
**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL BOARD MEETING**
4:30 p.m., Monday, July 26, 2021 – Dankert Board Room
Watch Live via <http://www.butlercc.edu/bctv>

4:30 p.m. Special Board Meeting – Dankert Board Room, Upper Level of the
Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.

Board Work Session – Strategic Plan Update

- I. **CALL TO ORDER** (4:30 p.m.)
- II. **PLEDGE OF ALLEGIANCE** (4:30 p.m.)
- III. **APPROVAL OF AGENDA** (4:35 p.m.)
- IV. **BOARD ACTION ITEMS**
 - A. Andover USD 385 - Butler Culinary Lease (Whiteside) (4:35) ----- 2
 - B. Notice of Public Hearing (Williams) (4:45 p.m.) ----- 5
- V. **ADJOURNMENT** (5:30 p.m.)
- VI. **BOARD WORK SESSION**

BOARD ACTION ITEMS

TOPIC for ACTION
Andover USD 385 – Butler Culinary Lease

REPORT:

To accommodate WSUTech’s Culinary Arts and Hospitality Management program, the City of Wichita (COW) is terminating Butler Community College’s lease agreement at the Boston Recreational Center (BRC) effective August 31, 2021.

Butler Community College has taken action to partner with the Andover School District (Unified School District No. 385) to offer all Butler Culinary Arts classes at Andover High School’s Culinary Arts kitchen. The Andover School Board approved the use of their kitchen effective July 15, 2021, and would terminate May 31, 2022 (please see attached lease agreement). Rent will commence on July 15, 2021. Rent for the period July 15, to July 31, 2021, will be in the amount of \$673. Rent will be due August 1, 2021 in the amount of \$1,346 and be payable on the first day of each month thereafter.

RECOMMENDED ACTION:

Request that the Board approve the attached Unified School District No. 385 Lease Agreement.

RECOMMENDED FUNDING SOURCE:

The lease funding will be supported by Butler’s Culinary/Hospitality budget.

Submitted by: Mel Whiteside, Dean, STEM
Supervisor: Dr. Tom Nevill, VPA
Date: July 14, 2021

LEASE AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2021 by and between UNIFIED SCHOOL DISTRICT NO. 385, hereinafter "DISTRICT", and BUTLER COMMUNITY COLLEGE, hereinafter "BCC".

WHEREAS, District is the owner of the Andover High School building located at 1744 North Andover Road, Andover, Kansas, and BCC wishes to utilize a portion of the same for a one (1) year period.

NOW, THEREFORE, the parties agree as follows:

That District will lease to BCC 2,692.7 square feet at Six Dollars (\$6.00) per square foot of the facility named above for One Thousand Three Hundred and Forty-Six Dollars (\$1,346.00) per month under the following terms and conditions:

1. The premises described above consists of a culinary arts classroom and an empty connecting classroom.

2. The term of the lease will begin on July 15, 2021 and terminate on May 31, 2022. If BCC only desires to use the premises for the first semester, they will give written notice to District by November 1, 2021. If BCC needs to extend the lease beyond May 31, 2022, they will notify District in writing by April 12, 2022. In no event will the lease extend longer than August 1, 2022 unless agreed to in writing by the parties.

3. Modifications. BCC will notify District of any modifications needed. District will provide written estimates of costs to make those changes to be approved by BCC before any work begins. Architectural work will be done by SJCF and contracting work will be done by Hutton.

4. Rent. Rent will commence on July 15, 2021 (pro-rated for July in the amount of \$673) and be payable on the first day of each month thereafter.

5. BCC will move into the connecting classroom cages, freezers and refrigerators. BCC will also provide all of its own culinary equipment.

6. Access. District shall provide to BCC two (2) keys, one (1) to Louis Pena and one (1) to Tim Logue, effective July 15, 2021 during the move. Access to the building for classes will be arranged by Brent Riedy, AHS Principal, or designee.

7. Utilities. Utilities, including wireless Internet access, will be provided by District.

8. Parking. BCC faculty and students will park in the west lot.

9. Doors. BCC faculty and students will enter and leave through "D" doors and in addition to the culinary facility and adjoining classroom, will have access to the following portion of the Andover High School building: restrooms and other common areas as agreed to by the parties.

10. Deliveries for the culinary facility will be handled by agreement of the parties.

11. Time. Failure of BCC to pay the rent shall be grounds for default. Upon termination, BCC will return the premises in a neat and clean condition as received by them. BCC will be responsible for any damages to the premises over ordinary wear and tear.

WITNESS OUR HAND this day and year first written above.

DISTRICT

BCC

UNIFIED SCHOOL DISTRICT NO. 385

BUTLER COMMUNITY COLLEGE

By _____
Its _____

By _____
Its _____

TOPIC for ACTION
Notice of Public Hearing

REPORT:

At the July 26th special meeting the Trustees will be asked to approve the Notice of Public Hearing for the 2021-2022 Budget.

Approval and publication of the Notice sets the maximum amount of taxes to be levied by fund and the maximum expenditures by fund.

Arrangements have been made to publish the Notice in the Butler County Times Gazette. The public hearing is scheduled for Tuesday August 10, 2021 preceding the regular August Board meeting.

Accounting personnel are in the process of finalizing the legal budget at this time. We anticipate the final budget recommendation will be placed in the mail to the Trustees by Friday, July 23. We will also email a pdf copy to the Trustees as soon as possible.

RECOMMENDED ACTION:

The Trustees will be asked to approval of the Notice of Public Hearing for the legal budget.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Kent Williams, Vice President of Finance
Supervisor: Kim Krull
Date: July 21, 2021

ADJOURNMENT

MOTION: By _____
Chair Lechtenberg I move that the Board meeting be adjourned.

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

MEETING ADJOURNED @ _____ **A.M.**