

HCDPA
MEETING OF THE BOARD OF DIRECTORS

Monthly Meeting
September 13, 2018
1 North Front Street – 2 PM

Meeting Minutes

Present:

Rick Rector
Eileen Halloran
Alan Weaver
Walter Chatham
Tiffany Garriga

Audience:

Tom DePietro
Carole Osterink
Linda Mussman

1. CALL TO ORDER The meeting comes to order at 2:05 PM.

2. MINUTES

a) Approval of August 2018 Minutes
Rick MOTIONS to accept with Tiffany's changes. Walter SECONDS. ALL IN FAVOR. MOTION PASSED.

3. FINANCIAL REPORT

a) Approval of Financial Statements.
Galvan Asset Mg. Formerly HR have satisfied the \$22K revolving loan. Andy is preparing the paperwork.

Tiffany asks about the Betty Johnson Section 8.
Alan MOTIONS to accept the Financials. Rick SECONDS. ALL IN FAVOR.
MOTION PASSED.

4. NEW BUSINESS

a) Shared Services Agreement- HDC & HCDPA – Walter has not met with John Gilstrap yet. Walter requests that Branda prepare a letter to John Gilstrap before there is any further discussion of the agreement. Rick adds that Andy should be included on this letter.

b) Appraisals from Concra
Lot #1 - 202-206 Columbia Street—Tiffany states that there was interest from Habitat from Humanity before. And we could see if they are interested.

Lot #2 - 238 Columbia – Property is small and does not meet the zoning requirements for multiple dwellings, but is ok for one dwelling.

Lot# 3 - 6-14 State Street

Lot #4 2-4 Warren Street, 6-12 N. Front Street

The board discusses the potential of selling the land individually, or bundled, and make sure we are fulfilling the mission.

Walter thinks it might be advantageous to dispose of 3 of the 4 parcels (not Lot 4). With the Warren Street property we could work with the city to do multiple housing units. Eileen wonders how we will do an RFP or bid. They discuss the complexity and difficulty with the RFP. Walter suggest that if we do the RFP we can gauge the interest. The board wonders who will handle the workload and the board will have Branda pull the RFP draft together for 1 to start. The board would like to offer for sale lot #2 as a bid.

We need to go back to the appraiser on Lot#3 as there is frontage there that is not included. Mill and New used to come down, but there's no road there now, but there used to be.

Walter's office will put together a nice brochure for the RFP.

The board discusses potential RFP parameters.

Walter MOTIONS that Lot 2 will be put up for sealed bid sale. Alan SECONDS. ALL IN FAVOR. MOTION PASSED.

Walter clarifies to the board that when the bids come in, they get to decide. With the RFP we get to have control.

Rick MOTIONS that the mission statement is included but is not a condition for the sale of lot 2. Walter SECONDS. ALL IN FAVOR. MOTION PASSED.

Rick MOTIONS that lot 1 will go out to RFP. Tiffany SECONDS. ALL IN FAVOR. MOTION PASSED.

5. OLD BUSINESS

- a) HCDPA/CITY Land Swap—Update—in process.
- b) 214 Prison/213 Columbia Sale—in process.

6. PUBLIC COMMENT

Linda Mussman: She feels that the previous habitat builds have used a lot of land, and offer less housing. The yards are large. Alan points out that there are zoning requirements and that's why the dwellings are small.

Linda asks about the board appointments and the board explains that they are all on the board as ex-officio. The board discusses the potential for adding more members.

The board discusses whether or not they can accept donations.

7. ADJOURNMENT

Alan MOTIONS to adjourn at 3 PM. Eileen SECONDS. ALL IN FAVOR. MOTION PASSED.