

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, February 3, 2005 at 3:00 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Bostic, Members Dean, Ahart, and Moss

Members Absent: Members Selzer and Harding

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

Department Heads/
Elected Officials

Present: Mr. Jack Moody, Director, Facilities Management Department;
Ms. Jackie Dozer, County Auditor

Members of the

Public Present: Mr. Gene Asbury, Architect, Young Architects; Mr. Paul Young, Architect, Young Architects; Mr. Greg Koos, Executive Director, McLean County Museum of History

Chairman Bostic called the meeting to order at 3:00 p.m.

Chairman Bostic presented the Minutes of the January 6, 2005 Property Committee meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Jack Moody, Director, Facilities Management, presented three items for action. The first is a request for approval for a Maintenance Agreement between SimplexGrimmel LP and McLean County for maintenance of the Bell Strike Equipment at the Old McLean County Courthouse. Mr. Moody explained that the lease agreement between the McLean County Museum of History and McLean County requires that the County maintain all installed mechanical systems in the facility. Because the clock and bell strike mechanisms are controlled by a Simplex 6400 Master Control Panel and four new smoke detectors were installed in the dome, the equipment must be covered with a maintenance agreement. The proposed Agreement will cover the equipment for three (3) years at a fixed price of \$900.00 per year. Mr. Moody noted that the funds are available in the Adopted FY'2005 budget for the McLean County Courthouse for this expenditure.

Motion by Dean/Ahart to recommend approval of a Maintenance Agreement between SimplexGrimmel LP and McLean County for Maintenance of the Bell Strike Equipment at the Old McLean County Courthouse.
Motion carried.

Mr. Moody presented the second action item, namely a request for approval of the replacement of a Data Air Unit at the Old McLean County Courthouse and to recommend award of bid go to Twin City Refrigeration. Mr. Moody reported that the Data Aire unit on the first floor of the old Courthouse, which serves the large People's Gallery was originally installed in 1990 to serve as the heating, air-conditioning, dehumidification, and humidification unit for this area. He noted that it is now 15 years old and is beyond repair. The unit needs to be replaced to maintain HVAC levels in this part of the first floor. Mr. Moody indicated that proposals were solicited and three proposals were received. Twin City Refrigeration had the low bid at a cost of \$12,279.00 to replace and install the unit. Mr. Moody recommended that the bid be awarded to Twin City Refrigeration. He noted that he has worked with Twin City Refrigeration in the past and is very confident in the company.

Motion by Ahart/Dean to recommend approval to replace the Data Air Unit at the Old McLean County Courthouse and recommend that the bid be awarded to Twin City Refrigeration, the low bidder meeting specifications.
Motion carried.

Mr. Moody presented the final action item, which is a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2005 Combined Annual Appropriation Budget Ordinance – General Fund 0001, Facilities Management Department 0041, Old County Courthouse Program 0049. He explained that this Emergency Appropriation Ordinance is required to pay for the Data Air Unit.

Motion by Ahart/Dean to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2005 Combined Annual Appropriation Budget Ordinance – General Fund 0001, Facilities Management Department 0041, Old County Courthouse Program 0049.
Motion carried.

Mr. Moody presented a status report on the renovation and restoration of the Dome and roof areas of the McLean County Museum of History located at the old McLean County Courthouse. He reported the following:

- Fencing is down; crane is gone; tower is gone.
- Grounds have been cleaned up.
- Landscaping still needs to be done by Kajima.
- Dome is 99.5% completed.

Mr. Moody reported that one item that remains is the final billing. He expects one large bill from Kajima, which will be a 95% bill. The retainage is 5% or about \$50,000.00. He noted that he is waiting for as-built drawings, manuals and details of work that was done. Mr. Moody also indicated he was waiting for billing information that indicates what checks were written by Kajima to the sub-contractors.

Mr. Moody stated that there are two issues that need to be finished before the bell will be reactivated. The timing mechanism and the strike mechanism need to be repaired. He noted that repairs should be completed within two weeks.

Mr. Moody reported on the status of the investigation on the condition of the plaster ceiling below the dome attic floor at the McLean County Courthouse Museum. Mr. Edward Gerns, Project Manager, Wiss, Janney, Elstner Associates, Inc. (WJE) submitted a written report. The report states that, based on limited observations, the field of the plaster ceiling system likely consists of expanded metal lath with a multi-coat plaster system applied to the lath. The metal lath is likely composed of a corrodible metal. Supplemental ornamentation is likely anchored through the plaster field to a substrate system. Observations of the ceiling prior to the current repair project were limited and beyond WJE's scope. However, photographic images taken between 2001 and 2003 indicate cracks in the plaster as well as water damage on the ceiling and walls below the dome floor.

Mr. Moody expressed concern regarding the possibility that the recent work done on the dome may have added to the deterioration of the plaster and the possibility that it may fall down to the first floor.

