

MINUTES OF THE MONTHLY MEETING
OF THE
PUBLIC BUILDING COMMISSION OF McLEAN COUNTY, ILLINOIS

Tuesday, May 7, 2019, at 3:30 p.m. CDT

The Public Building Commission of McLean County, Illinois (the "Commission") was called to order by Chairman Novosad on May 7, 2019, in Room 404 of the Government Center, 115 East Washington Street, Bloomington, McLean County, Illinois.

Secretary Morel called the roll with the following members answering "present": Novosad, Zimmerman, Morel, Schultz, Harris, Fruin, and Fazzini. Messrs. Farnsworth and Reid were absent.

Also present were Commission Attorney Robert Porter; Commission Treasurer James Mulligan; County Director of Administrative Services Eric Schmitt; Mr. Jack Moody; Project Manager John Bishop of the Farnsworth Group, Inc; and Project Manager Matt Brown of River City Construction, LLC.

No members of the media, press, and/or radio were present.

Chairman Novosad began the meeting by presenting the Minutes of the April 2, 2019 Regular Meeting of the Commission for approval. Chairman Novosad asked if there were any questions, additions, and/or revisions to the Minutes. Hearing none, Chairman Novosad asked for a Motion to approve the Regular Meeting Minutes. It was moved by Mr. Fazzini and seconded by Mr. Zimmerman that the Minutes of the April 2, 2019 Regular Meeting be approved as submitted. Chairman Novosad called for a vote on the Motion to approve the Minutes and the Motion was unanimously approved by voice vote.

Chairman Novosad then called on Commission Treasurer James Mulligan to present the Treasurer's Report for the fiscal year. Mr. Mulligan first (1st) noted that the Treasurer's Report reflected updated interest earnings for all of the Commission's accounts except those at Heartland Bank & Trust Company. Mr. Mulligan stated that he had not yet received monthly statements for those accounts at Heartland Bank & Trust Company. Mr. Mulligan then remarked that the Commission was receiving two and-a-half percent (2.5%) annual yield on its internal bank C.D.s at Morton Community Bank and one and-a-half percent (1.5%) annual yield on its checking accounts at that institution. Mr. Mulligan indicated that the Commission's four (4)-week U.S. Treasury holdings were bearing a 1.9% annual yield.

Mr. Mulligan next indicated that he reconciled the capitalized lease reported on the Treasurer's Report with the capitalized lease reported on the Commission's Fiscal Year 2018 Audit

Report.

Mr. Mulligan also noted that page fifteen (15) of the Treasurer's Report listed monthly disbursements for the Commission's consideration and approval. Mr. Mulligan indicated that the disbursement list included an eleven thousand dollar and 00/100 (\$11,000.00) payment to MCK CPAs & Advisors for its performance of the Commission's Fiscal Year 2018 Audit Report. Mr. Mulligan further stated that the disbursement list included payment to *The Pantagraph* for publication of a notice concerning the public availability of the Commission's Fiscal Year 2018 Audit Report.

Mr. Mulligan stated that the Commission had received a billing statement from Heartland Bank & Trust Company for its first (1st) 2019 interest payment on the Series 2015 Public Building Revenue Bond Issue. Mr. Mulligan indicated that the interest due was in the amount of nine hundred forty-seven thousand six hundred fifty dollars and 00/100 (\$947,650.00). Although Mr. Mulligan noted that payment was due on June 1st, the Commission's paying agent, Heartland Bank & Trust Company, needs to receive this sum on or before May 20th in order to ensure timely payment. Mr. Mulligan stated that the County would be wiring the Commission its first (1st) 2019 lease payment on May 10th to cover the aforementioned interest payment.

Mr. Mulligan lastly noted that Project expenditures were detailed on page sixteen (16) of the Treasurer's Report. Mr. Mulligan indicated that the Commission had approximately four million eight hundred thousand dollars and 00/100 (\$4,800,000.00) in remaining Bond proceeds. Of this sum, Mr. Mulligan noted that the Commission had approximately five hundred thousand dollars and 00/100 (\$500,000.00) in unallocated contingency funds.

Chairman Novosad stated that five hundred thousand dollars and 00/100 (\$500,000.00) did not seem like much money. Chairman Novosad then asked whether the Commission would have been able to cover the balance of the Project without earning approximately one million dollars and 00/100 (\$1,000,000.00) on the investment of its Bond proceeds. In response, Mr. Mulligan stated that those interest earnings proved critical in funding the Project.

Chairman Novosad then asked if there were any additional questions or comments for Mr. Mulligan on the Treasurer's Report. Hearing none, Chairman Novosad asked for a Motion to approve the Treasurer's Report and proposed payments as submitted. It was moved by Mr. Harris and seconded by Mr. Schultz to approve the Treasurer's Report and proposed payments as submitted. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next turned to the Commission's "New Business" and asked Project Manager John Bishop of the Farnsworth Group, Inc., Project Manager Matt Brown of River City Construction, LLC., County Director of Administrative Services Eric Schmitt, and Jack Moody to discuss the architectural design, engineering services, and construction administration of the McLean County Law & Justice Center Expansion Project.

