

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

COUNTY FACILITIES COMMITTEE

February 3, 2004

Meeting Room 1, Brookens Administrative Center

MEMBERS PRESENT: Beckett, Brumback, Cowart, Smith, Greenwalt,
Knott, Crozier

MEMBERS ABSENT: Sapp, Jay

OTHERS PRESENT: Tom Betz, Tony Fabri, Deb Feinen, Bob Kirchner,
Jenny Putman (Policy Committee Members)
Joel Fletcher (Assistant State's Attorney)
Mike Frerichs (County Auditor) Deb Busey,
Denny Inman (County Administrators) Alan Reinhart
(Physical Plant) Jonathan Schroeder (County Board
Member) Carol Vorel (Media) Denny Unzicker (County
Engineer)

CALL TO ORDER

Chair Beckett called the meeting to order at 7:07 p.m. After acknowledging the Policy Committee members who were in attendance and declaring a quorum present he proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Brumback to approve the agenda and addendum; seconded by Smith. **Motion carried.**

APPROVAL OF MINUTES

MOTION by Crozier to approve the regular and closed session minutes of January 6, 2004 as presented; seconded by Brumback. **Motion carried.**

CHAMPAIGN COUNTY NURSING HOME

Presentation: Fred Cobb from the University of Illinois. (Joint County Facilities and Policy Committee item)

Mr. Beckett explained that some Board Members are concerned that more could be done to improve minority business participation on County construction projects.

Mr. Cobb, who works at the University of Illinois as a compliance officer spoke to the committee regarding their lack of minority participation in construction projects. He explained that in this area trades people tend to get their family involved in the business and if owners are white then generally those brought in are white. He suggested the County employ someone who can oversee large projects as well as monitor what is going on at the construction site, stay in touch with the unions as well as track other aspects of participation. He reminded the committee that the person who has this job needs the support of those in charge.

Mr. Kirchner asked how the U of I monitors and ensures that the bidding process and contracts are made available to minorities.

Mr. Cobb explained that the State is better at this than the University. They require up front that prime contractors indicate they have contacted minority subcontractors for consideration and submit that information with their bid. The contractor has to submit a workforce projection, they are monitored throughout the project and if they are non compliant money can be withheld. The goal for the University is the law. He stated there are minority subcontractors available, many from Bloomington and Danville and Peoria. They try to use local minorities first to support local business but if they cannot they will make contacts outside of Champaign Urbana.

Mr. Kirchner asked if the Responsible Bidders Ordinance would have any effect on reducing opportunities for minorities. The ordinance requires the bidder have participated in an apprenticeship.

Mr. Smith explained that the ordinance does not keep non union contractors from bidding; any contractor can have their own apprentice program at no cost. They can also get a one project agreement that will allow them to hire locally from unions, once they sign up they are a part of that apprentice program.

Mr. Beckett asked Mr. Cobb for a copy of his job description.

Minority Participation

Mr. Beckett reminded the committee there had been a contractor meeting on January 12th; each member received a copy of the sign in sheet from that meeting

Project Update

Mr. Beckett stated the Certificate of Need Application for the Nursing Home is scheduled to be addressed at the Illinois Health Facilities Planning Board on February 18th.

Mr. Inman stated they are ready to exchange documents with the City of Urbana on the Special Use Permit. He has not heard back from the City about a possible re-zoning.

PKD Pay Request #12

MOTION by Crozier to Recommend County Board Approval of Pay Request #12 from PKD Incorporated in the amount of \$13,026.00 for Professional Services provided through January 21, 2004. (\$3,588.00 – Staff; \$9,438.00 –Preconstruction Fee); seconded by Smith. **Motion carried.**

Farnsworth Group Invoice #75356 & 75045

MOTION by Greenwalt to Recommend County Board Approval of Invoice #75356 & #75045 from Farnsworth Group in the amount of \$13,180.11 for Professional Services provided through January 23, 2004 (\$6,462.00 – Design Development Services; \$6,718.11 – Reimbursables) seconded by Brumback. **Motion carried.**

COURTHOUSE

Phase I and II: Courthouse Construction/Remodeling

Discussion – Proposed Lincoln Display: Curator Services

Mr. Beckett explained they have accepted the donation from Mrs. Erwin for the Lincoln Display County Archives on the first floor of the Courthouse. He feels they should be moving forward now that they have the money, he suggested putting together an RFP to find out how much it will cost. They will need someone to identify the historical items the county has and make recommendations on how to display them as a museum.

