



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

MINUTES – Approved as Distributed on December 2, 2025

DATE: Tuesday, November 4, 2025
TIME: 6:30 p.m.
PLACE: Shields-Carter Meeting Room
Bennett Administrative Center
102 E. Main St., Urbana IL 61801

Committee Members

Present: Stephanie Fortado, Elly Hanauer-Friedman, Jenny Lokshin, Bethany Vanichtheeranont, and Jeff Wilson

Absent: Ben Crane and Daniel Wiggs

County Staff: Michelle Jett (Acting Facilities Director), Steve Summers (County Executive) and Mary Ward (Recording Clerk)

Others Present: Chris Smith (Building and Grounds Supervisor) and Kate Kuzio (Grant Coordinator)

Agenda

I. Call to Order and Roll Call

Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken, and a quorum was declared present.

II. Approval of Agenda/Addenda

MOTION by Mr. Wilson to approve the agenda; seconded by Ms. Vanichtheeranont. Upon voice vote, the **MOTION CARRIED** unanimously.

III. Approval of Minutes – September 2, 2025

MOTION by Ms. Hanauer-Friedman to approve the September 2, 2025 minutes; seconded by Ms. Vanichtheeranont. Upon voice vote, the **MOTION CARRIED** unanimously.

IV. Public Input

There was no public input.

V. Communications

There were no communications to the committee.

VI. Drew Mueller, StraightUp Solar - Presentation on Solar Options for rooftop and ground installations for the Courthouse, Pope Jail and JDC

Ms. Jett announced that we will be receiving a large rebate on the geothermal project we did as part of the Pope Jail Consolidation project. She would like to be able to roll that into other energy efficient projects.

Kait Kuzio, Grant Coordinator, introduced Drew Mueller with StraightUp Solar. Mr. Mueller gave a brief background about their company. They have been in business since 2006 and are here to take care of the systems they put in.

He then gave a presentation on proposals for the Pope Jail and JDC. He went over systems and costs. He talked about the various rebates and incentives that are available and the fact that, with some of them, there are deadlines that are approaching. Payback for the Pope Jail would be approximately 4.6 years and for JDC about 5.2 years. The project at the Pope Jail would be a solar array while the one at JDC would be a roof-top project.

The committee asked several questions regarding the proposals many of which dealt with the county finance side of the project. Ms. Jett informed the committee that we will be bringing a Budget Amendment to the Committee of the Whole to help cover utility costs, especially gas and electric. Projects like this would be able to offset some of the utility costs in the future.

A proposal was also done for the Courthouse but was not discussed as there were concerns that other future projects would impact solar panel installation.

The committee would like to look at what can be done before some of the upcoming deadlines, particularly December 31, 2025 and July 4, 2026.

VII. New Business

A. Discussion and Approval of MEP Engineering Services RFQ

Ms. Jett presented the RFQs for Engineering and Architectural Service. They are for a 3-year period with the option for two 1-year renewals. Ms. Fortado asked if there was requirement that we can't use the companies we've been using again. No, there is not. The question was asked what the difference was between the architecture and engineering. Mr. Wilson helped with the answer; architecture is what is seen and engineering is what is not seen.

MOTION by Mr. Wilson to approve the RFQ for Mechanical, Electrical, Plumbing and Engineering Services; seconded by Ms. Hanauer-Friedman. Upon voice vote, the **MOTION CARRIED** unanimously.

Ms. Fortado asked if these had been run by the State's Attorney's Office. Yes, they have.

B. Discussion and Approval of Architectural Services RFQ

MOTION by Ms. Vanichtheeranont to approve the RFQ for Architectural Services; seconded by Mr. Wilson. Upon voice vote, the **MOTION CARRIED** unanimously.

C. Courthouse Digital Controls Upgrade

Chris Smith, Building and Grounds Manager, gave an update on the digital controls upgrade for the Courthouse. This will allow us to schedule downtime on systems at the Courthouse and will save us approximately \$192,000 a year on utilities. Estimated cost of the system is \$564,486 and there are incentives of approximately \$330,000. The goal is to have this installed and running by June and probably before.

Ms. Vanichtheeranont asked about parts availability. It is looking good; they have most parts in stock. Ms. Hanauer-Friedman asked if this can be done on other county buildings. Not all buildings have these systems, and the Courthouse is the oldest of all the systems. This is an ARPA project.

D. Parking Lot Paving

Steve Summers, County Executive, talked about the paving project at the lot behind Illini Oil Change. This project will be paid by ARPA funds. The project is complete. It did not go out as an ITB. We did get three bids for the job. The goal is to move people out of the Civic Center Parking Lot and help reduce our rent payments. The job went to Midwest, and they agreed to sign a PLA and will provide us the data. The approximate cost was \$43,000.

E. ILEAS AHU Update

Ms. Jett gave an update on the ILEAS AHU project. We will save money if we can time it with the old Nursing Home destruction. We are moving forward with this project with funds from CARF only. The estimated cost is \$950,000. It will probably end up over \$1 million. GHR has an aggressive timeline. Hope to have the RFP out in January.

F. CARF List Update

Ms. Jett passed out an updated CARF list. Next spring we need to a comprehensive update to the list. By then, we will have a better idea of what all was covered by ARPA to be able to update the list.

G. Brookens Name

Ms. Jett spoke about the Brookens name and that we may need to change it. Brookens Administrative Center and Bennett Administrative Center are too similar, and it is causing some confusion. The committee needs to give some thought to a name change, whether it be just dropping Administrative Center or changing it entirely.

VIII. Other Business

There was no other business.

IX. Presiding Officer's Report

There was no presiding officer's report.

A. Future Meeting – **December 2, 2025 @ 6:30 pm**

Ms. Lokshin announced the date of the next meeting as Tuesday, December 2, 2025 at 6:30 p.m.

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

There were no items for the Consent Agenda.

XI. Adjournment

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