- - - Agenda Topics - - -

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

Old Business/Projects
   1) Natural Gas and Electric Contract Negotiations
   2) COB Security System Improvements
   3) K.A.T. Space Needs for Expansion
   4) Public Safety Center Generator Transfer Switch Repair
   5) Mandated Elevator Pit Ladder Replacements
   6) Public Safety Center & Courthouse Security Systems Upgrade
   7) Future Projects Discussion
      i. Memorial Garden
      ii. Circuit Clerk Window
      iii. Administration Budget Office

New Business/Projects
   1) Chairman’s Report
   2) Annual Fire Extinguisher Testing
   3) Annual Fire Alarm System Testing
   4) Annual Sprinkler System Testing
   5) New Address for KenCom
   6) New sign for Circuit Clerk
   7) Approve elevator service contract with Advanced Elevator in the amount of $1,560.00 per month.

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 June meeting minutes.
3) Public Comment

OLD BUSINESS/PROJECTS

1) Natural Gas and Electric Contract Negotiations
   • David Berault and Chris Childress are here to explain the issues with negotiating with the low bidder Constellation Energy.

2) COB Security System Improvements
   • No change.

3) K.A.T. Space Needs for Expansion
   • Director Smiley and staff have worked with Paul LaLonde to purchase all of the raw materials needed for the remodeling in each department.
   • Jim will be working on a schedule with Paul to begin working on the improvements.

4) Public Safety Center Generator Transfer Switch Repair
   • The new transfer switch was cutover as planned.
   • The system was tested and was found to be operating properly.
   • Jim had the generator service company out to complete some additional wiring needed for KenCom to be able to monitor whether the system was operating on ComEd power or generator power.
   • Recently Glenn Campos said the insurance company is denying the claim due to the generator service companies report that there seemed to be evidence of prior water leakage into the equipment. They said the failure was due to a buildup of water via condensation in the conduit versus a failure due to flooding.
   • Jim is going to talk to the insurance company to see if the claim can be reconsidered.

5) Mandated Elevator Pit Ladder Replacements
   • Jim has contracted to get the remaining ladders replaced at the Courthouse, Health & Human Services and at the Historic Courthouse.

6) Public Safety Center & Courthouse Security Systems Upgrade
   • We received eight Statements of Interest in the project.
   • Jim Smiley and D.C. Gillespie have put an evaluation form together to help everyone rate the companies submitted packages.
   • The evaluations are due to D.C. Gillespie next Tuesday at noon.
   • The goal is to get the evaluations completed and to sit down with the Sheriff and Command staff to discuss which companies are to be asked to give presentations to the County Board COW meeting on July 16th.

7) Future Projects Discussion
   • Memorial Garden – The HR Administration Committee has selected an option to place the memorial to the South of the flagpole. They asked Jim if he could get a price for a flagstone courtyard instead of doing pavers or stamped concrete. Estimated cost provided at the HR Administration meeting was $5,370.00.
   • Circuit Clerk Window – New Circuit Clerk Robyn Ingemunson has decided to cancel this project.
   • Administration Budget Office – Awaiting direction on project.
1) Chairman’s Report

2) Annual Fire Extinguisher Testing
   • Testing was completed during the week of June 1st.
   • A large amount of the extinguishers at the Courthouse & Public Safety Center were due for hydro testing. This added to the cost of the testing this year.
   • All facilities were completed successfully.
   • Project complete.

3) Annual Fire Alarm System Testing
   • Testing was completed on during the week of June 15th.
   • All facilities were completed successfully.
   • Project complete.

4) Annual Sprinkler System Testing
   • Testing was completed on June 23rd.
   • All systems were noted to have a five year internal inspection to be done as well as changing out pressure gauges.
   • This is a code issue that is starting to be enforced.
   • Jim is getting prices from several companies for the inspections and gauge replacements.

5) New Address for KenCom
   • KenCom requested a separate address for their suite with the Yorkville Post Office.
   • The address of 1100 Cornell Lane was assigned recently.
   • Larry Nelson asked KenCom management to have KCFM affix an address to their entrance on the North side of the Public Safety Center (PSC).
   • Jim arranged for vinyl lettering to be added to both the KenCom and PSC entrances.
   • Project complete.

6) New sign for Circuit Clerk
   • A new sign was installed for Robyn Ingemunson.
   • Project complete.

7) Approve elevator service contract with Advanced Elevator in the amount of $1,560.00 per month.
   • Jim has checked prices with other companies and found Advanced Elevator to be the lowest cost overall.
   • We have used Advanced for many years and are satisfied with their service.

June 2015
Staffing/Training/Safety:

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<th>DESCRIPTION</th>
<th>Jun-15</th>
<th>May-15</th>
<th>Apr-15</th>
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<td>Possible Work Hours (6 employees @ 8 hrs)</td>
<td>1,056.00</td>
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### Completed Work Orders June 2015

- Public Safety Center: 109 (20.07%)
- Historic Courthouse: 25 (4.67%)
- Health & Human Services: 54 (14.40%)
- Courthouse: 67 (17.07%)
- Facilities Management/Coroner: 32 (8.53%)
- Animal Control: 25 (9.67%)
- Annex Building #2: 4 (1.07%)
- Annex Building: 51 (13.00%)
EXECUTIVE SESSION
Not Needed.

ADJOURNMENT
The next regular Facilities Management committee meeting is scheduled to be held on August 3, 2015 at 3:30p.m. The meeting will be held at 111 W. Fox Street, Yorkville in the County Board room.