





### **Preface to the 10-Year Capital Improvement Plan**

Champaign Unit 4 School District's administration and Board of Education would like to thank Bruce Knight, Director of Planning for the City of Champaign, for his leadership in developing the school district's first ever 10-Year Capital Improvement Plan. We believe this document will be very beneficial to the district as we prioritize and plan for future capital improvement projects. This document could not have been assembled without his knowledge and understanding of the capital improvement process. We are also grateful to Assistant Planning Director, Rob Kowalski and City Engineer, Roland White who volunteered their expertise to make this a quality document.

Next, we would like to thank the citizens of our community who volunteered for the Great Schools Together Project. It is out of their efforts that the idea of a 10-year capital improvement plan was first envisioned.

Finally, we would also like to thank the following other members of the Facility Committee who donated their time, energy and insights into developing this document:

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# I. Introduction

Great Schools Together - In 2008, the Unit 4 School District undertook a process to engage the community in the development of a Long Range Strategic Plan titled "Great Schools, Together". The foundation of the Plan was a vision statement developed during the process, as follows:

***Vision Statement*** - *In partnership with the community, Unit 4 will be an exemplary school district that promotes each student's opportunity to succeed in a global environment. To achieve this vision the District is committed to:*

- *Empowering strong leadership, demanding accountability, and inspiring performance at the highest level*
- *Operating through a culture of long-range planning implemented through short-term action plans*
- *Providing world-class, sustainable facilities and technology that support learning*
- *Providing comprehensive, research-based educational programming that supports student achievement*
- *Recognizing, embracing and celebrating diversity*
- *Fostering a safe environment where all students and employees are valued and respected*
- *Hiring, supporting and retaining faculty and staff known for their excellence in educating students*
- *Building partnerships with parents, the community, local businesses and higher education to strengthen each student's educational experience*
- *Acting as a responsible steward of the community's resources*

Based on this Vision, and input from the community, several priorities for Unit 4 emerged. Those that relate specifically to the capital plan include:

- *Develop a **10-year Capital Improvement Plan (CIP)**, prioritizing well-defined known needs, while preparing for long-term changes*
- *Optimize **class size** to foster academic achievement*
- *Develop an assessment tool for determining **equity between facilities** and bring each facility up to a consistent base line*
- *Create a **Location Team** of school staff, City of Champaign, Village of Savoy, Champaign Park District staff, and development community to begin identifying locations for new school facilities*

The Vision Statement, along with the Strategic Goals, Actions and Measures contained within the Plan guide the decision-making of the District in a wide variety of areas. One of the key areas where this Plan serves to strongly shape decisions is in the area of capital planning. Because it has not previously had a dedicated funding source for capital investment, the Unit 4 School District has not previously

undertaken an effort to produce a multi-year capital improvement plan (CIP). The preparation of a 10-year CIP was one of the strong recommendations of Great Schools, Together.

As it works to implement the Great Schools Together Plan, and to fulfill its commitment to complete transparency in the use of the sales tax money, Unit 4 decided to develop its first Ten-Year Capital Improvement Plan. To support this effort, the Board of Education appointed a Facility Planning Committee to develop a ten-year capital improvement plan (CIP) for the District. A list of the names of the members of the Facility Committee is included in the Appendix of this document.

The CIP is a ten-year plan to build, maintain, upgrade and replace the District's facilities. Preparation of the plan results from a process of identifying the highest priority needs (based on evaluation criteria) and scheduling them for design and construction over a 10 year period as revenues permit. Because the District's capital needs exceed available funding over the planning period, a key purpose of this process is to allocate limited resources to the highest priority projects.

To facilitate the process to develop a CIP that is consistent with the intent of the Board of Education, clear policy direction is needed to guide the work of the Facilities Committee. To that end, Capital Improvement Planning Policies were developed and adopted by the Board. The purpose of the CIP Policies is to provide guidance from the Board of Education to the Facilities Committee in developing the Plan. The draft policies are included as Chapter 4 of the Plan and include:

- Definitions
- Baseline Standards for District Facilities
- Policy direction on facility planning, construction of quality projects and stewardship of the District's Capital Assets
- Policy direction on retirement of existing buildings
- Criteria for evaluating the relative priority of projects

