

**EXECUTIVE & FINANCE COMMITTEE MEETING
MONDAY, JANUARY 14, 2013**

Chairwoman Holzheimer Gail called an Executive & Finance Committee Meeting for Monday, January 14, 2013 at 6:30 PM in the Euclid Municipal Center Council Chamber.

AGENDA

PRESENTATION BY RCU ARCHITECTS – EUCLID CITY JAIL

Members Present: Caviness, Scarniench, Jones, O'Hare, Langman, Van Ho, Holzheimer Gail.
Excused: Lynch, McLaughlin

Councilwoman Scarniench moved to excuse Councilman Lynch and Councilman McLaughlin.
Councilwoman Jones seconded. Yeas: Unanimous.

Members Present: Mayor Cervenik, Law Director Frey, Finance Director Malone, Police Chief Brickman, Fire Chief Cosgriff, Director Bock, Capt. Doles, Warden Clinton, Clerk of Council Cahill.

Council President Holzheimer – We are here this evening to continue the discussion of the jail and have a presentation by RCU Architects.

Mayor Cervenik – Thank you for gathering this evening. We promised you an update on where we are with the renovation of the jail and how we can make it considerably more functional than it is right now. That's what we're here for this evening. I'll turn it over to Chief Brickman for a few comments.

Chief Brickman – The City of Euclid Jail is an essential part of our police department operations. A well run functional jail in close proximity to the police department has numerous operational advantages. They include in part the ability for police officers to drop off prisoners for processing by Corrections personnel, prisoner booking and processing is time consuming and would keep arresting officers out of service for a significant period of time if they were tasked with doing that. Presently police officers drop off prisoners, charge them, complete a report and return into service immediately.

Number two, investigators can easily conduct follow up investigations when we have a correction facility right at the police station. Follow up interviews, questioning conducted by our police department investigative unit is an essential part of our operations and it is facilitated through a jail that's connected to our police facility.

Also this facility offers a convenience of court appearances. Having the Euclid Municipal Court immediately next to the police station simplifies the movement of prisoners for court appearances, having a Judge who has modified her court schedule to facilitate prisoner appearances is a huge advantage that would be impractical if prisoners were housed offsite. This could result in prisoners serving, if they were offsite serving additional days prior to their court appearance and needlessly increasing prisoner housing costs.

The current Euclid Jail is in the perfect location but because of the way it is designed it cannot be run with high degree of efficiency. The jail requires staffing levels that add significant costs to our operations. Presently 21 full time and 8 part time employees staff the Euclid City jail. The existing jail also has roof issues that require significant work. The female cell block is presently closed. The female prisoners are being held in the Lake County jail at a cost of \$83,885 in 2012.

What needs to be done to correct this inefficiency and improve the corrections operations? We feel strongly that the best solution is the construction of a well designed dormitory-style jail that will be efficient to operate. The jail will house both male and female inmates, be located at our current facility and enhance our ability to manage the correction function while significantly lowering our costs. The projected staffing for this facility will result in an annual savings of \$700,000 per year.

The jail is designed to handle our prisoners but also to potentially house prisoners from other communities generating revenue but at the same time not increasing expenses through additional need for staffing. We think a lot of thought has been put into this design. I would say the architect, Mr. Norm Cassini and his assistant Tom, who are going to speak in detail of the construction, have incorporated the Warden and Capt. Doles who is also with us tonight, in the planning process for this and I really feel that it has a lot of benefits to enhance the whole Euclid Police Dept. With that I have nothing to add at this present time but we have our architect Mr. Norm Cassini.

Mr. Cassini – We gave you a brochure this is Tom Cheimins he is an associate with our firm. Mayor, Chief, Jan and everybody at the table here, thank you for inviting us. We'd like to give you a review of the project and where it stands at this point.

I'd like to start with the site plan. You have a pad in front of you indicating the same drawing we have here. The blue indicates existing jail and it extends and overlaps the yellow area, but that's about 17,400 sq. ft. that is going to be demolished in preparation for the new facility. There is an area down below that we will retain and that will be a temporary holding facility while the balance of the jail gets completed. You're going to have another 13,000 sq. ft. that's going to be relieved, an area that will be used somehow however you want to use it.

The red area indicates a parking lot because we are displacing some of the parking along side the existing facility. We were restricted from here to the sidewalk. The pink is the existing sally port that remains. There's an area in the booking area where we will retain that because it has a basement, very difficult to handle, very costly. We decided to retain this portion of it and the demolition aspect of it and we were just going to remodel that and this space here. The temporary holding facility will in the future become a storage area that will be required by the Police Dept.

The balance of this is the new construction, displaying some automobile parking here, police and also in the back. That is one of the reasons to add on parking in this area here. The whole area gets relieved based on usable space, all the way to this point here because this is fenced in. Right now you have a garden back in here but essentially you'll have a large area that someday can be developed in either expansion, if you want to expand the jail, but there's an advantage of doing it.

By the way, a couple of advantages we have here that hopefully will help the cost of this facility is the generator is located in this position, so we don't have to put a generator in. We will re-use the generator to feed the jail. Utilities are in the basement so we'll tap on them, bring them in such as the fire suppression system, the waterline, the electrical has sufficient power to bring that all in. That's one great advantage we have here in reference to all of the utilities. I don't know if there is any questions on the site plan before we go to the floor plan?

We've already processed Phase 1 through the State of Ohio. The Adult Detention Center in Columbus has already approved Phase 1. We have to get Phase 2 approved when we are 95% done with the construction documents, which we hope to get that done by February 15th. We've been working with the State Architect Kevin Wade and Gregory Dan from the State of Ohio. We must get their approval before we go to the building department, which will be after we get their approval. That's in process at this point.

The floor plan. This just represents what we have on the site plan. There's three main entry points into this building. One, the public coming off the street and the parking lot. They enter into this blue area and they are restricted in the blue area. They have a handicapped toilet and three visitor stations that they can communicate with the prisoners that are in the dormitories.