The report by Mr. Gerns also indicated that, without an in-depth survey and investigation of the plaster components, the overall integrity of the ceiling cannot be determined. Therefore, WJE recommends that, until a comprehensive investigation of the ceiling is conducted, a protective netting system should be installed to prevent plaster from falling in public areas. Further, they recommend that an evaluation of the ceiling be conducted, including a close-up survey, limited inspection probes of concealed conditions, material testing of the plaster, and paint analysis to determine the original color scheme of the ceiling and walls within the drum area. WJE indicated that to accurately investigate and repair the ceiling, scaffolding must be erected to allow hands-on access to all areas of the ceiling. The most economical approach to the

evaluation and repair of the ceiling is to conduct the restoration immediately following the investigation, rather than removing and reinstalling the scaffolding system.

Mr. Moody indicated that a discussion was held with WJE to consider scaffolding techniques. The first technique would be to erect scaffolding from the first floor of the Courthouse and go straight up the center core. Another possibility was to erect center levered scaffolding below the floor on a circular catwalk, which currently exists. Mr. Moody reported that WJE agreed that either method would be possible.

Mr. Moody presented the budget presented by WJE to erect the scaffolding and perform the testing of the plaster. The estimated price is \$30,000-\$40,000.

Mr. Moody recommended to the Committee that, in the meantime, a protective netting system be installed to prevent plaster from falling in public areas.

Mr. Moody reported that this phase of the restoration project does not complete the repair-work on the original problems at the Courthouse. This completed project was \$1,112,000. He indicated that there is still a lot of work to do on the exterior of the Courthouse.

Mr. Dean asked if the netting is a short-term fix. Mr. Moody replied that it is a safety issue and would stay until the integrity of the plaster has been determined. If the plaster is found to be safe, it will be removed. If it proves to be a danger, it will be left up.

Mr. Moody reported that a member of the community has volunteered to repaint the ceiling. However, there are several items that need to be addressed first, including learning the original paint color and addressing the safety issue.

Mr. Moody indicated that he presented this report to the Public Building Commission (PBC).

The Committee expressed concern that the vibration from the bell tolling may further deteriorate the ceiling. Ms. Ahart asked if the testing needed to be done before the bell strike begins. Mr. Moody indicated he believes the netting is needed. Chairman Bostic asked if the cost of the netting could come out of the contingency funds. Mr. Moody replied that he would find out.

Chairman Bostic asked if the County had received any money from the State of Illinois for the Grant. Mr. Moody replied that no money has been received. He noted that he has had discussions with the State Controller's Office. Mr. Moody reported that the Controller's Office informed him that on February 15th the State is going to transfer money from one account to the project account in the amount of \$500,000. As soon as

that transfer has been made, the Controller's Office advised Mr. Moody that the check will be written and sent to the County.

Chairman Bostic asked if it would help if our State legislators wrote a letter on behalf of the County. Mr. Zeunik indicated that the County's outside auditor reported to him that the City of Peoria had received a similar grant from the State and they received only one-half of the grant amount and were told by the State that they were out of money and could not pay the balance. He suggested that it may be necessary to ask our State Senators and State Representatives to go to Springfield to put pressure on the State. Mr. Zeunik speculated that the State is in such a financial bind that they are using whatever sources of monies they have to meet day-to-day expenses and are not paying attention to monies that should be segregated for grant awards. He recommended that, if the Controller's Office does not positively respond by February 15, it will be necessary to contact our State legislators and ask for their aid.

Mr. Greg Koos, Executive Director of the McLean County Museum of History, reported that he briefed Representative Brady regarding this subject, so he is aware of the issue.

Mr. Moody reported that his goal is to get the Public Building Commission (PBC) paid.

Mr. Moody introduced Mr. Gene Asbury and Mr. Paul Young who will give a report on the status of the Law and Justice Center remodel project. He noted that the 7th floor is now vacant except for one section housing a part of Information Services.

Mr. Asbury presented drawings of the changes to the Law and Justice Center building. He reminded the Committee that originally the work was going to be done by County staff. It was learned that it must go to the Public Building Commission, who wants the entire project, including the parking lot, to be completed under one contract.

Mr. Asbury referred to the drawing of the 7th floor, which will be completely remodeled, except for the elevators, stairs, restrooms and the section housing a part of Information Services. Adult Court Services, which is Probation, will take over one section of the 7th floor, while Juvenile Court Services will take the section on the opposite side. There will be one large meeting room which will be available for training and for the Grand Jury, which meets once a week. Mr. Asbury pointed out that there will be one corridor that goes through the center of the floor to get to the two current elevators, but, primarily, it is because the building is designed to expand north. The corridor will be in place should that expansion ever take place.

Mr. Asbury indicated that he has had numerous meetings with all of the departments to discuss the renovations. He pointed out that the 6th floor area is devoted to the State's Attorneys Office. He noted that the schematic plans are unfinished as the State's

Attorneys Office is reviewing the plans and would like to make suggestions. Mr. Asbury pointed out that Juvenile Court Services is currently on the 6th floor and nothing can be done until they move to the 7th floor. The current Law Library will be moved into a smaller space. The State's Attorneys Office will be enlarged and will include a drug unit, a victim witness area and a domestic violence area. Mr. Asbury noted that it will take careful scheduling and phasing to complete the various projects. The Public Defender's office also needs to expand on the 6th floor.

Mr. Asbury referred to the plans for the 5th floor, which is a courtroom floor. He noted that the only change would be moving the Court Administrator from the 3rd floor to the 5th floor. Mr. Asbury indicated that the 4th floor needs no work at this time.

Mr. Asbury presented the 3rd floor plans, noting that it is also a courtroom floor. The area vacated by the Court Administrator will be used by the Children's Foundation, a local organization which will use the space for children of people going to court or for any other reason they are in the building. He explained that the only way to get the 1700 square feet requested is to flip a restroom on the other side of a pipe chase, which will reduce space in a break room. Mr. Zeunik pointed out that the Children's Foundation received a grant for the expense of remodeling the area. He noted, also, that there has been a recent change in State law where the Court can assess a fee to help fund the on-going expenses of this type of children's visitation center within a courthouse building.

Ms. Ahart asked if the space could be expanded in the future and used for child care for County employees. Mr. Asbury said there would be no way to expand unless they expanded into the break room or the Circuit Clerk's area.

Mr. Asbury reviewed the 2nd floor, which is entirely jail space. The work release area will be moved to the 1st floor and the vacated area will become a female cell area. He noted that it will probably be a pod area where it will be more open.

Mr. Asbury presented the 1st floor area plans. He noted that a large section is Court Services which will be moving up to the 7th floor. The Sheriff's Office will take over that area. The area vacated by the Sheriff's Office will become the work release area, where it will be much more accessible. There will be 24 beds for men and another section with 8 beds for women. He noted that the Sheriff's Department would like to completely revise the booking area.

Mr. Asbury reported that there have been several meetings between all of the entities involved in the renovations. He indicated that there have also been meetings regarding building repairs that are necessary in the existing building, including a new roof on the high part, work on the front lawn area, exterior concrete stairs, replace rubber stair

treads in the stair tower, add storm windows in the old jail section, add an additional cooling tower, revise the energy management system, replace old pumps and exhaust fans, replace some of the jail controls and boiler sequencing. Mr. Asbury reported that there have been meetings with the City Building Inspection Department regarding sprinklers and fireman's recall for the elevators. He noted that the building is in good shape regarding the fireman's recall. The building is two-thirds sprinkled and, at this time, it is unknown if it will be necessary to add sprinklers to the other third of the building. Mr. Asbury reported that he has been meeting with local general contractors regarding cost. He indicated that there will be several different cost factors and the project should take a year to a year and a half to complete. Mr. Asbury mentioned that the west parking lot will also be remodeled, adding an additional 20-21 parking spaces.

Mr. Asbury reported that he is hoping to come back to the Property Committee in March with final schematics.

Chairman Bostic asked about the Government Center Building and responses from staff and Department heads. Mr. Asbury responded that the meetings went well. He noted there have been some mechanical problems, including heating and cooling and noise.

Chairman Bostic asked if there were any questions for Mr. Asbury. Hearing none, she thanked him.

Mr. Dean asked how financing would be handled on the renovation. Mr. Zeunik responded that it will be a PBC project. Once the final schematics have been reviewed by the Committee and a cost estimate is available, it will go to the Public Building Commission. The project will be structured so that there will be no increase in the existing County Debt Service payments until the bonds on the Law and Justice Center are paid off, which will be 2007. Mr. Zeunik explained that the PBC will sell bonds to fund 100% of the project and the County will pay the bonds back over a ten year period that will be structured in such a way that there will be no increase in the Debt Service portion of the County's Tax Levy.

Mr. Zeunik reported that much of what needs to be done at the Old Courthouse falls under the classification of "maintenance." If the County's overall debt service can be lowered by paying off the bonds for the Law and Justice Center, the Property Committee and Board would be given some latitude to increase the operation and maintenance expense at the Old Courthouse and begin to program money to do some of the work which has been recommended by WJE, including limestone work on the exterior of the building and work on the inside of the building.

Ms. Ahart asked if that work could be done by County staff. Mr. Zeunik replied that the work would need to be contracted out. He indicated that the work could be put in as an operations and maintenance expense which would be an annual budget expense. He noted that if it is done over a period of time, the County can manage the expense.

Mr. Zeunik warned that it is important that the County's overall tax levy, which includes the debt service payments, and the tax rate do not jump way up. All of the work needs to be done in a way that the tax rate and debt service tax levy can remain where they are now.

Chairman Bostic asked if there were any questions for Mr. Moody or Mr. Zeunik. There were none.

Mr. Moody presented his final informational item, namely a yearly review of the County utility expenditures. The report itemized all of the utility expenses for the prior year, which would be 2004. He noted that BOMA (Building Operators and Maintenance Association) analyzed over 70,000,000 square feet nation-wide. Their report indicated that the 2003 BOMA figure for the Midwest and Government Sector buildings, on average, is \$1.83 per square foot for all utilities. Mr. Moody reported that all of the facilities together added up to \$1,327,000.00 for cost of utilities last year. He noted that comparing 2003 to 2004, the utility costs increased by \$90,184. The increase was partly due to the move to the Government Center. Mr. Moody indicated that the County manages 702,000 square feet of space.

Chairman Bostic asked if there were any questions for Mr. Moody. Hearing none, she thanked him for his reports.

Mr. Greg Koos thanked the Committee for everything being done for the Old Courthouse building. He gave a report on potential outside funding sources for on-going rehabilitation of the building. Mr. Koos noted that possible funding sources can come from the private sector, local, state and federal. He explained that the amount of funding he found was typically associated with fund drives in communities where corporate foundations are supporting the development of new facilities. There are very few corporations or grant-making foundations that give large dollars for capital activities nation-wide. The National Trust for Historical Preservation gives some small grants for start-up research.

Mr. Koos indicated that there are a plethora of not-for-profit museums and organizations vying for money from local corporations and foundations. He explained that the local entities that can be created to fund museums are a museum district, townships and library districts. If the County were interested in creating a museum district, it is a taxing district that would require a referendum and a board which could levy taxes not to

exceed .02% of value of assessed valuation for that district.

Mr. Koos reported that State funding offers some venues that offer financial support. One is the Public Museum Capital Grants. There are museums that are receiving on-going support from the Illinois Horse Racing Tax Fund, which was specifically created to support museums in the Chicago Park District and helps some museums downstate.

To pursue that kind of support, it would require the Courthouse grounds to be turned into a McLean County Park District. Mr. Koos reported that there are grants for capital projects that are being given through the Illinois Department of Commerce and Economic Opportunity. The local contact person is Mr. Mike Kelleher. Mr. Koos indicated he spoke with him this morning and he agreed to work with the County to try to develop a project that would match up the needs of the property and put it into the appropriate language. Mr. Koos warned that the time for any of these opportunities is two to three years away.

Mr. Koos reported that on the Federal level, there are three levels where dollars have been given. One is a program called Save America's Treasures Fund. However, the only properties that can apply for this must be listed as National Historic Landmarks, such as the David Davis Mansion and very few buildings have that designation. He indicated that it would take a 60-80 page historic paper to make an argument for that designation. Mr. Koos recommended that the County go through the process of getting this landmark status. He suggested that the argument be that this building represents the pinnacle of design for local government. Mr. Koos indicated that there is a program coming out of the National Park Service which is interested in developing a National Heritage Corridor around the theme of Abraham Lincoln. He noted that he met with the people who do the planning for the National Park Service in Omaha, and they are very interested in the kinds of programs at the Museum of History.

Ms. Ahart asked if the Museum would be interested in doing a capital campaign. Mr. Koos replied that the Museum conducts an on-going campaign to raise monies for the Museum. He indicated that 75% of the Museum's operating cost is private monies. Mr. Koos agreed to ask his Board if they would be willing to conduct a capital campaign to raise additional monies for the repairs to the Building. Mr. Koos reminded the Committee that the partnership between the Museum and the county wherein the County is responsible for the maintenance of the building works very well.

Mr. Moss asked what kind of support is received from local corporations. Mr. Koos replied that the Museum receives significant support from State Farm Foundation and are in a multi-year relationship with them on endowment development. He noted that the Museum has received small grants from Country Companies, Mitsubishi and *The Pantagraph*.

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Mr. Koos indicated that they have not received support from national corporations that do business in McLean County.

Mr. Moss extended his appreciation of Mr. Koos for his effort to generate monies to support the Museum.

Chairman Bostic presented the final December 31, 2004 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee Fund total is \$170,560.15 and the prepaid total is the same.

Motion by Moss/Ahart to recommend approval of the bills as of December 31, 2004, which have been reviewed and recommend for transmittal by the County Auditor.
Motion carried.

Chairman Bostic presented the January 31, 2005 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee Fund total is \$399,036.60 and the prepaid total is the same.

Motion by Dean/Moss to recommend approval of the bills as of January 31, 2005, 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, the meeting was adjourned at 4:35 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary