



**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE**

**County of Champaign, Urbana, Illinois  
Tuesday, February 2, 2016 6:30 pm**

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

Committee Members:

Gary Maxwell - Chair	James Quisenberry
Giraldo Rosales – Vice-Chair	Jon Rector
Jack Anderson	Rachel Schwartz
Josh Hartke	

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes –
- V. Public Participation
- VI. Communications
- VII. Bailey Edward Architecture presentation of DOJ’s ADA findings with cost estimates to update County facilities
- VIII. Discussion of proposed Capital Asset Projects for FY2016
- IX. Facilities Director Report
  - A. Update on Pre-Cast Concrete Wall Panel Project
  - B. Update on CCHN Lint Filtration Project
  - C. Update on CCHN Fire Damper Project
- X. Other Business
- XI. Chair’s Report
  - A. Future Meeting – Tuesday, March 1, 2016
  - B. Tour of the Juvenile Detention Center (JDC) at 5:15pm prior to the March 1, 2016 Facilities Committee Meeting. Meet at the JDC parking lot by 5:10pm.
- XII. Designation of Items to be Placed on the Consent Agenda
- XIII. Adjournment

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

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

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8 DATE: Tuesday, December 1, 2015  
9 TIME: 6:30 p.m.  
10 PLACE: Lyle Shields Meeting Room  
11 Brookens Administrative Center  
12 1776 E. Washington, Urbana, IL 61802

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14 **Committee Members**

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Present	Absent
Gary Maxwell (Chair)	
Giraldo Rosales (Vice Chair)	
Jack Anderson	
Josh Hartke	
James Quisenberry	
Jon Rector	
Rachel Schwartz	

16  
17 **County Staff:** Dana Brenner (Facilities Director); Deb Busey (County Administrator); Tami Ogden (Deputy  
18 County Administrator of Finance); Linda Lane (Administrative Assistant)

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20 **Others Present:** Pattsy Petrie (Board Chair)

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21 **MINUTES**

22 **I. Call to Order**

23 Committee Chair Maxwell called the meeting to order at 6:31 p.m.

24 **II. Roll Call**

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

26 **III. Approval of Agenda**

27 **MOTION** by Mr. Rosales to approve the agenda; seconded by Mr. Hartke. Upon vote, the **MOTION**  
28 **CARRIED unanimously.**

29 **IV. Approval of Minutes- November 3, 2015**

30 **MOTION** by Mr. Hartke to approve the minutes of the November 3, 2015 meeting; seconded by Mr.  
31 Rector. Upon vote, the **MOTION CARRIED unanimously.**

32 **V. Public Participation**

33 None

34 **VI. Communications**

35 Mr. Maxwell thanked Mr. Rosales for chairing the November meeting. He commented that he was in  
36 Australia and that he likes to try to get ideas from places he goes. He said he brought back some  
37 clippings about managing aquifers and noted they are very serious out their aquifer management.

38 He felt they were several years ahead of what is done in Illinois. Mr. Maxwell said he also has a  
39 clipping about problems a rural nursing home in Australia is having.

40 **VII. Discussion of Facility Condition Assessment Report**

41 Mr. Maxwell felt they needed to start a discussion regarding the report. He said he put this on the  
42 agenda for the committee to begin focusing work towards a solution for the deferred maintenance  
43 backlog on County buildings. He noted that the Bailey Edward report is not a capital renewal and  
44 facility master plan. Mr. Maxwell thought the report, along with the Sheriff's Operation Master  
45 Planning report should provide information for the committee to move forward in forming a rational  
46 approach to the deferred maintenance backlog. He stated that the report indicates some buildings  
47 should be removed from the inventory. Mr. Maxwell talked about the costs to remove the buildings  
48 from inventory and address the deferred maintenance backlog, and asked where the money would  
49 come from. He pointed out that they have a responsibility to provide a safe, efficient, and humane  
50 environment for the inmates and for correctional employees. He summarized what an updated  
51 facility needed to include. Mr. Maxwell said that Bailey Edward will send a report regarding ADA  
52 deficiencies and the cost to remediate those issues. He said it will be mandatory for the County Board  
53 to fund the ADA remediation. He noted that they have been funding building maintenance at about  
54 \$835,000 per year for the last 2-3 years and said going forward they must focus on the most pressing  
55 issues of ADA, life safety issues, and roofing. Mr. Maxwell said long-term they need to find the money  
56 to maintain the buildings or decide which buildings to remove from the inventory or defer  
57 maintenance on. He suggested it's not too early to discuss putting the funding issue before voters in  
58 November. Mr. Maxwell said it's his opinion they must have a plan to reduce the backlog, be united  
59 as a committee and County Board, and have the support of community leaders and organizations.

60 Mr. Maxwell opened the floor for comments, ideas, and questions from committee members.

61 Mr. Quisenberry commented he still has a concern the original courthouse building values are  
62 insufficient to maintain the buildings we have. He said the Bailey Edward report is based on a model  
63 that doesn't recognize fancier features of older architecture. Mr. Quisenberry said they need to have  
64 revenue dependency information regarding ILEAS before they can decide what to do with the  
65 building.

66 Mr. Hartke felt things that can save money on other bills should be looked at first. He thought they  
67 could should look at finding energy savings, consolidating office or storages space, and possibly  
68 liquidating some buildings before going to the public for a tax increase. He noted that he is not  
69 including the nursing home in this process though he knew others want to. He said he agrees with  
70 Mr. Quisenberry regarding the courthouse. Mr. Hartke suggested asking for private donations, such  
71 as the once received for the courthouse. He felt a ¼¢ facility sales tax isn't the way to go and he  
72 would oppose that.

73 Mr. Rosales suggested they hear from the Finance Committee about ideas they've explored  
74 concerning bonds or other sources of increased revenues or fees. He would like to know if there is  
75 any revenue they could draw from that they currently have. He agreed with Mr. Hartke about not  
76 increasing taxes.

77 Mr. Anderson said he agrees with Mr. Hartke but felt the nursing home shouldn't be excluded. Mr.  
78 Maxwell said he intentionally didn't want to include the nursing home in this discussion. He said the  
79 nursing home is currently funding its own repairs and putting money towards retiring the bonds. He  
80 felt it needed to be included in the long term maintenance backlog, but would like to set it aside for  
81 another discussion.

82 Mr. Maxwell said it sounds like they are beginning to make a decision and said what he is hearing is  
83 that they don't want a tax increase. He said if they want to reduce the backlog they will need to find

84 a new revenue stream. He said without it they won't be able to reduce the deferred maintenance  
85 backlog. Mr. Maxwell said they need to be united as a County Board to get a referendum passed.

86 Mr. Rector felt the nursing home is a big part of what's being subsidized from here and felt it's  
87 unrealistic to separate it. Ms. Schwartz asked for clarification on subsidized, and said there is no  
88 money that currently goes to the nursing home that can go to facilities because the nursing home  
89 tax is dedicated. Mr. Rector felt a lot of people question whether the County should be in the nursing  
90 home business, and it's the type of thing to look at if something needs to be cut. Ms. Schwartz  
91 pointed out that if it's closed the money won't go into facilities and they will actually lose money that  
92 currently goes to pay bonds. Mr. Rector commented that it's a philosophical issue.

93 Mr. Anderson said there are only so many dollars in the community. He suggested the potential sale  
94 of the nursing home, to allow it to operate freely within the marketplace as a way to remove it from  
95 our rolls, would mean they no longer have to pay the construction bond. He noted the subsidy of  
96 \$1.6 million annually to keep it going and will no longer be taxing the public to pay the bond. Ms.  
97 Busey said its \$1.1 million. Mr. Anderson said that money becomes revenue neutral and could be  
98 used for building maintenance. He stated everyone knows there is no money available and they will  
99 have to seek revenue. He felt the committee will have to decide how low they can go on maintenance  
100 costs. Mr. Anderson suggested they look at their real estate portfolio and operational needs to see  
101 how close they can get without affecting services. He said they should focus on what the committee  
102 can do before going to Finance.

103 Mr. Rosales asked if they were receiving any revenue from the wind turbine farm. Ms. Busey said  
104 that went onto the equalized assessed valuation a few years ago, and that is the basis for the property  
105 tax. Mr. Rosales questioned if they couldn't bond up to half of the \$30 million they were almost going  
106 to bond for the satellite jail. Ms. Schwartz pointed out that there is no plan to bond anything now  
107 because there isn't any money to do so. Mr. Rosales noted that several years ago the County had a  
108 good enough credit rating to sell bonds, and felt they could get a loan to tackle only the facilities that  
109 are in deplorable condition.

