



SHAKER HEIGHTS

Administration Committee

Tuesday, July 11, 2023

8:00 A.M.

Via Teleconference - Zoom

Members Present: Earl Williams, Chairperson, Council Member
Tres Roeder, Council Member
James Brady, Resident Member

Others Present: Jeri Chaikin, CAO
William Gruber, Law Director
Ann McGuire, Communications and Marketing Director
Sandra Middleton, Human Resources Director
Alexandra Nichols, Recreation Director

The meeting was called to order by Council Member Tres Roeder at 8:05 a.m.

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Approval of the May 9, 2023 Meeting Minutes

Approval of the May 9, 2023 meeting minutes were tabled as a quorum was not present.

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Shaker Heights Art Council Lease Request for use of the STJ Community Building for Storage of Administrative and Event Materials for the Period August 1, 2023 through July 31, 2024

Director of Recreation Alexandria Nichols stated the Shaker Heights Arts Council (SHAC) is a Shaker based nonprofit whose mission is to enrich the cultural fabric of Shaker Heights through the arts, such as the artistic coverings on traffic signal boxes. SHAC previously leased office and storage space in the Stephanie Tubbs Jones (STJ) Community Building from 2014 through 2017, primarily using the building for storage. SHAC has requested a new lease for storage only for event materials, cabinets and bins.

The relationship between SHAC and the City included the Arts and Music Festival as well as fine arts instructors for the Recreation Department resident programming. The new lease for storage would include a lock to secure their items. Access to the building would be during normal business hours or upon request. The City is requesting the Administration Committee recommend to Council authorization to enter into a one-year lease with SHAC, effective August 1, 2023 through July 31, 2024, with a five-year renewal option, for storage of materials at the STJ Community Building.

Chairperson Earl Williams joined the meeting and Council Member Tres Roeder informed him that approval of minutes had been tabled and item two had been presented. Chairperson Williams asked if there was further discussion. It was mentioned that the lease did not ask for funds and following several comments, it was suggested a \$1 rental fee be included in the lease and that it be presented to the Finance Committee to show there is some consideration to support the contract.

CITY OF SHAKER HEIGHTS

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It was moved by Council Member Tres Roeder and seconded by Member Jim Brady to recommend approval of a one-year lease with SHAC, effective August 1, 2023 through July 31, 2024, with a five-year renewal option, for storage of materials at the STJ Community Building at a cost of \$1.

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Renewal of Lease with the Shaker Heights School District for use of the STJ Community Building for the District's Innovation Center for the Period August 1, 2023 through July 31, 2024

Director of Recreation Alexandria Nichols stated the Shaker Heights School District has been leasing space in the STJ Community Building to operate the Innovation Center for Personalized Learning (IC) since 2014. The original lease, for a five-year period, ended in 2019 with subsequent renewals for three years and one year. The school is requesting a one-year lease with the option for three renewals, not two years as mentioned in the memo.

The IC provides a variety of learning and enrichment opportunities for high school age students who learn better in non-traditional settings and operates from 8:00 am to 4:30 pm school days with both a morning and afternoon session. The school uses the basement space, two rooms on the first floor and some additional space as available. Shaker School District is in the process of reviewing their facilities plan and has not determined a permanent home for the IC program. The City is requesting the Committee support a recommendation to renew a one-year lease for the period August 1, 2023 through July 31, 2024, with the option for an additional three years, with the Shaker Heights Schools District at a yearly rental cost of \$1.

In response to a question regarding operating costs, Director Nichols responded the City does not incur any expenses.

It was moved by Chair Earl Williams and seconded by Member Jim Brady to recommend approval of a one-year lease with the Shaker Heights School District effective August 1, 2023 through July 31, 2024, with a three-year renewal option, for use of the STJ Community Building for the IC program at a yearly cost of \$1.

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Approval of the May 9, 2023 Meeting Minutes

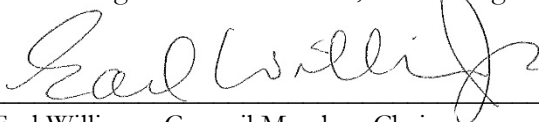
Chair Williams asked if there were any changes or comments to the minutes of the May 9, 2023 meeting minutes.

It was moved by Chair Earl Williams and seconded by Council Member Tres Roeder that the minutes be approved as submitted.

Minutes of the May 9, 2023 meeting were approved as submitted.

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There being no further business, the meeting was adjourned at 8:15 a.m.



Earl Williams, Council Member, Chair
Administration Committee