

**Village of Bellaire
Ad Hoc Committee Minutes
Community Hall Relocation
November 19, 2019**

1. **Call to Order:** Council President Pro-Temp Ciganick called the meeting to order at 9:00 AM.
2. **Attendance:**
 - Present:** Council President Pro-Temp David Ciganick, Council President Dan Bennett, Members, Bradley Keiser, DPW Supervisor, Cathy Odom, Treasurer & Don Seman, Museum Representative.
 - Absent:** N/A
 - Also Present:** Amanda Kik, Christy Wilson & Melissa Dyste.
3. **Approval of Agenda:** The agenda was approved.

Motion by Bennett, seconded by Keiser, to approve the agenda as presented. Motion carried by voice vote.
4. **Approval of Minutes:** The minutes of the May 3, 2018 meeting were approved.

Motion by Odom, seconded by Ciganick, to approve the minutes from May 3, 2018 as presented. Motion carried by voice vote.
5. **Public Comment:** None presented.
6. **Old Business:**
 - a) **Village Office Relocation:**

Mr. Ciganick stated that we have determined the amount of space the Village needs to be able to move to another location. Other items that may have to be considered are space for the museum and for the food pantry due to the potential option of moving to the food pantry building. The leased parking lot to the County was mentioned. Staff will look at the term of the lease. Mr. Ciganick explained that there were several options presented and would like to include the food pantry as scenario F and to add the school as scenario G. He informed the group that the Village is looking at a sizable water line project that is being mandated by the state. Five percent (5%) of our water line hook ups have to be changed out every year, over the next twenty (20) years, not counting the mains that may also have to be replaced. The initial cost projections are estimated to be \$7,000,000. He said it is expected to be far less than that, but it is a sizable number. He said it costs \$25,000-\$27,000 a year to stay in the current building. If we can find a place that will keep the expenses in line with our current expenses, moving can be considered. A commercial appraisal on this building is estimated to cost about \$2,000. This will determine the value of this building, which we believe would be a first step in discussing a move. Amanda Kik briefly explained the scenarios that they have come up with. She explained that these are just ideas. One scenario is to have all stay put and find a way to share the building. The ownership of the building would be the Village or the DDA. Mr. Seman asked about building a two story building and using the top floor as rental properties. Scenario 2 is to build another office for the Village. Scenario 3 is to remodel an existing building. Another option is to have the Village share rooms at the County or Township offices. Scenario 5 is to shuffle space with the library and have the library and museum fundraise for a new shared space. A similar option has the Village purchasing and renovating the courthouse. One variation would be to have the Village join the County in creating an intergovernmental campus outside of downtown. Two potential options were added with the school being one and the food pantry being another. The school option was discussed with Mr. Ciganick explaining the current space that might be available for use. Police presence and additional income for the school could be beneficial for them. He said he believes in taking something you already have and putting it to the best use. He said it would be nice for the school and the community to work closer together. An exit strategy would also have to be established in case school numbers increase and the

space is needed again for students. One concern would be separation of public from students. Some of the scenarios listed have the DDA owning the building. Mr. Bennett noted that if we do move he would like to see the Village completely divorced from this building. One thought noted was with the DDA being a component of the Village and if the DDA is ever dissolved by Village Council, does the property they own fall back to the Village? Discussion occurred about scenarios that are not a possibility. County scenarios were mentioned for this, but Ms. Kik noted that they should at least be asked and let them rule out the options involving them. She also suggested doing the same for the library option. There was also a discussion about a monetary option for this building. Renovating it to house retail shops on both sides of the hallway and possibly extend it to the downstairs level was mentioned. Ms. Kik noted that the direction taken is determined by the goals that want to be achieved. She explained that they are working on a business plan and will share it when it is completed. Pop up shops were also mentioned. Ms. Kik can speak with the library and the village can speak to the township and school to be able to start eliminating the options that are not feasible. If the food pantry remains an option, space would be an issue. The police department could have an office for meeting residents, but their main office could be built at the DPW. It was also noted that we might have to remove the lease on the parking lot because we would have to have room to build council chambers. Mrs. Dyste said the school would like as much detail as possible when discussing and considering a school option. Determining the value of this building may be the next step, but how much do we agree to spend on something that may not happen. This would be a council decision. Mr. Keiser has a concern about general public feedback about this project. Ms. Wilson said there is one question from investors that have been approached and that is, where will the Village offices go? They do not want to donate to something that is not going to happen. Having Council state an official position could be discussed at the next meeting. The committee set their next meeting on January 9, 2020 at 9:00 am.

- 8. **New Business:** None presented.
- 9. **Discussion Items:** None presented.
- 10. **Communication/Informational:** None presented.
- 11. **Closing Member/Public Comment:** None presented.
- 12. **Adjourn:** Meeting adjourned at 10:01 A.M.

Compiled by Cathy Odom
Minutes are subject to approval.

Approved: _____

Date: _____