

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

**MINUTES – Approved as Distributed**

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**DATE:** Tuesday May 3, 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, Stan Harper, Jim Goss, Leah Taylor, Bethany Vanichtheeranot, Emily Rodriguez

**Absent:** None

**County Staff:** Dana Brenner (Facilities Director), Darlene Kloeppe (County Executive), Aaron Ammons (County Clerk) Kyle Patterson (County Board Chair), Dan Busey (Recording Clerk)

**Others Present:** Richard VanNote (GHR Engineering), Brant Muncaster (Reifsteck Reid Architecture), Karla Smalley (Bailey Edward Architecture), Kevin Sage and Matt Kelly (East Central Illinois Building Trades)

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**Agenda**

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

Committee Chair Summers called the meeting to order at 6:31 P.M.

**II. Approval of Agenda/Addenda**

**Moved** by Ms. Taylor to approve the agenda; seconded by Ms. Wolken. Upon Voice Vote, the **Motion Carried Unanimously.**

**III. Approval of Minutes – April 5, 2022**

**Moved** by Ms. Taylor to approve the minutes from April 5, 2022; seconded by Ms. Lokshin. Upon Voice 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. GHR Engineering – Richard Van Note delivered an update on the project as well as the HVAC Hail Damage Project. The lead times on the air handlers for the Satellite Jail are still pushed out until mid-July. Thus, pushing the project until around October when the cooler weather will

allow them to be installed. All other preparatory work will be done in the next week. The other large portion of the project is the controls upgrade, which has been granted incentive money through AMEREN, ninety percent of this work has been done. Alpha controls will complete the rest once the air handlers are in place. As far as the Hail Damage project the contractor has all the equipment in place. Except for some pieces of equipment that need to be completed at Brookens and the Juvenile Detention Center the project is essentially winding down within the next few weeks.

- B. Update on County Plaza and Program Statement Discussion for County Departments Space Needs – Bailey Edward Design – Karla Smalley delivered the update. Ms. Smalley reported on the meetings the architectural firm has had with the steak holders within County Government. The goal of this project being to determine what County Plaza will be and how to make County Plaza a hub of county business. Square footage needs were covered, and the steak holders asks were closely met. Ms. Smalley believes the floor plans are coming together and that they are beginning to work on schematic design. The County Clerk, Treasurer, and Assessor have yet to commit fully to moving into County Plaza. The Treasurer and Assessors plan to move hinges on a commitment from the County Clerk due to them working so closely with the Tax Cycle. Mr. Brenner informed the committee that the clerk has reservations regarding voting space. The clerk has asked to have access to the County Board room on election day. County Clerk Ammons expressed his concerns with the amount of space there would be for voting versus the current amount of space they occupy during an election at Brookens. Mr. Ammons stated that he would like it codified in the language in the agreement that the County Clerk’s Office would be able to access the necessary meeting/board rooms when necessary. Mr. Ammons went on to discuss the logistics of how voters would exit and enter the building. Ms. Lokshin asked the Clerk if they foresee the need to use the board room for pre-election procedures. Mr. Ammons informed the committee that just because the square footage matches their needs, it doesn’t necessarily mean that the lay out is going to be operable. Mr. Ammons stressed that there must be hard commitment from the County Board and the County Executive that the Clerk’s Office will be able to procure the space that they may need during an election. Ms. Lokshin and Mr. Ammons went on to discuss legal requirements of securing voting rooms. Mr. Summers expressed his hopes that further discussion with the Clerk and the County Board can clarify in answering the questions Mr. Ammons has before a commitment is made. Mr. Ammons asked for some guidance on if the County Board or the County Executive will ultimately be making the decisions regarding his space needs. Ms. Lokshin and Ms. Smalley went on to discuss the space needs for IT. Mr. Brenner described how IT servers would be relocated to the Jail Consolidation. Ms. Taylor and Ms. Smalley briefly discussed the Clerk, Treasurer, and Assessor and how they rely on each other to move or to stay. Mr. Summers asked about the design of the building, demolition of current walls, and the possibility of cubicle space. Ms. Smalley spoke to the number of workstations and the ability to reduce the square footage using them. Ms. Taylor asked about the possibility of a tour, to which the County Executive stated that once commitments are made by the steak holders tours would be available. Discussion about renovations and space followed. Mr. Summers expressed his opinion that the

goal should be to move everyone to the County Plaza. Mr. Ammons and County Executive Kloeppe further discussed the reasoning for not being able to tour the building at this time.

- C. Update on Satellite Jail Consolidation Schematic Design Phase – Reifsteck Reid Architecture – Brant Muncaster. Mr. Muncaster delivered an update. The project is currently in the design and development stage which will be submitted on May 18<sup>th</sup>. The drawings and information have been submitted to the pricing consultant. Meetings have been had with the City of Urbana over code and the needs for a special use permit. A meeting with the committee will be had to ensure the project is meeting expectations. Mr. Summers and Mr. Brenner discussed the timeline of procuring the special use permit from the city. The request for the permit will be submitted on May 10<sup>th</sup> and it will be up to the City Council in June.
- D. Update on ITB#2021-010 Salt Dome Asphalt Shingle Replacement Project (photos attached) – Bailey Edward Design –Karla Smalley. Ms. Smalley delivered an update on the project. The Salt Dome weather permitting is scheduled to be complete at the end of the week.
- E. Update on Brookens POD #300 EPDM Rubber Membrane Replacement Project – Bailey Edward Design – Karla Smalley. Pod 300 at Brookens is approximately sixty percent complete and should be substantially complete within two weeks.
- F. Discussion of the Proposed Project Labor Agreement (PLA) attached – Matthew Banach. Mr. Summers stressed that this is just a discussion at this point. Mr. Banach went over the details of the agreement. Mr. Goss and Mr. Banach discussed the specifics of the agreement and the language therein. Specifically, how the agreement is enforced and the potential of added costs to taxpayers. Ms. Rodriguez and Mr. Banach had a discussion on how other counties that have similar practices in place operate. Ms. Rodriguez and Mr. Banach had further discussions on dollar amounts and the purchasing policy. Kevin Sage and Matt Kelley of the East Central Illinois Building trades answered questions from the County Executive and the Committee about the benefits of entering into such an agreement, as well as the demographics of the different trade unions. Discussion followed about how the trades council and the contractor, in this case Champaign County, would operate. Mr. Sage spoke about how apprenticeship programs have the potential to help the community. Mr. Summers informed the committee that there are still talks with the States Attorney’s Office to add specific parameters to force greater participation to employ underrepresented groups. Discussion about minority run Union shops ensued between Mr. Goss and Mr. Sage as well as meeting the guidelines set forth within the document. More specifics about the requirements and goals of the PLA were discussed between the committee.
- G. Approval of Lease Agreement METCAD 911 Call Center. Mr. Brenner discussed the specifics of the lease. **Moved** by Mr. Goss to approve the Lease Agreement between METCAD 911 Call Center and Champaign County; seconded by Ms. Taylor Upon Voice Vote, the **Motion Carried Unanimously.**

**VII. Other Business**

None.

**VIII. Presiding Officer's Report**

None.

A. Future Meeting – **Tuesday, June 7, 2022 @ 6:30pm**

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

VI. G

**X. Adjournment**

The meeting adjourned at 7:55 P.M.