

**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE
County of Champaign, Urbana, Illinois**

MINUTES – Approved as Distributed

DATE: Tuesday September 6, 2022
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

Committee Members

Present: Steve Summers, Jodi Wolken, Jenny Lokshin, Emily Rodriguez, Leah Taylor, Bethany Vanichtheeranont, Jim Goss

Absent: Stan Harper

County Staff: Dana Brenner (Facilities Director), Kyle Patterson (County Board Chair), Dan Busey (Recording Clerk)

Others Present: Chuck Reifsteck, (Reifsteck Reid Architecture),
Karla Smalley (Bailey Edward Architecture), Matthew Banach (States Attorney)

Agenda

I. Call to Order and Roll Call

Committee Chair Summers called the meeting to order at 6:33 P.M.

II. Approval of Agenda/Addenda

Moved by Ms. Lokshin to approve the agenda; seconded by Mr. Goss. Upon Voice Vote, the **Motion Carried Unanimously.**

III. Approval of Minutes – August 2, 2022

Moved by Mr. Goss to approve the minutes from August 2, 2022; seconded by Ms. Taylor. Upon Voice Vote, the **Motion Carried Unanimously.**

IV. Public Participation

None.

V. Communications

None.

VI. New Business

A. Update on ITB#2021-003 Satellite Jail HVAC Replacement. Mr. Brenner, Facilities Director, informed the committee that the air handlers have arrived on site. A tentative schedule has been sent to all parties involved. Mr. Brenner went over the schedule of replacement of each air handler that would make the most sense for the

comfort of the occupants. Mr. Brenner cautioned that there may be pause do to cool or heat to minimize the disruption of the inhabitants of the facility. Davis-Houk has inspected the equipment, and everything appears to be in working order. Ms. Lokshin and Mr. Brenner had a brief discussion about what necessitates acceptable weather conditions. Mr. Brenner stressed that the replacement would caution on the side of safety and comfort.

- B. Update on emergency purchase and installation of new a chiller at ILEAS. The chiller arrived on the 26th of August and all the components have been checked. Instillation will begin September 7th. The replacement in full will take about two weeks from start to finish. Mr. Summers expressed his optimism of the outlook of the project compared to prior updates.
- C. Discussion and Approval of ITB #2022-007 County Plaza Park Deck Renovation. Mr. Brenner explained that this portion of the project is being broken out separately and earlier than the County Plaza renovation because it will need to be safe to begin construction on the actual building itself. Karla Smalley, Bailey Edward Architecture, broke down how and what will be replaced on the parking deck. Ms. Smalley mentioned that getting this work out of the way early would help to not impede any of the restoration to the building. Mr. Goss and Ms. Smalley discussed the timeline of completing the renovation to the parking deck. The project should be done mid to late summer of 2023 possibly earlier. Mr. Goss **Moved** to approve the County Plaza Parking Deck Renovation; seconded by Ms. Lokshin. **The Motion Carried Unanimously.**
- D. Update on ITB #2022-009 Satellite Jail Consolidation Design Development and Budget and Schedule Discussion - Chuck Reifsteck, Reifsteck Reid Architecture, informed the committee that his firm is nearing the completion of the construction documents phase. The project should go to bid on September 27th, a pre bid conference will take place October 13th, bids will be due on November 2nd. Approval of the contract will then take place on the 17th of November full County Board Meeting, if approved, notice to proceed would be sent in early December. Mr. Summers and Mr. Reifsteck had a conversation about considering the possibility of unworkable weather. Ms. Rodriguez and Mr. Reifsteck had a conversation about the 100% completion timeline of the construction documents.
- E. Update on ITB #2022-008 County Plaza Renovation Project, Budget, and Schedule Discussion. Karla Smalley gave an update on way finding signage, stakeholder involvement, and floor plans. Ms. Lokshin asked if anyone on the design committee, that has no background in county business, is involved. Ms. Lokshin stated she would like someone who is not an expert to be involved. Ms. Rodriguez said that the input of the community should be sought out and that it would make more sense if this person were a woman. Reason being that 51% of the community are women.
- F. Discussion and Approval of PLA Agreement. Mr. Banach went over the specifics of the PLA agreement, where much of the parameters included came from, and updates to the document. Mr. Goss inquired about where the substantive changes of the document derived from. Mr. Banach responded that the equal opportunity piece was an important addition as well as added monitoring mechanisms. Mr. Banach then sited specific clarifications that had been made to different sections of the document. Ms. Rodriguez asked about the possibility of adding veterans as an equal opportunity

minority. She went on to ask the differences between the authority of the school districts and the county. Mr. Banach said that the University of Illinois PLA seemed to be a more complete document as opposed to Unit 4, which is why it was used. Mr. Banach and Ms. Rodriguez discussed home rule status and why this PLA is not being adopted as a blanket PLA for all projects. Mr. Summers stated that he believes that as this is the first PLA that it is a good idea to move forward expeditiously. Mr. Summers also pointed out the ability to track the different groups who apply through the implementation of this PLA. Mr. Banach went over the reporting requirement and goals of the PLA that will be able to be tracked as they are met. Ms. Lokshin **Moved** to approve the PLA Agreement; seconded by Ms. Taylor. **The Motion Carried by voice vote.**

- G. Update and Discussion of Courthouse Parking Lot. Mr. Brenner gave a history of changing the parking at the courthouse to primarily staff, other than ADA spots. The public is still parking in the employee spots on a daily occurrence, however. Mr. Brenner is looking into gated entry for courthouse employees and separation of the ADA spaces from the employee parking. Mr. Brenner proposed hiring a Civil Engineer to investigate restructuring the lot.

VII. Other Business

- A. Semi-annual Review of CLOSED Session Minutes. **Moved** by Ms. Vanichtheeranont to keep the minutes closed; seconded by Ms. Lokshin, the **Motion Carried Unanimously.**

VIII. Presiding Officer's Report

- A. Future Meeting – **Tuesday, October 4, 2022 @ 6:30pm**

IX. Designation of Items to be Placed on the Consent Agenda

VI. C

X. Adjournment

The meeting adjourned at 7:08 P.M.

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