

POLICE SERVICES STEERING COMMITTEE

Wednesday July 5, 2006

4:30pm – 6:00pm

110 North Fourth Avenue

Members Present:

Paul Bunten	Chief of Police, Saline
Jeff Irwin	County Commissioner
Ruth Ann Jamnick	Ypsilanti Township
Pat Kelly	Dexter Township
William McFarlane	Superior Township
Herb Mahony, Designee	County Under Sheriff
Michael Moran	Ann Arbor Township
Mark Ouimet	County Commissioner
Wes Prater	County Commissioner, Chair of Board
Steve Solowczuk	County Commissioner
Brenda Stumbo	Ypsilanti Township
Patricia Vaillencourt	Village of Manchester

Members Absent: Daniel Minzey, Kenneth Unterbrink

Staff Present: Mary O’Hare (Facilitator), Gordon Burger, Dan Dwyer, Robert Guenzel, Nina Johnson, Tony VanDerworp, Kerry Sheldon, Linda Wicks (Recording Secretary)

1. Call to Order

The meeting was called to order by Facilitator O’Hare, 4:35pm, at the Washtenaw County Annex Building, 110 N. Fourth Ave, first floor large conference room.

2. Approval of Minutes

Bunten moved for approval of the June 7, 2006, Police Services Steering Committee meeting minutes; Ouimet seconded; all in favor.

3. Citizen Participation

None.

4. Committee Member Check-In

- Prater requested an update on the Jail Boarding-Out issue. Mahony stated that the jail is currently in the 6th day of Level 5 overcrowding, indicating that if overcrowding still exists by the 13th of the month the Sheriff must have the population down below 322 (10 below capacity) or lock the doors. He indicated that the jail is currently in the banding phase to determine any early releases/sentence reductions. He noted that they are not boarding out any more inmates, and that as release dates are coming up the boarded-out number is reducing; with less than 42 currently boarded out.
- Guenzel stated that the BOC agenda for tonight includes action regarding the Police Services offer to the three Townships that were in litigation, as reviewed at the June 7, 2006, Ways and Means meeting. He noted that the Court of Appeals has denied the Interlocutory Appeal, noting that once the final two counts are decided it would not prevent the Townships from appealing the entire matter.

Guenzel indicated that there are two remaining counts before Judge Costello (earliest date for hearing in Court is January 2007):

1. Rescission issue - Lincoln schools stating they were coerced into signing the contract. Guenzel noted that the County has replied via letter that they may rescind the contract.
 2. Alleged violation of Open Meetings Act - Clerk had delegated duties to Administration to have minutes taken at Leadership Meeting at which the BOC declined to pay for legal services for the Sheriff; documents were posted officially but not by Clerk. Open Meetings Act not violated; may be a violation of laws regarding the Clerk's Office duties. Guenzel noted that the County has a motion on file with the Court stating that the Clerk now takes the minutes.
- Moran inquired about a recent email received regarding a new bill that would give the County authority to pass a Police Services millage, indicating that it has caused some confusion. Guenzel noted that the County has the right to pass any special purpose millage.

5. Adopt Committee Charter

Kelly requested one final change to the revised *PSSC* Charter:

2.2 Term of Member

Change "Nominations for appointments representing the local jurisdictions may be obtained from the County Chapter of the Michigan Township Association" to read "Nominations for appointments representing the local jurisdictions will be obtained from the County Chapter of the Michigan Township Association"

Solowczuk moved for adoption of the revised *PSSC* Charter inclusive of this final change; all in favor.

6. Infrastructure Review Questions for Public Safety and Justice

O'Hare provided a brief presentation outlining the purpose of this community engagement piece around County Space Planning, requesting *PSSC* member input and dialog regarding key questions. She indicated considerations should include: 1) Planning for future growth and service demands; 2) Ensuring that facilities are adequate for staff operations and convenient to current and future customers; 3) Consideration of social impacts of infrastructure decisions.

Jail

- Should there be a jail expansion? If so, how large should it be expanded?
- Should the current infrastructure of the jail be brought up to the standards that would be used in an expansion?
- What alternative sanctions or diversion methods should be funded in order to reduce jail population?

Courts

- What should the 14A1 District Court look like?
- Should the Juvenile Division of the Family Court be centrally located with other areas of Family Court? If not, where should it be located?
- How should the existing Trial Court building downtown be improved?

