

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 15, 2014 - 8:00 AM

ADMINISTRATION BUILDING – CONFERENCE ROOM 4A
304 E. Grand River Avenue, Howell, MI 48843

JAIL IMPROVEMENT COMMITTEE

JUDGE BRENNAN

COMM. DOMAS

CC ADMIN. EVANS

COMM. LAWRENCE

ATTY. LIVINGSTON

COMM. PARKER

OTHERS:

MIKE MURPHY
TOM CREMONTE

KELLI HAWORTH

BELINDA M. PETERS
NATALIE HUNT

1. **CALL TO ORDER:** Meeting called to order by: **COMM. DON PARKER AT 8:06 A.M.**
2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED APRIL 10, 2014:**

MOTION TO APPROVE THE MINUTES, DATED APRIL 10, 2014.

MOVED BY: LAWRENCE / SECONDED BY: EVANS

ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.

MOVED BY: LAWRENCE / SECONDED BY: EVANS

ALL IN FAVOR - MOTION PASSED

4. **CALL TO THE PUBLIC: None.**

5. **FINANCING OPTIONS:**

- **DON PARKER STATED THAT HE FEELS THE COMMITTEE IS IN THE LAST PHASE AND READY MAKE FINAL RECOMMENDATIONS TO THE BOARD.**
- **BELINDA REVIEWED THE CONSTRUCTION FINANCING PORTION, WHICH WILL BEGIN WITH THE INTENT TO ISSUE BONDS BY THE BOARD ON APRIL 28, 2014. THIS STARTS THE 45 DAY COUNT DOWN. ALTHOUGH THE BOARD RECOMMENDS THE INTENT TO ISSUE THE BONDS, IT WILL NOT OBLIGATE THEM TO ISSUE THE BONDS.**
- **BELINDA WILL REVIEW THE BOND SCHEDULE TO SEE IF IT CAN BE TIGHTENED UP A LITTLE FOR CONSTRUCTION TO BEGIN EARLIER. AT THIS TIME WE WILL HAVE TO AMEND THE BUDGET TO MAKE FUNDS**

AVAILABLE FOR BRINGING CORRECTIONS OFFICERS ON BOARD AT THE END OF 2014. THERE ARE FUNDS AVAILABLE IN THE GENERAL FUND.

- AFTER REVIEWING ALL OF THE FINANCING OPTIONS, IT WAS STILL BROUGHT UP THAT A CONTINGENCY PLAN MAY NEED TO BE DRAFTED BUT NOT INVOKED.
- THIS JAIL IMPROVEMENT IS NEEDED THIS TIME AROUND DUE TO CLASSIFICATION OF INMATES AND THE CHANGE IN FEMALE INMATE POPULATION, WHEREAS THE LAST IMPROVEMENT WAS SOLELY BASED ON OVERCROWDING. THE NEW IMPROVEMENT WILL ALSO HAVE MULTIPLE TECHNOLOGY UPGRADES/ADVANTAGES.
- DON PARKER OUTLINED THE PRESENTATION FOR THE COMMITTEE. HE WOULD LIKE TO ISSUE A PRESS RELEASE ON APRIL 24, 2014 INVITING THE PRESS AND PUBLIC TO THE APRIL 28, 2014 BOARD MEETING.
 - FACILITY NEEDS
 - TECHNOLOGY
 - FINANCING
 - COMMITTEE RECOMMENDATION
- DON PARKER ASKED THE ENTIRE COMMITTEE “DO YOU HAVE CONCERNS WITH OUR RECOMMENDATION?” EVERYONE IS IN AGREEMENT AND ON BOARD WITH THE COMMITTEE FINDINGS, WHICH ARE ATTACHED.

6. ADJOURNMENT:

**MOTION TO ADJOURN AT 9:11 AM.
MOVED BY: LAWRENCE / SECONDED BY: EVANS
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

NATALIE HUNT
RECORDING SECRETARY

**Jail Improvement Committee Recommendations
April 15, 2014**

➤ **Construction Financing**

- Authorize Bond Resolution – County’s official intent to issue its limited tax general obligation bonds:

Finance Committee: April 23rd
Board of Commissioners: April 28th

- Utilize \$2.0 million General Fund (GF) cash reserves for enhancements to existing facility;
- Finance balance of construction costs with 2014 Capital Improvement Bonds – 15 year term, with call option at 10 years; (Jenny Nash, County Treasurer agrees with this recommendation)
- Projected annual payment - \$.998 million. Reference attached.

➤ **Annual Operating Costs for Jail Expansion \$2.3 Million**

- Reference attached “Potential Funding Sources” spreadsheet for more detail
 - US Marshals contract for bed space
 - Additional State Shared Revenue
 - Reallocation of General Fund appropriation to Capital Improvement Fund
 - Reduced General Fund expenditures / contingency
- 2015 Budget Process – Begin identifying programs/services per department, elected office and courts; mandated versus discretionary and cost of same. If reduced expenditures are necessary, this provides a structured process to prioritize programs/services. **This is the contingency plan.**

➤ **The Board of Commissioners needs to be committed to reduce expenditures if projected revenues do not materialize.**

➤ **Prepare press release or meet with Editorial Board**

- Document “Need” for expanded facility