downtown Bentonville, Inc. to conduct a parking supply and demand study update for downtown Bentonville. This parking supply and demand evaluation is intended to update the information contained in the 2010 Downtown Bentonville Parking Analysis and determine if sufficient parking is available to support near-term parking demands.

The designated scope of services for this project consists of three phases and is summarized below:

Phase One – Review of Background Data and Parking Inventory and Occupancy Surveys

- a. Task 1 – Review of Background Data
 - i. Submit a Request for Information and review information submitted.
 - ii. Review any recent studies/reports concerning the study area.
 - iii. Identify major issues impacting parking and identify information that will need to be updated.

- b. Task 2 – Parking Inventory and Occupancy Counts
 - i. Meet with Downtown Bentonville, Inc. and any stakeholders.
 - ii. Conduct an initial review of current parking conditions in the study area.
 - iii. Complete an inventory of existing parking in the entire study area.
 - iv. Determine current typical peak parking occupancy period(s) for the study area.
 - v. Conduct duration and turnover surveys in three sample areas to determine vehicle duration and on-street space turnover.
 - vi. Determine parking surpluses and deficits by location and block.

Phase Two – Projection of Future Parking Conditions

- a. Conduct an analysis of future downtown parking conditions.
 - i. Review available information concerning future development plans in the study area.

- ii. Comment on future parking demand based on the site specific parking ratios determined by the field survey, land use data, and/or industry standards.
 - iii. Compare the anticipated future parking supply with the projected future demand for the land uses within the study area to determine the impact that projected developments will have on parking conditions.
 - iv. Determine future parking surpluses or deficits within the study area on a block and zone basis.
- b. Provide a limited assessment of options for addressing any current and projected parking demands based on observed and projected parking occupancy and turnover.

Phase Three – Final Parking Study Update Report

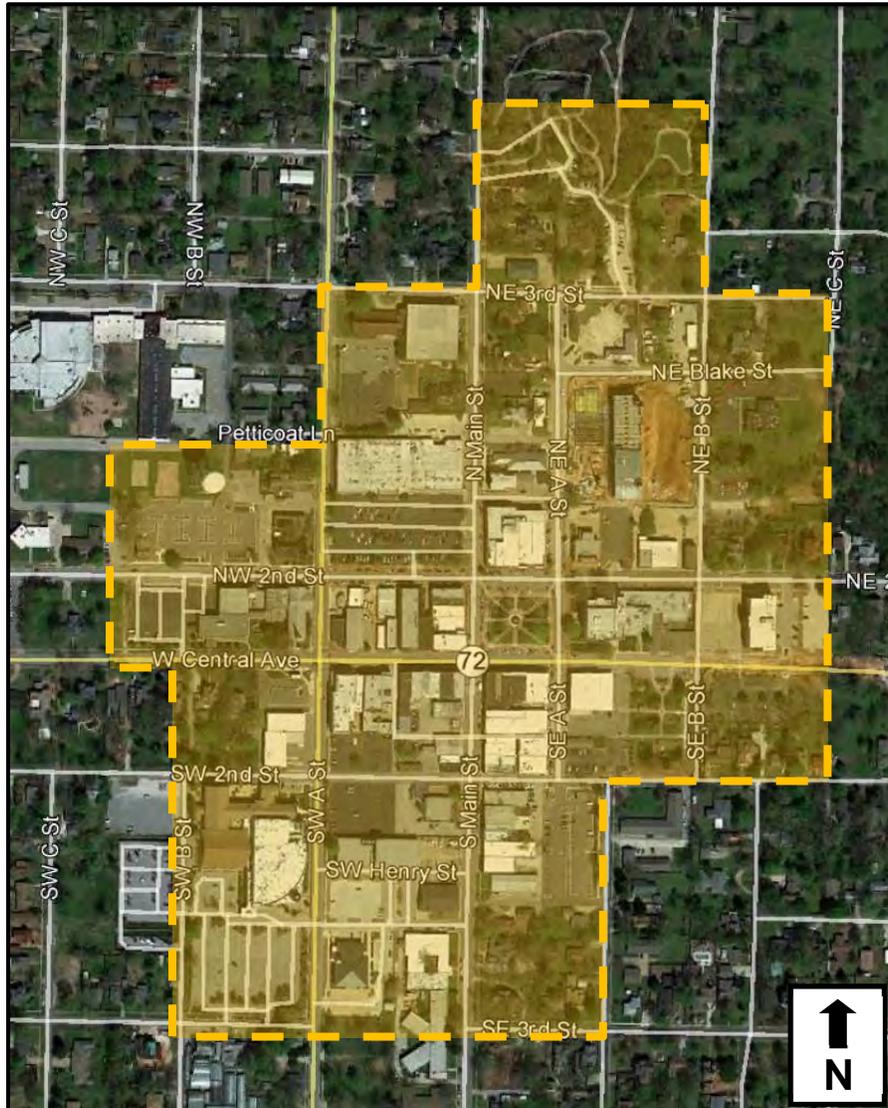
- a. Incorporate the input received at the end of each of the previous three phases into the final report. The final report will include:
 - i. Assessment of current parking supply and demand conditions;
 - ii. Assessment of future parking supply and demand conditions;
 - iii. Limited assessment of options for addressing current and future needs.
- b. Provide a draft of the report to Downtown Bentonville, Inc. for review. Review the draft report via conference call.
- c. Incorporate any final comments and complete the final report.
- d. Provide the final report to Downtown Bentonville, Inc. Conduct a review of the final report via conference call.

This report represents the first draft deliverable for this project.

Study Area

The study area for this project is roughly bounded by Compton Gardens and the Crystal Bridges Museum of American Art to the north, South 3rd Street to the south, East B and C Streets to the east, and West B Street to the west. Figure 1 (next page) illustrates the designated parking study area (outlined and highlighted in orange):

Figure 1. Study Area



Note: Crystal Bridges Museum of American Art not shown.

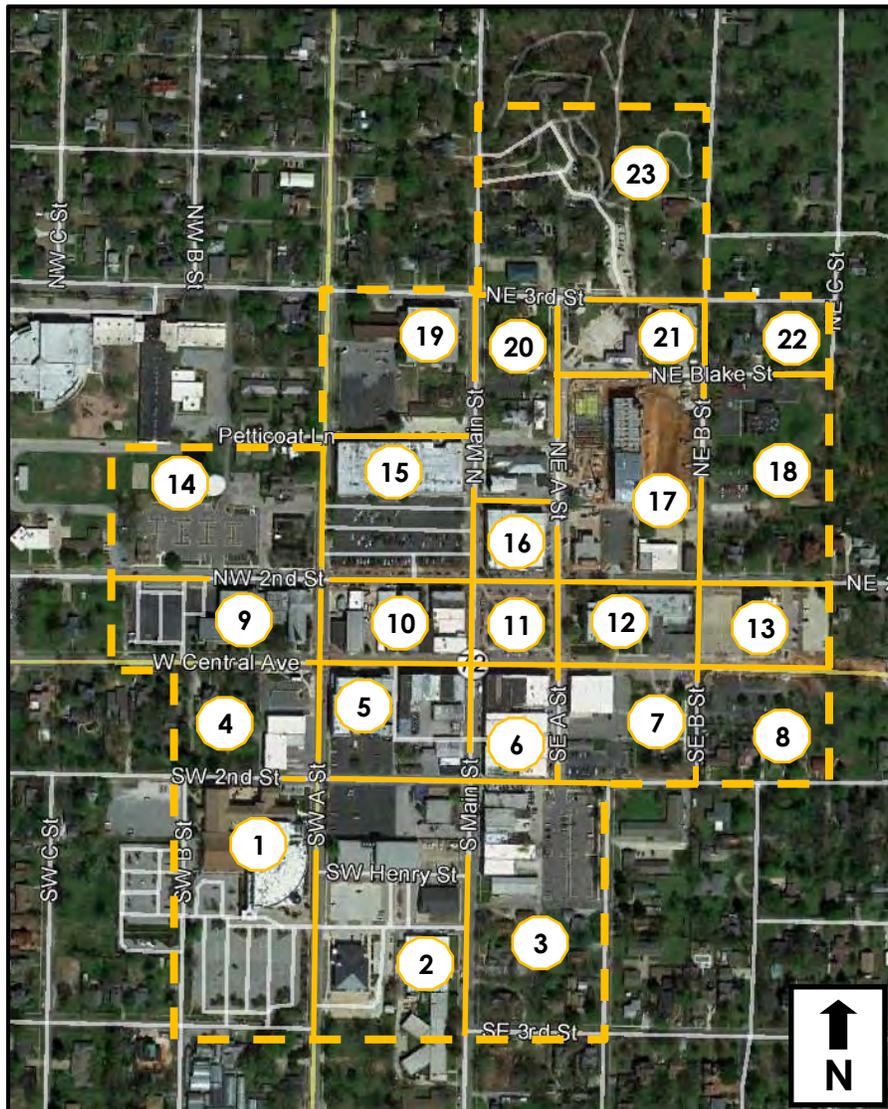
Current Parking Supply

An inventory of parking spaces located within the parking study area was completed on September 9, 2013. The parking spaces were classified into two primary categories, on-street and off-street. For this study, on-street spaces generally refer to spaces located on a roadway, adjacent to a block, oriented parallel or angled to the curb. Off-street spaces refer to spaces located within a block and within the curb face. Generally, all on-street parking spaces were available for public parking while the majority of off-street spaces were reserved for a particular group (e.g., specific customers, reserved parking). In this report, public parking will refer to

general public parking available to all user groups. Private parking will refer to parking owned privately and/or designated for a specific business or user group.

Prior to conducting the parking inventory counts, each block located within the study area was identified with a number. A total of 24 blocks were designated. The following figure (Figure 2) illustrates the block identifier sequence. Block numbers can be used to review specific parking inventory and occupancy figures located in Appendix A.

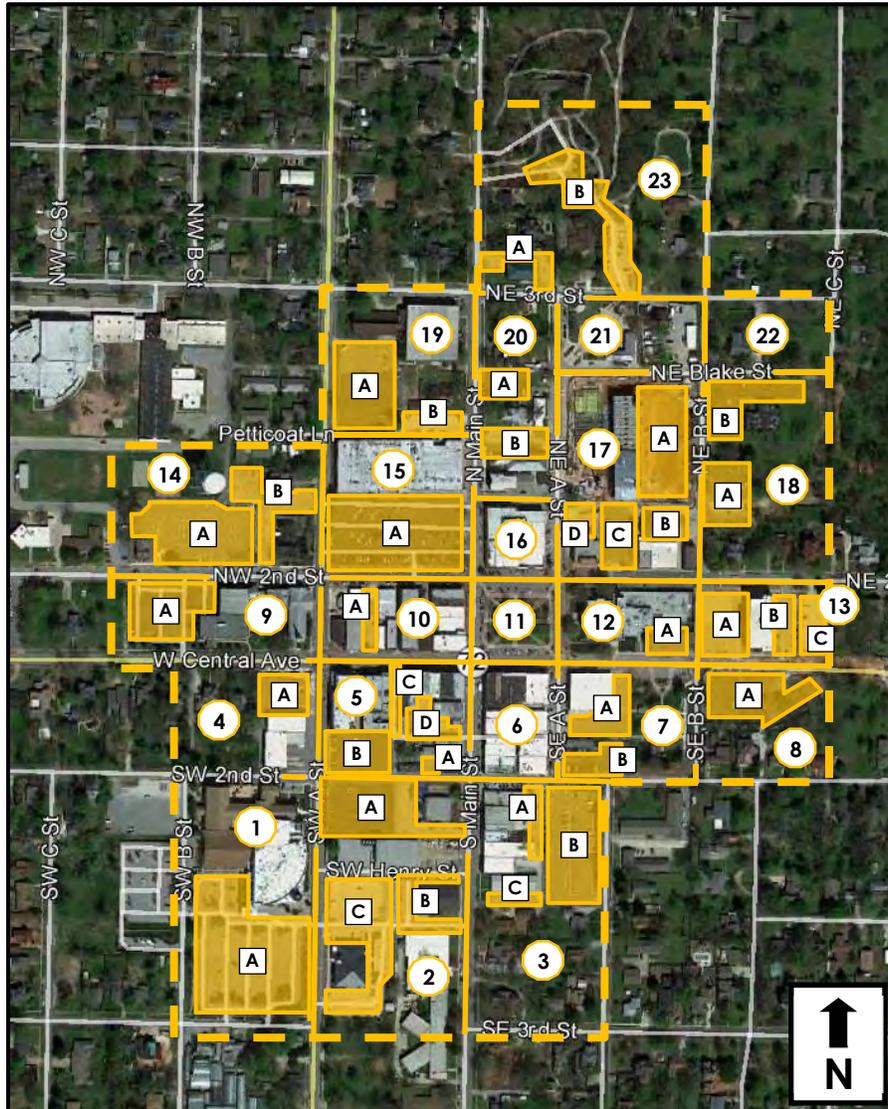
Figure 2. Block Numbering Sequence



Note: Block 24 (Crystal Bridges Museum of American Art) not shown.

After identifying each block, each parking lot/facility was given a specific identifier. The following figure (Figure 3) illustrates each parking lot/facility identifier and each block. The block number and lot/facility identifier can be used to find specific occupancies in Appendix A.

Figure 3. Block and Lot/Facility Identifiers



Note: Block 24 (Crystal Bridges Museum of American Art) not shown. The Crystal Bridges parking structure and adjacent surface lot is identified as Block 24 - Lot "A" and the triangle lot off Museum Way is identified as Block 24 - Lot "B".

The study area has a total parking supply of approximately 2,976 parking spaces. Of these, 2,618 parking spaces (88%) are in off-street parking areas and 358 spaces (12%) are located on-street. The on-street parking inventory includes both marked parking spaces and locations where on-

street parking is possible but not currently marked. The amount of on-street parking was estimated based on block face lengths and street widths.

Some parking areas could not be accurately inventoried, as they lacked parking stripes or existing stripes were not visible. In these situations, inventories were estimated based on the size of the parking area. Residential parking areas, including apartment complexes and private driveways were not counted in the parking inventory as they would not contribute to any shared parking opportunities.

The following two subsections summarize the current parking supply in the study area by type (off-street versus on-street) and user allocation (public versus private).

Off-Street Parking Supply

The designated study area contains a total of approximately 2,618 off-street parking spaces. There are currently 816 public off-street parking spaces and 1,802 private parking spaces. The private parking supply includes the parking associated with the Crystal Bridges Museum of American Art (615 spaces in Block 24). Public parking accounts for approximately 31.2% of the total off-street parking supply based on current parking space inventories.

The available off-street parking supply in the downtown core (Blocks 1 through 23) is approximately 2,003 spaces. All 816 public parking spaces are located in the core area. Public parking accounts for approximately 40.7% of the total off-street parking supply in the downtown core. In 2010, the total off-street parking supply in the downtown core was 1,733 spaces. The total off-street parking supply has increased approximately 270 spaces since 2010 (the public off-street parking supply has increased 395 spaces since 2010).

Public off-street spaces are not currently controlled using any parking control technology such as exit cashiers, pay-on-foot, pay-by-space, etc. Some public parking spaces are time-limited, but the majority of the public parking spaces are available for long-term public parking (longer than three hours). Parking time-limits are not currently enforced by the city.

On-Street Parking Supply

The study area contains a total of approximately 358 surveyed on-street spaces, all of which are controlled by the city (the eight new on-street spaces on Block 21 were not included in the surveys). On-street parking is available to the public on a first-come-first-serve basis, and the spaces are not controlled using parking meters or parking permits. All of the on-street parking spaces are located in the downtown core. The on-street parking supply has increased 54 spaces since 2010.

Current Parking Demand

Downtown Bentonville, Inc. and city staff conducted several occupancy surveys to determine how many parking spaces were utilized during a typical weekday and a busy weekday evening (First Friday). The completed survey essentially provided a "snapshot" of parking occupancy and did not attempt to determine the absolute peak parking period.

Based on other similar municipal parking occupancy studies conducted by *Carl Walker*, as well as the 2010 study, it was determined that weekday occupancy surveys would be conducted every two hours between 8:00 a.m. and 4:00 p.m. on Monday, September 9, Tuesday, September 10, and Wednesday September 11. Parking occupancy was also observed on Friday, September 6 between 4:00 p.m. and 8:00 p.m. (every two hours).

In addition to the occupancy counts, turnover and duration surveys were conducted in three sample areas every half hour on Monday, September 9, Tuesday, September 10, and Wednesday September 11 from 8:00 a.m. to 4:00 p.m. The survey focused on a total of 175 on-street spaces in the downtown core.

The parking occupancy surveys focused on the two primary categories of parking in the study area, on-street and off-street. Each off-street parking area was counted individually, and counts were separated between private and publicly-controlled parking facilities. The intent of the survey was to determine the overall level of parking utilization in the study area both by category and by block. The results of the occupancy surveys serve as a baseline for determining future parking needs and possible parking management alternatives.

Weekday Parking Occupancy

The observed peak period of parking occupancy for the entire study area occurred at 12:00 p.m. on Wednesday, September 11. During this day, a total of 1,748 total parking spaces were occupied at 12:00 p.m. (59% of the available supply). The following table (Table 1) illustrates the total observed occupancy levels for all blocks in the study area during the each weekday survey period. The peak period of observed parking occupancy is highlighted in yellow. Approximately 58.4% of the total off-street parking supply and 66.1% of the surveyed on-street parking supply was occupied during the peak period of observed parking occupancy.

Table 1. Weekday Parking Occupancy Survey Results (All Spaces)

		Surveyed Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Average Occupancy	Peak Occupancy
9/9/2013	On-Street	NA			Not Surveyed				
	Off-Street	2,618	523	766	1,300	1,339	1,201	39%	51%
	Totals	2,618	523	766	1,300	1,339	1,201	39%	51%
	Percent Occupied		20%	29%	50%	51%	46%		
9/10/2013	On-Street	358	103	168	212	179	182	47%	59%
	Off-Street	2,618	652	889	991	921	842	33%	38%
	Totals	2,976	755	1,057	1,203	1,100	1,024	35%	40%
	Percent Occupied		25%	36%	40%	37%	34%		
9/11/2013	On-Street	333	125	185	220	187	170	53%	66%
	Off-Street	2,618	681	914	1,528	1,483	1,270	45%	58%
	Totals	2,951	806	1,099	1,748	1,670	1,440	46%	59%
	Percent Occupied		27%	37%	59%	57%	49%		

Note: Some on-street parking spaces that were counted on 9/10 were not counted on 9/11.

Of the available off-street public parking supply located in the study area, 447 spaces were occupied during the overall peak period of parking (see Table 2). Of the total 1,149 surveyed public parking spaces in the study area (both public off-street and on-street), 667 were occupied during the overall observed parking peak period (58.1%).

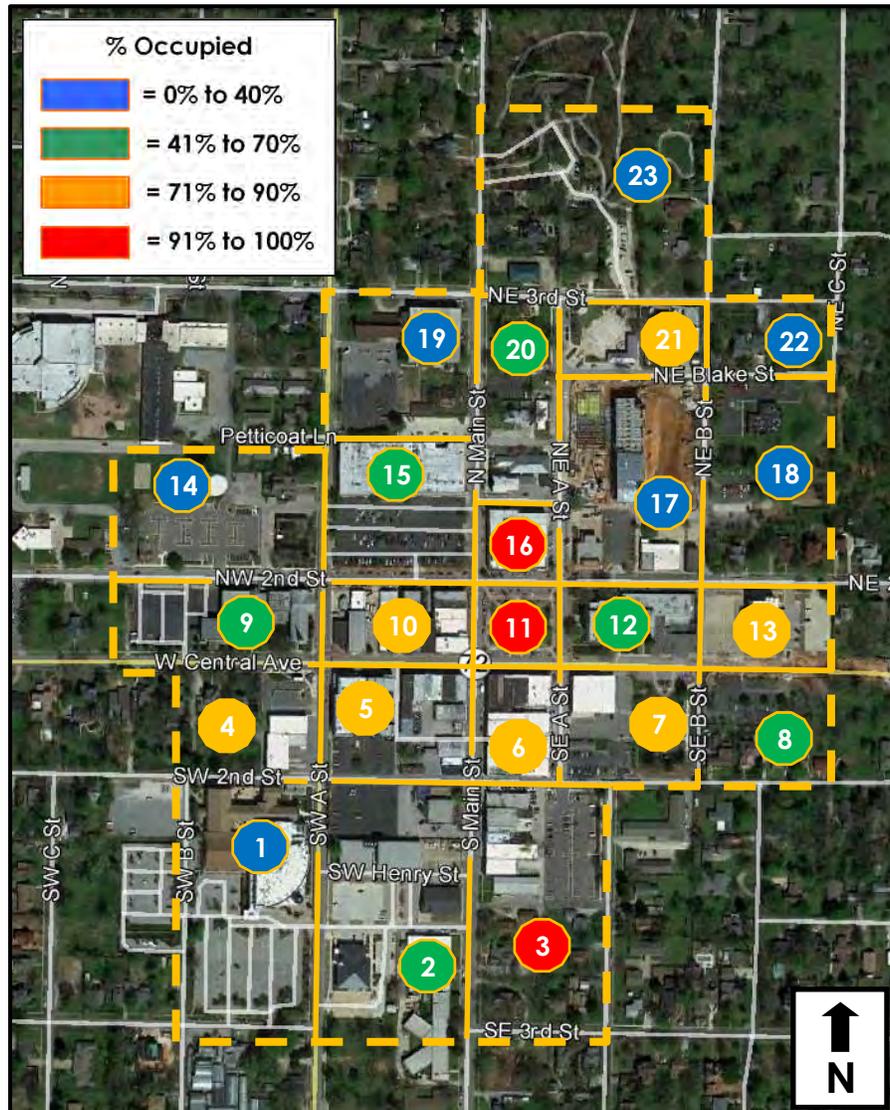
Table 2. Weekday Parking Occupancy Survey Results (Public Off-Street Parking)

Lot	Surveyed Capacity	Surveyed September 11, 2013						Average Occupancy	Peak Occupancy
		Wednesday							
		8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM			
Block 2 A (P)	106	48	81	99	100	85	78%	94%	
Block 2 C (P)	101	6	12	14	12	11	11%	14%	
Block 3 B (P)	100	39	74	98	83	21	63%	98%	
Block 5 B (P)	47	38	40	44	44	40	88%	94%	
Block 7 B (P)	35	28	30	34	29	25	83%	97%	
Block 8 A (P)	87	49	64	55	55	45	62%	74%	
Block 13 A (P)	47	30	38	33	39	32	73%	83%	
Block 14 A (P)	102	17	25	22	18	10	18%	25%	
Block 17 A- Upper	119	16	15	24	24	24	17%	20%	
Block 18 A (P)	52	6	9	10	9	12	18%	23%	
Block 20 A (P)	20	5	12	14	13	13	57%	70%	
TOTALS	816	282	400	447	426	318	46%	55%	
	<i>Percent Occupied</i>	<i>35%</i>	<i>49%</i>	<i>55%</i>	<i>52%</i>	<i>39%</i>			

There were a total of 1,203 parking spaces available during the peak period of observed parking occupancy (based on the count of surveyed spaces). Of the unoccupied parking supply at peak, 721 were in private parking facilities, 369 were in public off-street facilities, and 113 were in on-street areas.

