

Village of Bellaire

PROPERTY & BUILDING COMMITTEE

Butch Dewey, Chairman

Anne Wendling

Helen Schuckel

MEETING MINUTES

July 13, 2011 at 10:00 a.m.

1. **Call to Order:** Chairman Dewey called the meeting to order at 10:00 a.m.
2. **Roll Call Attendance**
 - Present:** Chairman Dewey, Anne Wendling, & Helen Schuckel
 - Absent:** None
 - Staff Present:** Ken Stead, DPW Superintendent, Janet Koch, Clerk
 - Also Present:** Rachel Krino and Mary Ellen Murphy from Parkside Arts Council. Brad and Amanda Kik from Island (Institute for Sustainable Living, Art & Natural Design).
3. **Approval of Agenda:** The agenda was approved.
Motion by Wendling, seconded by Schuckel, to approve the agenda with the addition to New Business of item b) 215 N. Maple. Motion carried by voice vote.
4. **Approval of Minutes:** The minutes were approved.
Motion by Wendling, seconded by Schuckel, to approve the minutes of July 2, 2010 as presented. Motion carried by voice vote.
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:** None presented.
7. **New Business**
 - a) **Rental of Community Hall office space** – Dewey asked how much space Parkside needs. Rachel Krino of Parkside said they are working with Island and are trying to determine their needs and what they can afford. They can potentially use all of the office space. Dewey said the stage space would be for storage only. Krino said she'd talked to Betty Hoover from the museum, saying that Hoover hopes to use the large meeting space once a month.

Dewey said Bellaire is tourist-oriented and having Parkside downtown would create a lot of foot traffic for them. Krino said Parkside has been looking for downtown space for some time, but that space seems to be sold or leased just as they get serious about a building.

Wendling said the village is going to have the operating expenses of the community hall no matter what, and it's better to get something than nothing. She said if Parkside could even afford 2/3 of a split share of the operating expenses, she would be thrilled.

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Dewey brought up the issue of signage. A sign with moveable type was mentioned, as were vertical banners. Another issue discussed was security. Dewey asked if the village was exempt from building permits. Koch said no.

Krino said she wouldn't want the village's cleaning service to have to be responsible for cleaning their space, which might include expensive artwork. She offered a possible monthly rental price of \$400 per month. They were comfortable with \$200 to \$300, but were hoping to increase membership with the new location.

Koch said the community hall is currently open M-F from 8-4. The security gate is closed on Friday night to allow the museum to be open downstairs on Saturday during the summer without an increased security risk in the village offices. Parkside said they would need to be open longer hours than that. A discussion of the number of keys made available to Parkside followed. Koch said that, due to Kearney Township's departure, the locks on the front doors and back door were going to be changed.

Dewey said the village would need to install new, more secure, interior doors. Krino asked what restrictions would be in place as far as improvements to the offices. The committee said painting shouldn't be a problem, and neither would removing the bulletin boards. The committee said major improvements would need to be approved by council. Krino said Parkside wouldn't need most of the desks that are in place.

Brad Kik said Island would be working with Parkside. He said Island is looking for space to hold a variety of workshops. Kik said 90% of their use would be meeting space or PowerPoint presentations.

Dewey asked how fast Parkside wanted to move on leasing the space. Krino said that ideally they would move in before Rubber Ducky Days, August 18 – 21.

A lease of one year's duration was discussed. Lease issues mentioned were penalties for breaking the lease, first right of refusal for lease renewal, whether or not alcohol would be allowed at art show openings, security issues, and insurance liability.

Dewey and Wendling said they'd approach an attorney to discuss a lease. Krino asked what general price the committee was considering. Dewey mentioned \$400. Wendling said she thought that was fair; that the price could be dropped to \$375 if there was a problem with \$400.

The committee and Parkside agreed to meet again on Thursday, July 21 at 10:00 a.m. No recommendation to council was made.

- b) 215 N. Maple** – The real estate listing for the vacant property owned by the village has expired. Koch said she had contacted the adjacent property owners. The owner to the south was not interested in purchasing the property, or half of the property, but the owner to the north, Virginia Lacy, has expressed an interest.

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Koch said she'd talked to the Kearney Township Assessor, Dave Grimm, about the amount of taxes the property would generate when back on the tax rolls. Grimm said the vacant lot would have an approximate value of \$5000 and total taxes would be about \$275 a year. Assuming Ms. Lacy is a homestead property owner and filed an affidavit, the taxes would be less than \$200 per year.

The committee asked Koch to contact Ms. Lacy, give her the information about the taxes and ask what she would be willing to pay as a purchase price. The village has to date invested \$8851.93 into the property. Koch will pass on what she learns at the next committee meeting.

No recommendation to council was made.

8. **Discussion:** None presented.
9. **Communication/Informational:** None presented.
10. **Closing Member/Public Comments:** None presented.
11. **Adjourn:** Meeting adjourned at 10:45 a.m.

Compiled by Janet Koch, Clerk

Approved: _____
Butch Dewey, Chair

Date: _____