

**Minutes**  
**Developmental Disabilities Resource Board of Directors**  
**Board Owned Property Committee Meeting**  
**March 30, 2020**

The **Board Owned Property Committees** met by Teleconference due to the CoVid19 Emergency orders from the Clay County Commission to “Stay Home” on March 30, 2020. The meeting was called to order at 7:45pm by committee chairman, Alan Naylor. Present for the meeting were Alan Naylor, Rick White and James Gottstein of the committee, representing a quorum. Robert Sevier was not on the call. Also present were Steve Elliott and Gary Steinman as well as Sonja Bennett.

**Kent Street Parking Lot**

Alan advised that he had received three (3) bids for milling and resurfacing the parking lot at 920 Kent Street. The bids were reviewed from Gann Asphalt at \$26,880, Kansas City Asphalt at \$26,450 and McConnell & Associates at \$22,612. After review of the bids, the committee agreed to recommend McConnell & Associates to the board for approval. They requested Sonja to inquire if the work could be completed within the next ten (10) days while the CHS employees are working from home and the parking is empty. They agreed to advise the board this information and let the full board determine if the work should proceed in light of the current CoVid19 Emergency and the potential need for these funds elsewhere.

**Kent Street Backyard Landscape**

Alan advised that he had received three (3) bids for replacing the trees and shrubs in the backyard of the Kent building. The bids were reviewed from Ramos Walter Lawn at \$7800, Arreola Lawn at \$7126 and Chris Lawn & Landscape at \$7517. Alan reminded the committee that the drawings the board approved for the project were designed by Landscape for Lifestyles which is owned by Chris Lawn and Landscape (they have been providing the lawn maintenance for since 2007). They offered an additional bid of \$1500 to oversee the project if the board chose a different installer. Misty Riley is a certified landscape architect. The committee agreed that it would be good and appropriate to have a professional oversee the project. The Chris Lawn & Landscape bid included her oversight. The committee agreed to select Chris Lawn & Landscape for the project and requested Sonja to advise the other two bidders. Sonja said that she had spoken to Misty regarding appropriate times to begin and complete this work and had been advised that if the work could not be completed in May, it should wait until fall. The committee agreed to table this project until fall and review funds in light of the CoVid19 emergency. They requested that Sonja advise Chris Lawn and Landscape of this decision.

**Hampton House Wall**

Alan advised that he had received two (2) bids for this project but had additional questions of the designer. The committee agreed to table this project for review funding this project in the fall in light of the CoVid19 emergency.

**Ridgeway House Bathroom and Furnace Vent Projects**

Alan advised that both the bathroom remodel and furnace vent pipe repairs at Ridgeway House previously approved by the board had been completed by Jason Kuhlman.

## **2020 Homes Inspection #1**

Alan advised that the first home inspection of 2020 had been completed on March 9. In addition to inspecting the three (3) homes owned by DDRB, Ridgeway, Hampton and Liberty, they inspected five (5) homes/apartments owned or managed by Life Unlimited. Those homes included New Flora House, Avengers, Outstanding, Great Guys and Baseball. The resident of Baseball would not grant entry. There were no significant findings in any of the homes. The inspection was conducted by Jason Kuhlman accompanied by Ryan Hicks with Life Unlimited. Alan Naylor was unable to attend due to recent eye surgery. The full report is attached.

Respectfully submitted:

Sonja Bennett, March 31, 2020