

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, July 5, 2001 at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

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

Members Absent: None

Other Board Members Present: None

Staff Present: Mr. John M. Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Martha B. Ross, County Administrator's Assistant

Department Heads/
Elected Officials Present: Mr. Jack Moody, Director, Facilities Management; Mr. Bill Wasson, Director of Parks and Recreation; Mr. Bill Gamblin, Administrator, E-911; Mr. Sammy Ferrara, Superintendent, Veteran's Assistance Commission

Others Present: A representative contingent of Veteran's of Foreign Wars in McLean County

Chairman Salch called the meeting to order at 4:31 p.m. Chairman Salch presented the minutes of the June 7, 2001 meeting for approval. The minutes of the June 7, 2001 meeting were approved as presented and placed on file.

Mr. Bill Wasson, Director of Parks and Recreation, presented a request for authorization to lease a wheel loader unit to be used primarily at the COMLARA Park location. Funds currently budgeted for maintenance and repair of equipment would be utilized to pay for the lease. He stated that the current end loader is in need of major repair, and it is expected that costs to keep the current loader operational will increase throughout the year.

Mr. Wasson explained that, at this time, leasing a wheel loader would be more cost effective than either purchasing a new unit or fully repairing, on a continuing basis, the current unit. The lease option would allow the Parks and Recreation staff to evaluate whether the purchase of a new unit or the continuation of a lease agreement would be most appropriate for the Fiscal Year 2002 budget.

Chairman Salch asked what model loader would be leased. Mr. Wasson responded that the Department's need is for a minimum 55 PTO horsepower loader with a minimum lift of 2400

pounds on the loader itself. The minimum lift is necessary when floating docks are lifted at Evergreen Lake. The horsepower requirements are due to some of the large rotary mowers that are utilized in the Park.

Chairman Salch asked whether a local firm would be the lease agent. Mr. Wasson responded that several local firms have been contacted. A lease for under \$4,500.00 has been offered. He remarked that it is the intent of the Parks and Recreation Department to put out a competitive quotation to local firms and return for approval of the lease at a Stand-Up meeting prior to the July County Board meeting.

Ms. Bostic asked how many hours are put on an end loader during the course of a year. Mr. Wasson responded that approximately 250-300 hours are expended during a year's time. Ms. Bostic then asked whether there are any programs offered through the State of Illinois where such equipment could be leased for the minimum number of hours, and then returned to the dealer. Mr. Wasson responded that the lease agreements that are currently offered are under State contracts.

Mr. Hoselton remarked that the lease arrangement is a cost-effective one. He noted that in the event that a unit breaks down, the lease agent would provide a replacement unit immediately. Mr. Wasson noted that the current loader breaks down frequently, requiring a disproportionate amount of repair time.

Chairman Salch asked whether the Parks and Recreation staff handle the majority of the repairs on the equipment used at their locations. Mr. Wasson stated that he and his staff make many of the repairs on the rolling stock, including hydraulic repair, seals, major parts replacement, small engine repair, and the like. However, if any type of a lift system is needed in order to effectuate a repair, the unit must be taken to a dealer.

Mr. Selzer asked for the approximate cost of a new end loader unit. Mr. Wasson stated that the cost of a new unit is estimated to be \$40,000.00. He noted that for the amount of usage that the unit is expected to incur, the cost of the lease at \$4,000.00 per year versus the cost of a new unit at \$40,000.00 per year speaks for itself.

Mr. Owens asked whether the lease agreement would definitely be presented for the Committee's approval at a Stand-Up meeting prior to the July County Board meeting. Mr. Wasson responded that it is hoped that the agreement will be ready for the Committee's consideration at that time. Mr. Owens then asked, in the event that the lease agreement is approved, when would the Parks and Recreation Department receive the new loader. Mr. Wasson responded that there would be an approximate wait of 2-3 weeks before the new unit would be available.

Mr. Hoselton asked whether the lease agreement itself would be one that is drafted by the dealer or its representative, or whether the County would draft a lease agreement. Mr. Wasson responded that the dealer or its representative would provide the lease agreement, which would then be reviewed by the County's legal staff.

Mr. Hoselton noted that it has been his first-hand experience that leasing pieces of heavy equipment is a cost-effective and efficient method of acquiring needed equipment.

Motion by Selzer/Owens to Approve the Request for Authorization to Lease an End Loader Unit for a One Year Term for Use by the Parks and Recreation Department. Motion carried.

Mr. Wasson reported that general usage of the COMLARA park facility has been consistent. He attributed the seeming drop in boat rental usage to unseasonably cool weather in June. However, those numbers are now rebounding and it is expected that the volume of boat usage will return to normal by next month.

Mr. Bill Gamblin, Administrator for E-911, presented his report on the status of the modifications to the MetCom facility. He noted that Shive-Hattery, Inc., a local architectural firm, toured the MetCom facility and discussed some of the requirements necessary to upgrade the security for the MetCom's physical plant. Following the tour, Shive-Hattery provided him with a summary of the meeting and tour, noting the pertinent points of concern. Mr. Gamblin stated that Shive-Hattery has provided the County with a contract, currently under review by the State's Attorney's Office, for the security upgrades to the MetCom facility.

Mr. Selzer stated that the intent of the upgrades is to increase the security measures surrounding the employees who work at the MetCom facility, providing a cushion from the general public. He asked how secure the windows in the kitchen are as a potential entry into that part of the building. Mr. Gamblin responded that all windows around the building should have been constructed to be small enough so as not to allow entry or exit. However, upon measuring the windows, it was found that they were large enough to allow entry and exit by adults.

Mr. Gamblin stated that he contacted Mr. Rick Gasperin, Director of Programs, Illinois Commerce Commission, and reviewed the Commission's requirements regarding security for a facility such as that at MetCom. As a result of that review discussion, Mr. Gamblin stated that he spoke specifically with Shive-Hattery regarding replacing some doors and glasswork that could be upgraded to increase security. Shive-Hattery is to submit a proposal, which will then be examined with Mr. Gasperin from the Commerce Commission to determine its compatibility with legal requirements. He stated that MetCom wishes to comply with the law without overcompensating.

Mr. Selzer asked how long the current MetCom physical plant would be sufficient to meet the needs of the County, based upon its current size and location. Mr. Gamblin responded that there are two (2) services that are housed in the building. The E-911 system currently consists of two employees and the telephone equipment needed for the system. With the upgrade for the wireless system, some of the equipment will be moved out of the office because the new equipment will be located at Verizon's central office. Mr. Gamblin explained that, as call volume increases and the requirements increase for the number of dispatchers, the facility may not be adequate.

Mr. Selzer asked whether the building is constructed in such a way as to allow for expansion of the current site. Mr. Gamblin responded that one of the offices is constructed in such a way as to allow for expansion. He noted that the County also holds a lease on adjacent property, allowing for a possible expansion of up to 5,000 square feet.

Mr. Hoselton asked who was the original designer for the MetCom building. Mr. Gamblin responded that it was Shive-Hattery, Inc. He asked what are the facilities' specifications. Mr. Gamblin noted that the building was constructed prior to his employment with McLean County and he is in the process of locating the building's plans and specifications. Mr. Hoselton remarked that Shive-Hattery, as the architect, may have specified products in their original documents, and through an oversight, those products were not installed. If that is the case, the firm should now provide the products that were specified in the original specifications, at their cost.

Mr. Gamblin noted that he is currently searching for the original documents. Mr. Hoselton commented that if the documents cannot be located by Mr. Gamblin, he should contact Shive-Hattery's office and request complete copies.

Chairman Salch stated that no motion is necessary for Mr. Gamblin to proceed with the proposed security improvements to the MetCom facility. Mr. Gamblin stated that he would bring the contract to the Property Committee once he has it in hand. Chairman Salch stated that, by common consent, the Committee authorizes Mr. Gamblin to proceed.

Mr. Jack Moody, Director of Facilities Management, presented a request for approval of a bid quotation received from JMC Glass Company to repair a broken glass window on the front façade of the Law and Justice Center Building. The broken window is located on the elevator tower at the 4th floor level, and measures 127 inches tall by 50 3/8 inches wide.

Mr. Moody stated that there is no documented event as to how the window was broken. However, it has been determined that it was broken with a projectile, which shattered the glass and broke through and splintered the inside pane of glass, as well. As a result, all glass was removed from the section and it was boarded to shield the building from the outside elements.

Mr. Moody commented that there were no reported injuries as a result of the broken glass. The Sheriff's Department prepared a police report, but the source of the breakage has yet to be determined.

Mr. Moody explained that there was a concerted effort to have the glass replaced by a local glass company, but that none of the companies with equipment appropriate for the job are currently available, due to unusually heavy workloads. The job was determined to be too large for the County's in-house maintenance crews to handle. One quote was submitted by JMC Glass Company for glass replacement. The quote to replace the glass is estimated to be \$5,545.00. The glass piece needed has to be ordered and should arrive within 2-3 weeks. Until the repair is made, a plywood patch is utilized to cover the opening left by the broken pane of glass.

Mr. Owens asked where the funding would come from for the glass replacement. Mr. Moody responded that the funding would come from the Law and Justice Center maintenance and repair line-item account. He noted that the cost of the glass replacement is below the threshold for the Risk Management deductible, and therefore, Risk Management cannot assist in obtaining funds for this repair.

Mr. Owens asked how many glass companies were contacted for estimates. Mr. Moody responded that every glass company in McLean County was contacted, as well as firms in Peoria. He noted that the estimated cost of this repair is also below the threshold for a competitive bid requirement.

Ms. Bostic asked how the breakage came about. Mr. Moody responded that the source of the breakage is undetermined at this time. Ms. Bostic then asked whether there is a way in which the glass could be reinforced from the inside, so that this type of breakage would not occur again. Mr. Moody commented that the present material is safety-laminated glass.

Chairman Salch asked how often this type of breakage occurs. Mr. Moody remarked that, in his nearly 13 year tenure with the County, there has only been one other occurrence of broken glass. That occurrence took place when a piece of glass was broken in the jail by someone throwing a rock to get the attention of an inmate.

Chairman Salch asked whether the breakage could have been as a result of a stress fracture. Mr. Moody noted that a stress fracture was not a factor in this case, as there was clear evidence of a projectile. Chairman Salch then asked whether the replacement glass was the same type as that which was broken. Mr. Moody responded that it is the same type of glass and will be undetectable.

Motion by Hoselton/Owens to approve the bid quote received from JMC Glass Company, Bloomington, Illinois, to repair a broken window at the Law and Justice Center. Motion carried.

Mr. Moody presented the request for approval of an amendment to the office space lease agreement for the PATH Crisis Center at the McBarnes Memorial Building, which was tabled from the June 7th 2001 Property Committee meeting. He noted that PATH Crisis Center is a long-term tenant of the McBarnes Building, and would like to expand their square footage to include a portion of the 2nd floor which is being vacated by the Children's Advocacy Center in mid-July. PATH is asking for a hallway office that measures 10 feet by 16 feet, which will be utilized for storage.

Mr. Moody stated that, upon receipt of a letter of request from Mr. Joe Gibson, Director of PATH, the State's Attorney's Office was consulted regarding the necessary amendment to the current lease. He explained that PATH would be assessed an additional rental amount to include the additional space. PATH's utilities would also be somewhat increased as a result of the increase in square footage. Mr. Moody explained that the proposed amendment to PATH's current Lease Agreement would expire along with the remainder of the lease, on December 31, 2001.

Mr. Nuckolls asked whether the correct rental amount would now become \$642.35 per month. Mr. Moody responded affirmatively.

Motion by Owens/Nuckolls to approve the request for an Amendment to the Lease Agreement for PATH Crisis Center at the McBarnes Memorial Building.

Mr. Selzer stated that the Committee needs to decide what its intent is with regard to the future of the McBarnes Memorial Building. Chairman Salch stated that the correct procedure would be to pursue the information that is provided as a part of the July 2001 Property Committee Agenda Packet. Contained therein is a comprehensive review of the McBarnes Memorial Building, provided by Mr. Jack Moody, Director, Facilities Management.

Mr. Selzer stated that the Committee should not approve a lease or any amendments if the overall use of the building will be changed in the foreseeable future. Chairman Salch remarked that the Committee is not in a position to make a decision at this time, at least until the Committee has adequately reviewed the report provided by Mr. Moody. Mr. Selzer remarked that it seems inconsistent to approve a lease amendment, in the event that the usage of the building may change dramatically in the near future.

Chairman Salch asked how PATH Crisis Center would be impacted in the event that the Committee does not approve the lease amendment at this time. Mr. Moody responded that the lease amendment covers a term from August 1, 2001 to December 31, 2001. Following the December 31st date, leases for all County tenants expire and will need to be reevaluated. Generally, the new proposed leases are presented for renewal to the Property Committee in either September or October.

Mr. Nuckolls stated that the amendment would be temporary in that it would expire with the remainder of the lease on December 31, 2001, and would be presented for reevaluation in either September or October. Under those circumstances, he noted, it is quite reasonable for PATH Crisis Center to obtain the additional space on a temporary basis.

Mr. Selzer asked what the notice requirement is in order to terminate the lease prior to its expiration. Mr. Zeunik responded that a 60-day notice is required. Chairman Salch then stated that PATH should be made aware that this proposed lease would be temporary, and renewal would not be guaranteed.

Mr. Selzer asked whether, in the event that the amendment to the lease agreement is approved, notice must be tendered by November 1, 2001 if in fact, the lease would not be renewed. Mr. Moody responded that this is correct. Additionally, the term for the lease amendment is only for the time period from August 1 through December 31, 2001.

Chairman Salch asked if the Committee members had any further questions. Hearing none, Chairman Salch call for the vote on the previous motion.

Motion carried.

Mr. Moody presented a review of the McBarnes Building, which was requested by the Property Committee. He noted that he was to examine the current use of the building, its current capacity in terms of tenantable space, areas presently leased and by whom, and to determine the status of the third floor as currently unoccupied space. He was also asked to present historical information, such as when and why the building was built, its original cost, and how its renovation ensued following the fire of 1972. Mr. Moody stated that the building did indeed sit vacant and unoccupied for four (4) years following the fire. Mr. Moody explained that the County remodeled the McBarnes Building after the fire and period of dormancy. It was subsequently reoccupied with tenants.

Mr. Moody stated that he was supplying CAD drawings of the building for the Committee's review. Additionally, the Children's Advocacy Center ("CAC") will vacate their existing office space on the second floor of the McBarnes Building beginning Friday, July 13th through Monday, July 16th. The CAC will move into new office space in the Health Department

building. At this time, there are no prospective tenants identified for that vacant space in the McBarnes Building.

Mr. Moody remarked that the third floor of the McBarnes Building has been vacant since the McLean County Historical Society moved to the Museum of History building (Old Courthouse).

The Americans With Disabilities Act (“ADA”), which became effective on January 26, 1992, required all public buildings to become accessible under its guidelines. At that time, the third floor of the McBarnes Building was rendered unavailable for use because it could not meet the new accessibility guidelines required by the ADA. Specifically, the elevator in the McBarnes Building did not meet the ADA guidelines required for an elevator that must service more than two floors. That is why only the first and second floors of the building are utilized at the present time.

Mr. Moody explained that a renovation of the McBarnes Building, including a remodeling of the elevator and a total expenditure in excess of \$100,000.00, would activate State and local codes as well as Federal codes, which would subsequently require that the entire building be brought up to ADA specifications. This would include renovations to the building’s third floor restrooms, lighting, and any other areas that do not currently meet the required specifications.

The construction of a new elevator in the building is especially difficult because its location does not permit an enlargement of the current elevator. The only way to add an elevator and make it large enough to meet ADA specifications is to move the elevator’s location into the lobby near the wall where the World War I memorial plaque is currently located.

Mr. Selzer asked why the current elevator could not be expanded. Mr. Moody responded that the current elevator is “landlocked” in its present location and the structure of the building would not permit alterations. Mr. Selzer stated that perhaps the current elevator could be removed entirely and a new one constructed in its place. Mr. Moody remarked that the current location couldn’t be enlarged structurally, because of the way that the building is constructed. The lobby location is the only suitable alternative location for an elevator to be placed.

Ms. Bostic asked whether the hollow tile building materials, dating to the 1920’s, had any effect on the structural stability of the building. Mr. Moody concurred that the building materials utilized in the 1920’s when the building was built, cannot support the structural changes necessary to modify the elevator.

Mr. Owens asked what is required, overall, to upgrade the McBarnes Building to comply with ADA codes. Mr. Moody responded that a new elevator is estimated to cost approximately \$290,000.00. That cost includes costs for structural remodeling for the first three floors. Additionally, the restrooms on all floors would need to be updated and the third floor door

entrances would need to meet ADA requirements, including contractor's fees and engineering fees. Mr. Selzer commented that such costs were estimated at \$451,000.00 in September, 1991, and would most assuredly be much more expensive now.

Mr. Hoselton asked whether the construction of an exterior elevator has been considered. Mr. Moody responded that an outside elevator is not practical, in that three sides of the building are circumvented by sidewalks. The alley easement on the south side of the building is also not available for such use. Additionally, in order to install an exterior elevator, it is necessary to excavate down to the original footings of a building. The McBarnes Building does not lend itself to such an option.

Mr. Owens asked how renovations would be paid for. Mr. Zeunik responded that there are two (2) options available. The first option would be akin to the method used in 1977, which involved the County funding the renovations itself from cash funds on hand, with the understanding that tenants would repay that money over a 30 year time period. Such repayment was adequate until the major tenant in the building relocated to the Old Courthouse Building, vacating its space in the McBarnes Building. Mr. Zeunik stated that the outstanding balance still due the County from the renovations that were done in 1976 is \$111,723.00. The balance was to have been repaid in full by the year 2007.

Mr. Zeunik explained that the other method of funding the proposed renovations to the McBarnes Building would be to secure approval from the voters through referenda for issuance of debt. This would entail the sale of general obligation debt that would be amortized over the life of the bond issue, whether it be a 10 year or 20 year issue. The improvements would then be made and negotiations commenced with prospective tenants.

Mr. Hoselton asked whether there has been interest in tenancy in the building expressed by potential tenants. Mr. Moody responded that the County has received many inquiries regarding tenancy over the past 10 years. He noted that for several years, the County could not obligate itself to rent space in the McBarnes Building to any non-governmental agency. However, that regulation has since been lifted, which now permits governmental buildings to rent out space to private entities. Until that change in State law was enacted, government-owned buildings could only lease space to other government entities or to not-for-profit organizations. The prohibition was so that governmental entities would not compete with private landlords and real estate agents.

Chairman Salch asked whether the "lease rate per square foot" lease that is currently offered by the County is comparable to what the private market currently offers. Mr. Moody stated that it is not comparable. Mr. Selzer asked what is the rate per square foot that is currently assessed. Mr. Moody responded that the rental rate is \$3.30 per square foot. However, that is only the rental rate, which does not include utilities.

Mr. Selzer stated that he has received numerous calls from people who are interested in renting space in the McBarnes Building, including social service agencies, law enforcement agencies and private attorneys. He noted that the McBarnes Building, along with all of the other County-owned buildings, are marketable buildings, but must either be put into marketable condition or dealt with in some other way. He asked the Committee to consider what course of action the County should take on this issue.

Chairman Salch remarked that if the County is going to pursue the renovation of its buildings, reasonable estimates must first be obtained.

Mr. Zeunik stated that this is the public policy question that should be carefully examined. In 1976, money was expended to make the building tenable again following the fire and period of dormancy. Following its renovation, it was occupied by community-based organizations and not-for-profit agencies. In that way, it served the public purpose. When the building was fully-occupied, the County was actively engaged in recovering its cash outlay for the needed renovations.

When the largest tenant moved out of the building, followed by the advent of the ADA regulations, it became much harder for the County to keep the space fully occupied. Additionally, the Property Committee at that time felt that the County should not try to compete with private landlords in attracting private tenants to move into the building. However, if private tenants are not sought, prospective tenants would have to come from the ranks of other governmental or not-for-profit entities.

Mr. Selzer asked the Committee to consider what it will recommend to the full County Board as its policy with regard to the use of County-owned buildings. Chairman Salch remarked that it would not be easy to formulate one policy that will adequately address all County facilities, as they are each very unique.

Mr. Owens stated that he has been approached by citizens inquiring as to what the County intends to do with its outlying buildings. He stated that both the McBarnes Memorial Building and the Old Courthouse have historical significance and should be retained by the County.

Mr. Selzer stated that even though such buildings have historical significance, providing adequate funds to renovate and maintain older buildings is an on-going problem. Large amounts of money could potentially be required to accomplish all that is needed to make the older buildings accessible and safe, and continued funding could become a problem.

Ms. Bostic commented that, in the event that the County approaches the voters for funding to renovate its older buildings, it will need to have a firm and accurate projected dollar amount to present with its proposal, along with more than one choice of action for repayment of the debt.

Mr. Zeunik responded that, if this is the action that the Board would ultimately take, then the background study prior to a referendum should include all County buildings being considered for any type of renovation. Then the Property Committee would need to make a recommendation to the full Board, followed by the full Board's decision as to whether or not the question would come before the voters. The issue would be placed on a general election ballot.

Mr. Selzer asked whether a need for funds to renovate the McLean County Jail facility would also have to go before the voters via a referendum. Mr. Zeunik responded that with the jail, there is an option to increase the County's sales tax under the State Public Safety Sales Tax. The increase would be permitted in one-quarter cent increments, subsequently using sales tax dollars to pay the debt as opposed to using property tax dollars. However, the only way that such action could be accomplished would be via referenda. He noted that at the time the decision is made on the jail, depending upon the scope of the decision, the Board could also decide to have the jail renovations or expansion paid for via the Public Safety Sales Tax, as opposed to being paid for through the Property Tax. In the event that Property Tax is the method of funding chosen, a financing mechanism is already in place through the Public Building Commission.

Mr. Zeunik explained that the reason that the Public Building Commission ("PBC") is not an option for the Old Courthouse and the McBarnes Building is due to the fact that the PBC can only finance improvements for buildings which are used by governmental offices.

Mr. Hoselton stated that the County should send out a mailing survey to prospective tenants to determine the interest level. Mr. Selzer explained that he has been approached by the Illinois State Police, who are interested in leasing space in the McBarnes Building. He also has received a call from Catholic Social Services, who are interested in leasing space there as well.

Mr. Hoselton asked whether these entities could utilize the existing office space. Mr. Selzer responded that they could not, and that renovations would need to be made in order to accommodate such new tenants. Mr. Hoselton commented that renovations would need to be made in any case. He explained that if the County could get firm commitments from prospective tenants, renovations could then be made more productively.

Chairman Salch asked what the procedure is for soliciting interest in the space available in County buildings. Mr. Zeunik remarked that many inquiries have already been received. He noted that with regard to State entities, the Department of Central Management Services ("CMS") is the leasing agency. This agency often does not proceed with the same sense of alacrity that individual offices might, if allowed to proceed on their own.

Mr. Selzer suggested that the Property Committee approach the Executive Committee to recommend retention of ownership and renovation of the McBarnes Memorial Building. He stated that the Committee needs to find out what the Board wants to do. Chairman Salch stated

that the Committee should determine how much to charge in rent for its facilities and notify its current tenants that their rental rate may change in the future.

Mr. Selzer asked what is the fair market value of office space in the downtown Bloomington area. Mr. Zeunik commented that market rents for downtown space range from \$8.00 per square foot to \$16.00 to \$18.00 per square foot. Mr. Moody stated that he would obtain up-to-date rental rates and provide that information to the Committee.

Mr. Moody reminded the Committee that the next Property Committee tour is scheduled for Thursday, July 26, 2001 at 2:00 p.m. The tour will begin at the MetCom facility and end at COMLARA Park. The Old Courthouse will be toured just prior to the next Property Committee meeting, which is scheduled for August 2, 2001. The tour will commence at 3:00 p.m.

Mr. Zeunik stated that the County is still awaiting the additional information that was promised by LZT Associates, Inc. at the Joint Meeting of the Justice Committee and the Property Committee on May 30, 2001. As soon as the information arrives in the Administrator's Office, it will be forwarded to the members of both Committees.

Mr. Zeunik commented that the next meeting of the Criminal Justice Advisory Committee is scheduled for Tuesday, July 24, 2001 from 12:00 noon to 1:30 p.m. in Room 700 of the Law and Justice Center. This Committee will continue to meet on the same dates as the County Board through December 31, 2001.

Chairman Salch stated that the Property Committee's meeting time has run over into the time allotted for the Land Use and Development Committee's meeting. He asked the Committee to consider a change in its meeting time in order to accommodate extended discussion on items that will come before the Committee in the foreseeable future. Mr. Zeunik suggested that a starting time of 4:00 p.m. on the same date would not interfere with any other Committees or any other regular use of Room 700 in the Law and Justice Center, which is the regular meeting place for the Property Committee. The Committee agreed by general consensus that the Property Committee will now meet at 4:00 p.m. on the first Thursday of each month, unless otherwise stated.

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

Motion by Bostic/Nuckolls to approve payment of the bills 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 5:45 p.m.

Respectfully submitted,

Martha B. Ross
Recording Secretary

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