General

- How would you fund these needs?
- What would be the effect of not funding these proposed building initiatives?

O'Hare thanked *PSSC* members for their valuable input, indicating that she is happy to bring this back to the *PSSC* in August for further discussion if desired. O'Hare noted the timeline for this community engagement piece around County Space Needs and that the Space Plan options will be reported out to the BOC in September.

7. Reserve Fund Information

Gordon Burger, Director of Planning and Budget, distributed a “*Washtenaw County 12/31/05 Fund Balances*” summary document, providing additional explanation.

Burger noted that the figures on the document distributed are from the most recent, 2005, *Comprehensive Annual Financial Report (CAFR)*, showing a \$77 million Fund Balance; noting that the \$60 million figure that has been used in public discussions is from the 2004 *CAFR*.

Burger walked *PSSC* members through the Fund Balance document noting that the term “unrestricted funds” is an accounting term of art used by auditors. It does not mean you have these dollars to spend. It means they are not specifically designated.

General Fund Balance

Reserved = \$881,264

Unreserved = \$7,465,485

- Is at BOC discretion
- BOC has adopted a fiscal policy, in line with the credit industry, that it will maintain 8% of General Fund budget expenditures as a fund balance (\$7.5 million)
 - This 8% would provide for about 21 days of operations in the event of a disaster
 - Very few Counties have less than 100 days that they can cover via a fund balance
 - Bond Rating currently is AA+ (next to highest rating)

CSTS Fund Balance

\$904,322

Mental Health delivery arm of the County. Includes regional dollars that would have been turned back to Medicare and Medicaid. Provides a cushion against flat or reduced funding. These are designated funds with restrictions against commingling of funds and designation of funds.

Parks Fund Balance

Regular Operations = \$11,973,413

Natural Areas Millage = \$5,261,395

Parks has two millages of their own; getting no dollars from the County. The BOC has no jurisdiction over their funds. These monies are not at the County’s disposal – the County is just the collecting agency.

Revenue Sharing Reserve Fund

\$29,192,442

When the State discontinued Revenue Sharing, they allowed Counties to self-fund by collecting property taxes early over a three year period. These dollars go into this Revenue Sharing Fund, and the State tells the County on an annual basis what can be used (essentially the same as the prior year plus inflation). The County can take about \$6 million of this for use this year; but this is \$6 million that is already budgeted.

Burger noted that additional monies can only be used for cash flow purposes; that the fund must remain intact at year-end. Burger noted that these dollars will dwindle and will last approximately ten years. Jamnick indicated that there may be ability to use these funds; and may explore legislation regarding.

County Capital Funds Projects

\$14,890,650

This is a number of funds, grouped together, involving capital.

Capital Reserve Fund

- o Reserved for bond payments / debt payment for bonds issued
- o Amount that could actually be taken out of this fund for capital projects is about \$8 million (on a one-time basis, or smaller amounts on an annual basis to fund a bond issue)

County Capital Projects Funds

- o Several funds including Register of Deeds, Technology, Building Maintenance – projects already in process but not yet paid for (committed)

Burger indicated that funding of depreciation of assets is handled via cost allocation charges to each department, based on what the Federal Government allows (building charge is 2% annually).

Various Federal and State Grant Funds

\$6,551,534

Burger indicated that the County has over 200 grant funds, and that some may roll over – but not at BOC discretion. These grant fund balances usually represent Federal or State dollars for a multi-year grant; limited County matching dollars may be tied up in the Fund Balance. The BOC could choose to limit funding to programs with these grant Fund Balances, but may have to return grant funds in doing so. If there is an opportunity to leverage County funds against State or Federal funds, it would not be in the County’s best interest to pull back from this.

Building Authority Capital Projects Funds

\$776,650

Building Authority Debt Service Funds

\$13,846

Projects already in process. Includes Chevron energy-saving projects, with guaranteed pay-back.

Other

\$34,188 (Reserved and Committed)

8. Other

None.

9. Adjournment

The meeting was adjourned by Facilitator O’Hare at 6:15 pm.

Next Meeting:

Wednesday, August 2, 2006

4:30pm – 6:00pm

110 N. Fourth Avenue, Large Conference Room

Approved by Committee: 2 August 2006