The blue area indicates the circulation in the facility. The second point of entry is the staff. The staff can enter through the sally port or through the side where the staff has their toilet facilities, their break room, their lockers. They are back down in the corner here. They also can enter the temporary holding facilities which will take place while we're constructing this. This is the area where we're retaining on the demolition and just converting this into a temporary holding facility for the jail area.

The third point of entry is through the sally port. You enter the sally port, the booking area is in this position. They are booked right here and taken into the facility either through detox, another holding facility, and they are processed and taken into the area. The yellow area is indicating only wherever prisoners are going to be ever, I call them clients. Our clients once they're in here, these are the only areas they will be able to have in the whole floor plan area. This area here is for the arraignment of the courts. That would indicate, entering here, booked, taken into detox, two holding areas, search area and then taken into the facility.

The holding cell for the men, is a dormitory supporting 32 clients. We have a balcony to support some of them. A set of stairs that go up, restricted again on the site, so we developed a balcony.

Mr. Cheimins – There's ten on the balcony, mezzanine and 22 down on the first floor. These are all in double bunks. Likewise for the women we have 12 women prisoners, there's six on the first floor and six on the mezzanine.

Mr. Cassini – That gives us 32, 12 and a total of possibly 61 in the whole facility. They also have a recreation area that's a 20 ft. high ceiling for recreation which is required by the jail standards.

Mr. Cheimins – That will have operable sky lights in it. That's not just a fancy thing that we decided to do but the Bureau of Adult Detention requires they have outside air, etc. That's a safe way to do it, put it up 22 ½ ft.

Mr. Cassini – Going back to the corridor, this area here entering the dormitory, this area here entering the dormitory, exiting in this position to get to the prisoner. Those are all double doors, they're all security spots that require double doors, electronically controlled. At this point is the control center of the facility. Two important points, the booking and the control center.

The control center we popped it out into the corridor so they have great vision down the corridor, down this other corridor and look into the various rooms. There will be one person in there, am I correct Jan? There will be a staff member on the outside with a desk, room in the area and doing their requirements by hour, by half-hour. There will be one person in the booking area with the police department coming in with the prisoners.

Back in this area is the kitchen, medical room and laundry room. The balance of this again is security area and staff area. That compromises the area. The second floor balcony, the yellow area is the floor area. This area here is a high ceiling about 20 ft. Same thing in the women's and this is a balcony for them also. We do have windows on the exterior facing east and windows facing west overlooking the roof area.

That's the floor plan of the jail. It was massaged many times over the past 5-6 years and this one here is the one that's really well liked by the Jan, the Police Chief and State of Ohio.

Mr. Cheimins – When the Bureau of Adult Detention, Greg Dan, when he was here, and they've got the final say as Norm said, he took a look at it and he said it is really a solid plan. This is what we want to see, it is solid. We're really not looking to have a whole lot of trouble going down state and them finding a bunch of things wrong with it. The team really, it came out for you, it is a good plan.

Mr. Cassini – Any questions on the floor plan?

Councilman O'Hare – The colors again, blue is public access area.

Mr. Cassini – No, public is only in this spot right here. We should it like circulation in the building. The public area is defined here and in these visiting stations and not past that point. This is a security block with a double door.

Councilman O'Hare – Blue is circulation. Yellow is client/prisoner.

Mr. Cassini – Prisoner areas that they could be in.

Councilman O'Hare – Pink is?

Mr. Cassini – I showed pink only because it is the booking area to begin with, it is the control area which has security vestibule and toilet facilities. In the temporary one, it is the same thing. It just gives you the keys of the booking and also the control area.

Councilman O'Hare – You mentioned you're in Phase 1 now. Phase 1 is completed. Can you go through, I'm interpreting from what you said, Phase 1 is the approval stage, the planning and getting the initial approval. What other stages are there, one, two, three? What do you call those stages?

Mr. Cassini – There used to be five stages at one time. In talking to Greg Dan who is the only person who handles the entire State, 240 prisons. Seems to me he's reduced it to two stages. One, was really the main concept of the floor plans and how we're handling prisoners and all that, that's been approved. We sent the drawings down 2-3 months ago, that's been approved. Phase two, is I'm going to guess, I'm not sure but I think it is 99% construction drawings with cuts on certain elements of the components of the building, such as security glass, bullet proof glass, hardware, toilet facilities.

Mr. Cheimins – They want to see all the mechanic and electrical, security technology. They want to see all that. That will be Phase Two.

Mr. Cassini – I believe it is because the State of Ohio through the administration just wiped out the whole office area of BAD, he's the only one.

Warden Clinton – The Bureau of Adult Detention is basically no longer in existence. Greg Dan is the only inspector for the State of Ohio. Our Phase 1 was approved for us to go further. Phase Two, once that's approved, which we're hoping we'll have before the end of February gives us the right to go out for bid to start getting the bidding process started. There will be a Phase 4 that the State will be involved with. They come up and inspect, which I think they still call Phase 5. The State will still inspect us. The State does not want us to go into Phase 3 without approving everything the architect just mentioned. Our windows, our bullet proof glass, the plumbing, it is all the major things you have to have in line in order to even consider going out for bid.

Hopefully with this Phase 2 being approved, we know we're ready to go out for bid and we are probably 95% done with that right now.

Mr. Cassini – You can't open up the facility until they come out.

Warden Clinton – The State will have to have a final inspection to approve this.

Councilman O'Hare – One of those phases is actual construction or demolition?

Mr. Cassini – All tied together.

Councilman O'Hare – That's 4 or 5 or 6?

Mr. Cassini – It's been changed so much that it was very consistent at one time, five phases. Now Dan handles all of them.

Warden Clinton – The point, if this is what you're asking, it was five stages. Because Greg is the only inspector in the State of Ohio we're using the five phase book as our guideline. Working with the State prior to even submitting Phase 1 gave us a big advantage because of the fact we had an idea of what the State wanted, we were prepared for it and we were able to move forward. There are five stages but those stages can be combined. Since the State, the Bureau of Adult Detention is no longer in existence, we're still using the same phase book that we used before. If that's an easier way for you to understand that.

