



Office of Jim Grafton
City Administrator ▪ Public Works Director

Date: 2-12-18

Re: Park, Building and Grounds Meeting

Attendance: Tony Trulson, Larry York, Kathy Hall, Dave Leibovitz, Jim Grafton

Location: City Hall 121 11th Street

Chairman Trulson called the meeting to order at 4:30pm and noted a quorum was present. There are several agenda items for consideration.

The first agenda item was discussion of a sign for the fire station located at 2010 10th Street. Last meeting wanted to know height of proposed sign, cost per sign and how funded and alternative plan with a planter. The minimum height is 54" \$6,850 per side is cost of side and an additional \$1500 for brick work. Electric is \$2850 estimate from Rock River Electric; was explained why the cost so much. Cabling and electric can run in the same conduit as long as the cable is shielded. Brick sign estimate #1 total cost would be \$16,020 (net of Woman's Auxiliary \$6,800). Option B on the poles would be a cost to the city \$10,480. Also discussed was possibility of expanding the landscaping around the flagpole to blend with the proposed sign. Alderwoman Hall thought the Garden Club could assist with the plantings. Committee was in agreement to move option 2 to finance committee. It was suggested that perhaps the work could be done prior to May 1st, 2018.

The next agenda item was discussion on tenth Street fire station project. Chairman Trulson said he took a tour of the fire station. He asked the firemen if there anything that they would like changed at the station and the majority thought the gear should be located in a separate location from the vehicles. A door partition would need to be installed. Committee will need to get bids to install the wall. Jim was asked to collect bids to construct a wall for committee consideration. No further committee action was necessary.

The next agenda item was discussion on bids for HVAC at City Hall and property improvements. Jim explained how the current system works; a blend of hot water heat and air handling with is used. Jim said he contacted three firms and only one responded; Bornhoeft was the recommended provider after committee discussion. Alderwoman Hall said she would like to make sure the venting is done properly. The timing would be in the spring when the demands for HVAC are lowest. Jim noted that the work would take two weeks and Bornhoeft would be willing to wait for payment until after May 1st.

Hibb's Park is on the next agenda for consideration. The funding of the park renovation would be split between TIF, P&R and the City. The total estimate \$18,883 and P&R are willing to fund one third (\$6,295) and the balance would come from City (all TIF if possible).

The last subject for consideration was 'suggestions to help with our facilities management'. There was some discussion on using solar energy in our city where applicable. Alderman York said he would like to look at the options as long as they are not an eyesore and there is a return on the investment. No committee action was taken.

There were no other agenda items and the meeting was adjourned at 5:16pm

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Grafton". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.