

WILL COUNTY BOARD
CAPITAL IMPROVEMENTS COMMITTEE MEETING
MINUTES

March 2, 2010

302 North Chicago Street
County Board Committee Room
Joliet IL 60432

CALL TO ORDER

Mr. Maher called the meeting to order at 9:32 a.m.

ROLL CALL

Present were Members: Dralle, B. Smith, L. Smith, Traynere, Winfrey, and Maher.

Absent were Members: Anderson.

Also Present: Circuit Clerk Pam McGuire, Chuck Squires, Nick Palmer, Paul Rafac.

Present from State's Attorney's Office: Mary Tatroe.

PLEDGE OF ALLEGIANCE

Ms. Traynere led the committee in the Pledge of Allegiance.

APPROVAL OF MINUTES

A motion was made by Mrs. Dralle, second by Ms. Smith, to approve the minutes from the February 9, 2010 meeting. All in favor. MOTION CARRIES.

OLD BUSINESS

Update RE: Wight & Company Facility Needs Study

Steve Wight and Jason Dwyer of Wight & Company were present.

Mr. Dwyer advised that he had provided a written update at the last meeting. They had a meeting with the working leadership group on February 17th regarding the Judicial needs. A lot of the projection numbers are driven by the population projection we made. One of the discussion points was to take a look at using a higher population number with the thought being if the county moves forward with a new courthouse it

may be better to plan on the larger side to use as a planning tool. We are moving toward a larger 2030 population target which was about 1,076,000. We settled on 1.2 million for the overall judicial needs. We will be scheduling a working group session on the 16, 17, or 18th of March. We have revised some of the judicial needs and also want to focus on the county/government side. We will review the numbers and prioritize so we can wrap up the study.

Mr. Maher inquired about the timeline for the courts, have they finished the other data collected and are they ready to write reports except for judicial.

Mr. Dwyer replied yes, except for 2 or 3 groups. We want to go back and visit with the Health Department and determine what the clinic needs are long term. We are also looking at Highway and EMA vehicle storage issues. He advised that after the next leadership meeting in March that within 2 to 3 weeks they will have a final draft report for review by the stakeholders. The draft report would be furnished to the County Executive, leadership and Capital Improvements Committee.

Mr. Maher stated the analysis would be done by the Capital Improvement Committee with a workshop with those members. He wants Wight to review the report with this committee and then it would be presented to the full County Board.

There was a discussion regarding the type of workshop needed.

Mr. Maher stated that we may need to break it down into two areas; judicial and non-judicial. We are on some timeframes where the money on bonding must be used before year end. 35% payback would be coming from Build America Bonds and 45% would be coming from the Recovery Bonds.

Mr. Maher advised that we should get the bulk of the county report excluding Judicial (Sheriff) in our first workshop. It would include Highway, Health, County Executive Offices, etc. We should have two workshops. This committee needs to fully understand this information. These workshops are going to be open to everyone on the board anyway so if anyone having an interest can attend.

Mrs. Dralle inquired if during their discussions regarding the courthouse, are they looking at space usage currently and other suggestions for better utilization or efficiency of the space and staff.

Mr. Dwyer replied that the current courthouse has some real challenges in terms of how it is designed. It is not modern; there are security and circulation issues. The courthouse needs to be larger to accommodate the functionality and the circulation to separate the public circulation, staff circulation and inmate circulation.

Mrs. Dralle advised that she was inquiring regarding short term remedies to improve current workflow and improve productivity because building a new courthouse would be a long term goal.

Mr. Dwyer replied that they have not looked at how you might redesign or renovate.

Mr. Maher stated it is current space utilization with current traffic flow, where we are today and improving productivity of what we are having done while we are looking at expansion and building.

Mr. Dwyer replied the space is tight as it stands, there will be new judges and we can talk about timeframes for short term growth to be accommodated in existing spaces. We have talked about how the county can best use satellite operations to deal with both short term and long term issues. You might decide to have permanent satellite operations.

Mrs. Dralle asked when they schedule trials, statistically, how many actual trials proceed on the actual date.

Mr. Dwyer did not know.

Circuit Clerk McGuire replied that they would have to track the trial calls.

Mrs. Dralle requested that they provide the average number of those scheduled that take place.

Chuck Squires of the Circuit Clerk replied that on the civil calls, there may be 20 scheduled but only 3 or 4 trials go ahead.

Mr. Palmer suggested reviewing the process for one month.

Discussion regarding the court schedule and how the courtrooms were utilized was held.

Ms. Winfrey arrived at this juncture.

Mr. Dwyer advised there are a certain number of courtrooms for a certain number of judges.

Mrs. Dralle stated there were many issues with the courthouse and inquired how do we best utilize or what is the best tool to schedule more efficiently. She requested that they pull historical data as well as information from other counties so that there may be an immediate short term solution.

Mr. Dwyer stated that in future planning we looked at having standardized courtroom sizes based on various functions. There are 4 different standard courtroom sizes.

Steve Collins stated that for DuPage County, they had to determine what type of courtrooms were needed, the security and court calls. Kane County is looking at the different court calls, different operational procedures and possibly building out temporary court rooms.

Mr. Maher requested that they bring back a recommendation on what we can do currently.

Mr. Dwyer replied they would focus on short term recommendations and provide an analysis.

Mr. Palmer stated that in last month's packet, the committee was provided examples of the 4 different courtrooms. He advised that they have added courtrooms in the court annex and the three new judges will have space. We are maximizing the space for multi-purpose uses.

Other Old Business

Lease for Branch Court

Mr. Maher asked Paul Rafac for an update regarding the lease for the branch court which was about \$30,000.00 per year. We have a clause to cancel the lease in the agreement. This is about \$21,000.00 more expensive per year than any other court. I understand that it is within their budget for this year but not for the next two years because we haven't created budgets for that. What is the policy and we need to include this in any of the future budget discussion plans.

Mr. Rafac advised that the lease for branch court is \$30,000.00 per year and is in the County Executive 2010 budget. It is no longer in the Courts budget because we

consolidated them a number of years ago. It is funded for that amount this year but is not funded in future years.

Mr. Maher inquired that when Kurt Sangmeister brought the lease agreement to us was that just a report or do we need to do something with it to approve the lease because it is for the next 3 years.

Mr. Rafac advised that the Chief Judge has the responsibility for leasing those spaces. We are not involved other than the money to pay for it is in his budget. We do not get involved with negotiating the space for any of the branch space leases.

Mr. Palmer stated it is like the courthouse. We build the courthouse but the Chief Judge runs the courthouse. Mr. Sangmeister came to provide the information.

Mr. Maher stated that the lease is a three year lease but it has not been funded for the three years. We are signing a lease understanding that we have the ability to pull out of that but do we want to put ourselves on the hook for three years at \$30,000.00 a year when our closest expense is \$9,000.00 especially in our economic times here.

Mr. Rafac stated he did not know how it would be administered to reduce or to cancel the lease. He believed that only the Chief Judge can do that.

Mr. Maher stated that he believed it states in the minutes that Mr. Sangmeister had talked with New Lenox when he actually stated that he had not talked with New Lenox. After reviewing the minutes it does state that Mr. Sangmeister did not speak with New Lenox.

Mr. Rafac stated that unless the Chief Judge is willing to break or cancel the lease, he is forced to make the payment regardless of whether you give me the budget for it or not. He did not think we can pay the rent for a branch courthouse unless there is some agreement somewhere along the line for the Chief Judge to want not to do that. It is not in our authority.

Mr. Maher reviewed that the Chief Judge can go anywhere he wants, pay anything he wants and we have to pay it.

Mr. Rafac stated that he believed that is the case.

ASA Tatroe advised that the Chief Judge makes a decision as what is an adequate facility for his need and he can order the County Board to pay for the facility that they need.

Mr. Rafac stated there is also an affordability issue here.

Mr. Maher said that we are trying to work together here to do the expenses.

NEW BUSINESS

Capital Assessment Workshop

Mr. Maher asked Mr. Dwyer that if they break this into judicial and non-judicial workshops, how soon can he get a non-judicial report to us.

Mr. Dwyer replied that they should have the full report and could break down discussion to judicial and non-judicial. He suggested getting the full final draft report together and targeted April 12th. Then they would have the non-judicial report one week later and the judicial report another week after that.

A discussion was held regarding the best time and date for everyone's schedule.

Mr. Maher recommended that we flip Finance and Capital Improvement Committee meeting times so they could have the workshop on May 4th.

Mr. Wight suggested that before they read the report, they should sit down with Mr. Dwyer, Mr. Palmer and Mr. Rafac to review what is in the report.

Mr. Dwyer stated they could provide on April 6th at the regular Capital Improvement Committee meeting an update of the report, talk about the sections and provide an overview. He will not have the report on that date but could provide the table of contents as an introduction. Then the following week he will provide the reports distributed to the committee.

Mr. Maher stated that the Capital Improvement Committee meeting/workshop needs about 2 to 2 ½ hours scheduled.

Mr. Maher requested that the report be provided in paper and electronic (PDF form where they can write notes) form in preparation for the workshop.

Mr. Kusta agreed for the May 4th meetings to hold the Finance Committee at 9:30 a.m. and then the Capital Improvement Committee meeting would be held at the 10:30 a.m. time.

Mr. Rafac advised that some bonds have to be sold before the end of the year. The problem is that we would not be able to use anything we are bonding for to do very much in relation to a courthouse or court complex. We need a green site, plans and everything bid out. In the short term there are other projects we can use the recovery bonds for. There is talk that the Build America bonds will continue to be extended but the question is whether or not the rebate is cost effective or a high enough level for us to issue Build America bonds versus non-taxable bonds. The reality is very much work could be done with the bonds we do this year to do with a courthouse other than land acquisition, architectural design and making sure we have a green site. There are other projects that we are going to use that money as we move forward.

Mr. Maher stated we need to move forward as soon as possible. He said that on May 4th they could present the non-judicial portion and we would invite everyone to attend.

Mr. Dwyer stated the step after that would be to consolidate the comments made, send it off to the board and making a summary presentation to a Committee of the Whole meeting.

Mr. Maher advised that we will invite the Committee of the Whole or anyone who wants to come to the committee meeting and the workshop.

After discussion it was agreed that we would do the Judicial portion on May 18th at 9:00 a.m. The non-judicial would be done on the May 4th after the committee meeting at 10:30 a.m. or as soon after thereafter. We should plan for 2 hours.

Tour of Current Facilities

Mr. Palmer advised that the Laraway Road facility is a priority and recommended a tour in April. The State's Attorney's Office at 121 North Chicago Street is another priority.

At this juncture, ASA Tatroe advised that the Finance Committee meeting was going ahead in the County Board Room.

After further discussion it was agreed that they would have the tour of the Laraway Complex after the Wednesday, April 7th Forest Preserve Committee meetings at approximately 10:30 a.m. The tour would include the Highway Department, EMA, Sheriff's training and shooting range.

ANNOUNCEMENTS BY CHAIRMAN

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by Ms. Smith, second by Ms. Traynere, to adjourn the meeting at 10:45 a.m. All in favor. MOTION CARRIES.