

## **Minutes of the Property Committee Meeting**

The Property Committee of the McLean County Board met on Thursday, April 5, 2007 at 3:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

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

Members Absent: Member Harding

### Other Members

Present: Board Chairman Mike Sweeney

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 Mitchell, County Engineer, Highway Department; Mr. Bill Wasson, Director, Parks and Recreation; Mr. Jack Moody, Director, Facilities Management Department

Others Present: Mr. Eric Schmidt, Highway Department; Mr. Mark Leake, Highway Department; 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 Tuesday, March 1, 2006 Property Committee Meeting and the February 20, 2007 Stand-up Committee Meeting. Hearing no objections or corrections, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Jack Mitchell, County Highway Engineer, reviewed the proposed new County Highway Department heated garage. He explained that the Highway Department needs more heated garage space to store and melt off the snow and ice accumulations on tandem dump trucks with their snowplow, wing, salt spreader and chloride tank. Mr. Mitchell noted that their equipment storage needs have changed over the years as they have switched from single axle trucks to tandem dump trucks, added tandem dump trucks, one-ton dump trucks, mowing tractors, seeders and a backhoe since the current heated garages were built in 1974 and 1976.

Mr. Mitchell advised that the need for additional garage space was discussed during the budget review meeting with the Transportation Committee last fall and \$400,000.00 was included in this year's budget for a heated garage along with new doors for the cold storage building. The Transportation Committee directed the building to be placed at the current Highway Department facility on Towanda-Barnes Road.

Mr. Mitchell informed the Committee that the building that will be bid is a Morton style wooden frame structure (steel frame can be bid also) with insulation, lining and a heated concrete floor. He noted that the electrical and plumbing are included. The building is a nominal 66' X 160' and will be placed south of the current south garage parallel to the south property line with three (3) doors on each end to allow for drive through parking. The Highway Department staff, in conjunction with Mr. Jack Moody and Mr. Tom Hawk of Facilities Management, has worked on the design of the building. Mr. Mitchell stated that the bidders are to provide shop plans of the building with the structural engineer's seal. He added that prevailing wage is required.

Chairman Bostic indicated that, at this point, it is necessary to hire an architect before going to bid on the building. Mr. Mitchell stated that the Transportation Committee had suggested that the Highway Department handle the specifications on their own. Chairman Bostic advised that, with the plumbing, electrical components and heating needs, it would be prudent to have an architect handle the specifications to ensure that all of the different components are in place when bids go out.

Mr. Dean expressed his concern with the necessity of hiring an architect. Chairman Bostic stated that, because tax dollars are being used and because it will go out on the street to bid, it is important that all of the contractors have the same specifications with which to prepare their bids.

Mr. Zeunik asked if Morton has a design group that can do the architectural work. Mr. Dean replied that Morton does have architects that can design the specifications for the building. Mr. Mitchell indicated that he will investigate the possibility of using architects through Morton. Mr. Dean asked if we are looking for an architectural blueprint. Mr. Zeunik replied that what is needed is a sealed set of prints that will also include specifications. Chairman Bostic added that the specifications for the building must be prepared by an architect so that they are consistent for all potential contractors.

The members of the Property Committee concurred with the necessity of the new garage.

Mr. Bill Wasson, Director, Parks and Recreation, presented a request for approval of a Playground purchase through the U.S. Communities Purchasing Contract. He indicated that the Department of Parks and Recreation has obtained initial quotes for playgrounds, noting that all quotes exceeded the \$10,000.00 limit requiring formal bids or use of competitive bid intergovernmental contracts.

Mr. Wasson stated that he believes the U.S. Communities Playgrounds and Park Amenities Contract provides cost savings over other manufacturers' quotes. He noted that the contract also includes specifications that provide the quality, ease of service and level of risk management necessary for public parks installation.

Mr. Wasson advised that the Department recommends the purchase of a Gametime "Tunnel Up" play structure through the U.S. Communities Purchasing Contract at a cost of \$10,643.80 plus freight, which is anticipated to be approximately \$750.00. He indicated that the structure offers 13 play items including three slides and a rock wall climber. Mr. Wasson stated that the Department will perform in-house installation of the purchased equipment.

Mr. Cavallini asked how tall is the rock wall. Mr. Wasson replied that the platform height of all of the structures is five feet.

Motion by Cavallini/Dean to recommend approval of the  
Playground Purchase through the U.S. Communities  
Purchasing Contract.  
Motion carried.

Mr. Wasson reported that the pre-submittal meeting for the private/public Request for Proposals (RFP) was held yesterday. He noted that they had a number of contacts and two individuals came to the meeting to discuss specific areas of interest. Mr. Wasson added that April 11<sup>th</sup> is the deadline. He stated that they received some radio coverage. Mr. Wasson also noted that some agencies talked to him about working together on services and projects.

Mr. Wasson advised that they had a very good fishery survey this past weekend at Evergreen Lake. He noted that they have an on-going stocking program for Large Mouth Bass as well as an aquatic vegetation program to promote proper vegetation around the Lake.

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

Mr. Jack Moody, Director, Facilities Management, reported on the Cost Report Regarding the Electrical Transformer Failure at the McLean County Health Department. He reported that he has received all of the documentation, invoices, etc. on the cost of the January 19<sup>th</sup> AmerenIP transformer failure. Mr. Moody advised that the complete cost, including Weber Electric costs and County overtime is \$16,194.11.

Mr. Moody indicated that Weber Electric is conducting an electric evaluation of the main switch in the basement of the Health Department Building. He noted that this is not directly related to the power failure, but the age and wear of the switch was discovered during that time. Mr. Moody advised that the switch may need to be repaired or may need to be replaced. If it needs to be replaced, it will be a budgeted item in the FY'2008 budget.

Mr. Moody stated that we have not received a reply from AmerenIP regarding the letter sent by the Property Committee requesting an analysis on the transformers at all County locations. However, a meeting is scheduled with representatives from AmerenIP on April 13<sup>th</sup>.

Mr. Dean asked if AmerenIP has insurance that would help defray the cost of this power failure. Mr. Moody replied that he does not know. Mr. Dean asked if the County insurance will pay these costs. Mr. Moody responded that he doesn't believe the County is liable for the cost as it was an AmerenIP transformer failure.

Mr. Moody presented a status report on the renovation of the third floor of the Government Center. He noted that this will probably be the last time the renovation of the third floor will be on the agenda. Mr. Moody stated that Bishop Brothers have completed the third floor City of Bloomington Engineering Department. He indicated that there will be one more meeting next week to review the final items that need to be completed, including the punch list.

Mr. Moody advised that the City of Bloomington is very pleased with the space and with the response time when they call Facilities Management for assistance.

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

- 7<sup>th</sup> Floor
  - Has been completed and is occupied by Court Services.
  - The main roof on the building will be completed within the next five days.

- 6<sup>th</sup> Floor:
  - Doing general demolition.
  - Working on Phase 1 on the north end.
  - Phase 1 should be completed in June.
  - Phase 2 and 3 will be done in tandem.
  
- 1<sup>st</sup> Floor
  - Asbestos is still being removed by the abatement company.
  - Sheriff's Department is cooperating well with the contractors.
  - Mechanical systems are being installed.
  - Hoping to turn air conditioning on next week.

Mr. Moody reported that meetings are scheduled every two weeks with the architects, general contractor and sub-contractors.

Ms. Ahart asked when the parking lot renovation will begin. Mr. Moody replied that the parking lot renovation will be done in three phases beginning in June-July. He noted that each phase will take approximately three weeks.

Mr. Moody reviewed the Fairview Park landscape project. He stated that he met with Anthony McCauley (the Boy Scout who is designing and completing the landscaping project for his Eagle Scout badge) and his dad, Mr. Tony McCauley. Mr. Moody informed the Committee that he would like to have Anthony and his father attend the May Property Committee meeting to present the design plan.

Mr. Moody advised that the budget for this project is \$1,000.00. The project will include the installation of no maintenance or low maintenance bushes with mulch around the entire area, which includes the flagpole and new sign. Mr. Moody stated that Anthony will do all of the work including obtaining the necessary permits, contacting "J.U.L.I.E." and installing the plants.

Mr. Moody indicated that he expects the project will take just one day. He noted that the County will provide hand tools, shovels, wheelbarrows, etc. and Anthony and the Scouts will provide all of the labor. Mr. Moody stated that he would like to see all of the Boy Scouts involved with the project receive merit badges.

Mr. Moody advised that the project will be completed in June.

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

Mr. Dean asked if the Highway Department will come back to the Committee for approval of the Architect for the new Highway Department garage. Mr. Zeunik replied that the request should be available for consideration at a Stand-up meeting before the April 17<sup>th</sup> Board meeting.

Chairman Bostic initiated a discussion on the topic of the continued renovation of the Old Courthouse building. She noted that no action can be taken as the renovation is not on the Agenda, but the Committee can begin thinking about future plans.

Mr. Zeunik stated that, during the month of May, the Administrator's Office will bring to the Finance Committee the Budget Policy Resolution for FY'2008. He advised that, due to the completion of the Integrated Justice Information System, this project can be removed from the Budget Policy Resolution in 2008. Mr. Zeunik indicated that he would like to emphasize, under Capital Improvement Projects, the need to move forward on the Old Courthouse.

Mr. Zeunik indicated that the current Budget Policy Resolution states that when the Fund Balance in the County's General Fund exceeds 10% of the County's total operating budget, the excess monies can be appropriated by action of the Board for certain capital projects as a way to complete capital projects without incurring additional debt. He stated that, based on the preliminary financial reports presented to the Finance Committee, 2006 was a very good year and the General Fund Balance is likely to grow significantly over 2005.

Mr. Zeunik advised that it is appropriate to bring to the Property Committee a plan for taking the next step with the Old Courthouse in terms of recommending a specific dollar amount that would be appropriated from the increased Fund Balance to begin the next phase and to develop a calendar to finish what remains to be done at the Old Courthouse. He informed the Committee that this project will be on the May Agenda as an action item.

Chairman Sweeney offered his support of completing the Old Courthouse project. He noted that he believes it will be possible to get at least half of the project completed within the next couple of years.

Chairman Bostic reminded the Committee that the twenty year bonds on the original addition to the Law and Justice Center will be paid off this year and should also free up a few dollars for the continued renovation of the Old Courthouse.

Mr. Dean asked if there will be an opportunity to use this as matching money for State funds. Chairman Bostic replied that funds from the State are not very encouraging. Mr. Zeunik stated that, if a proposal and a schedule are approved by this Committee and the County Board, a request can be made to the State Representatives and Senators asking for their assistance in leveraging the County's investment with some dollars from the State either through the Grant Program or a specific earmark in a spending bill. He noted that, in 2009, there will be a significant appropriation of State funds to celebrate the bicentennial of Lincoln's birthday. This may present an opportunity to encourage the Legislators to extend funds for the Old Courthouse project. Mr. Zeunik also noted that the local Lincoln Bicentennial Commission is considering having a permanent exhibit in the Old Courthouse on Lincoln's life in McLean County. This might be a good opportunity to leverage our investment with some of those dollars.

Ms. Ahart asked if anyone has investigated requesting funds from local and national foundations. Mr. Zeunik replied that Mr. Koos has looked into that possibility in the past, but was unsuccessful in securing grants. Mr. Zeunik stated that it would be appropriate to go back to Mr. Koos to have him look for possible matching grants since the County will be making a significant investment in the project.

Chairman Bostic presented the March 31, 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 \$292,791.90 and the prepaid total is the same.

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Motion by Cavallini/Moss to recommend approval of the bills as of March 31, 2007, which have been reviewed and recommend for transmittal by the County Auditor.  
Motion carried.

Chairman Bostic presented a transfer request of approximately \$35,000.00 from one line-item to another as recommended by the County Auditor.

Motion by Moss/Dean to recommend approval of the transfer as recommended 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 4:25 p.m.

Respectfully Submitted,

Judith A. LaCasse  
Recording Secretary