

Central School Facilities AdHoc Committee Minutes

Date/Time: Thursday, September 26th

Location: Central School LRC

Facilitators: Patrick Kerrigan and Pam Mazurek

I. Attendees

1. Patrick Kerrigan, Board Member	8. Al Malley, Board Member
2. Pam Mazurek, Director of Transportation	9. Elia Balderas, Business Office Intern
3. Cathy Slee, Principal	10. Lan Lam, Parent
4. Mike Aurelio, Board Member	11. Ellen Hill, Parent
5. Susan Birkenmaier, Superintendent	12. Cindy Kelly, Board President
6. Ryan Jastrzab, Lemont Park District	13
7. Kim Passini, Lemont Park District	14

II. Agenda Topics and Notes

1. Welcome and Introductions
2. Purpose of the Committee for New Attendees
 - ✚ Tour building
 - ✚ Begin discussion of next steps with building
3. Public Comments
 - ✚ Jay and Kim from the LPD: building and room sizes for possible usage
 - ✚ Ellen and Lan are parents from the community; children attend our schools
 - ✚ Al is here to take a tour of the building
4. Assignment of Person to Take Minutes/Cathy Slee
5. Pam: History of the Building
 - ✚ Building is in a prime location
 - ✚ It's in good condition

Central School Facilities

AdHoc Committee Minutes

- ✚ As we walkthrough the building, I'll mention items that are on our list for repair.
- ✚ Each classroom has an air handler, which is located on the roof
- ✚ Roofs were done in '56, '65, and the gym roof
- ✚ Pam has a variety of prices depending on the type of repair decided on moving forward
- ✚ Complete Facilities Study was conducted in 2008-2009
- ✚ Pam talked briefly about Life Safety Inspections as well as capital items needing repair
- ✚ Building is on 9 acres
- ✚ 18 classrooms, variety of offices, gym, multi-purpose room, etc.

6. Part I: Tour

- ✚ Completed a thorough tour of the entire building; Pam shared work that needed to be done in areas as needed

7. Continue discussion on potential use:

- ✚ Would St. Al's/St. Pat's School be interested in using this space as it's much larger than the building they're now leasing
- ✚ Is there a timeline that we're looking at?
- ✚ Limited to who we can lease to; ie: governmental agencies, schools, etc.
- ✚ What would it entail to rezone the property?
- ✚ If an organization wanted to lease just a portion of the building, would that be a possibility?
- ✚ Would the district use the building in the future?
 - i. What is the most fiscally responsible thing to do with Central?
 - ii. What are the repair costs?
- ✚ Building is in good shape
- ✚ The committee will make recommendations to bring to the Board of Education
- ✚ Are there any pressure spots in the district that would benefit from expanding and using the space at Central?
- ✚ Plan B: If we as a district don't need the space, what are our next steps?
- ✚ It doesn't sound like the district needs the space for our students and programs
- ✚ If the property were leased, where would it go? It's complicated; could go into one of many accounts
- ✚ Last year we spent \$30,000 to maintain the building.
- ✚ Projections for study body growth
 - i. Through an independent consultant
 - ii. Our enrollment is expected to continue to decline over the next several years

Central School Facilities

AdHoc Committee Minutes

iii. Typically don't go more than 10 years out

- + What type of lease would we be looking at if someone were interested in using the space? 5 or 10, even longer
- + What percentage of growth would we need to cause us to need to use Central? At least 15 to 20% increase
- + What are next steps if leasing? Auction, brokerage, etc.
- + The person who leases the property also takes over the maintenance and upkeep of the property
- + We might still oversee the Life Safety and Asbestos requirements on the leased property

8. Next Steps/Questions:

- + How do we reach out to potential tenants?
- + Review zoning requirements/limitations with Charity
- + Would rezoning be a possibility?
- + Would it make more sense to build on to current structures rather than build a new structure or open Central in the future?
- + Questions regarding lease: return on investment, cost on upgrades, district's commitment to upkeep, etc.
- + Follow up with calls/letters to anyone who might be interested in the property.
- + How quickly could we begin leasing the building?
- + What is the first question we have to answer? Are we looking to lease or go to auction? We'd rather lease first, if possible.
- + Would we consider leasing a small portion of the building if we couldn't lease the entire space? One time lease for an event?
- + Possible issues that are then created: Security, closing the building at the end of events, etc.
- + Put sale of property on the back burner at this time; we'll continue to look at leasing being our best option
- + Cindy will share a facilities update with the Board on Wednesday night; given direction, Susan will then contact our legal department to see how to proceed.
- + Next steps: What steps do we need to take to lease Central School? Connect with Commercial realtors to get appraisal
- + Meeting adjourned at 8:13 P.M.

II. Date of Next Meeting: Next meeting date will be emailed to members

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