

Audubon Area Community Services, Inc.
Community Support Committee

MINUTES

June 9, 2008

The Community Support Committee meeting was called to order at 11:45 a.m. by Committee Chairman Marshall Hatfield.

Members Present:

Mr. Paul Hart

Mr. Marshall Hatfield

Rev. Jerry Manning

Staff Present:

Ms. Sheila Boling, Housing Services Director

Ms. Tracie Howe, GRITS Assistant Director—Administration

Mr. Michael Hughes, GRITS Assistant Director—Operations

Mr. Dan Lanham, GRITS Transit System manager

Mr. Ronald Logsdon, Executive Director

Mr. Terry Payne, Chief Financial Officer

GRITS Transportation Department Oversight.

Parking Garage. Mr. Lanham stated that the 222 St. Elizabeth Street parking garage site had been cleared off for the test pilings. The Blackhawk foundations company of St. Louis had done the two test pilings and everything looks OK, he said. The remainder of the pilings will be started this day or the next.

Mr. Lanham reported that he have received “a few nibbles” on possible parking tenants, which may necessitate a phase-two expansion of the parking facility. The inquiring parties are supposed to let AACS know soon, perhaps in late July, whether that prospect is firm. At that point, a quick decision will need to be made on a phase-two expansion of the facility and the means to finance it. Too, architectural drawings and bidding out to expansion will need to be completed in time for that work to dovetail with the current construction schedule and work.

Mr. Lanham provided a brief update on additional capital assistance from the state Transportation Cabinet. Ms. Vickie Bourne, director, Office of Transportation Delivery (OTD) advised Mr. Lanham that her office had an extra \$20,000 in FY2008 year-end money to assist with the parking garage costs. Mr. Logsdon stated that he had also confirmed with the Honorable Reid Haire, county judge/executive, Daviess County, that the Daviess County Fiscal Court’s pledged \$100,000 is in its FY2009 budget for AACS/GRITS to help subsidize the parking garage’s construction costs.

Mr. Lanham said that he and Mr. Logsdon had gone to the site to watch the auger cast test pilings being put in. Both noted what a horrible mess it made. On that visit it was also stated that putting in the nine (9) pilings for the second phase was going to make quite a mess after the first phase of the structure was completed. The executive director was surprised to learn that the phase one construction contract did not include those nine pilings needed for future expansion. The issue was discussed and it was decided that it would be far better to go ahead and put in extra nine pilings now. An architect’s initial estimate was that it should cost no more than \$85,000 to do the extra nine pilings now while Blackhawk was on the site, but if AACS waited any longer it would have to pay at least \$20,000 more because of Blackhawk’s “mobilization costs” alone for a later return of its auger cast piling equipment.

Since that estimate, the architect has conferred with the general contractor, Hartz Construction, and they say the needed sum will perhaps be closer to \$100,000. However, Mr. Lanham said that the construction contract lists those pilings at a fixed price and he thought that change order could be secured for the cost the architect had estimated. Mr. Logsdon said that he had made an “executive decision” to proceed with the extra nine pilings, assuming the added cost to be \$85,000. He did ask the Committee to weigh in with its support for his decision. Following discussion,

Rev. Manning made a motion to approve and support this decision to put in the nine additional auger cast pilings now while the foundation contractor was on site. Mr. Hart seconded the motion. Motion carried.

Mr. Lanham advised that the director of OTD had been consulted and that she also supported that decision.

FY2008 GRITS Year-end Supplemental Funding. Mr. Lanham reported that Ms. Bourne, director of OTD, had advised him that additional year-end money would be coming to AACS/GRITS.

Bus Shelters. In response to a request made weeks ago by Mr. Logsdon, OTD will be able to provide AACS/GRITS \$20,000 for a bus shelter at The Learning Villa site on East Eighteenth Street in Owensboro. Mr. Logsdon informed the Committee that it appears, and he hopes, there will be enough money to possibly build another bus shelter at or near the Owensboro Regional Recovery Center site at Higdon Road and Veach Road or perhaps another AACS location or two. Mr. Lanham stated that the city quoted a bus shelter at about \$3,000 installed. He said that intends to double-check that quote because he thought that sounded too cheap, but in any event it appears there will be more than enough money for *at least* two bus shelters.

“5311” Operating Assistance. Additional money will be provided to GRITS for its FY2008 operating costs. In part, the supplemental funds will help offset the higher fuel costs the system has had to bear.

Human Services Transportation Delivery (HSTD) Medicaid “Brokerage.” Mr. Lanham reported that GRITS passed its readiness test for Region 3 and first part of the readiness test for Region 5 without any problems. GRITS will still have a readiness test in Bowling Green before July 1st. But GRITS was approved by OTD to commence HSTD operations. He said that GRITS still hasn’t yet received everything it needs from the Cabinet for Health and Families’ Medicaid Department. GRITS is still working on getting some of the contracts signed by the subcontractors. He and Mr. Logsdon commented specifically on the contract negotiations with Community Action of Southern Kentucky, a non-profit subcontractor with whom they wished to do business. There are a few contract details yet to be worked out with this sister Community Action Agency.

Mr. Hughes updated the Committee that he and Mr. Larry Hicks had completed inspections of all vehicles of the Region 5 subcontractors and sent them certified letters of any findings.

Mr. Lanham then explained to the Committee the new phone system that links to Owensboro and Bowling Green offices — “like being in the next office” — and how that system supports reservations and communications needed for smooth HSTD operations and call accounting in accordance with HSTD and OTD requirements.

Housing Services Department Oversight.

Housing Department New Hires. Ms. Boling updated the Committee on her two new staff persons:

Mr. Brandon Meschko had been hired as Assistant Housing Services Director. He fills the position formerly held by Ms. Lydia Johnson. Mr. Meschko formerly served as executive assistant—payables in AACCS' Head Start program. He will assist Ms. Boling in all areas of the agency's housing services, but will particularly focus on the Weatherization Assistance Program.

Ms. Linda Inman had been hired as family/housing services coordinator for The Learning Villa. She will accept the applications for residency; assure that appropriate support services, including pertinent workshops, are delivered to the residents; work with the Head Start family advocates in their family support services; and, with the Advisory Board of The Learning Villa, periodically monitor the grades of the in-college residents to ensure that they stay in compliance with the program's "scholar house" requirements. Ms. Inman has now been on board for approximately three weeks.

The Learning Villa. The Learning Villa is moving along quite nicely, reported Ms. Boling. The street to the complex was supposed to have been put in the previous week, but that has not occurred as yet. As soon as the road into the complex is completed, Ms. Inman will be moving her office onto the Eighteenth Street site. She has been working out of the Lincolnshire office, but that space is very limited.

Approximately forty (40) applications have been taken for the fifty-six (56) two-bedroom apartments at The Learning Villa. Eleven (11) of those applications have been completed to the point of readiness to be sent to Kentucky Housing Corporation for its final approval. There are several processes that an application must go through before being approved, said Mr. Boling. It takes approximately two (2) hours just for an applicant to complete all of the paperwork necessary. After all of that is completed, it must be faxed to Homeland, Leitchfield, Kentucky, the tax credit management firm; Ohio Housing Capital Corporation, Columbus, Ohio, the equity provider; Kentucky Housing Corporation, Frankfort; and the Housing Authority of Owensboro for all those entities to review it. Ms. Boling reported that the hope that the eleven applicants that have already made it to KHC will be the complex's first move-ins.

Lincolnshire Apartments/Lincolnshire North Apartments.

Lincolnshire Natural Gas Lines. Moore Pipeline inspected the gas lines on April 15th. As reported at the April Board Meeting, there was a short found in the ground at Lincolnshire North. Moore Pipeline will be coming back to run other tests, but have not returned as of yet. All manuals have been received and all tests are currently being conducted by the staff.

Section 8 Expiring Contracts. It is the time of year again for work to begin on the contracts for Lincolnshire/Lincolnshire North. The contracts expire in November, so all of the paperwork must be submitted beginning this month.

Kentucky Housing Corporation (KHC) Section 8 Monitoring Review. Ms. Boling said she had received notice on Friday that KHC staff will be here on July 15th for their annual monitoring of both Lincolnshire/Lincolnshire North Apartments. The staff is working on all of the documentation that must be in order when they arrive, along with making sure the outside of the units are in good shape.

Lincolnshires' Vacancy Report. The vacancy rate at Lincolnshire/Lincolnshire North remains very good, said Ms. Boling. Currently, there are only five (5) of the 208 apartments vacant, she said.

Possible Earthquake Damage. Contractors are currently working at Lincolnshire Apartments on two (2) buildings where the brick and the landings have separated since the April 18th earthquake. Ms. Boling said that most do not think the earthquake had anything to do with the problem, although it probably did make the situation a bit worse. The Lincolnshire staff members perform periodic inspections on the

property and all units, and the current issues relating to landings/brick separations were not that prominent before the quake.

ADJOURNMENT

Mr. Hatfield asked if anyone had more business and everyone said no.

There being no further business,

A motion was made to adjourn the meeting. There being no objection, the meeting adjourned at 12:30 p.m.