Call to Order
1) Roll call
2) Approval of the May meeting minutes.
3) Public Comment

Old Business/Projects
1) Technology Request for a Generator at the Historic Courthouse
2) County Office Building (COB) Roof and Systems Update
3) PSC Records Remodeling Phase II Update
4) County Office Building (COB) Security Improvements
5) Animal Control HVAC Improvements
6) VM Server Upgrade
7) Circuit Clerk Office Remodeling

New Business/Projects
1) Chairman’s Report
2) Approve Trane Credit for VAV Valves – Estimated difference - $1,312.00
   a. One year extension on warranty – Value $1,800.00.
   b. Provide one (1) 16 MB IPad with wifi access for access to the Trane
      ES system – Value $499.00
   c. Provide one touch screen display in penthouse for local panel access.
      Value $1,200.00.
3) Allow US Again to place a Clothes and Shoes Recycle Can for the County and
   Health & Human Services to promote to the community for donations
4) Project Manager Position
5) FM 1 Replacement
6) Camera Repairs at the Courthouse
7) HR Audit
8) Painting at Health & Human Services’
9) Courthouse Door Replacements
10) New Signs at the Public Safety Center

Staffing/Training/Safety
1) Reportable labor hours

Other Items
1) CMMS Charts
   a. Reported vs. Completed.
   b. Work orders reported by building current month.
   c. Work orders by work type current month.

Executive Session

Adjournment
CALL TO ORDER

1) Roll Call
2) Approval of the May meeting minutes.
3) Public Comment

OLD BUSINESS/PROJECTS

1) Technology Request for a Generator at the Historic Courthouse
   • Jim met with Lee Legler and he provided a price to install a generator and to connect the loads in the facility.
   • The total cost of the estimate is $24,794.38.
   • Jim is looking for further direction from the committee on this project.

2) County Office Building (COB) Roof and Systems Update
   • The CMI change orders were signed for the following FMC approved change orders:
     a) Additional VAV box for the Treasurer’s office.
     b) Additional VAV box for the Administration conference room.
   • Materials have been ordered and Jim is waiting for an installation schedule.
   • The generator was installed, load bank tested and tested by transferring the load.
   • The final roof inspection was done. Several items were noted to be corrected.
   • Jim is waiting for an installation schedule and the final report.

3) PSC Records Remodeling Phase II Update
   • The counters are scheduled for installation later this month.
   • This will complete the project.

4) County Office Building (COB) Security Improvements
   • Counter improvements are scheduled for later this month in the following departments:
     a) Administration
     b) Treasurer
     c) Clerk & Recorder offices
     d) Assessments
   • Jim will be reviewing the other areas in the upcoming months and also reviewing other improvements like the video server and areas to be used as secure lockdown spaces in each department.

5) Animal Control HVAC Improvements
   • The original damper specified by the architect would not work in the space designed for it to be installed in. A new damper was ordered and took a couple of weeks to be produced.
   • The damper was installed last Friday and the electrical connections to the exhaust fan and interface between the damper and the exhaust fan were also completed.
   • All of the ceiling tiles were replaced by KCFM staff.
   • The main ductwork was wrapped with insulation by KCFM staff.
   • Project complete.

6) VM Server Upgrade
   • The project kickoff meeting is scheduled for June 12th.
   • The meeting will be with the vendor, Jim and Technology staff.
OLD BUSINESS/PROJECTS CONTINUED

7) Circuit Clerk Office Remodeling
   • Jim has started working on the layout to move the forms from the space to be remodeled
to the main file room.
   • Jim is also starting to work on the ventilation needs of the new rooms and has gotten a
quote for the wall construction and new door frames and door needed to complete the
project.
   • Jim hopes to start construction later this month or in early July.

NEW BUSINESS/PROJECTS

1) Chairman’s Report
   • County Office Building Landscaping Improvements

2) Approve Trane Credit for VAV Valves – Estimated difference - $1,312.00
   a. One year extension on warranty – Value $1,800.00.
   b. Provide one (1) 16 MB IPad with wifi access for access to the Trane ES system – Value $499.00
   c. Provide one touch screen display in penthouse for local panel access. Value $1,200.00.

3) Allow US Again to place a Clothes and Shoes Recycle Can for the County and Health &
   Human Services to promote to the community for donations
   • Amaal approached Jim about allowing a can to be put on the Health Department
property.
   • Jim is suggesting a more centrally located spot for this can to be placed.
   • See attached map.

4) Project Manager Position
   • Further discussion of next steps.

5) FM 1 Replacement
   • Initial Interviews are scheduled tomorrow with four potential candidates.
   • The first interviews are being conducted by Chairman Koukol and Jim Smiley.
   • Second interviews are planned to be conducted by Chairman Koukol, Member Wehrli
   and Jim with two candidates.
   • Final interviews are planned to be done with Jeff Wilkins and Jim Smiley.

6) Camera Repairs at the Courthouse
   • Jim was asked if he could help determine the issues with six cameras that are not
functioning on the East drive of the Courthouse.
   • Jim worked with the original Security system vendor via phone, D.C. Leinen and
Gillespie on the issues.
   • Jim determined the issue appears to be with the Fiber Optic cabling between the cameras
and the poles.
   • Jim provided contact information on a vendor he has used in the past for fiber optic
   cabling.
   • Court Security is contracting with this company to further diagnose the issues and offer
   costs for repair or replacement.

7) HR Audit
   • Jim met with Leslie several weeks ago to go over the information she needed for the
Facilities department.

8) Painting at Health & Human Services
   • An office in the Nursing department needed to be repainted because the last person
occupying the office hung pictures and other items on the walls with Velcro. When the
Velcro was removed from the walls the paint and part of the drywall pulled off.
   • Jim was also asked to touch up areas that were drilled into or cut open last year in order
to install the additional card readers Amaal contracted to have installed.
NEW BUSINESS/PROJECTS CONTINUED

9) Courthouse Door Replacements
   • One outside door has deteriorated and is rusting out internally. One other internal jury
     bathroom door has warped to the point that it will not lock without removing the latch
     and putting your shoulder into the door.
   • Jim found out the bathroom door has a lifetime warranty and he is getting a price to
     replace the other door.

10) New Signs at the Public Safety Center
    • Jim had new signs installed for the promotions of D.C. Jahp to Commander and for his
       D.C. replacement in Patrol.
    • Signs were also installed to complete the changes in the Records department from their
       remodeling.
    • Project Complete.

May 2014

Staffing/Training/Safety:

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<th>DESCRIPTION</th>
<th>May-14</th>
<th>Apr-14</th>
<th>Mar-14</th>
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<td>Possible Work Hours (6 employees @ 8 hrs)</td>
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<td>1,056.00</td>
<td>1,008.00</td>
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<td>Overtime Worked</td>
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<tr>
<td><strong>Total Productive Hours</strong></td>
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<td>955.00</td>
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Reported vs Completed 2007 - Current
EXECUTIVE SESSION
Not Needed.

ADJOURNMENT
The next regular Facilities Management committee meeting is scheduled to be held on July 7, 2014 at 3:30p.m. The meeting will be held at 111 W. Fox Street, Yorkville in the County Board room.