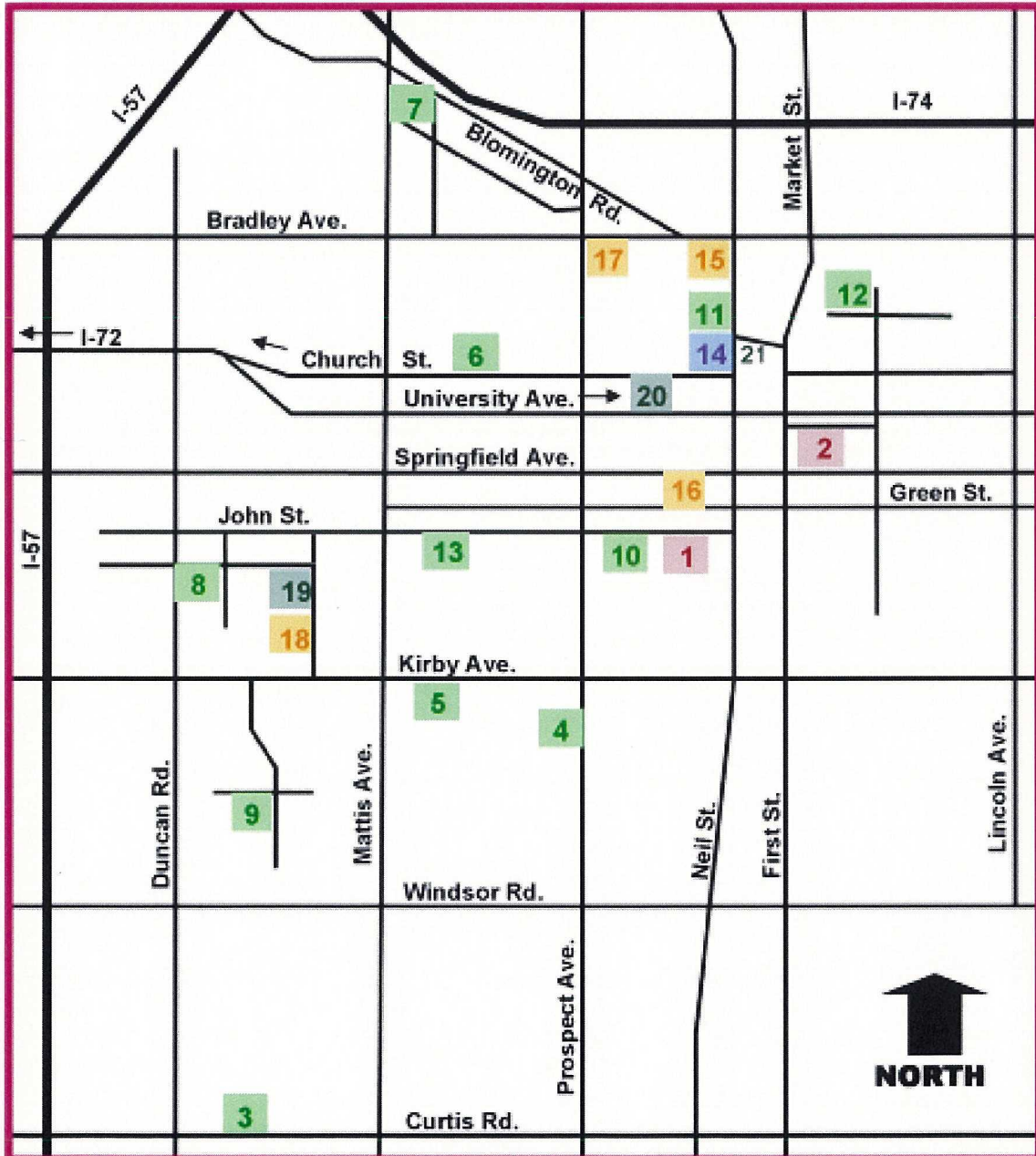
## II. Background

- A. ***Existing Unit 4 Facilities*** – The District has an Early Childhood Center, eleven elementary schools, three middle schools and two high schools. Other facilities include the Mellon Administrative Building, the Family Information Center, and a transportation facility. The District Facilities Map shown below highlights the locations of each of the District's facilities.

## CHAMPAIGN COMMUNITY UNIT SCHOOL DISTRICT NO. 4 SCHOOL LOCATION MAP

**KEY**

- |                                |                                  |                     |
|--------------------------------|----------------------------------|---------------------|
| 1 Mellon Administrative Center | 8 Kenwood                        | 15 Columbia Center  |
| 2 Family Information Center    | 9 Robeson                        | 16 Edison MS        |
| 3 Barkstall                    | 10 South Side                    | 17 Franklin MS      |
| 4 Bottenfield                  | 11 Stratton                      | 18 Jefferson MS     |
| 5 Carrie Busey                 | 12 Washington                    | 19 Centennial HS    |
| 6 Dr. Howard                   | 13 Westview                      | 20 Central HS       |
| 7 Garden Hills                 | 14 Early Childhood Center (PREK) | 21 Academic Academy |



B. Following is a summary of the existing facilities, their age and capacity, and key planning issues:

1. Early Childhood Center – (constructed in 2003 – 36,343 square feet)

The Champaign Early Childhood Center opened in August of 2003 on a 1.5 acre site. It has an enrollment of 306 students housed in 36,343 square feet.



The building has a state-of-the-art library and family center, multipurpose room, and space for 10 Champaign Unit #4 prekindergarten classrooms. Three more classrooms are located next door at Stratton School. The early childhood program provides blended programming for at-risk and special education students. In addition, the building houses CASE Audiology and five Head Start classrooms. The Early Childhood Program provides weekly screenings for approximately 350 Champaign preschool students annually. The purpose of the screenings is to determine program eligibility and to determine if any further evaluation for special needs identification is necessary. Facility issues include the need for additional classroom space and a shortage of parking. The structure is in good condition needing only routine maintenance.

2. Barkstall Elementary – (constructed in 1998 - 65,400 square feet)

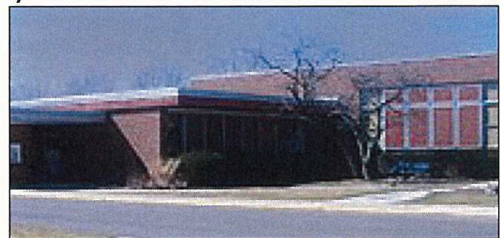
Barkstall Elementary is a three strand school opened



in August 1998 on a 10.5 acre site. It has an enrollment of 429 Students housed in 65,500 square feet. The design of the school, classroom configuration, and advanced technology were intended to reflect the community's vision of education for the future. Technology is integrated into the curriculum through the use of Internet-accessible computers in the classrooms and resource areas. Web based library programs allow access to resources from all classrooms. As a recently constructed school, Barkstall is in good condition needing only routine maintenance.

3. Bottenfield Elementary – (constructed in 1995, 1958 – 29,972 square feet)

Bottenfield Elementary was built in 1955 on an 8.4 acre site and named after E. O. Bottenfield, a popular Champaign junior high school teacher.



It is a three strand school with an enrollment of 423 students housed in a

30,000 square foot building. The school has computers with Internet connections in each classroom accessible to students as part of the learning process. The school has a combined cafeteria and gymnasium, limited performance space and is in need of new heating and ventilation systems, windows and significant remodeling to bring it to the District's baseline standards. Bottenfield is one of four schools that the Board of Education committed to using revenues from the sales tax to improve.

4. B.T. Washington Elementary – (being demolished/rebuilt)

The first classes at Booker T. Washington were held in September 1951, and the school was dedicated November 18, 1951. At that time, the school had four classrooms, a kindergarten room, a clinic room, a storeroom and 96 students. In 1956, six new classrooms, an auditorium, and a kitchen were added. The last addition, or north wing, was completed in 1959. Today, the school is being demolished and a new two strand school built on a 1.9 acre site to house the 250 students that attend Booker T. Washington. This project will address all issues with this school.



5. Carrie Busey Elementary – (constructed in 1957, 1961, 1969 – 36,702 square feet)

In 1911, Carrie Busey was selected for the position of secretary to the superintendent of Champaign Schools, and she served in this position for 40 years, working with four superintendents, keeping many of the account books for the school system, and writing the checks by hand. This school was named in honor of Carrie Busey when it opened in 1958, seven years after she retired. Carrie Busey Elementary School was constructed in 1957. Additions were built in 1963 and 1969. In 1990 the Champaign Park District opened Wisegarver Park that is adjacent to the school grounds. Carrie Busey is a three strand school with an enrollment of 390 students in 36,702 square feet on an 8.5 acre site. The school has a combined cafeteria and gymnasium, little performance space, and a lack of storage space. It is in need of new heating and ventilation systems, and other remodeling to bring it into compliance with the District's baseline standards.



6. Dr. Howard Elementary – (constructed in 1910, 1920, 1934, 1952, 1958 – 43,389 square feet)





Dr. Howard Elementary School was built as a four-room school in 1910 on land donated by Dr. Hartwell C. Howard, one of Champaign County's first doctors. Four rooms were added in 1920 followed by additions in 1931, 1953, and 1959. Dr. Howard was one of the first schools in Champaign to offer special classes for disabled children. The school was also one of the first schools to have classes for gifted children in grades 2-5. Dr. Howard is situated on a 2.3 acre site in a central Champaign neighborhood. The school draws students from all areas of Champaign. Dr. Howard is a three strand school with an enrollment of 430 students in 43,389 square feet. Because the school was built in five additions, it has significant accessibility issues due to having multiple levels. There is also a lack of on-site parking, and water infiltration issues in the basement. Significant remodeling is needed to bring this school to the District's baseline standards. Consistent with the District's CIP Policies, this school should be evaluated to determine if the building's condition is beyond feasible upgrade or repair.

7. Garden Hills Elementary – (constructed in 1957, 1961, 1964 – 40,120 square feet) Garden Hills Elementary School opened in 1958, on land donated by the Ozier family. Additions to the school were made in 1961 and 1964. The school is located next to Garden Hills Park, south of Bloomington Road. Garden Hills was a two-strand school on a 4.1 acre site with an enrollment of approximately 370 students in 40,120 square feet. It is currently being remodeled and expanded to a three-strand school and will have 550 students in 77,360 square feet on a 5.3 acre site. It is immediately adjacent to Garden Hills Park. This expansion project will address all issues with this school.



8. Kenwood Elementary – (constructed in 1962, 1964 – 40,404 square feet) Kenwood Elementary School opened in 1963. An addition was made during 1964. The building is located at the intersection of Stratford Drive and Sheridan Drive in the Holiday Park Subdivision. The building sits on a 9.4 acre site and has three strands with an approximate enrollment of 420 students in 40,404 square feet. The school has a combined cafeteria and gymnasium, lacks storage space and is in need of new heating and ventilation systems. Kenwood is one of four schools that the Board of Education committed to using revenues from the sales tax to improve.



9. Robeson Elementary –  
(constructed in 1967, 1968 –  
46,396 square feet) Robeson  
Elementary School is a four-strand



school built in 1967 on a 12.2 acre site. It is immediately adjacent to Robeson Park. The school has an enrollment of 520 students in 50,000 square feet. Robeson Elementary School is located in southwest Champaign and adjoins Robeson Park. The school has an undersized gymnasium, inadequate performance space and is in need of new heating and ventilation systems and windows. Robeson is one of four schools that the Board of Education committed to using revenues from the sales tax to improve.

10. Southside Elementary –  
(constructed in 1924, 1947, 1949 – 22,328  
square feet) On January 24, 1923, the  
Champaign School Board signed a contract  
with the architectural firm of Ramey and



Burgen to build a new school at the corner of Pine and John streets in southwest Champaign. The building was opened on October 9, 1924, and was considered so far on the outskirts of town that the newspaper articles announcing the open house printed instructions for finding the school. South Side was open most of the 1900s, and added to in 1950. It then closed in June 1982 and reopened in August 1989 as a two-strand school. Southside is sited together with the Mellon Building and athletic fields for Central High School on an 11 acre site. The school has an enrollment of 284 in 26,449 square feet. Southside Elementary has a combined cafeteria and gymnasium, does not meet accessibility requirements and needs improved electrical, heating and ventilation and roofing.

11. Stratton Elementary – (constructed in  
1998 – 75,000 square feet)  
Stratton Elementary school is named for  
the late Mr. Kenneth Odell Stratton, Sr  
who was a teacher and administrator in



the Champaign Unit 4 School Dis-trict for 33 years. The school is located on a 7.8 acre site. It opened in 1998 and is a four-strand school with an enrollment of 431 in 71,433 square feet. The school includes a full sized gymnasium which was cost-shared with the Champaign Park District, which programs the facilities evenings and weekends. Stratton Elementary is in good condition needing only routine maintenance.

12. Westview Elementary –  
(constructed in 1950, 1955 – 36,267 square feet) Westview School opened its doors in 1951, with seven classrooms and 153 pupils, plus a kindergarten sponsored by the PTA.



In 1955-56 a new addition of eight classrooms was added, and these rooms were ready for use in September 1956. In 1957, a special education room was opened for blind children. That year was the top enrollment year with 596 pupils, which did not include the kindergarten pupils. The PTA that year sponsored four sessions of kindergarten; two at the school and two in rented space at St. Peter's Church. Of the regular 21 classrooms, grades one through six, five were first grade rooms. With the implementation of the middle school program in 1977, the school moved to a kindergarten through fifth grade organization. Since 1981, Westview kindergarten has been a full day program.

In 1988 three large additional classrooms were created from under the east side of the first floor. A permanent library / media center was established in the largest of these rooms. The '90s saw the other two classrooms used for kindergarten, a "Writing to Read" computer lab for K-1, special education and then with the reestablishment of the elementary visual art specialist, as an art classroom.

In the fall of 1999 Westview was selected as a site for the "English as a Second Language" program and continues to grow. The 2001/2002 school year represented the 50th anniversary of Westview School. Westview is on a 4.6 acre site. It is a three-strand school with an enrollment of 389 students in 41,000 square feet. Westview is one of four schools that the Board of Education committed to using revenues from the sales tax to improve. Westview Elementary has a combined cafeteria and gymnasium, lacks a computer room and needs new energy efficient windows and a new heating and ventilation system. Overall remodeling is needed to meet the District's baseline standards.

13. Edison Middle School –  
(constructed in 1914, 1933, 1956 – 112,376 square feet) In 1914, Champaign High School was opened at 306 West Green Street. The school remained a high school until 1956. From 1956-1977, the building was named after the scholar, inventor, and innovator, Thomas A. Edison, and became known as Edison



Junior High School. During the 1977-78 school year Edison became a middle school. It was expanded in 1933 and 1956. Today it houses 685 sixth, seventh, and eighth grade students in 132,380 square feet on a three acre site. The school is in need of new mechanical equipment, windows, improved computer labs, special education and enrichment space. Significant remodeling is needed to bring this school to the District's baseline standards. Consistent with the District's CIP Policies, this school should be evaluated to determine if the building's condition is beyond feasible upgrade or repair.

14. Franklin Middle School –  
(Constructed in 1953, 1966 – 71,323 square feet) Franklin Middle School was built in 1953 with a small classroom addition in 1966. The building sits on an eight acre site at 817 N Harris with an enrollment of 591 in 79,390 square feet. The building is unique for its limestone entry way and the built-in casework located in the classrooms. The school is in need of new mechanical equipment, a second gym or multi-purpose room, new energy efficient windows and additional office, meeting and conference space.



15. Jefferson Middle School –  
(constructed in 1960, 1969 – 73,070 square feet) Jefferson Middle School was built in 1960 as a junior high school and converted to a middle school in 1977. It sits on 11 acres at 1115 S. Crescent Drive with an enrollment of 685 students in 85,000 square feet. It is part of an education campus/park corridor that includes Centennial High School to the north and Centennial Park. The school is in need of a second gymnasium, four additional classrooms, new energy efficient windows, mechanical equipment and air conditioning.



