



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE AGENDA**

County of Champaign, Urbana, Illinois

Tuesday, January 3, 2017 - 6:30 p.m.

Lyle Shields Meeting Room

Brookens Administrative Center, 1776 E. Washington St., Urbana

Committee Members:

Josh Hartke – Chair

Stan Harper – Vice-Chair

Jack Anderson

Shanna Jo Harrison

Gary Maxwell

Giraldo Rosales

James Tinsley

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes – November 1, 2016
- V. Public Participation
- VI. Communications
- VII. Facilities Director's Report
 - A. Update on Interior ADA Projects (ITB #2016-009) – Courthouse and Brookens
 - B. Update on Building and Grounds Manager Hiring
 - C. Updates on DCEO rebate process for Brookens Boiler Replacement and Nursing Home Boiler replacement projects
- VIII. Other Business
- IX. Chair's Report
 - A. Future Meeting – Tuesday, February 7, 2017 at 6:30 pm
- X. Designation of Items to be Placed on the Consent Agenda
- XI. Adjournment

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue.

Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.



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

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7 **MINUTES – SUBJECT TO REVIEW AND APPROVAL**

8 **DATE:** Tuesday, November 1, 2016
9 **TIME:** 6:30 p.m.
10 **PLACE:** Lyle Shields Meeting Room
11 Brookens Administrative Center
12 1776 E. Washington, Urbana, IL 61802

13 **Committee Members**

14 Present: Gary Maxwell (Chair), Jack Anderson, Josh Hartke, James Quisenberry, Jon Rector,
15 Giraldo Rosales, Rachel Schwartz

16 Absent:

17 **County Staff:** Rick Snider (County Administrator), Dana Brenner (Facilities Director), Linda Lane
18 (Administrative Assistant)

19 **Others Present:** Pattsy Petrie (County Board Chair)

20 **NOTE:** Facility Tour of the Sheriff's Office Garage, County Highway Garage, EMA Garage, and ILEAS Garage was
21 attended by Mr. Brenner, Mr. Maxwell, and Mr. Anderson.

22 **MINUTES**

23 **I. Call to Order**

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

25 **II. Roll Call**

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

27 **III. Approval of Agenda**

28 **MOTION** by Mr. Rosales to approve the agenda; seconded by Mr. Anderson. Upon vote, the **Motion**
29 **Carried Unanimously.**

30 **IV. Approval of Minutes – October 4, 2016**

31 **MOTION** by Mr. Anderson to approve the minutes of the October 4, 2016 meeting; seconded by Mr.
32 Rector. Upon vote, the **Motion Carried Unanimously.**

33 **V. Public Participation**

34 None

35 **VI. Communications**

36 Mr. Quisenberry thanked everybody for their work in the last year. He said he's served on the Facilities
37 Committee all six years he's been on the Board, and felt they've made some good progress in at least
38 quantifying the job to be done, and have increased the amount of money being spent on facilities. He
39 wished everyone luck in moving forward with it for those that will be on the next Board.

40 **VII. Facilities Director's Report**

41 **A. Final Update on CCNH Boiler Project**

42 Mr. Brenner reported the project is complete. He provided a handout with a letter from DCEO that
43 stated the grant has been accepted for approximately \$56,000. He said the invoice needs to be
44 finalized and payment made. He stated that he hopes to get the required paperwork sent to DECO by

45 Thanksgiving and noted that it typically takes 60 days to receive the check. Mr. Brenner said we should
46 see more energy efficiency and less utility costs over the winter. He handed out a spreadsheet with
47 the expected total costs for the project and summarized those costs. He commented that Entec and
48 Ware were done outside of the bid because the documents were put together so quickly.

49 Mr. Rector asked if we will get the money from the State and how that works. Mr. Brenner said when
50 the money is received it will be credited against the loan to CCNH.

51 **B. Final Update on Exterior ADA Compliance Projects**

52 Mr. Brenner stated that these projects are completed and reminded committee members what they
53 consisted of. He reported that they had two overruns. The first was at METCAD where the drawings
54 provided to the contractor didn't have specific elevations. He said they had to remove more asphalt
55 and pour more concrete to reduce the slope. He said this cost will be covered under Berns Clancy's
56 errors and omissions. Mr. Brenner said the second overrun was at Brookens where the asphalt kept
57 crumbling beyond the area that needed to be corrected. He summarized the work done and said it
58 had to be finished on a Saturday. He said the additional work added about \$12,000 to the project that
59 we will cover. He summarized all the costs for the project.

60 **C. Update on Interior ADA Compliance Projects**

61 Mr. Brenner said Felmley Dickerson received the contract for this bid and stated they had their first
62 meeting last week. He said they plan to start the project November 16 in Courtroom H. He explained
63 the work to be done at the Courthouse. Mr. Brenner said work will begin in December in Courtroom
64 L and also at the six restrooms at Brookens. He summarized the work to be done at Brookens.

65 **VIII. Other Business**

66 Ms. Petrie thanked this particular Facilities Committee for the work they've done, and felt they've done
67 an outstanding job getting the facilities the attention they need.

68 **IX. Chair's Report**

69 **A. Future Meeting – Tuesday, January 3, 2017 at 6:30 pm**

70 Mr. Maxwell informed everyone that the next Facilities Committee meeting is scheduled for Tuesday,
71 January 3, 2017.

72 Mr. Maxwell read his final report as Chair of the Facilities Committee.

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

74 Mr. Maxwell noted no items are to be placed on the consent agenda.

75 **XI. Adjournment**

76 **MOTION** by Mr. Anderson to adjourn; seconded by Mr. Rosales. There being no further business, Mr.
77 Maxwell adjourned the meeting at 6:50 p.m.

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