Mr. Bishop initially noted that the Law & Justice Center Expansion Project was wrapping up fairly quickly. Mr. Bishop then showed the Commission a photograph of the exterior of the new Jail facility, a photograph of the new infirmary in the existing Jail facility, a photograph of the nurses' station in the existing Jail facility, a photograph of the dentist's office in the existing Jail facility, a photograph of the break room in the existing Jail facility, and a photograph of the ramp area outside of the existing Jail facility's infirmary area.

Mr. Brown indicated that personnel from River City Construction, LLC., the Farnsworth Group, Inc., and McLean County were engaged in ongoing conversations about coordinating the move-in of the remodeled spaces in the existing Jail facility. Mr. Brown further indicated that all of the new equipment in the existing Jail facility still needed to be tested and certified over the next several months.

Chairman Novosad inquired as to the date of substantial completion and Mr. Brown stated that substantial completion would be met on June 12th. Mr. Brown then noted that final completion would be achieved sometime after that date. Mr. Brown further remarked that punch list work would begin inside the remodeled, existing Jail facility within the next two (2) to three (3) weeks.

Chairman Novosad asked whether commissioning was underway and Mr. Bishop responded by noting that commissioning had been ongoing for some time.

Mr. Bishop next indicated that he had recently issued Allowance Authorization Fifteen (15). Mr. Bishop stated that he had reviewed this Allowance Authorization with both Mr. Schmitt and Mr. Porter. Mr. Bishop indicated that the total amount of Allowance Authorization Fifteen (15) was one hundred fifty-two thousand seven hundred eighty-five dollars and 56/100 (\$152,785.56).

In reviewing Allowance Authorization Fifteen (15), Chairman Novosad questioned the removal and re-installation of a toilet in a single-occupancy water closet near the Jail Superintendent's Office. Chairman Novosad specifically questioned the fact that this work cost in excess of three thousand dollars and 00/100 (\$3,000.00). In response, Mr. Bishop indicated that the design plans had specified for the area in question to become a mechanical room. However, once the area was cleared out, the County requested that it remain a single-occupancy water closet. As such, Mr. Bishop noted that plumbing work had to be redone and that this work drove much of the cost.

Chairman Novosad then remarked that the Commission had spent approximately 4.87% of the original contract amount on changes. Chairman Novosad stated that this was a very respectable figure given the size, scope, and complexity of the Project.

Chairman Novosad next asked whether additional changes would be forthcoming. In response, Mr. Bishop indicated that he was still awaiting pricing on several proposed changes. Mr. Bishop also noted that the Farnsworth Group, Inc. would be bearing the cost of some plumbing "re-

work.”

Mr. Harris then asked Mr. Brown whether he was working on any new projects. Mr. Brown stated that River City Construction, LLC. was currently working on a V.A. building south of Bloomington as well as a jail in Missouri.

Chairman Novosad then asked if there any additional questions or comments regarding the status of the McLean County Law & Justice Center Expansion Project. Hearing none, Chairman Novosad stated that the Commission had received an invoice from the Farnsworth Group, Inc. on April 30, 2019 in the amount of eighteen thousand six hundred eighty-one dollars and 20/100 (\$18,681.20). This amount represented the fee incurred by the Farnsworth Group, Inc. during the month of April 2019.

Chairman Novosad asked Mr. Moody whether the invoice was in order. Mr. Moody indicated that the invoice was in order and that it represented costs associated with the completion of ninety-six percent (96%) of the Project’s construction phase.

Chairman Novosad asked if there were any questions or comments regarding the Farnsworth Group, Inc.’s April 2019 invoice. Hearing none, Chairman Novosad asked for a Motion to approve payment to the Farnsworth Group, Inc. in the amount of eighteen thousand six hundred eighty-one dollars and 20/100 (\$18,681.20) from the Series 2015 Public Building Revenue Bond Issue’s Project Fund for services rendered on the Law & Justice Center Expansion Project during the month of April 2019. It was moved by Mr. Fruin and seconded by Mr. Zimmerman to approve payment to the Farnsworth Group, Inc. in the amount of eighteen thousand six hundred eighty-one dollars and 20/100 (\$18,681.20) from the Series 2015 Public Building Revenue Bond Issue’s Project Fund for services rendered on the Law & Justice Center Expansion Project during the month of April 2019. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next noted that the Commission had been presented with an invoice from River City Construction, LLC. on April 30, 2019 in the amount of four hundred ninety-five thousand seven hundred eight dollars and 65/100 (\$495,708.65). This amount represented the fee incurred by River City Construction, LLC. during the month of April 2019. Chairman Novosad asked Mr. Moody whether the fee was in order and Mr. Moody responded in the affirmative. Chairman Novosad asked Mr. Bishop whether he had approved the invoice and Mr. Bishop responded in the affirmative.

