

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met for its February meeting on Thursday, January 31, 2002 at 4:00 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Salch, Members Hoselton, Nuckolls, Selzer and Owens

Members Absent: Member Bostic

Other Board Members
Present: None

Staff Present: Mr. John M. Zeunik, County Administrator; Mr. Brian Hug, Civil Assistant State's Attorney; Ms. Martha B. Ross, County Administrator's Assistant

Department Heads/
Elected Officials
Present: Mr. Bill Wasson; Director, Parks and Recreation; Mr. Jack Moody,

Director, Facilities Management; Mr. Don Lee, Administrator,
McLean County Nursing Home

Other Staff Present: Mr. Bill Boline, Maintenance Supervisor, McLean County Nursing Home

Chairman Salch called the meeting to order at 4:00 p.m.

Chairman Salch presented the minutes of the January 3, 2002 meeting for approval. Hearing no corrections or additions to the minutes, Chairman Salch declared the minutes of the January 3, 2002 meeting of the Property Committee to be approved as submitted.

Mr. Brian Hug, Civil Assistant State's Attorney, presented a contract between Mediacom, LLC, the City of Bloomington and the County. The contract provisions cover the installation, maintenance and operation of a fiber optic/coaxial cable conduit system within, under, and over marginal lands at Evergreen Lake. The property involved is owned by the City of Bloomington ("the City"), but is leased by the County.

Mr. Hug explained that Mediacom must obtain permits and must obtain permission from the affected landowners. An agreement was subsequently reached, and the resultant contract is now ready for consideration.

Motion by Hoselton/Owens to recommend approval of a Contract with Mediacom, LLC for the installation, maintenance, and operation of a fiber optic/coaxial cable conduit system at Evergreen Lake.

Mr. Selzer asked whether the revenue generated by the contract provisions would be considered new revenue. Mr. Hug responded that the estimated \$15,000 to \$17,000, generated by the \$1.00 per linear foot charge, would be considered new revenue for the City. The County has requested that the City consider a revenue assignment, based upon the responsibilities of the County under its lease with the City, and the proposed agreement with Mediacom. Such revenue would be directed back to the COMLARA Park facility.

Motion carried.

Mr. Bill Wasson, Director, Parks and Recreation Department, presented a report regarding the receipt of an abandonment notice for the Heyworth Spur from the Illinois Central Railroad. He noted that in August, 2001 an Environmental Impact Statement regarding the railroad right-of-way was received. Mr. Wasson further noted that the Department of Parks and Recreation prepared a response to the Statement, in conjunction with the County's Department of Building and Zoning, McLean County Regional Planning Commission, the Civil Division of the State's Attorney's Office, and Heyworth. The response suggested that the Illinois Central Railroad right-of-way might be utilized as a community trail corridor. Such a use was initially contemplated in the McLean County Greenways Plan, which was previously adopted by the McLean County Board.

Mr. Wasson remarked that the Final Notice of Abandonment was received on January 3, 2002, and subsequently forwarded to the Village of Heyworth. The Village will consider the further possible future uses of the abandoned right-of-way.

Chairman Salch asked about the winter conditions at the COMLARA Park facility.

Mr. Wasson responded that there is presently a large flock of geese wintering at the Park. Additionally, there are several trees that have suffered ice damage as a result of the recent winter storm, which encased many of the trees in a layer of ice. The Department of Parks and Recreation will be responsible for any necessary forestry work and associated clean up in order to mitigate the damage.

Mr. Don Lee, Administrator, McLean County Nursing Home, presented a request for authorization to develop specifications for the replacement of the emergency generator at the Nursing Home. This request follows the findings of the annual Life Safety Survey, which was

conducted on September 25, 2001. Mr. Lee explained that following the Survey, the Nursing Home was issued a citation stating that it does not exercise the emergency generator on a

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monthly basis, at 50% of its designed load. He confirmed that, although the Nursing Home received a citation, it does in fact exercise its generator monthly, as required. Additionally, the time needed to determine and clarify the nature of the specific problem has caused a delay in the amount of time needed to address the citation.

