

**CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES**

COUNTY FACILITIES COMMITTEE

Tuesday, August 11, 2009

**Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington St., Urbana, Illinois**

MEMBERS PRESENT: Beckett (Chair), Bensyl, Cowart, James, Jay,
Richards, Sapp, Smucker, Weibel

OTHERS PRESENT: Deb Busey, Alan Reinhart, Duane Northrup,
Mark Shelden

AGENDA ITEM

Call to Order

Chair Beckett called the meeting to order at 7:00 p.m. A roll call confirmed a quorum was present.

Approval of Agenda/Addendum

MOTION by James to approve the agenda and addendums I and II as presented; seconded by Weibel. **Motion carried.**

Approval of Minutes – June 2, 2009

MOTION by Smucker to approve the minutes of June 2, 2009 as presented; seconded by Richards. **Motion carried.**

Public Participation

There was no public participation.

Space Utilization at Brookens

Appointment of subcommittee to study space utilization at Brookens

Mr. Beckett reminded the committee, that at the last meeting, they discussed long range planning for space utilization at Brookens and he indicated he would like to appoint a committee consisting of Mr. Richards, Mr. Jay and Mr. Smucker, with Mr. Richards serving as Chair.

MOTION by Sapp to approve the appointment of Richards, Jay and Smucker to a subcommittee to study space utilization at Brookens, with Richards serving as chair; seconded by Bensyl.

Mr. Jay stated he is going to have a problem attending the meetings and will have to resign from serving on the subcommittee. Mr. James agreed to take the place of Mr. Jay.

A friendly amendment was offered to remove Jay and add James. Amendment was accepted by the mover and seconder.

The subcommittee will consist of Mr. Richards, serving as chair, Mr. James and Mr. Smucker.

Motion carried.

Courthouse Masonry/Bell Tower Project **Project Spreadsheet**

MOTION by Sapp to receive and place on file; seconded by Weibel.

Ms. Busey explained the committee approved a number of changes to the original contract budget that are identified in the architect section of the spreadsheet, and each of those changes has also resulted in change orders to the construction contract. At this point, with all of the changes, they have expended the entire contingency and are currently \$7,385.00 over the total. She is not aware of any outstanding additions that still need to come to this project and with the change orders they added some things that were essential to the courts project. The Public Defender/Jury Assembly remodeling project, the south entrance security and as subsequent, problem structurally with the south entrance all of which total about \$100,000. They also added bollards and pavers to the exterior portion of the project with a cost of \$87,000 and all of that is included in what is presented tonight.

When asked about the shingles on the roof, Mr. Reinhart explained they do not match the Courthouse addition because they no longer manufacture that particular shingle. The new ones do have an energy rating and they got the closest match possible.

Mr. Beckett stated there was \$392,000 left over in the Courts Construction Fund and asked why that money can't be used to pay for those items that are part of the project, just the courts project and not the masonry.

Ms. Busey stated they are all in the same construction fund and they could separate them out but they have already approved change orders to the architect's contract as a part of this project budget so they would be changing actions the committee has taken to remove those portions from the project.

Motion carried.

Physical Plant
Monthly Reports

Mr. Reinhart informed the committee they have the last 3 months of reports before them and pointed out on the July 2009 report that some of the repair and maintenance line items are getting low. At the Courthouse, the annual elevator inspections have cost over \$7,000 and also in the Courthouse, they have had 2 failures of 7 year old equipment totaling almost \$8,000. At the Satellite Jail they have had almost \$4,000 in water heater repairs. At the 1905 building, this spring, they made a lot of repairs to air conditioning systems and have upgraded the building automation system to enhance some energy savings and that cost right at \$5,000.

He explained they have been doing a lot of research on what they could do to get the budget under control and utilities are tracking close to what they were last year.

MOTION by Sapp to receive and place on file; seconded by Weibel. **Motion carried.**

Addendum I

Request approval of Award of Contract for Courthouse Building Automation Systems Software pursuant to RFP 2009-002

MOTION by James to recommend County Board approval of the Award of Contract for Courthouse Building Automation Systems Software; seconded by Cowart.

Mr. Reinhart explained that over a year ago there was a lighting strike to the Courthouse and we lost over half of our computer software and some hardware. After over 9 months of dealing with the insurance company they finally arrived at a settlement and over the last few months he has put together and distributed an RFP. The original company that installed this system for the building didn't want any part in rebuilding it so the only responsive bidder he had was Alpha Controls Company. He explained they need to have it repaired so they can utilize night setbacks because the building is running blindly right now. They manually have to adjust and without this repair they have very little control.

Mr. James asked if it is just software that runs the systems in the Courthouse. Mr. Reinhart explained it is software but there are also some hardware devices. The hardware that communicated with the building is now outdated so some of that had to be changed also.

Ms. Busey explained the Self Funded Insurance Fund is ours but we received money as a claim from our insurer, in the amount of \$28,568 which is in the fund. There is over a million dollars budgeted from Public Safety Sales Tax to the Physical Plant budget to offset maintenance costs and utilities for the Courthouse Complex but she doesn't believe they will spend all that is budgeted this year, this expenditure can come from that revenue source.

Mr. James asked if there is a warranty. Mr. Reinhart stated it will come with a full 1 year warranty and there are offers, if we chose to accept, to extend that.

Ms. Busey stated the annual service agreement that is proposed by the vendor for 2 ensuing fiscal years is \$7,360 per year but that would not be until 2011.

When asked about the company that originally installed the system, Mr. Reinhart stated they did not bid because they were disappointed they had to, they were not concerned that the system couldn't be repaired and they helped him craft the bid proposal to ensure we are getting what we need to get it back together properly. Our only other alternative would be to replace the entire system.

Motion carried.

County Administrator

Closed session pursuant to 5 ILCS 120/2 (c) 6 to discuss the setting of a price for sale or lease of property owned by Champaign County

MOTION by Smucker to enter into closed session pursuant to 5 ILCS 120/2 (c)6 to discuss the setting of a price for sale or lease of property owned by Champaign County with the following people remaining present: Deb Busey, Alan Reinhart and the recording secretary; seconded by Bensyl. Motion carried with a 9/0 roll call vote. Voting yes was Bensyl, Cowart, James, Jay, Richards, Sapp, Smucker, and Weibel.

The committee entered into closed session at 7:17 p.m.

The committee resumed open session at 7:29 p.m.

MOTION by Smucker to enter into closed session pursuant to 5 ILCS 120/2 (c)? to discusswith the following people remaining present: Deb Busey, Alan Reinhart and the recording secretary; seconded by ? Motion carried with a 9/0 roll call vote. Voting yes was Bensyl, Cowart, James, Jay, Richards, Sapp, Smucker, and Weibel.

The committee entered into closed session at 7:30 p.m.

The committee resumed open session at 7:46 p.m.

Update – Highway/County Clerk Election Building Project & Coroner’s Office move to Gill Building

Ms. Busey explained the election building was recently worked on and in talking with the County Clerk, they anticipate they will go through the building together to evaluate it’s condition as it is at that point and determine if it is acceptable to move his election equipment into the building. It is not going to be ideal, we all recognize that and part of the goal from that meeting is to identify what needs to be done to make it more ideal for the County Clerk and determine a schedule to deal with those issues. The second part of this is the Coroner’s move into the office space at the Gill building. He has reviewed and evaluated the space and his ability to move into that space addresses some significant needs he had for his operations. This will allow him to move the freezer from a lease space into a more accessible area and he will no longer need to rent space for inquests. They are not ready to have the committee vote on anything tonight but she wanted to provide an update hoping to come back with a recommendation and schedule for both moves in September.

Mr. Reinhart explained they have finished the removal of the leftover equipment, have done a lot of cleaning, painted office areas, and removed all interior metal that was rusted which was in worse shape than anticipated in some areas. He is currently getting prices for the replacement steel on the inside of exterior walls and has finished moving all old air, gas and water lines that weren’t being used. He should have metal on site next week and hopefully by the end of this month should have it ready to be reviewed.

Mr. Shelden explained right now, they have \$1.2 million dollars of electronic equipment and in terms of electronics, is one of the biggest assets the County has. He is less than convinced when it comes to the temperature control in that building that it is going to be a good long term solution, he is concerned we are going to see things not work as well. He appreciates what has already been done but the concern now is how we keep a decent climate in there, he doesn’t know enough about heating and cooling and the way that space is heated and cooled to know how well it is going to maintain a working condition.

In the short term, he is also concerned about the floor and people having to stand to work because it is bumpy and he doesn't know if that is part of what we are going to try and fix. He is concerned about how well this is going to work and whether or not in 3 years we are going to be taking a look at some equipment that is going to have issues because of climate control.

Mr. Reinhart stated everything will be controlled by a thermostat and will modulate the temperature quite well. There is no air conditioning in that building.

Mr. Northrup stated the space in the Gill building is set up nicely for his office. There are 2 large spaces for conferences and storage plus an area that has short walls that if extended up, could be used to hold inquests. It meets all of his needs and regarding his budget, he currently leases space where his cooler is now so that cost will be saved as well as space that is leased for inquests. The employee cost factor is going to be significant because currently they are spread out and people have to go to other locations and wait and that will be eliminated.

Mr. Sapp stated they had gone through a long process to figure out the South Highway Building issue, talking with the Sheriff and Mr. Shelden about what their needs were. He thought the funds were coming in from insurance and the plans that had been talked about included climate control and it was all going to be done for \$116,000, now the committee is hearing we are not even close to being done.

Ms. Busey stated the July report shows \$114,734 has been spent. Mr. Reinhart stated the majority of that money was spent on the exterior and the insurance money would not have covered anything other than the damage that was caused, which was the exterior.

Mr. Sapp stated he thought all of this work was covered. Mr. Beckett stated he thought they were doing the exterior of the building, including an entrance to pick up and drop off. He doesn't remember talking about interior and finishes.

Mr. James stated there was some talk about some interior walls and heating and that it could be modified to suit the needs. That was discussed at the same time the cost of an entirely new building was discussed. Mr. Shelden stated the Sheriff's space is working great for him.

Mr. Sapp stated we discussed a lot of different avenues but now we have spent our funds and we are not even close to having a facility for the County Clerk to store his equipment in. He suggested Mr. Reinhart come back with the information we need to finish it up and we don't move anyone at this time.

Ms. Busey stated this would come back with a schedule depending upon the ability to budget. They know there are issues and anticipate bringing it back in September.

Addendum II

Recommendation for Clock & Bell Tower Donor Wall

Ms. Busey explained that it has been intended since 2002, when the Citizens Committee for the Clock & Bell Tower Project was initiated that at the completion of the project there would be a donor wall in the Courthouse documenting and acknowledging those who contributed, now it is time to purchase and install that wall. Preliminary cost estimates are in the \$15,000-\$16,000 dollar range. The contributions received through the committees work generated over \$46,000 in interest income the in the Courts Construction Fund from 2002 – 2007. In 2007 they deposited bond proceeds so they could move forward with the project, there was a million dollars in the fund to begin with and 6 million in bonds proceeds. She suggested the committee consider using the investment interest money that accrued on the donated funds only, as a source to pay for this donor wall which will be a permanent fixture in the Courthouse.

MOTION by Sapp to approve the recommendation for the Clock & Bell Tower Donor Wall; seconded by Richards.

Mr. Beckett stated there are 650 donations, 206 that met the donation level to be memorialized.

Mr. Jay stated, over this lifetime he has bought a lot of plaques for different reasons and could do it for a lot less money than what was proposed. Mr. James stated the funds we have in that account have been turned over to us by that committee and it is now the County's money and the goal was over 1 million so they are far short of their goal. If the goal hasn't been met, he believes that money should go into the pot of money to pay bills. Ultimately we would be taking \$16,000 out of that fund when we still have bills to pay and when we are talking about cuts. Until the goal is closer to being reached, he cannot support this.

Ms. Busey stated the committee has raised \$930,000 of the 1.1 million obligation they originally took on.

Mr. Beckett stated at the August 20th board meeting he is expecting to receive a check for \$100,000 from one of the donors. They have been telling donors what they would get if they donate money, and he would like to honor them nicely.

Mr. Smucker stated it is important to honor the people who have donated but asked if there is a plan to raise the rest of the money.

Mr. Beckett stated there is a plan, the committee made a commitment to the county that they would raise the money and they will. For once he would like to thank these people and the community and have the committee say yes, instead of finding a reason to say no.

When asked about the names Mr. Beckett explained they will be engraved in the granite.

Mr. Sapp stated if all the bills were paid it would be different, but we have not paid our bills and we are being asked to spend this money. Mr. Jay stated what has been proposed at this point and time is excessive, he believes it can be done much cheaper.

Motion carried with a 5/4 roll call vote. Voting yes was Cowart, Richards, Smucker, Weibel and Beckett. Voting no was Bensyl, James, Jay and Sapp.

Other Business

Mr. Shelden stated the May 23, 2008 County Facilities meeting minutes contain discussion about air conditioning issues at the south highway building.

Designation of Items to be placed on the County Board consent agenda

Addendum item VII B will be placed on the consent agenda.

Adjournment

Chair Beckett declared the meeting adjourned at 8:23 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary

CHAMPAIGN COUNTY BOARD
CLOSED SESSION COMMITTEE MINUTES

COUNTY FACILITIES COMMITTEE

Tuesday, August 11, 2009

**Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington St., Urbana**

MEMBERS PRESENT: Steve Beckett (Chair), Ron Bensyl, Lorraine Cowart, Stan James, John Jay, Michael Richards, Larry Sapp, Sam Smucker, C. Pius Weibel

MEMBERS ABSENT: There were no members absent

OTHERS PRESENT: Tiffany Talbott (Administrative Secretary), Deb Busey (County Administrator) Alan Reinhart (Supervisor of Building Maintenance)

Closed Session Pursuant to 5 ILCS 120/2(c) 5 to discuss the purchase or lease of real property for the us of the public body

MOTION by Smucker to enter into closed session pursuant to 5 ILCS 120/2(c) 5 to discuss the purchase or lease of real property for the use of the public body. He further moved the following individuals remain present: County Administrators, Supervisor of Building Maintenance, and the Recording Secretary. Motion seconded by Bensyl. **Motion carried with a vote of 9 to 0.** Beckett, Bensyl, Cowart, James, Jay, Richards, Sapp, Smucker and Weibel voted in favor of the motion. The committee entered into closed session at 7:30 p.m.

Ms. Busey explained the purpose of this closed session is to discuss the possible purchase of the portion of the Gill building we have occupied since 2004. She requested this information from the owner of the property because we are talking about moving a permanent county office into this building and it seemed that this committee should look at acquiring that property to own it. The information presented provided an overview of the discussions that have taken place to date with the owner, Bear Properties. Under the current lease terms, we are paying right at \$100,000. It is a triple net lease which includes the base rent, common area maintenance, property taxes and insurance. Because they own the property we cannot be exempt from paying the taxes and she stated that is a problem because that is money we could be using for other purposes if we owned the building. The building square footage that is occupied by the county totals 19,354, it is 60,000 square feet total and the remainder of the building is all basically warehouse storage and is occupied by Carle for storage of medical records, they have a 10 years lease and intend to stay in the building. We did ask for an option to purchase when we executed the original lease and based on the terms of the current lease the price for our portion of the building would be \$960,000. She had an appraisal done last month and according to that the value of our portion is \$885,000. She shared that information with Bear properties and they came back with a price of \$935,000. At the same time, while looking at purchasing this property, they looked at the cost to replace this square footage with a free standing building. Mr. Inman worked with Kenny Roessler who does this type of construction and to replicate the roughly 20,000 square feet with office and warehouse space, the cost estimate is \$1,323,800, or \$57.56 per square foot.

The proposed purchased price of \$935,000 assumes we take it as is so they also had the building looked at because it needs masonry repair work and that estimated cost is \$44,800. The proposal is for a 13 year contract with the first 3 years at a 6.75% interest rate and 20 year amortization rate bringing the annual principal and interest payment to \$85,344, which is \$14,00 less than what we are budgeted to spend on the lease for next year. Years 4-9 would be based on a 10 year amortization of the remaining principal balance with an interest rate to be 3.5 percent above the corresponding 5 year Treasury note rate. The contract cannot be pre-paid for the first three years but we could execute the contract for deed which would relieve us of the burden of paying property tax. The county would be responsible for modifications necessary to utilities and walls to separate space from Carle. The transaction would be contingent upon the owner's lenders approval.

Mr. Sapp stated we are looking at buying a portion of this building and continuing to pay this much money, yet we have a lease expiring on another building and asked if we could use that building for this.

Mr. Beckett stated that is what he and Ms. Busey thought; if the government doesn't renew the lease our problems are solved. Ms. Busey stated that is why we are looking at both issues at the same time, having that building would impact this recommendation.

Mr. James stated when we go into a building like this there is more to the cost factor than is stated. Mr. Jay agreed, stating he has been in that building and although it is not falling down he doesn't know if it has had a lot of care and he is not sure we are getting our moneys worth. He asked if we have looked at any other commercial buildings. Ms. Busey stated we have not. We have nowhere else at this point to put the physical plant operation and there are also significant storage needs this building is meeting.

Mr. Beckett stated they started talking about this because we are thinking about putting an elected office holder into leased space and we need to remember we are doing it pursuant to a lease.

Mr. James stated when you are dealing with an older building we could end up with structural issues that would cost us more than the lease does. We could be looking around at other options.

Ms. Busey explained she went to the owner and asked for this, the owner is not interested in selling it right now. She wanted the committee to have the information but the decision is fine either way.

Committee consensus to not purchase the building.

Mr. Beckett stated we are in closed session because this would be a negotiating matter and it isn't something we want out in the public.

The committee resumed open session at 7:46 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary