

MEMORANDUM

TO: Dr. Jeff Holmberg, Superintendent
FROM: Patrick Chaffey, Executive Director of Business Services
DATE: September 8, 2025
RE: Property Purchase

As part of the long-range facilities plan, over the past several years the District has acquired adjacent properties as they become available. As with past purchases our process involves gauging the property owner's interest, obtaining an appraisal, and utilizing our District attorney to prepare the purchase agreement. The final step in the process would be obtaining board approval to finalize the purchase.

The homeowner at 241 Elm Street has expressed interest in selling their property. We connected with the homeowner and discussed our process. They expressed interest in pursuing, so we obtained the property appraisal which was valued at \$335,000. We have funding set aside for long-term capital improvements which is what would be used to make the purchase. I am recommending we take the next steps to make an offer to purchase the property. If a successful purchase agreement is reached, I would bring this forward to a future board meeting for consideration for board approval.

