



Facilities Committee **Official Meeting Minutes**

Facilitator: Vickie Nissen

Date: Thursday December 19, 2019

Location: **Ad Center - 204**

Time: 3:30 p.m. to 4:30 p.m.

Committee Members In Attendance

Members: Randy Reid, Art Fessler

Others In Attendance

Albert Tijerina
Chris Nickele
Mary Cosenza Vicars
Leo Cox
Fran Bailey
Michelle Notini

Meeting Called to Action: 3:32

Outcomes:

1. Share and review CCSD59 facilities information.

Agenda

1. Discussion and Information Items:

- a. Approved [unofficial meeting minutes](#) from November 26, 2019
- b. Long range facilities planning format and transparency
 - i. Reviewed current process for development and approval of building the facilities project list. This includes information received from: ISBE (HLS Survey), IRC (annual inspections) and annual resolution for capital improvement projects as part of the budget building process
 - ii. Discussed consideration from another BOE member to expand/change current procedures
 - iii. Discussed having a more formalized communication plan for all committees - not only the facilities committee. Perhaps using a tri-annual communication plan similar to that of the DLT communications regarding the strategic plan/goals

- c. Updated Capital improvements and Projects Plan
 - i. Vickie spoke to ISBE this week. ISBE indicated that they expect to have reviewed the HLS amendments in two weeks
 - ii. Discussed the Performance Contractor RFP timeline and process.
 - iii. It is anticipated that after the Performance Contractor is decided upon, it will take the PC will be able to give costs for the projects
 - iv. Clarification was shared regarding the BOE meetings and: the approval of the Performance Contractor (1/13/20), projects/funding discussions (1/13/20), continued discussions regarding projects/funding (2/10/20) and resolution regarding bond parameters (2/10/20)
- d. CCSD59 Facilities Master Plan
 - i. The goal is to have a Facilities Master Plan presented to the Facilities Committee by Fall, 2020
 - ii. Art indicated that he would provide staff/committee members with examples of other SDs Facilities Master Plans

Meeting Adjourned: 4:55