

## **Minutes of the Property Committee Meeting**

The Property Committee of the McLean County Board met on Thursday, February 1, 2007 at 3:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

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

Members Absent: Member Cavallini

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;  
Mr. Bill Wasson, Director, Parks and Recreation

Others Present: Ms. Linda Olson, McLean County Farm Bureau and Ms. Christina Rogers, Economic Development Council of Bloomington-Normal, Illinois

Chairman Bostic called the meeting to order at 3:30 p.m.

Chairman Bostic presented the Minutes of the Tuesday, December 19, 2006 Property Committee Stand-up Meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Bill Wasson, Director, Parks and Recreation, reviewed a request for Public/Private Partnership Ideas and Proposals. He noted that the Department of Parks and Recreation has historically worked to embrace an entrepreneurial approach to doing its work. Mr. Wasson advised that, as outlined in the County Board's budget policy for many years, the Department has strived to identify opportunities to appropriately charge user fees at parks and facilities. The goal of the user fees is to better reflect the cost of a service or activity while insuring that access to park open space and facilities is reasonable and attainable for all of its citizens.

Mr. Wasson indicated that the Department has attempted to identify opportunities for public/private partnerships that benefit the Parks and, thereby, the citizens of McLean County. He named the Soft Drink Vending and Pouring Partnership Agreement with Coca-Cola in 2005 and the 2006 Evergreen Lake Triathlon as examples of such partnerships. Mr. Wasson reported that the Department also receives smaller partial sponsorships of events and activities on an annual basis from a wide variety of community businesses. This assistance allows for support and possible future expansion of conservation related areas, which otherwise cannot be independently sustained.

Mr. Wasson advised that, after completion of the Soft Drink Agreement Request for Proposals (RFP) process, it became clear to the Department staff that it would be extremely difficult to prepare individual RFP solicitations for each and every Public/Private idea which may come forward for consideration. Therefore, Department staff attempted to identify a procedure that would both allow for a reasonable commitment of time and also provide transparency and fairness to private sector entities which might benefit from such relationships. Mr. Wasson declared that the Department believes that an annual call for Public/Private Partnership Proposals will meet this goal.

Mr. Wasson indicated that an annual call for public/private partnerships is not unique nationwide. However, he noted that it is difficult to judge how introduction of such a process will be received locally. Mr. Wasson stated that the objective of the annual call for proposals is to generate new ventures, facilities and services for the citizens of the County. This process would allow for a more open process of soliciting public/private partners, allow departmental staff to have a reasonable vehicle to facilitate such partnerships and increase visibility of County Park facilities.

Mr. Wasson stated that the Draft RFP, located in the Agenda Packet, has been reviewed by the Civil Assistant State's Attorney. The Draft includes examples of public-private ideas that have been discussed or brought up during Departmental public input opportunities in the past. Examples range from small event projects that are already budgeted to major capital projects which would require private funding for the project and related support infrastructure. Mr. Wasson advised that insuring that projects and partner recognition are appropriate to the overall atmosphere of the County's facilities is critical to this program's success.

Mr. Wasson asked if the Committee had any questions regarding this process.

Mr. Dean asked if the internet is being used to make reservations. Mr. Wasson replied that they do not make reservations on-line. He stated that citizens making reservations often have a specific site in mind and it is not feasible to accommodate those requests on-line at this time. Mr. Wasson anticipated that it may be possible to accommodate special requests on-line in the future. He informed the Committee that they do make reservations for classes and special activity registration on-line. Mr. Wasson also advised that Information Services has reported that the Parks and Recreation Website is visited regularly by the public. He noted that when on-line reservations can be made satisfactorily, it will make it easier on Park staff.

Ms. Harding expressed her support of this project and asked how it will be marketed. Mr. Wasson replied that he will send out news releases, promote media coverage and target business publications. Ms. Harding recommended he involve the Chamber of Commerce as well.

Ms. Ahart asked if Mr. Wasson has a priority list. Mr. Wasson replied that this initial process is in the exploratory mode. He pointed out that there are some areas that will be targeted, such as budget funds that are already appropriated for this fiscal year.

Chairman Bostic asked that Mr. Wasson keep the Committee apprised of the process schedule. She also recommended that he explore hosting one of the Chamber of Commerce Business After Hours affairs at COMLARA Park. Mr. Wasson responded that he would consider hosting an affair at the Park.

Chairman Bostic introduced Ms. Linda Olson, McLean County Farm Bureau and Ms. Christina Rogers, Economic Development Council of Bloomington-Normal, McLean County. Ms. Rogers stated that this project is a wonderful idea and noted that she believes the Chamber of Commerce would be interested in being involved in the project.

Mr. Wasson reported that the Deer Management program is over for the season. He noted that since the Department of Natural Resources is expanding deer seasons, Parks and Recreation will evaluate the possibility of expanding its deer season. Mr. Wasson stated that any proposed changes in the deer season will need approval by the Property Committee.

Ms. Ahart asked if the proposed Wind Farm will be a problem for Evergreen Lake. Mr. Wasson replied that the Wind Farm will not cause a significant impact on wildlife and the numerous trees in that area provide a screen from the sight of the towers. He indicated that there should be minimal impact on the water. Overall, Mr. Wasson stated that the Wind Farm should not have any major impact at Evergreen Lake.

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

Mr. Jack Moody, Director, Facilities Management, presented a request for approval of a Simplex Jail Lock and Control Panel and a Fire Alarm Systems Service Agreement for the Law and Justice Center. He explained that the Law and Justice Center remodel project includes replacing of the main Simplex Jail Lock and Control panel and the main fire alarm panel servicing the building. Mr. Moody stated that this is a three-year Simplex service agreement for these systems and all installed control and alarm systems.

Mr. Moody advised that this is a major cost savings to the County because of new warranties and new equipment. He noted that the 2006 budget cost for the Simplex contract was \$86,943.00. Mr. Moody clarified that the fee was high due to the age of the equipment and the expense of keeping the equipment in peak working condition.

Mr. Moody reported that the cost for the 2007 Simplex contract, to begin when systems go on-line, is \$45,438.00. The cost for 2008 will be \$61,716.00 and the cost for 2009 will be \$68,950.00, as per the Simplex contract proposal. Mr. Moody stated that no other firm is qualified to service this equipment due to proprietary systems logic.

Mr. Moody indicated that the McLean County Facilities staff and Jail staff have reviewed this proposal. Further, Mr. Eric Ruud, First Assistant State's Attorney has determined that the contract proposal is usual and customary for this needed Service Agreement.

Mr. Moody reported that the Simplex contract proposes to perform the following functions during the contract period:

- All needed testing and inspections,
- Testing of all peripheral devices for fire alarms and detection systems,
- Detector cleaning for fire alarms and detection systems,
- Sensitivity testing for fire alarm and detection systems,
- Documentation for all accreditation agencies,
- Emergency service calls and labor,
- Parts and components replacement,
- Panel and peripheral component replacement for listed electronic systems.

Mr. Dean asked if this is a budgeted item. Mr. Moody replied that this expense is in the budget.

Motion by Ahart/Harding to recommend approval of Simplex Jail Lock and Control Panel and Fire Alarm Systems Service Agreement for the Law and Justice Center.  
Motion carried.

Mr. Moody reported on the recent power outage at the McLean County Health Department. He advised that on Friday, January 19<sup>th</sup>, there was a complete power outage at the Health Department building, 200 W. Front Street. Mr. Moody stated that the County Facilities staff responded to a report that "lights and other electrically run systems were off" at the Health Department. Staff went to the building, examined the main electrical power switch and confirmed that it was no longer on 3-phase power, but single phase on the motor control center located in the basement.

Mr. Moody indicated that all 3-phase motors and pumps were immediately shut-down and Weber Electric was contacted to determine if the fault was in the building or Ameren IP, the utility company. He stated that Weber Electric arrived at 12:00 p.m., pulled the service access panel on the main switch and determined that the problem

was with Ameren IP. Facilities staff then checked all refrigerators to confirm that emergency power was being fed to all chilled storage units housing immunizations. Also, Health Department staff and building tenants were notified.

Mr. Moody noted that he contacted Ameren IP who arrived within three minutes. He then gave a brief overview of the condition and age of the transformer. Mr. Moody reported that Ameren IP determined that two of the three fuses in the Ameren IP transformer had failed. One fuse was dated from 1977 and the other was 1978.

Ameren IP replaced the two blown fuses, but refused to replace the third fuse that was still operable, despite the age of the fuse. Mr. Moody indicated that staff asked Ameren IP to "megger" the main feeds from the transformer into the building and the lines into the transformer. ("Meggering" is an electrical test performed by qualified electricians using a special piece of equipment to determine the "conductivity" of power lines. This would provide knowledge about the status of the power feeds into the building and inside the original transformer. This test would determine if the main power feed had suffered any damage due to the transformer failure and the resulting high voltage.) Mr. Moody indicated that, after conducting this test and, due to the fact that the new fuses blew, it was determined that the transformer had failed and needed to be replaced. By 4:20 p.m. a new transformer was located in Decatur, Illinois and Ameren IP staff agreed to replace the transformer that night. The new transformer went on-line at 6:00 a.m. Saturday morning.