While the parking supply appears adequate for the study area as a whole, certain blocks were more utilized than others. Figure 4 (next page) illustrates the percentage of parking utilized on each block at 12:00 p.m. on Wednesday, September 11 (downtown core only, Block 24 is not shown). The parking in Block 24 was 90% occupied during the peak period of observed parking occupancy.

Figure 4. Parking Utilization by Block (Off-Street and On-Street)

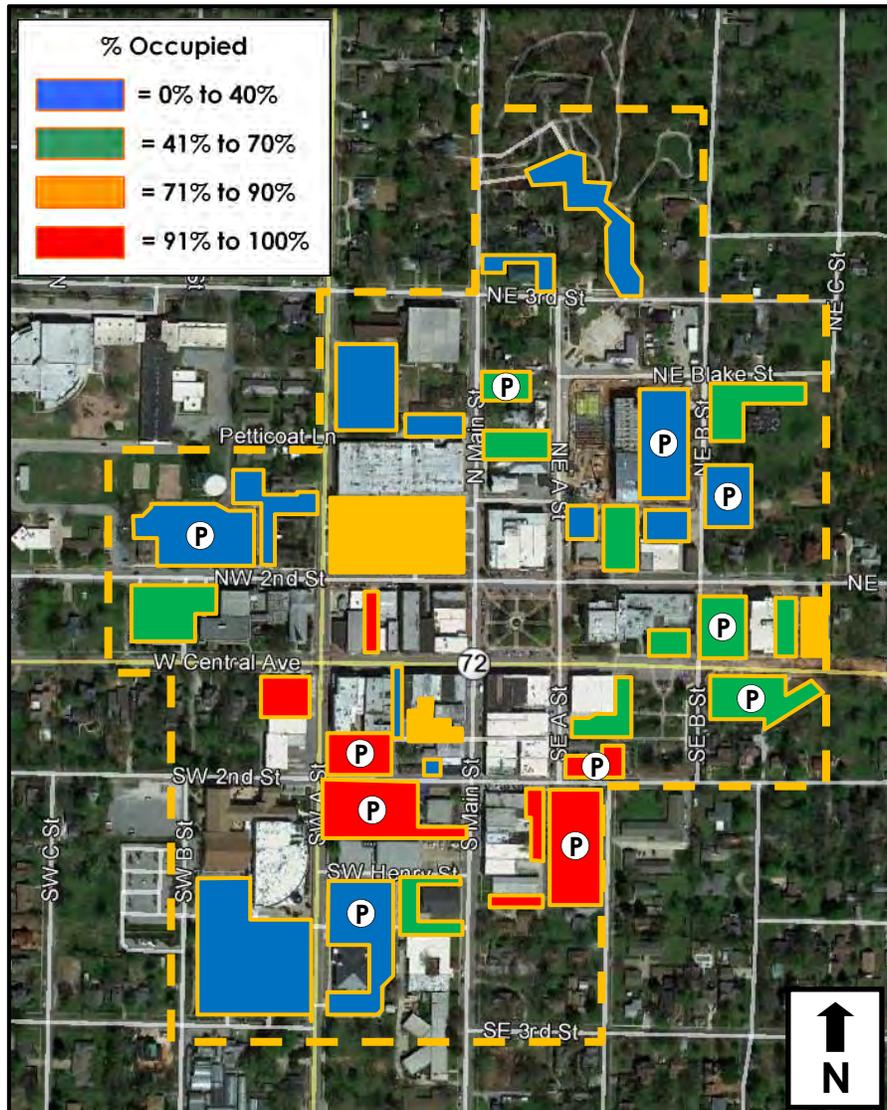


Note: Block 24 (Crystal Bridges Museum of American Art) not shown.

The individual peak parking accumulations for each block will vary from the overall peak period of observed parking. Individual block parking occupancies are provided in Appendix A.

The following figure (Figure 5, next page) illustrates the utilization of each off-street parking lot/facility during the overall peak period of observed parking occupancy.

Figure 5. Parking Utilization by Off-Street Parking Lot/Facility (Weekday Peak)



Note: Block 24 (Crystal Bridges Museum of American Art) not shown. Public parking locations are noted with a circle "P".

The individual peak parking accumulations for each parking lot/facility will vary from the overall peak period of observed parking. Individual parking lot/facility occupancies are provided in Appendix A.

First Friday Parking Occupancy

In addition to reviewing weekday daytime parking occupancies, parking occupancy counts for one Friday evening were also conducted (September 6). On-street parking occupancy counts were not completed by Downtown Bentonville, Inc. The parking occupancy counts for each block and lot/facility are shown in Appendix A (off-street parking only).

On Friday evening, approximately 75% of the total off-street parking supply was occupied at the peak period of observed occupancy (8:00 p.m.). There were 1,187 private off-street spaces and 816 public spaces included in the Friday survey (2,003 spaces were surveyed). Overall, there were 1,496 off-street parking spaces occupied and 507 off-street parking spaces available. At the peak period of observed parking occupancy, approximately 851 private spaces and 645 public spaces were occupied (approximately 72% and 79% of the available supplies, respectively).

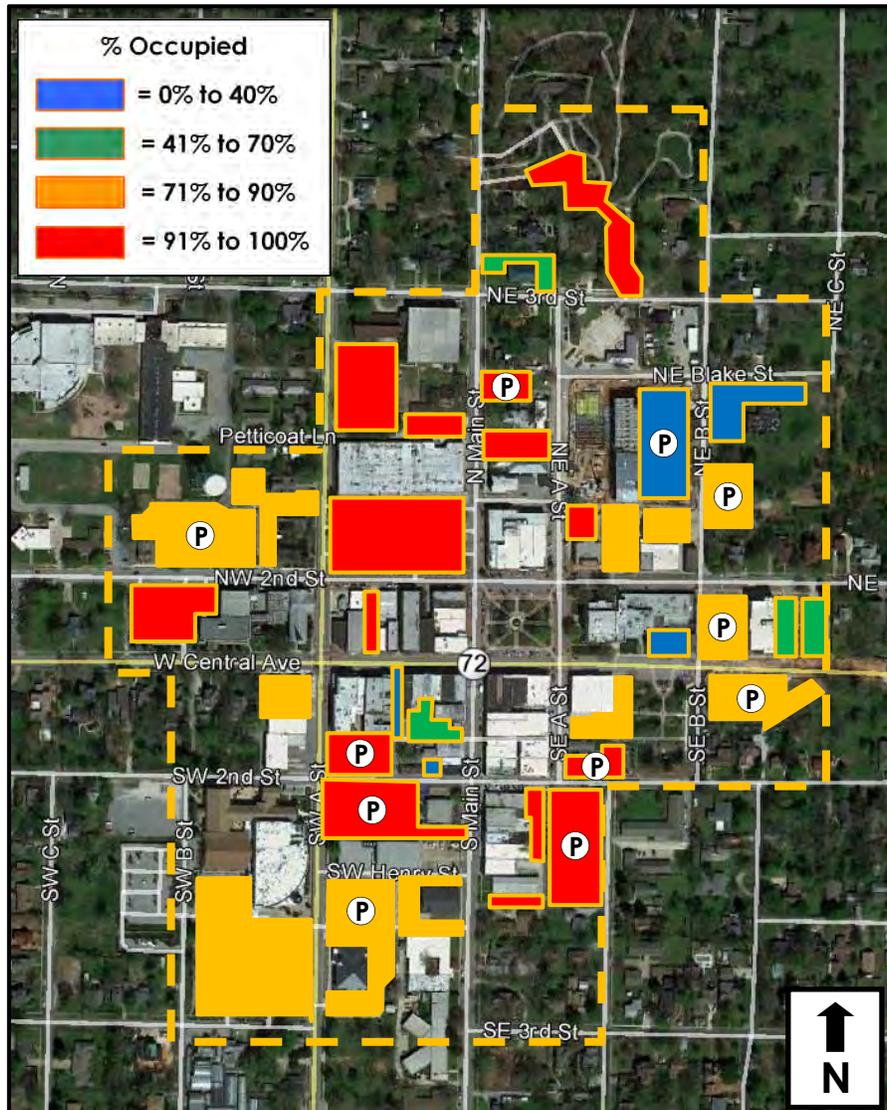
The following table (Table 3) details off-street public parking occupancies during the Friday counts.

Table 3. Friday Evening Parking Occupancy Survey Results (Public Off-Street Parking)

Lot	Surveyed Capacity	Surveyed September 6, 2013			Average Occupancy	Peak Occupancy
		4:00 PM	6:00 PM	8:00 PM		
Block 2 A (P)	106	85	107	101	92%	101%
Block 2 C (P)	101	25	72	80	58%	79%
Block 3 B (P)	100	68	97	92	86%	97%
Block 5 B (P)	47	36	45	43	88%	96%
Block 7 B (P)	35	28	35	34	92%	100%
Block 8 A (P)	87	48	84	69	77%	97%
Block 13 A (P)	47	21	45	39	74%	96%
Block 14 A (P)	102	14	84	77	57%	82%
Block 17 A- Upper	119	9	29	47	24%	39%
Block 18 A (P)	52	6	26	43	48%	83%
Block 20 A (P)	20	10	18	20	80%	100%
TOTALS	816	350	642	645	67%	79%
	<i>Percent Occupied</i>	<i>43%</i>	<i>79%</i>	<i>79%</i>		

Figure 6 (next page) illustrates the utilization of each off-street parking lot/facility during the overall peak period of observed parking occupancy on Friday evening.

Figure 6. Parking Utilization by Off-Street Parking Lot/Facility (Friday Evening Peak)



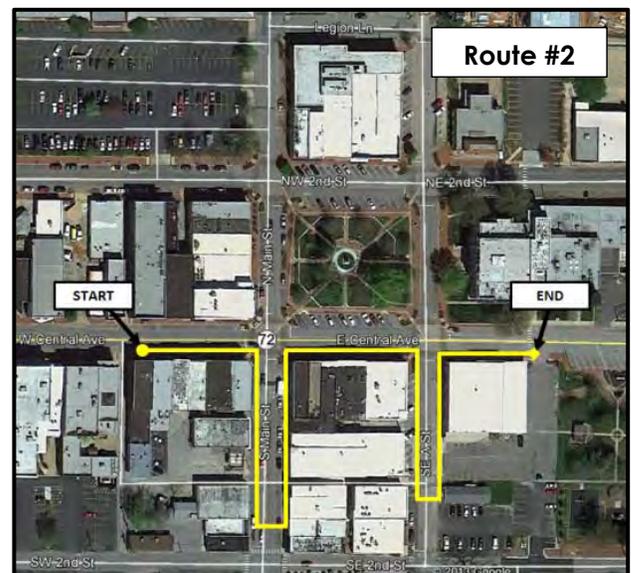
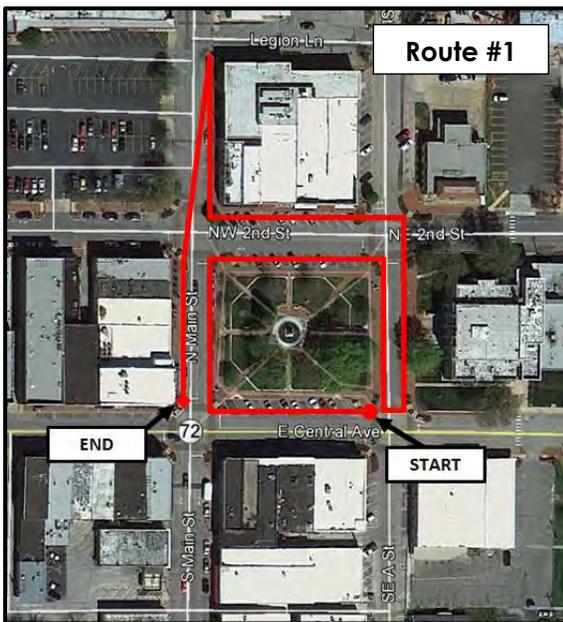
Note: Block 24 (Crystal Bridges Museum of American Art) not shown. Public parking locations are noted with a circle "P".

Overall off-street parking occupancies, as well as public parking occupancies, were higher on Friday evening than during the weekday peak. This was due to the popularity of First Friday events. While the parking occupancy was higher during Friday evening, weekday peak parking occupancies will be used to calculate current parking adequacies as they are more representative of typical parking conditions.

On-Street Parking Turnover and Duration (Weekdays)

In addition to the parking inventory and occupancy counts, weekday parking turnover and duration surveys were conducted in three on-street parking areas and included a total of 176 on-street spaces (100 spaces on Wednesday, September 11). The duration surveys were conducted in select on-street spaces located along three routes as shown in Figure 7 below. The last three digits of parked vehicle license plates were recorded every half-hour from 8:00 a.m. to 4:00 p.m. on Monday, September 9, Tuesday, September 10, and Wednesday, September 11.

Figure 7. Weekday On-Street Parking Turnover and Duration Survey Routes



Observed parking durations in the survey areas averaged between 0.00 hours (space was not utilized) to 8.50 hours per vehicle, per space. The average amount of time vehicles were parked in the survey areas was between 1.49 and 1.51 hours. Between 16.5% and 20% of the total number of vehicles parked were parked longer than two hours. Less than 9% of the available surveyed parking supply was occupied by a single vehicle for the entire day (8.5 hours). Based on the information gathered during the surveys, it appears that only a relatively small portion of the on-street parking supply is not used appropriately and vehicle durations are generally consistent with typical downtown parking time limits.

It is important to note that the average duration of vehicles parking in the study area may be slightly higher than what was recorded during the duration survey. This is due to vehicles that were parked before the survey was started, and vehicles that were still parked at the conclusion of the survey each day.

Table 4 below summarizes the results of the parking turnover and duration surveys.

Table 4. Parking Turnover and Duration Survey Summary

	Survey Date		
	9/9/2013	9/10/2013	9/11/2013
Surveyed Spaces	176	176	100
Vehicles Observed	600	591	421
Average Turnover	3.41	3.36	4.21
Available Space Hours	1,496	1,496	850
Total Occupied Space Hours	895.50	891.50	628.50
% Occupied Space Hours	60%	60%	74%
Average Length of Stay (Hours)	1.49	1.51	1.49

On-street parking durations appear to have improved since 2010. The percentage of vehicles parked longer than two hours has fallen dramatically (16.5%-20% in 2013 versus 38%-56% in 2010). Average parking durations have fallen from 1.29-2.80 hours in 2010 to 1.49-1.51 hours in 2013.

Current Parking Adequacy

In determining the current parking adequacy for the study area, it is important to define two terms typically used in analyzing parking adequacy: Effective Supply and Design Day Conditions. When a parking area's occupancy reaches 85-95% of the total capacity, depending on the user group, the area becomes effectively full. When parking lot occupancy exceeds effective capacity, users become frustrated as it becomes increasingly difficult to find an available parking space. Users will begin to either park illegally in the lot or leave the lot altogether and search for parking elsewhere. When visitors are faced with significant parking difficulties, they could choose to avoid the downtown altogether and shop elsewhere. The accepted effective fill percentage for parking in the downtown study area is 90%. This 10%

“cushion” of spaces is used to accommodate spaces lost temporarily due to construction, improper or illegal parking, and provides for shorter searches for available parking.

Design day parking conditions attempt to represent typical peak activity that may be exceeded only occasionally during the year. Due to the limited nature of the occupancy study for this project, as well as the lack of available information concerning study area land uses, specific demand day adjustments have not been calculated. However, based on activity levels during the occupancy counts, an estimated design day adjustment does not appear warranted. It appears that the occupancy survey that was conducted provided an adequate “snapshot” of parking conditions during a typical parking period.

During the peak weekday parking period, approximately 65% of the total effective public parking supply and 67% of the total effective private parking supply was utilized. Table 5 summarizes the total estimated parking adequacy for the entire study area. Current parking adequacy is based on the observed parking occupancy at the weekday peak parking period of demand (Wednesday at 12:00 p.m.).

Table 5. Current Parking Adequacy Summary (Overall Supply)

	Surveyed Capacity	Effective Supply	Peak Demand	Parking Adequacy
On-Street	333	300	220	80
Off-Street	2,618	2,356	1,528	828
Total	2,951	2,656	1,748	908

Based on the overall study area parking supply, there is currently an estimated parking surplus of approximately 908 spaces, or 34.2% of the effective supply. However, this surplus includes both public and private parking spaces. The private parking spaces are restricted to a specific user group (e.g., building-specific employees and specific customers only).

Based on the effective public parking supply in the study area, there is currently a public parking surplus of approximately 290 spaces or approximately 27.7% of the effective supply (see Table 6).

Table 6. Current Public Parking Adequacy Summary

	Surveyed Capacity	Effective Supply	Peak Demand	Parking Adequacy
On-Street	333	300	220	80
Off-Street	816	734	447	287
Total	1,149	1,034	667	367

The parking adequacy estimates shown in Tables 5 and 6 are based solely on observed parking demand. However, as a majority of the land uses located within the study area likely peak during daytime hours, the estimated adequacy shown in Tables 5 and 6 should provide a reasonable estimate of daily peak parking demands for currently occupied land uses.

On a block-by-block basis, average parking adequacies in the study area range from a deficit of 9 spaces (Block 3) to a surplus of 197 spaces (Block 17). Currently there are three blocks with a calculated overall parking deficit during the weekday peak period of parking occupancy (Blocks 3, 11, and 16). Table 7 details the calculated total weekday parking adequacy for each block in the study area. Blocks with parking occupancies greater than 90% of the effective supply are highlighted in yellow. As stated previously, these parking adequacies are based on observed parking demands during the survey period.

Table 7. Estimated Block-by-Block Parking Adequacies (Overall Supplies - Weekdays)

	Surveyed Capacity	Effective Supply	Peak Demand	Parking Adequacy	% of Effective Supply Occ.
Block 1	178	160	14	146	8.7%
Block 2	246	221	130	91	58.7%
Block 3	142	128	137	-9	107.2%
Block 4	27	24	20	4	82.3%
Block 5	89	80	71	9	88.6%
Block 6	23	21	20	1	96.6%
Block 7	122	110	98	12	89.3%
Block 8	87	78	55	23	70.2%
Block 9	94	85	52	33	61.5%
Block 10	32	29	27	2	93.8%
Block 11	28	25	27	-2	107.1%
Block 12	23	21	16	5	77.3%
Block 13	110	99	80	19	80.8%
Block 14	160	144	34	110	23.6%
Block 15	199	179	135	44	75.4%
Block 16	18	16	17	-1	104.9%
Block 17	382	344	147	197	42.8%
Block 18	89	80	27	53	33.7%
Block 19	127	114	23	91	20.1%
Block 20	77	69	43	26	62.0%
Block 21	15	14	12	2	88.9%
Block 22	0	0	0	0	NA
Block 23	68	61	11	50	18.0%
Block 24	615	554	552	2	99.7%
Totals	2,951	2,656	1,748	908	65.8%

With respect to public parking supplies in the study area (on-street and off-street), parking adequacies on a block-by-block basis range from -8 spaces to 90 spaces. There are currently five blocks with an estimated public parking deficit (Blocks 3, 5, 7, 11 and 16). Table 8 (next page) details the weekday public parking adequacy for each block in the study area based on the peak period of observed demand. Blocks with observed parking occupancies greater than 90% of the effective supply are highlighted in yellow.

Table 8. Estimated Block-by-Block Parking Adequacies (Public Parking Supplies - Weekdays)

	Surveyed Capacity	Effective Supply	Peak Demand	Parking Adequacy	% of Effective Supply Occ.
Block 1	15	14	6	8	44.4%
Block 2	121	109	103	6	94.6%
Block 3	120	108	116	-8	107.4%
Block 4	8	7	2	5	27.8%
Block 5	59	53	55	-2	103.6%
Block 6	23	21	20	1	96.6%
Block 7	74	67	70	-3	105.1%
Block 8	87	78	55	23	70.2%
Block 9	15	14	5	9	37.0%
Block 10	19	17	15	2	87.7%
Block 11	28	25	27	-2	107.1%
Block 12	7	6	5	1	79.4%
Block 13	47	42	33	9	78.0%
Block 14	112	101	24	77	23.8%
Block 15	32	29	14	15	48.6%
Block 16	18	16	17	-1	104.9%
Block 17	135	122	32	90	26.3%
Block 18	52	47	10	37	21.4%
Block 19	7	6	4	2	63.5%
Block 20	54	49	28	21	57.6%
Block 21	15	14	12	2	88.9%
Block 22	0	0	0	0	NA
Block 23	0	0	0	0	NA
Block 24	0	0	0	0	NA
Totals	1,048	943	653	290	69.2%

Overall, there appears to be a sufficient supply of public parking in the study area. However, there are some blocks and lots with parking occupancies that are approaching or surpassing effective parking supplies. In these situations, existing parking demands must be distributed to other available parking supplies or new parking supplies will be needed. Available private parking supplies could also be used to provide additional public parking in areas of high demand.

Preliminary Projection of Future Parking Demand

Downtown Bentonville, Inc. identified two development projects in the study area. At this time, there are no other projects actively in construction or in the planning stages that will impact future parking demands. The known future development projects are as follows:

- **Midtown Development**

Currently under construction, this project (located on Block 15 and a portion of 19) will include approximately 30,000 square feet of grocery space, 13,300 square feet of retail, 38,000 square feet of office, and a new 257-space parking structure. The development will result in the loss of Lot A on Block 15 (167 spaces) and approximately 12 on-street spaces on the west side of Block 15. It is anticipated that this development will be completed by the winter of 2014.



Current City of Bentonville zoning requirements in the Downtown Core only require 1 space per 500 square feet for first floor land uses (over 3,000 square feet) and 1 space per 1,000 square feet for upper floors. Using existing zoning requirements, the Midtown development would only be required to provide approximately 125 spaces. However, it is likely that parking demands will be greater than zoning code requirements as the utilization of alternative forms of transportation is very low.

Using the Urban Land Institute Shared Parking Model (2nd Edition), and assuming grocery parking demands will be similar to general retail, *Carl Walker* would project the overall demand for the Midtown development to be approximately 265 spaces. This estimate assumes that 25% of the customers of the grocery store and retail shops will walk from nearby land uses instead of driving and parking a vehicle. Comparing the shared parking estimate to the anticipated parking supply, it appears that the development could be slightly under-parked (depending on the types of retail included in the development, office densities, development vacancies, and drive ratios). The parking on levels two and three of the new parking structure will be designated for public parking during evenings and weekends; thereby increasing public parking capacities during those times.

During the peak period of weekday parking occupancy, the parking that will be lost on Block 15 due to the Midtown development was approximately 68.7% occupied (123 spaces of 179 spaces available were occupied). As the development is currently anticipated to provide only enough parking to support the development itself, this demand will be displaced. Available public parking supplies on Block 14 (72 spaces) and Block 17 (103 spaces) could help address displaced demands on Block 15. In addition, available private off-street parking supplies on Block 14 (38 spaces) and Block 19 (66 spaces) could be leased to meet some of the displaced parking demand.

- **New Benton County Circuit Courthouse**

In order to support anticipated future needs, Benton County is currently involved in a master planning process for a new Benton County Circuit Courthouse. Possible sites for this development include two locations in downtown:

- Site A: north of NE 2nd Street (between NE B Street and SE A Street).
- Site B: southwest corner of NE 2nd Street and NE B Street.

Another site located outside of the downtown study area is also under consideration. No definitive development concepts have yet been selected or approved.

Site A could result in the loss of approximately 34 parking spaces (approximately 24 of which were occupied during the peak period of observed occupancy). Approximately 25 new parking spaces would be included at Site A, for a net loss of 9 spaces. Site B could result in the loss of approximately 46 spaces (approximately 27 of which were occupied during the peak period of observed occupancy). Site B would include 22 new parking spaces, for a net loss of 24 spaces. While not all of the parking spaces lost were utilized during the peak period of observed parking occupancy, many were used at other times of the day.

Depending on the location selected, the development could increase the size of courthouse facilities by 92,000 to 105,000 square feet. Industry parking demand ratios for developments similar to the proposed Benton County Courthouse are scarce. The latest edition of *Parking Generation* by the Institute of Transportation Engineers (ITE) provides parking demand ratios for both Judicial Centers and Government Offices, but the survey data is very limited. Based on ITE data, *Carl Walker* estimates that typical parking demands could be between 3.0 and 4.0 parking spaces per 1,000 square feet of new space. This would result in parking demands between 277 and 421 spaces, depending on the final development concept selected and the parking demand ratio used. Specific historical parking demand data for the existing courthouse is not available.

Based on the parking occupancy counts completed in September 2013, it appears that there are parking spaces available to help support the courthouse development. The potential parking surplus during the peak period of observed occupancy in the blocks immediately surrounding the development sites (Blocks 6, 7, 8, 11, 12, 13, 16, 17, and 18) was approximately 125-150 spaces (not including spaces that may be lost to the courthouse development). Some of the parking spaces are located in publicly owned facilities and some are in private lots. Additional parking supplies will likely be needed to fully support the courthouse development.

Pledges have been made by community members and organizations for up to 270 additional parking supplies (new and existing spaces). The combination of existing parking surpluses and new parking supplies could result in up to 395 to 420 parking spaces being available for the courthouse development. The city, county, and other interested organizations will need to solidify the availability of parking resources to support the courthouse development.

Any future changes in the land uses associated with the proposed development, or any changes in vacancies or land uses in nearby buildings, could positively or negatively impact the parking demand estimates contained in this report.

Conclusions

Based on the parking occupancy data collected by Downtown Bentonville, Inc., it appears that the parking supply in the study area is sufficient to meet typical peak parking demands. There is currently a positive parking adequacy in both the overall study area parking supply and the public parking supply. However, there are some blocks where parking occupancy exceeds effective capacity. Thankfully, sufficient parking is available in adjacent blocks - if parking can be used more efficiently.

Currently, only one future development project has been identified by Downtown Bentonville, Inc. (Midtown). It appears that the parking provided for this development may only be sufficient to meet development demands (no surplus parking is provided). Therefore, the parking demands displaced by the development will need to be met elsewhere – and in some cases will be provided in parking areas that are less convenient to primary destinations.

In order to address current and future parking demands, the following preliminary strategies are recommended:

- The existing weekday parking demand displaced by the Midtown development could be accommodated in public parking lots on Blocks 14 or 17. On-street parking on nearby blocks could also be used to meet a small portion of the demand. More convenient parking could be provided in private parking lots on Block 19 and 14. If possible, investigate the possibility of agreements to use nearby private parking supplies. Signage should be used to help direct people to available parking supplies.
- The parking demands associated with the proposed Benton County Circuit Courthouse development can partially be addressed using existing parking surpluses in the blocks surrounding the development sites. In order to ensure sufficient parking is available, the pledges provided for additional parking will need to be confirmed and the availability of existing parking surpluses will need to be verified and solidified. As with the Midtown development, signage will be needed to help direct people to available parking supplies as it is likely that several parking locations will be used.
- The public off-street parking on Blocks 17 and 18 appears to be underutilized during weekdays and First Fridays. Signage should be used to help direct more people to public parking on these blocks. Also, parking maps, press releases, website information, etc. could be used to raise awareness of these parking locations.
- Parking demands during First Fridays is significantly higher than weekdays. While additional parking supplies do not appear needed at this time, improving the utilization of perimeter public parking areas (e.g., Blocks 2, 8, 13, 14, and 17) will be needed to help offset the loss of parking on Block 15 due to the Midtown development. Once the development is complete, the new parking structure will provide designated public parking on levels two and three during evenings and weekends (including First Fridays). However, additional parking will be needed during construction.

Additional parking management and operational strategies are provided in the 2010 downtown parking study report.

Downtown Bentonville, Inc.
Downtown Bentonville Parking Study Update
December 12, 2013



Thank you very much for providing *Carl Walker* with this opportunity to be of service. Please let me know if you have any questions or concerns.

Sincerely,
Carl Walker, Inc.

A handwritten signature in black ink, appearing to read "M. Q. Inman", set against a light pink rectangular background.

Matthew Q. Inman
Vice President, Studies and Operations Consulting

Downtown Bentonville, Inc.
Downtown Bentonville Parking Study Update
December 12, 2013



Appendix A

**Off-Street Parking
Surveyed September 6, 2013**

	Lot	Surveyed Capacity	First Friday			Average Occupancy	Peak Occupancy
			4:00 PM	6:00 PM	8:00 PM		
Block 1	A	163	3	48	126	36%	77%
		<i>Percent Occupied</i>	2%	29%	77%		
Block 2	A	106	85	107	101		
	B	24	4	5	18		
	C	101	25	72	80		
Block Subtotals		231	114	184	199	72%	86%
		<i>Percent Occupied</i>	49%	80%	86%		
Block 3	A	15	9	14	14		
	B	100	68	97	92		
	C	7	10	9	9		
Block Subtotals		122	87	120	115	88%	98%
		<i>Percent Occupied</i>	71%	98%	94%		
Block 4	A	19	13	19	16	84%	100%
		<i>Percent Occupied</i>	68%	100%	84%		
Block 5	A	4	1	1	1		
	B	47	36	45	43		
	C	5	0	0	2		
	D	21	9	13	14		
Block Subtotals		77	46	59	60	71%	78%
		<i>Percent Occupied</i>	60%	77%	78%		
Block 7	A	48	28	44	34		
	B	35	28	35	34		
Block Subtotals		83	56	79	68	82%	95%
		<i>Percent Occupied</i>	67%	95%	82%		
Block 8	A	87	48	84	69	77%	97%
		<i>Percent Occupied</i>	55%	97%	79%		
Block 9	A	79	19	48	74	59%	94%
		<i>Percent Occupied</i>	24%	61%	94%		
Block 10	A	13	12	12	13	95%	100%
		<i>Percent Occupied</i>	92%	92%	100%		
Block 12	A	16	6	4	2	25%	38%
		<i>Percent Occupied</i>	38%	25%	13%		
Block 13	A	47	21	45	39		
	B	27	7	9	11		
	C	36	27	16	18		
Block Subtotals		110	55	70	68	58%	64%
		<i>Percent Occupied</i>	50%	64%	62%		

**Off-Street Parking
Surveyed September 6, 2013**

	Lot	Surveyed Capacity	First Friday			Average Occupancy	Peak Occupancy
			4:00 PM	6:00 PM	8:00 PM		
Block 14	A	102	14	84	77	57%	81%
	B	48	8	37	37		
	Block Subtotals	150	22	121	114		
		<i>Percent Occupied</i>	15%	81%	76%		
Block 15	A	167	131	167	163	92%	100%
		<i>Percent Occupied</i>	78%	100%	98%		
Block 17	A- Lower	114	54	15	18	35%	39%
	A- Mid	73	35	25	27		
	A- Upper	119	9	29	47		
	B	15	4	11	13		
	C	31	22	19	26		
	D	14	11	9	13		
	Block Subtotals	366	135	108	144		
		<i>Percent Occupied</i>	37%	30%	39%		
Block 18	A	52	6	26	43	33%	63%
	B	37	0	1	13		
	Block Subtotals	89	6	27	56		
		<i>Percent Occupied</i>	7%	30%	63%		
Block 19	A	103	19	103	94	69%	100%
	B	17	0	17	17		
	Block Subtotals	120	19	120	111		
		<i>Percent Occupied</i>	16%	100%	93%		
Block 20	A	20	10	18	20	77%	95%
	B	23	9	21	21		
	Block Subtotals	43	19	39	41		
		<i>Percent Occupied</i>	44%	91%	95%		
Block 23	A	12	3	3	6	59%	84%
	B	56	4	53	51		
	Block Subtotals	68	7	56	57		
		<i>Percent Occupied</i>	10%	82%	84%		
TOTALS		2,003	798	1,365	1,496	61%	75%
		<i>Percent Occupied</i>	40%	68%	75%		

**Off-Street Parking
Surveyed September 9, 2013**

	Lot	Capacity	Monday					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 1	A	163	4	6	7	7	4	3%	4%
		<i>Percent Occupied</i>	2%	4%	4%	4%	2%		
Block 2	A	106	43	68	76	82	71	45%	54%
	B	24	6	12	12	15	7		
	C	101	24	25	29	28	18		
	Block Subtotals	231	73	105	117	125	96		
		<i>Percent Occupied</i>	32%	45%	51%	54%	42%		
Block 3	A	15	6	14	11	14	13	70%	82%
	B	100	37	70	81	82	69		
	C	7	8	5	5	4	9		
	Block Subtotals	122	51	89	97	100	91		
		<i>Percent Occupied</i>	42%	73%	80%	82%	75%		
Block 4	A	19	10	12	7	13	9	54%	68%
		<i>Percent Occupied</i>	53%	63%	37%	68%	47%		
Block 5	A	4	1	1	0	0	0	70%	75%
	B	47	37	38	39	40	41		
	C	5	0	0	2	0	0		
	D	21	9	15	17	16	13		
	Block Subtotals	77	47	54	58	56	54		
		<i>Percent Occupied</i>	61%	70%	75%	73%	70%		
Block 7	A	48	15	29	28	25	24	56%	75%
	B	35	8	28	34	25	16		
	Block Subtotals	83	23	57	62	50	40		
		<i>Percent Occupied</i>	28%	69%	75%	60%	48%		
Block 8	A	87	47	60	44	56	56	60%	69%
		<i>Percent Occupied</i>	54%	69%	51%	64%	64%		
Block 9	A	79	28	39	58	34	28	47%	73%
		<i>Percent Occupied</i>	35%	49%	73%	43%	35%		
Block 10	A	13	3	5	12	4	6	46%	92%
		<i>Percent Occupied</i>	23%	38%	92%	31%	46%		
Block 12	A	16	9	14	11	11	7	65%	88%
		<i>Percent Occupied</i>	56%	88%	69%	69%	44%		
Block 13	A	47	15	35	20	22	22	34%	44%
	B	27	5	4	5	3	4		
	C	36	11	9	11	11	10		
	Block Subtotals	110	31	48	36	36	36		
		<i>Percent Occupied</i>	28%	44%	33%	33%	33%		
Block 14	A	102	18	26	34	34	14	21%	29%
	B	48	4	4	8	10	9		
	Block Subtotals	150	22	30	42	44	23		
		<i>Percent Occupied</i>	15%	20%	28%	29%	15%		

**Off-Street Parking
Surveyed September 9, 2013**

	Lot	Capacity	Monday					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 15	A	167	34	36	71	66	62	32%	43%
		<i>Percent Occupied</i>	20%	22%	43%	40%	37%		
Block 17	A- Lower	114	9	11	18	46	54	20%	26%
	A- Mid	73	34	23	19	18	19		
	A- Upper	119	3	6	6	5	2		
	B	15	0	6	8	9	10		
	C	31	3	2	6	2	3		
	D	14	7	10	4	8	7		
Block Subtotals		366	56	58	61	88	95		
		<i>Percent Occupied</i>	15%	16%	17%	24%	26%		
Block 18	A	52	7	9	9	8	10	22%	26%
	B	37	6	14	14	11	11		
Block Subtotals		89	13	23	23	19	21		
		<i>Percent Occupied</i>	15%	26%	26%	21%	24%		
Block 19	A	103	29	41	21	37	6	23%	34%
	B	17	0	0	1	1	1		
Block Subtotals		120	29	41	22	38	7		
		<i>Percent Occupied</i>	24%	34%	18%	32%	6%		
Block 20	A	20	4	9	7	12	12	50%	63%
	B	23	10	16	12	15	11		
Block Subtotals		43	14	25	19	27	23		
		<i>Percent Occupied</i>	33%	58%	44%	63%	53%		
Block 23	A	12	4	6	4	5	5	19%	26%
	B	56	8	12	7	8	5		
Block Subtotals		68	12	18	11	13	10		
		<i>Percent Occupied</i>	18%	26%	16%	19%	15%		
Block 24	A	241	11	14	229	233	231	55%	90%
	B	374	6	32	313	319	302		
Block Subtotals		615	17	46	542	552	533		
		<i>Percent Occupied</i>	3%	7%	88%	90%	87%		
TOTALS		2,618	523	766	1,300	1,339	1,201	39%	51%
		<i>Percent Occupied</i>	20%	29%	50%	51%	46%		

**Off-Street Parking
Surveyed September 10, 2013**

	Lot	Capacity	Tuesday					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 1	A	163	4	17	9	5	5	5%	10%
		<i>Percent Occupied</i>	2%	10%	6%	3%	3%		
Block 2	A	106	54	90	104	93	81	55%	68%
	B	24	7	17	22	20	11		
	C	101	17	25	30	27	35		
	Block Subtotals	231	78	132	156	140	127		
		<i>Percent Occupied</i>	34%	57%	68%	61%	55%		
Block 3	A	15	4	13	11	13	14	70%	89%
	B	100	35	67	91	81	68		
	C	7	7	2	6	5	9		
	Block Subtotals	122	46	82	108	99	91		
		<i>Percent Occupied</i>	38%	67%	89%	81%	75%		
Block 4	A	19	12	13	15	17	15	76%	89%
		<i>Percent Occupied</i>	63%	68%	79%	89%	79%		
Block 5	A	4	1	1	1	1	1	71%	75%
	B	47	41	42	42	42	37		
	C	5	1	0	0	1	1		
	D	21	8	12	15	13	12		
	Block Subtotals	77	51	55	58	57	51		
		<i>Percent Occupied</i>	66%	71%	75%	74%	66%		
Block 7	A	48	26	35	29	29	29	66%	82%
	B	35	5	33	30	28	29		
	Block Subtotals	83	31	68	59	57	58		
		<i>Percent Occupied</i>	37%	82%	71%	69%	70%		
Block 8	A	87	59	57	54	53	48	62%	68%
		<i>Percent Occupied</i>	68%	66%	62%	61%	55%		
Block 9	A	79	21	25	33	33	28	35%	42%
		<i>Percent Occupied</i>	27%	32%	42%	42%	35%		
Block 10	A	13	1	5	12	4	12	52%	92%
		<i>Percent Occupied</i>	8%	38%	92%	31%	92%		
Block 12	A	16	10	10	8	13	10	64%	81%
		<i>Percent Occupied</i>	63%	63%	50%	81%	63%		
Block 13	A	47	23	31	23	42	27	81%	90%
	B	27	21	24	20	24	23		
	C	36	31	32	56	33	33		
	Block Subtotals	110	75	87	99	99	83		
		<i>Percent Occupied</i>	68%	79%	90%	90%	75%		
Block 14	A	102	25	32	37	24	18	23%	30%
	B	48	7	10	8	7	5		
	Block Subtotals	150	32	42	45	31	23		
		<i>Percent Occupied</i>	21%	28%	30%	21%	15%		

**Off-Street Parking
Surveyed September 10, 2013**

	Lot	Capacity	Tuesday					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 15	A	167	47	60	106	72	61	41%	63%
		<i>Percent Occupied</i>	28%	36%	63%	43%	37%		
Block 17	A- Lower	114	32	53	49	48	54	32%	38%
	A- Mid	73	21	24	19	27	31		
	A- Upper	119	4	3	5	9	13		
	B	15	4	5	3	5	9		
	C	31	28	27	22	25	26		
	D	14	9	7	4	8	7		
Block Subtotals		366	98	119	102	122	140		
		<i>Percent Occupied</i>	27%	33%	28%	33%	38%		
Block 18	A	52	9	9	11	8	10	24%	28%
	B	37	11	13	14	7	13		
Block Subtotals		89	20	22	25	15	23		
		<i>Percent Occupied</i>	22%	25%	28%	17%	26%		
Block 19	A	103	18	19	21	36	8	18%	31%
	B	17	3	2	1	1	1		
Block Subtotals		120	21	21	22	37	9		
		<i>Percent Occupied</i>	18%	18%	18%	31%	8%		
Block 20	A	20	3	16	15	20	10	71%	86%
	B	23	20	20	20	17	12		
Block Subtotals		43	23	36	35	37	22		
		<i>Percent Occupied</i>	53%	84%	81%	86%	51%		
Block 23	A	12	1	5	4	4	6	22%	34%
	B	56	10	18	10	5	13		
Block Subtotals		68	11	23	14	9	19		
		<i>Percent Occupied</i>	16%	34%	21%	13%	28%		
Block 24	A	241	10	13	17	14	10	3%	5%
	B	374	2	2	14	7	7		
Block Subtotals		615	12	15	31	21	17		
		<i>Percent Occupied</i>	2%	2%	5%	3%	3%		
TOTALS		2,618	652	889	991	921	842	33%	38%
		<i>Percent Occupied</i>	25%	34%	38%	35%	32%		

**Off-Street Parking
Surveyed September 11, 2013**

		Wednesday					Average	Peak	
Lot	Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Occupancy	Occupancy	
Block 1	A	163	5	7	8	7	3	4%	5%
	<i>Percent Occupied</i>		3%	4%	5%	4%	2%		
Block 2	A	106	48	81	99	100	85	46%	56%
	B	24	6	21	13	18	6		
	C	101	6	12	14	12	11		
Block Subtotals		231	60	114	126	130	102		
<i>Percent Occupied</i>			26%	49%	55%	56%	44%		
Block 3	A	15	6	12	14	12	11	66%	98%
	B	100	39	74	98	83	21		
	C	7	8	3	7	5	8		
Block Subtotals		122	53	89	119	100	40		
<i>Percent Occupied</i>			43%	73%	98%	82%	33%		
Block 4	A	19	8	10	18	14	10	63%	95%
	<i>Percent Occupied</i>		42%	53%	95%	74%	53%		
Block 5	A	4	1	0	1	1	0	72%	78%
	B	47	38	40	44	44	40		
	C	5	0	0	0	0	0		
	D	21	8	17	15	14	15		
Block Subtotals		77	47	57	60	59	55		
<i>Percent Occupied</i>			61%	74%	78%	77%	71%		
Block 7	A	48	17	25	28	27	25	65%	75%
	B	35	28	30	34	29	25		
Block Subtotals		83	45	55	62	56	50		
<i>Percent Occupied</i>			54%	66%	75%	67%	60%		
Block 8	A	87	49	64	55	55	45	62%	74%
	<i>Percent Occupied</i>		56%	74%	63%	63%	52%		
Block 9	A	79	39	45	47	33	21	47%	59%
	<i>Percent Occupied</i>		49%	57%	59%	42%	27%		
Block 10	A	13	3	4	12	11	4	52%	92%
	<i>Percent Occupied</i>		23%	31%	92%	85%	31%		
Block 12	A	16	9	13	11	14	13	75%	88%
	<i>Percent Occupied</i>		56%	81%	69%	88%	81%		
Block 13	A	47	30	38	33	39	32	78%	84%
	B	27	24	21	19	19	26		
	C	36	30	33	28	31	28		
Block Subtotals		110	84	92	80	89	86		
<i>Percent Occupied</i>			76%	84%	73%	81%	78%		
Block 14	A	102	17	25	22	18	10	17%	21%
	B	48	4	5	10	9	9		
Block Subtotals		150	21	30	32	27	19		
<i>Percent Occupied</i>			14%	20%	21%	18%	13%		

**Off-Street Parking
 Surveyed September 11, 2013**

	Lot	Capacity	Wednesday					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 15	A	167	34	59	121	79	72	44%	72%
		<i>Percent Occupied</i>	20%	35%	72%	47%	43%		
Block 17	A- Lower	114	39	56	44	49	58	39%	43%
	A- Mid	73	32	27	41	39	37		
	A- Upper	119	16	15	24	24	24		
	B	15	1	3	5	10	10		
	C	31	28	29	22	29	18		
	D	14	6	9	3	7	7		
Block Subtotals		366	122	139	139	158	154		
		<i>Percent Occupied</i>	33%	38%	38%	43%	42%		
Block 18	A	52	6	9	10	9	12	24%	30%
	B	37	6	11	17	13	15		
Block Subtotals		89	12	20	27	22	27		
		<i>Percent Occupied</i>	13%	22%	30%	25%	30%		
Block 19	A	103	23	19	18	28	3	17%	25%
	B	17	3	4	1	2	1		
Block Subtotals		120	26	23	19	30	4		
		<i>Percent Occupied</i>	22%	19%	16%	25%	3%		
Block 20	A	20	5	12	14	13	13	60%	67%
	B	23	12	13	15	16	16		
Block Subtotals		43	17	25	29	29	29		
		<i>Percent Occupied</i>	40%	58%	67%	67%	67%		
Block 23	A	12	0	3	3	3	3	20%	26%
	B	56	18	11	8	9	11		
Block Subtotals		68	18	14	11	12	14		
		<i>Percent Occupied</i>	26%	21%	16%	18%	21%		
Block 24	A	241	7	15	233	235	228	56%	91%
	B	374	22	39	319	323	294		
Block Subtotals		615	29	54	552	558	522		
		<i>Percent Occupied</i>	5%	9%	90%	91%	85%		
TOTALS		2,618	681	914	1,528	1,483	1,270	45%	58%
		<i>Percent Occupied</i>	26%	35%	58%	57%	49%		

**On-Street Parking
Surveyed September 10, 2013**

Block Face	Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Average Occupancy	Peak Occupancy
Block 1 North	6	0	6	6	4	0	39%	67%
Block 1 West	9	5	4	4	0	0		
	<u>15</u>	5	10	10	4	0		
	<i>Percent Occupied</i>	33%	67%	67%	27%	0%		
Block 2 East	15	6	6	6	5	6	39%	40%
	<i>Percent Occupied</i>	40%	40%	40%	33%	40%		
Block 3 North	11	2	11	10	10	11	78%	95%
Block 3 West	9	2	8	8	8	8		
	<u>20</u>	4	19	18	18	19		
	<i>Percent Occupied</i>	20%	95%	90%	90%	95%		
Block 4 East	8	0	1	4	2	2	23%	50%
	<i>Percent Occupied</i>	0%	13%	50%	25%	25%		
Block 5 North	6	3	5	4	5	3	65%	75%
Block 5 East	6	4	3	4	4	4		
	<u>12</u>	7	8	8	9	7		
	<i>Percent Occupied</i>	58%	67%	67%	75%	58%		
Block 6 North	6	1	6	6	4	4	75%	87%
Block 6 East	11	5	11	11	10	11		
Block 6 West	12	5	7	9	10	7		
	<u>23</u>	10	18	20	20	18		
	<i>Percent Occupied</i>	43%	78%	87%	87%	78%		
Block 7 North	16	5	3	6	3	4	34%	51%
Block 7 East	19	2	5	10	8	5		
Block 7 West	4	0	4	4	3	5		
	<u>39</u>	7	12	20	14	14		
	<i>Percent Occupied</i>	18%	31%	51%	36%	36%		
Block 9 North	10	1	1	3	1	1	16%	27%
Block 9 East	5	0	1	0	1	3		
	<u>15</u>	1	2	3	2	4		
	<i>Percent Occupied</i>	7%	13%	20%	13%	27%		
Block 10 North	11	9	11	11	6	10	83%	95%
Block 10 South	6	4	6	6	4	3		
Block 10 East	2	2	1	1	2	3		
	<u>19</u>	15	18	18	12	16		
	<i>Percent Occupied</i>	79%	95%	95%	63%	84%		
Block 11 North	11	1	5	11	9	9	68%	100%
Block 11 South	13	4	10	13	12	10		
Block 11 West	4	1	1	4	3	2		
	<u>28</u>	6	16	28	24	21		
	<i>Percent Occupied</i>	21%	57%	100%	86%	75%		
Block 12 North	11	4	8	8	9	7	68%	83%
Block 12 South	7	6	6	7	3	3		
	<u>18</u>	10	14	15	12	10		
	<i>Percent Occupied</i>	56%	78%	83%	67%	56%		

**On-Street Parking
Surveyed September 10, 2013**

Block Face	Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Average Occupancy	Peak Occupancy
Block 14 South	10	1	2	1	0	1	10%	20%
<i>Percent Occupied</i>		<i>10%</i>	<i>20%</i>	<i>10%</i>	<i>0%</i>	<i>10%</i>		
Block 15 South	11	6	6	8	9	9		
East	9	2	3	3	4	5		
West	12	0	0	0	0	0		
	<u>32</u>	<u>8</u>	<u>9</u>	<u>11</u>	<u>13</u>	<u>14</u>	34%	44%
<i>Percent Occupied</i>		<i>25%</i>	<i>28%</i>	<i>34%</i>	<i>41%</i>	<i>44%</i>		
Block 16 North	9	4	7	4	5	6		
South	12	3	3	12	7	11		
East	12	1	1	7	2	5		
West	6	2	4	7	3	5		
	<u>39</u>	<u>10</u>	<u>15</u>	<u>30</u>	<u>17</u>	<u>27</u>	51%	77%
<i>Percent Occupied</i>		<i>26%</i>	<i>38%</i>	<i>77%</i>	<i>44%</i>	<i>69%</i>		
Block 17 South	9	3	3	1	4	4	33%	44%
<i>Percent Occupied</i>		<i>33%</i>	<i>33%</i>	<i>11%</i>	<i>44%</i>	<i>44%</i>		
Block 19 North	7	2	2	2	2	0	23%	29%
<i>Percent Occupied</i>		<i>29%</i>	<i>29%</i>	<i>29%</i>	<i>29%</i>	<i>0%</i>		
Block 20 South	9	0	2	2	3	6		
East	21	1	3	3	4	5		
West	4	4	4	4	2	2		
	<u>34</u>	<u>5</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>13</u>	26%	38%
<i>Percent Occupied</i>		<i>15%</i>	<i>26%</i>	<i>26%</i>	<i>26%</i>	<i>38%</i>		
Block 21 North	6	0	3	3	5	2		
South	4	0	0	4	4	4		
West	5	3	1	1	3	0		
	<u>15</u>	<u>3</u>	<u>4</u>	<u>8</u>	<u>12</u>	<u>6</u>	44%	80%
<i>Percent Occupied</i>		<i>20%</i>	<i>27%</i>	<i>53%</i>	<i>80%</i>	<i>40%</i>		
TOTALS	358	103	168	212	179	182	47%	59%
<i>Percent Occupied</i>		<i>29%</i>	<i>47%</i>	<i>59%</i>	<i>50%</i>	<i>51%</i>		

**On-Street Parking
Surveyed September 11, 2013**

			Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Average Occupancy	Peak Occupancy
Block 1	North	6	0	5	6	6	5	48%	87%	
	West	9	7	0	0	7	0			
		<u>15</u>	<u>7</u>	<u>5</u>	<u>6</u>	<u>13</u>	<u>5</u>			
		<i>Percent Occupied</i>	47%	33%	40%	87%	33%			
Block 2	East	15	4	5	4	5	5	31%	33%	
		<i>Percent Occupied</i>	27%	33%	27%	33%	33%			
Block 3	North	11	3	11	9	11	11	73%	90%	
	West	9	2	7	9	5	5			
		<u>20</u>	<u>5</u>	<u>18</u>	<u>18</u>	<u>16</u>	<u>16</u>			
		<i>Percent Occupied</i>	25%	90%	90%	80%	80%			
Block 4	East	8	2	1	2	1	1	18%	25%	
		<i>Percent Occupied</i>	25%	13%	25%	13%	13%			
Block 5	North	6	3	5	6	5	3	72%	92%	
	East	6	4	5	5	4	3			
		<u>12</u>	<u>7</u>	<u>10</u>	<u>11</u>	<u>9</u>	<u>6</u>			
		<i>Percent Occupied</i>	58%	83%	92%	75%	50%			
Block 6	North	6	3	5	6	5	5	75%	87%	
	East	11	7	11	10	9	10			
	West	12	8	8	10	8	5			
		<u>23</u>	<u>15</u>	<u>19</u>	<u>20</u>	<u>17</u>	<u>15</u>			
		<i>Percent Occupied</i>	65%	83%	87%	74%	65%			
Block 7	North	16	15	15	16	16	16	65%	92%	
	East	19	4	9	17	2	5			
	West	4	0	4	3	2	3			
		<u>39</u>	<u>19</u>	<u>28</u>	<u>36</u>	<u>20</u>	<u>24</u>			
		<i>Percent Occupied</i>	49%	72%	92%	51%	62%			
Block 9	North	10	0	4	1	0	1	23%	47%	
	East	5	1	3	4	2	1			
		<u>15</u>	<u>1</u>	<u>7</u>	<u>5</u>	<u>2</u>	<u>2</u>			
		<i>Percent Occupied</i>	7%	47%	33%	13%	13%			
Block 10	North	11	6	11	9	9	7	80%	89%	
	South	6	4	3	4	6	4			
	East	2	3	3	2	2	3			
		<u>19</u>	<u>13</u>	<u>17</u>	<u>15</u>	<u>17</u>	<u>14</u>			
		<i>Percent Occupied</i>	68%	89%	79%	89%	74%			
Block 11	North	11	2	5	13	11	10	71%	96%	
	South	13	6	8	11	11	11			
	West	4	1	2	3	3	3			
		<u>28</u>	<u>9</u>	<u>15</u>	<u>27</u>	<u>25</u>	<u>24</u>			
		<i>Percent Occupied</i>	32%	54%	96%	89%	86%			
Block 12	South	7	4	6	5	6	7	80%	100%	
		<i>Percent Occupied</i>	57%	86%	71%	86%	100%			
Block 14	South	10	3	3	2	0	0	16%	30%	
		<i>Percent Occupied</i>	30%	30%	20%	0%	0%			

**On-Street Parking
Surveyed September 11, 2013**

		Capacity	8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM	Average Occupancy	Peak Occupancy
Block 15	South	11	5	9	8	11	9	38%	44%
	East	9	4	4	4	2	2		
	West	12	0	0	2	0	0		
		<u>32</u>	<u>9</u>	<u>13</u>	<u>14</u>	<u>13</u>	<u>11</u>		
	<i>Percent Occupied</i>		28%	41%	44%	41%	34%		
Block 16	South	12	0	3	12	9	10	60%	94%
	West	6	3	6	5	2	4		
		<u>18</u>	<u>3</u>	<u>9</u>	<u>17</u>	<u>11</u>	<u>14</u>		
		<i>Percent Occupied</i>		17%	50%	94%	61%		
Block 17	West	16	8	8	8	7	7	48%	50%
	<i>Percent Occupied</i>		50%	50%	50%	44%	44%		
Block 19	North	7	4	4	4	4	0	46%	57%
	<i>Percent Occupied</i>		57%	57%	57%	57%	0%		
Block 20	South	9	3	3	3	3	3	32%	41%
	East	21	1	3	7	5	4		
	West	4	4	4	4	4	4		
		<u>34</u>	<u>8</u>	<u>10</u>	<u>14</u>	<u>12</u>	<u>11</u>		
	<i>Percent Occupied</i>		24%	29%	41%	35%	32%		
Block 21	North	6	0	0	4	3	2	53%	80%
	South	4	4	5	4	3	3		
	West	5	0	2	4	3	3		
		<u>15</u>	<u>4</u>	<u>7</u>	<u>12</u>	<u>9</u>	<u>8</u>		
	<i>Percent Occupied</i>		27%	47%	80%	60%	53%		
	333	125	185	220	187	170	53%	66%	
	<i>Percent Occupied</i>		38%	56%	66%	56%	51%		