Chairman Novosad asked if there were any additional questions or comments regarding River City Construction, LLC.’s April 2019 invoice. Hearing none, Chairman Novosad asked for a Motion to approve payment to River City Construction, LLC. in the amount of four hundred ninety-five thousand seven hundred eight dollars and 65/100 (\$495,708.65) from the Series 2015 Public Building Revenue Bond Issue’s Project Fund for services rendered on the Law & Justice Center Expansion Project during the month of April 2019. It was moved by Mr. Harris and seconded by Mr. Schultz to

approve payment to River City Construction, LLC. in the amount of four hundred ninety-five thousand seven hundred eight dollars and 65/100 (\$495,708.65) from the Series 2015 Public Building Revenue Bond Issue's Project Fund for services rendered on the Law & Justice Center Expansion Project during the month of April 2019. Upon a roll call, all Commissioners voted in favor of the Motion.

Chairman Novosad next noted that McLean County was requesting reimbursement from the Commission in the amount of three thousand three hundred fifty-six dollars and 20/100 (\$3,356.20) for FF&E items purchased as a part of the Law & Justice Center Expansion Project. Chairman Novosad asked Mr. Schmitt to address this matter further with the Commission.

Mr. Schmitt noted that, during the month of April 2019, McLean County expended one thousand six hundred fifty-four dollars and 45/100 (\$1,654.45) on wireless access point enclosures, one thousand three hundred seventeen dollars and 36/100 (\$1,317.36) on standard pillows, two hundred fifty-four dollars and 97/100 (\$254.97) on shelving units, nineteen dollars and 99/100 (\$19.99) on kitchen and laundry locks, fourteen dollars and 99/100 (\$14.99) on a thermostat guard cover, sixty-eight dollars and 99/100 (\$68.99) on a dishwasher temperature gauge, nineteen dollars and 96/100 (\$19.96) on refrigerator/freezer thermometers, and five dollars and 49/100 (\$5.49) for knife cabinet hooks.

Including the latest reimbursement request, Chairman Novosad noted that the Commission had spent one hundred seventy-seven thousand two hundred thirty-three dollars and 07/100 (\$177,233.07) of its four hundred thousand dollar and 00/100 (\$400,000.00) FF&E budget. Chairman Novosad asked Mr. Schmitt whether he felt confident that the County would not exceed four hundred thousand dollars and 00/100 (\$400,000.00) on FF&E and Mr. Schmidt responded in the affirmative. Mr. Schmitt did note, however, that FF&E reimbursement requests would increase in value as the County purchased more medical equipment and supplies.

Chairman Novosad asked if there were any additional comments or questions regarding the reimbursement requests. Hearing none, Chairman Novosad asked for a Motion to approve reimbursing McLean County in the amount of three thousand three hundred fifty-six dollars and 20/100 (\$3,356.20) from the Series 2015 Public Building Revenue Bond Issue's Project Fund. It was moved by Mr. Fazzini and seconded by Mr. Fruin to reimburse McLean County in the amount of three thousand three hundred fifty-six dollars and 20/100 (\$3,356.20) from the Series 2015 Public Building Revenue Bond Issue's Project Fund. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad then inquired as to whether there was any "Other Business" before the Commission. In response, Mr. Porter reminded the Commission that its current insurance policies are set to expire on June 18th. Mr. Porter then relayed that he had requested quotes for a commercial general liability policy, umbrella excess liability policy, and public officials' liability policy from Bob Gipson of the R.W. Gipson Agency, Inc. Mr. Porter stated that he anticipated receiving the

quotes in the near future and would share the figures with the Commission as soon as he received them.

Mr. Fazzini asked Mr. Porter as to the amount of the Commission's typical premium and Mr. Porter responded by noting that the Commission typically spent approximately thirty-five thousand dollars and 00/100 (\$35,000.00) a year on insurance.

Mr. Fazzini then asked whether the Commission had ever made a claim against its public officials' liability policy and Mr. Porter responded in the negative.

On an unrelated note, Mr. Porter noted that Bill Wasson's last day as County Administrator would be on May 31st. Mr. Porter noted that Mr. Wasson would be succeeded by Camille Rodriguez. Mr. Porter indicated that Ms. Rodriguez was the current Director of the McLean County Health Department.

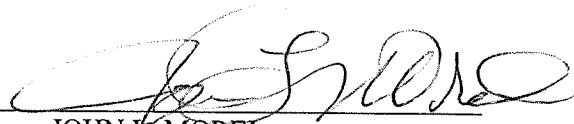
Mr. Schmitt then indicated that the County would be hosting a farewell reception for Mr. Wasson on May 21st at 6:00 p.m.

Chairman Novosad then asked whether any Commissioner had any additional "Other Business" to discuss before the Commission. Hearing none, Chairman Novosad asked for a Motion to adjourn. It was moved by Mr. Harris and seconded by Mr. Fazzini to adjourn and the Motion was unanimously approved by voice vote. The Regular Meeting was adjourned at 4:05 p.m.

The next meeting of the Commission will be Tuesday, June 4, 2019, at 3:30 p.m.

APPROVED:

June 4, 2019



JOHN L. MOREL,
Secretary, Public Building Commission