Councilman O'Hare – I have one more question and I apologize if you've been through this before. I've heard several times when the existing jail was first opened, someone came in and said this is obsolete. It is through no fault of the people who are here, some changes in the way things are being done. Can you abbreviate for me, for audience members, why this style is so much more efficient and why the other style was so inefficient? We hear the term, dormitory, perhaps there's a way to visualize and explain this in a simple way why this is such a more efficient, secure use of the facility. One it will enable us to have less manpower in order to staff it.

Mr. Cassini – I'll let Jan explain it. Security-wise it is going to be totally secure and totally controlled from totally electronic doors.

Warden Clinton – The jail was designed and built as a linear jail which means one floor that went on forever. We had long hallways, we had a lot of area, square footage that needed to be covered and it could not be covered by a small number of staff. We had to have a large staff. The idea in condensing this is if you take a room and you have 32 male inmates in it, they will eat in there, they will sleep in there. They will watch TV in there. They will visit in there. They will use the phone in there. Other than going to court, that is the contained area that those inmates are going to stay.

In a linear jail that we have now, they have to come out of their cells, go into a room to eat. They have to go into a room to get their food. They have to go into another room to visit. The staff has to escort these prisoners everywhere they go. The dormitory style has been around for quite a long time, but our jail is also 25 years old and when that jail was constructed and the plans approved, there were a lot of problems in the State of Ohio. A lot of inspectors that were involved with that are no longer with the Bureau of Adult Detention. As you can see the Bureau of Adult Detention is no longer even in existence.

The idea of putting almost the same number of inmates in an area in a new facility, will cut our staffing, three-quarters of our staff. It is unbelievable by what you can save by going into a dormitory style. I hope that helps.

Mr. Cassini – We did Bedford Heights jail, probably eight years ago, very successful. It is not a burden on the city right now. It has been proven and approved before so that was about eight years ago, very similar to this.

Mr. Cheimins – One of the selling points on this too is that if you took 32 prisoners and put them into an individual cell, each one, you have just toilet facilities alone, which are tremendously expensive, you have 32. When you group them like this, you can get away with three toilet facilities for 32 people as opposed to 32 toilet facilities. It doesn't sound like much but they're stainless steel, they're really expensive things so you're saving an awful lot of money doing that.

Mayor Cervenik – We've had dozens of meetings since we really started formulating the plans. The detail has always been how can we limit the movement of prisoners. The less times the correction officers need to move the prisoners from one place to another, that just saves on staffing and time. Food service, have a slide-through where their food is delivered underneath the partition in the door versus having them have to be moved out to the kitchen area to pick up their food, go back into the dining area and come back out again. That's really what has been concentrated in this whole design. For every time we can eliminate a movement where they have to be followed with a Correction Officer, it saves us time and money. That's the whole idea behind the dormitory style.

Councilwoman Jones – Some of the questions I had were already addressed. You mentioned the plan and the dormitory style plan. I know Warden you mentioned that this is the type that has been in place for other facilities for awhile now. My question is, going with this and looking at where we were with the

linear type jail, are we going to be in a situation or could we be in a situation going with the dormitory style which is more efficient that there are other technologies that are out now that we may have to go towards? Since the dormitory style has been around for awhile now, is that the most up to date type that we're going to now?

Mr. Cassini – I would say yes, definitely.

Warden Clinton – One of the things I can mention is for example, North Royalton jail. They've been in operation for quite awhile. They do not have a full dormitory. What they have is a small room which is considered the day room and then they have 3-4 cells that are connected to that. You still have 3-4 cells, 3-4 toilets and those inmates come out into one day room to watch TV. You still have more movement with that type of a, it is not even a dorm, it is more or less a commune that there would be 4-5 of those in the jail to total maybe 24 inmates. Now you can take all 24 of those inmates, put them in one room, you only need two toilets, every 12 inmates you need to have a toilet installed.

If you look at your plans, for example, right across from the central control to the top, you will see there's a little day room there and also two cells. Those cells are in place for any of the inmates that cannot get along in general population. Maybe there's a problem, maybe there is an issue that we need to place them in isolation. That's the way some of the jails are built now, 2, 3 or 4 of those in a row.

The dorm style, I can't see it getting any better than that, other than the fact that if they aren't incarcerated and on house detention. The dorm itself gives a bigger area of coverage, the most number of inmates with the least amount of movement, they don't move at all, actually.

The tunnel for the current jail is still going to be used for this new dorm. We will walk the prisoners over to court through the tunnel, which is a wonderful thing that we currently have now even with the jail being as old as it is. The tunnel really saves a lot of hassle with getting the inmates to court. That tunnel will still be used in the new dorm.

Councilwoman Jones – You mentioned the recreation area. Is that recreation area going to be used for both male and female?

Warden Clinton – Yes.

Councilwoman Jones – Will that be mixed?

Mr. Cassini – No, not allowed, first of all.

Councilwoman Jones – Do we currently handle any handicapped clients?

Warden Clinton – The current jail is not handicapped accessible. We will have handicapped accessible in the dorm.

Mr. Cassini – We have a handicapped toilet facility here. The whole building is handicapped accessible.

Councilman Van Ho – The concept of putting everyone together, I understand the efficiency of it. What about the safety of the inmates?

Warden Clinton – The majority of the time the inmates are in the day room now. We have rules. They know if they violate the rules that we have a hearing for them. They could be put in isolation and also take away some of their privileges like visitation. That's what the idea of these individual cells are for. The State requires us to have sort of a back up place to put an inmate in case there's a problem. I have checked with a lot of the other cities, whether it is a larger dorm or smaller dorm and they have told me that they have found that once the inmates are in those dorms, they know better. They know if there's a problem those privileges are going to come away. It is a privilege for them to be in the larger dorm.

Right now for us, this morning we had 42 people in jail. I had two people in isolation. Two out of 40 is not too bad.

Councilman Van Ho – Once again could you go over the number of people that this dormitory style will hold?

Warden Clinton – There was a correction on that which I was going to bring up and I'm glad that you brought that up now. There are 32 males in the dorm. There are 12 females in their dorm. The individual holding cells, we could other than the one that's a handicap, and the other one that's handicapped, that's two more. If we double on the other one that's 4 more. We're going to be around 52 and that would be if we were full.

Mr. Cassini – It could go up to 61 if you had a mass of guys coming in.

Warden Clinton – If we have a mass arrest, those individuals are going to be in the holding cells in the intake area. Our average number of inmates that we would count on a regular basis would not exceed 52. There's always a place to put somebody in an arrest until we figure everything out.

Councilman Van Ho – I guess my question, maybe I didn't say it right, how many staff are we going to save by going this way?

Warden Clinton – We currently have, on day shift for example, there's five staff members. We'll be at three on every shift.

Mayor Cervenik – We will have ten less full time correction officers. We will have two less part time correction officers. That's on the sheet that Chief Brickman emailed you.

Mr. Cassini – I did check awhile back with Warden Shultz at Bedford Heights on that particular project. I asked him how is everybody behaving, you having any problems related to it? He told me the problems are very few and they cure themselves and the people in there sort of socialize and it is a little better so they don't get to rambunctious and settle down a lot better because of the method of dormitory style.

Councilman Langman – Gentlemen, this looks very similar to the footprint we saw back in 2009 in December. But today, what is the actual square footage of the drawings we're looking at?

Mr. Cheimins – The square footage of the first floor area is 11,361 sq. ft. The mezzanine about 2200 actual usable square feet on the mezzanine. Around 13,500 total.

Councilman Langman – From your preliminary estimates, how much will it cost to build this?

Mr. Cassini – I ran a number today, but I calculated to \$3.46 million. I didn't want to bring it up only because we do have it out for preliminary bids and I haven't gotten a receipt back. This could go up a percentage, it could go down a percentage. That's about where it is right now.

Councilman Langman – When do you expect to get a little more refined numbers?

Mr. Cassini – About a week. I was hoping to have it for tonight.

Councilman Langman – How are we going to pay for this?

Mayor Cervenik – We're estimating \$3.5 million, I just didn't need to tell you that. Director Malone and I ran numbers today at \$3.5 million and that would be over 25 years would be a debt service of \$212,359. We have had some discussions, give or take a few, it depends on how the interest is calculated.

We have had some discussions with the devaluation of property values, whether we can use general obligation notes and bonds. At the moment we cannot. However, what we can do, we talked to Mr. Bauccho and we will be talking with our bond attorney Gigi Benjamin, the notes we would issue not only for the jail but also with the five million plus notes that are outstanding, would be reissued. The pledge would be our income tax dollars, which is being done by Akron, Painesville and others as well. It is a way to get around the general obligation bond. It is not unlike what we have done in some notes we have guaranteed the notes with non-tax revenues, it is just not real estate taxes.

In the past real estate tax notes might have had maybe a half percent, a quarter percent higher interest rate but in all honesty with the housing situation in the United States, especially northeastern Ohio area, there will be some investors that find the guaranty of income tax pledge versus real estate pledge might be an even more advantageous pledge.

On top of that, even when you have general obligations which are basically pledged by real estate taxes, there's also the full faith and credit of the City of Euclid. Which means, if for some reason our real estate taxes would drop where we couldn't pay a note that's guaranteed by real estate taxes, we would be using our income tax or non-tax revenues anyhow. It is very affordable to do. We're looking at the short term note rate of about 1.5%.

Councilman Langman – The only other question I have is and it has been a long standing on is, what's the County going to do? I see those figures on here about perhaps having some of their prisoners stay at our jail and we never really seem to come to a conclusion. At the appropriate time, I would like to explore that a little more.

Warden Clinton – I can tell you I contacted my person of contact at Cuyahoga County. Right now their numbers are around 1900-1950. When they start hitting that 2100 count, they have to send prisoners out. What's going on with the change of the Sheriff or the acting-Sheriff, those numbers are still there. The announcement of taking over Cleveland has not even happened yet. The day that happens, those numbers are going to go up automatically. I was told today if those numbers do go up, we will get prisoners and we will accept those prisoners all the way until the decision is made to move forward and start constructing the temporary holding. At that point we would just return to County whatever we had left over and that's the way we plan on going forward.

County is County and I can't say who the new Sheriff is going to be but those numbers speak for themselves. If the numbers are up, they have to move those prisoners, they cannot keep prisoners there if the numbers are up. I know between Euclid, Geauga County, Bedford Heights, a few at Solon, other than Geauga County because they have such a large facility that's basically empty, we have the most inmates from Cuyahoga County. Our numbers are down a little bit, we're at 21 today that we had that are paying. I've been assured that as soon as those numbers move, we'll get our prisoners.

Councilman Langman – The reason why I bring this up and I have in the past is because I don't want us to wait on the County figuring out what they are going to do and when. I know we had many conversations about potentially them taking over the Cleveland Jail and so forth, like you say Warden, doesn't seem like that's going away fast. I don't want us to necessarily build with the idea of taking on county prisoners because that seems like the tail wagging our dog and it is costing our residents money. I hope these plans are developed with the idea that whether the county can give us prisoners or not, this is a solid plan.

Chief Brickman – The numbers I had provided with the estimates earlier today I believe were very conservative and that was at \$300,000 of revenue. If you look at the historical numbers and I really very much appreciate all the information you got out prior to the meeting, it was extremely helpful. But that's lower than any revenue numbers that the jail has generated all the way back to 2006. We really do feel that's a conservative estimate.

An additional point I wanted to make in reference to that, the jail staffing level is going to be the same for our prisoners or if we get additional prisoners in it. It is a windfall if we do get those prisoners and we're able to generate also. But, our priority, the main reason we're doing this is it will be a facility that will efficiently house our own prisoners.

Councilman Langman – Last April, our estimated revenue was \$240,000 now it is \$300,000. I know historically we've done better than that but why the change in the estimate?