SUMMARY - OCCUPANCY BY BLOCK

			Surveyed Capacity	Observed Occupancy 9/10/13					Average Occupancy	Peak Occupancy
				8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
9/10/2013 - DOWNTOWN										
Block 1	On-Street	15	5	10	10	4	0	8%	15%	
	Off-Street	163	4	17	9	5	5			
Block Total		178	9	27	19	9	5			
Percent Occupied			5%	15%	11%	5%	3%			
Block 2	On-Street	15	6	6	6	5	6	54%	66%	
	Off-Street	231	78	132	156	140	127			
Block Total		246	84	138	162	145	133			
Percent Occupied			34%	56%	66%	59%	54%			
Block 3	On-Street	20	4	19	18	18	19	71%	89%	
	Off-Street	122	46	82	108	99	91			
Block Total		142	50	101	126	117	110			
Percent Occupied			35%	71%	89%	82%	77%			
Block 4	On-Street	8	0	1	4	2	2	60%	70%	
	Off-Street	19	12	13	15	17	15			
Block Total		27	12	14	19	19	17			
Percent Occupied			44%	52%	70%	70%	63%			
Block 5	On-Street	12	7	8	8	9	7	70%	74%	
	Off-Street	77	51	55	58	57	51			
Block Total		89	58	63	66	66	58			
Percent Occupied			65%	71%	74%	74%	65%			
Block 6	On-Street	23	10	18	20	20	18	75%	87%	
	Off-Street	0	0	0	0	0	0			
Block Total		23	10	18	20	20	18			
Percent Occupied			43%	78%	87%	87%	78%			
Block 7	On-Street	39	7	12	20	14	14	56%	66%	
	Off-Street	83	31	68	59	57	58			
Block Total		122	38	80	79	71	72			
Percent Occupied			31%	66%	65%	58%	59%			
Block 8	On-Street	0	0	0	0	0	0	62%	68%	
	Off-Street	87	59	57	54	53	48			
Block Total		87	59	57	54	53	48			
Percent Occupied			68%	66%	62%	61%	55%			
Block 9	On-Street	15	1	2	3	2	4	32%	38%	
	Off-Street	79	21	25	33	33	28			
Block Total		94	22	27	36	35	32			
Percent Occupied			23%	29%	38%	37%	34%			
Block 10	On-Street	19	15	18	18	12	16	71%	94%	
	Off-Street	13	1	5	12	4	12			
Block Total		32	16	23	30	16	28			
Percent Occupied			50%	72%	94%	50%	88%			
Block 11	On-Street	28	6	16	28	24	21	68%	100%	
	Off-Street	0	0	0	0	0	0			
Block Total		28	6	16	28	24	21			
Percent Occupied			21%	57%	100%	86%	75%			

SUMMARY - OCCUPANCY BY BLOCK

		Surveyed Capacity	Observed Occupancy 9/10/13					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 12	On-Street	18	10	14	15	12	10	66%	82%
	Off-Street	16	9	14	11	11	7		
	Block Total	34	19	28	26	23	17		
	Percent Occupied		56%	82%	76%	68%	50%		
Block 13	On-Street	0	0	0	0	0	0	81%	90%
	Off-Street	110	75	87	99	99	83		
	Block Total	110	75	87	99	99	83		
	Percent Occupied		68%	79%	90%	90%	75%		
Block 14	On-Street	10	1	2	1	0	1	22%	29%
	Off-Street	150	32	42	45	31	23		
	Block Total	160	33	44	46	31	24		
	Percent Occupied		21%	28%	29%	19%	15%		
Block 15	On-Street	32	8	9	11	13	14	40%	59%
	Off-Street	167	47	60	106	72	61		
	Block Total	199	55	69	117	85	75		
	Percent Occupied		28%	35%	59%	43%	38%		
Block 16	On-Street	39	10	15	30	17	27	51%	77%
	Off-Street	0	0	0	0	0	0		
	Block Total	39	10	15	30	17	27		
	Percent Occupied		26%	38%	77%	44%	69%		
Block 17	On-Street	9	3	3	1	4	4	32%	38%
	Off-Street	366	98	119	102	122	140		
	Block Total	375	101	122	103	126	144		
	Percent Occupied		27%	33%	27%	34%	38%		
Block 18	On-Street	0	0	0	0	0	0	24%	28%
	Off-Street	89	20	22	25	15	23		
	Block Total	89	20	22	25	15	23		
	Percent Occupied		22%	25%	28%	17%	26%		
Block 19	On-Street	7	2	2	2	2	0	23%	34%
	Off-Street	120	29	41	22	38	7		
	Block Total	127	31	43	24	40	7		
	Percent Occupied		24%	34%	19%	31%	6%		
Block 20	On-Street	34	5	9	9	9	13	51%	60%
	Off-Street	43	23	36	35	37	22		
	Block Total	77	28	45	44	46	35		
	Percent Occupied		36%	58%	57%	60%	45%		
Block 21	On-Street	15	3	4	8	12	6	44%	80%
	Off-Street	0	0	0	0	0	0		
	Block Total	15	3	4	8	12	6		
	Percent Occupied		20%	27%	53%	80%	40%		
Block 22	On-Street	0	0	0	0	0	0		
	Off-Street	0	0	0	0	0	0		
	Block Total	0	0	0	0	0	0		
	Percent Occupied								

SUMMARY - OCCUPANCY BY BLOCK

		Surveyed Capacity	Observed Occupancy 9/10/13					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 23	On-Street	0	0	0	0	0			
	Off-Street	68	11	23	14	9			
	Block Total	68	11	23	14	9	22%	34%	
	Percent Occupied		16%	34%	21%	13%			
		2,361	750	1,066	1,175	1,078	43%	50%	
			32%	45%	50%	46%		42%	

9/10/2013 - CRYSTAL BRIDGES

Block 24	On-Street	0	0	0	0	0		
	Off-Street	615	12	15	31	21	3%	5%
	Block Total	615	12	15	31	21		
	Percent Occupied		2%	2%	5%	3%		

SUMMARY - OCCUPANCY BY BLOCK

		Surveyed Capacity	Observed Occupancy 9/11/13					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
9/11/2013 - DOWNTOWN									
Block 1	On-Street	15	7	5	6	13	5	7%	11%
	Off-Street	163	5	7	8	7	3		
	Block Total	178	12	12	14	20	8		
	Percent Occupied		7%	7%	8%	11%	4%		
Block 2	On-Street	15	4	5	4	5	5	45%	55%
	Off-Street	231	60	114	126	130	102		
	Block Total	246	64	119	130	135	107		
	Percent Occupied		26%	48%	53%	55%	43%		
Block 3	On-Street	20	5	18	18	16	16	67%	96%
	Off-Street	122	53	89	119	100	40		
	Block Total	142	58	107	137	116	56		
	Percent Occupied		41%	75%	96%	82%	39%		
Block 4	On-Street	8	2	1	2	1	1	50%	74%
	Off-Street	19	8	10	18	14	10		
	Block Total	27	10	11	20	15	11		
	Percent Occupied		37%	41%	74%	56%	41%		
Block 5	On-Street	12	7	10	11	9	6	72%	80%
	Off-Street	77	47	57	60	59	55		
	Block Total	89	54	67	71	68	61		
	Percent Occupied		61%	75%	80%	76%	69%		
Block 6	On-Street	23	15	19	20	17	15	75%	87%
	Off-Street	0	0	0	0	0	0		
	Block Total	23	15	19	20	17	15		
	Percent Occupied		65%	83%	87%	74%	65%		
Block 7	On-Street	39	19	28	36	20	24	65%	80%
	Off-Street	83	45	55	62	56	50		
	Block Total	122	64	83	98	76	74		
	Percent Occupied		52%	68%	80%	62%	61%		
Block 8	On-Street	0	0	0	0	0	0	62%	74%
	Off-Street	87	49	64	55	55	45		
	Block Total	87	49	64	55	55	45		
	Percent Occupied		56%	74%	63%	63%	52%		
Block 9	On-Street	15	1	7	5	2	2	43%	55%
	Off-Street	79	39	45	47	33	21		
	Block Total	94	40	52	52	35	23		
	Percent Occupied		43%	55%	55%	37%	24%		
Block 10	On-Street	19	13	17	15	17	14	69%	88%
	Off-Street	13	3	4	12	11	4		
	Block Total	32	16	21	27	28	18		
	Percent Occupied		50%	66%	84%	88%	56%		
Block 11	On-Street	28	9	15	27	25	24	71%	96%
	Off-Street	0	0	0	0	0	0		
	Block Total	28	9	15	27	25	24		
	Percent Occupied		32%	54%	96%	89%	86%		

SUMMARY - OCCUPANCY BY BLOCK

		Surveyed Capacity	Observed Occupancy 9/11/13					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 12	On-Street	7	4	6	5	6	7	77%	87%
	Off-Street	16	9	13	11	14	13		
	Block Total	23	13	19	16	20	20		
	Percent Occupied		57%	83%	70%	87%	87%		
Block 13	On-Street	0	0	0	0	0	0	78%	84%
	Off-Street	110	84	92	80	89	86		
	Block Total	110	84	92	80	89	86		
	Percent Occupied		76%	84%	73%	81%	78%		
Block 14	On-Street	10	3	3	2	0	0	17%	21%
	Off-Street	150	21	30	32	27	19		
	Block Total	160	24	33	34	27	19		
	Percent Occupied		15%	21%	21%	17%	12%		
Block 15	On-Street	32	9	13	14	13	11	43%	68%
	Off-Street	167	34	59	121	79	72		
	Block Total	199	43	72	135	92	83		
	Percent Occupied		22%	36%	68%	46%	42%		
Block 16	On-Street	18	3	9	17	11	14	60%	94%
	Off-Street	0	0	0	0	0	0		
	Block Total	18	3	9	17	11	14		
	Percent Occupied		17%	50%	94%	61%	78%		
Block 17	On-Street	16	8	8	8	7	7	39%	43%
	Off-Street	366	122	139	139	158	154		
	Block Total	382	130	147	147	165	161		
	Percent Occupied		34%	38%	38%	43%	42%		
Block 18	On-Street	0	0	0	0	0	0	24%	30%
	Off-Street	89	12	20	27	22	27		
	Block Total	89	12	20	27	22	27		
	Percent Occupied		13%	22%	30%	25%	30%		
Block 19	On-Street	7	4	4	4	4	0	19%	27%
	Off-Street	120	26	23	19	30	4		
	Block Total	127	30	27	23	34	4		
	Percent Occupied		24%	21%	18%	27%	3%		
Block 20	On-Street	34	8	10	14	12	11	48%	56%
	Off-Street	43	17	25	29	29	29		
	Block Total	77	25	35	43	41	40		
	Percent Occupied		32%	45%	56%	53%	52%		
Block 21	On-Street	15	4	7	12	9	8	53%	80%
	Off-Street	0	0	0	0	0	0		
	Block Total	15	4	7	12	9	8		
	Percent Occupied		27%	47%	80%	60%	53%		
Block 22	On-Street	0	0	0	0	0	0		
	Off-Street	0	0	0	0	0	0		
	Block Total	0	0	0	0	0	0		
	Percent Occupied								

SUMMARY - OCCUPANCY BY BLOCK

		Surveyed Capacity	Observed Occupancy 9/11/13					Average Occupancy	Peak Occupancy
			8:00 AM	10:00 AM	Noon	2:00 PM	4:00 PM		
Block 23	On-Street	0	0	0	0	0			
	Off-Street	68	18	14	11	12			
	Block Total	68	18	14	11	12	20%	26%	
	Percent Occupied		26%	21%	16%	18%			
		2,336	777	1,045	1,196	1,112	43%	51%	
			33%	45%	51%	48%		39%	

9/11/2013 - CRYSTAL BRIDGES

Block 24	On-Street	0	0	0	0	0		
	Off-Street	615	29	54	552	558	56%	91%
	Block Total	615	29	54	552	558		
	Percent Occupied		5%	9%	90%	91%		85%

End of Report.