

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

**MINUTES – Approved as Distributed**

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**DATE:** Tuesday March 8, 2022  
**TIME:** 6:30 p.m.  
**PLACE:** Lyle Shields Meeting Room  
Brookens Administrative Center, 1776 E. Washington St., Urbana IL 61802

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**Committee Members**

**Present:** Steve Summers, Jodi Wolken, Jenny Lokshin, Jim Goss, Leah Taylor, Bethany Vanichtheeranot.

**Absent:** Emily Rodriguez, Stan Harper.

**County Staff:** Dana Brenner (Facilities Director) Dan Busey (Recording Clerk), Darlene Kloepfel (County Executive)

**Others Present:** Richard VanNote (GHR Engineering), Chuck Reifsteck (Reifsteck Reid Architecture), Karla Smalley (Bailey Edward Architecture).

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**Agenda**

**I. Call to Order and Roll Call**

Committee Chair Summers called the meeting to order at 6:30 P.M.

**II. Approval of Agenda/Addenda**

**Moved** by Ms. Lokshin to approve the agenda; seconded by Mr. Goss. Upon voice vote the **Motion Carried Unanimously.**

**III. Approval of Minutes – February 8, 2022**

**Moved** by Ms. Taylor to approve the minutes from February 8, 2022; seconded by Mr. Goss. Upon Roll Call Vote, the **Motion Carried Unanimously.**

**IV. Public Participation**

None.

**V. Communications**

None.

**VI. New Business**

A. Update on ITB#2021-003 Satellite Jail HVAC Replacement. Richard VanNote gave an update on the progress being made. Much of the infrastructure work is being completed as planned. Mr. VanNote believes that at the current pace the air handlers should be able to be installed in April. The controls are being upgraded as well, which

will allow for energy savings. Alpha Controls is currently on site beginning the upgrade process. Mr. Brenner reminded the committee that this project qualified for an AMEREN grant of one hundred and ten thousand. Ms. Lokshin and Mr. VanNote discussed the completion date, which is believed to be the end of April. Mr. Summers told Mr. VanNote that on a recent visit to the Satellite Jail he could tell that they were making great strides.

- B. Update on County Plaza and Program Statement Discussion for County Departments Space Needs. County Executive Kloeppel gave an update on parking at the County Plaza. Ms. Kloeppel also informed the Committee that there are a group of five that will be making the decision on who occupies what space in the building. This group includes the Treasurer, County Clerk, Sheriff, Public Defender, as well as the County Executive and the Facilities Director. Karla Smalley of Bailey Edward Architecture explained how the process will function in making the decision of how to divide the space. The process will include engagement, prioritization, visualization, and a communication plan. Mr. Summers asked how the needs of the offices are going to be determined. Ms. Smalley stated that the committee of five would determine this by a weighted vote or an even vote. Mr. Summers and Ms. Smalley had a conversation about the voice of offices who are not in the core group making the decisions and how their needs can be met. Mr. Goss said that the goal should be to get as many offices out of Brookens as possible. Ms. Smalley and Mr. Goss discussed square footages and how offices can convey their needs to the committee. Ms. Wolken seconded Mr. Goss stating that everyone should move into the County Plaza to not incur the maintenance costs of two buildings. Ms. Lokshin, Ms. Smalley, and Mr. Brenner discussed a loose timeline for Champaign County to begin occupying the building. Ms. Lokshin asked if the goal would be to get the Sheriff into the building first and out of the Main Street Jail, to which Mr. Brenner confirmed to be the goal. Mr. Summers asked if a list of County Entities that would like to move could be provided. Mr. Brenner explained further what information will be provided to the committee including forms and meeting minutes. Ms. Kloeppel spoke about some of the smaller offices and their needs.
- C. Update on Satellite Jail Consolidation Schematic Design Phase. Chuck Reifsteck delivered the update on the progress. The architect has been working very closely with the Sheriff to create functional space for their needs. This includes flexible small units, a health care clinic, mental health office, inmate program space, indoor and enclosed outdoor exercise space, and a secure rescue outdoor space. Mr. Goss enquired about the timeline. The schematic design phase is due next week. Design development is scheduled to be due May 18<sup>th</sup>. Construction documents are scheduled to be fifty percent complete by July 20<sup>th</sup> and the out to bid phase is scheduled by September 14<sup>th</sup>. A bid opening date would be sometime in October and would be brought to the board on the 17<sup>th</sup> of November for approval. Mr. Reifsteck added that he took a tour of recently completed jail project in McClean County, this was beneficial in considering the architecture of this project.

## **VII. Other Business**

None.

**VIII. Presiding Officer's Report**

A. Future Meeting – **Tuesday, April 5, 2022 @ 6:30pm**

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

None.

**X. Adjournment**

The meeting adjourned at 6:59 P.M.