

Minutes
Developmental Disabilities Resource Board of Directors
Board Owned Property Committee Meeting
June 25, 2019

The **Board Owned Property Committee** met on June 25, 2019 at 5:30 pm at the DDRB office. Present at the meeting were Alan Naylor, Rick White, and Robert Sevier of the committee. James Gottstein was unable to attend due to a work conflict. Also, present were Stephen Elliott and Sonja Bennett. Guests included Mark Bertrand with Life Unlimited. The meeting was called to order by committee chairman, Alan Naylor.

Kent Street Parking

Alan advised the committee that he and Sonja had met again with Mr. Hite regarding the development of 931 Sutton as a parking lot. Mr. Hite is interested in moving forward with specific requirements.

He would require:

1. the development cost be borne by DDRB
2. long term lease which he suggested as 5 years and renewable for 5-year increments thereafter (he did not have a figure in mind for the amount)
3. he wants the option to build a retail building after the term of the first lease but perhaps in the middle on another lease (I am unclear where he was suggesting the structure would be and how that would affect the parking)
4. require ingress and regress to the lot for his semi-trucks to pass through
5. willing to have gates installed to his secured lot for walking access to the DDRB lot from the parking lot
6. assistance from DDRB for approvals from the city

Alan also advised the committee that he had a very preliminary discussion with McConnell Associates on the cost of developing. They suggest very preliminarily that 26-35 parking spots could be developed on the property with concrete curbs, 6" gravel and 6" blacktop for somewhere in the area of \$120,000 - \$150,000. Alan anticipates the overall cost of the project to be \$300,000. Alan suggested that the initial lease should be ten (10) years with renewable five (5) year terms but again reiterated that these were still very preliminary discussions.

It was suggested by Steve Elliott that this type of investment requires a detailed business plan before the Committee could make any recommendation to the Board. Alan agreed and said he would work with Sonja to put a detailed plan together.

It was also suggested that we review the offer made by Randy Hylton for parking at 935 Kent. That proposal included 20 spots @ \$100 each per month with the requirement that each spot be signed for CHS parking.

Kent Street Trees

The fourteen (14) pines trees on the property along with one (1) ash tree located in the back of the building are all dead or dying due to disease which cannot be remedied. The board approved removing the ash trees along the front of the property last fall but elected to wait on removing the trees in the back. Walker Tree Service was the approved bid and performed the work of removing the trees in the front. They confirmed that they would honor that bid price for this project if approved to be completed this summer. The bid for removing all 15 trees, stump grinding and removing all the debris and shavings is \$6800. The Committee agreed to propose to the board that this amount be approved for the project with the caveat that two (2) additional bids be obtained for this project. Alan Naylor would have the authority to authorize the lowest bid. All members of the committee present agreed.

Liberty House Easement

Alan advised that the easement project had not been started likely due to weather. He will continue to monitor and advise the board when completed.

Clay County Homes Inspection

Alan advised that James Landrum with TNC Community had approved of this project and provided the information on the TNC homes in Clay County. He further advised that Julie Edlund with Life Unlimited had voiced concerns over the program to Sonja. Julie was unable to attend the meeting this evening due to illness. The Committee agreed to pend the project until Julie is recovered or assigns to another Life Unlimited representative. Alan will advise the full board.

With no further business, the Board Owned Property Committee meeting was adjourned.

Respectfully submitted: Sonja Bennett
June 26, 2019