



**PROPERTY COMMITTEE AGENDA**  
Room 700, Law and Justice Center

**Thursday, November 6, 2003**

**3:00 P.M.**

1. Roll Call.
2. Chairman's Approval of Minutes – October 2, 2003
3. Departmental Matters:
  - A. Jack Moody, Facilities Manager
    - 1) Items to be presented for Action:
      - a) Report on Bid Opening of October 30, 2003, and Recommendation for approval of Contract to purchase McBarnes Memorial Building 1-2
    - 2) Items to be presented for Information:
      - a) Status Report on the Repairs and Renovation to the Law and Justice Center
      - b) Status Report on Exterior Envelope Replacement at 200 West Front Street – Health Department
      - c) Status Report on the Illinois Public Museum Capital Grant Project at McLean County Museum of History
      - d) Status Report on Renovation Project at the Government Center
      - e) General Report
      - f) Other
  - B. Bill Wasson, Director, Parks and Recreation
    - 1) Items to be presented for Action:
      - a) Request Approval of Watercraft Lease Agreement with Illinois State University 3-9
    - 2) Items to be presented for Information:
      - a) General Report
      - b) Other

- C. Don Lee, Nursing Home
- 1) Items to be presented for Action:
    - a) Request Approval of 2004 Approved Vendor List for Janitorial and Paper Supply 10-12
  - 2) Items to be presented for Information:
    - a) General Report
    - b) Other
- D. John Zeunik, County Administrator
- 1) Items to be presented for Action:
    - a) Request Approval of an Emergency Appropriation Ordinance Amending the Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance, Facilities Management, Department 0041, Health Department Building, 0046 13-23
    - b) Review of Fiscal Year 2004 Recommended Budget:
      - 1) Facilities Management Department
        - (a) Government Center 24-26
        - (b) Law & Justice Center 27-30
      - 2) Public Building Commission Lease – Government Center
        - (a) Government Center Debt Service 31-32
        - (b) Government Center Additional Rent 33-34
      - 3) Public Building Commission Lease – Law and Justice Center
        - (a) Law and Justice Center Debt Service 35-36
        - (b) Law and Justice Center Additional Rent 37-38
      - 4) Facilities Management – Fairview Building 39-41
  - 2) Items to be presented for Information:
    - a) General Report
    - b) Other

4. Other Business and Communications

5. Recommend Payment of Bills and Transfers, if any, to County Board

6. Adjournment



**Facilities Management**

104 W. Front Street, P.O. Box 2400  
Bloomington, Illinois 61702-2400  
(309) 888-5192 voice  
(309) 888-5209 FAX [jack@McLean.gov](mailto:jack@McLean.gov)

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To: Honorable Chairman and Members of the Property Committee  
Mr. John M. Zeunik, County Administrator

From: Jack Moody, CFM *Jack Moody*  
Director, Facilities Management

Date: November 3, 2003

Subj: **McBarnes Bid Opening**

In accordance with bid specifications, at 2:00 p.m. on Thursday, October 30, 2003, a formal bid opening occurred for all interested bidders for the purchase of the McBarnes Memorial Building, 201 E. Grove Street, Bloomington, Illinois.

Attached, please find a summary of the bids submitted by the three interested bidders, which includes all raised bid amounts which were voiced after bids were opened. The final bid was from Mr. David Bentley, for \$400,000.00. Mr. Brian Hug, Civil Assistant States Attorney, officiated the bid-opening event.

Mr. Brian Hug is now working with Mr. David Bentley on purchase contracts and will have the contracts for your review and approval at the Property Committee meeting on Thursday, November 6, 2003.

Thank you.

JEM:  
enclosure

McBarnes Building  
Bid Opening - October 30, 2003

	Bentley	Brady	United Way
Opening Bid:	\$200,000	\$40,000	\$50,000
Auction/Raise Bid:			
Bid (1)			\$205,000
Bid (2)	\$210,000		
Bid (3)			\$215,000
Bid (4)	\$250,000		
Bid (5)			\$255,000
Bid (6)	\$300,000		
Bid (7)			\$305,000
Bid (8)	\$350,000		
Bid (9)		\$355,000	
Bid (10)	\$360,000		
Bid (11)		\$365,000	
Bid (12)	\$370,000		
Bid (13)		\$375,000	
Bid (14)	\$380,000		
Bid (15)		\$385,000	
Bid (16)	\$390,000		
Bid (17)		\$395,000	
Bid (18)	\$400,000		
Final Bid/Price:	\$400,000		



**DEPARTMENT OF PARKS AND RECREATION**  
(309)726-2022 FAX (309)726-2025 www.mclean.gov  
13001 Recreation Area Dr. Hudson, IL 61748-7594

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**TO:** Honorable Chairman and Members, Property Committee

**FROM:** Bill Wasson, Director of Parks and Recreation

**DATE:** 10/28/03

**RE:** Watercraft Lease Agreement with Illinois State University

The Department of Parks and Recreation is recommending a continuation of the watercraft lease agreement which has been in place with Illinois State University the last eight years. This lease agreement is identical to the agreement approved by the County Board for 2003. The Agreement has previously been reviewed by the McLean County Department of Parks and Recreation, County Risk Management, and State's Attorney's Office staff.

This lease agreement provides for County Parks and Recreation Department use of University owned watercraft in operation of the Evergreen Lake Boat Rental Facility. In doing so, the County has been able to sustain and improve upon watercraft rental service to the public and begin a process of watercraft replacement over a period of years, without a substantial initial capital investment. A lease fee is paid to Illinois State University equaling 17% of gross receipts from rental of University watercraft.

In 2003, the boat rental generated gross income of \$13,470 with direct labor cost of \$ 2,265 for weekend attendants, an estimated maintenance and operational supplies cost of \$600.00, and a lease payment to Illinois State University of \$673.54(canoes & sailboat rental), leaving a net direct operational revenue of \$ 9,931. Boat rental transactions are accomplished on weekdays from 8 am- 6pm by departmental staff at the Visitor Center and Swimming Beach.

I respectfully request that the Property Committee recommend approval of the Watercraft Lease Agreement with Illinois State University to be effective upon approval for the term from January 1, 2004 and expiring December 31, 2004.

## LEASE AGREEMENT

This Lease Agreement entered into the 18th day November, 2003 by and between Illinois State University, hereafter referred to as the "University", and the McLean County Board, a body politic, hereafter known as the "County" for and on behalf of the McLean County Department of Parks & Recreation hereafter known as the "Department".

