

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

MINUTES – Approved as Distributed

DATE: Tuesday March 7, 2023
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

Committee Members

Present: Jenny Lokshin, Stan Harper, Stephanie Fortado, Bethany Vanichtheeranont,
Jennifer Locke, Jeff Wilson, Mike Ingram

Absent: Elly Hanauer-Friedman

County Staff: Dana Brenner (Facilities Director), Steve Summers (County Executive), Mary Ward
(Recording Clerk)

Others Present: Kyle Patterson (County Board Chair), Karla Smalley (Bailey Edward Architecture), Austin
Barton (Broeren Russo Builders, Inc.), Chris Bieser (Reifsteck Reid Architecture)

Agenda

I. Call to Order and Roll Call

Committee Chair Lokshin call the meeting to order at 6:30 p.m.

II. Approval of Agenda/Addenda

MOTION by Ms. Locke to approve the agenda; seconded by Ms. Fortado. Upon voice vote, the **MOTION CARRIED** unanimously.

III. Approval of Minutes – February 7, 2023

MOTION BY Mr. Ingram to approve the February 7, 2023 minutes; seconded by Mr. Harper. Upon voice vote, the **MOTION CARRIED** unanimously.

IV. Public Participation

Rohn Koester, Urbana, spoke on the situation at the jail and in support of those engaged in a hunger strike to protest the conditions of their confinement. The bond amounts are too high, the jail conditions are dismal and placing individuals far away from family and legal council is a burden.

V. Communications

There were no communications for the committee.

VI. New Business

- A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – Karla Smalley and Broeren Russo – Austin Barton

We are in a demo portion of the work now. They shared some pictures of the demo work. The demo on the vault is going well. Ms. Fortado had questions related to the PLA. She would like to see the list of subs that includes the subs that are actually the MBE/WBE contractors. She wants the list of the people on our C-DAP list that are actually working on the project, and she wants it by next Tuesday when the Committee of the Whole meets. She wants it for both the Jail and for this project. She also asked when the committee can expect to get reports on minority and women labor participation on the job and what mechanism will they receive it. Dana said the contractors are to include that information on their monthly pay applications. Once it's approved and signed off, it can be shared at the next monthly committee meeting. Ms. Fortado said she would eventually like to see all elected officials and department heads report so we can see how much we are using that list.

Discussion was then held on the Change Order Request Log explaining the changes and the amount of cost savings or added costs. Ms. Smalley explained that a culvert was found that goes from the building to the drive-thru and contained the utilities to run the drive-thru. This is being assessed and will probably need to be filled in. Mr. Wilson asked if there are utilities in the culvert, will they be dealt with in some form? There will likely be additional charges for this. We will make sure they are not active, disconnect them and then will likely fill that area.

- B. Update on ITB#2022-007 County Plaza Parking Deck Renovation – Bailey Edward Design – Karla Smalley

The stairs have been poured on the west side. Waiting on warmer weather (actually started today) to do the coating and the bollard installation as well.

- C. Update on ITB#2022-009 Satellite Jail Consolidation – Reifsteck Reid Architecture – Chris Bieser (Minutes from 2.23.2023 construction meeting attached)

The contractors are finishing up their cost projections that were requested for the monthly costs. The first pay application will not have the full breakdown, this is just the upfront stuff i.e. bonds, insurance, administrative items. We are still waiting on the final permits from both EPA and Urbana. As soon as the permits are final, the contractors are ready to start. Ms. Fortado asked what the permits for Urbana were costing us. It is \$37,000 for this project. County Plaza is \$122,000. Mr. Wilson asked if, on the sally port access, if there was a decision made regarding timing of the pavement demolition regarding utilities and if there is a due date for that to be accomplished. The timing of that depends on a permit. He also inquired about the topsoil distribution at the stockpiles, was there a resolution of higher or wider? There was no preference from the jail, it will be a contractor's option. Mr. Wilson also asked if the manhole submittal that needed approval had been completed. That has been done.

D. Discussion and Approval of Mental Health Board/Developmental Disabilities Board Proposed Four-Year Lease Agreement for Brookens Office Space– (Proposed Lease Agreement Attached)

Mr. Brenner highlighted some of the lease details. It's a new 4-year lease that starts on April 1 of this year and goes through March 31, 2027. There is a rental increase to \$14.61/sq. ft. this year. There is an added a clause to allow either the County or lessee to end the agreement with 180 days' notice. There is a little angst on their part.

MOTION by Mr. Ingram and second by Ms. Locke to approve the proposed lease as presented. Discussion followed. Mr. Ingram asked about the increase and if based on CPI, which it was. Ms. Fortado was glad the clause was added regarding the 180 days' notice to end the lease. She also pointed out that Brookens shows up several times on the Eleven Year Capital Asset Plan with proposed projects totaling \$3 million.

Upon voice vote, the **MOTION CARRIED** unanimously.

E. Discussion and Approval of Attorney General's Proposed New Four-Year Lease Agreement for Office Space at Brookens – (Proposed Lease Agreement Attached)

Mr. Brenner gave an overview of this proposed lease. Their lease runs on the calendar year and is \$18/sq. ft. That is probably some of the most expensive space in Urbana. We do cover their utilities. It will remain the same this year and then increase by CPI in years two, three and four. They also have the 180-day clause added to their lease. They also have some angst about the 180-day clause.

MOTION by Ms. Fortado to approve the proposed lease. Second by Mr. Ingram.

Discussion on the proposed lease followed. Ms. Fortado asked about the number of lessees in Brookens and that it would be nice to know the total of all the leases for Brookens. Mr. Wilson stated that in this lease there is not a default clause as there is in the Mental Health Board lease. Mr. Brenner will check with the State's Attorney's office. Also, this is subject to state money for them to pay their rent. What happens if they don't pay their rent? He is looking for some type of clause that would cover that if it should happen. The lease does mention the Prompt Payment Act and it could be that this is part of that Act. Mr. Wilson would like us to cover ourselves just incase they would default and will vote no until that is covered. Upon voice vote, the **MOTION CARRIED** by a vote of 5 yays to 2 nays.

F. Discussion and Approval of Eleven Year Capital Asset Plan Projects Listing (Attached)

Mr. Brenner went over the plan. Interiors, paint, and carpet are now included in the plan. All facilities are included in the plan which goes through 2033. We did not pre-load much into 2023. One of the surprises from the County Plaza project is that the elevators have failed. We had planned on \$30,000 per elevator for new parts and pieces. We have a proposal coming from our contracted elevator service provider,

Otis, for \$300,000 per elevator plus engineering costs. That will be approximately \$1 million additional costs. That will have to be bid out. Ms. Vanichtheeranont asked about replacing the cars vs. nursing them along. We would save the cars but would replace all the mechanical and that is about \$300,000 per elevator.

Mr. Wilson had a question about the priorities list and that business emergency/continuation (generators) was number four on the list. Is that due to low likelihood of equipment failure? Generators are tested once a week, those that power a full building are fully tested once a month. They are serviced annually and are well maintained. Mr. Harper stated that we used to not budget for maintaining facilities. Thanks to Mr. Brenner we have this plan, and it has flexibility built in, in case of emergencies.

MOTION by Ms. Fortado and seconded by Mr. Ingram to approve the Eleven Year Capital Asset Plan. Upon voice vote, the **MOTION CARRIED** unanimously.

G. Discussion of Humane Society Facility

Mr. Brenner has met with the Humane Society, and they are interested in us buying the property. They agreed to go with our appraisal. We could either do an outright purchase or a lease/purchase over a 10-year period. They are willing to discount the purchase amount by an amount based on getting out of their lease early. They currently have \$28,000 left on their lease for the next four years. In talking with Tami Ogden, she is more interested in an outright purchase. We will also need to check with the State's Attorney's office on this. It was a very good meeting with the Humane Society, and they were pleased to see we were interested in the facility. Mr. Summers added that his preference would be lease-to-own. This would be a big improvement over the current Animal Control facility. He would like to move forward with it sooner rather than later. Ms. Fortado pointed out that if we purchase the facility, there is no downstream for renovations in the Facilities Plan for the existing Animal Control facility.

VII. Other Business

A. Semi-Annual Review of CLOSED Session Minutes

MOTION by Mr. Ingram and seconded by Ms. Vanichtheeranont to open the minutes of the August 3, 2010 meeting and for the remainder of the minutes to remain closed.

Upon voice vote, the **MOTION CARRIED** unanimously.

VIII. Presiding Officer's Report

A. Future Meeting – **April 4, 2023 @ 6:30pm**

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

Items VI. D and F are to be placed on the Consent Agenda

X. Adjournment

Ms. Lokshin adjourned the meeting at 7:43 p.m.