Mr. Moody reported that, after power was restored to the Health Department, it was revealed that the main VF drive providing HVAC to floors 1, 2 and 3 (the floors occupied by the Health Department) was lost. He stated that a new drive was located in Athens, Georgia, flown to Chicago O'Hare Airport, driven down and installed by 9:00 p.m. Sunday night. All HVAC systems were then restored to the entire building.

Mr. Moody indicated that Ameren IP determined that repair work is also needed in the parking lot Ameren IP vault. He noted that Ameren IP hopes to conduct the repairs "after-hours" later this week. Mr. Moody stated that, once that has been repaired, there will be a repair to make on the Health Department main switch located in the basement.

Mr. Moody expressed his frustration with the utility company, including all of the electrical problems, the antiquated equipment, fuses that are not replaced on a regular basis, transformers that are blowing in downtown Bloomington and the general lack of communication with the Company. Mr. Moody also expressed his staff's annoyance with the need to turn the power on and off approximately nine times at the Law and Justice Center during the repair process. He advised that shutting the power on and off in a building can be very harmful to the various computers, VF drive units, elevators, etc.

Mr. Moody advised that, at this time, he does not have invoices or materials costs on the building repairs to the drive unit and Ameren IP has not approached him with any costs they may decide to bill the County. He indicated that he does not feel that the County should have any costs for the new transformer because it is Ameren IP property and the fuses that failed had never been replaced since they were originally installed in 1977.

Mr. Moody noted that the County Facilities staff worked 70 overtime hours during this event.

Chairman Bostic asked Mr. Moody to prepare a report to the Committee on the funds expended on overtime and equipment costs. Mr. Moody replied that he will prepare a report when all costs have been received.

After a lengthy discussion regarding dissatisfaction with Ameren IP, Chairman Bostic requested that Mr. Moody prepare a letter to Ameren IP, with copies to other local power users, the Illinois Commerce Commission and the County's Legislative delegation, expressing the County's concerns and asking for an explanation of the following:

- Age of transformers;
- Age of fuses;
- When fuses and transformers are checked and/or repaired;
- When fuses and transformers are/should be replaced;
- Request to receive a copy of Ameren IP reports on equipment leading into County facilities.

Chairman Bostic recommended that the letter be reviewed and approved at a Stand-up Committee meeting on Tuesday, February 20<sup>th</sup>. Mr. Moss suggested that the entire Property Committee sign the letter.

Mr. Moss asked if the media was aware of the problem. Mr. Moody replied that no press came to the site during the two-days of repairs.

Ms. Harding asked Mr. Moody to express the Committee's appreciation to his staff that worked so diligently during the repair process.

Mr. Moody presented the annual review of County Utilities for 2006, including electric, gas, water and trash removal. He pointed out the report entitled "2006 Summary of McLean County Utilities" for January – December 2006 is included in the Agenda packet. Also, included is an individual sheet for each County facility which shows the actual monthly utility cost by category of expense experienced in 2006.

Due to time constraints, Mr. Moody was unable to review the report. Therefore, the following are highlights of the report:

- The Town of Normal increased water costs to cover storm water run-off into the town's storm water sewer system, which added to the monthly water bills for the County facilities located at Fairview Park.
- A new three-year contract for trash removal began January 1, 2007 and will expire on December 31, 2009.
- Natural gas, which was expected to be very high, ended up being lower than expected.
- Due to the expected increase in the electric rate from Ameren IP, the County put out a bid for electric supply and the Board awarded a two-year contract with Peoples Energy, which is predicted to save McLean County around \$411,000.00 over electric supplies from Ameren IP.
- Climate experts predict that 2007 will be the "hottest summer on record" due to Global Warming and the "El Nino."
- The Law and Justice Center represents 42% of the total occupied square footage of all McLean County operated facilities.
  - Cost per square foot for utilities usage in 2006 at the Law and Justice Center was \$1.95 compared to the national average of \$2.04 per square foot.
- The Government Center comprises 18% of the total occupied square footage of all County buildings.
  - Once the City of Bloomington relocates its Engineering Department to the second floor of the Government Center, the building will be occupied 50/50 by the City of Bloomington and the County.
  - There was a decline in 2006 of \$2,692.00 in electricity usage over 2005, but it is expected to increase when the third floor is occupied.
  - Cost per square foot to operate the Government Center in 2006 was \$2.25. This is a little higher than the national average due to so many night meetings and election needs keeping the building open "after hours."
- 200 W. Front Street (Health Department Building) represents 11% of the total County occupied square footage and the third largest County office building. Total utility costs for 2006 were lower than 2005 by \$4,054.00
  - The cost to operate the Health Department building was \$1.98 per square foot.
  - Rent money was received from all tenants in the Health Department Building except CAC who reimburses the County for actual utilities used each month.
- The McLean County Nursing Home experienced an overall decrease in utility costs of \$13,645.00 over 2005.
  - Cost per square foot to operate the Nursing Home was \$4.48.