Chief Brickman – When I calculated this last year there was what we felt was going to be a contraction of the prisoners that were going to be out in the jail that the county was going to be handling more of their own corrections. As we saw, even though they have contracted from the past, it was still \$409,000, which I felt the \$240,000 was too conservative an estimate and \$300,000 would be more accurate.

Councilman Langman – Mayor, do you think the County would ever enter into a formal agreement to house so many prisoners here?

Mayor Cervenik – No I don't believe so. They have not in the past and I don't think so in the future. As the Warden said when their facility reaches its maximum, they have no choice but to disperse those prisoners to other jails and we will be available for them.

The key thing here on the sheet Chief Brickman sent you, is forget the \$300,000 in revenue that's in both the current jail cost and projected cost. What you need to look at is the actual cost of operations; right now was \$1,837,000. The new facility will be \$1,100,000. That's over \$700,000 savings irrespective of revenue.

We're not building a new jail, we're converting what we have into something much more functional. This conversion, one of the things as we met was the mezzanine area, it is virtually, it is almost a minimal cost to add the six female beds and ten male beds on the mezzanine area. We need to have the ceilings that high anyhow for the skylights. We build it, we're going to function at about \$730,000 less than we are and we do have the ability when the situation arises to get some additional income to offset expenses.

In addition to that, these figures here do not include the employee healthcare cost. We have a reduction of ten full time employees, our COBRA cost is around \$12,000. Let's say we have another \$100,000 in savings so we're looking at close to \$800,000 in savings. We haven't even calculated the utility savings and other costs that we have now with the aging facility. In all seriousness the estimate of what would need to be done in our present facility is probably closer to a million in capital.

We've done this not being concerned about the revenue. We can't any more depend on what the Sheriff or anyone else is going to give us. With this plan, we don't need to.

Councilman Langman – I thought it was a good idea to move forward years ago and I still think it is and I'm glad to hear we're not going to wait around for the County or new Sherriff to decide whatever.

Mayor Cervenik – We will keep asking them for some prisoners.

Councilman Langman – When we talked about it last April, I know the idea was they didn't want to ship out anybody anymore. When they get theirs, seems to be, when they're going to sit down and present concrete plans as to how to make that happen. I'm glad we can finally move forward.

Councilwoman Scarniench – Warden Clinton, 22 men downstairs, 10 upstairs; 12 women downstairs and six upstairs?

Warden Clinton – No, there's six and six for the women. If you think about it now, the jail currently, we can house 66 people. When the jail was fully opened we were at 83. We're looking at 50 now and that's when everything's full. We really went conservative on that.

Councilwoman Scarniench – Mayor, we're saying February 15th we should have the final approval?

Mr. Cheimins – Final drawings should be completed.

Councilwoman Scarniench – Does this change the timeline that we had? The plan was we were going to go out for bids February 1st. Has that changed? Where are we in the timeline?

Mayor Cervenik – We're probably 30 days behind.

Mr. Cassini – By the way Jan, you had 83 capacity but the State was ready to cut you back, right?

Warden Clinton – The State's always ready to cut us back.

Mr. Cassini – Based on occupancy.

Warden Clinton – The jail was constructed for 34. But because we had so many prisoners and I didn't want prisoners on the floor any more for the safety of them and the safety of my staff, we double bunked and the next thing you know we're up to 83.

Councilman O'Hare – The comment came up about paying for this and issuing notes against income tax. Have we pledged income taxes in similar fashion already?

Mayor Cervenik – I don't believe we have ever pledged income. That is an option that was always allowed us but in the past we have always had not only the real estate tax but we used to have the personal property tax, intangible tax. The State took that away. For awhile they supplanted it with the Commercial Activity Tax, which a good chunk of that went into our Bond Retirement Fund. Over the last two years, the State legislature and the administration of the State took that away from us. It was greatly hindered being able to use just general obligation. Now in order to continue to move this city forward and take advantage of a \$800,000 cost savings, we show it will first be guaranteed by income tax. Just as the general obligation that was first guaranteed with personal property tax which doesn't exist any more and real estate tax. If in fact we ever had a point where we could no longer pay out of that, we would be going to our general fund either non-tax revenues or tax revenues anyhow.

Councilman O'Hare – Clearly it is not a last resort. It is just a new way of doing it. What gives me enormous confidence in essence, we're really paying this out of the savings. Of course you can't issue a note based on saying you're paying it out of the savings. Paying out of savings plus we're recouping an additional perhaps half a million dollars a year, is that about right?

Mayor Cervenik – In essence we really paying out of the savings which a lot of the expenditures are being paid for with tax revenues. We're just guarantying tax revenue pay it. The other issuance that will be guaranteed or backed by income tax is the \$5.3-\$5.6 million in notes that we have outstanding now that we renew every year. Those will not be able to be reissued because we're above the ten mill limitation for general obligation. That along with this will be sold on the market backed by our income taxes.

Director Malone – Looking at the notes that were issued and rolled over last June, which was a good thing. Then the appraisal numbers came in and the drop in valuation. Forget about the jail for a second. There is no other option for the City of Euclid on the rollover of those notes. I'm not talking about a real

pay down. We couldn't issue them as GO's anyway. We'd be in violation of the ten mill limitation and the 5.5% limitation. That's one part of this financing deal you have to consider. We can't renew those as GO's because we're in violation of the statutory limits. Not through deliberate but from the cause of the appraisal.

On top of that with the function of the jail which seems to be a pretty urgent criteria for the city, that would be an additional \$3.5 million. We're going to have to pledge income tax receipts anyway, might as well throw this project which has certainly cost benefits to it, throw it into the mix and deal with it on a one year note basis again which will pay between 1-1.5%, because you have a project here. You don't want to go to bonds until the project is relatively completed.

Then hopefully in a year, no later than two, put the package together and go into the bond market as some other communities have had as the Mayor has mentioned early.

