



**Champaign County Board
Facilities Committee
County of Champaign, Urbana, Illinois**

MINUTES – Approved 11/3/2015

DATE: Tuesday, September 1, 2015
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington, Urbana, IL 61802

Committee Members

Present	Absent
Gary Maxwell (Chair)	
Giraldo Rosales (Vice Chair)	
Jack Anderson	
Josh Hartke	
Jeff Kibler	
James Quisenberry	
Rachel Schwartz	

County Staff: Dana Brenner (Facilities Director); Deb Busey (County Administrator); Linda Lane (Administrative Assistant)

Others Present: Chris Alix (Board Member)

MINUTES

I. Call to Order

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

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda

MOTION by Mr. Rosales to approve the agenda; seconded by Mr. Kibler. Upon vote, the **MOTION CARRIED unanimously.**

IV. Approval of Minutes- August 4, 2015

MOTION by Mr. Hartke to approve the minutes of the August 4, 2015 meeting; seconded by Mr. Quisenberry. Upon vote, the **MOTION CARRIED unanimously.**

V. Public Participation

None

VI. Communications

None

VII. Approval of the Army Corp of Engineering Lease

Mr. Maxwell noted that this item has been pulled from the agenda several times in the past. He said that Mr. Brenner assures him that this lease is in good shape and can be recommended to the Full County Board for approval. **MOTION** by Mr. Hartke to approve the lease; seconded by Mr. Kibler. Upon vote, the **MOTION CARRIED unanimously.**

VIII. Approval of the Urbana Park District Lease Amendment

Mr. Maxwell said that the Urbana Park District would like to lease some storage space, previously occupied by the State’s Attorney’s office, beginning September 1, 2015. Mr. Brenner stated that on June 1, 2016 this will be rolled into the regular lease. **MOTION** by Mr. Hartke to approve the lease amendment; seconded by Mr. Rosales. Upon vote, the **MOTION CARRIED unanimously.**

IX. Facilities Director’s Report

A. Update on Courthouse Window Replacement Project

Mr. Brenner handed out an updated schedule. He said it needed to be adjusted due to two separate delays. He said the jury assembly room will be done next week, which is the only time available to do those windows since there will be no juries scheduled. He reported the project is going well and expects to finish the second week of October, with 47 of the 127 windows now complete.

B. Update on Facility Condition Assessment, Documentation, and Capital Planning Study

Mr. Brenner stated they have been busy going through the buildings with the consultants. He reported that per Ms. Busey’s request, they proposed a change in schedule to Bailey Edward that they deliver a draft to us in October instead of November. Mr. Brenner said they also asked that they present to the Facilities Committee and Board in November instead of December, since the budget will be approved in November. He said that Bailey Edward has agreed.

C. Update on CCNH Dryer Venting Project

Mr. Brenner briefly explained the dryer vent issue. He said GHR did a study recently and came up with a way to exhaust the dryers in another location. He said the estimated price for that project is \$220,000. Mr. Brenner said the Nursing Home gave permission to get a proposal from GHR to do the specifications and bid documents. He said GHR has delivered that proposal and it will go to the Nursing Home Board of Directors for approval on September 14, 2015.

D. Update on the Satellite Jail, Highway, and JDC Joint/Crack Repair Project

Mr. Brenner said they had a kick-off meeting with Otto Baum, ERA, and the three building supervisors today. He said work will begin tomorrow and last about 60 days, starting with the Satellite. He reminded all that the Satellite would have the joints replaced, cracks repaired, and panels sealed; JDC will have the joints replaced; and Highway will have the joints replaced and cracks repaired. He said that the panel joints will need to be done again in 8-10 years as normal maintenance.

Mr. Brenner mentioned that the Illinois Green Business Association has been on their list for some time. He said they attempted to get it completed in May, but had to cancel. He said they have a meeting scheduled for next week and we will be giving them four pieces of information. Mr. Brenner said once that is complete they should receive their certification.

X. Other Business

A. Approval of Closed Session Minutes – June 2, 2015

MOTION by Mr. Hartke to approve June 2, 2015 minutes; seconded by Mr. Kibler. Upon vote, the **MOTION CARRIED** with Mr. Anderson abstaining.

B. Semi-Annual Review of Closed Session Minutes

Mr. Maxwell stated that there were no closed session minutes to review.

XI. Chair's Report

A. Future Meeting – Tuesday, October 6, 2015 at 6:30 p.m.

B. Tour of the Juvenile Detention Center, 400 S Art Bartell, Urbana at 5:15 pm prior to the October 6 Facilities Committee Meeting. Meet in the JDC parking lot at 5:15.

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

Mr. Maxwell stated that items VII and VIII are to be placed on the consent agenda.

XIII. Adjournment

There being no further business, Mr. Maxwell adjourned the meeting at 6:48 p.m.

***Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*