

**CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES**

COUNTY FACILITIES COMMITTEE

Thursday, May 21, 2009

Jennifer K. Putman Meeting Room, Brookens Administrative Center
1776 E. Washington St., Urbana

MEMBERS PRESENT: Beckett, Bensyl, Cowart, James, Jay, Richards, Sapp,
Smucker, Weibel

OTHERS PRESENT: Denny Inman, Deb Busey, Julia Rietz, Steve Ziegler,
Duane Northrup, Mark Shelden, Alan Kurtz,
Stan Jenkins, Amanda Tucker

AGENDA ITEM

Call to Order

Chair Beckett called the meeting to order at 6:30 p.m.

Approval of Agenda/Addendum

MOTION by Sapp to approve the agenda; seconded by Weibel. There was no addendum for the meeting. **Motion carried.**

Public Participation

There was no public participation

Request of State's Attorney Civil Division (including Support Enforcement Services) to move to the vacated Highway Department space

Mr. Beckett explained he learned, just a week ago, that the State's Attorney's office was interested in moving into the space that had been vacated by the Highway Department, in the upper level of Pod 400 at Brookens. He discussed the issue with Chair Weibel and asked if he thought we needed a special meeting. He also talked with Ms. Rietz and asked her how imminent the issue was and it was his impression that the issue was not. He then left a message for Mr. Shelden informing him what he had learned. He heard back from Chair Weibel who indicated he had talked to different people in the building and he was not certain there was a need for a meeting. He then sent an email to the Facilities members and Mr. Sapp responded, asking for this meeting.

Mr. Ziegler explained this would entail moving both the Civil Division out of Administrative Services into the old Highway space and moving the Support Enforcement operations from the same pod, up to that space. This would allow them to consolidate both operations and have some advantages in shared secretaries and also allow the Civil Attorneys to move into an area with more space. This would also address record storage which is becoming a bigger problem and confidentiality problems they now have being in Administrative Services. They have gone through the space they are requesting and it pretty much is an exact fit in terms of employees and offices.

Mr. Beckett asked Mr. Inman what if any work would need to be done to that space before the move. Mr. Inman stated they would have to clean the carpet and do some hole patching in addition to painting and some cleaning. Mr. Beckett asked if that move occurred, what would happen to the vacated Support Enforcement and Civil Attorney space. Mr. Inman stated the vacated Support Enforcement space would be open and they are not sure about the Civil Attorney space. Ms. Busey stated with the Civil Space, she has some thought about how it could be used to bring Administrative Services in closer and enable them to open up additional space for another meeting room. She could have a specific recommendation by the June meeting.

Mr. Beckett asked if there is anyone in the building interested in the vacated Highway space or the Support Enforcement space. Mr. Weibel stated he does not know of anyone looking to use it as office space but there are certainly departments looking for better storage space.

Mr. Sapp stated he did ask for this meeting and it was his understanding that this issue could have gone to full board tonight. Mr. Beckett stated whenever they have approved the use of space at Brookens it has been a committee decision, not a full board decision unless there is a budget item that goes with it.

Mr. Sapp stated he is concerned because they previously developed a plan for several other moves in this building and had a list of people who had requested space and he asked if all those needs had been met. Mr. Inman stated they have. Mr. Sapp asked for an update on that information to see who had requested space and what was done.

Mr. Beckett provided the committee with the last document we had from the work done on the East Campus Master Plan. Representatives from many agencies were involved in a task force looking at the campus and they had talked about land swaps with the Park District. All of that came to a halt with the Nursing Home. The rest of the money budgeted was not spent and we were also lacking funds from the Park District as well. The last thing the architects did was put the Nursing Home where it is and that was the end of it.

Mr. James asked what the square footage is in the old Highway Department space. Mr. Inman stated it is 3900 square feet.

Mr. Shelden stated right now, in the Civil Division space, there are fewer people there than what it was designed for. Mr. Inman stated that is incorrect; there are still three attorneys there. Mr. Shelden continued asking the square footage that is being vacated by this move. Mr. Inman stated it is about 3350 square feet.

Ms. Rietz stated they need that space, they are combining two different departments into one and that is the only space available to do that.

Mr. Shelden stated he is confused about the East Campus Master Plan and asked if there was a document produced because of it. Mr. Beckett stated there was not, they had several delineations of the map and dealt with several issues related to utilities and the roadway but when the Nursing Home happened it stopped and we never got a final report.

Mr. Sapp stated there is documentation on the interior of the Brookens building unrelated to the East Campus Master Plan where they identified departments that needed and wanted space. Mr. Shelden stated he filled out a survey for Mr. Glerum and met with him about space issues and his point is they spent \$133,000 on the East Campus Plan for a map.

Mr. Ziegler stated, regarding the need for this space, Support Enforcement use to occupy a much larger space and it was moved to its current location to facilitate reorganization at Brookens. One reason they would like to move into a larger space is because they are currently using very small offices and spaces and when that move was made Support enforcement had to give up space to meet with clients. This move will provide space for that.

Mr. Northrup stated the question was asked if all other needs have been met, and he pointed out the Coroners office moved to Brookens in 2001. They were not consulted about that move until it was already decided but they were told the move to Brookens was temporary. He periodically comes to the meetings and reports they still need space for their operation. They never know when or how it is going to be addressed; there is never a plan and no money. It would be nice if they had some idea where they were going and what they are looking at.

Mr. Sapp stated he still thinks the Coroner has needs to be addressed and they do need a plan before they approve a move if there are other changes that could go along with it.

Mr. James stated if the old Highway space is conducive to what the State's Attorney needs and it will not serve the needs of any other department they should not hold up the move.

MOTION by James to allow the State's Attorney's offices to move to the old Highway space, seconded by Jay.

Mr. Sapp stated there are only two weeks until the next Facilities meeting. He would prefer to think about it to make sure they are not overlooking someone.

MOTION by Sapp to defer, seconded by Bensyl.

Mr. James asked if it is imperative that they move in the next few weeks.

Ms. Rietz stated that old space has been vacant almost a year and no one has brought this issue forward and she cannot think of any other department interested in that space.

Mr. Sapp asked, if it's been vacant since June of last year and this was just brought up last week what the issue is if they wait a few more weeks to discuss it and think about it.

Ms Rietz stated they have a large file storage unit that has to be moved and they have to pay to do that out of the state budget so deferring this does make it difficult for them to budget and to get approval from the state for that payment. They know they can get it out of the fiscal year that ends June 30th if it is delayed past June 30th the state budget may not have enough appropriation in it for next year to cover this.

Mr. Inman stated the move is scheduled for July 11th, if approved.

Motion to defer failed with a 6/3 roll call vote. Voting no was Cowart, James, Jay, Smucker, Weibel and Beckett. Voting yes was Bensyl, Richards and Sapp.

Main motion carried with a 6/3 roll call vote. Voting yes was Cowart, James, Jay, Smucker, Weibel, Beckett. Voting no was Bensyl, Richards and Sapp.

Other Business

There was no other business.

Adjournment

Chair Beckett declared the meeting adjourned at 6:54 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary