

REAL ESTATE COMMITTEE
MINUTES OF WEDNESDAY, AUGUST 31, 2022

Pursuant to notice duly given, a meeting of the Real Estate Committee, was called and held on Wednesday, August 31, 2022 at 2:30 PM in the Council Chambers of the Town Hall.

Members present: Warren Morris; Chair, Shawn Riley, Craig Steinbrink

Also present: Karen Schneider, Mayor

1. Roll Call
2. Discuss Village real estate and a "For Lease" sign.

The meeting was called to order by Mr. Morris at 2:35pm. Mr. Morris stated the purpose of the meeting was to discuss and recommend the purchase and installation of a "For Lease" sign for the approximately 500 ft² vacant space formerly occupied by Cindy Halle. Mr. Morris stated there has been some interest in the space for office use, but no firm commitments currently. Mr. Steinbrink stated it was his view the best use of the space would be for "Retail" purposes, not "office", as it is prime frontage and should be used to help drive traffic/support other retail tenants in the village. Mr. Morris and Mr. Riley agreed and commented the space should be listed as "Retail" space.

Mr. Morris then presented a sketch of what the sign would look like, which is similar to the signs currently in front of Sara's Place and Cindy Halle (situated perpendicular to Chagrin River Road). They would be white double-sided signs mounted on 2x4 posts. Another option would be a plastic sign from a home improvement store (similar in style to political yard signs, etc.), but all members agreed this option would not be keeping with the character of the village.

Mr. Morris stated that based on initial conversations with the vendor, he estimated the total cost would be approximately \$1,500. Expecting written proposal from WillowLeaf Sign in a week or so, and he will forward to committee members. Mr. Riley asked if the sign could be re-used by a new tenant after taking the space. Mr. Morris stated that could easily be done and at the tenant's expense. Mr. Steinbrink commented that it might be more cost effective to have the Service Department install the sign. Mr. Morris said he would ask for pricing with and without installation.

Mr. Morris also suggested advertising the space in the Pink Sheets.

After further discussion, a motion was made by Mr. Riley to recommend the purchase and installation of the "For Lease" sign.

Motion by: S. Riley 2nd: C. Steinbrink

Roll Call: Ayes: Mr. Morris
 Nays: None

There being no further business the meeting was adjourned at **2:50 pm**.