

Skagit County Jail Finance Committee
December 11, 2014

Meeting Minutes

The meeting was opened at 9:00 a.m. and the Committee members acting on behalf of the respective entities for the meeting in attendance were:

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| 1) Anacortes – Steve Hoglund | 6) County – Ron Wesen |
| 2) Burlington – Bryan Harrison | 7) County – Melinda Miller |
| 3) Mount Vernon – Alicia Huschka | 8) Sheriff Will Reichardt |
| 4) Sedro Woolley – Eron Berg | 9) Chair Mark Venn |
| 5) County - Trisha Logue | |

Also present were: *Johanna Roodzant, Public Financial Management, Inc.; Susan Musselman, Public Financial Management, Inc.; Marc Estvold, Project Manager; Dan Fitting, Skagit County; Ryan Walters, Skagit County Prosecuting Office; Will Honea, Skagit County Prosecuting Office; Steve Berentson, Skagit County Public Information Officer; Jackie Brunson, Sheriff's Office; Charlie Wend, Sheriff's Office; and Keith Wagoner, City of Sedro Woolley*

There were introductions of the members and other people present.

Agenda: The agenda was provided.

Action: It was moved and seconded to approve the agenda. Approved by a unanimous vote.

Meeting Minutes: The minutes from the November 6, 2014 meeting were provided. A correction was requested in the Project Update to change the date of January 15, 2014 to January 15, 2015. A request was made to clean up the sentence in the Booking Fees paragraph. It was requested to delete a sentence in the Review of Medical Procedure/Cost paragraph.

Action: It was moved and seconded to approve the amended minutes from the meeting of November 6, 2014. Approved by a unanimous vote.

Project Update: Marc Estvold provided an update on the project. Design development has been completed. Funds from Ecology will be coming from the Model Toxics Control Act dedicated solely to clean-up projects like the truck city site. There was further discussion about five additional energy efficient projects.

Action: It was moved and seconded to continue discussion on the proposed SHARC sewage heat recovery system energy efficiency project at the next meeting. Approved by a unanimous vote.

Action: It was moved and seconded to vote to increase the project budget by \$312,000 and move forward with four proposed energy efficiency projects (advanced energy metering; water metering; enhanced commissioning; and envelope commissioning). Approved by a unanimous vote.

Update on Skagit County Bond Sale: Susan Musselman provided an update on the Skagit County bond sale which occurred on November 12, 2014. The County received 8 bids with bids ranging from a true interest cost of 3.62% to 3.76%. The bonds were sized to provide \$55.7 million for project costs. The annual debt service during the years of jail operation will be \$3.413 million annual payments. The bonds have a term of 27 years with 2 years of interest-only and 25 year principal amortization.

Review of Medical Procedure/Cost. Sheriff Reichardt provided an update on the status of the medical procedure/cost dispute. A sub-committee with representatives from the County, the Sheriff's office and the cities was formed and met on December 10, 2014. It was decided they will have a meeting on January 28, 2015 to begin discussions/negotiations on medical bill procedures. Sheriff Reichardt will send an email to the sub-committee requesting proposals to be provided to the parties by January 21,

2015. It was agreed at the December 10th meeting that all parties will continue to pay the medical bills based on the status quo during the discussions/negotiations of medical costs procedures.

To do. Sheriff's office to send email to the sub-committee with the date, time and procedure for the meeting on January 28, 2015.

Jail Outsourcing update: The committee received an update on jail outsourcing from Sheriff Reichardt. More communication will be provided to Chelan County regarding which inmates could be allowed for work detail outside of the jail. Charlie Wend plans to perform unannounced visits in the future and Chelan has said they are open to that.

Report on Tax Collection into the Jail Fund: Jackie Brunson provided an update on the tax collection into the jail fund.

Update on Information Brochure: It will be best to wait until more information is available. They have had some discussions about what points to highlight in the brochure. Trisha Logue will email those points to the group before the next meeting.

Chair communication: The next meeting is Thursday January 8, 2015 at 9:00 a.m. in the hearing room.

Proposed Agenda Items for January 8:

- Approval of Agenda and Minutes
- Project update led by Marc Estvold
- Discussion of medical procedure/cost led by Sheriff Reichardt and Jackie Brunson
- Jail outsourcing update led by Sheriff Reichardt
- Tax collection update led by Jackie Brunson
- Informational brochure led by Tim Holloran
- Chair communication by Mark Venn

MINUTES SUBMITTED 1/8/2015

[FOR APPROVAL 1/8/2015]