### I. Subject of Agreement

The University hereby agrees to Lease watercraft and related equipment to the County of McLean, Illinois to be used for the operation of a boat rental facility at COMLARA County Park in rural Hudson, Illinois.

### II. Terms of Lease

This Lease Agreement shall commence on January 01, 2004 and shall expire on December 31, 2004.

### III. Description of Watercraft, Equipment and Commodity Items

#### A. WATERCRAFT

The University will provide watercraft necessary for operation of the boat rental facilities, to include a minimum of twenty one (21) 17 foot aluminum canoes, and two(2) sunfish sailboats (see attachment A).

#### B. EQUIPMENT

Equipment leased by the University to the County will include a public address system.

#### C. COMMODITIES

Commodity Items leased by the University to the County will be in three categories:

1. Replacement parts for watercraft - replacement parts will include the University's present inventory of replacement parts for various watercraft. Examples of these items will include extra daggerboards and rudders, oar locks, , extra sails, etc.. The present inventory of replacement parts may be used by the County during scheduled maintenance or whenever it is deemed necessary.
2. Rental Commodities - will include the University's present inventory of paddles, oars, personal floatation devices, anchors, etc.(see attachment B)
3. Soft Commodities - will include a copy of the University's Boat Concession operations manual.

#### IV. Terms of Lease

It shall be the County's responsibility to inspect all watercraft and rental commodities prior to the commencement of the lease. Any item found to be unsatisfactory shall be brought to the attention of the University so they may be repaired or removed from the inventory prior to implementation of the lease.

Upon acceptance of the rental commodities, it shall be the County's responsibility to perform regular maintenance on the rental commodities. The County shall be responsible for damage or loss of rental Commodities, excepting repairs necessary due to normal wear and tear. The County may at its discretion, repair or compensate the University as outlined in Attachment B for items otherwise damaged, lost, or absent from inventory. The University may inspect items and at their discretion, repair, replace, or delete them from the inventory with no penalty or breach of agreement.

Upon acceptance of the watercraft, it shall be the County's responsibility to perform regular maintenance on the watercraft. The County will repair or at County's discretion, compensate the University as outlined in Attachment A for said watercraft when damage or loss of watercraft result from actions of the County or the County's customers during rental operations. The County shall be responsible for loss of watercraft associated with or resulting from any and all causes, except Acts of God, including negligent operation of the watercraft during the term of the agreement. The County agrees to indemnify and hold harmless the University for any acts, errors, or injuries that may be incurred due to negligent operation of the equipment or commodities.

During the Lease period, total control and responsibility for the rental of watercraft and rental commodities to the public will rest with the County.

During the Lease period, the County shall notify the University of any watercraft that are no longer of use. The University shall inspect items and at their discretion repair, replace, or delete them from the inventory with no penalty or breach of agreement.

At the end of the Lease, the watercraft and rental commodities in current inventory will be returned to winter storage cleaned and in good repair, excepting normal wear and tear from rental operations.

#### V. Maintenance of Watercraft, Equipment, and Rental Commodities

##### A. WATERCRAFT

During the term of the lease, the County will perform at its sole cost and expense, all regular maintenance. The University will provide the County with regular maintenance schedules. An authorized agent of the University may inspect watercraft during the lease period to help insure that its watercraft are being maintained.

It will be the responsibility of the County to inspect all watercraft prior to rental to make sure they are safe and dependable. If watercraft are deemed unsafe or in need of repair, it shall be the County's responsibility to remove such equipment from the public's use. Said equipment shall be returned to University for its determination of disposal of state property.

## B. EQUIPMENT

Equipment items presently under maintenance contract will be maintained by the University until the contracts expire. Once the Contracts expire, the continued use and maintenance of the equipment will be at the discretion of the County. Repairs for damage due to the negligence of the County will be at the County's expense.

## C. COMMODITIES

1. Replacement parts for watercraft -The County will have at its disposal the University's present parts inventory for regular maintenance.
2. Rental Commodities - It shall be the County's responsibility to maintain the rental commodities specified in Attachment B. The University may inspect items and at their discretion, repair, place, or delete them from the inventory with no penalty or breach of agreement.

It will be the responsibility of the County to inspect all rental commodities prior to rental to make sure they are safe and dependable. If items are deemed unsafe or in need of repair, it shall be the County's responsibility to remove such equipment from the public's use. Said equipment shall be returned to University for its determination of disposal of State Equipment.

## VI. Lease Fee and Compensation Payments

The Department will pay a franchise fee equal to and no greater than Seventeen(17%) percent of its gross receipts derived from rental of watercraft called for herein which shall represent a rate to the University for leasing of watercraft on or before the expiration date of this agreement. Gross receipts shall be defined as all monies received by the Department from the rental of watercraft provided, except taxes collected from customers for direct remittance to a duly authorized taxing agency, monies collected for lost, destroyed or damaged equipment leased by the Department, and monies returned to customers as refunds. Payment of Lease fee shall be made on or prior to December 31st of each year.

In addition, any compensation for inventory items as outlined in Section 4 and Attachment B of this agreement which the County is required to or chooses to make to the University in lieu of such items shall be made on or before December 31st of each year.

## VII. Provision of Insurance

The County shall maintain at all times during the term of this Agreement general liability insurance with limits of at least \$1,000,000 per occurrence/\$3,000,000 aggregate for third party property damage, bodily injury or personal injury to others statutory Worker's Compensation, and employer's liability insurance with limits of no less than \$500,000. These coverages may be met by Self-Insurance, or Standard Form Insurance Coverage, or a combination of the two. The University shall maintain, at its discretion, insurance for catastrophic losses to its watercraft and rental commodities.



Proof of self-insurance and certificate of excess insurance or standard form insurance covering the term of this agreement must be provided prior to commencement of this agreement.

VIII. Watercraft Rental Charges to the Public

Determining watercraft rental charges shall be the responsibility of the County. The County will notify the University of the rental charges at the beginning of the lease agreement and whenever a new rate schedule is placed into effect.

IX. Accounting

A certified financial report covering all operations conducted under this agreement shall be submitted to the University annually on or before December 31 of each year. A monthly report covering revenues shall be submitted to the University. An official rental card will be issued with each rental. These cards shall be retained by the Department and will be made available to the University upon request. In addition, the Director of Recreation Services, or a duly authorized representative, shall have access to, and right to, examine any pertinent records of the department related to the operations under this agreement.

