CALL TO ORDER

Chairman Koukol called the Facilities Management Committee meeting to be in session; located in the County Office Building County Board Conference Room to order at 3:30 p.m.

1) Roll Call – Chairman Koukol called roll call for attendance. Present were Chairman Koukol, Vice-Chair Gilmour, Member Wehrli & Member Prochaska. Member Cullick arrived at 3:34 p.m. Enough members were present to form a quorum of the committee. Facilities Management Director Smiley was also present.

2) Approval of the July meeting minutes – Vice-Chair Gilmour made a motion to approve the July meeting minutes. Member Prochaska 2nd the motion. All members voted aye via voice vote. Motion approved.

3) Public Comment - No members of the public were present at the meeting.

OLD BUSINESS/PROJECTS

1) Technology Request for a Generator at the Historic Courthouse
   • Review of what the groups using the facility can contribute to the cost of adding a generator.

   Report from meeting
   Chairman Koukol said that he brought the subject up at the last Forest Preserve meeting. There was a time constraint at the meeting so it was not discussed further than to acknowledge the need and to say it needed further discussion because Forest Preserve budget restraints. Dan said Latreese had done a lot of work on the Forest Preserve budget and would be attending the next Forest Preserve meeting. So, chairman Koukol will be bringing this up at a later date with the Forest Preserve. Vice-Chair Gilmour asked when the Forest Preserve budget was due. Member Wehrli said it is ongoing and due just like the rest of the county budgets. Chairman Koukol also said he would be talking with Kendall Area Transit and the Regional Office of Educ. who are also located in the Historic Courthouse.

2) County Office Building (COB) Roof and Systems Update
   • Training on all new systems was completed.
   • The dispersion tube for the humidifier was installed.
   • Trane graphic links were updated.
   • Jim has asked Kluber to address the damaged bushes that were installed around the generator per Kluber’s specifications.

3) Circuit Clerk Office Remodeling
   • Contracts have been issued for the wall construction, H.V.A.C. work and controls.
   • KCFM staff has started pulling wire for voice & data connections.
   • Electrical wiring will also be done by K.C.F.M. staff.
   • Wall construction should be starting in the next two weeks.

   Report from meeting
   KCFM Director Smiley reported that construction was actually starting this Wednesday, August 6, 2014. Jim also mentioned the components for the H.V.A.C. addition for the new office is a four (4) week lead time.

4) Courthouse Door Replacements
   • The West Judicial corridor door is in stock now.
   • Background screens are being performed.
   • The work should be scheduled to be done in the next two weeks.
   • The lifetime warranty door to be replaced is still being reviewed for replacement.

5) COB Landscaping Improvements
   • The shrubs around the South end of the facility were removed in the past two weeks.
   • New landscaping was installed and grass seed was planted along the sidewalks to the entrance.
   • Stone, grasses and flowering plant were installed inside the generator enclosure to present a better view when looking out of the Treasurer’s office windows.
   • Project complete.

6) Tile Repair on Circuit Clerk’s Counter
   • Work is scheduled to be completed on Friday August 8, 2014.
OLD BUSINESS/PROJECTS CONTINUED

7) PSC Jail Holding Area A/C Replacement
   • The new unit and coil were installed on July 31, 2014.
   • Jim decided to have the line set replaced also. The old line set was very long and had many turns.
     Jim feels this probably contributed the unit failure.
   • The new unit should be completed by mid-week this week.

8) UPS Systems Battery Replacements
   • Batteries for the main UPS systems at the PSC and the new area of the Courthouse are scheduled to be installed on Thursday, August 7, 2014.

NEW BUSINESS/PROJECTS

1) Chairman’s Report
   • Report on last month’s activities.

   Report from meeting
   Chairman Koukol reported asked if the members had heard any comments positive or negative on the landscaping improvements at the County Office Building. KCFM Director Smiley said he had also approached IDOT about cleaning up the old culverts and landscaping next to Fox St. on the South side of the building. IDOT ended up cleaning up the culverts within a couple of days of meeting with Jim. The remaining weed cleanup and need to add dirt is still pending.

2) Parking Lot Repairs
   • Jim is getting prices to do pavement repairs, seal coating and striping for areas in need of repair.

3) 2015 Budget
   • Overall the budget turned in is $58,818.00 higher or 3% more than the 2013-2014 budget, including salary increases.
   • Higher costs include:
     a) Natural Gas - $25,000.00
     b) Contractual services - $15,000.00
     c) County Supplies - $10,000.00

4) Public Safety Center & Courthouse Security Upgrade Meeting
   • Deputy Commander Gillespie held a preliminary meeting on July 17, 2014.
   • The purpose of the meeting was to let everyone know what information was needed to turn over to the consultant.
   • This will aid them in determining what we have in place and what they will recommend to be done.
   • Jim was advised what was needed before the meeting.
   • So, Jim created a disk of the following:
     a) Security systems originally installed at the Public Safety Center and CH.
     b) Original and addition copies of the floor plans for the PSC and Courthouse.
     c) Information and drawings related to the Courthouse expansion security system changes.
   • Disk was turned over to both D.C. Gillespie, Leinen, and a disk for the vendor auditing the systems.
   • Project complete for now.

5) Voters Department Reconfiguration
   • Jim coordinated the movement of cubicles to line up all clerks at the East side of the room.
   • This allows voting machines to be setup on the West side of the room.
   • KCFM technicians performed the following as part of the changes:
     a) Moved phone and data wiring to accommodate the changes.
     b) Disconnected cubicle power wiring and reconnected the power wiring to the cubicle in the new location. Outlets were also connected at the old cubicle location.

6) Historic Courthouse Cupola Interior Lighting
   • A while ago Jim was asked why the interior of the cupola was not lighted up anymore.
   • KCFM staff checked to see if there were fixtures in the cupola. None were found. Only a conduit to potentially run wiring into the cupola.
   • Jim had a light fixture in the shop that provides light in a 360 degree pattern.
   • So, the light was temporarily wired in to see how it would look to see light from the windows.
   • If it is desired KCFM staff can run permanent wiring to the power the light.
7) Health Department Fire System Air Compressor Replacement
   - The first parts ended up being the wrong items to replace the compressor.
   - New parts were ordered and are in stock at the vendor now.
   - The work will be scheduled to be done this upcoming month.

8) Detectives Camera Recording System Installation
   - A new system is being purchased to replace the old system in the next couple of months.
   - KCFM has been asked to do the following for the project:
     a) Install two network connections.
     b) Remove the current white board and install a smaller white board on the adjacent wall.
     c) Install a flat screen on the wall where the old white board was connected.
     d) Run wiring between the two rooms.

EXECUTIVE SESSION
Executive session was not required.

ADJOURNMENT
- Chairman Koukol asked for a motion to adjourn the meeting. Member Cullick made a motion to close the meeting at 4:02 p.m. Member Prochaska 2nd the motion. All members voted aye via voice vote. Motion approved. Meeting adjourned by Chairman Koukol at 4:02 p.m.

Submitted by,
Jim Smiley
Facilities Management Director