I know Cleveland has but I'm not going to mention them as a reference, sorry guys. The City of Akron uses them. Just recently the City of Painesville. There's a list. It is a method of financing. The real trick is the self-discipline of paying off the debt, going into the bond market when necessary and from what I can see on some of the legislation I got from Painesville this afternoon, meeting your debt service requirements out of the general fund income tax receipts into a, I think they set up like an income tax, separate from the bond retirement fund, specific for receipt of annual debt service, so our source of payment is income tax receipts from the general fund. That way the bond holders are comfortable, the rating agencies are comfortable and hopefully the city council, whoever is sitting here will see that transfer every year into that fund eventually when we do go to bonds.

Now, if we get lucky and something happens that we can go with the GO limit, we'll cross that bridge when we come to it but that's what we're recommending now. I hope I explained that right. I hope that helps a little bit.

Councilman O'Hare – What gives me comfort again is the fact that what we're saving we'd have to put a roof on anyway. I'm glad you mentioned it because I have the notes here, I didn't assume healthcare, a fully loaded employee cost was in there. If we're going from 17,000 sq. ft. down to eleven or twelve, I assume with some new construction we're going to be saving something in utility costs as well.

All those add in and as long as we're talking about utilities, I guess I'm wondering what kind of green aspects of the building have been built in? Director Bock talked one time about we've got the facility there and we've got this huge downspout coming over and the community garden has a hose attached there. Is there a way we can re-use that water? Or what kind of green dreams do you have for our jail?

Mr. Cassini – The electrical switches will all be censored. They will be on when areas are in use. The water, we're just going to tap off the existing and just carry it over from the Police Dept. I'd discuss any lead items that would go into the building, they're probably all lead items which is a green approach to it. We decided not to get a lead certification which is very expensive. All the items we're putting in, the brick, all the materials that are sustainable and re-usable are all built into the building cost.

Councilman O'Hare – I'm certainly interested in the green for the green aspect but also the green, as far as saving money. I understand about the water, the water is more a matter of using for to reduce storm water run off and things that we have to treat. It sounds like none of that has been taken into consideration. Perhaps when Director Bock returns he'll carry the flag on that.

Last question, I know it doesn't involve the police headquarters at all. It is in the same footprint, however it has freed up some real estate and I'm not proposing that we add on based on that. On the other hand, are there any considerations we can do based on utilities, back up generators, all those kinds of things. At some point or another the police headquarters will get renovated, will get expanded. It might be ten years, it might be fifty years. Is there anything you put your crystal ball in that doesn't add tons of money to this but says well those people back in 2013 were sharp because they put this in place for eventuality. You don't have to answer now, but you are freeing up an awful lot of space in the footprint.

Mr. Cassini – A few years ago we did a lot of studies on police facilities but total replacement and how it would work with the jail. It was all set aside because of the economics of it. You're going to add a lot of space to the north that some day you might want to consider a new jail.

Warden Clinton – New police department, not a new jail.

Councilman Van Ho – Are these numbers that you have given us, do we have change order money in there or not?

Mr. Cassini – We'll have some contingency dollars as part of the contract. Something like this might have \$60,000-\$80,000 for contingency but there will be other allowances set up for the project such as hardware. We don't specify every piece but we have it all documented and their cost so we put that allowance in and we work with the general on it to get it finalized. Probably \$60,000-\$80,000 is contingency dollars. Again, we have to wait for the bids.

I would like to go over the elevator. This would be from the main street, this particular elevation here which is about 148 ft. long. This portion is set way back as you can see on this particular drawing. You're really going to see from this point over. The whole idea is get rid of the razor wires, you're not going to have those anymore. We don't want it to look like a jail per se. The design came out that we're using some split face materials on the bottom to set this building down because it is a little tall and give it a horizontal look based on windows. These aren't all windows. These are all in-fills so it looks like that streak and we get this total appearance of elevation. All the windows are the same size. We've tried to make that as simple as possible. There are windows on the front elevation. On the back we just have a few. We do have some up in this area which overlook the roof area. That's the windows on the high portion that this is a low roof, this is the high portion of the building and these are the windows that are on this particular drawing. These two elevations are more or less incidental to the overall design. They're very practical, they're very simple. It is a brick wall bearing project, probably the most economical. We've tried to get a good balance on the elevation. We think it looks very simple, low maintenance and architecturally very pleasing. We've had a few sketches and we settled on this particular one. The brick we'll try to get as close as possible to the balance of the police station. It is in the color area that we're looking at.

Councilwoman Jones – I'm looking at the lay out and you mentioned there were windows in the mezzanine level of the dormitories. Looking at this, where are those located?

Mr. Cassini – There's two in the exercise area and the rest are in the dormitory dormitory, and also on the back side. We're going to put a few sky lights in there which will be electronically opened and closed if you want to circulate some air in the summertime.

Warden Clinton – To touch base on that comment, right now we have indoor and outdoor rec. In the new building I asked that the windows be put across the top that could be opened and let fresh air in that will cover indoor/outdoor rec in one room. So we don't have to worry about the inmates going outside at all anymore. That's the one good thing about the recreation area and those windows opening. They are very high up and they're slated so nobody can get anything in there.

Mr. Cassini – The way we have them designed, the windows will have glass on the outside, but they'll be protected because you're not allowed to have more than 4 inches of opening but these windows are 3 ft. square but they will have steel slats on the inside. Prisoners cannot look down, they can look out and up permissible by code. We're handling that portion of it.

Councilwoman Jones – So they will be at level where they can see out the window?

Mr. Cassini – They can see straight out. They can't look down. These windows, the bottom of the window is at 8 ft. People cannot look in. They can look out, but straight out.

Warden Clinton – One of the other problems too is the State standards require us to have windows where an inmate may not know what time it is, but can distinguish daytime and nighttime. They can't fix on any object, but they do know that it is daytime and again at nighttime. No one from the outside, if you're walking up that back driveway, you will not be able to see an inmate by looking into the windows because they will be at an 8 ft. level.

Mr. Cassini – The windows on the upper side, they'll have a little different design. As you can see those windows are 16-18 ft. above the wall line. They really can't see out unless they're up on the mezzanine or looking out they could see out. Those will be slightly different in design, but the same size window.

President Holzheimer Gail – Warden Clinton, you said the Bureau of Adult Detention has been eliminated. Who now is responsible? Does that change any of the requirements or ability to get permits to be able to do this?

Warden Clinton – The Bureau of Adult Detention is basically no longer in existence. The State through the Governor's office does have this position available where we are using the State standards, they will still continue on, there's just not a northern region, southern region, eastern. There were about five other inspectors who covered the whole state. Everything is done over the computer. We evaluate ourselves

when it comes to an inspection. We do a lot of the work the State would have done before. There still is, it is just not called the Bureau of Adult Detention, I have to stop and think what it is.

President Holzheimer Gail – Is it fair to say it was a consolidation of roles? Responsibility is still there it is just in a different format?

Warden Clinton – It was. The responsibility is there, it has just fallen onto the shoulders of one person and basically all the jails. We have to carry a lot of the load now that they were doing before.

Mr. Cassini – We have met with him a couple of times already and also the State architect gets involved with it, Kevin Wade. The last time he came up to review the documents.

President Holzheimer Gail – Are there any other approvals or permits that have to be obtained before we can start either going out to bid or building?

Warden Clinton – Not on the city's side, that would all be handled through the contractor.

Mr. Cassini – It would be on the city's side, the plan examination of the drawings, which are also in process. I think you hired CT Consultants to do that. They will be issued to the Building Dept., Fire Dept. to take a look at the documents.

President Holzheimer Gail – Can we get a written timeline with dates of projected, when everything should be done? I know in our budget we have May 1st as a start date and that will impact our budget to be any later than that. We need to know that. If we have a written timeline, hopefully that will help us keep on track.

Warden Clinton – We'll be able to come up with that as soon as we get Phase 2 100% complete, that will all fall into place and we'll be able to give you that.

President Holzheimer Gail – The May 1st date, are we a month past that at this point?

Mr. Cassini – If the State responds quickly then it is a good date. I'll work it out with Jan. At the same time we're giving it to the State, we'll give it to the Building Dept. and the Plan Examiner, see if they have any objections to the plans. I don't think we'll get much on that score, but we want to make sure the State approves us. You can't go beyond that point anyway until they say an approval.

President Holzheimer Gail – In terms of the legislative process, Council would need to approve going out to bid?

Mayor Cervenik – We would like to get that on the agenda as soon as possible.

President Holzheimer Gail – Are there other items legislatively? Would we handle the financing at this point or not until?

Director Malone – What I would suggest, if you're doing the legislation to proceed with the project, in my experience there's something called bond reimbursement language that when you approve the construction of the facility for "x" amount of dollars and I'll defer to Calfee for a second, you put in the language that the project will be paid for by the issuance of tax exempt municipal notes or bonds, something along those lines. That way, it is clearly in the legislation how the city intends to pay for the project.

Councilman Langman – Warden, I know last April when we talked about this, you had mentioned prison populations around had gone down. Is that still a trend or has it reversed itself? Or if the trend is for fewer prisoners, what impact would that have on the future if we go ahead?

Warden Clinton – In my opinion the arrest numbers are still high. Our arrest numbers are increasing. The difference is, depending on each individual jurisdiction as to how they charge it, whether it is under city code or state code and that changes from city to city. With Cuyahoga County, we still have to think about Cuyahoga County because a lot of our prisoners that we would normally keep in our jail do go down to Cuyahoga County. That's determined by the Judge as to the number of days they give them to serve their time. Anybody currently getting a State code charge of 30 days or less stays with us and we're reimbursed. If it is over 30 days, they go straight to Cuyahoga County.

If that number changes and that may change with a new Sherriff, I don't know. I really think the numbers right now are starting to go up a little bit.

Councilman Langman – Last year we talked about how the County should be picking up their prisoners daily and they're not doing it or weren't doing it then, are they getting better?

Warden Clinton – They're getting better at it, they really are. We're pretty lucky because we are very close to downtown. If they take a swing through South Euclid or Lyndhurst, they're going to go right past us and they've been wonderful to us. If not, then we are moving them down on our own, especially the females. We don't want to pay for anybody to house a female that needs to be at Cuyahoga County. Then we don't feed them, actually we save money on doing that. They've been a lot better lately.

Councilman Langman – Law Director Frey, is there any development on the State level that would impact some of the misdemeanor issues that we currently arrest, minor drug issues, etc.? Are you aware of any changes on the horizon?

Director Frey – I know from time to time there's discussion of decriminalizing marijuana possession, but I'm not aware that there's been any significant change or movement in that regard. If that happens, that's not likely to affect this population any how. There could be some low level felonies reclassified as misdemeanor offenses that could have some impact on the number of inmates that are housed. In some, we're likely to see very little change in that. I don't think this legislative group that is likely to decriminalize what now is considered felony behavior or reduce it to misdemeanor levels, not likely with this group.

Councilman Langman – So there's no chance in the immediate future of our jail population falling to the 10 or 15 number?

Director Frey – Not through this legislative group, no.

Councilman Langman – My only other question is hopefully an optimistic one, I know we're going to be saving quite a bit of money, enough to pay for the jail and rollover some notes. Is it possible to set aside some of the savings for some of the big development projects that we've talked about like lakefront or other redevelopment initiatives?

Mayor Cervenik – That would be the goal. I would like to channel, provided our general fund remains stable as it has the last couple of years, we would definitely use the savings here to pay off the notes and eventually the bonds for the construction costs. But also use the majority of the rest of the savings to put into the bond retirement fund and build up that cash fund so we can get back to maybe to GO's or maybe we decide we don't want to go back to GO's we're getting a better rate on the others. That is really the goal to be able to use this money to further things in this community that right now we're just not quite able to do. When you're saving \$800,000 and your debt service is only \$220,000 it gives you a good shot at doing that. We're not doing this jail because we want to, we're revamping it, reconstructing it to save money. As you mentioned earlier, yes I would have liked to have done this a long time but it is no small task to make sure you've got the right numbers. Many projects will benefit from getting this done.

President Holzheimer Gail – Are there questions from the audience?

Ms. MaryJo Minarik – 18870 Abby Ave. I understand this is a great deal and you're saving money, but it is all based on the premise that all these prisoners that we have need to be jailed. So I have to disagree with the premise that when you have 98% of the prisoner that we house are non-violent and they are misdemeanors, I don't think they need to be jailed.

The way the State of Ohio is moving and I think I brought this up last year, they're moving away from jailing because of the high cost of correction officers and moving to other facilities, not rehab places or anything like that, but there are other means available, ankle bracelets. I have a problem do we really need to incarcerate all these non-violent misdemeanors.

The second question I have and I know you guys are going to go forward with this, but you had mentioned that you had looked at the police department at one time. My question is, I have a problem when our officers are working in really bad conditions and I know the jail is really bad because the Warden took me on a tour of that. When our officers are working in really bad conditions, but now we're going to give a state of the art facility to non-violent misdemeanor offenses. Is it possible to maybe scrap this, in your mind for a moment, and tear down the police station, rebuild that with a small wing like North Royalton has, where there is a small dorm facility attached to the police station. Off the top of your head, is that possible, what would the cost be or is that way out of reach?

Mr. Cassini – Our analysis back then was just a mass analysis which would be 13,000-14,000 square feet of jail and how many square feet and I think I discussed it a couple of years ago, how many square feet would we need in a police facility, what best arrangement could be. All we did was just block studies, nothing else. We didn't zero in on any square footage or requirements or anything like that even though we have the history of the facilities of the existing jail and we use that as promoting that to really design the area, how would it fit into the facility of the area. That's the only thing that we did at that time.

Ms. Minarik – Would it be possible to look at tearing down the police station and instead of going with this huge dorm-style, add a dorm that can facilitate about 25 prisoners in a dorm facility, but at least the police station would be brand new. Right now we're putting a brand new building onto an old building that at some point is going to need to be redone. I know it is a whole new avenue of thought but it might be worth considering for our officers, thanks.

Chief Brickman – If I could comment in terms of the conditions of the police station. Although I would acknowledge they are not optimal, I would say the messiest place in there is my office. The physical facility actually at one point housed our jail, when I was working there, our municipal court, our prosecutor's office and the police station. Now the police station operates in all that area. There has been a considerable improvement in terms of the physical structure. We continue to improve it where we see necessary. To paint the dire need for a police station, I don't know is an accurate thing. I feel the cost when we were looking at it in the past was considerably higher than what we're even looking at in the renovation and remodel of the jail facility.

President Holzheimer Gail – Councilman Langman is looking at some drawings and I know we had looked at a full rebuild.

Mayor Cervenik – Somewhere around \$14 million, depending on how large we went.

President Holzheimer Gail – It would require a bond issue.

Mayor Cervenik – The purpose of this reconstruction of our correction facility is not to give prisoners state of the art comfortable place to be. We're doing this to save \$700,000-\$800,000 a year so that we can do some of the things that Councilman Langman brought up tonight. It will provide us with the capital ability to do that. At the same time it will allow for functionality. We are walking a tight rope with the condition of our jail right now anyhow. That's why we're doing it. We're not doing it for the compassion of the prisoners. It is to the question of why are we incarcerating, we're not incarcerating these people. We will make an arrest where deemed necessary. The municipal court will determine the punishment. There are different reasons why people are in our facility and it is not us to question at that point, it is for us to make sure that we have the ability to find a place to house them. I think this is the best alternative that we can come up with. That's why we're doing it, not for any other reason.

You mentioned something about the budget, a month could hurt our budget. The budget for 2012 for the total correction facility without healthcare was \$1,670,000. We budgeted in 2013 \$1,400,000. During budget presentations I told you that is worst case scenario. If we have to go a month or six weeks or whatever, we will not spend what we've budgeted for the operations of this year of \$1,400,000. There are savings that we don't want to generate here and make it too optimistic until the facility is done.

President Holzheimer Gail – I just want to make sure we stay on track and have a timeline that we're following and we stay moving. The legislation was last passed February 2011 and here we are almost two years later. I want to make sure, we seem to be moving in this direction, I want to make sure we have the timeline and we stick to it. It does impact the budget, so we need to be aware of that.

Director Malone – I beg to differ with the Chief, I think my office is messier.

Mr. Cassini – To be on track, we are since 2006.

Director Malone – To be a little more serious, in difference to the cost factor, remember so far the discussion has focused on the jail. The other aspect of this is the notes that are coming due in June. We're talking about a \$9 million plus package that are going to be pledged with income tax revenues. Certainly everybody wants the best plan, but we need time to stabilize our bond retirement fund, get some savings upfront. Whoever needs it in the city, street improvements, it would wise to be wait their turn. Again I stress it is a \$9 million package we're going to have to hit the market with and eventually bond out in a couple of years. Great conversation about the jail, seems like a winner, but we also have the other stuff coming due in June. Thank you.

Executive & Finance

January 14, 2013

Page 14 of 14

Councilwoman Jones – How is the janitorial services handled in a dormitory style? I don't know how it is handled now. In a dormitory style with all the inmates already in there, how is that handled?

Warden Clinton – We utilize inmate workers to do a lot of the work in the security perimeter, not that they would ever leave that security perimeter. In this case we will have a custodian that will probably work on the general intake area, but in the dorms, the inmates will take care of it themselves. That's basically what we're doing now.

President Holzheimer Gail – Thank you for coming back with the presentation. We look forward to legislation at the next council meeting or beginning of February and keep us informed as we get approval from the State and any other information we need. We'll look for the timeline once we get the State approval. Any final comments? Thank you Council.

Councilman Langman moved to adjourn. Councilman Van Ho seconded. Yeas: Unanimous.

Meeting adjourned.