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Budget, Planning, Finance and Audit Committee Meeting
Tom Vaclavek, Committee Chairperson
Tuesday, December 15, 2020
Minutes

Present: Erica Bruso (via Zoom), Nicole Pavoris (via Zoom), Dave Secret (via Zoom), Tom Vaclavek, Jason Blake, Ron Ludwig, Adam Guss, Steve Olson, Jeremy Davis

- **Call to Order**
- **Roll Call**
- **Pledge of Allegiance**
- **Approval of November 9, 2020 Meeting Minutes**
- **Discussion and Recommendation for Contract Amendment Regarding the Sale of Real Property Located at 400 Haber Road in Cary**

Jeremy Davis, Assistant Superintendent - Finance and Operations presented an update regarding the sale of the Haber Road property. Elm Tree Properties has submitted additional documents to the Village of Cary regarding the permits needed to proceed. As long as there are no additional issues or delays the projected closing date would be set for March 2021. Elmtree Properties does have two additional 30-day extensions per the contract should any additional delays occur which would then move the closing out to possibly May 2021.

- **Discussion and Recommendation for Pitney Bowes Postage Machine Contracts**

Jeremy Davis presented the new Pitney Bowes Postage Machine 5-year leases. The district is at the end for the current lease for all five district buildings. As such, the Finance department was able to utilize the State of Illinois bid contract already in place with Pitney Bowes. By doing so the district was able to secure a new 5-year lease contract for each building with a cost savings of approximately \$9,700 or 15% over the 5-year contract. In addition to the cost savings, each building will receive new equipment for the duration of the 5-year contract.

- **Discussion and Recommendation for 2020-2021 District Parking Permit Fees**

To date the district has collected \$106,125 which takes into account one rebate already authorized by the Board and sent back to the D155 families. Due to ongoing remote learning as a result of the pandemic, the administration is asking the Finance Committee

to rebate all remaining parking fees for the current school year. The rationale is that families have paid for and are not able to use the parking lots as intended. If the district is able to move to and maintain a hybrid model for the remainder of this year, students will still only be parking onsite 2 days per week. In addition, the district is encouraging students to drive as much as possible to reduce the number of students using the bus transportation. Parking stickers will still be issued and used this year. Based on the committee feedback, Mr. Davis will plan to bring the recommendation to the Board of Education for approval in January 2021.

- **Public Comments**
- **Adjourn**