MOTION by Knott to direct County Administrator to create a Request for Proposals to obtain recommendations on how to move forward with the Lincoln Display of County Archives on the first floor of the Courthouse; seconded by Greenwalt. **Motion carried.**

Public Defender Remodel

Mr. Beckett explained that in December the County Board ended the contract for legal services and went back to a fully staffed public defender office. There are 2 Public Defenders working out of a small, shared space.

Ms. Greenwalt asked Mr. Beckett if he had spoke with the new presiding judge to see if his plans for the Public Defender space are the same as Judge Townsend.

Mr. Beckett stated he would speak to Judge Difanis but would be surprised if he would want to make a change, he would like to go ahead and get started on the project.

MOTION by Brumback to move forward with the remodeling of the Public defender office space; seconded by Cowart. **Motion carried** with Crozier voting no.

Mr. Reinhart passed out a physical plant project list. He explained that there are not construction documents for this project and he is not sure of the cost at this time.

Kanfer Studios Artistic Donation

Chair Beckett stated the donation of four portraits are in place at the Courthouse and he has received nice comments about them.

Mrs. Erwin - Chair Donation Letter

Mr. Beckett stated he had included a copy of the thank you letter sent to Marilyn Erwin for her donation.

Request for Reserved Parking space – Mrs. Jude Redwood/ Attorney at Law

They had received a letter from Attorney Mrs. Jude Redwood requesting a reserved handicapped parking space at the Courthouse. Matt Hartrich, Assistant State's Attorney created a letter in response stating the County is in compliance and will not offer any personal spaces for anyone.

Ms. Greenwalt asked if the Handicapped parking spaces in the Courthouse lot are used on a regular basis.

Mr. Beckett stated he has never seen all the spaces full, but there have been non-handicapped cars parked in the handicapped spots. If it becomes a problem they will have to find more spaces to designate as handicapped.

Committee consensus that Chair Beckett create and send a letter to Mrs. Redwood stating their decision.

Time Capsule

Mr. Inman stated they have solicited elementary schools in the county for suggestions for the time capsule, they will also send a memo to the department heads and board members so everyone can offer suggestions. They will create a list of items to be included in the time capsule for the next meeting agenda; if they receive no responses they will plug the hole.

Courthouse User Group List

Chair Beckett explained that beginning on February 9th people will be charged to park at the Courthouse.

He stated Judge Townsend had talked to him before he left about the last item on the user group list, the bomb resistant glass. We could add a coating to the glass which was estimated to have a cost of \$90-\$180,000.

Other items on the list include the coiling doors which Mr. Inman explained will be completed after hours, as soon as they receive a schedule form the Circuit Clerk the work will be scheduled. The committee reviewed the remainder of the list and Mr. Reinhart gave updates on some of the items in question.

Mr. Beckett stated he will talk to Judge Difanis about a few of the items on the list including the security desk.

Exterior Masonry/clock & Bell Tower

A/E Contract – final version

This item is for information only

Final Tower Masonry Report

Mr. Inman stated he provided this information for the Facilities Committee so they can see what has developed with the Clock and Bell Tower project.

Clock & Bell Tower Update

Mr. Beckett stated they are having a breakfast meeting on February 12th at 7:00 a.m. at Eastland suites. Each committee member submitted 15 names of people who may be interested in the project who were invited to attend.

BROOKENS ADMINISTRATIVE CENTER

Parking Light Issue – Illinois Power letter dated January 14, 2004

Mr. Beckett reported that after the last meeting the parking lot had working lights the next day. He included for the committee an apology letter from Illinois Power.

Parking Lot B Light Request – Illinois Power Memo dated January 26, 2004

Mr. Beckett stated this is in response to a request from the Auditor's office to add security lights to parking lot B. The monthly cost is estimated to be \$136.69.

Mr. Reinhart stated they pay from \$35-\$43 per pole including light and wiring. The cost for these lights is budgeted.

MOTION by Greenwalt to approve the addition of security lights to Parking Lot B on the east side of the Brookens building; seconded by Knott. **Motion carried.**

Mr. Beckett stated this should be completed by March 1st.

Restroom Doors

Mr. Reinhart stated they are waiting for the architectural specification before they can begin. This item will stay on the agenda until it is resolved.

Isaksen Glerum Pay Request #1

MOTION by Greenwalt to recommend County Board approval of Pay Request #1 from Isaksen Glerum in the amount of \$292.0 for Professional Services provided for the period of March 23, 2002 thru April 19, 2002. Pay Request is for additional services; seconded by Brumback. **Motion carried.**

Mr. Inman stated this pay request wasn't on the previous agenda because they got it to us late. We did an audit of all construction accounts and this was brought up by Isaksen Glerum. We do owe them the money.

Facilities Project status report

This list includes current projects that the physical plant has been involved in and what we anticipate for this year. There are a lot of projects and everyone wants to be number 1, he explained that with the direction of the County Administrators they determine how and when we can get to each one.

Physical Plant budget updated

Alan Reinhart supplied committee members with a memo regarding the physical plant budget.

Mr. Beckett asked Ms. Busey if greater priority was given to certain projects would there still be a contingency line item.

She explained in the FY 04 budget in the general corporate fund there is \$100,000 in contingency.

HIGHWAY FACILITY

The Facilities Committee saw a presentation last month about the trip to the Dekalb highway facilities, this presentation was also shown at the highway committee meeting.

Mr. Schroeder stated that the highway committee had a lot of concerns about the 3 funding sources if this project does go through, we will be looking at a deficit within 4 years with a reduction of the County Bridge fund and motor fuel tax. There was also some concern about a fee of approximately \$120,000 to look for a site outside the East Campus. The highway committee wants to know what will be done with existing buildings in particular the Nursing home which could be converted into a document storage facility.

Ms. Feinen stated that the highway Committee really supports what Mr. Unzicker has done trying to save money over time to make this possible. The highway committee is concerned that there will be deficit fund balances although the committee is supportive they want it to be made clear to the County Board that this is not a clear funded project and they will have to adequately fund highway in the next budget.

She feels if we take that responsibility seriously we should be able to do this project. The highway committee is unanimous in feeling that with the East Campus master plan in place we should not expend additional dollars to search the County to find a place to put this building, they would like to have it at the County complex. She stated they are reluctant to move forward without knowing plans for other buildings; they would like to have a bigger view about how we're going to handle that issue. They are supportive but want to make sure County Facilities and the County Board is aware of their concerns.

Mr. Unzicker stated he understands the concern about the bridge fund because they cannot use any of those dollars in this project. Including this project, his 5 year program shows maintaining a good fund balance, he has refigured numbers and things look a little different. He feels if we keep close tabs on it we can still have the fund balance.

Mr. Beckett stated the county has been approached by both the City of Urbana and Champaign, and they are interested in Intergovernmental Agreement similar to Metcad where a new building would service county and municipal vehicles. He is concerned that would mean a delay, and would also cause some funding issues. If we are interested in that we should explore it quickly and decide if it is in our best interest. The longer we delay this project the more it will cost.

Mr. Unzicker stated they have not discussed anything with the cities. If there is an agreement with the cities it could mean we have to build a bigger building with more employees.

Mr. Beckett stated before the next meeting they will meet with city representatives and find out what they have in mind. He pointed out that the Circuit Clerk needs storage space so they will also have to look into that issue. He hopes to have some final projected numbers by the next meeting. He reminded the committee that they are looking at a style of building similar to the DeKalb County facility with administrative office space, and a large work area with everything self contained.

Proposed Highway Facility/Presentation hand out

Addressed above

EAST CAMPUS MASTER PLAN

Isaksen Glerum Pay Request #1

MOTION by Brumback to commend County Board approval of Pay Request #1 from Isaksen Glerum in the amount of \$1,930.00 for Professional Services provided for the period of June 1, 2002 thru August 23, 2002. Pay Request is for vehicle/facility/pedestrian signage issues & basic services; seconded by Greenwalt. **MOTION carried** with Crozier voting no.

Mr. Beckett stated they will leave this item off of the consent agenda, he is concerned about the invoice dates and therefore the problem could be our processing of the invoices. Mr. Fletcher and Mr. Inman will look into this invoice.

OTHER BUSINESS

There was no other business.

ADDENDUM

Amendment No. 2 to Champaign County/Metcad Lease Agreement

Mr. Fletcher stated this lease agreement provided that the City of Champaign pay rent and also part of the Construction costs for the Metcad renovation. The construction costs are less than anticipated and passing this means if the lease terminates early it reduces the amount we owe the City.

MOTION by Crozier to approve amendment No. 2 to Champaign County/Metcad Lease Agreement; seconded by Brumback. **Motion carried.**

DETERMINATION OF COMMITTEE ACTIONS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

Committee consensus that items VD, E; VII B, and the addendum be included on the County Board Consent Agenda

ADJOURNMENT

Chair Beckett declared the meeting adjourned at 8:55 p.m.