

Minutes of the Property Committee Meeting

The Property Committee of the McLean County Board met on Thursday, September 2, 2004 at 3:00 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, Illinois.

Members Present: Chairman Bostic, Members Dean, Ahart, and Harding

Members Absent: Members Selzer and Moss

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. Jack Moody, Director, Facilities Management;
Mr. Don Lee, Administrator, Nursing Home

Chairman Bostic called the meeting to order at 3:05 p.m.

Chairman Bostic presented the Minutes of the August 5, 2004 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 the Nursing Home recommendation to award the bid for paving the Nursing Home Parking Lot to McLean County Asphalt. He acknowledged the Highway Department's assistance in developing the bid specifications. He indicated that two bids were received. McLean County Asphalt submitted the low bid at \$64,698 and Mr. Lee recommended the acceptance of their proposal. Mr. Dean asked how many letters were sent out asking for bids. Mr. Lee indicated that three letters were sent out to qualified companies, but the third company is actually part of Rowe Construction.

Ms. Ahart asked if the bid documents include a breakdown of employees in terms of Affirmative Action and number of minority employees. Mr. Zeunik replied that standard County contracts require that anyone who contracts with the County must comply with all Federal law requirements in terms of EEOC. He indicated he did not believe that the County asks companies to provide that information, nor is it reviewed at the time of contract award. Ms. Ahart indicated that it would be interesting to know the percentage of women and other minorities that are employed by the companies that are awarded County contracts. She wondered if we could ask for that information when companies submit bids. Mr. Zeunik

indicated he would check with the State's Attorney to see if it was possible to include that request in the bid form.

Motion by Dean/Ahart to recommend approval of the recommendation to award the bid for paving the Nursing Home parking lot to McLean County Asphalt.
Motion carried.

Chairman Bostic asked if there were any questions for Mr. Lee. Hearing none, she thanked Mr. Lee for attending the meeting.

Mr. Jack Moody, Director, Facilities Management, presented his status report on the Government Center. To highlight the project, he indicated that the move was completed successfully. Facilities Management is currently working with the contractor and the subcontractors for completion of the punch lists. The City inspectors have inspected the building for occupancy permits and found only minor corrections, which the contractor is fixing. The Facilities Management staff is working with the County offices making any necessary changes. Mr. Moody indicated that a quality review meeting will be scheduled, to include the architects, engineers, general contractor, and City and County staff in a roundtable discussion to talk about the 45-week construction project. At that time, they will get the drawings, manuals, warranties and operational manuals. The one-year warranty period will also begin at that time.

Mr. Moody reported on the coin artwork that will be installed in the lobby on the first floor across from the Parks and Recreation Office. It is to be installed on Tuesday, September 8. The artwork, called Panorama of American Coins, was commissioned in 1959 for Bloomington Federal. The artwork includes 27 pieces of 18 x 30 inch stained glass and punched tin art that is the history of the American coin. Mr. Gene Asbury, the building's architect, will assist with the installation. In answer to questions by committee members, Mr. Moody indicated that the artwork came with the building and was not an additional cost. Further, he noted that a lot of the other artwork that was originally in the building is in storage and belongs to National City.

Ms. Harding asked Mr. Moody to pass along the Committee's gratitude to the Facilities Management staff for all of their long hours and hard work. Mr. Moody noted that there was great cooperation between the staff and the County offices and indicated he would pass along the Committee's comments.

Mr. Moody reported on the progress of the restoration and renovation of the dome and roof project of the old Courthouse. He shared with the Committee a

picture of the bell, dated January 1900, after it fell through the courthouse following the fire and after a horse and buggy team dragged it out of the embers. After the new courthouse was erected, the bell went back into the tower of the dome

Mr. Moody indicated that Kajima Construction is on schedule with the project. He noted they are working on the following tasks:

- Clock faces;
- New art glazing on the art glass;
- Restoration of the four mechanized clocks so they will be synchronized from a central station to all reflect the same time;
- The steel door, which is the only entrance to the roof from the dome;
- The stone work;
- The copper under laying application on the steelwork of the dome;
- The cupola, the drum and the bell are in Springfield and are being renovated. They will be back in two weeks at which time all units will be replaced in the dome;
- The automatic mechanism to trigger the bell chime will be repaired and will be set to chime between 7:00 a.m. and 10:00 p.m. on the hour and half-hour.

Mr. Moody referred to an article regarding the restoration in *The Pantagraph* which elicited a response from Ms. Emily McNamara who is a direct descendent from one of the names on the bell, William M. Lehr. Mr. Moody visited Ms. McNamara and gave her a set of pictures of the bell and a book on the history of the Courthouse. He indicated that she requested an opportunity for a photo session with the bell before it is replaced in the tower, to which Mr. Moody agreed. Mr. Moody gave a brief history on the bell, noting that he talked to the owner of the manufacturing company that made the bell, William Parker III, President and CEO of the McShane Bell Foundry in Baltimore, Maryland. Mr. Moody reported that the company was established in 1856 and the bell was cast in 1875.

Mr. Moody stated that the project is going well and is on schedule.

Mr. Moody reported that the second invoice from Kajima has been received. He indicated that we needed this invoice in order to reach the half-way point of the grant. Mr. Moody indicated that he called the grant office in Springfield and he was told that there are certain steps that must be taken in order to submit the first grant reimbursement request to the State. Mr. Moody indicated that he will follow

the necessary steps to comply with grant guidelines. He noted that next month's set of invoices should be of sufficient quantity to be the next payment request to the State. This payment will reimburse the Public Building Commission, (hereinafter referred to as PBC) which has funded the project.

