



**Board of Trustees**

**Meeting Minutes**

**Date:** March 3, 2021, 6:30 p.m.

**Location:** Virtual via Zoom

**Members Present:** President - J Steen  
MK Baum  
K Venden  
M Casper  
R Short  
J Garner  
S Vosberg

**Staff Present:** Deputy Clerk - H Roessler  
M Gorham

**Staff Absent:** J Brindley

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1. Meeting Opening

1.a Call to Order

Meeting called to order by President Steen at 6:30 pm.

1.b Roll Call

Roll call was taken and is listed above.

1.c Confirmation of Open Meeting Law Compliance

H Roessler confirmed this was a properly noticed meeting and posted on **March 1, 2021** at the Village of Ridgeway Fire Station, USPS-Ridgeway, Farmers Savings Bank-Main Street, Ridgeway and on the Village website.

1.d Adoption of Agenda

Motion by S Vosberg

Seconded by M Casper

to approve adoption of this meeting agenda.

Motion carried

2. Community Center

Larry Burton and Mitchell Branscombe of Strang Engineering were present to answer questions regarding community center options at 208 Jarvis Street. Strang's engineering approach is a three-step design process: schematic design (to zero in on one of the options and work conducted over several months). Once there was an established direction Strang engineers would go into the design development for the chosen plan. Design Development defines the scope of the work and provides a project estimate. You can't build a building off this work but you can accurately estimate the cost. After this process construction documents for the bid and subsequent construction work can be prepared. The prior feasibility study was discussed and Burton indicated that it was embarked upon by reviewing the building as a community amenity. Coming out of that study the village was faced with tough decisions to make to reduce the full remodeling work of the \$4 million indicated in the study. To get actual costs you typically have to bid the project out through the engineering process but other alternatives were discussed.

J Steen indicated that the village cannot embark on a project of the magnitude presented in the feasibility study and any work would be prioritized and phased out. L Burton indicated that the study identified priority projects that could allow for the Village to move on to incremental changes to make the building more functional. With a large area of land surrounding the building there may be possibilities of breaking off portions of the property to sell or develop to create income to reinvest in the building. M Branscombe indicated option 3 in the design presentation did lay out a potential for developing out the out of use East Street and there was potential for development south of the street as an option.

Strang indicated it could also perform a "Quick Fit Analysis" for development that could show the potential for multi-family units to the south of the site. A developer or the village could take on a roll with those properties to generate income. Detailed cost estimates and additional analysis costs were discussed. A Cost Estimator has the

opportunity to further elaborate on the assumptions in the feasibility study, using those numbers as a starting point, review the data and generate more itemization to the numbers. International Facilities Management Association has an annual report on what it costs to operate different types of buildings and Strang could perform research into operational costs for building comparisons as well. A real estate professional could look at some site options and the zoning code to put some numbers to a development plan.

Strang also indicated that too many options on the table makes it hard to identify actual costs economically. If you zero in on one option based off the information in the study, you can focus on that one option for keeping the building and then evaluate the rest of the site for its highest and best use.

M Casper indicated it would be smarter to focus on what option is the best path forward to provide clear information on what the plan is with the building and what the potential is with the space. S Vosberg asked Strang to provide a more accurate number of how much it would cost to tear down the building based off projects recently bid and additional numbers will be provided by Strang via email to village staff to assist the trustees in deciding the next best steps forward at the site.

3. Adjournment

Motion by M Casper  
Seconded by K Venden

to adjourn at 7:35 pm.

Motion carried