Mr. Lee explained that the Nursing Home essentially had two (2) options by which to address the specific situation cited in the Life Safety Survey. First, the existing generator could be brought up to code. Since it is 28 years old, the estimate to bring it into compliance is approximately \$30,000 to \$35,000. Second, the existing generator and all of its components could be replaced at an estimated \$48,000 to \$50,000. Mr. Lee noted that a full replacement would be the better option, given the age and condition of the existing unit.

Mr. Lee stated that along with the replacement of the existing generator unit, he would like to acquire the services of Mills/Sweeney Architects to prepare the specifications. This will provide assurance that all codes are accounted for. He explained that Mills charges 6% of the costs of the work as their fee, which would amount to \$3,000. Additionally, Mills/Sweeney would require the Nursing Home to incur costs up to \$500. The Mills/Sweeney standard contract was issued in its abbreviated form for this job. The County has utilized the full standard contract in the past, and therefore, the abbreviated form was utilized in this instance.

Mr. Hoselton asked whether this item is accounted for in the Nursing Home's budget. Mr. Lee responded that it is not.

Mr. Nuckolls asked whether the funding for the project would be taken out of the General Fund. Mr. Lee responded that funding would come from the Nursing Home Enterprise Fund.

Motion by Selzer/Hoselton to recommend approval for the McLean County Nursing Home to develop specifications for the replacement of the Emergency Generator, place the work for bids, and engage the professional services of Mills/Sweeney, Architects. Motion carried.

Chairman Salch asked how long the process of acquiring and installing a new generator would take. Mr. Lee responded that the completion date of November 2002 has been set. However, it is hoped that the project will be completed prior to that time.

Mr. Bill Boline, Maintenance Supervisor, McLean County Nursing Home, remarked that the Nursing Home may actually complete the work anywhere in the stated timeline, as long as they are ahead of the schedule. Therefore, as the timeline was being planned, plenty of time was built

into the schedule in order to allow ample time to address problems, if and when they may occur.

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Mr. Boline stated that materials may take up to 90 days to obtain. Once materials are obtained, the electricians can accomplish all necessary work within two (2) weeks time.

Mr. Lee stated that the Nursing Home would bring the bid tabulation back to the Committee in April for the bid award.

Mr. Jack Moody, Director, Facilities Management, presented his annual review of utility costs for County facilities for the Fiscal Year 2001. The services included in the cost analysis are: electricity, natural gas, water, and trash removal. He stated that the annual review of utilities compares costs from the previous year and also serves as an analysis of utility usage for all County owned and operated facilities.

Mr. Moody explained that the actual utility cost per square foot for county facilities is compared with similar government facilities located throughout the Midwest. In summarizing the amount per square foot, Mr. Moody asked the Committee to refer to the summary sheet of utility costs for Fiscal Year 2001. Each County facility is listed, along with its square footage and total utility cost for the years 1995 through 2001. He cited that the average Building Operators and Maintenance Organization ("B.O.M.A.") utility cost per square foot in the year 2000 was \$1.57, and compared the cost per square foot of each County facility against that benchmark amount for Fiscal Years 1995 to 2001. Mr. Moody noted that total utility costs for FY 2001 at the Law and Justice Center Building resulted in a decrease from FY 2000.

Mr. Moody remarked that the utilities cost for the Government Center Building was \$99,516.49 for FY 2001. This amount was not spent from County funds. Rather, the City of Bloomington paid the utility costs for the year, as the City managed the building during that time. He explained that the County took over the utility payment responsibility in January 2002.

Mr. Nuckolls asked whether the costs for the Government Center would decrease when the Government Center Building becomes fully occupied. Mr. Moody responded that, presently there are many vacant office spaces. Once the building is fully occupied, utility usage is expected to increase, thus increasing the utility costs.

Mr. Moody remarked that the County had budgeted \$3,500 for trash removal at the Government Center Building. However, since the City of Bloomington, the co-tenant in the building, performed the service at no additional charge, that money was saved. In the future, such an arrangement may need to be altered as the building becomes more fully occupied.

Mr. Moody commented that the County refined the HVAC system in the Government Center, which had the result of making the climate more comfortable and system more efficient.

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Mr. Hoselton asked whether all of the County's peripheral buildings were shown in the statistics contained in the report. Mr. Moody responded that they were. However, some of the County's leases with tenants in some of its buildings have utility reimbursement provisions. In such leases, utility reimbursement is based upon a formula that is provided by the Facilities Management office. Such provisions are not specifically reflected in this report.

Chairman Salch asked whether Mr. Moody was aware of any situation that is of particular concern for the upcoming year. Mr. Moody remarked that 10 new boilers were recently added in the Law and Justice Center Building. As a result of the increased efficiency of the new boilers, a utility savings is expected in the area of natural gas.

Mr. Selzer asked whether the Law and Justice Center Building maintains a smoking policy. Mr. Moody responded that the building is a non-smoking building, but that there is one designated outdoor area on the northwest side of the building where employees may smoke. Additionally, the Adult Detention Center, which is located in the Law and Justice Center, is a non-smoking area. The Health Department Building, also a non-smoking facility, has a designated outdoor area where employees may smoke.

Mr. Zeunik commented that Mr. Gene Asbury, Architect, has completed his second round of meetings with County Department Heads regarding space allocation and design within the Government Center Building. He plans to meet with the Property Committee in March and will present both foam boards showing spatial designs for each floor, and cost estimates, at that time. It is hoped that he may then begin to develop and submit bid specifications.

Mr. Zeunik stated that Mr. Asbury would consider information gleaned from the LZT Space Study, as well as input from the Facilities Management department and other County departments in formulating space allocations and design.

Mr. Selzer asked whether the elevated walkway from the Lincoln Parking Deck, across Front Street, to the Government Center Building, is being considered. Mr. Zeunik responded that Mr. Asbury is looking into such a possibility and will hopefully have some information to share at the next meeting.

Mr. Selzer suggested that the County's smoking policy for each of its facilities be reviewed. He cited decreased productivity for workers who smoke and noted a study conducted by a local employer that found that many employees quit smoking when more stringent regulations were put into effect.

Mr. Selzer asked whether the County offered free smoking cessation classes. Mr. Moody responded that a smoking cessation class for employees is offered through the Health

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Department at an initial cost of \$99.00. However, each participant may recoup most of that fee if their efforts to stop smoking are successful.

Mr. Owens asked how many plans are presently available for the Government Center. Mr. Zeunik explained that the first set of plans contained one view for each floor. The next set to be developed will be more detailed, showing counters, public access terminals, vaults, and offices.

Mr. Nuckolls asked whether the kitchen, presently located in the lower level of the building, would remain. Mr. Moody remarked that the dining room facility would remain, but that the kitchen is not currently planned to be utilized.

Mr. Selzer asked how many employees would populate the Government Center Building. Mr. Zeunik responded that there are expected to be approximately 100 City employees and 200 County employees. Mr. Selzer then asked whether there are any food court opportunities available in the building. Mr. Moody responded that anything is possible.

Chairman Salch presented the bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor.

Motion by Hoselton/Owens to recommend payment of the bills for December 2001, as presented by the County Auditor.
Motion carried.

Motion by Owens/Nuckolls to recommend payment of the bills for January 2002, as presented by the County Auditor.
Motion carried.

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There being nothing further to come before the Committee at this time, Chairman Salch adjourned the meeting at 4:40 p.m.

Respectfully submitted,

Martha B. Ross
Recording Secretary