16. Central High School – 5 acre site  
Central High School was constructed in 1953. An addition and extensive renovation was completed in the fall of 1998. Champaign High School, now Champaign Central High School, began serving the public in 1870. The present school site, 610 W. University



Avenue, was donated by J.P. White to the public schools of Champaign in 1868 and has housed Central High School since 1956. During the 1963-64 school year, due to over-crowding, approximately 300 students were assigned on a half-day basis to Jefferson Middle School. These students attended three academic classes at Jefferson plus three classes at the senior high school. During the 1965-66 school year, approximately 550 sophomores attended classes in the first phase of the Senior High School Annex. They attended classes on the same schedule as those at Champaign High School. The 1966-67 school year found an equal distribution of sophomore and junior students at both Champaign Senior High School and the Annex.

In 1968-69, the Champaign Board of Education officially established two district high schools, Central and Centennial. On April 1, 1997, the taxpayers of Champaign approved a bond issue that included an addition and extensive remodeling to Central High School. The main features of the new addition and remodeling were a large modern media center, a child development/day care center, foods laboratory, an expanded student services area, and three large state of the art biological science laboratories. An open house and dedication of the new facilities was held on September 13, 1998. Central has an enrollment of 1,385 students in a 225,000 square foot building on a five acre site. It is a block away from West Side Park. Consistent with the District's CIP Policies, this school should be evaluated to determine if the building's condition is beyond feasible upgrade or repair as a high school. It should also be evaluated to determine its potential for reuse as a middle school.

17. Centennial High School – Centennial High School was constructed in 1963. It has an enrollment of 1,480 students in a 202,577 square foot building on a 21 acre site.



Centennial High School is part of an education campus/park corridor and is adjacent to Jefferson Middle School and Centennial Park. It is in need of new Heating and Ventilation systems, a second gymnasium, 6-8 additional classrooms and a sprinkler system for the entire building.

18. Family Information Center - The Family Information Center (FIC) is located at 405 E. Clark Street. It was built in 1957 with 17,025 square feet and was formerly the site of Marquette



Elementary School. Today the building is utilized to centralize the student assignment process and to assist parents in making informed decisions about the schools they would like their children to attend.

19. Columbia School - Columbia School is located at 1103 N. Neil Street. It was built in 1905 with 36,935 square feet and was for many years an elementary school. Later the building was utilized as the District's Alternative High School. Currently, the building is being used as a "relocation" school while Booker T. Washington Elementary School is being rebuilt at its current location. After the new BTW is completed in July 2012, Columbia may be utilized to centralize several District programs in other buildings.



20. Curriculum Center - The Curriculum Center located at 402 N. Randolph was acquired in 1995 and has 6,275 square feet. The building houses the District's Curriculum Coordinators who oversee various academic programs. In addition, "science tubs" (plastic containers filled with science materials) are assembled at the Curriculum Center.

21. Academic Academy - The Academic Academy is a small, comprehensive alternative program designed to meet the needs of nontraditional students in a nurturing environment.



22. Mellon Administrative Center - The Mellon Administrative Center is located at 703 S. New Street. It was built in 1961 and has 12,738 square feet. It houses the Superintendent of Schools and his staff. It is also the meeting place of the Board of Education.

23. Transportation Center - The Transportation/Maintenance Facilities are located at 1400 N Hagan Drive. The Transportation Facility was constructed in 1960 with 5,000 square feet while the Maintenance Facility was constructed in 1967 with 20,000 square feet. These



buildings are the home for the District's Maintenance and Transportation staffs. These employees transport thousands of students daily and maintain all District facilities. These facilities are too small to accommodate the number of buses now owned, operated and maintained by the District and are in serious need of upgrade.

C. ***Consent Decree***

The Consent Decree (voluntarily entered into by a former Board of Education and a plaintiff class) mandated that "two strands" of classrooms be added north of University Avenue. After much community input, the North Side Seats Committee recommended to the Board of Education that one strand (1 kindergarten, 1 first grade, 1 second grade, 1 third grade, 1 fourth grade and 1 fifth grade class) be added to Booker T. Washington and Garden Hills Elementary Schools. After the Board approved the recommendation and financing became available through the one percent increase in the sales tax rate, BTW is in the process of being expanded from two to three strands and Garden Hills from three to four strands.

D. ***Great Schools Together***

***a community-focused facilitated planning initiative to assist in creating an ideal future for our students***

***The goal of Great Schools, Together was to create a cohesive, long-range plan for Unit 4 schools—using as much community input as possible—so that the Unit 4 School Board and Administration could move forward in ways that truly reflect the vision and goals of those they serve.*** To achieve this, the community was engaged in a variety of ways. Community members served on a Vision Committee, in Working Groups, and as facilitators. All other community members were encouraged to attend one or more of ten community forums to brainstorm and share ideas. Held between March and May of 2008, these forums were scheduled at a variety of times and in various locations throughout the community. The hope was that everyone interested could attend at least one forum. Seven of the forums were theme-based, focusing on: Excellence & Equity, Programs, Infrastructure, and Engaging Community Stakeholders. Three—the first and last two forums—were open for participants to choose the topics they wanted to discuss.

Notes were generated after each of the forums. E-mailed to participants and posted on the website, these notes were also sent to members of the Vision Committee and Working Groups. ***It was the community's comments, offered during these ten forums, that provided the "meat" for the long-range plans compiled by the three Working Groups—Programs, infrastructure, and Engaging Community Stakeholders. The Vision***

***Committee also referred back to these notes as they compiled the three separate plans into a cohesive whole.***

On Monday, September 15, 2008 the Unit 4 Board officially and unanimously adopted the Great Schools, Together Long-Range Strategic Plan! This marked the end of the planning phase, and the beginning of implementation. The completion of this Ten-Year CIP marks a significant step toward this implementation.

**E. *Sales Tax Referendum***

On November 4, 2009 voters in Champaign County approved a one percent increase in the county-wide sales tax to be used exclusively for school construction and renovation. Each district (14 in total) shares in the increase based on the pro-rata number of students that each district has enrolled. As Champaign Unit 4 has approximately 40% of all students, it will receive 40% of the total increase in sales taxes (annually approximately \$6 million). This funding will be utilized to pay debt service on the newly issued bonds (\$83 million) and abate taxes on all outstanding construction projects. The remainder (approximately \$1 million per year) becomes the funding source for the new Ten Year Capital Improvement Plan.

### **III. Planning Process**

- A. Facilities Planning Committee – This Committee was appointed for the purpose of representing the community, and advising the Board of Education, on the development of its first Ten-Year Capital Improvement Plan. The Committee represents a cross-section of community interests and is chaired by City of Champaign planning staff as part of an intergovernmental agreement with Unit 4 to provide planning services. A list of the Committee members is included in the Appendix. The Committee met initially in October 2009, and over the course of seven meetings has guided the development of the CIP Policies, including baseline standards for the District’s facilities and prioritization criteria, and the preparation of the Ten-Year Plan.
- B. Project Identification – A key step in the planning process is the identification of projects for the Committee to prioritize. For the first year plan, the Board of Education made a number of commitments as part of the referendum process for the new sales tax. These commitments shaped the early years of the plan and expended the majority of available funds. Also, the District identified a list of deferred maintenance needs, and proposed a plan to



schedule them over the ten year plan based on critical needs and as funding allowed.

