

Audubon Area Community Services, Inc.
Community Support Committee
MINUTES
March 24, 2008

The meeting was called to order at 12:05 PM by Committee Chairman Marshall Hatfield.

Members Present:

Mr. Paul Hart Mr. Marshall Hatfield Mr. Jerry Manning Mr. Hugh Smith,

Staff Present:

Ms. Sheila Boling, Housing Services Director
Ms. Tracie Howe, Assistant Manager—Administration, GRITS
Mr. Michael Hughes, Assistant Manager—Operations, GRITS
Mr. Dan Lanham, GRITS Transit System Manager
Mr. Ronald Logsdon, Executive Director
Mr. Terry Payne, Chief Financial Officer

Others Present:

Ms. Tracy Glasscock, Vice President, Wabuck Development
Mr. J.D. Meyer, JD, Ex-Officio Board member; (*Meyer Haynes Crone & Meyer*) Counsel,
Owensboro Regional Recovery Center
Mr. Charlie Kamuf II, JD, (*Kamuf Pace and Kamuf*) Counsel for AACS Housing Services Department
Mr. Jesse Mountjoy, JD, (*Sullivan Stainback Mountjoy and Miller*) AACS Board Counsel
Mr. Mark Offerman, Chief Programs Officer, Kentucky Housing Corporation
Mr. Garry Watkins, Principal, Wabuck Development

Oversight and General Business

GRITS Transportation.

Parking Garage. Mr. Lanham updated the Committee members on the status of the proposed parking garage, which he informed the Committee had a best bid that came back some \$800,000 over budget. There are at this point, he said, three options he saw: **1.** Come up with \$800,000 and build it as designed. **2.** Build the GRITS office portion of the structure, pushing it out to Second Street, and building an adjacent parking lot. (It would not be a parking *garage* for the community with this option, *and* we may have to get the FTA's approval for this option.) **3.** Build the foundation as planned and pave over top of it. Then some day we build a parking garage when the money is available. **4.** Get someone to contribute \$3.2 million and build the full-scale parking garage to accommodate 300 cars.

Mr. Lanham said that one of the things that caused the project to be so over budget is the fact that Owensboro is in a designated earthquake zone. Another is that when federal/state money is involved projects have to use the state "prevailing wage rate," which has really gone up. Mr. Lanham said that he had talked with some city (Owensboro) and the county (Davies) officials, but not the chief officials. Both governments' staffers communicated that they currently have no money to contribute. The city, however, has asked us to be patient and wait for a couple of weeks. Mr. Lanham did let the Committee know that he felt like we can build what "GRITS" needs with the money we have. Mr. Manning asked if we could get by with doing that. Mr.

Lanham stated that if we put in the foundation the state said we wouldn't have to go back to the FTA for approval.

Mr. Manning asked what Mr. Lanham expected to come from the two week wait. Mr. Lanham stated that he hoped maybe a couple of prospective new downtown employers may prompt someone to come forward with some money for the parking garage. A lot of what happens revolves around the Executive Inn and its ultimate fate, he said. Mr. Hatfield asked if the recourse would be a federal extension to prevent the grant money from expiring before the project could be built. Mr. Lanham stated that he is getting nervous about going back again and again for time extensions.

FY2009 Operating Grant Proposals. Mr. Lanham informed the FY2009 Committee that the Capital Assistance, Training/Dispatching Capital Assistance, Rural Transportation Operating Assistance, JARC (Job Access Reverse Commute), and *New Freedom* grant proposals were all due to the Kentucky Transportation Cabinet/Office of Transportation Delivery by April 1, 2008.

“5309” Training/Dispatching Capital Assistance. This \$72,500 federal matching grant, if funded, will purchase training room equipment and computer/dispatching equipment for GRITS.

“5310” Vehicle Capital Assistance. This \$431,498 grant request will assist with capital acquisitions to help enable quality rolling stock to support contract services to eligible populations.

“5311” Rural Transportation Operating Assistance. This \$400,000 federal grant provides an 50% operating-loss subsidy for the GRITS system.

“5316” Job Access Reverse Commute (JARC). Mr. Lanham let the Committee know that five new minivans (purchased from GRITS' FY2008 JARC grant had just arrived fifteen minutes prior. GRITS is applying for \$111,000 in FY2009 JARC funds to operate its HESTC (Hugh Edward Sandefur Training Center — now called HESI, or Hugh Edward Sandefur Industries) runs. Sixty percent (60%) of GRITS' JARC riders are people going to work.

“5317” New Freedom. GRITS is applying for \$345,912 in FY2009 *New Freedom* funding. Purchases under this grant, if funded, will include a bus that will accommodate ten (10) wheelchairs. The largest GRITS has now will accommodate only three (3) wheelchairs. This will “improve socialization,” so GRITS is asking for a ten-wheelchair-vehicle. Another advantage is that these vehicles have a low floor, he said. It decreases the loading and unloading time by 75%. The ramp is about 8” from the curb. Another advantage is that these buses would be an excellent asset in case of an emergency should a rapid evacuation were necessary. These buses will actually hold twenty-eight (28) walk-ons or six (6) walk-ons and ten (10) wheelchairs. GRITS would take advantage of the 28-walk-on ability for possible charter trips.

By unanimous consent of the members present, the Committee recommended Board approval of the two capital assistance proposals — the \$72,500 “5309” (training) and \$431,498 “5310” (rolling stock), the \$400,000 “5311” operating assistance proposal, the \$111,000 JARC proposal, and \$345,912 New Freedom grant proposal.

GRITS Operations Software. Mr. Lanham informed the Committee that GRITS was preparing to bid out its operations software. GRITS is simply waiting for the state to approve its bid packet. It has been submitted for review and approval, so he hopes to get it back soon, he said.

Human Services Transportation Delivery (HSTD) Medicaid “Brokerage” Status. AACS/GRITS was awarded *two* (2) HSTD contracts that would double its size — one for the 7-county Green River Area

Development District (ADD) and another (in partnership with Rural Transportation Enterprise Consortium [RTEC], Mount Vernon, Kentucky) for the 12-county Barren River ADD. But a protest of the awards is going on, and GRITS has been put on hold as far as implementing the HSTD awards. LogistiCare did protest, but LKLP did not. LogistiCare is actually protesting the Region 6 award, said Lanham; but it filed the protest on the *entire* solicitation, and that's what is holding the whole thing up. Mr. Lanham let the Committee know that he felt positive that it would be over soon. The state is supposed to give Medicaid recipients forty-five (45) days notice if there is a change in brokers. Since we would start taking trips June 1st, this notice would need to go out by April 15th. The Finance Cabinet has indicated that they feel they should be able to make a decision by then, he said.

Housing Services.

Resignation of Assistant Housing Director. Ms. Boling announced that Ms. Lydia Johnson has left her assistant housing director position with AACS as of March 19th. She said that the agency was in the process of interviewing for the position and hope to it have it re-filled very soon.

“Change 2” of the 4350.3 HUD Manual. Ms. Boling attended a re-certification course last week for the Certified Occupancy Specialist. There were some new changes addressed in the session. Some of the changes that we are having to implement are as follows:

- ***Tenant Selection Criteria, House Rules, Tenant Damages.*** All those documents, which serve as basic operating policies for the Lincolnshire properties, are going to have to be revised to reflect the new HUD manual change.
- ***Disabled Applicants' Treatment.*** If an applicant wants to apply for residency in the HUD-subsidized properties and cannot get to the Lincolnshire office, staff must go to them to get the information.
- ***Moving Costs for Disabled Tenants.*** If we have an existing resident that needs to move to another unit because of a disability and they have a certified doctor's statement stating that this is required, the owner is responsible for paying for the cost of moving this resident.

Mr. Kamuf, Lincolnshires' attorney, is going to a future “Change 2” workshop. After he goes in the next couple of weeks, Ms. Boling said that he and she would begin working on any and all the revisions that need to be made to the Lincolnshires' operating policies, procedures and forms.

The Learning Villa. The construction on The Learning Villa is moving right along, said Ms. Boling. She anticipates beginning to take applications approximately April 1st. She, Wabuck representatives and others are in the process of developing new forms for the application process. Ms. Boling said that she and the executive director visited Virginia Place in Lexington in February. This is the model center that the Kentucky “scholar house” projects (including The Learning Villa) is based. Much was learned about what AACS will be doing with its Learning Villa. Lots of information, forms, ideas, etc., were brought back from the Virginia Place visit. Aubrey Nehring and some of his Head Start staff are also going to visit; they were going on the day of the ice storm, but they could not make it. Virginia Place's Head Start units/classrooms also had to close early due to the ice.

Tracey Glasscock and Garry Watkins with Wabuck Development explained how AACS became involved in The Learning Villa project to begin with, as some of the members were not aware of exactly how AACS became involved, since it originally started with Bresica College. There was a very lengthy discussion and the members were given very good information.

Lincolnshire Vacancy Rate. Ms. Boling reported that the Lincolnshires' vacancy rate had come way down. Those rates currently: Lincolnshire Apartments has one (1) vacancy; and Lincolnshire North Apartments currently has ten (10). That's well below ten percent, she said.

USDA Rural Development Proposal. Ms. Boling said that she is in the process of completing a proposal with Rural Development for approximately \$98,000. If funded, these dollars will work in conjunction with the Weatherization Assistance Program and HouseWorks programs. They will be used for items to a dwelling that cannot be completed within the cost allocation of the above programs, she said.

By unanimous consent of the members present, the Committee agreed to recommended Board approval of the USDA "Housing Preservation" grant proposal.

Public Service Commission (PSC) Gas Utility Lincolnshires Monitoring. Ms. Boling advised the Committee that she was contacted by a representative from the PSC a couple of weeks ago in reference to the gas lines at Lincolnshire. She was told that by law all gas lines were to be inspected every (2) years, but they had no record of the property being inspected since AACS purchased the property in November 1995.

So an agent from the PSC will be at the Lincolnshire complexes on Tuesday and Wednesday the last week of March for that inspection. Ms. Boling said that she was also informed that after this inspection, the Lincolnshire staff would have to be trained in inspection of gas lines, but the PSC would not get into detail over the phone as to precisely what this entailed. The PSC representative stated that he would tell the staff everything they needed to do when they came to the property, as it was too difficult to explain on the phone.

Affordable Housing Tax Credit Training

Mr. Mark Offerman, Chief Programs Officer, Kentucky Housing Corporation (KHC) presented a training workshop on affordable housing tax credit financing. KHC is the Kentucky entity which receives and allocates the Kentucky pool of tax credits received under the auspices of the Internal Revenue Service.

Provided separately is a PowerPoint summary of his presentation, along with additional material relating to affordable housing tax credits as a funding mechanism.

ADJOURNMENT

There being no further business...

The meeting adjourned at 2:30 p.m.

Marshall Hatfield
Committee Chairperson