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MINUTES OF A COUNCIL CAUCUS
Mayfield Village Civic Hall - Mayfield Village Civic Center
Monday, January 6, 2020– 7:00 p.m.

The Council of Mayfield Village met in Caucus Session on Monday, January 6, 2020 immediately following the Organizational Meeting of Council in Mayfield Village Civic Hall at the Mayfield Village Civic Center. Council President Schutt called the meeting to order at 7:57 p.m.

ROLL CALL:	**Present:**	Mrs. Jurcisek, Mr. Marquardt, Mr. Meyers, Mrs. Mills, Mr. Murphy, Mr. Schutt, and Mr. Williams
	Also Present:	Mayor Bodnar, Mr. Coyne, Mr. Wynne, Mr. Cappello, Chief Carcioppolo, Mr. Marrelli, Chief Matias, Mr. Marquart, Mr. Metzung, Mr. McAvinew, Ms. Wolgamuth and Mrs. Betsa
	Absent:	None

. **Presentation by Nancy Nozik from Brandstetter Carroll with an update on the Civic Center Space Assessment**

Ms. Nozik stated, again, my name is Nancy Nozik from Brandstetter Carroll Architects here in Cleveland. We have been working with the Village of Mayfield and Mayor and staff for most of the past year looking at this facility that we are in today. We were charged with doing what we are calling a space assessment and there were several goals associated with that that I will go through. I gave a preliminary presentation last year and there were some comments and questions from Council so we did a little more work on some options that we want to share with you tonight to show you where we are at in the process. This presentation, we are going to talk about the goals, the existing conditions, some options that have been considered and what we are currently recommending at this point in time.

The goals for this project, the space assessment, number one is to address ADA accessibility. The Village did have an ADA, Americans With Disabilities Act, assessment completed that identified several potential areas that need to be modified in order to make this facility appropriately handicap accessible per the ADA guidelines which included adding an elevator and then we also, another goal was to improve the lobby, especially tonight with lots of people coming into this meeting. There is no weather vestibule at the lobby. You open those front doors and all that cold air rushes in because there's no separation there. That's one of the things that we wanted to look at. Providing a waiting area in the lobby, dealing with a formal check-in area for reception of the building, possibly at the Recreation Department and then being able to provide a conference room near this room or wherever Council will meet as an Executive Session Council room conference room for Council. And also look at the overall space usage in the building and see if there are improvements we can make with the space usage.

Quickly, where we are located, this is an aerial view, an overhead view of the site. You can see there in the center the Civic Center, the building we are in right now just south of Wilson Mills Road across the street is the fairly new Community Center and then just behind us to the south of us here are some retail, Heinen's Grocery Store and retail complex that kind of comprise this area. And then the large parking lot just to the west of the Civic Center. That gives us our context. This looks at it a little closer so you can see the actual footprint of this existing building. They are kind of highlighted in white and its relationship to the surrounding areas here. Noting primarily to the south the retail complex that kind of encroaches on to this property and the limits of the parking lot as we have them today.

The first thing we did was look at primarily the handicap accessibility. So in this diagram that you are looking at there are some yellow circles with red outlines. Those are doorways that have been identified as not currently meeting the handicap accessibility guidelines. There's also in blue highlighting the restrooms that are on this first floor, this main floor. While there have been efforts made especially these two restrooms right outside this room to provide for handicap accessibly, they don't. Technically the doorways don't meet Code. It doesn't technically meet the Code although you have some accommodations. Those are some things that we highlighted. And then also understanding when you enter the building there's really no wayfinding. You don't really know where to go, how to get to the people you want to see and have to go into the Recreation Department itself to get to some directions on where you are going. So those are some of the things that we highlighted. You will notice the doors that we identified are both, there's interior doors as well as some exterior doors that need to be addressed.

When we go to the basement level, there's no ADA access to the basement. There's no elevator in any of these buildings. There are some good spaces in the basement. The entire Building Department is located in the basement as well as the Fireside Room which could be a nice community gathering room if everyone had access to it. And then also the restrooms are scattered about in the basement and none of them are handicap accessible.

When we go to the second floor, again the second floor is not handicap accessible. There's no elevator. We have the Finance Department up on that level currently and currently the Economic Development Director's office is up there. I have highlighted here some doorways that do not meet accessibility standards currently and again there are two small restrooms up there, one within the Finance Director's office itself and one off of the hallway. As you can see, we have photographs here that the building itself is very well maintained. It's; well appointed. It has some really nice character to it. There are just some modern Code compliance issues that need to be addressed here.

In this presentation we are going to share three potential approaches and we are calling them Options 1, 2 and 3. I think we have looked at maybe seven as we have gone through this process. We have tweaked and pushed and pulled, what about this, and what about that? These three kind of represent three distinct approaches to how we might solve the problem.

Option 1 is a renovation option. In this option, you are looking here at the first floor plan which is the main level that we are at today with the main entry there on the left of the peg. The yellow areas are public corridors. The purple areas represent kind of public assembly spaces and we have only highlighted the areas that this option addresses in terms of renovation so it includes this room which is that large purple box down here and we have some changes that we are going to propose in Recreation and also moving over into Administration just to kind of orient you. This layout does add a weather vestibule and kind of an overhead canopy as you walk in the front door outside the doors and then it adds a second pair of doors in the hallway so that we have a weather vestibule. This option, the left hand side of the drawing where the green and the purple are, are actually pushing that part of the building out slightly, a little over about 12-13 feet, adding about 450 square feet to the building which expands the Recreation Department and allows for some reconfiguration so we can put that other purple box in there which is a conference room that can be shared by the Recreation Department as well as Council when they are having meetings here in this room. The restrooms are revised. The restroom right next to this room right now we have two separate Men's and Women's. We are actually combining them to create an adequately handicap accessible women's restroom and creating a new men's restroom across the hall.

One of the issues with this building is this level we are standing at right now is it is a little over three feet lower than the main lobby as you go up towards the Mayor's office in the other main building there. This part was added on at a later date and the finished floor was created down here lower kind of closer to where the parking lot level is so that's why we have this big ramp, the steps and the ramp that get you up the hill to that upper level. In this option, we are leaving that ramp. We looked at a lot of different places to put an elevator that could combine all of these floors and maintaining as much of this building as we could, there really wasn't a good option to get this floor level access by elevator up that three and a half feet that we need to get up to the other level. So we are maintaining that ramp way that gets you up to the kind of central corridor and central public area there where the two open stairwells are. In that location, that orange box, is a new elevator that can fit within the existing building. We will show you in a second how that can fit within the existing roof structure so nothing will poke up out of the existing roof, will not be seen from the exterior but we can have that in place there. Other changes in this level, some changes in the Admin area to better accommodate the offices there. The Mayor's office stays basically the same with some ADA corrections to all of these doors here. We are adding a couple more bathrooms there, primarily to serve Reserve Hall and also so we have the right number of restrooms on this floor to serve both Reserve Hall and this room in here.

I will also point out on this plan other handicap accessibility upgrades. On the north of the plan, the north side of Reserve Hall towards Wilson Mills Road, those doors and the steps that are up there need to be replaced. They are in poor condition. So we are replacing those steps. To the south, you will see there are some gray things there. That's actually a handicap accessible ramp. We need to replace the egress doors out of there and have a handicap accessible ramp so there's a handicap accessible exit from that space. We looked at putting that ramp on the north side.

We felt for visual appearance sake it would be best if we could put it on the south side and maintain the aesthetics that we have on the north side. So that's being developed on that side.

When we go to the basement level, by putting in the orange box, the elevator, we are providing accessibility to the basement level. The Building Department doesn't need a whole lot of renovation. All of these spaces would get updates in terms of finishes, paint, carpet and things like that and furnishings but the walls and the doors down there are pretty much okay. Again the yellow areas are public corridors. We are creating what we are calling a breakout space outside of the Fireside room. Right now you have to go through the Fireside Room to get to the spaces underneath Reserve Hall and the green room theater space is down there so we are improving the circulation and creating a breakout space, updating the Fireside Room and creating two new restrooms, the two blue boxes on the right hand side of the page there are two new restrooms that are both handicap accessible but will serve this level as well as serve the theater function when the theater performances are going on and the actors are down there in this space in the green room, they have adequate restrooms. In doing so, it reduces the size of the kitchen that's down there but we are going to update that kitchen so it can be used with the Fireside Room in conjunction with that.

Then as we go up to the second level, again the elevator will provide handicap access to the second level. There are some minor changes in the Finance Department again to provide handicap accessible doorways and the two modifications little bathrooms that are there will be combined into one handicap accessible bathroom on that level.

The little area above Reserve Hall that's currently housing the Economic Development Director has dormers that stick out underneath the little roof. We have some ceiling height issues. You have to go down two steps to go into that room. There's really not enough space in that room to add a ramp to provide accessibility in there. So we are projecting that that space would be used more as a storage function and not a public access function. We would be moving the Economic Development Director's office down to this main floor.

Those are things that are included in that renovation option as we are calling it. This is a quick look at the existing building, some of the elevations of the existing building, showing that that yellow rectangle there is the elevator shaft that would tuck into the building itself. There's already a pitched roof on the one side so we can tuck within the existing structure and not poke out of the top of the roof and then the extension we would be planning outside of Recreation would just continue the aesthetic that's here now in this building so it should blend perfectly in with what is here today. We are kind of calling this a minor renovation option.

The last time I was with you, Council said what if we just tear this building down and build a new building? So we looked at several options. We looked at a couple of options of building a new building in the parking lot area and reconfiguring the parking lot. What that would do then is leave the Village with this building still to own and operate and maintain or determine what they would do with it. We also looked at this option which would tear down this building and put a new building in its place. What I will point out to you is this building currently is at or

beyond the setback line off of Wilson Mills Road so you really cannot project further to the north towards Wilson Mills Road. You cannot go much further south the right hand side towards where the retail complex is. This option shows not building all the way, so we can create a greenspace on the corner there of SOM Center and Wilson Mills but we are utilizing somewhat of the footprint that is the older portion here off to the right and then a larger block of the building projecting into the parking lot.

There are 1,001 ways to solve this problem. This is one of those ways so bear that in mind. We are trying to stay as close to the existing footprint as we have right now. This is one option. In this option, what we would be looking at is all of the offices on one level and a lower level basement on part of the building for storage. There's a lot of storage needs for all these different departments so we want to make sure I accommodate that. This new building option does not include a theater. It does include the purple areas there a much larger Civic Hall, what we would call this room, Civic Hall, that is able to be divided down the middle and you can access those rooms independently through the orange hallway we have there but there is no tiered seating or theater function in this building, so the footprint of this building is smaller than what you have now. The footprint of this is 14,900 square feet and the total square footage is 19,500. In this layout, you would still enter from the parking lot sign there on the left with a weather vestibule, have a lobby area, the Recreation Department would be the first people you see when you come in. They are the green box. To the north, we have a series of meeting rooms, a large Civic Hall, as well as a smaller conference room. The large Civic Hall could be divided. There's a kitchen adjacent to it, some storage areas. Across the hall, that blue box, is public restrooms and then we have the Finance Department right there in this first main block. We continue down the hallway to get to the Building Department and the Administration where the Mayor's office is. There's some additional restrooms there to get our full restroom count up. We also added a staff breakroom in this plan. There's an elevator for access downstairs to get to storage so they can get heavy boxes up and down in this facility. This is all, again, at one level. Things to consider in this option is relocation in order to do this. All of the staff and functions of this building would be temporarily relocated to another relocation during demolition and new construction and then moved back in. With the Option 1 renovation and Option 3, we are going to look at. We have talked about being able to move people around and be able to still maintain operations out of part of this building while the work is being done.

Finally, number 3 is kind of a mix of those two. Number 3 is an expansion option where we basically demolish this portion here that's all on this level which is the newer portion of this building and build a new building in its place that is larger and is up at the same level as the lobby over there where the stairs are. In doing so we will be regrading outside the building so we can get up again this 3 feet that we have to get a little bit higher and reworking some of the parking lot. This shows the reworking of the parking lot, the elimination of the drop-off loop. We are actually adding about 33 spaces in this layout, but it also allows us to regrade our plaza area out front of the main entry and make sure we can access all of this at the same level. In this option, similarly how this is laid out, you come in the main entry doors, the main vestibule, have a larger Civic Hall and we are looking at a larger space with a little more grandeur to it, a little higher ceilings, more windows, more light and a more welcoming space here. Immediately

adjacent to it is a smaller meeting room that can be the Council Conference Room. It could also be used as a smaller community meeting room. Both of those spaces are adjacent to the kitchen area. Recreation would still be located in the main entry area there and act as reception with some storage there. There would be large public restrooms, that blue box there that kind of is the link between this new portion and the old portion so that those restrooms can be easily accessed by people using the Civic Hall space as well as Reserve Hall space.

The remainder of the renovations of the existing building are similar to Option 1 where we do what we need to with handicap accessibility, the elevator in place. We deal with some of the door arrangements, some of the restroom reconfiguration that we showed earlier for both the basement and the second floor.

This new addition is 9,375 square feet. In looking at what that addition might be like, I just have some reference photos here. The top photo is the existing building. The bottom on the left is the new Community Room across the street and the goal for the new Civic Hall is to relate more to the large Community Room where they have much higher ceilings, lights up high, the second tier of lights up high and more windows around to get more of a welcoming feel to that space. If we do this, the addition might look something like this. Again, a more grand entry to come in and on the right hand side there you can see how the volume is higher. There are a couple different levels of windows there. That would represent that new Civic Hall space there on the right and then new offices on the left. The goal would be to blend in with the existing architecture along Wilson Mills Road and make this merge between what's here now and the nice building that you have across the street in terms of aesthetics and continue that language and develop something on this site that is a little more functional for you.

In these options, we have also assessed the building systems, the heating, the cooling, the electricity, the fire alarm. All of those kinds of things. Some of these need to be done, for example, the fire alarm is not currently ADA compliant so that needs to be updated. We have looked at things that need to be updated in varying degrees as to which option we pick. If we pick Option 1, we need to do all of these things throughout the building. If we pick Option 2, it doesn't matter. We've got a whole new building. If we pick Option 3, half of this building is now new so we would still deal with these building systems upgrades in the existing portion of the building so when we look at cost, we factor that in as we go.

We have some costs here for the various options we have. Option 1, the renovate option we have just over 24,000 square foot existing in this building. We are going to add about 450 square feet new so we have a total of about 24,500 square feet of usable space in this building. The work to be done, we itemized this out giving you a fair amount of detail whether it's demolition, new addition, renovation, the building system upgrades and anticipated site improvements. These are construction costs. At this point in time, these are not fully vetted with designs so we have a contingency of 10%. We want to make sure there's enough cushion in there as we build the rest of our designs here. That gives you a total construction cost, but the actual cost of the project to the Village also includes furniture. It includes professional fees to design all of this. We put in testing and inspections during construction and in Option 2, there are relocation costs. So we are

trying to account for as much as we can so that bottom total project cost is what we anticipate it would cost the Village to do the project, not just to build it but to actually get through the total project. So again, the renovate option is just over $2.7 million.

Option 2, new we have a larger demolition number and a larger new construction number and site improvements number but we don't have NEP upgrades, the building system, that cost is built into the new construction cost so that's why it's not there. We have all of the rest of the things down the line. We also have relocation costs. John Marquart has done some initial research into what it would cost to pay rent to go somewhere else. We factored in there also what it would cost to physically move people out temporarily, their files and their equipment and then to move them back in afterwards. We think that's a good $500,000 for about 18 months of being out of this space while demolition and the new construction happens. That's something to factor into that option. That takes us to about $7.8 million for that option. Again, the building size is 19,500 square feet and it does not include the auditorium or the theater function. Then Option 3, to expand, you would be maintaining about 17,700 square feet of the existing building. You would be adding 9,375 new for a total of just over 27,000 square feet total. We have run those numbers down and we are a little over $5.5 million.

So we have three different strategies here. Three different approaches. The next steps would be to determine which direction you want to go. Depending on which direction you want to go, looking at a basic plan, if you are going to stay in this building; a relocation plan if you need to move out temporarily and then move into design construction documents, identify funding and then create an implementation plan. That's what we are going to share tonight. I am open to questions/comments. I can go back to anything you want to take a look at.

Mayor, is there anything else that you want to share?

Mayor Bodnar stated, I don't think so. I would be glad to share my thoughts on the renovation with Council. I know Council's got a lot to chew on. My preference is the last option, the expansion option. I don't like, it's called the new option, I call it the raze and rebuild option. I think that the Church building anchors this corner very well and it's a beautiful edifice from the outside. I also think that it has a historic presence here. It has a lot of meaning to many Mayfield Villagers. Tearing it down and rebuilding is going to cost us a lot more. About $2.3 million from the slide that you had up. It would displace everyone in this building for about 18 months and make it more difficult for us to provide services during that time period. But in the long run, I don't think it would increase our ability to do our jobs well or provide services to Mayfield Village with courtesy and efficiency. The raze and rebuild option would eliminate the theater and in the end it would result in a much smaller facility. The expansion option I like because it increases our ability to use the front of this building and allows us a much bigger, more beautiful space in the area that we are sitting at right now so we can use it for rentals if we wanted to.

We get a lot of calls every day from people checking availability at the Community Room and we have to tell them it's booked. It books up very quickly on a regular basis. This would allow

us that option. I also like the fact that in the last option, it gives us, adjacent to Council chambers, it can be used either as a meeting room or it can be used for Executive Session so Council doesn't have to leave one room and go across the hallway or anywhere else. It's right next door. I think the last choice is my favorite one and I think that it will serve us best. Those are my thoughts. I would love to hear from Council.

Mr. Murphy asked, are we making a decision on this today?

Mayor Bodnar replied, no.

Mr. Murphy asked, what's the timeline? Do we have access to your presentation?

Ms. Nozik replied, yes.

Mr. Murphy stated, okay, so I don't think I have seen it. Thank you.

Ms. Nozik stated, Diane has this presentation so I will see you get it.

Ms. Wolgamuth replied, I will attach it to the Minutes. We can also just e-mail it to you tomorrow. There's just one thing I want to add and it's not a huge factor but we did apply for a State of Ohio grant for this building and we got $100,000 because of the cultural aspect of having Reserve Hall. We are preparing an application to apply for, we were thinking $300,000-400,000 more. I think the new building without the auditorium or theater space we probably would not be able to apply at that point. It's just another factor. It's not a huge amount of money when you are looking at millions, but it is potentially $400,000-500,000 towards the project.

Mrs. Jurcisek asked, is that an annual grant?

Ms. Wolgamuth replied, it's biannual.

Mrs. Jurcisek stated, okay. On Option 3, to expand, there was no estimate for relocation cost. We would be taking out the Recreation Department, correct?

Ms. Nozik replied, right.

Mrs. Jurcisek asked, so would they be relocated somewhere within the building? Is that the idea?

Ms. Nozik replied, that is the plan, yes. To utilize other space within the building for a temporary relocation of their function we would use the theater, Reserve Hall, and be able to accommodate Recreation elsewhere in the building temporarily.

Mrs. Jurcisek asked, you had mentioned it would be about 18 months if you were to completely demolish and rebuild. What's the time period for Option 1 and Option 3, still 18 months?

Ms. Nozik replied, I would put it down closer to 12.

Mrs. Jurcisek asked, for both?

Ms. Nozik replied, yes.

Mrs. Jurcisek stated, okay. Thank you.

Mayor Bodnar asked, I can respond a little bit initially on the grant question that you had Jen. You can apply for the State of Ohio Capital Grants. It comes up every two years. We applied two years ago and we got the one and now it's time for us to apply for the next one. There isn't any guarantee we will get it every two years.

Mrs. Jurcisek replied, okay. Thank you.

Mrs. Eisenberg asked to speak. This was my church. We had a problem with ADA and getting an elevator in the church so we had someone come out and go through the whole thing. The only place the gentleman said we can put an elevator in is on the outside of the building facing Heinen's because inside this building it would break the continuity of the building. It's not safe and if you want, I will give you Don Cummings telephone number if you would like to talk to him. I was on the Committee when we did this. It's just not safe. It's too old and it doesn't need an elevator as the building is. I am sorry Nancy. My recommendation would be to tear the building down. It was my church. I would not be upset. To me, you are putting spats on a bee. Ten years from now, you are still going to have an old building and you are still going to have the problems of an old building. Tear it down. Make it bigger. Should it have a theater? I agree. You should have a theater. Absolutely. Make it bigger. But tear it down and build a brand new building. It's money well spent. We spend enough money here. We can spend this money too. Thank you.

Council President Schutt asked, are there any other comments or questions?

Mr. Williams stated, following up on Councilman Jurcisek's question on the timeframe to making a choice to put together a schedule of coming to a date that we do this for doing something or not. It is my suggestion that we come up with a timeframe for a decision.

Mayor Bodnar stated, I think that's a good idea, but I think what we want to do is have a little bit more time to do this to kind of see if there's a consensus among Council as to what your inclination is and what you would like to do. I would say there's too much in front of us tonight for us to make any conclusions, but I think we will be able to do that when we know how you stand on these things.

Ms. Nozik stated, I would be happy to come back after you have digested all of this at the next meeting or a couple meetings down the road. Just let me know and I would be eager to answer questions at any time.

Mr. Williams stated, I hate to put you on the spot, but there were some comments made about the elevator. Any thoughts?

Ms. Nozik replied, well we have looked at a lot of different places to put the elevator and everyone was saying to put it in one of the stairwells. We would not recommend that because it would destruct the appearance of the outside. The one location where we are showing it is the one location that we think we can fit it. It doesn't interfere with that much of the existing building system. We have room in the attic to go up into it and it doesn't interfere with the bones of the building or lobby area. We think we can do it. It's just a matter of opinion. That location is viable.

Mr. Williams asked, it's safe?

Ms. Nozik replied, to put an elevator in, yes.

Mr. Williams asked, safely?

Ms. Nozik replied, yes. Safely. Again the challenge with the first option in putting the elevator there we still had this ramp issue out here which is not ideal. This option with tearing this down we are able to eliminate that ramp so the second floor works a little bit better. We also looked at an option of building a new elevator in the new addition and that was not seen as ideal because then we would have to connect over to the existing building both on the second floor and in the basement. On the second floor we would have another connection that comes back over to the existing building on the second floor so that is still an option that we could look at if this falls through but there are additional considerations for putting the elevator in the new addition as opposed to the existing building.

Mayor Bodnar asked, I don't want to put you on the spot, but if we were to take the second option, to raze and rebuild and we added a theater similar to what we have in Reserve Hall, do you have a ballpark idea on what that would cost?

Ms. Nozik stated, you are putting me on the spot.

Mayor Bodnar stated, you don't have to answer. I just thought I would throw it out there.

Ms. Nozik stated, I will follow up with you on that because it's not just the theater itself, it's the ancillary things that go with it like all of the things in the basement. You have the theater. You have your backstage. You have your green room and things like that. If you wanted to operate it as a theater, you would want that. You could look at some options where it's just an auditorium where you could show movies and have some tiered seating. That was not a true theater option.

I could run some numbers on that, how much space it would take up and what the associated cost would be for that.

Mayor Bodnar stated, okay.

Mrs. Jurcisek asked, Reserve Hall, how old is it without any kind of renovations?

Ms. Wolgamuth replied, it was renovated. It was opened in 2007. That's when the sanctuary was turned into a theater.

Mrs. Jurcisek stated, okay. In Option 1 and 3, we are not touching that at all, correct? So there's no updates.

Ms. Nozik replied, finishes. Painted and that kind of stuff.

Mrs. Jurcisek stated, okay. Have you heard any kind of feedback as far as the, I know the arts use it, as far as the sound or wishing that it had this or that?

Ms. Wolgamuth replied, we have not been actively using it anymore. Fairmount was in there for several years. Now we have the Youth Theater that comes in twice a year. Part of why we don't actively use it is because of all of the difficulities with the building so if we were going to renovate the building, if we were going to keep the theater, I think between Shane and I we would be actively looking for cultural things.

Mrs. Jurcisek asked, would it make sense then to look at that as far as if we are including some options of renovating, renovating the space then as well?

Ms. Wolgamuth replied, I think what I was mostly referring to is like lack of restrooms. They are just not accessible to the theater. Things like that. Not so much the theater itself.

Mrs. Jurcisek stated, okay.

Ms. Nozik stated, we can take a closer look at, what comes to my mind is lighting and sound for those kind of performances and I don't know how much was done in 2007 on those elements.

Ms. Wolgamuth replied, we do have a pretty good sound system and lighting system. We can kind of move them around so now they're all back stage. Mostly because we are not utilizing the space that way. So we do have some of those systems in place. I would suggest that if Council wants to think about it for a couple of weeks, I can talk to the new Council President and you can decide if you want to put any kind of motions on the agenda for the next meeting and you can just put a motion for each of the options and have Council vote on it and if you're not ready yet, we can wait and do that in February or March. I don't think we are under any heavy pressure. The $100,000 grant that we got has to be spent this year but it can be spent on design. So if we

get that far and we start on the design, we will be able to spend it and then we can work toward another grant.

Council President Schutt stated, sounds good. Thanks.

Chief Carcioppolo asked, I have a question. Did you take into consideration the updated sprinkler system?

Ms. Nozik replied, yes.

Chief Carcioppolo replied, did that go through Reserve Hall as well?

Ms. Nozik replied, yes. The sprinkler system and fire alarm system would be updated.

Chief Carcioppolo replied, okay. I just wanted to make sure.

Ms. Nozik stated, I will double check that but I believe we looked comprehensively at the building systems.

Chief Carcioppolo replied, okay.

Mr. Marquardt stated, I would go with Option 2. It's a hodge-podge building. It's better to tear it down and rebuild it. It's crazy to remodel. It does not make sense to me.

Council President Schutt stated, one other question I had in kind of going along with Bill there on Option 2. Would there be any way to place the building within a different part of this parcel and use this facility while the other one's being built and then tear this down and then put all parking here? Could that be an option?

Ms. Nozik replied, that's an option. We actually looked at some options of putting a new building either in that kind of greenspace there to the north or in the parking area and parking up there and then the question was what do you do with this building afterwards. We have not necessarily talked about tearing down and turning it into parking or greenspace or what have you, but there is that option. That would save the relocation costs. It's caring into the parking area. That's definitely an option.

Mayor Bodnar stated, then you would have to look at you are taking a corner and anchoring it with a parking lot. That may or may not be what you want on the corner of Wilson Mills and SOM Center Road, to say this is Mayfield Village.

Mr. Meyers stated, let's back up a little bit to the Community Room. There were so many people that didn't want to tear it down and everyone was against it, let's renovate it, let's renovate it. At the end of the day, we tore it down and look what we have now? A beautiful facility. Why put a bandaid on something like this? Let's build a new one. That's my

recommendation. I believe that you start fresh. Just like Marge said, let's start over. Let's make it Mayfield Village.

Mrs. Jurcisek stated, I don't want to lose the theater as well. If I can see what the cost is and then go from there. We have a lot of potential in the theater and it goes with what Mayfield Village stands for as well and the things that we offer.

Mayor Bodnar stated, I agree with Councilman Jurcisek. Also, don't forget that between Option 2 and Option 3, there's 7,600 square foot difference which is going to make a difference.

Mr. Marquardt stated, under the existing space, it's scattered around. You can't use it.

Mayor Bodnar stated, we could use it under Option 3. It would be ADA accessible for everybody.

Councilman Schutt stated, well I guess we have a lot to talk about so we will do that and get something on the agenda for us to discuss, these three Options.

Mayor Bodnar stated, I am putting another burden on Nancy. Under Option 2, you have basically a one-story building on this corner, right? Can you give us a brief look at what that might look like?

Ms. Nozik stated, I just ran a quick number. Some of the space here is not as efficient as it would be in a new building but if we were going to do a new Option 2 to the 27,000 square feet, that's about another $2 million dollars on to Option 2.

Mayor Bodnar asked, so Option 2 plus a theater?

Ms. Nozik stated, it would probably be another $1.5-2 million. I will run those numbers.

Council President Schutt asked, any other questions or comments?

There were none.

Council President Schutt stated, thank you Nancy.

Ms. Nozik stated, thank you for your time.

PENDING LEGISLATION

- **2019-22:** An Ordinance Repealing, in its entirety, Chapter 125 relative to the Ordinance Review Committee. (First Read-11/18/19; Second Read – 12/16/19)

Council President Schutt stated, this will be on Third Read at our next meeting of Council on Tuesday, January 21st. Are there any questions at this time?

There were none.

MAYOR

. **2020 Committee Assignments**

Mayor Bodnar stated, you received in your packets a yellow memo about Committee assignments for this year. You will be asked to approve those assignments at the January meeting and swearing in of those individuals will also be at the January meeting along with your Charter Review appointments. If there are any discussions you would like to have, I would be interested in hearing it. This will be on the agenda for the January meeting.

COUNCIL PRESIDENT

. **Council Calendar**

Council President Schutt stated, you will have a draft for your review and commentary in your packets. The final calendar for 2020 will be reviewed for approval at the next regular Council meeting on Tuesday, January 21st at 7:00 p.m.

. **2020 Council Committee Assignments**

Council President Schutt stated, a draft of the assignments will be in packets this week. 2020 assignments will be considered for approval at the next Regular meeting of Council on Tuesday, January 21st at 7:00 p.m.

Council President Schutt stated, I also want to recognize the January birthdays. January 10th is Doug, January 16th, Tom and January 23rd, Bill Marquardt. Happy Birthday.

CLERK OF COUNCIL

. **Upcoming Events**
- **February 1, 2020**
  Hillcrest Council of Councils Breakfast
  Hilton Garden Inn in Mayfield Village
- **April 4, 2020**
  2020 Newly Elected Council Training – Ohio Municipal League
  Independence, Ohio
- **April 7-9, 2020**
  Local Government Officials Conference – Columbus, Ohio
- **May 6, 2020**
  House Bill 9 Training – Mayfield Village Reserve Hall
- **Saturday, May 16, 2020 – Shred Day**
  Civic Center Parking Lot – 9:00-12:00

Mrs. Betsa stated, please let me know if you wish to attend any of these events.

ADMINISTRATION

Ms. Wolgamuth stated, I just have one more event to mention. A major fundraiser for the School District is their Green Tie Gala. That will be on February 8, 2020 at Landerhaven. We usually try to have a table and we like to have Council people attend. Please let Mary Beth or I know if you are able to go to that event.

. **Data Recovery Back-Up and Miscellaneous Support for Server (All Covered - $15,000)**

Ms. Wolgamuth stated, I will defer to Mr. Wynne on this item.

Mr. Wynne stated, All Covered is a division of the Konica Minolta Business Solutions. We have been using them for years. $630 a month provides for the back-up of all our data recovery services and then we pay $150 an hour for any miscellaneous item that Jeff Thomas might need throughout the year. In total for the past several years our annual spend has not exceeded $15,000. We will be asking approval for not to exceed $15,000 for the coming year.

. **Community Partnership on Aging – 2020 Renewal**

Ms. Wolgamuth stated, Mayor Bodnar will address this item.

Mayor Bodnar stated, we don't have the current bill yet. We discussed this at the last meeting. The annual fee will be a little bit lower than it was last year. Since that time, the City of

Richmond Heights has joined the Community Partnership on Aging. That's going to reduce our bill a little bit more. We are waiting on a final amount from Wendy. Hopefully it will be in by the January meeting.

Mrs. Mills asked, is there any way that Wendy could come in and address Council at our meeting?

Mayor Bodnar stated, I will ask her if she can come to our January meeting.

Mrs. Mills stated, because we have two new Council people. I think they need to be updated on what this Partnership is all about.

Mayor Bodnar stated, I will ask if Wendy can come and perhaps if she can't make it, she can send someone in her stead.

Mrs. Mills stated, okay. That would be a very good idea.

Council President Schutt stated, thank you. Any other questions?

There were none.

FINANCE DEPARTMENT

. **Building Inspector Services (not to exceed $36,000) (Ordinance 2015-27)**

Mr. Wynne stated, we have had an agreement for several years with Anthony Carbone as an independent contractor for building inspections to assist Mr. Marrelli as well as when he is not available. The rate for that in the agreement is $45 an hour. Our annual spend for that generally runs between $25,000-35,000 so we are asking for a not to exceed $36,000 for the coming year.

. **Everstream (year 3 of 5 year agreement)**

Mr. Wynne stated, Everstream is the company that handles our internet services for all of our facilities as well as our Ethernet services and does all of the maintenance on the fiber ring on Beta Drive. We are in the third year of a five-year Agreement. The annual cost of that Agreement is $18,996.

. **2020 Health Reimbursement Account Funding (Enterprise Group Planning)**

Mr. Wynne stated, I will be looking to get approval to fund the HRA portion of the employee healthcare plan with Enterprise Group Planning. The total of that based upon our current full-time employee population is $72,600.

. **Legislation:**
- Appropriations for period from January 1, 2020 and ending December 31, 2020 (in title only)
- Amended Official Certificate of Estimated Resources for 2020 (in title only)

Mr. Wynne stated, these will be read in title only. The first one is for the approval of the appropriations for the coming year. The final budget will not be approved until March. The second one is for approval of the amendments to the Official Certificate of Estimated Resources which is our revenue budget that gets submitted to the County.

- Expressing the intent of Mayfield Village in 2020 to sell by internet auction personal property, including motor vehicles and other property referenced in R.C. 721.15 which are no longer needed for public use or are obsolete or unfit for the use for which they were acquired.

Mr. Wynne stated, this is a best practice. We have been in the habit now whenever Council declares something as surplus we sell it on the Govdeals auction site. This piece of legislation is just like a blanket approval for the year to allow us, and it's generally myself or the Fire Chief and his personnel to sell things on the Govdeals site, so this is just allowing us that once you declare something surplus to sell it on an auction site versus advertising and awarding to the lowest bidder. We tend to do much better selling it on an auction site versus advertising in the newspaper.

Council President Schutt asked, any questions relative to these items?

There were none.

PARKS AND RECREATION

. **Fitness Center Memberships – 2020 (Progressive Insurance – not to exceed $6,000 – pass through)**

Mr. McAvinew stated, this is an annual item. It is a pass-through.

. **Geese control – Parkview Recreational Area (Ohio Geese Control - $11,220)**

Mr. McAvinew stated, this is an annual program that we do to keep the geese off the soccer fields, baseball fields, Grove and other places. It is all year round except in late June or July when they are molting and unable to fly.

. **Special event sound production for Grove, Gazebo, Memorial Day, Tree Lighting (Lone Wolf Sound and Production - $16,275)**

Mr. McAvinew stated, this is for all the special events for Mayfield Village that require sound and lights for production. Other Companies did submit proposals. They were significantly higher across the board in costs. My recommendation is to go with Lone Wolf Sound Production. That includes all the anticipated shows. It could be less than that. If I missed something it could be slightly higher than that.

. **2020 4th of July Fireworks Display (American Fireworks - $20,000)**

Mr. McAvinew stated, last year we entered into an agreement with a three-year option. We had very good fireworks. They are out of Hudson, Ohio. That fireworks show is a $20,000 show. This is the second year of opting into the program. I think the fireworks show was definitely an improvement last year.

. **Rookie Sports Co-op Payments for 2020 (Rookie Sports, LLC - $16,500)**

Mr. McAvinew stated, the amount is not to exceed $16,500. Based upon what we paid them this year, the Village gets about $22,000-23,000 and then we pay based upon a 25/75 split on the programs.

. **Portable toilet units for special events and programs (Aris Company - $13,600)**

Mr. McAvinew stated, in the past we went with Speedy, who is Reliable now. This year, I reached out to another company and received a very good price and good service. The Village has used Aris Company before for different events. The amount is down from last year by $5,000. I think it was around $18,000 last year.

. **Positions and compensation for the Summer Camp program for 2020**

Mr. McAvinew stated, I have made some adjustments on this. It is a set pay scale for 2020. The major difference in that one, in 2019, the head day camp leader was paid a lump sum and not an hourly sum. I think it is in the best interest to change it to an hourly sum. That is the only position we had that was a contracted position. I went back and researched the wages based upon the hours worked.

. **Recreational positions and compensation for 2020**

Mr. McAvinew stated, this is for the pool. I do not believe there are any increases in this. We set a scale and it is within the minimum wage.

Mr. McAvinew asked, does anyone have any questions?

There were none.

Council President Schutt stated, thank you.

POLICE DEPARTMENT

Chief Matias stated, everything I have on my list but one item are all pretty much regular services that we use throughout the year.

. **Quarterly Fee for MARCS radio services (Treasurer, State of Ohio - $7,560)**

Chief Matias stated, these are police radios. We have the portable radios in the car.

. **LEADS Access Fee with DMVPN connection (Treasurer, State of Ohio - $7,200)**

Chief Matias stated, LEADS is what we use to get our information, running plates, running driver's license. This is the access fee.

. **911 Cellular Services for 2020 (911 Cellular, LLC - $7,000)**

Chief Matias stated, this is for the 911 App.

. **Service Agreement for CAD (TAC Management Co. - $12,260.52)**

Chief Matias stated, this is our records, our data management.

. **Hardware and Computer Network Service and Support for 2020 (TAC Management Co. - $5,700)**

Chief Matias stated, this is for hardware and software support for our data management.

. **Back Up Connectivity in the Dispatch Center (Agile Network Builders, LLC – $14,880)**

Chief Matias stated, this is pretty self-explanatory.

. **Cleaning of Police Station for 2020 (Camco Cleaning Services, LLC - $10,220)**

Chief Matias stated, we have been using Camco for years. They also take care of the rest of the Village.

. **Contract with Motorola Solutions for 2020 (Motorola Solutions - $29,670.53)**

Chief Matias stated, this is to maintain our communication equipment in our Dispatch Center.

- **New Server for Police Department (TAC Management Co. - $8,575.49)**

Chief Matias stated, the server we have is the first one that was installed. We have been having some problems with it. Shortly after I took over, I had TAC come and do an assessment on our network and they said we need a new server before we start having problems. If we lose our server, along with our records management system going down, it will affect our dispatch center. We are asking to replace the server.

Council President Schutt asked, any questions? These items were standard.

SERVICE DEPARTMENT

Mr. Metzung stated, first off, congratulations on your new post.

Council President Schutt stated, thank you.

- **Memorandum of Understanding with Cuyahoga Soil and Water Conservation for 2020 Technical Assistance ($13,000)**

- **Memorandum of Understanding with Cuyahoga Soil and Water for the Public Education and Public Improvement Program ($5,500 – reimbursed by NEORSD)**

Mr. Metzung stated, the first Memorandum of Understanding is to cover our construction and post-construction inspections to make sure that if someone is doing work in the Village, they follow the stormwater rules. The second item is our Public Involvement and Public Education. This is part of our Phase II program that we have to do to be in compliance with the EPA. That $5,500 is then reimbursed by the Northeast Ohio Regional Sewer District.

- **Janitorial Services – Civic Center and Community Room – 2020 (Camco Cleaning - $33,840)**

Mr. Metzung stated, this is for the cleaning of the Civic Center and Community Room.

Council President Schutt asked, any questions for Doug?

There were none.

ANY OTHER MATTER BEFORE COUNCIL

Council President Schutt asked, are there any other matters?

Mr. Williams asked, I would like to propose we talk about some other items as we start this new year – the use of laptops by Council, laptops versus the packets.

Council President Schutt asked, George when you say laptops, do you mean tablets too?

Mr. Williams clarified, tablets, I'm sorry. The units provided by the Village for Council use. Those are tablets, correct?

Council President Schutt stated, correct.

Mr. Williams stated, thank you. There has been a lot of recent conversation about deer management in this area. I would like to throw that out for discussion by Council and Administration. I would also like to hear more about the Master Plan that is coming out this year

Mayor Bodnar stated, I promise you we will be in front of you soon. We have put a lot of time and sweat equity into revamping the plan. We want something that there was good buy-in and not sort of a passive, that's okay kind of thing. We put a lot of effort into it.

Mr. Williams stated, okay, those are the three topics I wanted to bring up to have conversations about during this next year.

Council President Schutt stated, thank you George. Any other matters?

There were none.

There being no further matters, the meeting concluded at 9:10 p.m.

Respectfully submitted,

Mary E. Betsa, MMC
Clerk of Council