

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, April 3, 2008 at 3:45 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Bostic, Members Dean (arrived 4:00 p.m.), Harding and Ahart

Members Absent: Members Sweeney and Moss

Other Members
Present: None

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; and Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials
Present: Mr. Don Lee, Director, Nursing Home; Mr. Bill Wasson, Director, Parks and Recreation; and Mr. Jack Moody, Director, Facilities Management

Others Present: Mr. Eric Kline, Maintenance Director, Nursing Home; Ms. Michelle Anderson, Financial Reporting Specialist, County Auditor's Office

Since a quorum was not present at 3:45 p.m., Chairman Bostic convened the meeting to discuss informational items.

Mr. Jack Moody, Director, Facilities Management, presented a status report on the Law and Justice Center renovation, noting the follows:

- Law and Justice Center renovation project is 85% completed;
- First Floor is more than halfway finished; need to complete:
 - First Floor Jail Booking area,
 - Weekend jail area;
 - Holding cells.
- Mechanical Systems
 - SF1 (Supply Fan) and SF2 scheduled to be completed in three weeks.
- The three outside concrete stairwell handrails need to be installed;
 - Handrails are available awaiting installation;
 - Should be completed in a week.
- Need to complete concrete brick barricade around dumpsters.

Mr. Moody reported that the project is estimated to be completed by the end of June or early July. He noted that, originally, it was scheduled to be completed by the end of December, 2007.

Mr. Moody presented a Status Report on Phase II of the renovation project at the McLean County Museum of History located at the Old McLean County Courthouse. He noted that the renovation began three weeks ago and is progressing very well. Work includes: tuck-pointing, mosaic tile replacement, sealing windows, etc. Mr. Moody advised that there have been no change-orders.

Mr. Moody announced that the renovation should be completed the second week of October. He noted that the architects and general contractor are highly qualified and are very pleased with the project.

Mr. Moody reported that the Health Department HVAC Energy Management Control System installation is completed. He added that the Health Department staff reports that the temperature control is better than it has ever been.

Mr. Moody indicated that the Eagle Scout project is moving forward. He stated that Jeremy Fahling is an eighth grade student who is working towards getting approval to do a landscaping project to earn his Eagle Scout badge. Mr. Moody indicated that Jeremy would landscape on area in front of the Fairview Building. He noted that he has not heard from Jeremy recently.

Ms. Harding asked if this is the second Eagle Scout project. Mr. Moody replied that this is actually the third project. Ms. Harding asked who initiates the projects. Mr. Moody replied that the students contact him through the Boy Scouts.

Mr. Moody advised that he has a meeting next week with the architect and general contractor regarding the final aspects for the construction of the new Highway Department garage. Construction will begin shortly thereafter.

Mr. Moody stated that he contacted the Illinois Clean Energy Foundation regarding the grant program for lighting upgrades in historic courthouses. He indicated that the Foundation told him that they will meet in May to peruse the applications. Mr. Moody noted that he will let the Committee know when he learns any information regarding the grant.

Chairman Bostic asked if there were any other questions or comments. Hearing none, she thanked Mr. Moody.

Mr. Bill Wasson, Director, Parks and Recreation, presented a report on the submission of a Grant Application for Route 66 Bike Trail-IDOT Transportation Enhancement. He advised that the grant application request was an action item on the Transportation Committee because the Highway Department deals with IDOT on a day-to-day basis. He stated that the Route 66 grant application, under the Intergovernmental Agreement, includes the County, the Town, the City and all of the local governmental units along the Route 66 corridor in McLean County. Mr. Wasson noted that this grant application is consistent with an Intergovernmental Agreement and was approved by the Transportation Committee on Tuesday, April 1st and will go to the County Board on April 15th.

Mr. Wasson explained that, on March 7, 2008, the Illinois Department of Transportation (IDOT) announced solicitation of projects for the 2008 Illinois Transportation Enhancement Program (ITEP) and Governor Blagojevich's Illinois Green Streets Initiative. Application period will run from March 7, 2008 and end on May 5, 2008.

Mr. Wasson indicated that ITEP provides funding for community based projects that expand travel choices and enhance the transportation experience by improving the cultural, historic, aesthetic and environmental aspects of our transportation infrastructure. He stated that project sponsors may receive up to 80% reimbursement for project costs. He noted that the remaining 20% is the responsibility of the project sponsor. A project must qualify as one of the 12 eligible categories listed in the ITEP Guidelines Manual and it must relate to surface transportation to be eligible for funding.

Mr. Wasson advised that, since this is an on-going project, all of the materials are in place. He added that the Highway Department does a good job of putting the materials together.

Mr. Wasson stated that an application was submitted for final engineering and construction of Phase 1 of the project. He noted that preliminary engineering was done under a previous Transportation Enhancement Grant that was received in 2001. That preliminary engineering includes areas from Bloomington to McLean and from Normal to the north side of Towanda. Phase 1 for construction of this grant application is from Bloomington to Funks Grove. Mr. Wasson indicated that the phases are set up in this manner to provide the largest population base with early access, as well as connecting the trail sections to an existing trail, Constitution Trail.

Mr. Wasson stated that there have been two enhancement grant cycles since 2001 that have been very limited. He noted that the County was unsuccessful in receiving a grant last time and he is not encouraged that this attempt will succeed either.

Mr. Wasson indicated that, with the cost sharing that is broken down in the Intergovernmental Agreement, the shares were based on population within McLean County, which is how the percentages were determined at that time. He noted that McLean County's share of this grant application, if fully received, would be 24.9% or approximately \$155,000.00 for Phase 1 of the project. Mr. Wasson added that there is no time frame for this grant. He stated that it could take months before the County will learn if it will receive a grant. Mr. Wasson noted that, if approved, the project would not begin until 2009 or 2010.

Noting the presence of a quorum, Chairman Bostic called the meeting to order at 4:05 p.m.

Chairman Bostic presented the Minutes of the Thursday, March 6, 2008 Property Committee meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Wasson presented a request for approval of a Partnership Agreement between Coca-Cola Enterprises, Inc. d/b/a Central States Coca-Cola Bottling Company and McLean County Parks and Recreation. Mr. Wasson noted that beverages are provided either by vending machine or dispensed by Parks Department personnel at point-of-sale locations. He noted that the Request for Proposals identified primary goals of a) overall financial benefit to the Parks Department, and b) improvements to customer satisfaction.

Mr. Wasson advised that the Coca-Cola Partnership agreement for 2005-2008 produced a dramatic increase in sales to average annual sales of 5,893 units. He indicated that the average annual sales for the previous three years (2002-2004) was 3,484 units. Mr. Wasson stated that the increased sales are a reflection of the following:

- Coca-Cola's #1 position in overall product market share (42%);
- Coca-Cola's product offerings;
- Coca-Cola's commitment to 7 days/per week service; and
- Coca-Cola's commitment to marketing its product.

Mr. Wasson stated that the price increase of less than 10% is less than the average CPI index increases annually in the carbonated beverage market. He added that this has been a positive agreement.

Mr. Wasson stated that the Department of Parks and Recreation recommends renewing the three year agreement with Central States Coca-Cola Bottling Company of Bartonville, Illinois. This agreement would provide equipment, pricing, rebates, service and marketing programs. In return, Central State Coca-Cola Bottling Company will have exclusive beverage rights for all McLean County Parks and Recreation Department facilities, including food service providers, caterers, concessionaires, and beverage-related contractors. Mr. Wasson indicated that Coca-Cola will be the official soft drink of the McLean County Department of Parks and Recreation.

Ms. Harding asked how many machines are at the Park. Mr. Wasson replied that there are 10 units, including both vending machines and refrigerators for concession sales. He stated that Coca-Cola provides two units at almost every location, which expanded the variety of products. Mr. Wasson explained that one machine contains carbonated beverages and the other contains waters, juices and other non-carbonated drinks.

Motion by Dean/Ahart to recommend approval of a Partnership Agreement between Coca-Cola Enterprises, Inc. d/b/a Central States Coca-Cola Bottling Company and McLean County Parks and Recreation.
Motion carried.

Chairman Bostic asked if there were any additional questions. Hearing none, she thanked Mr. Wasson.

Mr. Don Lee, Director, Nursing Home, presented a request for approval of the bid by Union Roofing to replace the roof at the McLean County Nursing Home. He indicated that bids were received from four roofing companies, namely Top Quality Roofing, Craftmasters, Henson Robinson Co., and Union Roofing.

Mr. Lee advised that, after careful review and consideration of all bids received, it is the recommendation of the Nursing Home Management that the low bid of \$309,870.00 from Union Roofing be accepted and forwarded to the McLean County Board for approval.

Mr. Lee stated that, to complete the roof replacement, it will be necessary to purchase an additional 320 walk pads to provide protection for the roof membrane in the common pathways to equipment penthouses on the roof. Each pads installed price is \$17.50 for a total of \$5,600.00. Mr. Lee indicated that it will also be necessary to remove a four inch gas line, which is currently located too close to the roof surface to allow the contractor to replace the roof membrane without its being temporarily relocated. Three

quotes were obtained and Chief City Mechanical provided the lowest quote of \$5,247.00. Mr. Lee noted that no formal action needs to be taken on these additional costs.

Mr. Lee advised that references were requested from all of the bidders. He noted that Mr. Eric Kline, Maintenance Director, Nursing Home, called references on Union Roofing. Mr. Kline added that the references he called were very positive towards Union Roofing.

Mr. Dean asked if the Nursing Home currently has leaks. Mr. Kline responded that there are periodic leaks.

Mr. Dean asked what is the timetable for completion of the new roof. Mr. Kline replied that Union Roofing indicated they would be able to do the project within a month of notification of receiving the bid.

Mr. Lee informed the Committee that funds are available in the current budget to pay for all recommended project costs.

Motion by Dean/Harding to recommend approval of the Bid
by Union Roofing to replace the roof at the McLean County
Nursing Home.
Motion carried.

Chairman Bostic asked if there were any additional questions. Hearing none, she thanked Mr. Lee and Mr. Kline.

Chairman Bostic presented the March 31, 2008 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee bills include a Fund Total of \$453,608.57 and a Prepaid Total that is the same.

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Motion by Ahart/Dean to recommend approval of the bills as of March 31, 2008, which have been reviewed and recommend for transmittal by the County Auditor.
Motion carried.

Chairman Bostic asked if there was any other business or communication for the Property Committee. Hearing none, Chairman Bostic adjourned the meeting at 4:18 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary