



Jim Underwood, Executive Director

BOARD MEMBERS

Eileen Rhodes
Chair

Glyn M. Ramage

Pam McDonough

Martesha Brown

David Arenas

Beverly Potts

Wm. G. Stratton Building
401 South Spring Street
Third Floor
Springfield, Illinois
62706-4050

James R. Thompson Center
100 West Randolph Street
Suite 14-600
Chicago, Illinois
60601-3283

**Dunn-Richmond Economic
Development Center**
1740 Innovation Drive
Suite 258
Carbondale, Illinois
62903-6102

IDOT District 3 Headquarters
700 East Norris Drive
Second Floor
Ottawa, Illinois
61350-0697

**East St. Louis
Community College Center**
601 James R. Thompson Blvd.
Building B., Suite 2079
E. St. Louis, Illinois
62201-1129

217.782.2864
217.524.0565 FAX
217.524.4449 TDD

MEMORANDUM

FROM: Freedom of Information Officer, Illinois Capital Development Board

DATE: July 2020

SUBJECT: INFORMATION POSTED PURSUANT TO THE FREEDOM OF
INFORMATION ACT ("FOIA")

This memorandum is posted pursuant to the Illinois Freedom of Information Act (5 ILCS 140) and contains the following information:

- I. A description of the Illinois Capital Development Board ("CDB"), including the identification of CDB's Board Members, a block diagram outlining its subdivisions, the total amount of its operating budget, the location of its satellite offices, and the approximate number of full and part-time employees.
- II. A description of the methods whereby the public may request information and public records from CDB, including the name of CDB's designated FOIA Officer, the address where requests for public records should be directed and any fees allowable under FOIA.
- III. Fee Schedule for Records.

I. DESCRIPTION OF THE ILLINOIS CAPITAL DEVELOPMENT BOARD

Enacted under the Capital Development Board Act (20 ILCS 3105), the Capital Development Board ("CDB") is the construction management agency for Illinois state government. CDB oversees the construction of new state facilities, such as prisons, college and university classroom buildings, mental health hospitals and state parks. In addition, CDB is responsible for renovation and rehabilitation projects at over 8,770 state-owned buildings spread over more than 100 million square feet of floor space.

The agency also works with the Illinois State Board of Education to administer grants for school construction and renovation to local elementary and secondary school districts through the School Construction Program. In addition to its construction duties, CDB also is responsible for the removal of hazardous materials such as asbestos and lead from state-owned facilities, the replacement of leaking underground storage tanks on state property and the remodeling of state buildings to accommodate persons with disabilities.

Established to better manage the State's capital improvement programs, CDB is guided by a seven-member, bipartisan board that deliberates matters of policy; approves the selection of design professionals pursuant to the Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535); and sets the direction for CDB. The Board members, who are appointed by the governor and confirmed by the Illinois Senate, serve four-year, unpaid terms. They also are charged with selecting an Executive Director, who is responsible for the daily operations and management of CDB and its employees. Board members are as follows:

Eileen Rhodes – Chair

Governor JB Pritzker appointed Eileen Rhodes as Chairwoman to the Capital Development Board in April 2019. Since 1998, Rhodes has served as president of East Lake Management Group, Chicago's largest African American property management and development firm serving the city's underserved communities. Managing the 600-plus person company, she is responsible for overseeing all aspects of property management of 12,000 units of housing, including marketing, leasing, budgeting, staffing, repairs and regulatory compliance. Prior, she spent three years at the Chicago Housing Authority as a HOPE VI Program Manager and four years as the director of development of the Chicago Dwellings Association. She also serves as board president of the Bodhi Spiritual Center and board member of Personal PAC and Sacred Keepers Sustainability Lab. She received her Master of Arts from the Erikson Institute of Early Childhood Development and Bachelor of Science from Georgetown University.

Glyn Ramage – Board Member

Governor JB Pritzker re-appointed Glyn Ramage to the Capital Development Board in April 2019. Ramage has served on the board since 2002 and was appointed acting chairman of the CDB between February and April of 2004. Mr. Ramage is a Millstadt resident and has served as the business manager for the Twelve Counties Southwestern Illinois Laborers District Council since 2000. He is a 42-year member of the Laborers' Local No. 100 in East St. Louis and has served as business manager of the Local since 1993. Ramage serves as chairman of the Foundation for Fair Contracting of Southwestern Illinois, Inc. and is a director of the Labor Management Work Preservation & Construction Industry Promotional Trust of Southwestern Illinois.

Pamela McDonough – Board Member

Governor JB Pritzker re-appointed Pam McDonough to the Capital Development Board in April 2019. McDonough was first named to the Board in November 2015. McDonough brings more than 30 years of experience in both the public and private sectors. She currently serves as president of the DeAngelo McDonough Construction Management Company, where she's worked since 2003. She also serves as president of McDonough Enterprises, Ltd., a business development company that performs technical assistance and association management for non-profits. Prior, McDonough served as the first woman director of the Illinois Department of Commerce and Community Affairs. Under her leadership, Illinois ranked first in the nation for economic development in 2001 and 2002. She also served in many other state government leadership roles including serving as Deputy Director of the Capital Development Board from 1992 to 1995. McDonough received her Master's in Public Administration from Sangamon State University and her bachelor's degree from Northeastern Illinois University.

Martasha Brown – Board Member

Governor JB Pritzker appointed Martasha Brown to the Capital Development Board in April 2019. Brown currently serves as the director of advancement of the Rockford Area Convention & Visitors Bureau where she manages fundraising, advocacy and public affairs. From late 2016 to early 2019, she worked in the banking industry, as regional community development relationship manager of Midland States Bank and community outreach officer of Alpine Bank. Previously, she spent four years at the Rockford Park District as customer service/food & beverage manager and operations manager of ice facilities. Brown served on the boards of the Harkins Community Memorial Fund, Stateline Youth for Christ and Keeping Families and Communities Together. The Rockford resident received her Master of Business Administration from Rockford University and her Bachelor of Arts from Southern Illinois University-Carbondale.

