



Administration

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MEMO

TO: County Commission

FROM: Robert W. Wilson

Date: November 16, 2023

Subject: Court Facility Improvement Grant Application

Court Facility Improvement Grant applications are due to the ND Supreme Court by December 31, 2023. Selected projects are eligible for a 75% cost reimbursement. The remaining 25% project cost is the responsibility of the County. At the October County Building Committee meeting the committee recommended the Commission apply for grant funding for two projects:

- Clerk's Office Glass Window Project:
Construction of a secured public facing counter and window area similar to Sheriff's Office Civil/Warrants area on the first floor of the Courthouse. If approved, cost estimates will be procured prior to submitting the application and included with the application.
- Furniture for an Additional Secure Courtroom:
On November 20th the Commission will consider several options for a space needs analysis. One option is limited to identifying a new location for the County IT Department and remodeling the current IT office space into a secure courtroom.

In anticipation of potentially selecting this option the Building Committee also recommended applying for Court Facility Improvement Grant funds to provide the furniture needed for this additional courtroom. Similar to the other recommendation, if the Commission concurs with this recommendation, a cost estimate will be secured and submitted along with the Commission-authorized application.

SUGGESTED MOTION: Authorize the Chair to sign and staff submit a Court Facility Improvement Grant Application for 75% of the cost of the Clerk's Office Glass Window Project and/or needed furniture for an Additional Secure Courtroom.