- C. Prioritization – Included in the CIP Policies are criteria for prioritizing projects. They are fully described in Chapter IV, but include the following:
- Adopted Plans
  - Operation and Maintenance Expenses
  - Systematic Facility Improvement
  - Goals and Targets
  - Health and Safety
  - Functional Obsolescence
  - Additional Capacity
  - Existing Facilities
  - Baseline Standards

While these criteria were not applied in the planning process this year, they will become more and more important as the plan is updated over time.

- D. Recommended Plan – The Facilities Committee will recommend a plan for consideration of the Unit 4 Board of Education.
- E. Plan Adoption – The Board of Education adopts the Ten-Year Capital Improvement Plan as recommended, or as modified per Board direction.
- F. Annual Updates – Annually the plan is reviewed and updated to reflect completed projects, updated estimates of revenues and costs, consideration of new projects.

## IV. CIP Policies

To support the effort to develop a ten-year capital improvement plan it is critical that the Board of Education provide strong policy guidance to guide the Facility Committee in developing a plan that reflects the Board's desires and intent. The following Policies were adopted by the Board on March 8, 2010 for that purpose.

### A. *Definitions:*

***Capital Improvement:*** Any physical asset constructed or purchased to provide, improve, or replace a public facility and which is large scale and high in cost. The cost of a capital improvement includes preliminary studies, design and construction and is generally nonrecurring and may require multi-year financing. In the case of a new school, this includes all durable equipment needed to operate the school.

**Capital Improvement Plan:** A timetable or schedule of all future capital improvements to be carried out during a specific period, together with cost estimates and the anticipated means of financing each project.

**Alteration:** The changing of the internal arrangement or other physical characteristics of an existing facility so that it may be effectively used for its designed purpose.

**Improvement:** The addition of quality features to existing space by upgrading building systems or architectural finishes, such as installation of floor covering or window treatments.

**Minor Facility Renovation:** Projects entailing renovation, alteration or improvement of an existing facility, generally in one building component, such as roof or ventilation.

**New Construction:** Erection of new facility or expansion of an existing facility that adds to the overall dimensions and can include site improvements.

**Renewal:** Extending the useful life of facilities, which includes replacing worn-out or inefficient major building components, retrofitting for energy conservation, eliminating health and life safety problems, and meeting updated regulatory requirements.

**Renovation:** Total or partial upgrading of a facility to higher standards of quality or efficiency.

**B. Policies:** The District will develop a ten-year plan for capital improvements, update it every year, and make capital improvements in accordance with the Plan. These policies serve to guide the development of a proposed plan for consideration by the Board of Education.

**1. Baseline Standards** – Establish a baseline standard for all schools in the District to ensure equitable learning opportunities across the District. Consistent with that goal, the District will strive through its capital improvement planning process to upgrade each of its facilities to achieve the following standards:

<b>Standards</b>	<b>Elementary</b>	<b>Middle</b>	<b>High</b>	<b>Priority</b>
Mechanical Systems	X	X	X	top
Electrical Systems	X	X	X	top
Air Conditioning	X	X	X	top
Life-Safety Systems	X	X	X	top

Library	X	X	X	top
Special Education rooms for break-out or targeted services	X	X	X	top
Computer Labs	X	X	X	high
Dedicated Enrichment Space (e.g. arts and music)	X	X	X	high
Science Labs	X	X	X	high
Full Gymnasium (separate from cafeteria)	X	X	X	high
Well designed transportation System (drop-off/Pick-up and Parking facilities)	X	X	X	high
Administrative Space	X	X	X	medium
Staff Work Space	X	X	X	medium
Outdoor recreation/learning spaces, including:				
– Physical Education	X	X	X	medium
– Playground/outdoor recreation	X	X	X	medium
– Sports Fields & Facilities			X	medium
– Marching Band practice field			X	medium
Operable windows with screens	X	X	X	medium
Stage and Performance Area	X	X		medium
Industrial Technology Space		X	X	medium
Auditorium			X	medium
Natatorium (indoor swimming facilities)			X	medium

**2. Facility Planning.** Facility Master Plans will be prepared for each facility maintained by Unit 4 and updated as appropriate to reflect changing educational needs. The master planning process shall consist of conducting facility

assessments based on the established baseline standards, identifying issues and needs and planning for the ongoing investment in each facility. This planning should include determining which improvements can be made on a stand alone basis, and which need to be part of an overall upgrade of the facility. In addition, the facility plans will consider traffic safety improvements that promote the convenience and safety of students and the ability to safely access the schools by bus, automobile, as a pedestrian and by bike.

**3. Construction of Quality Projects.** It is the policy of the District to construct quality projects designed to have lasting value and contribute to the overall quality of life of residents of the community. Design emphasis will be placed on functionality and durability, energy efficiency and overall sustainability and to minimize maintenance costs and delay rehabilitation and replacement as long as practicable. Attention will be placed on the aesthetics of facilities, and the potential for joint use to benefit the entire community in addition to ensuring excellence as an educational facility. The District will strive to achieve LEED Certification for all new and existing facilities.

**4. Stewardship of the Districts Capital Assets.** The District will demonstrate good stewardship by building partnerships with parents, the community, local businesses and higher education to strengthen each student's educational experience. It will be a steward of its facilities by reinvesting in District physical assets at a level adequate to protect the investment made in those facilities to maximize the life and use of existing school and support facilities and minimize rehabilitation and replacement cost over the life cycle of the improvement.

**5. Retirement of Existing Buildings –** It is the policy of the District to close and rededicate, or dispose of, existing schools and support facilities where necessitated by significant declines in students in proximity to that attendance center, and/or building deterioration beyond feasible upgrade or repair, program adjustments or municipal and state codes, and in accordance with the settlement plan. This determination will be made through the facility planning process and with full engagement and involvement of neighbors, parents, students, teachers, staff and administrators impacted by such decisions. Support facilities, such as administration, maintenance and transportation, will be evaluated based on their continued ability to support the District's educational mission, operational expenses and impact on employee morale. Once a decision is made to retire a facility, the District will seek a new use of the property that achieves a positive benefit for the community, while generating revenues consistent with the market value of the property to support the mission of the District.

**6. Criteria for Evaluating Relative Priority of Projects:** Consistent with the recommendations of the District's Strategic Plan, Great Schools Together, the Unit

4 Facilities Committee will use the following criteria to evaluate the relative merit of each project and prioritize investment decisions:

***Adopted Plans*** - Projects that comply with the principles and concepts of the adopted facility plans, and the District's strategic plan, are a priority.

***Operating & Maintenance Expenses*** - Projects that result in a significant decrease in District operating and/or maintenance expenses are a priority.

***Systematic Facility Improvement*** - Projects that are a component of a systematic facility improvement plan or strategy are a priority.

***Goals & Targets*** - For major capital improvements, a strategy shall be maintained for developing long range goals and short range targets to allow phasing of the planning, design and construction of such major projects.

***Health & Safety Hazards*** - Projects that correct a health or safety hazard, promote code compliance, or prevent a critical breakdown in a District facility are a priority.

***Functional obsolescence*** – Projects that eliminate functional obsolescence in District facilities, thereby extending the life of existing buildings, are a priority.

***Additional capacity*** – Projects that address the need to provide current or anticipated need for additional capacity based on demographic analysis of the community, and ongoing growth and development, are a priority.

***Existing Facilities*** – Projects designed to maximize the life and use of existing school and support facilities are a priority.

***Baseline Standards*** – Projects that improve facilities to better achieve the baseline standards by school type (as defined herein) are a priority.

## V. Ten-Year Plan

### A. Statement of Revenues & Other Financing Sources Over/(Under) Expenses & Other Financing Use

**Ten Year Capital Improvement Plan**

**Statement of Revenues & Other Financing Sources Over/(Under) Expenses & Other Financing Uses**

**Fund 60 (Major Projects Approved by Board)**

<b>Revenue and Other Financing Sources</b>	<b><u>2009-10</u></b>	<b><u>2010-11</u></b>	<b><u>2011-12</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>	<b><u>2015-16</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>
Bond Proceeds at par	\$86,758,095	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnings In 2009-10 Interest transferred to Fund 20 to help offset cost of bleachers & new roof at Centennial. In 2010-11 Interest used to pay for computers, cabling, new phones, etc. at BTW & GH. After 2011 interest will be used for similar items at the new elementary school in Savoy.	\$117,339	\$800,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Illinois Clean Energy Grant for BTW	\$20,000										
Commissioning Grants - BTW		\$20,000	\$100,000	\$30,000							
New Construction Grant Programs (\$ square footage incentives for design improvements beyond code - up to \$250,000 for BTW & GH)											
<b>Total Available Revenue and Other Financing Sources</b>	<b>\$86,895,434</b>	<b>\$820,000</b>	<b>\$500,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Capital Improvement Projects (Fund 60)**

	<b>Total Cost</b>	<b><u>2009-10</u></b>	<b><u>2010-11</u></b>	<b><u>2011-12</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>	<b><u>2015-16</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19</u></b>	<b><u>2019-20</u></b>
Bond Issuance costs, Payoff of energy contract & Capitalized interest moved to Fund 31	\$4,582,409											
Computers & telephones at BTW, Garden Hills & new Carrie Busey	\$1,200,000		\$800,000	\$400,000								
Land for new Central High School	\$3,650,000		\$3,650,000									
New BTW Elementary School	\$18,000,000	\$2,014,527	\$12,000,000	\$3,985,473								
New Garden Hills Elementary School	\$13,700,000	\$1,270,790	\$9,500,000	\$2,929,210								
New Geothermal System at Bottenfield	\$1,598,831	\$174,497	\$800,000	\$624,334								
New Geothermal System at Westview	\$1,651,807	\$174,497	\$800,000	\$677,310								
New Geothermal System at Robeson	\$1,882,915	\$174,497	\$950,000	\$758,418								
New HVAC System at Kenwood	\$780,220	\$0	\$500,000	\$280,220								
New Elementary School in Savoy	\$18,000,000	\$106,122	\$800,000	\$14,000,000	\$3,093,878							
Additions/Renovation at Kenwood	\$6,500,000	\$3,379	\$0	\$0	\$5,000,000	\$1,496,621						
Additions/Renovation at Bottenfield	\$6,500,000	\$0	\$0	\$0	\$0	\$5,000,000	\$1,500,000					
Additions/Renovation at Westview	\$6,500,000	\$0	\$0	\$0	\$0	\$0	\$5,000,000	\$1,500,000				
Additions/Renovation at Robeson	\$2,321,913	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$321,913			
Pay off QZABs	\$1,260,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,260,000				
Transfer on Interest to Fund 20	\$117,339											
<b>Total Fund 60 Expenses</b>	<b>\$83,545,686</b>	<b>\$8,618,057</b>	<b>\$29,800,000</b>	<b>\$23,654,965</b>	<b>\$8,093,878</b>	<b>\$6,496,621</b>	<b>\$6,500,000</b>	<b>\$4,760,000</b>	<b>\$321,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Beginning Fund Balances, July 1	\$0	\$78,277,377	\$49,297,377	\$26,142,412	\$18,078,534	\$11,581,913	\$5,081,913	\$321,913	\$0	\$0	\$0	\$0
Annual Revenues & Other Financing Sources	\$86,895,434	\$820,000	\$500,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Available Resources &amp; Other Financing Sources</b>	<b>\$86,895,434</b>	<b>\$79,097,377</b>	<b>\$49,797,377</b>	<b>\$26,172,412</b>	<b>\$18,078,534</b>	<b>\$11,581,913</b>	<b>\$5,081,913</b>	<b>\$321,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Annual Expenses & Other Financing Uses	\$8,618,057	\$29,800,000	\$23,654,965	\$8,093,878	\$6,496,621	\$6,500,000	\$4,760,000	\$321,913	\$0	\$0	\$0	\$0
<b>Ending Fund Balances, June 30</b>	<b>\$78,277,377</b>	<b>\$49,297,377</b>	<b>\$26,142,412</b>	<b>\$18,078,534</b>	<b>\$11,581,913</b>	<b>\$5,081,913</b>	<b>\$321,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Revenue and Other Financing Sources (Fund 61)**

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Fund 61 - Annual Sales Tax Collections Above Obligations (abate taxes & pay debt service on \$86.7 million bond issue)	\$1,493,105	(1) \$1,224,015	\$1,048,799	\$1,076,901	\$1,102,222	\$1,127,007	\$1,152,596	\$1,173,462	\$1,767,380	\$1,794,806	\$1,827,207
Grants											
Geothermal Grants - Bottenfield	\$0	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Geothermal Grants - Westview	\$0	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Geothermal Grants - Robeson	\$0	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Available Revenue and Other Financing Sources</b>	<b>\$1,493,105</b>	<b>\$1,404,015</b>	<b>\$1,228,799</b>	<b>\$1,076,901</b>	<b>\$1,102,222</b>	<b>\$1,127,007</b>	<b>\$1,152,596</b>	<b>\$1,173,462</b>	<b>\$1,767,380</b>	<b>\$1,794,806</b>	<b>\$1,827,207</b>

(1) Sales Tax Revenues are conservatively estimated at 82.25% of the Feasibility Study (Current Collections for four months are at nearly 87%).