- The Old McLean County Courthouse is entirely occupied by the McLean County Museum of History. Total utility costs decreased by \$8,950.00 over 2005.
  - The cost to operate the Old McLean County Courthouse in 2006 was \$1.42 per square foot.
- Total utility costs for the McLean County Juvenile Detention Center decreased by \$4,437.00 lower than in 2005.
  - The cost to operate the JDC was \$2.00 per square foot.
- The MetCom facility experienced a slight increase in overall utility costs in 2006 of \$237.00. This facility is manned 24/7 due to the nature of its function.
  - The cost to operate MetCom is \$.53 per square foot.
- The Fairview Building is occupied primarily by the Regional Office of Education for McLean/DeWitt/Livingston Counties (ROE and GED), with a small office area for the Senior Citizen Services of the YWCA.
  - The costs to operate the Fairview Building are paid for by ROE and GED via reimbursements to the County for utilities by a monthly invoice based upon actual utilities used.
  - In 2006, there was a slight increase in the Fairview Building utility costs of \$603.00.
  - The cost to operate the Fairview Building in 2006 was only \$1.41 per square foot.
- The McLean County Highway Department experienced the lowest utility costs since 2001, with a decrease in costs of \$3,874.00.
- The cost to operate the County Highway in 2006 was \$0.87 per square foot.

Mr. Moody reported that the County experienced an overall decrease in total utility costs of \$96,851.00.

Mr. Moody presented a status report on the renovation of the third floor of the Government Center. He stated that the renovation is going very well. Mr. Moody reported that a project meeting is held every two weeks to review the progress. He indicated that Bishop Brothers expects to complete this project by February 17, 2007. The City Engineering Department's furniture is scheduled to arrive on February 28<sup>th</sup> and they will move into the space in March. Mr. Moody reminded the Committee that when the City Engineering Department moves in, the Government Center will be occupied 50-50 between the County and the City.

Mr. Moody reviewed the status report on the multiple-phase renovation of the Law and Justice Center. He noted the following aspects of the renovation:

- February 26-28 are the move dates for Court Services from the 1<sup>st</sup> floor, the 6<sup>th</sup> floor and the Health Department Building to the newly remodeled 7<sup>th</sup> floor of the Law and Justice Center;



- Subcontractors will move to the 1<sup>st</sup> floor and 6<sup>th</sup> floor to begin that remodeling;
- CID Division and others in the Sheriff's Department will be moved to areas in the Health Department Building so that demolition can begin on 1<sup>st</sup> floor;
- End of February, they will begin Phase 1 of the 6<sup>th</sup> floor demolition on the north side of the building;
- Phase 2 and phase 3 of the 6<sup>th</sup> floor will be done following Phase I;
- First floor will be gutted from the lobby to the morgue;
- Once the east side of the first floor is completed, Sheriff's administration will move from the west side to the east side;
- Following that move, Phase 2 will begin, including dormitories, jail booking, restrooms, etc. to complete the first floor remodel;
- The parking lot renovation will begin in the spring;
- The cracks in the stairs from the Lincoln parking lot to the building will be replaced;

Ms. Ahart asked how long will it take to renovate the parking lot. Mr. Moody replied that it will be six to eight weeks and will be done in phases to accommodate temporary parking spaces.

Chairman Bostic presented the final December 31, 2006 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 \$83,011.45 and the prepaid total is the same.

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Motion by Moss/Ahart to recommend approval of the bills as of December 31, 2006, which have been reviewed and recommend for transmittal by the County Auditor.  
Motion carried.

Chairman Bostic presented the January 31, 2007 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee Prepaid Total is \$386,081.60 with a Fund Total that is the same.

Motion by Dean/Harding to recommend approval of the bills as of January 31, 2007, which have been reviewed and recommended for transmittal by the County Auditor.  
Motion carried.

Chairman Bostic noted that the Auditor made an internal transfer of \$7,167.00 from Facilities Management to the Juvenile Detention Center to correct a coding error.

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Ms. Harding asked when the next Wind Farm meetings will be held. Mr. Zeunik replied that meetings will be held next Monday, Wednesday and Thursday, beginning at 6:00 p.m. in Room 400. Mr. Zeunik noted that the Justice Committee meeting next Monday will be in Room 404.

Chairman Bostic asked if there was any other business or communication for the Property Committee. Hearing none, Chairman Bostic adjourned the meeting at 4:41 p.m.

Respectfully Submitted,

Judith A. LaCasse  
Recording Secretary