

Developmental Disability Services of Jackson County ~ eitas
Property Committee Meeting
October 19, 2011

Topic/Issue	Minutes	Summary of Action Taken or Pending								
Attendance	Barbara Winkler, Don Saxton, John Humphrey, Tammy Kemp, and Tammy Flores, Board Members. Robbie Makinen, Absent. Kathy Marlatt, Amanda George, Nancy Nicolaus, Marvin Blake, Jake Jacobs and Kathleen Ganaden, Staff. No Guests.									
Call to Order	Don Saxton, Property Committee Chair called the meeting to order at 4:57 PM at the Administrative offices of Developmental Disability Services of Jackson County located at 8511 Hillcrest, Kansas City, Missouri.									
Update on Properties –	Marvin Blake, Facilities and Maintenance Coordinator came before the committee to present his monthly report on eitas facilities. Mr. Blake opened his report by sharing that preparations continue for the upcoming winter months. Mr. Blake is also following up on any insurance requirements mandated for the properties and doing general maintenance.	Information								
New Business	<p>Jake Jacobs, Executive Director and Marvin Blake presented to the Property Committee a listing of FY2012 Repairs and Renovations – Budget Items.</p> <p style="text-align: center;"><u>Repairs</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Blue Valley Workshop</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Parking lot seal; door repairs; new water heater</td> <td style="text-align: right;">\$ 4,500 Estimated Cost</td> </tr> <tr> <td colspan="2">JobOne – Blue Springs Workshop</td> </tr> <tr> <td style="padding-left: 20px;">Parking lot seal and re-stripe</td> <td style="text-align: right;">\$ 3,000</td> </tr> </table>	Blue Valley Workshop		Parking lot seal; door repairs; new water heater	\$ 4,500 Estimated Cost	JobOne – Blue Springs Workshop		Parking lot seal and re-stripe	\$ 3,000	
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New Business Continued	<p>JobOne – Independence Workshop Parking lot seal and re-stripe \$ 3,000 Estimated Cost</p> <p>Southeast Workshop Parking lot seal and re-stripe, exterior paint; stucco and cement repairs \$21,000</p> <p>UCP – Southwood Home Minor plumbing repairs; heat detectors; deck repair \$ 2,100</p> <p>UCP – 36th Street Driveway repairs \$ 2,200</p> <p>Special Neighbors – Marlow House Exterior paint; new handrails \$ 3,800</p> <p>Special Neighbors – Nolen Manor Home Repair shower floors; install back patio \$ 6,900</p> <p>Special Neighbors – White Oaks Tree removal (14) \$3,800</p> <p>Special Neighbors – Manor House Repair front walk; exterior paint; repair doors \$ 4,800</p> <p>Developing Potential – Prospect Repair exterior doors \$ 4,500</p> <p>Developing Potential – Independence Re-surface parking lot; new bumper blocks* \$31,000</p> <p>Rainbow Center Replace flooring; seal parking lot \$ 6,900</p>	Information

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New Business Continued	8508 Hillcrest Repair parking lot; remove dead trees	\$ 4,000	
	8511 Hillcrest Update First Floor Entry	\$ 9,500	
	D.O.T. Repair parking lot; exterior paint	<u>\$ 7,000</u>	
	Total	\$118,000	
	<u>Renovations</u>		
	JobOne – Grandview Workshop Workshop renovation (carry-over funds from 2011)	\$319,054	
	Blue Valley Industries Workshop storage building addition (carry-over funds from 2011)	<u>\$398,000</u>	
	Total	\$717,054	
	D.O.T. Expansion of bus and staff parking lots	Bidding	
	8508 Hillcrest Modifications for Training office	\$11,000	
	<i>*May be able to accomplish out of 2011 budget</i>		