**Capital Improvements (Fund 61)**

	Total Cost	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Garden Hills - land acquisitions, asbestos removal, appraisals, etc.	\$800,098	\$800,098										
BTW - land acquisitions, asbestos removal, appraisals, etc.	\$196,369	\$196,369										
Columbia E/S building improvements	\$192,401	\$192,401										
Other - Surety bonds, advertisements, purchase of property near Franklin	\$93,179	\$93,179										
Predemo survey at 712 W. Harvard (Franklin M/S)	\$870	\$870										
Maintenance Dr Howard Replace storm drains	\$35,000		\$35,000									
Maintenance Dr Howard Water infiltration in basement-regrade and investigate	\$94,000		\$94,000									
Maintenance Dr Howard Replace old roof area	\$300,000			\$300,000								
Maintenance South Side Upgrade main switchgear	\$62,000				\$62,000							
Maintenance Edison Upgrade electrical service and switchgear	\$100,000					\$100,000						
Maintenance Edison Window replacement	\$938,000				\$200,000	\$200,000	\$200,000	\$200,000	\$138,000			
Maintenance Franklin New lockers in boys locker room	\$30,000			\$30,000								
Maintenance Jefferson Replace main switchgear and add distribution panels	\$100,000			\$100,000								
Maintenance Jefferson Replace domestic hot water heater	\$20,000			\$20,000								
Maintenance Jefferson New circulating pumps	\$20,000			\$20,000								
Maintenance Centennial Replacement of Cooling Towers (chiller plant upgrade)	\$120,000		\$120,000									
Maintenance Centennial Replace door hardware	\$200,000					\$200,000						
Maintenance Centennial Replace A/C plant	\$570,000				\$570,000							
Maintenance Centennial New domestic hot water system	\$100,000		\$100,000									
Maintenance Centennial New package boiler for heating pool only	\$80,000		\$80,000									
Maintenance Centennial New fire alarm system	\$380,000			\$380,000								
Maintenance Centennial Replace all HVAC supply fans	\$2,835,000								\$500,000	\$500,000	\$500,000	\$500,000
Maintenance Centennial Replace passenger elevator	\$200,000			\$200,000								
Maintenance Centennial Replace light fixtures on football field lights	\$60,000				\$60,000							
Maintenance Central Replace damaged concrete stairs on University Ave	\$20,000							\$20,000				
Maintenance Central Install small pkg. boiler for summer use with A/C	\$82,000				\$82,000							
Maintenance Central Replace hot water heater	\$26,000				\$26,000							
Maintenance Central Replace fire alarm system	\$380,000					\$380,000						
Maintenance Central Replace Boilers	\$250,000								\$250,000			
Maintenance Central Replace service elevator	\$180,000									\$180,000		
Maintenance Columbia New condensate pumps	\$60,000						\$60,000					
Maintenance Columbia Replace exterior doors	\$80,000			\$80,000								
Maintenance CECC New roof access to mechanical room	\$140,000		\$140,000									
Maintenance District Other Capital Projects	\$2,000,000		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Maintenance Service Center Major asphalt parking lot projects	\$150,000		\$150,000									
Transportation District New Transportation Center (20 year lease - 3.97%)	\$5,160,000						\$258,000	\$258,000	\$258,000	\$258,000	\$258,000	\$258,000
<b>Total Fund 61 Expenses</b>	<b>\$16,054,917</b>	<b>\$1,282,917</b>	<b>\$919,000</b>	<b>\$1,330,000</b>	<b>\$1,200,000</b>	<b>\$1,080,000</b>	<b>\$718,000</b>	<b>\$678,000</b>	<b>\$1,346,000</b>	<b>\$1,138,000</b>	<b>\$958,000</b>	<b>\$958,000</b>

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Beginning Fund Balances, July 1	\$0	\$210,188	\$695,203	\$594,002	\$470,903	\$493,125	\$902,132	\$1,376,728	\$1,204,190	\$1,833,570	\$2,670,376
Annual Revenues & Other Financing Sources	\$1,493,105	\$1,404,015	\$1,228,799	\$1,076,901	\$1,102,222	\$1,127,007	\$1,152,596	\$1,173,462	\$1,767,380	\$1,794,806	\$1,827,207
Total Available Resources & Other Financing Sources	<u>\$1,493,105</u>	<u>\$1,614,203</u>	<u>\$1,924,002</u>	<u>\$1,670,903</u>	<u>\$1,573,125</u>	<u>\$1,620,132</u>	<u>\$2,054,728</u>	<u>\$2,550,190</u>	<u>\$2,971,570</u>	<u>\$3,628,376</u>	<u>\$4,497,583</u>
Annual Expenses & Other Financing Uses	\$1,282,917	\$919,000	\$1,330,000	\$1,200,000	\$1,080,000	\$718,000	\$678,000	\$1,346,000	\$1,138,000	\$958,000	\$958,000
Ending Fund Balances, June 30	<u>\$210,188</u>	<u>\$695,203</u>	<u>\$594,002</u>	<u>\$470,903</u>	<u>\$493,125</u>	<u>\$902,132</u>	<u>\$1,376,728</u>	<u>\$1,204,190</u>	<u>\$1,833,570</u>	<u>\$2,670,376</u>	<u>\$3,539,583</u>



## **B. Project Descriptions**

### **1. Fund 60**

During the campaign for the one percent increase in the Champaign County sales tax rate, the Unit 4 Board of Education was very specific about the projects that would be completed if the referendum was successful. The projects in Fund 60, as described below, reflect the commitments made during the campaign.

- a. Debt Retirement - While outside the scope of the Ten Year Capital Improvement Program, the Board of Education stated that all outstanding debt from the previous bond issue to build Stratton and Barkstall would be paid off. (Taxpayers would no longer be assessed a tax for those projects beginning in the 2010-11 school year). The Board of Education kept its promise and the tax rate devoted to debt service dropped by approximately 7 cents (\$35 on a home worth \$150,000) in 2010-11.
- b. Garden Hills Elementary - The Board of Education promised to add a "strand" to Garden Hills and make extensive improvements throughout the building (a "strand" is a K-5 group of classrooms). Construction began during the 2009-10 school year and will be completed in time for the 2011-12 school year. Once completed Garden Hills Elementary School will have a maximum capacity of 568 students. Estimated Cost is \$13.7 million.
- c. Booker T. Washington Elementary - In addition, the Board promised to build a new Booker T. Washington Elementary School at its existing location and to add a "strand" to the new building. At midyear students were relocated to Columbia Elementary School (a vacant elementary school which formerly housed the District's Alternative High School). Demolition of the existing building was completed in the 2009-10 school year. The new Booker T. Washington will be ready for the 2011-12 school year at which time it will have a maximum capacity of 426 students. Estimated Cost is \$18 million.
- d. Energy Efficiency Improvements - Next, the Board promised to make each of the remaining elementary schools energy efficient and to provide necessary added space to allow all elementary schools to be more "program equal". The Board has contracted to install more energy efficient HVAC systems in four elementary schools (at this time geothermal systems in three of the schools) and to add program space to make them "program equal" with other elementary schools. The

first four elementary schools to be updated (in no particular order) are: Kenwood, Bottenfield, Robeson and Westview. Improvements will begin in 2010-11 and be completed at a time yet to be determined. Estimated Cost is \$27.3 million.

- e. New Savoy Elementary - The next major project the Board promised was a new three strand elementary school in the Village of Savoy. Once complete existing students and staff at Carrie Busey will have the first opportunity to be transferred to the new school. An architect has already been chosen for the new school. Design will occur in 2010-11 and the school will open in time for the 2012-13 school year. Estimated Cost is \$18 million.
- f. New Central High School Land Purchase - The Board also promised to acquire land for a new Central High School. While, perhaps, a "gem" in its day the high school today is terribly outdated. It suffers from an inadequate infrastructure to support a 21<sup>st</sup> century curriculum. Moreover, it lacks adequate parking and athletic facilities to support a first class high school. With the cost for land steadily increasing and 60-70 acre tracts of land becoming fewer and fewer, the Board decided this was the time to invest in the purchase of land for the new high school. (It is envisioned that the new school will be financed through a future bond referendum). Although a more formal process is needed to determine the best plan for making this transition, research has been completed to understand where the appropriate amount of land acreage may be available in the community and at what cost. Additionally, consideration has been given to the costs of preparing a site for development.

To provide a modern high school building with accompanying facilities such as athletic fields, parking and open space, a sixty-acre site is desired. A site this size creates an opportunity to share space for a public park or to provide an additional elementary-sized facility on site. A core set of criteria was used to determine locations that may be better than others. Preference was given to sites that minimized infrastructure costs to the District such as the cost to improve arterial streets or build sewer extensions. Preference was also given to sites that offered better accessibility, particularly for walking, bicycle and transit. Finally, the projected growth patterns of the city over the next twenty years was also considered. Estimated Cost is \$4.9 million.

- g. Qualified Zone Academy Bond Payoff - Finally, the Board decided to set aside \$1,260,000 for the repayment of Qualified Zone Academy Bonds in the 2015-16 school year. The bonds (which bear no interest

component) were issued by the District several years ago when the Early Childhood Center was being constructed. Estimate Cost is \$1,260,000.

## **2. Fund 61**

The revenues in Fund 61 reflect the funds available after the commitments to Fund 60 projects. For this Ten-year Plan, these resources are being committed to deferred maintenance needs in facilities across the District. Each of the planned maintenance projects is described below.

- a. Dr. Howard—Replace storm drains—Make sure all storm drains are clear to the City street and replace broken tile where necessary.
- b. Dr. Howard—Water infiltration in basement—regrade and investigate—Re-route roof drains to a sump station to keep water from infiltrating the south end of the building. Investigate the basement walls from water damage, make repairs accordingly.
- c. Centennial—Replacement of cooling towers—replacing the chiller plant cooling towers on the boiler room roof with new units due to age and wear. New units will be more energy efficient.
- d. Centennial—New domestic hot water system—remove existing hot water storage tanks. Install a new stand alone system that will provide hot water to the building on an as needed basis as opposed to continually heating the tanks. System will have its own heat source. We are heating our water now with our building boilers.
- e. Centennial—New package boiler for heating the swimming pool—remove the building hot water loop from the pool mechanical room and utilize the new boiler for DHW to also heat the pool water.
- f. CECC—New roof access to mechanical room—Install a stair well with a covered roof access area to the mechanical room. Eliminate the 15' vertical ladder to roof for safety.
- g. Central High School—Major asphalt parking lot projects—Increase the capacity of the teachers lot to reduce street parking and traffic issues.
- h. Transportation Department—Major asphalt parking lot projects—Resurface the mini-bus parking area as well as the drive to and from the gas pumps.

## VI. Next Steps

- A. Budget** – Once adopted by the Board of Education, projects identified in first year of plan become part of annual budget.
- B. Annual Updates** – As noted in the overview of the Planning Process, it is anticipated that the Ten-Year Plan will be reviewed and updated on an annual basis. Since the District is new to the preparation of a capital improvement plan, it is also anticipated that the process will be reviewed annually to ensure its continued effectiveness. One question to consider is the long-term functionality of a Facilities Committee made up of citizen appointees. Once the policy framework of the planning process has been established, and facility planning issues addressed, it may be that a staff driven committee will be a more effective approach to updating the plan annually, with opportunity provided for citizen input.
- C. Facility Planning** – An important next step in the development of the Capital Improvement Plan is a determination of the long-term viability of some of the District's older facilities. The CIP Policies state that "It is the policy of the District to close and rededicate, or dispose of, existing schools and support facilities where necessitated by significant declines in students in proximity to that attendance center, and/or building deterioration beyond feasible upgrade or repair, program adjustments or municipal and state codes, and in accordance with the settlement plan. This determination will be made through the facility planning process and with full engagement and involvement of neighbors, parents, students, teachers, staff and administrators impacted by such decisions." During next year's update of the CIP, it is proposed that a process be established to develop a plan for these facilities that addresses their long-term future.
- D. Future Referendums** – The one percent increase in the county-wide sales tax approved by the voters for school construction and renovation created a revenue stream that allows the Unit 4 School District to fund many important and much needed improvements to its facilities. These projects include key expansion and renovation projects as well as many deferred maintenance projects. In developing the District's first Ten-Year CIP, it was clear to the Facilities Committee that this revenue stream will not be adequate to address all the facility needs of the District over the next 10 to 20 years. Addressing the District's older facilities, including Central High School, Edison Middle School, and Dr. Howard and Southside Elementary Schools will likely require one or more additional referendums to gain voter approval of additional funding to meet these needs.

# VII. Appendix

## A. Facilities Planning Committee Membership

- Bruce Knight, Chair
- Rob Kowalski
- Gail Rost
- Dick Helton
- Gabriela McClellan
- Deb Foertsch
- Roland White
- Dan McCall
- Stig Lanesskog
- Kristine Chalifoux
- Arthur Culver
- Gene Logas
- John Ayers

## B. Prioritization Worksheet

<b>Projects:</b>						
<b>Criteria:</b>						
<i>Adopted Plans &amp; Agreements</i>						
<i>Operating &amp; Maintenance Expenses</i>						
<i>Systematic Facility Improvement</i>						
<i>Goals &amp; Targets</i>						
<i>Health &amp; Safety Hazards</i>						
<i>Functional obsolescence</i>						

<i>Additional capacity</i>						
<i>Existing Facilities</i>						
<i>Baseline Standards</i>						
<i>Leveraging Resources</i>						
<i>Total</i>						

- Each criteria rated on a scale of one to five with five being the highest