

## BUILDINGS & GROUNDS COMMITTEE MEETING

**June 11, 2007 – 3:30 p.m.**

PRESENT: Chairman M. Johnson; Supervisors Gutheil, Hunter, Lucia, Raymond, Trottier; Janik; Spencer Hellwig, Mgmt. Analyst; Joe Ritchey, Rick Gardner, DPW-Bldgs.; Dan Butler, Animal Shelter; Joe Miranda, Recycling; David Wickerham, Co. Administrator; Press

Chairman Johnson called the meeting to order.

Mr. Hunter moved to approve the minutes of the meeting of May 7<sup>th</sup>. Mr. Lucia seconded. Unanimous.

Mr. Ritchey requested a **resolution to appropriate \$426,000 to Plaza Renovation, Account #HI-50-100-7092**. Mr. Hellwig stated in 2005, an architect was hired to conduct a space study. That study eventually led to a report to this Committee that a renovation of the Complex would be \$11 million to \$15 million, he said. He stated at that point, it was decided to only renovate the courtyard. In 2006, the Board approved an appropriation of \$1 million towards this. He said during the Long Range Capital Planning Committee meeting last year, Mr. Ritchey provided that committee with information based on an estimated cost the firm came up with of \$1,426,000. He said the Capital budget was never amended to increase it by that amount. He said the \$426,000 will come from Fund Balance. **Mr. Trottier moved to approve this resolution. Mr. Lucia seconded.** Discussion:

Ms. Raymond asked if that was a hard number. Mr. Gardner said the contracts that the Board approved are almost \$1.3 million – \$100,000 less than the \$1,426,000. Ms. Raymond said what if you only need \$326,000? Mr. Ritchey said the money will be designated just for that purpose. Mr. Gutheil asked why we are appropriating more than we need. Mr. Ritchey said this is what the budget amount was. Mr. Hellwig said after the \$1.4 million had been approved, contracts came in early and were approved, and there was that savings. At that point, we used additional money to purchase a generator for the North Garage. Mr. Gutheil said we should go with our best estimates based on the bids, and if we want to buy a generator we could. Mr. Hellwig said he needs a fixed amount to move into the Capital fund. Mr. Gardner said the upshot figure is \$1.3 million including contingency. **Mr. Gutheil moved to amend the motion to a total cost of \$1.3 million including contingency and engineering and construction observation. Mr. Raymond seconded.** Discussion:

Mr. Gardner stated the Board has approved \$1,230,308, and the County will be responsible for the cement testing, and we do not have an estimate at this point. Also, downstairs, there will be some asbestos removal, and that process will be another \$10,000. **Mr. Gutheil moved to withdraw his amended motion. Ms. Raymond seconded. Unanimous.**

**Mr. Gutheil moved to amend the original motion to a total of \$1,353,308. Due to a lack of a second, the motion failed.**

**The original motion to appropriate \$426,000 for a total of \$1,426,000 was adopted by the following vote: AYES – M. Johnson, Hunter, Lucia, Raymond, Trotter. NOES – Gutheil.**

Ms. Raymond said at the end of September, she hopes to get a full report on what has been spent and what is left before the September Committee meeting.

Mr. Ritchey requested a **resolution authorizing the Chairman to enter into an agreement with Jacobs, Edwards and Kelcey for “Update Minimum Standards and Tenant Leases” at the Airport in an amount not to exceed \$20,000.** Mr. Ritchey stated the Airport Lease Subcommittee recommended that the County enter into an agreement with them all having to do with leases terminating at the end of this year with the fixed based operators. He said a copy of the proposal was submitted to Committee members in mid-May. He said money is available in the Airport Capital Project. He mentioned the exact proposal is for \$15,700, but there is flexibility with approval of this Committee for an additional \$4,300 for additional services. He stated the not to exceed amount would be \$20,000, and the additional services is Task 4 of the proposal.

Ms. Raymond stated this process with regard to F.A.A. rules and regulations and long term leases is above and beyond the expertise and knowledge of the Subcommittee and this Committee. As part of this, our Minimum Operating Standards are 20+ years old, and that is a part of the RFP, she said. She stated Jacobs, Edwards & Kelcey are a current engineering firm of the County, and they have expertise which will speed up the process. **Mr. Lucia moved to approve this resolution. Mr. Hunter seconded. Unanimous.**

Mr. Butler gave an update on a new Animal Shelter. He stated last Wednesday night, he met with animal control people, rescue people, interested citizens and a former Supervisor to explain the scope of the project. The group was positive and happy, he said. He stated on Thursday morning, he met with representatives from Butler, Rowland & Mays and Rick Bacon to go over a floor plan sketch. He said Rick will get this back to Steve Rowland. He said they walked around the area and looked at the possibility of the inside of the island that is across the road from the current Shelter. He said at the July 9<sup>th</sup> Committee meeting, he hopes the architect will do a presentation, with Committee approval, of a rough draft of the study, square footage, floor plan and estimated cost. Mr. Gutheil asked if the Committee would see it before July 9<sup>th</sup>? Mr. Butler said he can arrange that. I am hoping to have a tentative floor plan within a week, he said. Mr. Gutheil said he thought the Committee was going to visit another shelter. Mr. Butler said he has a date of June 20<sup>th</sup>, and it is about a 1 ½ hour drive. That date not being good for some of the Committee members, Mr. Butler said he would ask for a couple more dates. Ms. Raymond requested him to get three dates and poll the Committee members. Whichever gets the most votes will be the date before the July meeting, she stated. Mr. Butler said he will be in touch with everyone.

Mr. Gutheil said his subcommittee met at the Woodlawn Ave. building, did a tour and provided this Committee with the information. We will set another meeting and get into the nitty gritty, he said. Chairman Johnson said for July, she would like the Committee to come up with priorities for the Capital budget process because Mr. Ritchey will need that for July. She said we have Mental Health, Public Health, and the Animal Shelter, and a new Public Safety Building request is supposed to be coming to us. Ms. Raymond referenced a letter received from Saratoga Hospital requesting us to renew our lease for another five years at an increased amount. Mr. Gutheil said he heard that Mental Health should be close to the Hospital, but the price of real estate may prohibit that. Chairman Johnson said we will have to come up with a priorities list for Mr. Ritchey. She said we are not looking at Mental Health at this point if the Hospital is allowing us to remain there, but we are looking at the Woodlawn Ave. Building. Mr. Gutheil said we should have a master plan on what the County Farm can be used for. Ms. Raymond said she has a real problem with the Hospital saying we can stay. Mr. Wickerham said essentially, they did redo their original plans, and they would like us to participate in that cost. They see a real value of the out and in-patient for Mental Health remaining close together, he said. Ms. Raymond said this is just one of the legs of the stool. Mr. Gutheil said we should look at some of our other leases. Mr. Wickerham said we are still operating on our old lease which is through 2009. Mr. Trottier mentioned if a new EOC became feasible, we could incorporate Public Health with that.

Ms. Raymond said as part of next month's meeting, she would like to see a layout of that whole piece of property at the County Farm and how much is available to do anything with. Mr. Gutheil asked if there was a buffer where we couldn't build, and Mr. Ritchey said nothing of significance. Mr. Gutheil suggested that someone should ask the Sheriff if there would be anything problematic with his operation there.

On a motion by Mr. Lucia, seconded by Ms. Raymond, the meeting was adjourned.

Respectfully submitted,

Elaine M. Sodemann