110 Ms. Schwartz inquired if the \$4.5 million is an annual amount or just the backlog, and if it's annual,  
111 she asked what the backlog is. Mr. Maxwell replied the \$4.5 million is the backlog over 10 years. Mr.  
112 Rosales asked if that was with no construction. Mr. Maxwell said that is correct.

113 Mr. Maxwell said that 60-70% of the money is tied up in personnel. Ms. Busey said the annual budget  
114 is \$125 million. She said \$35 million of that is the general fund and 70% of that is personnel. She  
115 noted 53% of the total budget is personnel. She said outside the general fund are special revenue  
116 funds that are dedicated to specific purposes. She said the real budget they have to work with is  
117 general corporate, which is \$35-36 million with 70% of that being personnel. She commented that  
118 cuts have been made. Ms. Busey noted, with regard to consolidating, that most department heads  
119 are looking for more space, and felt they have maximized the utilization of the buildings to the  
120 greatest extent possible. She suggested the committee could take a day to see how the departments  
121 use their spaces and look for ways to consolidate.

122 Mr. Maxwell said that he would like the committee to think on this some more and talk to their  
123 constituents. He said they can talk to him as well and give him some idea of what they'd like him to  
124 do the next month. He acknowledged they have a lot of work to do.

125 **VIII. Facilities Director's Report**

126 *A. Update on Courthouse Window Replacement Project*

127 Mr. Brenner reported that there are only two items left on the punch list, which should be done  
128 by Friday. He summarized what was still left to do. He said they expect one final payment request  
129 and gave a summary of the costs.

130 B. *Update on Precast Concrete Panel Repair Project*  
131 Mr. Brenner stated that the satellite jail and JDC are 100% complete. He summarized what was  
132 done at each building and noted that Highway is about 60% complete. He explained that based  
133 on temperatures they are shutting the project down until the spring, and it will only take a few  
134 weeks to complete at that time. Mr. Maxwell asked if they were going to have to carry the money  
135 to next fiscal year. Ms. Busey said they will bring a budget amendment in January or February.  
136 Mr. Brenner said most of the funds will come out of Highway, but a few thousand dollars will be  
137 owed to ERA.

138 C. *Update on CCNH Dryer Lint Project*  
139 Mr. Brenner reported GHR provided their proposed scope of work, which the CCNH Board gave  
140 approval to bid and it has been posted. He said three contractors showed up at the mandatory  
141 pre-bid meeting and all plan to submit bids this Friday. Mr. Brenner said he will report next month  
142 on the bids and take them to the CCNH Board for approval.

143 D. *Update on CCNH Fire Damper Project*  
144 Mr. Brenner explained the purpose of fire dampers. He said they knew the nursing home had  
145 about 500, but because of litigation with the contractor when the nursing home was complete,  
146 they never received final as-built drawings. He noted that they had asked various contractors  
147 that had worked on the project and the City of Urbana, but no one had as-builts. Mr. Brenner  
148 said that GHR found another 200 dampers another project they did about five years ago. He said  
149 that Kirk Kirkland spent time going through the volumes of material from the construction  
150 project, including change orders. He said they are now looking at about 1,000 fire dampers. He  
151 explained they need to do this project because IDPH requires the working condition of the fire  
152 dampers has to be done every four years. Mr. Brenner said the nursing home has not kept up  
153 with that and said they need to have everything certified as working by April 15, 2016. He will go  
154 to the CCNH Board for approval to put a bid out, but the cost is unknown at this time. He said  
155 they will see what the bids come in at and what ability the nursing home has to cover the costs.  
156 He noted that this is a very significant issue and has been pushed forward as quickly as possible.

157 **IX. Chair's Report**

158 None

159 Mr. Maxwell wished all a Merry Christmas and thanked the committee members for all their hard  
160 work this year. He said he looks forward to working with everyone again next year.

161 Mr. Maxwell stated the next meeting will be Tuesday, January 5, 2016 at 6:30 p.m.

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

163 None

164 **XI. Adjournment**

165 **MOTION** by Mr. Hartke to adjourn; seconded by Mr. Rosales. There being no further business, Mr.  
166 Maxwell adjourned the meeting at 7:18 p.m.

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