

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, October 1, 2009 at 3:45 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Bostic; Members Ahart, Moss, Wendt (arrived 3:55 p.m.), O'Connor (left at 4:20 p.m.) and Wollrab

Members Absent: None

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. Jack Moody, Director, Facilities Management; Mr. Mike Steffa, Director, Parks and Recreation Department; Ms. Michelle Anderson, County Auditor

Others Present: None

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

Chairman Bostic presented the Minutes of the Thursday, September 3, 2009 Property Committee meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Moody presented a request for approval of the 2010 annual Lease Agreements to begin on January 1, 2010 between McLean County and the following entities:

- Regional Office of Education for McLean/DeWitt/Livingston County (Fairview Building);
- G.E.D. Adult Education Literacy Program (Fairview Building),
- YWCA of McLean County (Fairview Building),
- Veterans Assistance Commission (200 W. Front Street – Health Department Building),
- Children's Advocacy Center (200 W. Front Street – Health Department Building)

Mr. Moody indicated that the leases are the same as last year except for the lease payment and the dates on the lease. He noted that the lease payments have increased 3%. Mr. Moody advised that Ms. Hannah Eisner, First Assistant Civil State's Attorney,

has reviewed these leases and has determined their consistency with County policies for tenant leases.

Mr. Moody noted that the Children's Advocacy Center does not pay a monthly rent. He stated that the County receives all of the invoices for utilities, including elevator repairs and maintenance for each month and then sends an invoice for payment to CAC based upon actual cost and their occupied square footage.

Motion by O'Connor/Ahart to recommend approval of the Tenant Lease Agreements between the County and the Regional Office of Education for McLean/DeWitt/Livingston Counties, G.E.D. Adult Education Literacy Program, the YWCA of McLean County, Veterans Assistance Commission, and Children's Advocacy Center.

Motion carried.

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

Mr. Moody noted that the three-year bid specification for local vendors bidding on the County's refuse, recycling and shredding was recently sent out and should be returned in the next few weeks.

Mr. Terry Lindberg, County Administrator, reviewed the budgets for the following Departments:

Parks and Recreation Department – 0001-0040 can be found on pages 123-127 of the FY'2010 Recommended Budget Book and pages 64-66 of the Summary in the Committee Packet. Mr. Lindberg reviewed the budget, noting that Revenue has increased from \$323,350 in the FY'2009 Adopted Budget to \$343,350 in the FY'2010 Recommended Budget, which is a 6.19% increase. He noted that this increase is due to an excellent campground season and revenue from a series of special events. Expenditures are down from \$525,410 to \$508,083, which is a decrease of 2.79%. Mr. Lindberg advised that part of the decrease is based on the ERI impacts and another portion is due to the fact that an across-the-board wage and merit freeze is being recommended. Typically the salaries areas are up by several percent in each department, but this year almost all of them will be down by several percent. Mr. Lindberg indicated that this budget reflects a salary reduction of 4%. The Employee Medical and Life account is for the per person charge included in each department for the number of full-time people who could potentially be on insurance. Last year it was \$3,800 per person and this year it is \$4,000 per person. He noted that these will be up consistently in all of the budgets.

Highlights of the Recommended Budget:

REVENUE:

410.0005 Camp Ground Fees: This revenue line item account has increased from \$170,000 in the FY'2009 Adopted Budget to \$175,000 in the FY'2010 Recommended Budget. No fee increases are proposed; County fees are consistent with other venues with similar amenities.

410.0049 Special Activity Revenue: This revenue line item account has increased from \$10,500 in the FY'2009 Adopted Budget to \$20,000 in the FY'2010 Recommended Budget. This increase is based on the increase in revenue attributable to the continued success of the bait shop and the addition of more triathlon events.

450.0011 Transfer from Other Funds: This revenue line item account was added in the FY'2003 Adopted Budget. The proposed transfer of \$20,000 comes from the Solid Waste Management Fund 0159. The Parks and Recreation Department maintains a compost area that is used by local schools and community organizations as a resource to learn about recycling. In addition, the Parks and Recreation Department offers outdoor education in conservation, resource management, and recycling. In order to offset the department's expense for these programs, a transfer from the Solid Waste Management Fund has again been included in the FY'2010 Recommended Budget.

EXPENDITURES:

Personnel:

There is no Change in the FTE Staffing level in the FY'2009 Recommended Budget.

Materials and Supplies:

The 600 lines show no aggregate increase from the FY'2009 Adopted Budget.

620.0001 Operating/Office Supplies: This line item has increased from \$7,250 in the FY'2009 Adopted Budget to \$11,097 in the FY'2010 Recommended Budget due to increased volumes of live bait and fishing accessories being purchased to be sold at the bait shop. This is also why revenue is up.

Contractual Services:

All of the Contractual Services line item accounts have been budgeted at the same level or less as in the FY'2009 Adopted Budget, with an aggregate decrease in the 700 accounts of 6%.

Capital Outlay:

The 800 lines are down by 2% compare to the FY'2009 Adopted Budget. Mr. Lindberg pointed out that most Capital assets are down 40%-60% because there are almost no capital projects this year. He noted that in this budget, the amended budget had a \$107,000 item that was a carry-over from prior years to be used for the Route 66 Bike Path expense.

Ms. Wollrab asked if there is no decrease in FTE's, why is there a 4% decrease in salaries. Mr. Lindberg replied that part of the decrease is from the Early Retirement Initiative (ERI) and part of it is some other changes, including the difference in salaries from the previous director to the new director.

Chairman Bostic asked if the Committee would like to vote on each of these budgets individually or as a whole at the end of the reviews. After a brief discussion, the Committee decided to vote on all of the budgets at the end of the review.

Parks and Recreation Department, Evergreen Lake Lease Fund – 0147-0040 can be found on pages 128-130 of the FY'2010 Recommended Budget Book and pages 67-69 of the Summary. Mr. Lindberg reported that this is a Special Revenue Fund, which must be balanced within the Fund. The Fund was established to promote conservation and development of natural resources within the Park. The Fiscal Year 2009 Recommended Budget marked the last year that the County will receive rental income under the CRP Program. The current lease agreement is scheduled to expire at the end of 2009, thus there will be no additional revenue coming into this Fund. Mr. Lindberg advised that it is budgeted this year based on miscellaneous unclassified revenue that the County might receive as well as by using some of the Fund Balance and beginning to spend it down on a planned basis for specific purposes. This fund in the past has been used for vegetation control and issues related to the land that was leased in the CRP program. Forestry activities will be limited.

Highlights of the Recommended Budget:

REVENUE:

450.0004 Farm Land Rental: This line item account was budgeted at \$14,000 in the FY'2009 Recommended Budget and will be at \$0 for FY'2010.

400.0000 Unappropriated Fund Balance: The FY'2010 Recommended Budget includes an appropriation of \$9,256 from the Unappropriated Fund Balance in order to continue forestry management activities. The December 31, 2008 fund balance in the Evergreen Lake Lease Fund was \$41,496. At this pace, there is approximately three and a half years of spend-down available.

410.0035 Unclassified Revenue: This is a new line item account that was added in the FY'2009 Recommended Budget. This line item accounts for revenue received by the Fund that does not fall under one of the other revenue line item categories. There is no change at \$3,100.

EXPENDITURES:

Mr. Lindberg reported that forestry work will continue, noting there is money available for tree purchase and seed purchase. The majority of the funds goes to fertilizer and herbicide for weed control and ditch maintenance. Mr. Lindberg added that other sources will be developed to fund these projects on an on-going basis when the Unappropriated Fund Balance runs out.

Mr. Wasson pointed out that most of the land has been or is being converted to recreational use.

Chairman Bostic asked how many acres had been set aside for farming. Mr. Wasson replied that there were 240 acres.

Personnel:

The FY'2010 FTE Staffing level will decrease from 0.52 FTE in the FY'2009 Adopted Budget to 0.36 FTE in the FY'2010 Recommended Budget. The FTE's have decreased a little bit due a decrease in seasonal help in the summer.

Materials and Supplies:

The Materials and Supplies line item accounts (600's) have been budgeted at 2% less than the FY'2009 Adopted Budget.

Contractual Services:

The Contractual Services line item accounts (700's) have been budgeted at 2% less than the FY'2009 Adopted Budget.

Facilities Management – Juvenile Detention Center Program – 0001-0041 can be found on pages 131-133 of the FY'2010 Recommended Budget Book and pages 70-72 of the Summary in the Agenda packet. Mr. Lindberg reported that this is strictly an expense program; it does not take in any revenue. The Recommended FY'2010 Budget is \$227,722.00, which is a decrease of 2.14%. Mr. Lindberg noted that there is no revenue associated with this program, but is entirely an expense to the County's General Fund.

EXPENDITURES:

Personnel:

There is no Change in the FTE Staffing Level in the FY'2010 Recommended Budget.

Materials and Supplies:

All of the Materials and Supplies line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget, and are down by 11% compared to FY'2009.

Contractual:

All Contractual line item accounts have been budgeted at the same level or less as in the FY'2009 Adopted Budget with the following exceptions.

709.0001 Garbage Disposal Services: This line item account has increased from \$2,650 in the FY'2009 Adopted Budget to \$3,000 in the FY'2010 Recommended Budget. This increase is based on the bid award for garbage disposal services at the Juvenile Detention Center.

Contractual Services accounts (700's) are down 5% on an aggregate basis.

Capital Assets:

Capital Outlay increased by 61.29% to accommodate the following capital improvement.

801.0001 Capitalized Improvements: This line item account includes a \$9,000 expense to replace a water heater in the Juvenile Detention Center.

Ms. Wollrab asked how materials and supplies have decreased. Mr. Moody replied that each year bids go out for commodities such as paper towels, chemicals, toilet paper, etc. He noted that these prices fluctuate each year up or down. Mr. Moody noted that some of the products have been changed to less expensive products, such as paper towels and chemicals. He added that the County does not stock repair parts, rather they are purchased as needed. Mr. Lindberg advised that fuel costs will likely not go up as much as previously anticipated. He indicated that negotiating with vendors has resulted in some vendors reducing their prices.

Ms. Ahart asked if the new water heater in the Juvenile Detention Center is energy efficient. Mr. Moody replied that the water heater is a 93% efficiency unit. He added that the installation will be done in-house.

Facilities Management – MetCom Program – 0001-0041-0045 can be found on pages 134-136 of the FY'2010 Recommended Budget Book and pages 73-75 of the Summary. Mr. Lindberg stated that this program budget is presented as a self-balancing program within the General Fund in the FY'2010 Recommended Budget. The program's revenue fully funds the projected maintenance and operating expenses of the Metro McLean County Centralized Communications Center. Mr. Lindberg announced that this is the first of several programs that will be reviewed where the revenue to be received by Facilities Management is equal to the expenses.

Mr. Lindberg advised that due to an oversight, IMRF and FICA were not budgeted (see Expense highlights). Two amendments need to be made.

Mr. Lindberg advised that the revenue source is the reimbursement received from the Metro McLean County Centralized Communications Center (Metro McLean County Centralized Communications Center Fund 0452, Department 0030, Line-item Account 0706.0001 Contract Services). He indicated that, pursuant to an Intergovernmental Agreement between the Emergency Telephone Systems Board (ETSB), Town of Normal, and McLean County, the annual operating budget for the Centralized Communications Center is funded by the two local governments and the ETSB. Since the MetCom facility was financed and built with proceeds from a Public Building Commission bond issue, the County's Facilities Management Department is responsible for maintenance and custodial services.

EXPENDITURES:

Personnel:

There is No Change in FTE Staffing level in the FY'2010 Recommended Budget.

Fringe Benefits: Due to an oversight, IMRF and FICA were not budgeted. Two amendments need to be made. Mr. Lindberg explained that this Budget's revenue of \$103,110 would appear on the expense side of the Metcom budget. Facilities Management determines the cost ahead of time and informs Metcom of the cost, which is then built into Metcom's budget (Contractual Services) to pay the County back. Mr. Lindberg pointed out that the Fringe Benefit amount in the Recommended Budget was \$680 and it needs to be \$6,636. He noted that generally IMRF and Social Security are not budgeted in any of the General Fund budgets because there is a separate tax funds for those, but in this case, because of the way it is reimbursed, it must be included. When the proper amounts are added back to IMRF and Social Security, it is \$2,720 in the Social Security line and \$3,236 in the IMRF line which would increase the bottom line of \$97,154 to \$103,110.

599-0001 County's IMRF Contribution: This should be changed from \$0.00 to \$3,236, reflecting the FY'2010 rate of 9.1% of eligible salaries.

599-0003 Social Security Contribution: This should be changed from \$0.00 to \$2,720 to reflect the FICA Employer's rate of 7.65%.

Materials and Supplies:

All of the Materials and Supplies line item accounts (600's) have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget, with an aggregate decrease of 20%.

Mr. Lindberg advised that the Pest Control Service in the 700 line item accounts increased from \$528 to \$650.

Contractual:

All of the Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget, except:

795.0001 Electric Service: This line item account has increased from \$30,000 to \$37,000, or 23% based on actual usage and increased summer cooling costs.

Contractual line items are up 9% compared to FY'2009, solely due to the increase in Electrical Service.

Mr. Lindberg reported that, as the amount of equipment grows in the Metcom building, the need to keep the equipment climate controlled increases the use of electricity.

Mr. Lindberg indicated that if the County were to redesign a Metcom Center, it would be done differently. He stated that the HVAC system has been split up to accommodate the employees and the equipment at different temperatures. Mr. Lindberg noted that the building should not be all electric and should be zoned differently. He added that the building is costly to operate. Mr. Moody advised that the reason it is all electric is because there is no gas line near the building.

Chairman Bostic asked if the County owns the Metcom building. Mr. Lindberg replied that the County owns the building. He indicated that preliminary steps have been taken to look into the future of the building, namely finding a different location for Metcom.

Capital Assets: There are no capital projects budgeted at the Metcom building.

Facilities Management – Health Department Building – 0001-0041-0046 can be found on pages 137-139 of the FY'2010 Recommended Budget Book and pages 76-78 of the Summary. Mr. Lindberg stated that this program budget is presented as a self-balancing program within the General Fund in the FY'2010 Recommended Budget. The program's anticipated revenue fully funds the projected maintenance and operating expenses of the Health Department Building at 200 West Front Street. Mr. Lindberg advised that the total Revenue Budget for this building is \$553,595.

Mr. Lindberg noted that the primary revenue source is the utilities and maintenance reimbursement received from the Health Department and TB Care and Treatment Clinic. In accordance with the Lease Agreements with the tenants, the FY'2010 Recommended Budget reflects a decrease of 1.0% in the rent payments due the County from the tenants.

Mr. Lindberg indicated that the other revenue source is the projected income from County employees who park in the 176 parking spaces leased from the City of Bloomington in the Lincoln Parking Deck and the on-grade surface parking lot immediately south of the Lincoln Parking Deck. Mr. Lindberg advised that 2010 is the last year of the County's agreement with the City of Bloomington.

Highlights of the Recommended Budget:

EXPENDITURES:

Mr. Lindberg advised that this budget was \$2,630 out of balance due to some last minute changes made in the budget. Rather than go back and change each rent item, the proposed electrical service amount was increased from \$143,000 to \$146,000 (see 795.0001 Electrical Service). The expense will be balanced on the Revenue side.

Personnel:

There is No Change in the FTE Staffing level in the FY'2010 Recommended Budget.

Materials and Supplies: The 600 line item accounts are down by 12% compared to FY'2009.

Contractual:

All of the Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

708.0001 Pest Control: Up by \$90 due to vendor price increase.

744.0002 CWB Parking Lot Expenses: This line item account has been budgeted at \$84,480 in the FY'2010 Recommended Budget. This amount is based on the negotiated lease payment due to the City of Bloomington for the 176 parking spaces leased from the City for employee parking in the Lincoln Parking Deck and the surface parking lot immediately south of the Parking Deck. This amount is fully recovered from employee rental payments.

795.0001 Electric Service: **This line item account needs to be amended by increasing it by \$2,630.** The FY'2009 Adopted Budget amount was \$155,000; the amount in the FY'2010 Recommended Budget is \$143,000 and should be changed to \$145,630, which will balance the expenditures with the revenues in this budget and properly reflect the estimated cost of electrical service for this building.

Capital Outlay:

801.0001 Capital Improvements: \$15,000 is budgeted to replace carpeting in the State's Attorney's Child Support Unit.

801.0002 Lease/Purchase Improvements: This line item account includes the payment in the amount of \$35,000 due to the Public Building Commission (the "PBC") to repay the \$350,000 interest free loan that the PBC approved for replacing the exterior dryvit at the Health Department Building. This will be the seventh of ten payments.

Mr. Lindberg indicated that the County agreed to pay the Public Building Commission \$35,000.00 a year over ten years, with the final payment due in June of 2013.

Chairman Bostic asked if Bloomington has indicated if there will be an increase in the cost for parking spaces. Mr. Lindberg replied that this is a small part of a larger issue. He noted that the County Administration will be talking with the City of Bloomington about how we share the Government Center building and how it is funded, as well as how the jointly owned Lincoln Parking Deck is being managed.

Facilities Management – Old Courthouse 0001-0041-0049 can be found on pages 140-142 of the FY'2010 Recommended Budget Book and pages 79-81 of the Summary in the Committee Packet. The FY'2010 Recommended Budget Revenue decreased from \$227,261.00 in the FY'2009 Adopted Budget to \$185,724.00, which is a decrease of 18.28%. Mr. Lindberg 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 expense.

Highlights of the Recommended Budget:

REVENUE

420.0010 Historical Society: This revenue line item account reflects the annual rent payment of \$10,000.00 which the McLean County Historical Society pays to McLean County. The lease between the County and the Historical Society is for a term of 30 years at a fixed annual rent of \$10,000 per year. The lease stipulates that McLean County shall be responsible for the maintenance and operating expenses of the Old Courthouse.

450.0009 PBC Reimbursement: This revenue line item account was added in the FY'2003 Adopted Budget when 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. 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. This financing arrangement permits the County to cover the FY'2010 annual maintenance and operating expenses for the Old Courthouse Building. This arrangement also provides the County with several alternatives for financing the necessary improvements to the exterior of the Old Courthouse Building.

The FY'2010 Recommended Budget includes an appropriation of \$175,724 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.

EXPENDITURES

Personnel:

There is No Change in the FTE Staffing Level in FY'2010 Recommended Budget.

Materials and Supplies:

All 600 line items are less than FY'2009 and are down 5% in the aggregate.

Contractual:

All 700 line items are down from FY'2009, with an aggregate decrease of 8% except:

709.0001 Garbage Disposal Services: This line item account has been increased from \$540 to \$1,653 based on vendor price increases.

Capital Outlay:

801.0001 Capital Improvements: \$15,000 has been budgeted to replace one Data Aire unit to maintain proper climate control in the Museum in order to protect the historical papers and artifacts.

801.0001 Lease/Purchase Improvements: This line item account includes the payment in the amount of \$50,000 due to the Public Building Commission (the "PBC") to repay the \$500,000 10-year, interest-free loan that the PBC approved to finance the renovation and repair of the Old Courthouse dome and roof. As a way to offset losses and unreimbursed expenses the County paid in connection with the Law and Justice Center explosion and fire, the PBC agreed to pre-refund the remaining six annual payments due on the Courthouse loan by "forgiving" the remaining six payments on the loan; thus, this line is budgeted at \$0.00 this year.

Mr. Moss asked why the garbage fee tripled. Mr. Lindberg responded that the garbage fee tripled because the garbage at the Old Courthouse is manually picked up by pickup truck and taken to the dumpster at the Law and Justice Center. Based on volume, this number is more realistic than the previous fee.

Facilities Management – Law and Justice Center 0001-0041-0050 can be found on pages 143-147 of the FY'2010 Recommended Budget Book and pages 82-85 of the Summary in the Committee Packet. Mr. Lindberg indicated that this is the largest building that Facilities Management maintains. The FY'2010 Recommended Budget Revenue decreased from \$2,143,369 in the FY'2009 Adopted Budget to \$1,979,855 in the FY'2010

Recommended Budget, which is a 7.63% decrease. The total expense side is also \$1,979,855. This is paid for in two fashions. The County receives \$10,900 from Morgue Fee reimbursement and \$3,442 from the coffee shop rent. The remaining \$1,965,513 is part of a tax levy raised to fund the PBC payments on the building.

Highlights of the Recommended Budget:

REVENUE

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.

410.0126 Morgue Fees: This line item account is unchanged from the prior year at \$10,900. This is the reimbursement for custodial services provided by Facilities Management personnel to the Coroner's Office for cleaning the morgue on weekends and after hours.

420.0011 Rent: This line item account has increased from \$3,392 in the FY'2009 Adopted Budget to \$3,442 in the FY'2010 Recommended Budget per the rent contract with the Fusion Brew coffee stand.

450.0009 PBC Reimbursement: 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 \$1,965,513 in the FY'2010 Recommended Budget, which is a decrease of 8.0% compared to the FY'2009 Adopted Budget amount of \$2,129,077.

EXPENDITURES:

Personnel

There is a 0.26% reduction in the FTE Staffing level. A part-time summer grounds position was eliminated.

Materials and Supplies:

All Materials and Supplies line item account have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget, with an aggregate decrease for the 600 lines of 7%.

Contractual:

All Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

709.0001 Garbage Disposal Services: This line item account has been increased from \$14,467 in the FY'2009 Adopted Budget to \$17,000 in the FY'2010 Recommended Budget due to a vendor price increase and increased volume of materials.

757.0002 Employees Medical Expense: This line item account has increased from \$711 in the FY'2009 Adopted Budget to \$1,000 in the FY'2010 Recommended Budget. It covers mandatory Hepatitis B vaccinations for staff that may have contact with blood borne pathogens (custodial staff who clean the morgue, maintenance staff who work in the Adult Jail).

795.0004 Water Service: This line item account will increase from \$79,110 in the FY'2009 Adopted Budget to \$83,000 in the FY'2010 Recommended Budget, based on a review of the year-to-date expenses as of the date the Recommended Budget was prepared.

Capital: This account group (800's) decreased by 67%. The reason for this is that the building is in good shape and projects that don't need to be done will not be done.

801.0001 Capital Improvements: This line item account includes funding for the following small projects:

Re-surface Morgue floor:	\$5,000
Morgue evidence room mag card reader:	\$2,500
Install Morgue cabinets:	\$13,000
Replace Jail Mezzanine carpet:	5,200
Paint Exterior anodized aluminum:	5,000
Miscellaneous Jail painting:	1,500
Replace 5 th Floor Court Sound system:	<u>\$25,000</u>
Total:	\$57,200

Facilities Management – Government Center – 0001-0041-0115 can be found on pages 148-151 of the FY'2010 Recommended Budget Book and pages 86-89 of the Summary. The Revenue of \$824,610 and Expense of \$824,610 is shared on a 50-50 basis between the City of Bloomington and McLean County. Each entity occupies 50% of the space. Mr. Lindberg advised that the County puts the budget estimate together and, once it moves through the Committee process, the City is notified so that they can approve the amount they need to pay on their side of the budget.

REVENUE:

The Facilities Management – 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. The County's primary revenue source is the reimbursement received from the Public Building Commission ("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 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. The line item account PBC Reimbursement (450.0009) is budgeted at \$824,610 in the FY'2010 Recommended Budget, which is a decrease of \$74,630 or 8.0% compared to the FY'2009 Adopted Budget.

The City of Bloomington and the County share the expense of maintaining the Government Center. Pursuant to the Lease Agreement with the Public Building Commission (PBC), the City pays their share of the maintenance and operating expense directly to the PBC. The PBC reimburses the County from the County property tax levy for maintenance and operation and the payment received from the City.

EXPENDITURES:

Personnel:

There is a 1.00 FTE decrease in the staffing level compared to the FY'2009 Adopted Budget. One Custodian position was eliminated.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget, resulting in an aggregate decrease of 6%.

Contractual Services:

All Contractual line item accounts have been budgeted in the FY'2010 Recommended Budget at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

759.0001 Electric Services: This line item account has increased from \$240,000 in the FY'2009 Adopted Budget to \$255,000 in the FY'2010 Recommended Budget. This increase is based on the contract approved between People's Energy Corporation and the County for the purchase of electricity. This increase is based on a review of last year's actual expenditures and the year-to-date expenditures as of the date the Recommended Budget was prepared.

795.0003 Telephone Service: This line item account has increased from \$3,820 in the FY'2009 Adopted Budget to \$4,000 in the FY'2010 Recommended Budget, based on actual usage.

795.0004 Water Service: This line item account has increased from \$4,000 in the FY'2009 Adopted Budget to \$4,800 in the FY'2010 Recommended Budget. This is based on a review of last year's actual expenditures and the year-to-date expenditures as of the date the Recommended Budget was prepared.

Contractual lines (700's) are down 6% on an aggregate basis.

Capital:

850.0001 Capitalized Assets: This line item account includes \$8,000 to replace eight window panels that are frosted or etched.

Capital Assets budget lines (800's) are down 72%.

Law and Justice Center Debt Service Fund – 0161-0045-0050 can be found on pages 250-251 of the FY'2010 Recommended Budget Book and pages 89-90 of the Summary. Mr. Lindberg 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 General Obligations Bonds which were issued in 2006 to finance the Law and Justice Center renovations in the amount of \$1,685,000. This amount was raised via an uncapped property tax levy, which means that the statute allows the County to raise money to pay back PBC debt.

Mr. Lindberg stated 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 \$1,685,000 in the FY'2010 Recommended Budget, the same amount approved in the FY'2009 Adopted Budget. This obligation is scheduled to be paid in full as of November 1, 2015.

Chairman Bostic advised that the property tax levy is the only mechanism that County government has to buy long-term debt to make large purchases or make renovations.

Government Center Debt Service Fund – 0161-0115-0115 can be found on pages 252-253 of the FY'2010 Recommended Budget Book and pages 91-92 of the Summary. Mr. Lindberg 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. Lindberg 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 \$429,176 in the FY'2010 Recommended Budget the same amount as in FY'2009. The City of Bloomington pays the same amount for their share of this debt service. This debt issue is scheduled to be paid in full as of November 1, 2021.

Old Courthouse Additional Rent Fund – 0162-0041-0049 can be found on pages 254-255 of the FY'2010 Recommended Budget and pages 93-94 of the Summary. Mr. Lindberg reported that this program budget is a self-balancing program within the General Fund. The program's revenue fully funds the maintenance and operating expenses 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. Lindberg 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 \$175,724 in the FY'2010 Recommended Budget. This represents a 19.0% decrease over the FY'2009 Adopted Budget amount of \$217,261. The primary reason for this decrease is the elimination of

the \$50,000 annual payment to the PBC to pay a \$500,000 no interest loan. The PBC applied the remaining balance to recognize unreimbursed losses on the 2003 Law and Justice Center explosion and fire.

Law and Justice Center Additional Rent Fund – 0162-0050 can be found on pages 256-257 of the FY'2010 Recommended Budget Book and pages 95-96 of the Summary. Mr. Lindberg 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. Lindberg 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 \$2,129,077 in the FY'2009 Adopted Budget and will decrease by \$149,222 or 7.0% in FY'2010 for a total of \$1,979,855. This is mainly due to tighter management of utility costs and few capital projects.

Government Center Additional Rent Fund – 0162-0115 can be found on pages 258-259 of the FY'2010 Recommended Budget Book and pages 97-98 of the Summary. Mr. Lindberg reported that this program budget is a self-balancing program within the General Fund. The 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. Lindberg 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 \$449,120 in the FY'2009 Adopted Budget and will decrease to \$412,305 in the FY'2010 Recommended Budget. The total cost of maintenance and operations for the Government Center will be \$824,610, which will be evenly split between the City of Bloomington and McLean County.

Facilities Management – Fairview Building Capital Lease Fund – 0360-0041 can be found on pages 260-262 of the Budget Book and pages 99-100 of the Summary. Mr. Lindberg reviewed this budget, noting that this is a self-balancing Special Revenue Capital Lease Fund. The program's revenue supports the maintenance and operating expenses of the Fairview Building. Mr. Lindberg added that this building is maintained by the maintenance staff at the Nursing Home.

Mr. Lindberg stated that 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 Agreements approved by the County Board. Mr. Lindberg indicated that the County will raise \$88,294 from rent payments. Of that amount, \$85,295 will be paid in expenses for the people used to take care of the building and for supplies and services. In addition, \$3,000 will be put aside into a "sinking" fund to be used necessary repairs to the building.

Mr. Lindberg pointed out that that there may be a time when it would be unwise to put any more money into that building. At that time, it may be necessary to find different space for the tenants.

There is no change in the Personnel complement.

Contractual Services line item accounts increase by \$135 due to increases in Garbage Disposal Services and \$6,700 to bring the elevator up to current code requirements.

A portion of the lease payment (\$3,000) is set aside in a capital replacement fund for future capital expenditures at the Fairview Building (see line item account 500.0000 Budget Balance Account).

Mr. Lindberg advised that there was a general mood of cooperation between the Administrator's Office and the Department Heads and Elected Officials in this budget process, in these difficult economic environment. He noted that the overall budget was cut by 2%.

Motion by Ahart/Wollrab to recommend tentative approval of the Parks and Recreation Department – (0001-0040) FY'2010 Recommended Budget as submitted; recommend tentative approval of the Evergreen Lake Lease Fund – (0040-0147) FY'2010 Recommended Budget as submitted; to recommend tentative approval of Facilities Management, Juvenile Detention Program (0001-0041) FY'2010 Recommended Budget as submitted; to recommend tentative approval of Facilities Management, MetCom Program – (0001-0041-0045) FY'2010 Recommended Budget **as Amended**; to recommend tentative approval of the Facilities Management – Health Department Building – (0001-0041-0046) FY'2010 Recommended Budget **as Amended**; to recommend tentative approval of the Facilities Management – Old Courthouse – (0001-0041-0049) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Facilities Management – Law and Justice Center Building – (0001-0041-0050) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Facilities Management – Government Center Building – (0001-0041-0115) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Law and Justice Debt Service Fund – (0161-0050) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Government Center Debt Service Fund – (0161-0115) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Law and Justice Center Additional Rent Fund – (0162-0050) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Old Courthouse Additional Rent Fund – (0162-0049) FY'2010 Recommended Budget as submitted; to recommend tentative approval of the Government Center Additional Rent Fund – (0162-0115); and to recommend tentative approval of Facilities Management Fairview Building Capital Lease Fund – (0360-0041).
Motion carried.

Ms. Wollrab indicated that she understands that there are or may be funds available from the Federal Government to retrofit buildings. She asked if that is the case and is McLean County eligible to receive some of these funds.

Mr. Lindberg explained that there are two kinds of ARRA funds. One deals with energy efficiency. He indicated that the County considered potential applications for the energy efficient funds for the Fairview Building. Mr. Lindberg stated that the other plan is a hybrid type of tax free bond to be used for certain public building projects. He advised that an ordinance will be presented to the Finance Committee this month to make the County eligible for "Recovery Zone Bonds." Mr. Lindberg indicated that an application process will be started working with the Economic Development Council to identify projects that qualify for the Recovery Zone Bonds.

Chairman Bostic presented the September 30, 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 \$3,842,096.60 and a Fund Total that is the same.

Motion by Ahart/Wollrab to recommend approval of the bills as of September 30, 2009, which have been reviewed and recommended for transmittal by the County Auditor.
Motion carried.

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Chairman Bostic asked if there was any other business or communication for the Property Committee. Hearing none, Chairman Bostic adjourned the meeting at 4:00 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary