

MINUTES OF THE RESCHEDULED QUARTERLY MEETING
OF THE
PUBLIC BUILDING COMMISSION OF McLEAN COUNTY, ILLINOIS

Tuesday, April 6, 2021, at 2:30 p.m.

The Public Building Commission of McLean County, Illinois (the “Commission”) was called to order by Chairman Novosad on April 6, 2021. As a result of the COVID-19 pandemic, Governor J.B. Pritzker’s Executive Order 2020-07, as subsequently amended, as well as pertinent regulations issued by the Illinois Department of Commerce & Economic Opportunity as a part of its “Restore Illinois” Plan, the meeting was held virtually. The Commission utilized McLean County’s Go-To-Meeting platform, which allowed the general public to view the meeting via McLean County’s YouTube page. The general public was invited to submit written questions or comments to the Commission in advance of its meeting.

Secretary Morel called the roll with the following members answering “present”: Novosad, Zimmerman, Morel, Farnsworth, Schultz, Harris, Reid, and Fruin. Mr. Fazzini arrived to the meeting at 2:40 p.m. and left the meeting at 3:00 p.m.

Also present were Commission Attorney Robert Porter; Commission Treasurer James Mulligan; County Administrator Camille Rodriguez; County I.T. Department Staff Member Dustin Currin; and Renee Brucker of MCK CPAs & Advisors.

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

Chairman Novosad began the meeting by presenting the Minutes of the January 5, 2021 Rescheduled Quarterly 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 Rescheduled Quarterly Meeting Minutes. It was moved by Mr. Harris and seconded by Mr. Reid that the Minutes of the January 5, 2021 Rescheduled Quarterly Meeting be approved as submitted. Chairman Novosad asked 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 initially noted that the Treasurer’s Report was current as of March 31, 2021. Mr. Mulligan indicated that the Treasurer’s Report featured up-to-date interest earnings on all of the Commission’s accounts except for its accounts at Heartland Bank & Trust Co.

Mr. Mulligan next noted that the Commission’s approximately one million seven hundred thousand dollar and 00/100 (\$1,700,000.00) three (3)-month C.D. at Morton Community Bank was

scheduled to mature on April 28, 2021. Mr. Mulligan indicated that the rate environment was poor and that the Commission was only receiving an annual yield of .3% on this C.D.

Mr. Mulligan further reminded the Commission that it had made its final principal and interest payment on the Series 2010 Public Building Refunding Bond Issue on November 1, 2020. In a similar vein, Mr. Mulligan relayed to the Commission that it would make its final principal and interest payment on the Series 2013 Public Building Refunding Bond Issue on November 1, 2021. Mr. Mulligan added that the Commission would be making an upcoming principal and interest payment on the Series 2013 Public Building Refunding Bond Issue on May 1, 2021.

In addition to the foregoing, Mr. Mulligan indicated that the Commission would be transferring five hundred ninety-eight thousand dollars and 00/100 (\$598,000.00) to the County in the coming days. Mr. Mulligan stated that this transfer was necessary to fund the Amended Third Capital Improvement Agreement. Mr. Mulligan noted that the funds would be drawn from the Commission's Project Fund Checking Account at Morton Community Bank and its Operation and Maintenance Checking Account at J.P. Morgan Chase Bank.

Mr. Mulligan next noted that the Commission had recently received an invoice from the County for January and February 2021 operation and maintenance expenses. Mr. Mulligan indicated that these amounts would be paid once the Commission receives its first (1st) 2021 lease payment from the County.

Mr. Mulligan lastly indicated that the Commission's disbursements were featured on page thirteen (13) of the Treasurer's Report.

Chairman Novosad then asked if there were any 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. It was moved by Mr. Zimmerman and seconded by Mr. Harris 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 turned to the Commission's Fiscal Year 2020 Audit Report and invited Renee Brucker of MCK CPAs & Advisors to present on the Report. Ms. Brucker began her remarks by noting that she was pleased to have had the opportunity to work with the Commission on its Fiscal Year 2020 Audit Report.

In addressing the Fiscal Year 2020 Audit Report, Ms. Brucker first (1st) turned to the Independent Auditor's Report on page one (1). Ms. Brucker stated that MCK CPAs & Advisors was able to issue a clean, unmodified opinion with respect to the Commission's Fiscal Year 2020 Audit. Ms. Brucker next turned to the Management Analysis on page three (3) of the Report. Ms. Brucker stated that the Management Analysis provides a summary of the Commission and its work.

Ms. Brucker thereafter turned to the Commission's Statement of Net Position located on page six (6) of its Audit Report. Ms. Brucker indicated that the Commission had approximately five

million six hundred thousand dollars and 00/100 (\$5,600,000.00) in cash equivalents. Ms. Brucker stated that this is an increase of approximately one million dollars and 00/100 (\$1,000,000.00) over Fiscal Year 2019. Ms. Brucker next noted that the Commission had approximately four million dollars and 00/100 (\$4,000,000.00) in investments. Ms. Brucker further stated that the Commission's Statement of Net Position features a prior period adjustment, which adjustment reconciles the lease receivables with the amounts due and outstanding on the Bonds.

Ms. Brucker next noted that the Commission's Statement of Revenues was located on page seven (7) of the Audit Report. Ms. Brucker stated that the Commission's Fiscal Year 2020 rental income was approximately seven million six hundred thousand dollars and 00/100 (\$7,600,000.00). Ms. Brucker relayed that the Commission's operating expenses were approximately three million four hundred thousand dollars and 00/100 (\$3,400,000.00).

Ms. Brucker further addressed the Commission's Cash Flows on page eight (8) of the Audit Report.

Ms. Brucker thereafter addressed the Fiscal Year 2020 Audit Report's Notes, which begin on page nine (9) of the Report. Ms. Brucker specifically highlighted Notes Two (2), Three (3), Four (4), and Five (5). Ms. Brucker stated that Note Two (2) provided information about the Commission's cash and investments. Ms. Brucker indicated that all of the Commission's cash balances were insured and fully collateralized. Ms. Brucker then indicated that Note Three (3) provided information on the Commission's loans to McLean County. Ms. Brucker next stated that Notes Four (4) and Five (5) provide information on the Commission's Bonds and Lease Agreement with the County, respectively.

Chairman Novosad then thanked Ms. Brucker for her presentation and hard work on the Commission's Fiscal Year 2020 Audit Report.

Commission Attorney Robert Porter added that the Commission's Fiscal Year 2020 Audit Report had been placed on file with the County Clerk's Office. Mr. Porter next relayed that a Notice of the Audit Report's public availability would run in *The Pantagraph*. Mr. Porter noted that this Notice would enable the Commission to satisfy its obligations under the *Illinois Public Funds Statement Publication Act*. Mr. Porter next noted that a copy of the Commission's Audit Report had been furnished to McLean County, the City of Bloomington, the Bloomington-Normal Airport Authority, the Bloomington-Normal Water Reclamation District, and the District 87 School Board in accordance with Section 10 of the *Illinois Public Building Commission Act*. Mr. Porter lastly noted that the Fiscal Year 2020 Audit would soon be published on the Commission's website.

Chairman Novosad then asked if there were any questions or comments for Ms. Brucker on the Fiscal Year 2020 Audit Report. Hearing none, Chairman Novosad asked for a Motion to approve the Fiscal Year 2020 Audit Report. It was moved by Mr. Farnsworth and seconded by Mr. Fruin to approve the Fiscal Year 2020 Audit Report. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Ms. Brucker thereafter left the meeting.

Chairman Novosad next turned to the Commission's Fiscal Year 2020 Annual Financial Report and asked Mr. Porter to address the same. Mr. Porter initially noted that the information contained on the Annual Financial Report mirrored the information contained in the Audit Report. Mr. Porter then noted that the Commission's Annual Financial Report had to be submitted to the Illinois Comptroller's Office on or before March 29, 2021. Mr. Porter noted that the Annual Financial Report was timely submitted to the Comptroller's Office and that the Commission would need to ratify submission of the Report.

Chairman Novosad then asked if there were any questions or comments for Mr. Porter on the Fiscal Year 2020 Annual Financial Report. Hearing none, Chairman Novosad asked for a Motion to ratify submission of the Commission's Annual Financial Report to the Illinois State Comptroller's Office. It was moved by Mr. Zimmerman and seconded by Mr. Reid to ratify submission of the Fiscal Year 2020 Annual Financial Report to the Illinois State Comptroller's Office. Upon a roll call vote, all Commissioners voted in favor of the Motion.

Chairman Novosad next turned to the Commission's "Old Business" and asked Mr. Porter to address capital improvements to the Old Courthouse. Mr. Porter reminded the Commission that it approved an Amended Third Capital Improvement Agreement with the County at its January 5, 2021 meeting. Mr. Porter further reminded the Commission that the Amended Third Capital Improvement Agreement was in the sum of six hundred twenty-six thousand eight hundred dollars and 00/100 (\$626,800.00) and would be repaid by the County in ten (10), annual installments of sixty-two thousand six hundred eighty dollars and 00/100 (\$62,680.00), at no interest, beginning in 2022. Mr. Porter noted that the funds would be used by McLean County to replace the roof and drainage system at the Old Courthouse.

Mr. Porter next reminded the Commission that the County had retained Paul Scharnett of Scharnett Associates Architects, LLC. to serve as architect on the Project. Mr. Porter then reminded the Commission that Western Specialty would serve as the general contractor on the Project after submitting a low bid of five hundred ninety-eight thousand dollars and 00/100 (\$598,000.00). Mr. Porter then indicated that the County formally entered into a contract with Western Specialty on February 1st. Mr. Porter relayed to the Commission that he had been given an opportunity to review the contract and was satisfied that it safeguarded the Commission's interests. Namely, Mr. Porter noted that the contract requires Western Specialty to indemnify the Commission for acts of negligence. Mr. Porter also indicated that Western Specialty is required to carry the Commission as an additional insured on its Builder's Risk, General Liability, and Excess Liability Insurance Policies. Mr. Porter then indicated that he had received copies of Western Specialty's insurance policy declarations as well as the Project Manual.

County Administrator Camille Rodriguez added that personnel from Western Specialty, McLean County, and the Museum had begun having Project meetings. Ms. Rodriguez then noted that the actual work would begin in the very near future.

Chairman Novosad asked Ms. Rodriguez how long the work would take to complete. In response, Ms. Rodriguez stated that, at this time, she did not know how long the work would take to complete.

Chairman Novosad then turned to the status of the Fairview Building and asked Ms. Rodriguez about its possible future uses. Ms. Rodriguez noted that the County was still waiting to hear back from the Laborers International Union of North America about whether it would be in a position to convert the Fairview Building into senior housing for its retired laborers.

Chairman Novosad next turned the Commission's attention to its "New Business." Chairman Novosad specifically asked Ms. Rodriguez to address possible future Commission projects as well as the status of operation and maintenance issues with respect to Commission-owned properties.

Ms. Rodriguez began her remarks by addressing the status of the McLean County Animal Control Shelter. Ms. Rodriguez noted that the County would have to make decisions regarding a possible roof replacement and HVAC replacement in the near future. Ms. Rodriguez also indicated that the County might need to look at possible alternative sites for its Animal Control Shelter.

Ms. Rodriguez then indicated that the County was proceeding with its Capital Improvement Plan. Ms. Rodriguez noted that the County fell behind on a number of projects during the 2020 calendar year. Ms. Rodriguez partly attributed this to the County's difficulty in retaining maintenance personnel. Ms. Rodriguez added that the County was exploring possible apprenticeship programs with Heartland Community College as a way of recruiting trained maintenance personnel.

Ms. Rodriguez next noted that the County and City continue to assess their spacing needs as it relates to the Government Center. Ms. Rodriguez stated that the City had moved a lot of its customer service facing operations to the Government Center. Ms. Rodriguez then noted that the Mayor and City Manager's Offices had recently been relocated to the Government Center. Ms. Rodriguez added that the County Board and City Council would eventually both use the County Board Room in the Government Center as its meeting space.

Chairman Novosad asked Ms. Rodriguez whether the Government Center had re-opened to the public and Ms. Rodriguez noted that the re-opening had taken place several months ago.

Chairman Novosad then asked whether there were any additional questions or comments for Ms. Rodriguez concerning possible future Commission projects and any operation and maintenance issues. Hearing none, Chairman Novosad turned to the Commission's "Other Business."

With respect to "Other Business," Ms. Rodriguez noted that the County Board's Property Committee wanted to explore various options relating to the placement of solar panels on County buildings. Ms. Rodriguez stated that there were a number of grants available to the County with respect to solar power. Ms. Rodriguez then indicated that this would be a topic of future

conversation between the County and Commission.

Chairman Novosad asked Ms. Rodriguez about the Chair and Vice Chair of the Property Committee. Ms. Rodriguez responded by noting that the Property Committee was chaired by Josh Barnett. Ms. Rodriguez stated that Laurie Wollrab was the vice chair.

Chairman Novosad then asked if there were any questions or comments for Ms. Rodriguez concerning the Commission's "Other Business." Hearing none, Chairman Novosad asked for a Motion to adjourn. It was moved by Mr. Harris and seconded by Mr. Reid that the meeting adjourn. The Motion was unanimously approved by voice vote and the Rescheduled Meeting was adjourned at 3:10 p.m.

The next meeting of the Commission will be Tuesday, July 6, 2021, at 3:30 p.m.

July 6, 2021

John L. Morel / JLM
John L. Morel,
Secretary, Public Building Commission