David Arenas – Board Member

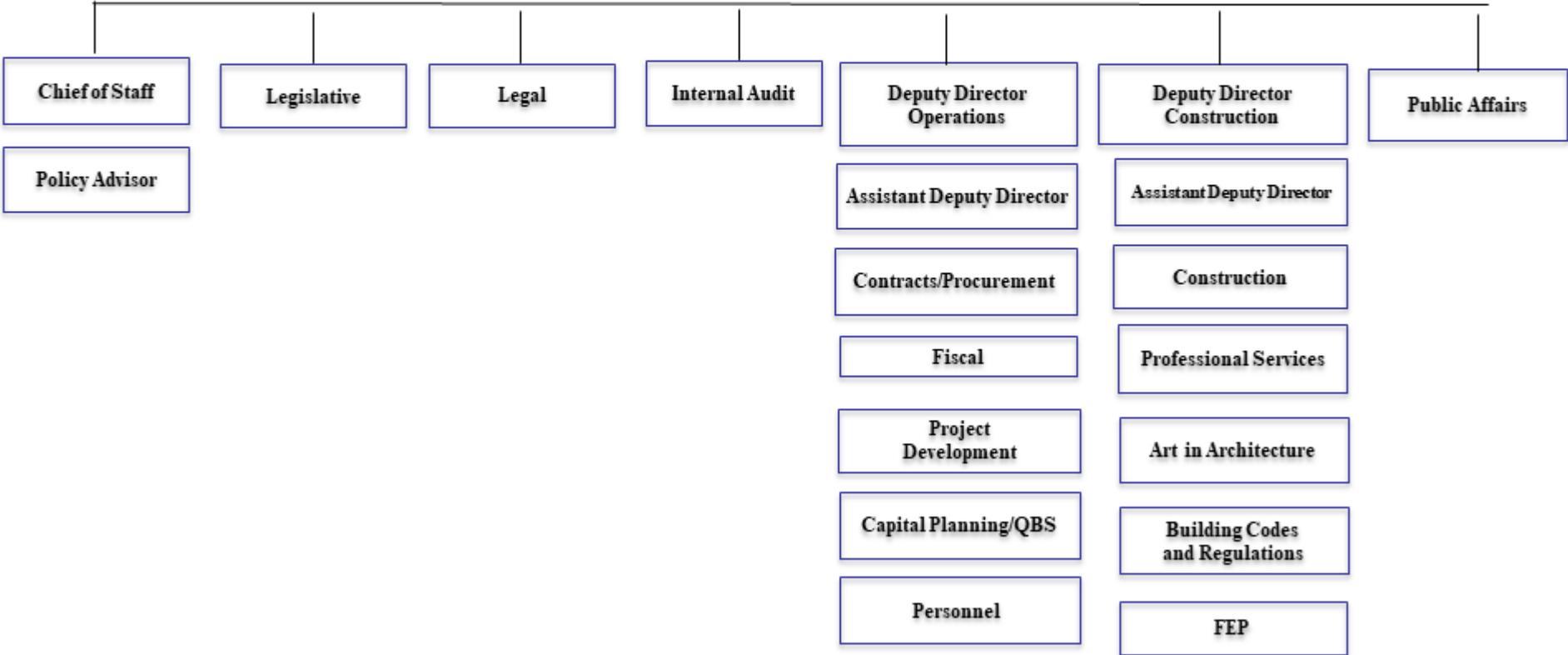
Governor JB Pritzker appointed David Arenas to the Capital Development Board in April 2019. Arenas serves as president of his namesake financial and leadership capital advisory firm which provides comprehensive strategic solutions to organizations seeking to grow, improve and transform financial, operational and leadership management performance. He founded David Arenas and Associates after decades leading global, private and high-growth companies on strategic, operations-turnaround, financial and leadership capital initiatives. He previously served in various leadership roles at N.B. Handy, Reilley Partners, Spencer Stuart, Blue Beacon Capital, Societe Generale, JP Morgan and Montoya and Sons Construction. He received his Master of Business Administration and Master of Engineering Management from Northwestern University and his Bachelor of Science in civil engineering from the University of Illinois at Urbana-Champaign.

Beverly Potts – Board Member

Governor JB Pritzker appointed Beverly Potts to CDB in August 2019. Potts is a third-generation licensed plumber who began her career as an apprentice and then worked for her father's family business. Potts has served as Executive Director of both the Illinois and Bloomington-Normal Plumbing Heating Cooling Contractors Association for 22 years.

**CAPITAL DEVELOPMENT
BOARD**

**OFFICE OF THE
EXECUTIVE DIRECTOR**



The total operating budget for the Illinois Capital Development Board for fiscal year 2021 is as follows:

Appropriation Line	FY 21 Appropriation
Capital Development Fund	
Personal Services	11,870,000
Retirement	6,508,500
Social Security	908,100
Group Insurance	3,630,500
Sub-total	22,917,100
Revolving Fund	
Contractual Services	1,612,000
Travel	200,000
Commodities	25,900
Printing	14,500
Equipment	10,000
Electronic Data Processing	282,100
Telecommunications	163,600
Auto Equipment	20,000
Job related outreach	100,000
Facility assessments	2,500,000
Project management tracking	1,500,000
Operational expenses	6,455,900
Sub-total	12,884,000
School Infrastructure Fund	600,000
GRAND TOTAL	36,401,100

The Capital Development Board employs approximately 120 full-time employees and is headquartered at the William G. Stratton Building, 401 South Spring St., 3rd Floor, Springfield, IL 62706. Other locations are as follows:

James R. Thompson Center
14th Floor
100 West Randolph Street
Chicago, IL 60601
PH: 312/814-6000
FAX: 312/814-2041

Dunn-Richmond Economic Development Center
Suite #258
1740 Innovation Drive
Carbondale, IL 62903
PH: 618/453-8235
FAX: 618/453-8233

Ottawa Satellite Office 2nd Floor IDOT Dist. # 3 Hdqtrs.
700 E. Norris Drive
Ottawa, IL 61350
PH: 815/433-7120
FAX: 815/433-7123

E. St. Louis Community College Center – Bldg. B
Suite 2079
601 James R. Thompson Boulevard
E. St. Louis, IL 62201
PH: 618/874-6588
FAX: 618/874-6590

Rock Cut State Park Office
7218 Harlem Road
Loves Park, IL 61111
PH: 815/885-3317
FAX: 815/885-3664

Dixon Correctional Center
Bldg. 1, Room 141
2600 Brinton Avenue
Dixon, IL 61021
PH: 815/288-0246
FAX: 815/288-0557

II. REQUEST FOR RECORDS UNDER THE FREEDOM OF INFORMATION ACT

Chris Miles, Executive II for the Capital Development Board, currently serves as the Freedom of Information Officer. The Freedom of Information Officer is responsible for receiving and responding to request for public records.

Requests for Capital Development Board records under the Freedom of Information Act (“FOIA”) may be submitted to the Freedom of Information Officer at the following address:

Capital Development Board
401 South Spring Street, 3rd Floor
Springfield, IL 62706
Attn: Freedom of Information Act Officer

CDB does not accept FOIA requests via telephone. Facsimile requests will be honored at 217-524-0565 and e-mail requests will be honored at CDB.FOIA@Illinois.gov.

When submitting a FOIA request, please be as specific as possible and clearly describe the documents being sought, or documents you wish to inspect, including the project/contract numbers and a description of the project if applicable. Please include your name, affiliation, address and phone number.

Upon receipt of your request, the FOIA Officer will review your request and respond within 5 working days of receipt of the request. Responses may include but are not limited to a full disclosure of documents, a disclosure of documents with certain information redacted, a notification that CDB needs up to an additional 5 working days to respond, or a denial or partial denial of your request due to certain exemptions under the Act.

CDB may charge fees reasonably calculated to reimburse its actual cost for reproduction and for the use by any person of the equipment of the public body to copy records. CDB may waive fees if “the person requesting the documents states the specific purpose for the request and indicates that a waiver or reduction of fee is in the public interest” in accordance with 5 ILCS 140/6 (c).

III. FEE SCHEDULE FOR RECORDS

Joint Committee on Administrative Rules
ADMINISTRATIVE CODE

**TITLE 2: GOVERNMENTAL ORGANIZATIONS
SUBTITLE E: MISCELLANEOUS STATE AGENCIES
CHAPTER VI: CAPITAL DEVELOPMENT BOARD
PART 1651 ACCESS TO RECORDS OF THE CAPITAL DEVELOPMENT BOARD
SECTION 1651.APPENDIX A FEE SCHEDULE FOR DUPLICATION AND
CERTIFICATION OF RECORDS**

Section 1651.APPENDIX A Fee Schedule for Duplication and Certification of Records

TYPE OF DUPLICATION	FEE (PER COPY)
Paper copy from original, up to and including 50 copies of black and white, letter or legal sized copies	No charge
Paper copy from original, in excess of 50 copies of black and white, letter or legal sized copies	\$.15/page
Paper copy from microfilm original	\$.15/page
Microfilm diazo from original	\$.50/diazo
VHS video copy of tape	Actual cost of the reproduction
Audio tape copy of tape	Actual cost of the reproduction
CD ROM disk	Actual cost of the reproduction
Photograph from negative	Actual cost of the reproduction
Blueprints/oversized prints	Actual cost of the reproduction
Paper copies in color or in a size other than letter or legal	Actual cost of the reproduction
Certification fee	\$1.00/record

NOTE: Expense for delivery other than by First Class U.S. Mail must be borne by the requester.