Chairman Bostic asked what the results would be if we did not spend the amount of money allocated on one of the noted categories. Mr. Moody replied that the project is well over the grant figure and all bookkeeping is accurate. Ms. Harding asked if the merchants had complained about the parking problems due to the construction. Mr. Moody responded that the merchants have not complained and have been pleased with the attention it has drawn to the downtown area.

Mr. Moody reported that there had been two incidents of vandalism to the Courthouse. On two separate occasions, a rock was thrown at the Courthouse cracking and breaking some glass. He noted that a meeting was held with the police department to discuss a solution. The Police Department agreed to do more frequent walk-a rounds and also suggested flood-lighting be installed on the existing light poles to flood the building. The decision was made to wait and see if there is any more vandalism before recommending additional lighting. Mr. Moody indicated that they feel the vandalism will cease after the focus is taken off the Courthouse.

Chairman Bostic asked if there were any questions for Mr. Moody. Hearing none, she thanked him for attending the meeting.

Mr. Zeunik presented two items for action. The first item relates to the project at the old Courthouse. He noted that, in April, the County Board approved a Resolution providing financing for the restoration of the old Courthouse. The Property Committee felt it was important to complete the entire project even though the bids came in over the estimate. In June, the Board approved an Intergovernmental Agreement with the Public Building Commission. The PBC agreed to provide a no-interest loan to the County of \$500,000 for the project, along with fronting the money for the grant. Included in the financing was that the proceeds from the sale of the McBarnes Building would be used for the restoration of the Courthouse. When the calculations were done earlier this year, it was anticipated that it would be possible to apply \$226,000 from the McBarnes Building proceeds to the project. When the 2003 outside audit was completed, it was discovered that, unbeknownst to the Treasurer and the County Auditor, the Emergency Appropriation Ordinance, which the Board approved to replace the boiler at the McBarnes Building, was never recorded. As a result, the \$27,000 that was being spent on that project did not come out of the General Fund. The deficit in the McBarnes Building at year-end 2003 was larger than anticipated.

Mr. Zeunik reviewed the McBarnes Building financial condition as presented in the Agenda Packet, noting that the deficit ended up being higher than anticipated due to the fact that the Emergency Appropriation -- money transferred from the General Fund to the McBarnes Building to cover the expenses for the boiler-- was not recorded. As a result, the amount available from the McBarnes proceeds for the dome project is \$198,663. The Intergovernmental Agreement with the PBC calls for \$226,000. The request, as submitted to the Committee, will make up the difference by appropriating funds from the General Fund. Mr. Zeunik respectfully recommended to the Committee that the Emergency Appropriation Ordinance be recommended for approval.

Motion by Dean/Harding to recommend approval of an Emergency Appropriation Ordinance amending the Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance for the McBarnes Building Capital Lease Fund 0350 – Intergovernmental Agreement with PBC
Motion carried.

Mr. Zeunik presented the second action item, namely the receivable which is due to the County's General Fund from the repair and renovation of the McBarnes Building completed by the County after the fire in the early seventies. That amount is \$100,009.63. The second Emergency Appropriation Ordinance moves the money out of the McBarnes Capital Lease Fund and transfers it to the General Fund. Once the money is moved into the Corporate General Fund, the County Auditor and County Treasurer will make the entries to clear this receivable off the balance sheet in the General Fund. Mr. Zeunik explained that the Treasurer's Office is responsible for the revenue lines. The money is currently in the McBarnes Building Capital Lease Fund, and to take it out of that fund it is necessary to put it into a revenue line. The County Auditor's office handles all of the expense lines. To take it out of the McBarnes Fund, it must be taken out via interfund transfer. It goes into the General Fund via a revenue line. This is the procedure by which the money is transferred into the General Corporate Fund, so that the entries can be made to the balance sheet to clear the receivable.

Motion by Ahart/Harding to recommend approval of an Emergency Appropriation Ordinance amending the Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance for the McBarnes Building Capital Lease Fund 0350.
Motion carried.

Chairman Bostic asked if the Committee had any questions for anyone. Ms. Harding asked Mr. Moody if all of the respective departments are in the building. Mr. Moody indicated that all of the non-judicial offices are now fully occupied in the Government Center. It is a fully occupied facility. Ms. Harding asked about the space now available in the Law and Justice Center. Mr. Moody replied that there is an internal committee working on that topic. There is a possibility of relocating the Court Services offices to the seventh floor, which would free up space on the first floor.

Mr. Zeunik reported that, after meeting with Gene Asbury, a plan for the seventh floor should be available in October for the Committee to review. He noted that Mr. Asbury has had several meetings with Ms. Roxanne Castleman and he is close to a final design. When that is completed, the plan will be brought to the Property Committee for review. Mr. Dean asked for clarification on the extent of the remodeling. Mr. Moody indicated that it would involve just the seventh floor of the Law and Justice Center. Mr. Zeunik reported that it will not be extensive inasmuch as it will not involve mechanical systems. The plan is to use the offices as they were vacated, with the possibility of relocating the remountable walls. He noted that the biggest changes will be electrical, data, telephone and carpet. Mr. Moody assured the Committee that most of the work would be done by in-house staff.

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

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Motion by Ahart/Dean to recommend approval of the bills as of August 31, 2004, which have been reviewed and recommended for transmittal by the County Auditor.
Motion carried.

With no other items to be brought before the Committee, Chairman Bostic adjourned the meeting at 3:47 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recorder Secretary

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