

1. Agenda

WASHTENAW COUNTY
BOARD OF COMMISSIONERS
Ways and Means Committee
Administration Building - Board Room
220 N. Main Street
Ann Arbor, Michigan
WASHTENAW COUNTY WEBSITE

2. Roll Call

3. Citizen Participation

4. Commissioner Follow-Up To Citizen Participation

5. New Business

5.I. A. Economic Development

1. Office of Community and Economic Development

a. Brownfield Plan for 309 N. Ashley Ann Arbor, MI

- Adoption of the 309 N. Ashley Brownfield Plan

- To support the remediation and redevelopment of four parcels (0.334 acres) at the northwest corner of North Ashley and Miller Avenue in Downtown Ann Arbor

- The properties were impacted by historic gas station filling operations on an adjacent site, located on the corner of Ashley and Miller

- Michigan Public Act 381 of 1996, as amended (Brownfield Redevelopment Financing Act) authorizes municipalities to create brownfield redevelopment authorities to facilitate the implementation of brownfield plans and prescribes the powers, duties, and funding mechanisms for brownfield redevelopment authorities

- Washtenaw County Board of Commissioners Resolution #990110 established the Washtenaw County Brownfield Redevelopment Authority (WCBRA) and in 2002, the City of Ann Arbor joined the WCBRA as a municipal member

- The developer is requesting \$2.039M in TIF reimbursement of eligible environmental activity costs including:

- Phase I & Phase II Environmental Site Assessments (ESA)

- Due Care Activities to remove impacted soils within the development excavation area and provide due care measures to prevent vapor intrusion into the proposed structure

- Act 381 Work Plan development and implementation

- 15% Contingency

- Preparation of a Brownfield Plan

- The plan estimates developer reimbursement (\$2.039M) will take 8 years and one additional year for full Local Brownfield Revolving Fund (LBRF) County Brownfield Administrative Fees Capture (\$700K)

- The plan has been recommended for approval on March 25th by the Brownfield Review Committee with a condition to cap the maximum capture/reimbursement period to 12 years

- WCBRA's recommendation for plan approval is anticipated on May 2nd, contingent on Ann Arbor City Council approval

- Ann Arbor City Council's approval of the plan is anticipated on May 6th, 2019

- Pursuant to the Brownfield Redevelopment Act, a public hearing is scheduled for the May 15th Washtenaw County Board of Commissioners' meeting

Documents:

[A1A 1 309 N. ASHLEY BF PLAN.PDF](#)

5.II. B. Public Safety & Justice

1. Prosecuting Attorney

a. Michigan State Police Sexual Assault Kit Initiative (SAKI) Grant

- Authorizing the signature of the Administrator on the grant application

- To the Michigan State Police

- For the period of April 1, 2019 through March 31, 2020

- To promote the investigation and prosecution of the sexual assaults that are related to 96 tested kits

- The state legislature previously appropriated funds for police agencies across Michigan to perform DNA testing for all untested sexual assault evidence kits. A resolution for this grant was adopted by the Board of Commissioners on July 11, 2018

- As the testing has been completed, the US Department of Justice has provided funding to the Michigan State Police in the form of a pass-through grant for investigation and prosecution when appropriate

- Two temporary Investigator employees will be hired to perform these services.

- For a total program of \$163,956

- State Revenue: \$163,956

- County Match: \$0

- Upon receipt of the award:

- Authorizing the Administrator to sign the Notice of Grant Award

- Amending the budget

- Authorizing the Administrator to sign delegate contracts

RECOMMENDATION: APPROVAL AT BOARD

Documents:

[B1A 1 MSP GRANT RESOLUTION.PDF](#)

5.III. C. Civic Infrastructure

1. Treasurer

a. Position Reclassification and Creation

- Authorize re-classification of Treasurer Clerk Specialist I/II positions to Payment Specialist I/II

- Approve elimination of 1 Payment Special I/II position and creation of 2 Revenue Specialist I/II positions (one of which will be placed on Hold-Vacant Status)

- To ensure ongoing sustainability to remain current with Munis and other Tyler Technology products

- Improve cross-training and departmental resiliency

- Create promotional opportunities within the Treasurer's Office

- Eliminate the following 1.0 FTE:

- 1.0 FTE Treasurer Clerk Specialist 2T

- Group 1100, Grade 16/18

- Salary Range: \$34,961 - \$46,488

- Create the following 2.0 FTE:

- 2.0 FTE Revenue Specialist I/II - HOLD ONE VACANT

- Group 1000, Grade 22/24

- Salary Range: \$43,144 - \$60,650

- Change title and job description for Treasurer Clerk Specialist 2T Position

- This resolution will be implemented in a phased-in approach so there is no budgetary impact because of unresolved issues with Community Mental Health:

- Adopt a new job description for the Treasury Clerk Specialists I/II and change the position title to Payment Specialist I/II. No change in factoring, so no budget impact

- Create a new title and job description for a Revenue Specialist.

- Authorize the reclassification of one of the existing Treasury Clerk Specialist positions (#16500003) to a newly created Revenue Specialist position. This position has been vacant since 1/2/2019

- Recruit and hire an employee to fill the Revenue Specialist position. Due to the vacancy for the first half of the year, and the likelihood of hiring a new employee into a lower pay step, budgetary impact would be absorbed by the Treasurer's current budget

- Create the additional Revenue Specialist position, but place the new position on hold vacant status until authorized by the Administrator

RECOMMENDATION: APPROVAL AT BOARD

Documents:

[C1A 1 TREASURERS OFFICE RECLASSIFICATION.PDF](#)

5.IV. D. Support Services

1. Finance

a. 2019 County Operating Millage Rate

- Setting the 2019 Washtenaw County Operating Millage Rate at 4.4239 mills

- The 2019 rate is slightly lower than the 2018 millage rate (4.4511) due to a Headlee millage reduction factor of 0.9939.

RECOMMENDATION: APPROVAL

b. WCCMH Deficit Elimination Plan

- Approval of the Community Mental Health Deficit Elimination Plan for the fiscal year ended September 30, 2018

- To the State of Michigan Department of Treasury

- Per Numbered Letter 2016-1, the Glenn Steil State Revenue Sharing Act of 1971, 1971 Public Act (PA) 140, Section 21(2), states that local units who end their fiscal year with a fund in a deficit condition shall formulate a deficit elimination plan

- At September 30, 2018, the CMH fund had a fund balance deficit of \$384,795

- The state requires a certified resolution approved by the Board of Commissioners with a projected budget explaining how the deficit will be eliminated

- The attached budget reflects the intent to use 2019 General Fund property tax revenues in excess of budget to eliminate this deficit condition in the Community Mental Health Fund

RECOMMENDATION: APPROVAL

Documents:

[D1A 1 2019 MILLAGE.PDF](#)

[D1B 1 2018 WCCMH DEFICIT ELIMINATION PLAN.PDF](#)

5.V. E. County Administration

a. 2019-2022 General Fund Budget Adjustment

RECOMMENDATION: APPROVAL

Documents:

[EA 5-15-19 BUDGET RESOLUTION.PDF](#)

5.VI. F. Board Of Commissioners

a. Creating the Washtenaw County Youth Commission

- Authorize the creation of the Washtenaw County Youth Commission
 - Appropriate an amount not to exceed \$20K to support the work and management of this commission for a period of one year
 - Appoint a member of the Board of Commissioners to serve as liaison to the group
 - To support coordination and facilitation of the youth commission by Neutral Zone Staff
 - To provide stipends to teens supporting the 9 monthly, half-day workshops
 - To support training and education from partner organizations for participants and staff
 - To ensure participation is accessible by providing food, supplies, and transportation
 - The proposed Washtenaw County Youth Commission's mission is to serve in an advisory role to provide an outlet for advocacy through diverse, youth-driven leadership
 - This mission is achieved through:
 - Assessment and exploration of youth issues
 - Analyzing the data collected on youth issues to develop strategies for the county to improve on those issues
 - Educate youth about issues affecting their community
 - Advocate through recommendations to the Board of Commissioners
 - The commission will be comprised of Washtenaw County youth ages 13 to 18 with 21 total members, 2 from each commissioner district plus 3 at-large seats.
 - This action would allocate an amount of \$20K to fund the Youth Commission for a period of one year to be offset through a reduction of the Board of Commissioners' undesignated allocation.
- RECOMMENDATION: APPROVAL AT BOARD

Documents:

[F1A 1 YOUTH COMMISSION.PDF](#)

6. Report Of The Administrator

6.I. Report Of The Administrator

1. 1st Quarter Budget Update
2. Financial State of the County

Documents:

[V1 2019 1ST Q BUDGET UPDATE.PDF](#)

[V2A FINANCIAL STATE OF THE COUNTY 2019-2022 EXECUTIVE SUMMARY.PDF](#)

7. Report Of The Chair Of Ways And Means

8. Report Of The Chair Of The Board

9. Items For Current/Future Discussion

10. Pending

11. Adjournment

Next Ways & Means Meeting

[May 15, 2019]

Board Room

220 N. Main Street

Ann Arbor, MI 48104

6:30 p.m.