

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, June 4, 2009 at 3:45 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Vice Chairman Moss; Members Ahart, O'Connor, and Wollrab

Members Absent: Chairman Bostic and Member Wendt

Other Members

Present: None

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

Department Heads/

Elected Officials

Present: Mr. Mike Steffa, Director, Parks and Recreation Department; and Mr. Jack Moody, Director, Facilities Management

Others Present: Mr. Rich Gilliam, Custodial Supervisor, Facilities Management; and Mr. John Peterson, Facilities Supervisor, Facilities Management

Vice Chairman Moss called the meeting to order at 3:45 p.m.

Vice Chairman Moss presented the Minutes of the Thursday, May 7, 2009 Property Committee meeting. Hearing no objections or corrections, Vice Chairman Moss accepted and placed the minutes on file as submitted.

Mr. Mike Steffa, Director, Parks and Recreation Department, presented a request for approval of a tractor/loader Lease Agreement between McLean County Department of Parks and Recreation and Central Illinois Ag. He indicated that previously two tractors were leased per year. After discussions with the Maintenance Supervisor, it was determined that a second tractor was not needed. Mr. Steffa advised that the second tractor was removed from the lease.

Mr. Steffa stated that the Department of Parks and Recreation solicited lease proposals from six tractor dealers for a two-year lease, minimum 400 hours per year, and a 65 PTO HP mechanical front wheel drive tractor with a minimum of 2500 lbs. lift capacity loader for one unit. Mr. Steffa advised that four companies submitted a proposal and two companies declined to submit proposals. He indicated that Central Illinois Ag came with the low proposal.

Mr. Steffa recommended the approval of a two-year lease agreement with Central Illinois Ag for a single tractor/end loader at \$3,500.00 annual for a two-year lease agreement. This unit has a quick release loader attachment system which allows for multiple-use.

Mr. Steffa stated that, in the two-year lease agreement, the vendor is required to replace the unit with a new unit at the end of the first year of lease. The two-year agreement will guarantee budget stability for the next two years and reward the vendor for providing a competitive proposal.

Ms. O'Connor asked where Central Illinois Ag is located. Mr. Steffa replied that Central Illinois Ag is located in Atlanta, Illinois.

Motion by O'Connor/Ahart to recommend approval of a Tractor/Loader Lease Agreement between the McLean County Department of Parks and Recreation and Central Illinois Ag.
Motion carried.

Mr. Steffa reviewed his General Report. He indicated that the park is very busy.

Ms. Wollrab asked if the County receives copies of the scientific studies prepared by Illinois State University. Mr. Steffa replied that the County receives copies of the reports.

Ms. Wollrab asked what makes it the purview of the Property Committee to vote on the lease of a tractor for the Department of Parks and Recreation. Mr. Lindberg replied that it is the business of an agency this Committee oversees.

Vice Chairman Moss asked if there were any additional questions. Hearing none, he thanked Mr. Steffa.

Mr. Jack Moody, Director, Facilities Management, presented a request for approval of Second Amendment to Intergovernmental Agreement between the Public Building Commission and the County of McLean.

Mr. Moody provided a bit of history to clarify the request. He explained that, in 2003, a grant was written and sent to the State of Illinois. This effort resulted in the County receiving a grant of \$500,000.00 for a project entitled "Repair and Restoration of the Dome and Roof Areas of the Old McLean County Courthouse Museum." Mr. Moody stated that the lowest bid was significantly over \$500,000.00. He noted that, at the same time, the County sold the McBarnes Building and a portion of the proceeds of that

sale was put into the Old Courthouse project, along with the \$500,000.00 from the State. Mr. Moody indicated that additional money was needed for the project. He advised that the Public Building Commission ("PBC") provided a ten-year, interest-free loan for just under \$500,000.00 to complete the project. Upon completion of the project, ten annual payments to reimburse the PBC began four years ago.

Mr. Moody advised that the Law and Justice Center, owned by the PBC, was severely damaged following an explosion in June 2003. The County immediately proceeded to undertake the repair of the damaged building and to pay for the same despite its ownership by the PBC. Mr. Moody noted that the County has expended over and above all insurance recovery and litigation settlement the sum of \$564,810.40. The PBC has agreed to reimburse the County for the unreimbursed expenses to the Law and Justice Center the sum of \$296,298.00. Mr. Moody explained that the PBC has agreed to forgive the remaining debt (minus the four payments that were already made) on the interest-free loan for the Old Courthouse project, namely the \$296,298.00.00. Therefore, that brings the final unreimbursed amount of the explosion at the Law and Justice Center down to \$268,512.00.

Vice Chairman Moss asked what the original annual payments were on the interest-free loan to the PBC. Mr. Moody replied that the payments were \$50,000.00 per year. Mr. Lindberg added that the loan was actually a little bit less than \$500,000.00, so the yearly payments were just under \$50,000.00.

Motion by O'Connor/Wollrab to recommend approval of
Second Amendment to Intergovernmental Agreement
between the Public Building Commission and the County of
McLean.
Motion carried.

Mr. Moody presented a request for approval of a Lease Agreement between the County of McLean and the Child Support Enforcement Division of the McLean County State's Attorneys Office. He explained that this is a renewal of a Lease Agreement in the Health Department Building, 200 West Front Street. Mr. Moody noted that they occupy 2,476 square feet of space on the fourth floor of that facility. He stated that the lease agreement begins on July 1, 2009 and terminates on June 30, 2010.

Mr. Moody indicated that the Child Support Enforcement Division is a good tenant.

Vice Chairman Moss asked how long this organization has been a tenant in the Health Department Building. Mr. Moody replied that they have been a tenant for six or seven years.

Ms. Wollrab asked where the tenants park their vehicles. Mr. Moody replied that the parking at the Health Department Building is strictly for clients and customers. The employees in the building make other arrangements for parking, including opting for payroll deduction to park in the Lincoln Parking Deck.

Motion by Wollrab/Ahart to recommend approval of a Lease Agreement between the County of McLean and the Child Support Enforcement Division of the McLean County State's Attorneys Office.
Motion carried.

Mr. Moody presented a request for approval of a Lease Agreement for an ATM Machine at the Government Center. He indicated that this is a renewal of a Lease Agreement with the Bloomington Municipal Credit Union ("BMCU") to provide an ATM machine on the north end of the first floor of the Government Center, 115 E. Washington Street, Bloomington, Illinois.

Mr. Moody advised that this ATM machine has been very beneficial for employees in the Government Center Building, as well as customers and other community members.

Mr. Moody stated that the difference between this Agreement and the one that is due to expire is that the BMCU has offered to remove the County's charge of \$100.00 per month. The only cost to the County is the cost of the Potts line (\$30.00 per month), which is the phone line to which the ATM is connected. Mr. Moody noted that the County has always paid for the Potts line anyway.

Mr. Moody requested that the Committee approve this Lease Agreement.

Ms. Ahart asked who services the ATM machine. Mr. Moody replied that BMCU services the machine. He noted that BMCU has a second ATM machine on the third floor of the Law and Justice Center.

Motion by Ahart/O'Connor to recommend approval of a Lease Agreement for an ATM Machine at the Government Center.
Motion carried.

Vice Chairman Moss asked if there were any additional questions. Hearing none, she thanked Mr. Moody.

Mr. Moody introduced Mr. Rich Gilliam and Mr. John Peterson. He indicated that Mr. Gilliam has been with the County for 17 years in the Custodial Department as lead custodian under the supervision of Mr. Don Newby. Mr. Peterson has been with the County for 26 years in the Maintenance Department as a high level maintenance person under the supervision of Mr. Tom Hawk.

Mr. Moody announced that Mr. Gilliam has been appointed as the new Custodial Supervisor for the Facilities Management Department, replacing Mr. Newby. Mr. Peterson has been appointed as the new Facilities Supervisor for the Facilities Management Department, replacing Mr. Hawk.

Mr. Moody advised that Mr. Newby and Mr. Hawk both retired after a combined total of 32 years experience.

The Committee congratulated Mr. Gilliam and Mr. Peterson.

Vice Chairman Moss presented the May 31, 2009 Property Committee bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor. The Property Committee bills include a Prepaid Total of \$378,701.36 and a Fund Total that is the same.

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Motion by O'Connor/Wollrab to recommend approval of the bills as of May 31, 2009, which have been reviewed and recommended for transmittal by the County Auditor.
Motion carried.

Vice Chairman Moss asked if there was any other business or communication for the Property Committee. Hearing none, Vice Chairman Moss adjourned the meeting at 4:10 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary