



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

**MINUTES – *Approved as Distributed February 4, 2025***

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**DATE:** Tuesday, January 7, 2025  
**TIME:** 6:30 p.m.  
**PLACE:** Shields-Carter Meeting Room  
Brookens Administrative Center  
1776 E. Washington St., Urbana IL 61802

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**Committee Members**

**Present:** Ben Crane, Stephanie Fortado, Carolyn Greer, Elly Hanauer-Friedman, Jenny Lokshin, Bethany Vanichtheeranont and Daniel Wiggs

**Absent:** Jeff Wilson

**County Staff:** Eric Hoene (Facilities Director), Steve Summers (County Executive) and Mary Ward (Recording Clerk)

**Others Present:** Karla Smalley (Bailey Edward Design) and Chris Bieser (Reifsteck Reid)

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**Agenda**

I. Call to Order and Roll Call

Chair Lokshin called the meeting to order at 6:30 p.m. Roll call was taken, and a quorum was declared present.

II. Approval of Agenda/Addenda

**MOTION** by Mr. Crane to approve the agenda; seconded by Ms. Hanauer-Friedman. Upon voice vote the **MOTION CARRIED** unanimously.

III. Approval of Minutes – November 6, 2024

**MOTION** by Mr. Wiggs to approve the November 6, 2024 minutes; seconded by Mr. Crane. Upon voice vote, the **MOTION CARRIED** unanimously.

IV. Public Participation

There was no public participation.

V. Communications

There were no communications from the Committee.

VI. New Business

A. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – Karla Smalley

Ms. Smalley gave an update on the County Plaza Renovation now being called the Bennett Building. The final pay app was sent in December. There are a few items being finished up; some wiring and access control items. We are just waiting on the elevators to be completed. Ms. Hanauer-Friedman asked when the committee could visit the building. The elevator that is complete, can be used if the contractor is there to operate it. It cannot be operated independently as the emergency phone is not active yet. There is cleaning staff in the building also.

B. Update on ITB #2023-005 County Plaza Elevator Renovation Project – Bailey Edward Design – Karla Smalley

The three elevators in the building are being replaced. The North (staff) elevator is complete except for the emergency phone. There are now two crews on site and the two South (public) elevators should be completed about the same time. Ms. Fortado asked if we have an updated time frame for completion. Mr. Wiggs asked if we could get a more specific completion date on the elevators.

C. Discussion of Change Orders for ITB#2022-008 County Plaza Renovation Project – Current Change Orders and new process – Eric Hoene

Mr. Hoene said that Broeren-Russo has submitted their final pay app and as part of that Broeren-Russo can decline to do additional work. Any changes requested going forward will have to be treated as repairs or we would have to do a separate project. Ms. Hanauer-Friedman asked if we had the final cost. The previous number that has been seen has not changed.

D. Update on ITB#2022-009 Satellite Jail Consolidation – Reifsteck Reid – Chris Bieser

Mr. Bieser gave an update on the Satellite Jail Consolidation project. They were working in A pod putting in new finishes and updating security issues. That was finished last week. Inmates have been moved into A pod as of Friday, January 3. Are prepping to do the same type of work in B pod. That will include the booking area.

Ms. Fortado asked about a timeline for completion and that clarified that this is the existing building. It will probably be complete in a month to a month-and-a-half, but we do not have a specific date yet. Ms. Fortado shared with the committee that the Sheriff will be asking for more funds to house out of county inmates. Ms. Hanauer-Friedman asked if any of the out of county inmates have been moved back. We would have to check with the Sheriff or Captain Voges on that. Mr. Bieser said B pod will take longer as that includes the booking area and master control.

Mr. Crane asked about updates in the booking area and the sally port. The main desk will be torn out and renovated. There will be new cabinetry, electronics, etc. There are no plans for the sally port. Some updates were done after the vehicle crashed into the sally port.

Ms. Fortado said that once the final pay app is received, we will have a better ideas of what ARPA funds are left to be used. She feels Facilities should lead the way for projects. Projects would need to be done by 2026.

- E. Update on ITB#2022-009 Satellite Jail Consolidation – Change Order Update – Old door system repairs – Eric Hoene

Mr. Hoene updated the committee on the old door system repairs. There will be a change order coming to repair the door controls on the current jail.

- F. Update on Courthouse Boiler Retube and Burner Replacement Project ITB #2024-003

Boiler 2 is completed. It is running and performing very well. Boiler 2 is running the building and boiler 1 is in standby in case we need it. Boiler 1 burner replacement is expected to be completed before the end of January.

VII. Other Business

There was no other business.

VIII. Presiding Officer's Report

- A. Future Meeting – **February 4, 2025 @ 6:30 pm**

Ms. Lokshin reminded everyone that the next meeting will be on February 4, 2025.

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

There were no items to place on the Consent Agenda.

X. Adjournment

Chair Lokshin adjourned the meeting at 6:54 p.m.