

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, November 2, 2006 at 3:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

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

Members Absent: Member Harding

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

Department Heads/
Elected Officials

Present: Mr. Don Lee, Director, Nursing Home; Mr. Jack Moody, Director, Facilities Management Department; Mr. Bill Wasson, Director, Parks and Recreation

Others Present: Ms. Connie Johnson, Auditor's Office

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

Chairman Bostic presented the Minutes of the September 28 (for the October meeting), 2006 Property Committee Meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Don Lee, Administrator, Nursing Home, presented one item for action, namely a request for approval of the 2007 approved vendor list for janitorial and paper supplies for the County. He noted that eight companies submitted bids and five companies were considered.

Motion by Selzer/Ahart to recommend approval of the 2007 approved vendor list for Janitorial and Paper Supplies.
Motion carried.

Mr. Lee announced that he will come back to the Property Committee next month to request approval to replace a boiler at the Nursing Home.

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 1, 2007.

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:

- Drywall is being hung and infrastructure is being installed on the 7th floor;
- Installation of new Roof has had some weather delays, but no major deadline problems;
- Work on first floor will begin when Court Services moves to the 7th floor.

Mr. Moody reported that everything is going well. Completion of the remodeling of the Law and Justice Center is expected to be late December, 2007.

Mr. Moody announced that a new vending service company, Abraham and Sons Vending, will begin installing their vending machines on November 28th, 29th and 30th. He explained how the vending machine change-over will take place and noted a few of the new products that will be available.

Mr. Moody reminded the Committee that they are currently in the process of moving judges' offices around, which is done whenever a new judge has been appointed.

Mr. Moody advised that the Illinois State University Mock Trial competition at the Law and Justice Center will be held this weekend. The Mock Trial starts Friday and is completed on Sunday. He noted that there will be 24 teams this year and they will occupy 12 courtrooms.

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

Mr. Bill Wasson, Director, Parks and Recreation, presented a request for approval of an Amendment to the McLean County Ordinance adopting and enacting Rules and Regulations pertaining to the public use of all County Parks and Recreation areas, and providing for the enforcement of said Ordinance and fixing of penalties for its violation.

Mr. Wasson explained that this amendment to the Ordinance is an attempt to stop the potential of an emerald ash borer (EAB) infestation in McLean County. Emerald ash borer is an exotic non-native insect that was first discovered in the U.S. near Detroit, Michigan in 2002. The adult beetles cause damage to ash trees by eating foliage and eventually destroying the trees. Mr. Wasson stated that the Illinois Department of Agriculture (IDA) established a quarantine zone in Kane County, site of the first EAB infestation in the state. Transporting firewood is one way the emerald ash borer can be spread from areas with infested trees. For this reason, the amendment to the Ordinance prohibits bringing to or using firewood in County Park sites that was obtained from any area where a quarantine has been imposed due to the discovery of the emerald ash borer.

The Committee members discussed the emerald ash borer infestation at length. Mr. Wasson indicated that it is likely just a matter of time before McLean County ash trees are infested by the EAB. He stated that it will be very expensive to treat an infestation, noting that once the trees are infested, the infestation will become an annual problem, costing as much as \$150.00-\$300.00 per year, per tree.

Ms. Ahart asked who will be educating the public about this potential infestation. Mr. Wasson replied that the Extension Service in Illinois will be the primary education tool. He added that the municipalities in the collar Counties and Cook County that have an infestation are becoming proactive in educating the public. He added that the Department of Agriculture feels that it will be several years before the infestation reaches McLean County.

Motion by Selzer/Ahart to recommend approval of an Amendment to the McLean County Ordinance Adopting and Enacting Rules and Regulations Pertaining to the Public Use of all County Parks and Recreation Areas, and Providing for the Enforcement of said Ordinance and Fixing of Penalties for its Violation.

Motion carried.

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

Mr. John Zeunik, County Administrator, introduced the review of the Fiscal Year 2007 Recommended Budget for the following departments, noting that the Departments will be acted upon together:

Parks and Recreation Department – 0001-0040 can be found on pages 119-123 of the FY'2007 Recommended Budget Book and pages 12-17 of the Summary in the Committee Packet. Mr. Zeunik reviewed the budget, noting that Revenue has increased from \$273,200.00 in the FY'2006 Adopted Budget to \$296,100.00 in the FY'2007 Recommended Budget, which is an 8.38% increase. The Expense side is down from \$554,623.00 to \$549,689.00, which is a decrease of 0.89%. Mr. Zeunik reported that this year has been a good year for revenue, noting the following:

- Boat Registration has increased from \$52,000.00 in the FY'2006 Adopted Budget to \$64,400.00 in the FY'2007 Recommended Budget.
- Beach Receipts line item has increased from \$19,000.00 to \$21,000.00.
- Camp Ground Fees line item has increased from 140,000.00 to \$145,000.00.
- Special Activity Revenue has increased from \$4,500.00 to \$7,500.00.
- Park Admission Charge line item has increased from \$6,500.00 to \$7,000.00.

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Mr. Zeunik reported that Occasional/Seasonal Personnel has increased from \$58,573.00 to \$62,848.00 as the position of Park Laborer has increased from 0.56 FTE to 0.77 FTE. He noted that there are a few changes in the 600 Material and Supply accounts, particularly the Gasoline, Oil and Diesel Fuel account, which is due to the increase in gas prices. Mr. Zeunik pointed out that the Operational/Office Supplies line item has increased from \$4,075.00 to \$7,075.00. This increase is based on a review of last year's actual expenses and the year-to-date expenditures as of the date the Recommended Budget was prepared.

Mr. Zeunik noted that Contractual Services, Engineering and Design, decreased from \$20,000.00 to \$0. In the FY'2006 Adopted Budget, this expense was appropriated for the Construction Engineering and Design for Phases 1 and 2 of the south leg of the Route 66 trail. It is unlikely that State and/or Federal grant funds will be available for this project next year. Mr. Zeunik advised the Committee that the Data Communications line item, under Contractual Services, is a new line item account, budgeted at \$4,000.00 will cover the expenses of installing network security cameras to monitor activity at Lake access points, including boat launches, campground and swimming beach.

Mr. Zeunik stated that, under Capital Expenses, the largest increase is in Capitalized Assets, which was a new Line Item last year in the budget and was added by the Auditor to account for those items which are required to be depreciated under GASB 34. The two items in this category are:

- Reconstruct the White Oak Boat Launch and Ramp – \$25,000.00.
- Needs Assessment and Conceptual Design to Incorporate Visitor Center and Multi-Purpose Space into reconstruction of the Beach House - \$60,000.00.

Mr. Wasson reported that the Revenue production, to date, exceeds the increased budget projection for 2007. It was a very good year for revenue.

Mr. Wasson indicated that he would like to move forward with a resolution to the issues of safety for those people who use Ropp Road and the boat launch. He also discussed the need for an assessment review for the replacement of the current Visitor's Center and public meeting area. Mr. Wasson stated that the current Visitor's Center was constructed in the late 1970's and needs to be replaced with a larger center, to accommodate the public demand for programming and retail space needs.

Parks and Recreation Department, Evergreen Lake Lease Fund – 0147-0040 can be found on pages 124-126 of the FY'2007 Recommended Budget Book and pages 18-20 of the Summary. Mr. Zeunik reported that this is a very small Special Revenue Fund, which was created to promote conservation and development of natural resources within the Park. The total budget increased from \$17,193.00 to \$18,209.00, which is a 5.91% increase. He noted that most of the Revenue line items are budgeted at the same amount as last year. Mr. Zeunik stated that Expenses are nominal, and there is no change in staffing.

Mr. Wasson advised the Committee that there is only one more year after this fiscal year remaining in the current CRP contract on that ground, which means a potential loss of revenue from farm land rental.

Motion by Selzer/Moss to recommend tentative approval of the following FY'2007 Recommended Budgets as submitted:
Parks and Recreation Department – 0001-0040, and
Evergreen Lake Lease Fund – 0040-0147.
Motion carried.

Facilities Management – Old Courthouse 0001-0041-0049 can be found on pages 137-140 of the FY'2007 Recommended Budget Book and pages 21-25 of the Summary in the Committee Packet. The FY'2007 Recommended Budget Revenue increased from \$192,553.00 to \$228,487.00, which is an increase of 18.66%. Mr. Zeunik stated that the next three budgets, namely the Old Courthouse, Law and Justice Center and Government Center are all similar in that they balance revenue against the expense.

Mr. Zeunik reminded the Committee that the PBC Reimbursement line item was added in the FY'2003 Adopted Budget. In 2003, McLean County transferred ownership of the Old Courthouse building and the land to the Public Building Commission (the "PBC"). The PBC leases the Old Courthouse Building and the land to the County. Mr. Zeunik added that, pursuant to the terms of the Lease Agreement, the annual lease expense will be equal to the County's costs for maintaining and operating the Old Courthouse Building. Mr. Zeunik stated that the FY'2007 Recommended Budget includes an appropriation of \$218,287.00 in this line item account. This amount plus the rent paid by the Historical Society will cover the annual maintenance and operating expenses of the Old Courthouse Building.

Mr. Zeunik reported that there is no change in staffing level. He stated that there are several increases in the Materials and Supplies, including the Operating Supplies/Office Supplies line item which has increased from \$400.00 in the FY'2006 Adopted Budget to \$2,350.00 in the FY'2007 Recommended Budget. This line item is the consolidation of two line item accounts – the Office Supplies line item and the Operating Supplies line item – into one account. Mr. Zeunik advised that the Non-Major Equipment line item account has increased from \$410.00 to \$2,350.00, noting that this increase is to be used to replace indoor water fountains, new work sink and new hot water heaters.

Mr. Zeunik advised that, under Contractual, Maintenance of Building has increased from \$2,100.00 to \$13,480.00. He stated that the two large expense items are the mandatory plumbing backflow prevention and a Glycol pump installation.

Mr. Zeunik noted that the Water Service line item has increased from \$650.00 to \$1,200.00. This increase is based on a review of last year's actual expenses and the expected increase in the cost of natural gas service in 2007.

Mr. Zeunik reported that, under Capital Outlay, the Lease/Purchase Improvements includes the payment in the amount of \$50,000.00 due to the Public Building Commission ("PBC") to repay the \$500,000.00 10-year, interest free loan that the PBC approved to finance the renovation and repair of the Old Courthouse dome and roof.

Facilities Management – Law and Justice Center 0001-0041-0050 can be found on pages 141-145 of the FY'2007 Recommended Budget Book and pages 26-31 of the Summary in the Committee Packet. Mr. Zeunik advised that the Law and Justice Center program budget is a self-balancing program within the General Fund. The program's revenue fully funds the maintenance and operating expenses of the Law and Justice Center. The FY'2007 Recommended Budget Revenue increased from \$1,850,086.00 to \$2,008,783.00, which is an 8.58% increase over last year. Salaries increased from \$825,669.00 to \$839,577.00.

Mr. Zeunik stated that the primary revenue source is the reimbursement received from the PBC for the maintenance and operation of the Building. Pursuant to the Lease Agreement with the PBC, the County is responsible for the maintenance and operation of the Law and Justice Center. The County Board annually levies an amount sufficient to pay the Additional Rent to the PBC (see Fund 0162). This payment is equal to the amount to be reimbursed to the County for the maintenance and operating expenses of the Law and Justice Center. The line-item account PBC Law and Justice Reimbursement (450.0009) is budgeted at \$1,992,611.00 in the FY'2007 Recommended Budget, which is an increase of 8.64% over the FY'2006 Adopted Budget amount of \$1,834,086.00.

Mr. Zeunik noted that the Morgue Fees line item account has been budgeted at \$13,000.00, which is the same amount as the FY'2006 Adopted Budget. This line item accounts for the reimbursement for custodial services provided by Facilities Management personnel to the Coroner's Office for cleaning the morgue on weekends and after hours. Mr. Zeunik also mentioned that the revenue from Rent reflects the rent paid by The Coffee Depot.

Mr. Zeunik reported that a change is recommended in the FTE Staffing level in the FY'2007 Recommended Budget for a 0.26 FTE Building Maintenance Worker. This is an Occasional/Seasonal position to provide outside grounds maintenance during the summer.

Mr. Zeunik stated that there are increases in the following line item accounts under Materials and Supplies: Gasoline/Oil/Diesel Fuel line item, Operating/Office Supplies, Non-Major Equipment, Cleaning Supplies, Building/Grounds/Equipment and Postage.

Mr. Zeunik reviewed the line item accounts under Contractual, noting the following:

- Maintenance Buildings/Grounds increased from \$54,530.00 to \$76,600.00. Mr. Zeunik noted that a list of expenses is available in the Summary.
- Equipment Maintenance Contract line item account has decreased from \$133,189.00 to \$107,555.00.
- Moving Expense has increased from \$250.00 to \$9,000.000. This increase is based on Facilities Management staff handling all of the in-house moves as the renovation of the Law and Justice Center is completed.
- Electric Services has increased from \$330,000.00 to \$350,000.00, due to the increase in electric rates in 2007.
- Gas Service has increased from \$191,000.00 to \$236,000.00, due to the anticipated price per therm for natural gas in 2007 and a review of last year's actual expense.

Mr. Zeunik stated that Capital expenses include:

- Lease/Purchase Office Equipment includes funding for the principal payment on the X-ray screening device in the Law and Justice Center Lobby.
- Purchase of Kitchen/Laundry Equipment includes funding for the purchase of two commercial quality laundry dryers for the jail - \$17,000.00.
- Purchase of Vehicles includes funding for the purchase of a 4 X 4 pick-up truck with snow plow package - \$30,000.00.
- Capitalized Assets includes funding to replace the swinging gates in the Courtrooms - \$18,900.00.

Facilities Management – Government Center – 0001-0041-0115 can be found on pages 46-149 of the FY'2007 Recommended Budget Book and pages 26-31 of the Summary. Mr. Zeunik summarized that the total budget is \$780,511.00, which is an increase of 17.70% over last year. He stated that the Government Center program budget is a self-balancing program within the General Fund. The program's revenue is expected to fully fund the maintenance and operating expenses of the Government Center. Mr. Zeunik indicated that the County's primary revenue source is the reimbursement received from the Public Building Commission ("PBC") for the maintenance and operation of the building. He advised that, pursuant to the Lease Agreement with the PBC, the County is responsible for the maintenance and operation of the Government Center. The County Board annually levies an amount sufficient to pay the Additional Rent to the PBC (Fund 0162). This payment is equal to the amount to be reimbursed to the County for the maintenance and operating expenses of the Government Center. He stated that the City of Bloomington and the County share the expense of maintaining the Government Center.

Mr. Zeunik advised the Committee that a change in the FTE Staffing Level is recommended in the FY'2007 Recommended Budget for a 1.0 FTE Custodian. With the renovation of the third floor of the Government Center scheduled to be completed in January, 2007, a 1.0 FTE Custodian is added to be assigned responsibility for this floor.

Under Materials and Supplies, Mr. Zeunik pointed out the following increases in line items:

- Gasoline/Oil/Diesel Fuel increased from \$600.00 to \$950.00.
- Non-Major Equipment increased from \$4,700.00 to \$7,000.00. This increase is the result of a change in the Chart of Accounts made by the County Auditor's Office.
- Cleaning Supplies has increased from \$21,000.00 to \$24,000.00.

Mr. Zeunik reported that the increase in utility expenses is partly due to the occupancy of the third floor and the new systems that will be in place and operational in 2007.

Mr. Zeunik advised that the Property Taxes has decreased from \$20,000.00 to \$0. Since National City Bank no longer occupies space on the third floor, the building will be considered occupied 100% by local government entities and, therefore, will be tax-exempt.

Mr. Moss asked for clarification on the need for a new truck and snow plow for the Law and Justice Center. Mr. Moody stated that the City does not plow the parking lot at the south end of the Lincoln Parking deck, the Health Department parking lot and the Government Center parking lot. He said it was necessary to get one more vehicle to meet the demands of snow removal.

Mr. Dean asked for an explanation of the need for a new employee for the third floor of the Government Center. Mr. Moody responded that when third floor was occupied by National City, the County custodial staff was not responsible for maintenance of that area. Since it will be occupied by the City of Bloomington, the County will be responsible for the maintenance of that floor. Mr. Zeunik reminded the Committee that the custodial expenses are shared with the City.

Facilities Management – Fairview Building Capital Lease Fund – 0360-0041 can be found on pages 264-266 of the Budget Book and pages 37-38 of the Summary. Mr. Zeunik reviewed this budget, noting that this is a self-balancing Special Revenue Capital Lease Fund. The Building's three tenants (the Regional Office of Education, the GED Program, and the YWCA Senior Citizens' Service Center) share the total maintenance and operating expenses based on the Lease Agreement approved by the County Board. Mr. Zeunik stated that there is no change in staffing and very little increase in operating costs. He noted that the biggest increases are utility expenses.

Mr. Zeunik indicated that the budget balance account is actually the capital replacement fund where \$3,000.00 a year is set aside to accumulate for potential capital expenditures at the Fairview Building.

Mr. Dean asked what is the balance in this fund. Mr. Lindberg agreed to look up that figure and supply the information to the Committee.

Motion by Selzer/Dean to recommend tentative approval of the following FY'2007 Recommended Budgets as submitted: Facilities Management, Old Courthouse – 0001-0041-0049; Facilities Management, Law and Justice Center 0001-0041-0050; Facilities Management, Government Center – 0001-0041-0115; and Facilities Management – Fairview Building Capital Lease Fund – 0360-0041.

Motion carried.

Law and Justice Center Debt Service Fund – 0161-0050 can be found on pages 254-255 of the FY'2007 Recommended Budget Book and pages 39-40 of the Summary. Mr. Zeunik reviewed this budget, noting that this is a Special Revenue Fund which is used to levy a property tax equal to the annual debt service payment due to the Public Building Commission (PBC) for the Certificates of Participation which were issued in 1991 to finance the additions to the Law and Justice Center. He noted that next year is the final payment of \$2,115,613.00 for the original bonds that were issued for the expansion of the Law and Justice Center.

Mr. Zeunik advised that it is expected that, in 2008, the debt service payment for the bonds issued for the renovation of the Law and Justice Center will drop down by about \$500,000.00. He stated that this will free up that amount of money or any portion thereof to be used for additional renovation of the Old Courthouse without increasing the tax levy or the tax rate, which would actually go down.

Mr. Selzer asked if the 2007 budget reflects the last year of payment towards the bonds, and does that mean the work on the Old Courthouse could begin in 2008. Mr. Zeunik replied that he is correct. Mr. Selzer proposed that research and plans be started in 2007 to establish the next step in the renovation process of the Old Courthouse. Mr. Zeunik indicated that Mr. Moody could bring some suggestions to the Committee in the spring of 2007. There was some discussion on the budget that was originally established for this project. Mr. Moody stated that the original budget was approximately \$3+ million; \$1.2 was used to renovate the Dome, leaving a balance of approximately \$1.5 million. Mr. Selzer recommended that the State Legislators be approached to lobby for matching funds. He also reminded the Committee that Mr. Greg Koos, Executive Director, McLean County Museum of History, was asked to research and write grant requests.

Government Center Debt Service Fund – 0161-0115 can be found on pages 256-257 of the FY'2007 Recommended Budget Book and pages 41-42 of the Summary. Mr. Zeunik reported that this is the Special Revenue Fund which is used to levy a property tax equal to the annual debt service payment due to the Public Building Commission for the General Obligation Bonds which were issued in 2002 to finance the purchase and remodeling of the Government Center Building

Mr. Zeunik explained that, pursuant to the Ordinance approved by the County Board, the County Board annually levies an amount sufficient to pay the annual debt service due to the Public Building Commission. The line-item account Public Building Commission Reimbursement (768.0001) is budgeted at \$526,027.00 in the FY-2007 Recommended Budget. This represents a 0% increase over the FY'2006 Adopted Budget amount of \$526,027.00.

Motion by Selzer/Ahart to recommend tentative approval of the following FY'2007 Recommended Budgets as submitted:
Law and Justice Center Debt Service Fund – 0161-0050 and
Government Center Debt Service Fund – 0161-0115.
Motion carried.

Old Courthouse Additional Rent Fund – 0162-0049 can be found on pages 258-259 of the FY'2007 Budget Book and pages 43-44 of the Summary. Mr. Zeunik reported that this program budget is a self-balancing program of the Old County Courthouse. The Old County Courthouse Rent, Fund 0162, is the Special Revenue Fund which funds the maintenance and operating expenses of the Old County Courthouse.

Mr. Zeunik stated that, pursuant to the Lease Agreement with the Public Building Commission, the County is responsible for the maintenance and operation of the Old County Courthouse. The County Board annually levies an amount sufficient to pay the Additional Rent to the Public Building Commission (Fund 0162). This payment is equal to the amount to be reimbursed to the County for the maintenance and operating expenses of the Old County Courthouse. The line-item account Public Building Commission Reimbursement (768.0001) is budgeted at \$218,487.00 in the FY'2007 Recommended Budget. This represents a 19.68% increase over the FY'2006 Adopted Budget amount of \$182,553.00.

Law and Justice Center Additional Rent Fund – 0162-0050 can be found on pages 260-261 of the FY'2007 Recommended Budget Book and pages 45-46 of the Summary. Mr. Zeunik reported that this program budget is a self-balancing program within the General Fund. This program's revenue fully funds the maintenance and operation expenses of the Law and Justice Center. The Law and Justice Center Building Rent, Fund 0162, is the Special Revenue Fund which funds the maintenance and operating expenses of the Law and Justice Center.

Mr. Zeunik stated that, pursuant to the Lease Agreement with the Public Building Commission, the County is responsible for the maintenance and operation of the Law and Justice Center. The County Board annually levies an amount sufficient to pay the Additional Rent to the Public Building Commission (Fund 0162). This payment is equal to the amount to be reimbursed to the County for the maintenance and operating expenses of the Law and Justice Center. The line-item account Public Building Commission Reimbursement (768.0001) is budgeted at \$1,992,611.00 in the FY'2007 Recommended Budget.

Government Center Additional Rent Fund – 0162-0115 can be found on pages 262-263 of the FY'2007 Recommended Budget Book and pages 47-48 of the Summary. Mr. Zeunik reported that this program budget is a self-balancing program within the General Fund. This program's revenue fully funds the maintenance and operation expenses of the Government Center. The Government Center Building Rent, Fund 0162, is the Special Revenue Fund which funds the maintenance and operating expenses of the Government Center.

Mr. Zeunik stated that, pursuant to the Lease Agreement with the Public Building Commission, the County is responsible for the maintenance and operation of the Government Center. The County Board annually levies an amount sufficient to pay the Additional Rent to the Public Building Commission (Fund 0162). This payment is equal to the amount to be reimbursed to the County for the maintenance and operating expenses of the Government Center. The line-item account Public Building Commission Reimbursement (768.0001) is budgeted at \$390,255.00 in the FY'2007 Recommended Budget, which is 50% of the total expense. The city pays the balance of the total operating budget of \$780,000.00.

Motion by Selzer/Ahart to recommend tentative approval of the following FY'2007 Recommended Budgets as submitted: Old Courthouse Additional Rent Fund – 0162-0049; Law and Justice Center Additional Rent Fund – 0162-0050 and Government Center Additional Rent Fund – 0162-0115.
Motion carried.

Chairman Bostic presented the October 31, 2006 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 \$324,376.02 with a Fund Total that is the same.

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

Ms. Ahart asked what is the status of the new sign at Fairview. Mr. Moody replied that the sign should be ready to be erected within two weeks. He noted that the sign is very nice. Mr. Moody advised that he is working with an Eagle Scout candidate from Normal who will present a proposal for a landscaping project in the spring.

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