

Minutes of the Property Committee Meeting

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

Members Present: Chairman Bostic, Members Cavallini, Moss and Dean (3:50 p.m.)

Members Absent: Members Harding and Ahart

Other Members

Present: None

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

Others Present: Mr. Eric Kline, Maintenance Supervisor, Nursing Home;
Mr. Anthony McCauley, Boy Scout; Mr. Tony McCauley, parent

Chairman Bostic advised that, because a quorum was not present, the meeting could not begin at 3:30 p.m. However, Mr. Jack Moody, Director, Facilities Management, reviewed the Fairview Park Landscape Project, and Mr. Eric Kline, Maintenance Supervisor, Nursing Home, reviewed the project to resurface the Ambulance Drive at the McLean County Nursing Home. Information on these reports is attached to the Minutes.

Mr. Rick Dean arrived at the meeting at 3:50 p.m.

Chairman Bostic called the meeting to order at 3:50 p.m.

Chairman Bostic presented the Minutes of the Tuesday, April 5, 2006 Property Committee Meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Eric Kline, Maintenance Supervisor, Nursing Home, presented a request for approval to recommend a bid from McLean County Asphalt to Resurface the Ambulance Drive at the McLean County Nursing Home. A review of the project is attached in the General Report.

Mr. Kline informed the Committee that the next paving project that needs to be done is to reseal the front drive area of the Nursing Home. He noted that tentative prices have been received. Mr. Kline stated that this project will require tearing up pavement and repaving. The front drive project will be considered for the 2008 Budget.

Motion by Cavallini/Moss to recommend Approval of the Bid from McLean County Asphalt to Resurface the Ambulance Drive at the McLean County Nursing Home.
Motion carried.

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

Mr. Jack Moody, Director, Facilities Management, presented a request for approval of the Fairview Campus Sign Landscape Project, which was designed by Mr. Anthony McCauley, an 8th Grade Boy Scout, who is doing this project as part of his Eagle Scout requirement. A review of the project is attached in the General Report.

Mr. Moody stated that he will work with Anthony and the other Boy Scouts, and will monitor the project. He expressed some concern with Anthony's announcement that the landscaping may not be done until September, as plants may not be as available as they will be June. Chairman Bostic suggested that the plant nursery, where the plants will be purchased, be made aware that the project may not be done until September and ask them to have the plantings available.

Chairman Bostic recommended that The Pantagraph be notified of this project to see if they would like to write an article.

Motion by Dean/Moss to recommend Approval of the Fairview Campus Sign Landscape Project designed by Mr. Anthony McCauley, Boy Scout.
Motion carried.

Mr. Moody presented a request for approval of a Lease Agreement between the County of McLean and McLean County State's Attorney for the Child Support Enforcement Division. He noted that this is a routine, yearly Lease Agreement. Mr. Moody stated that the Child Support Enforcement Division occupies office space on the 4th Floor of the Health Department Building, 200 W. Front Street. He indicated that the Agreement expires June 30th and the renewal covers July 1, 2007 through June 30, 2008. Mr. Moody advised that the rent was increased by 3% over the current year.

Mr. Moody reported that he receives a receipt each month from County Treasurer's Office showing that the rent has been paid by the State of Illinois. He noted that the Child Support Enforcement Division is a very good tenant and rarely need any assistance.

Motion by Dean/Cavallini to recommend Approval of a Lease Agreement between the County of McLean and McLean County State's Attorney for the Child Support Enforcement Division.

Motion carried.

Mr. Moody presented a request for approval of a Lease Agreement for an ATM Machine at the Government Center. He indicated that the ATM Machine is owned and serviced by the Bloomington Municipal Credit Union. Mr. Moody stated that the ATM Machine is a great service for Government Center employees and the public.

Mr. Moody advised that, when a certain threshold of use is exceeded, the County will receive a percentage rebate from the transactions. He noted that, as yet, the use has never exceeded that threshold. Mr. Moody stated that the Bloomington Municipal Credit Union bills the County quarterly at the rate of \$100.00 per month. Mr. Dean asked why the County pays a fee. Mr. Moody replied that the fee was part of the original Agreement and covers the maintenance and restocking of the ATM by the Credit Union. The machine is a service provided by the County to its employees and to the public.

Motion by Moss/Dean to recommend Approval of the Lease Agreement with the Bloomington Municipal Credit Union for an ATM Machine at the Government Center.

Motion carried.

Mr. Moody reported that there are a couple finishing touches that need to be completed at the Government Center, namely the installation of a few small cabinets on the third floor for the Bloomington Engineering Department. He noted that when the cabinets are installed, the punch list will be completed.

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

- 7th Floor
 - The main roof on the building was completed.
 - Waiting for some cabinets to be installed.

- 6th Floor:
 - Drywall and studs are completed.
 - Light fixtures are being installed.
 - Phase I on the north end of the floor is making good progress.
 - There are four phases all together.
 - Projected completion of the 6th floor is June 15.

- 1st Floor
 - Asbestos abatement is completed.
 - Total demolition is completed.
 - Working on several projects:
 - Installation of walls, panels;
 - HVAC;
 - Plumbing, etc.
 - Projected completion of east side of the 1st floor is August 1.
 - When completed, will move Sheriff's administration, etc. from the west side to the east side.

- Parking Lot
 - The three phase, 11-week project will begin in July.
 - Phase 1 is the north end by the Health Department building.
 - Phase 2 is the center section.
 - Phase 3 is the south end by the Sheriff's Department and Coroner's Office.
 - Steps will be removed and replaced coming down from the parking deck.
 - Completion is scheduled for November.

Chairman Bostic asked if there were any questions. There were none.

Mr. John Zeunik, County Administrator, presented a recommendation to move forward with the next phase of the renovation of the Old McLean County Courthouse. He stated that, consistent with the Budget Policy, the County is permitted to use funds which have accumulated in the General Fund "Fund Balance" for capital projects. The Board's policy requires that final action not be taken until June or July, which is when the Audited Financial Statements are received. Mr. Zeunik indicated that, at next month's meeting, he will bring a proposed agreement with Wiss, Janney, Elstner Associates, Inc. ("WJE") that would encompass what they show (on page 33 of the packet) as the first year of construction cost. He noted that WJE shows a starting date of 2008; however, the project may begin in 2007. Mr. Zeunik stated he will present the following at the June meeting:

- The contract to begin developing the bid specifications and drawings,
- Funding resolution to move the money into the Capital Improvement Fund.

Mr. Zeunik reported that WJE has outlined the renovation that remains to be done. Mr. Zeunik advised that he has taken a conservative approach toward the project due to the uncertainty in Springfield regarding County funding for salary reimbursement and bills in Springfield that may take away some of the money currently received through the Courts and the Circuit Clerk's Office, which could have a serious impact on the budget. He reminded the Committee that this year is the last year for the payment on the original debt for the Law and Justice Center, 1989-1990. Beginning in 2008, the County's total debt service payment will decrease by almost \$500,000.00. Mr. Zeunik stated that the savings in debt service could be applied to this project without any impact on the tax rate, thereby holding the tax rate constant or possibly even reducing the tax rate.

Mr. Zeunik proposed that, in the first phase of the project, the masonry repairs to the building be done. This would complete all of the exterior problems associated with the building. The succeeding phases can take care of the inside of the building, including the interior walls. Mr. Zeunik noted that he talked with Mr. Koos, Director of the McLean County Museum of History, who is quite excited about the project. He stated that Mr. Koos told him there are no available grants from the State of Illinois, such as the grant received to complete the dome project. Mr. Zeunik advised that it may be possible to get an "earmark," which is what the museum has done the last couple of years for the Stevenson Home and the David Davis Mansion.

Mr. Cavallini asked what is the difference between a grant and an earmark. Mr. Zeunik replied that an earmark means that someone talked with the Governor and the leadership in the Senate and the House and then, in an Appropriations Bill, a line item was placed in the Bill with money specifically "earmarked" for a specific project. A grant is a budgeted appropriation for which applications are requested in order to be eligible for a grant award. Grants are usually awarded on a competitive basis.

Mr. Zeunik advised that he presented this proposal for the Committee's information, questions and for direction on potential changes or suggestions, so that he can bring this proposal back to the Committee in June as a formal item for action.

Mr. Dean asked if there will be an earmark for both years of the two-year project. Mr. Zeunik replied that, if the makeup in the House and Senate do not change, it is possible that the project will be earmarked for both years. He added that Mr. Koos indicated that they have been successful working with the Governor's Office and with Speaker Madigan's Office.

Mr. Zeunik indicated that there is money allocated in the State Budget that will be appropriated for the next three years related to the celebration of Lincoln's Bicentennial. The local Lincoln Bicentennial Group is looking at developing a permanent exhibit in the Museum of History that would talk about Lincoln's life in McLean County, including his practice of law and how McLean County was instrumental in his political career with Jesse Fell and David Davis. Mr. Zeunik stated that it may be possible to tie in the Old Courthouse renovation with the Lincoln project to receive funds from the State.

Mr. Zeunik reiterated that this is not an action item this afternoon. Rather, he is following Board policy and he wanted to make sure the Committee had ample time to review the proposal. Mr. Zeunik advised that if Committee members had any questions or suggestions to share with Wiss, Janney, Elstner, they can be relayed through he or Mr. Moody.

Mr. Cavallini asked if WJE is the same architectural group that was involved with the dome. Mr. Zeunik replied that it is the same firm. Chairman Bostic added that WJE has been associated with the County from 1990 when they went through the Courthouse and prepared a report on what needs to be done to preserve that building. She asked if there is still a book available with their initial proposal. Mr. Moody replied that August 28, 2002 was the date of the last book they prepared, which was the heart of the grant application to the State that awarded the County one-half million dollars for the dome project. He advised that he has three copies of the book in his office. Chairman Bostic indicated that she has a copy of the report WJE prepared in 1990.

Mr. Dean asked what would the average home-owner's saving be if we did not do this project, but reduced the property tax rate instead. Mr. Zeunik replied that home-owners would have a one-time savings of approximately 5.6 cents. He stated that the 2008 Budget Policy, which the Finance Committee recommended for approval, states that the money in the Fund Balance can be used for three things:

- Interfund borrowing, so we don't have to sell tax anticipation notes during the first five months of the fiscal year, which avoids interest costs.
- To fund capital projects.
- To pay down debt service.

Chairman Bostic pointed out that, with an annual budget of \$72 million, the \$1,500,000.00 for the next phase of renovation at the Old Courthouse is not unreasonable.

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Chairman Bostic presented the April 30, 2007 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 \$442,638.77 and the prepaid total is the same.

Motion by Cavallini/Moss to recommend approval of the bills as of April 30, 2007, 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, Chairman Bostic adjourned the meeting at 4:30 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary