

**MINUTES OF A WORKSHOP/SPECIAL MEETING OF THE ZION CITY COUNCIL
HELD ON TUESDAY, FEBRUARY 28, 2006, AT 4:00 P.M. IN THE CITY COUNCIL
CHAMBERS, CITY HALL, ZION, ILLINOIS**

.....

Mayor Harrison called the meeting to order.

On call of the roll the following answered present: Commissioners Taylor, DeTienne, Bennett, Flammini and Mayor Harrison.

SPACE NEEDS ANALYSIS

Carol Sente and John Bosman of Sente, Rubel, Bosman and Lee Architects, Ltd presented an overview of the components and value of a space needs analysis study. Ms. Sente stated this analysis would provide information on 1) where to begin, 2) how much to budget, 3) long term planning, and 4) building trust in the community. The study also provides 1) a plan for making educated choices, 2) a tool for size, condition, location, looks and cost factors, and 3) the ability to prioritize.

The components of a space needs study are:

- Space needs analysis – how much space is needed for each operation currently and in the future
- Existing building condition analysis – building conditions, ADA compliance and environmental issues
- Conceptual drawings – drawings depicting new, remodeled or expanded floor plans
- Cost of construction and project budget – project costs including all soft costs, such as furniture, equipment and fees
- Site analysis – suitability of sites for building expansion or new facility

Commissioner DeTienne questioned how much time would be needed for the total analysis. Mr. Bosman stated the entire analysis takes approximately 4 months to complete. Commissioner Taylor stated that Council input is needed for any long range planning and goals. Mayor Harrison stated the two main factors center around space and money, and the best people to analyze these factors are the Council and staff. Brian Usher stated a space needs study allows a concerted effort through all departments for long range plans and costs without either piecemealing or making mistakes which later need to be changed. Ms. Sente stated an analysis could be accomplished in portions, providing the Council with a comfort zone, starting with answering the questions presented by the Council. Mr. Bosman recommended breaking down needs into smaller areas, many of which are then determined when funding is available to support the projects. Mayor Harrison stated the Council and city staff would need another workshop session prior to making any decisions. Commissioner Taylor suggested conducting workshops on a regular basis, in order to discuss issues such as the city's space needs, etc.

The Council agreed to conduct workshops every other month, on the second Thursday, starting with Thursday, March 16 at 4:00 P.M.

REFINANCING WATER BONDS

A memo (06-DOC-18) was received from Larry Pannell, recommending the refinancing of the 2001 Waterworks and Sewer System Alternative Revenue Bonds. An analysis by Bernardi Securities included two refinancing recommendations, with the largest savings of approximately \$209,000. Ms. Barbara Chevalier, Speer Financial, stated the bonds are rated AAA, and the new bonds would be at an interest rate of 3.97% instead of the 4.25% to 5.75% range of the original issue. Mr. Pannell suggested reissuing by April 1, 2006 prior to any interest rate changes.

It was moved by Commissioner Bennett, seconded by Commissioner DeTienne to authorize Speer Financial to proceed with the refinancing of the 2001 Waterworks and Sewer System Alternative Revenue Bonds. The vote on roll call was: Commissioners Taylor, aye; DeTienne, aye; Bennett, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

CLOSED SESSION

It was moved by Commissioner Taylor, seconded by Commissioner Flammini that the Council recess to Closed Session at 5:41 p.m. to discuss probable litigation. The vote on roll call was: Commissioners Taylor, aye; DeTienne, aye; Bennett, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to reconvene the Regular Council meeting at 6:03 p.m. with same members present. The vote on roll call was: Commissioners Taylor, aye; DeTienne, aye; Bennett, aye; Flammini, aye; and Mayor Harrison, aye.

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner Bennett, seconded by Commissioner Taylor and unanimously approved the meeting be adjourned at 6:03 p.m. Motion carried.

City Clerk

Approved March 7, 2006