

Edwardsville Township
Facility Planning Committee

COMMITTEE MEETING MINUTES
For meeting held on May 2, 2014 at 3:30 p.m.
Hays Mallory Community Building
216 Crane Street in Edwardsville, Illinois

Committee Members Present: Jamie Henderson, Al Suguitan, Paul McNamara, SJ Morrison, and Rod Vaught

Committee Members Not Present: Paul Pitts, Paul Abert

Township Staff Present: April Crew-Kelly

1. Welcome
 - a. Committee Chairman SJ Morrison called committee to order at 3:36 p.m.
 - b. Committee attendees verified.
 - c. Minutes from 4/11/14 Committee Meeting were reviewed and motion to approve minutes made by Mr. McNamara. Motion seconded by Mr. Henderson. Minutes from 4/11/14 Committee Meeting approved.
2. Committee Objectives
 - a. The committee discussed the Financial Analysis Report provided by Mr. Vought.
 - b. The committee discussed conditions of Township facilities and the outcome options matrix, identifying 12 of 19 options not feasible based on assessment of Hays Mallory Building data.
 - i. The committee has determined the following:
 1. For primarily financial reason, any option to maintain the Hays Mallory Building is not feasible.
 2. Remaining effort of the committee will focus on determining viable alternatives that remain regarding other Township building and will consider factors such as financial, utilities, stakeholder concerns, and others.
 - c. The committee was provided by April Crew-Kelly copies of all recent news articles regarding Hays Mallory Building.
 - d. The committee discussed timeline for the final recommendations to the Board of Directors.
 - i. Due date for final recommendations to be based on annual Township Tax Levy and Budget Cycle and is projected for late summer 2014.
3. Committee Plan of Work
 - a. Reports updates - the committee identified five specific reports to be produced:
 - i. Life-Safety Review – report provided by Mr. Henderson.
 1. Mr. Henderson's provided an Estimated Costs Report for work on the Hays Mallory Building. The report provided detailed cost of requirements with breakdown of life/safety issues, and renovation costs that include code requirements, deferred maintenance, interior improvements and site work.
 2. The estimate is significantly impacted by the requirement that any renovation of a commercial property exceeding more than 50% of the property value requires that all new construction code requirements be met.
 - ii. Potential Value of all property – update provided by Mr. Morrison
 1. Informal real estate assessment of the HMCC structure and land with and without the existing structures was conducted March 31, 2014 with Mr. Morrison in attendance.
 2. Based on committee recommendation, an official commercial inspection report for the Township Office Building at 300 W. Park St. has been scheduled for May 7, 2014.
 3. Based on committee recommendation, a formal appraisal of parcels and structures is being scheduled by the Township.
 - iii. Needs assessment - updated provided by Ms. Crew-Kelly. Needs assessment questionnaires approximately 50% complete within Township Offices.
 1. Final report will combine all departments' requirements for overview of Township needs.
 2. Committee requested final draft be completed for review at the next meeting.
 - iv. Market Survey of comparable use locations – Township to complete.

1. Committee requested final draft be completed for review at the next meeting.
 - v. Stakeholder survey – update discussed by the committee.
 - a. Mr. Pitts submitted via email a list of potential questions for stakeholder groups.
4. Next Committee Meeting
 - a. Committee agreed to postpone scheduling date for next committee meeting until the Township has received reports from the Commercial Inspection and Real Estate Appraisal.
 - b. Motion to adjourn the meeting was made by Mr. Vaught. Motion seconded by Mr. Henderson. Meeting was adjourned at 4:46 p.m.