X. License of Boats

The County will be financially responsible for obtaining an Illinois Department of Natural Resources Rental Boat License for its operation and the watercraft. The University shall be responsible for the Illinois Title and Watercraft Registration fees for all its watercraft.

This Lease Agreement is hereby entered into on the 18th day of November, 2003 as witnessed the hands and seals of the parties hereto.

County of McLean, a body  
politic and corporate

\_\_\_\_\_  
Michael F. Sweeney, Chairman of the  
McLean County Board

ATTEST:

\_\_\_\_\_  
Peggy Ann Milton, Clerk of the  
County Board of McLean County,  
Illinois

\_\_\_\_\_  
For Illinois State University

## 2004 Lease Period

WATERCRAFT

<u>Canoes</u>	<u>CR#</u>	<u>D.N.R.</u>	<u>ISU</u>	<u>Serial#</u>	<u>Value each</u>
Lowline	1	2388RB	131539	LWN04872M74H-17C	\$125.00
	9	2351RB	131535	LWN04848M74H-17C	\$125.00
	16	2344RB	119478	LWN00163M74A-17C	\$125.00
	19	2330RB	119478	LWN00041M74A-17C	\$125.00
	20	2341RB	131528	LWN04780M74H-17C	\$125.00
	21	2340RB	131529	LWN04376M74A-17C	\$125.00
	22	2339RB	131791	LWN05525M74J-17C	\$125.00
	30	2379RB	131794	LWN05533M74J-17C	\$125.00
	38	2329RB	131789	LWN05534M74J-17C	\$125.00
Alumacraft	2	2387RB	150794	ACB1971PM82A	\$200.00
	3	2386RB	150795	ACB1974PM82A	\$200.00
	4	2385RB	150796	ACB1973PM82A	\$200.00
	7	2353RB	150797	ACB1972PM82A	\$200.00
	18	2342RB	150800	ACB1967PM82A	\$200.00
	31	2378RB	150799	ACB1968PM82A	\$200.00
	37	2332RB	150801	ACB1970PM82A	\$200.00
Grumman	13	2347RB	118777	GBP-05359-0373	\$150.00
	23	2338RB	131435	GBP-14100-0973	\$150.00
	25	2383RB	131434	GBP-13985-0973	\$150.00
	28	2331RB	118776	20554-GP-5-17	\$150.00
	39	2328RB	118961	GBP-04549-0373	\$150.00
Sailboats	1	768RB	156984	AMF10851M84G	\$300.00
	2	1784RB	168922	AIW24096C787	\$350.00

## Attachment B

## 2004 Lease Period

<u>Commodity Item</u>	<u>Number</u>	<u>Value each</u>
Lifejackets(PFD's)		
Adult jackets	97	\$2.00
Child	37	\$1.00
Paddles		
4 1/2 foot & 5 foot	61	\$4.00
Sail Paddles	14	\$2.00
Oars(pair)	1	\$5.00
Anchors	5	\$5.00



**NURSING HOME**  
 (309) 888-5380  
 901 N. Main Normal, Illinois 61761

DATE: NOVEMBER 3, 2003

TO: Chairman and Members of the Property Committee

FROM: Sharon VanNote, Director of Domestic Service

RE: 2004 Approved Vendor List for Janitorial & Paper Supply

According to my analysis of the janitorial & paper quotations, I would recommend that the following vendor list be approved for the year 2004.

MILLER JANITORIAL SUPPLY - Janitorial  
 Daryl Miller - 1-309-452-8396

Air Freshner Sparta Air Lift	51.68 cs
Cleaner All Purpose SD20	29.19 cs
Cleaner All Purpose SD20 5 gal	26.22 cs
Wax Upper Limits 5 gal	54.40
Stripper Emulsifier 5 gal	42.76
Germicidal Cleaners 2 oz DMQ 5 gal	30.28
Clinging Disinfectant Cleaner CDC	24.60 cs
Quaternary Cleaner/Air Freshner Spartan PSQ/5 gal	48.65
Restorer Sun Swept 5 gal	54.01

R.D. McMillen - Janitorial & Paper  
 Bud Clark 1-800-543-5376

Dust Pan - Impact 700	1.96 cs
20 oz Wet Mop Head Rub 211	6.24 ea
17" Stripping Pads ETC 17 BL	13.75 cs
Pipe Opener AMP B00636	30.01 cs
Window Squeegees 18" ETT 1144	5.10 ea
Replacement Blade 18" ETT 1427	1.44 ea
Window Brush ETT 10	7.86 ea
Commercial Insecticide AMP B00442	47.00 5/gal
Floor Sealer AMP B00840-5	30.00 5/gal
Toilet Tissue 1 ply 4"x 5" B.W. 115	33.50 cs

TRI-COUNTY - Janitorial  
 Clint Kaeb 1-309-829-3011

Folding Wet Floor sign	18.95 ea
Handsoap refills K.C 91220	36.66 cs

CLARK PRODUCTS, INC. -Janitorial & Paper  
Chris Brusick 1-309-693-3636

Snuggle Fabric Softner	25.87 2/gal
Liquid Creme Cleaner - Betco	16.32 cs
Furniture Polish - Old English	33.43 cs
Bowl Cleaner - Stix	17.50 cs
Paper Towels Brown Flat F.H. 23504	10.50 cs
Toilet Tissue 1500 sheets F.J. 14400	32.60 cs
Toilet Tissue JRT- J.R. 13702	18.90 cs
Napkins 1 ply 13x13 F.H. 37707	25.20 cs
Straws Solo 13915	51.30 cs
Wax Sandwich bags Marcel 5062	52.00 cs
6" plates Solo 6BPMD	25.00 cs
9" plates Solo 95MD	30.25 cs
5 oz bowls THI-0004 Pactio	13.22 cs
12 oz bowls THI-0012 Patio	14.20 cs
Forks	5.85 cs
Spoons	5.85 cs
Knives	5.85 cs
6x5 cling film AnchorE156x5	6.65 ea
18 x 2000 cling film Anchor 18x2MCB	10.65 ea
Aluminum Foil 18x1000 Alcan 1811 H.D.	33.14 ea
Coffee Stirrs UP41-N	8.60 cs
3/4 oz cups Solo 39	22.10 cs
7 oz cups Solo 77MD	46.30 cs
8 oz Stryofoam cups 8J8 Dart	9.80 cs

CENTRAL SUPPLY - Janitorial & Paper  
Tom Wells 1-309-828-5081

24 oz Wet mop head UNS4024R	52.20 cs
Stainless Steel Cleaner - Hillyard	24.90 cs
Stainless Steel Polish - Hillyard	23.50 cs
Counter brush - Bru5208 - Tampico	3.50 ea
Neutralizer - Hillyard 831	29.00 cs
Germicidal Cleaner 1 oz Hillyard Qt167	42.95 5/gal
Paper towel C-fold - National Tissue #611	13.33 cs
Paper towel 9" x 600" National Tissue #302	21.11 cs
Toilet Tissue 2 ply - National Tissue #832	22.88 cs

MASCO PACKAGING - Janitorial & Paper  
Harvey Rieck 1-217-793-6441

36" Dust mop frame UNS 1490	9.67 ea
18" Dust mop head UNS 1018	4.49 ea
Wet mop handle #601	2.96 ea
Mop Wringers Downward pressure #2000	41.58 ea
Brillo Pads #W24	30.03 cs
22 x 16 x 58 Tuff tote XBW58X 1.1 Mil	14.72 cs
Facial Tissue #13000	12.45 cs

CLARK PRODUCTS, INC. -Janitorial & Paper  
Chris Brusick 1-309-693-3636

Snuggle Fabric Softner	25.87 2/gal
Liquid Creme Cleaner - Betco	16.32 cs
Furniture Polish - Old English	33.43 cs
Bowl Cleaner - Stix	17.50 cs
Paper Towels Brown Flat F.H. 23504	10.50 cs
Toilet Tissue 1500 sheets F.J. 14400	32.60 cs
Toilet Tissue JRT- J.R. 13702	18.90 cs
Napkins 1 ply 13x13 F.H. 37707	25.20 cs
Straws Solo 13915	51.30 cs
Wax Sandwich bags Marcel 5062	52.00 cs
6" plates Solo 6BPMD	25.00 cs
9" plates Solo 95MD	30.25 cs
5 oz bowls THI-0004 Pactio	13.22 cs
12 oz bowls THI-0012 Patio	14.20 cs
Forks	5.85 cs
Spoons	5.85 cs
Knives	5.85 cs
6x5 cling film AnchorE156x5	6.65 ea
18 x 2000 cling film Anchor 18x2MCE	10.65 ea
Aluminum Foil 18x1000 Alcan 1811 H.D.	33.14 ea
Coffee Stirrs UP41-N	8.60 cs
3/4 oz cups Solo 39	22.10 cs
7 oz cups Solo 77MD	46.30 cs
8 oz Stryofoam cups 8J8 Dart	9.80 cs

CENTRAL SUPPLY - Janitorial & Paper  
Tom Wells 1-309-828-5081

24 oz Wet mop head UNS4024R	52.20 cs
Stainless Steel Cleaner - Hillyard	24.90 cs
Stainless Steel Polish - Hillyard	23.50 cs
Counter brush - Bru5208 - Tampico	3.50 ea
Neutralizer - Hillyard 831	29.00 cs
Germicidal Cleaner 1 oz Hillyard Qt167	42.95 5/gal
Paper towel C-fold - National Tissue #611	13.33 cs
Paper towel 9" x 600" National Tissue #302	21.11 cs
Toilet Tissue 2 ply - National Tissue #832	22.88 cs

MASCO PACKAGING - Janitorial & Paper  
Harvey Rieck 1-217-793-6441

36" Dust mop frame UNS 1490	9.67 ea
18" Dust mop head UNS 1018	4.49 ea
Wet mop handle #601	2.96 ea
Mop Wringers Downward pressure #2000	41.58 ea
Brillo Pads #W24	30.03 cs
22 x 16 x 58 Tuff tote XBW58X 1.1 Mil	14.72 cs
Facial Tissue #13000	12.45 cs

An EMERGENCY APPROPRIATION Ordinance  
Amending the McLean County Fiscal Year 2003  
Combined Annual Appropriation and Budget Ordinance  
General Fund 0001, Facilities Management Department 0041  
Health Department Building 0046

WHEREAS, the McLean County Board, on November 19, 2002, adopted the Combined Annual Appropriation and Budget Ordinance, which sets forth the revenues and expenditures deemed necessary to meet and defray all legal liabilities and expenditures to be incurred by and against the County of McLean for the 2003 Fiscal Year beginning January 1, 2003 and ending December 31, 2003; and,

WHEREAS, the Combined Annual Appropriation and Budget Ordinance includes the General Fund 0001, Facilities Management Department 0041, Health Department Building 0046; and,

WHEREAS, the Property Committee and the County Board recommended approval of the bid award for the installation of new exterior metal siding for the Health Department Building; and,

WHEREAS, it is necessary to amend the fiscal year 2003 Combined Annual Appropriation and Budget Ordinance in order to appropriate in fiscal year 2003 sufficient funds to pay the costs of installing the new exterior metal siding for the Health Department Building; and,

WHEREAS, sufficient funds are available in the unappropriated fund balance of the General Fund 0001 and in certain Health Department Special Revenue Funds to pay the costs of installing the new exterior metal siding for the Health Department Building; and,

WHEREAS, the Property Committee, on Thursday, November 6, 2003, approved and recommended to the County Board an Emergency Appropriation Ordinance to amend the Combined Annual Appropriation and Budget Ordinance for Fiscal Year 2003; now, therefore,

BE IT ORDAINED by the McLean County Board as follows:

1. That the County Treasurer is directed to add to the appropriated budget of the General Fund 0001, Facilities Management Department 0041, Health Department Building 0046 the following amounts:

Unappropriated Fund Balance 0001-0041-0046-0400.0000	\$ 169,000.00
Transfer from other Funds 0001-0041-0046-0450.0011	\$ 169,000.00

(2)

2. That the County Auditor is hereby directed to amend the approved and adopted General Fund 0001, Facilities Management Department 0041, Health Department Building 0046 budget as follows:

Capital Improvements	
0001-0041-0046-0801.0001	\$ 338,000.00

3. That the County Clerk shall provide a certified copy of this ordinance to the County Treasurer, County Auditor, and County Administrator.

ADOPTED by the County Board of McLean County this 18th day of November, 2003.

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Ann Milton, Clerk of the County Board  
of McLean County, Illinois

\_\_\_\_\_  
Michael F. Sweeney, Chairman  
McLean County Board



10-11-96

LEASE

THIS AGREEMENT is made by and between the PUBLIC BUILDING COMMISSION OF McLEAN COUNTY, ILLINOIS, a Municipal Corporation of the State of Illinois (the "Commission"), as Lessor, and the COUNTY OF McLEAN, a body politic and corporate of the State of Illinois (the "County"), as Lessee.

WITNESSETH

WHEREAS, the Commission has been duly organized under the provisions of the PUBLIC BUILDING COMMISSION ACT of the State of Illinois, as amended (the "Act"), for the reason that an urgent need exists for modern public improvements, buildings and facilities within the limits of the County seat of McLean County (the "County") for use by governmental agencies in the furnishing of essential governmental, health, safety and welfare services to its citizens and the operation and maintenance thereof; and

WHEREAS, the Commission by proper resolution adopted on the 5<sup>th</sup> day of March, 1996 did select, locate and designate the area legally described below, lying wholly within the territorial limits of the City of Bloomington, as a site (the "SITE") to be acquired by the Commission from First of America Bank - Illinois, N.A. for the purpose of leasing the Site with the improved building thereon to the County for use by it in carrying out certain of its essential governmental functions; and

WHEREAS, the Site was also duly approved by three-fourths vote of the members of the City Council of the City of Bloomington, being the County seat of the County, by action taken by said City Council on the 12<sup>th</sup> day of February, 1996, and was also approved by a majority of the members of the County Board of the County by action taken on the 19<sup>th</sup> day of March, 1996; and

WHEREAS, the Site so selected and designated is more particularly described as follows:

Tract No. 1

Units A, A-1, C and E in the Hundman Office Building Condominium in the City of Bloomington, together with its undivided percentage interest in the ownership of the common elements. The declaration of Condominium Ownership made by Richard H. Hundman, recorded August 17, 1978, as Document No. 78-12183, in McLean County, Illinois

Tract No. 2

Units D-1, D-2 and D-3 in The Hundman Office Building Condominium in the City of Bloomington, together with its undivided percentage interest in the ownership of the common elements. The Original Declaration of Condominium Ownership to The Hundman Office Building Condominium recorded August 17, 1978, as Document No. 78-12183; the First Amendment to Declaration of Condominium Ownership recorded February 6, 1979, as Document No. 79-1273; the Second Amendment to Declaration of Condominium Ownership of The Hundman Office Building Condominium made by Richard H. Hundman recorded December 28, 1979, as Document No. 79-16643, in McLean County, Illinois

Tract No. 3

Unit B in The Hundman Office Building Condominium in the City of Bloomington together with its undivided percentage interest in the ownership of the common elements. The Declaration of Condominium Ownership made by Richard H. Hundman, recorded August 17, 1978, as Document No. 78-12183, in McLean County, Illinois.

WHEREAS, the Commission has acquired fee simple title to the Site which is improved with a five story office building currently occupied by certain tenants who presently pay rent to the County.

NOW, THEREFORE, in consideration of the rents reserved hereunder and the provisions and covenants herein made by each of the parties hereto and for other good and valuable considerations, it is covenanted and agreed by the said parties hereto as follows:

SECTION I - RENT AND IMPROVEMENTS

A. In consideration of the sum of Three Hundred Fifty Thousand Dollars (\$350,000) to be paid by the County in ten annual installments of \$35,000 on January 1 each year beginning January 1, 2004 through and including January 1, 2013 and the covenants, agreements and other terms and conditions herein provided to be kept, observed and performed by the respective parties, the

Commission does hereby lease and demise to the County and the County hereby leases from the Commission for a term of ten years (10) commencing July 1, 2003 and ending on June 30, 2013 the Site and the building located thereon with all improvements thereon.

B. The County agrees to enter into a contract with P. J. Hoerr, Inc. to repair and replace the Drivet on the exterior of the building and the Commission agrees to pay up to \$350,000 of that project cost upon written request from the County. The County shall have full responsibility for supervision of the job and the Commission shall have no responsibility for any part of the job other than payment of the \$350,000 upon the work being performed and the County requesting payment.

SECTION II - OPERATION AND MAINTENANCE OF THE SITE  
AND BUILDING AND IMPROVEMENTS THEREON

A. The County shall be solely responsible for the maintenance, operations, upkeep and safekeeping of the entire demised premises, including parking lots, utilities, driveways, fences, sidewalks, roads and landscaping, and shall undertake the cost of such maintenance, operation, upkeep and safekeeping, all at its expense and without right of reimbursement from the Commission except as set forth in paragraph B of Section I. The cost of operation and maintenance shall be deemed to include, but not to the exclusion of other items not herein specified, lights, water, electricity, heat, air conditioning, elevators, janitor, caretaking and custodial services, and repairs to the interior or exterior, whether structural or nonstructural. Notwithstanding the foregoing provisions of this paragraph, the Commission may, in its sole discretion, use any surplus funds to assist the County in performing its operation and maintenance functions.

B. The County shall, each year during the term of this Lease include in its annual budget, and thereafter make provision for all amounts necessary for the payment of all expenses incident to the

preservation, care, maintenance and operation of said demised premises and necessary to preserve, protect and safeguard said demised premises so that the same will continue to adequately serve the uses for which it is intended; or in the alternative, the County shall make those arrangements as are necessary and legally permitted to provide the funds as may be necessary to comply with the requirements of Paragraph "A" of this Section II, including, but not limited to entering into a contract with the Commission whereby the Commission shall undertake all operation and maintenance of the demised premises and the County shall pay the Commission therefor.

C. The Commission shall have access into, through and upon the demised premises, at any and all reasonable times, for the purpose of inspecting the demised premises, such inspection to be pursuant to reasonable notice and to be made at reasonable times so as to minimize any interference with the operation of County business in its use of the demised premises.

### SECTION III - USE OF BUILDING

A. The Commission shall incur no expense whenever any tenant moves into or out of the demised premises.

B. The County shall direct and supervise the operation of any tenant moving into or out of the demised premises and shall be responsible for all security and maintenance of the demised premises at all times during the lease term. All matters concerning the means, time, days and hours of access to the demised premises by the public and by officers, employees and agents of the County and the delivery to the County in the demised premises of all supplies, equipment, materials or the like, shall, during the term of this Lease, be subject to such reasonable rules and regulations concerning the same as shall be established by the County.

C. The County may install in the space occupied by it in accordance with the terms of this

Lease, such portable equipment, fixtures or furniture as it may desire, but shall not make any alterations or additions, other than partitions and non-load-bearing walls, to the public building which constitutes a part of the demised premises without the written consent of the Commission.

The County shall not place a load upon any floor of the public building which constitutes part of the demised premises exceeding the floor load per square foot area which such floor was designed to carry. The Commission reserves the right to prescribe safe floor loading regulations with respect to the weight and position of all equipment and other objects which must be placed so as to distribute the weight.

D. The County covenants and agrees that it will not permit the use of the demised premises in any manner that will increase the applicable rates of insurance then in effect thereon, or for any purpose which will result in a violation of State or Federal laws, rules, or regulations, or ordinances or resolutions of the City of Bloomington, Illinois, or of the County, now or hereafter in force and applicable thereto. The County further covenants and agrees that it will promptly make any and all changes and alterations in and about the demised premises which, during the term of this Lease, may be required to be made at any time by reason of the ordinances of the City of Bloomington, Illinois, resolutions of the County, or State or Federal laws, and will save the Commission harmless and free from any and all costs or damage in respect thereto. If the County shall fail to make said changes and alterations, the Commission may enter upon the demised premises and undertake to make such changes and alterations and the County agrees to promptly reimburse the Commission therefor.

E. The Commission acknowledges that there are sub-tenants of the County presently occupying the leased premises and that the County will continue to sublease all or any part of the space leased by it; however, the County will only sublease if it is permitted to do so by law.

F. The County is leasing the Site and improvements and taking possession thereof in their "as is condition." At no time during the term of this Lease shall the Commission have any liability to or responsibility for any condition existing on the site or in the building located thereon.

#### SECTION IV - INSURANCE AND INDEMNIFICATION

A. The County shall keep the improvements on the demised premises insured against loss or damage by fire and wind storm with extended coverage endorsement in any amount not less than 80% of the full insurable value as determined from time to time. The term "full insurable value" means actual replacement cost (exclusive of the cost of excavation, foundations and footings below the basement floor) without deduction for any physical depreciation. Such insurance shall be issued by financially responsible insurers duly authorized to do business in the State of Illinois and shall name the Commission, as owner of the building, as an additional insured. For purposes of this paragraph, the final insurable value shall, if the Commission determines, be calculated by an independent appraiser or appraisal company employed by the Commission and the County for such purpose. Any and all of such policies of insurance shall contain a waiver by the insurer of the right of subrogation against the Commission and the County and the members of their respective governing bodies, board members, officers, agents and employees.

B. The County shall carry or cause to be carried general public liability insurance of at least Two Million Dollars (\$2,000,000) against loss on account of bodily injury, death or property damage occurring in, on or about the properties included in the demised premises or any elevator therein and upon, in or about the adjoining sidewalks, parkways, passageways and parking area which are a part of the demised premises and against loss on account of bodily injury, death or property damage to any persons or property which may be imposed by reason of the ownership of the structure or Site

constituting the demised premises or resulting from any act of omission or commission on the part of the Commission, its agents, officers and employees, in connection with the maintenance, operation, use and repair of such demised premises.

C. The Commission will not carry insurance of any kind on any furniture or furnishings or any fixtures, equipment or improvements or appurtenances located on the demised premises and shall not be obligated to repair any damage thereto resulting from fire or other casualty. The Commission shall be named as an additional insured on such general public liability policy.

D. The County further covenants and agrees that it shall save the Commission harmless and indemnified at all times against any loss, costs, damage or expense by reason of any accident, loss, casualty or damage resulting to any person or property through the use, misuse or nonuse of said premises, or by reason of any act or thing done or not done on, in or about said demised premises or in relation thereto, attributable to the use and occupancy of the demised premises by the County, its agents, servants, lessees, or employees.

#### SECTION V - MISCELLANEOUS

A. This Lease shall insure to the benefit and be binding upon the respective parties hereto, their successors and assigns, as their interests may appear.

B. Any notice or any demand required or permitted by this Lease shall be served in the following manner:

1. By delivering a duly executed copy thereof to the Chairman or to the Secretary of the Commission, if the Commission is being served, or to the Clerk of the County or to the Chairman of the County Board of the County of McLean if the County is being served; or
2. By depositing a duly executed copy thereof in the United States Mail, by registered or certified mail, duly addressed to the Chairman or Secretary of the Commission,

or to the Clerk of the County or to the Chairman of the County Board of the County or his successor, as the case may be.

Service for such mailing shall be deemed sufficient if addressed to the Commission, or the County, as the case may be, at such address as the Commission or the County may have last furnished the other in writing and until a different address shall be so furnished, by mailing the same as aforesaid, addressed as the case may be, as follows:

Public Building Commission of McLean County, Illinois, c/o County Administrator of McLean County, Law and Justice Center, Room 701, Bloomington, Illinois.

Chairman of the County Board of McLean County, c/o County Administrator of McLean County, Law and Justice Center, Room 701, Bloomington, Illinois.

C. In the event any covenant, phrase, clause, paragraph, section, condition or provision herein contained is held to be invalid by any court of competent jurisdiction, the invalidity of any such covenant, phrase, clause, paragraph, section, condition or provision shall in no way affect any other covenant, phrase, clause, paragraph, section, condition or provision herein contained.

D. This Lease and the rights of the County hereunder are subject to the rights of the tenants in possession of the premises.

E. This Lease has been executed in several counterparts, any of which shall be considered as an original.

IN WITNESS WHEREOF, the Public Building Commission of McLean County, Illinois, by its Board of Commissioners, has caused its corporate seal to be affixed hereto and this Lease to be signed by its Chairman and attested by its Secretary, and the County of McLean by authority of its County Board, has caused its corporate seal to be affixed hereto and this Lease to be signed in its name by the Chairman of the County Board and to be attested by the Clerk of the County, on the



dates of the respective acknowledgements attached hereto.

(AFFIX CORPORATE SEAL)

PUBLIC BUILDING COMMISSION  
OF MCLEAN COUNTY, ILLINOIS

ATTEST:

Jean Mosel 7-15-03  
Secretary Date

Robert R. J. 7/15/03  
~~Vice~~ Chairman Date

(AFFIX CORPORATE SEAL)

THE COUNTY OF McLEAN ILLINOIS

ATTEST:

Daggyann Milton  
County Clerk of McLean County, Illinois Date  
6/17/03

[Signature]  
Chairman, County Board of McLean County, Illinois Date  
6/17/03

CERTIFICATE

The undersigned, being the Chairman of the County Board of the County of McLean, Illinois, and the Clerk of the County Board of the County of McLean, Illinois, do each hereby certify that the foregoing Lease to which this Certificate is attached is a true and correct copy of the Lease which was approved and whose execution was authorized by the County Board of the County of McLean, Illinois, at its regular monthly meeting held in Bloomington, Illinois, June 17<sup>th</sup> 2003.

This Certificate is executed this 17<sup>th</sup> of June 2003.

[Signature]  
Chairman

Daggyann Milton  
County Clerk

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001		Department: Facilities Management- Government Center		Pages: 124 -- 126	
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 436,467	\$ 260,230	\$ 430,248	\$ 170,018	65.33%
Salaries	\$ 189,707	\$ 28,756	\$ 93,148	\$ 64,392	223.93%
Fringe Benefits	\$ 19,550	\$ 2,550	\$ 10,500	\$ 7,950	311.76%
Materials & Supplies	\$ 34,890	\$ 19,900	\$ 26,980	\$ 7,080	35.58%
Contractual	\$ 192,320	\$ 209,024	\$ 296,620	\$ 87,596	41.91%
Capital Outlay	\$ -	\$ -	\$ 3,000	\$ 3,000	N/A
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	\$ 436,467	\$ 260,230	\$ 430,248	\$ 170,018	65.33%

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001      Department: Facilities Management 0041      Program: Government Center 0115

Highlights of the Recommended 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 primary revenue source is the reimbursement received from the Public Building Commission for the maintenance and operation of the Building. 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 PBC L & J Reimbursement (450.0009) is budgeted at **\$151,056.00** in the FY'2004 Recommended Budget. The City of Bloomington will be responsible for the same amount.

National City Bank leases the entire 3<sup>rd</sup> floor and a portion of the basement. National City Bank pays \$128,136.00 in rent for the space they occupy.

EXPENDITURES:

Personnel:

The FTE Staffing level for the Government Center during FY'2004 has been increased to reflect the anticipated occupancy of the Government Center during the fourth quarter of FY'2004.

(2)

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level as in the FY'2003 Adopted Budget. This reflects the anticipated expense based on the construction and renovation scheduled during FY'2004. Several new line-item accounts have been added (see accounts highlighted with a \*\*) to account for expenses to be incurred during the fourth quarter of FY'2004.

Contractual Services:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget. This reflects the anticipated expense level based on the construction and renovation scheduled during FY'2004. Several new line-item accounts have been added (see accounts highlighted with a \*\*) to account for expenses to be incurred during the fourth quarter of FY'2004.

Capital Outlay:

840,0001 Purchase of Radio Equipment: This line item account includes funding for the purchase of the following items: 2-way radios for use by the maintenance and custodial staff.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	General 0001	Department:	Facilities Management- Law & Justice Center	Pages:	121 -- 123
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 1,702,134	\$ 1,727,343	\$ 1,822,001	\$ 94,658	5.48%
Salaries	\$ 674,959	\$ 718,621	\$ 755,579	\$ 36,958	5.14%
Fringe Benefits	\$ 52,900	\$ 58,650	\$ 64,400	\$ 5,750	9.80%
Materials & Supplies	\$ 116,010	\$ 116,200	\$ 106,948	\$ (9,252)	-7.96%
Contractual	\$ 803,665	\$ 765,552	\$ 764,219	\$ (1,333)	-0.17%
Capital Outlay	\$ 54,600	\$ 68,320	\$ 130,855	\$ 62,535	91.53%
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	<b>\$ 1,702,134</b>	<b>\$ 1,727,343</b>	<b>\$ 1,822,001</b>	<b>\$ 94,658</b>	<b>5.48%</b>

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001      Department: Facilities Management 0041      Program: Law and Justice Center 0050

Highlights of the Recommended Budget:

REVENUE:

The Facilities Management - 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 primary revenue source is the reimbursement received from the Public Building Commission for the maintenance and operation of the Building. 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 PBC L & J Reimbursement (450.0009) is budgeted at **\$1,817,411** in the FY'2004 Recommended Budget. This represents a 5.4% increase over the FY'2003 Adopted Budget amount of \$1,723,833.

The other revenue source 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.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2004 Recommended Budget.

(2)

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exception:

621.0001 Operational Supplies: This line item account has increased from \$10,200 in the FY'2003 Adopted Budget to \$11,448 in the FY'2004 Recommended Budget. This increase is based on a review of the year to date expenses, as of the date the Recommended Budget was prepared.

Contractual:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

742.0001 Vehicle Maintenance Repair: This line item account has increased from \$2,410 in the FY'2003 Adopted Budget to \$3,600 in the FY'2004 Recommended Budget. This increase reflects the age and number of miles on the vehicles assigned to Facilities Management.

744.0001 Maintenance Buildings/Grounds: This line item account has decreased from \$61,330 in the FY'2003 Adopted Budget to \$51,000 in the FY'2004 Recommended Budget. This line item includes funding for the following expenses:

- Chiller Maintenance: \$11,500.00
- Fan and Pump Maintenance: \$ 3,000.00
- Fire Extinguisher Maintenance: \$ 2,000.00
- IS Halon Maintenance: \$ 500.00
- Jail Kitchen Ansul Maintenance: \$ 400.00
- Roof maintenance: \$ 5,000.00
- Generator Maintenance: \$ 2,700.00
- Carpet and Tile Maintenance: \$10,000.00
- Plumbing Maintenance: \$ 6,200.00
- Grease Trap Cleaning: \$ 1,500.00
- Kitchen Hood Cleaning: \$ 1,200.00

(3)

- CFC Reduction: \$ 3,400.00  
- Exterior Maintenance: \$ 3,600.00  
Total: \$51,000.00

750.0001 Equipment Maintenance Contracts: This line item account has increased from \$117,642 in the FY'2003 Adopted Budget to \$122,349 in the FY'2004 Recommended Budget. This line item includes funding for the following equipment maintenance contracts:

- Simplex Control Systems (Jail & Fire Alarm): \$80,845.00  
- Kone Elevator Maintenance: \$36,854.00  
- Pitney Bowes Postage Meter: \$ 4,650.00  
Total: \$122,349.00

795.0003 Telephone Service: This line item account has increased from \$10,000 in the FY'2003 Adopted Budget to \$12,100 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual expenses and the year to date expenses, as of the date the Recommended Budget was prepared.

Capital:

801.0001 Capital Improvements: This line item account includes the following capital improvement projects: Jail Security Intercom System - \$60,540.00; Replacement Hot Water heaters - \$21,000.00.

832.0001 Purchase of Furnishings/Office Equipment: This line item account includes the following furniture and equipment expense: purchase of new and replacement office furniture and equipment for the offices in the Law and Justice Center. Since the Public Building Commission bond issue paid for the original office furniture and equipment in the Law and Justice Center, through the Operations and Maintenance agreement, the Public Building Commission purchases new furniture and equipment and replaces office furniture and equipment for the offices and departments in the Law and Justice Center.



McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	Government Center Debt Service	Department:	Government Center Debt Service 0115	Pages:	233 -- 234
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 293,093	\$ 293,093	\$ 293,093	\$ -	0.00%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	N/A
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ 293,093	\$ 293,093	\$ 293,093	\$ -	0.00%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	<b>\$ 293,093</b>	<b>\$ 293,093</b>	<b>\$ 293,093</b>	<b>\$ -</b>	<b>0.00%</b>

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Public Building Commission Lease 0161

Department: Government Center

Highlights of the Recommended Budget:

The Government Center Building Debt Service Fund 0161 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.

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 \$293,093.00 in the FY2004 Recommended Budget. This represents a 0% increase over the FY2003 Adopted Budget amount of \$293,093.00.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	Gov't Center Rent	Department:	Government Center 0115	Pages:	239 -- 240
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 175,734	\$ 58,115	\$ 151,056	\$ 92,941	159.93%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	N/A
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ 175,734	\$ 58,115	\$ 151,056	\$ 92,941	159.93%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	<b>\$ 175,734</b>	<b>\$ 58,115</b>	<b>\$ 151,056</b>	<b>\$ 92,941</b>	<b>159.93%</b>

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Government Center Rent 0162

Department: Government Center  
Operations & Maintenance

Highlights of the Recommended Budget:

The Facilities Management - Government 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 Government Center. The Government Center Rent, Fund 0162, is the Special Revenue Fund, which funds the maintenance and operating expenses of the Government Center.

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 \$151,056.00 in the FY'2004 Recommended Budget. This represents a 159.9% decrease over the FY'2003 Adopted Budget amount of \$58,115.00.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	Law & Justice 0161 Debt Service	Department: Law & Justice Center 0050	Pages: 231 -- 232		
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 2,115,613	\$ 2,115,613	\$ 2,115,613	\$ -	0.00%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	N/A
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ 2,115,613	\$ 2,115,613	\$ 2,115,613	\$ -	0.00%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	<b>\$ 2,115,613</b>	<b>\$ 2,115,613</b>	<b>\$ 2,115,613</b>	<b>\$ -</b>	<b>0.00%</b>

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Law & Justice Building Debt Service 0161

Department: Law and Justice Building  
Law and Justice Center

Highlights of the Recommended Budget:

The Law and Justice Building Debt Service Fund 0161 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 Certificates of Participation which were issued in 1991 to finance the additions to the Law and Justice Center.

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. In 1991, the PBC restructured the original Series 1987A and 1988B tax-exempt bond issue by issuing Certificates of Participation. The line-item account Public Building Commission Reimbursement (768.0001) is budgeted at \$2,115,613 in the FY'2004 Recommended Budget. This represents a 0% increase over the FY'2003 Adopted Budget amount of \$2,115,613.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	Law & Justice Rent	Department:	Law & Justice Center 0050	Pages:	237 -- 238
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	\$ 1,699,434	\$ 1,723,833	\$ 1,817,411	\$ 93,578	5.43%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	N/A
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ 1,699,434	\$ 1,723,833	\$ 1,817,411	\$ 93,578	5.43%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL:</b>	<b>\$ 1,699,434</b>	<b>\$ 1,723,833</b>	<b>\$ 1,817,411</b>	<b>\$ 93,578</b>	<b>5.43%</b>

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Law & Justice Building Rent 0162

Department: Law and Justice Building  
Law and Justice Center

Highlights of the Recommended Budget:

The Facilities Management - 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 Law and Justice Building Rent, Fund 0162, is the Special Revenue Fund which is funds the maintenance and operating expenses of the Law and Justice Center.

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 \$1,817,411.00 in the FY2004 Recommended Budget. This represents a 5.43% increase over the FY2003 Adopted Budget amount of \$1,723,833.00.



McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund:	Fairview Bldg 360	Department: Facilities Management - Fairview Building	Pages: 243 -- 245		
CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER 2003
Revenue	\$ 66,398	\$ 70,154	\$ 74,075	\$ 3,921	5.59%
Salaries	\$ 12,128	\$ 15,876	\$ 16,423	\$ 547	3.45%
Fringe Benefits	\$ 2,357	\$ 3,035	\$ 3,419	\$ 384	12.65%
Materials & Supplies	\$ 5,050	\$ 5,050	\$ 5,050	\$ -	0.00%
Contractual	\$ 43,863	\$ 43,193	\$ 46,183	\$ 2,990	6.92%
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.00%
<b>TOTAL:</b>	\$ 66,398	\$ 70,154	\$ 74,075	\$ 3,921	5.59%

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Fairview Building Capital Lease Fund 0360

Department: Fairview Building 0041

Highlights of the Recommended Budget:

REVENUE:

The Fairview Building Maintenance Budget is a self-balancing Special Revenue Capital Lease Fund. The program's revenue supports the maintenance and operating expenses of the Fairview Building.

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 a Lease Agreements approved by the County Board. In addition, a portion of the FICA and IMRF expenses for the Nursing Home's maintenance and custodial staff who are assigned to the Fairview Building is transferred into this budget from the FICA and IMRF funds.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget includes a slight decrease in the number of hours budgeted for the maintenance staff of the Nursing Home to handle the routine and preventive maintenance tasks at the Fairview Building.

(2)

Materials and Supplies:

The Materials and Supplies line-item account is budgeted at the same dollar amount as in the FY'2003 Adopted Budget.

Contractual:

750.0001 Equipment Maintenance Contracts: This line item account has been increased from \$3,233 in the FY'2003 Adopted Budget to \$6,185 in the FY'2004 Recommended Budget. This increase is for the annual maintenance agreement on the elevator and security system at the Building.