

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Special Board Meeting
November 12, 2008 @ Grayling Senior Center

The meeting was called to order at 8:36 a.m. by Chairman Mahank.

Board members in attendance: Mike Lange, Jack Mahank, Dean McCray, Linda Munsey, Helen Nolan, Howard Taylor and Don Williams.

Board members absent: None.

Also in attendance: Director Snyder, Melanie Conway, Chris Davis, and guests.

The Pledge of Allegiance was led by Don Williams. The invocation was offered by Helen Nolan.

AGENDA - Motion by McCray, supported by Williams, to accept agenda. Ayes (7) seven, nay (0) none. Motion carried.

Review of Site Options Study & Programming Review from Lifespan Design Studio – Square footage portion of the study was reviewed and discussed. Director noted Item #27 regarding shared office space has been changed from 3 staff members to 6 staff members and to 500 square feet.

Discussion regarding the importance of volunteerism and the current lack of volunteers. Board member, Howard Taylor noted it is difficult to obtain and keep volunteers without a paid volunteer coordinator position.

The Pros and Cons for each site were reviewed.

Fish Hatchery Site: Con listed is the topography of the proposed parking lot; however, some board members felt that a beautifully landscaped parking lot may actually be a pro. It was noted additions can be added to the fish hatchery building as requirements to maintain the site as a historical site only pertains to existing building and not to additions.

Eagles Site: The Director will be meeting with the Road Commission before the next COA board meeting to determine the availability of additional property adjacent to the Eagles building. Concern regarding whether there will be enough room for future expansion even with the additional road commission property.

Township Park Build New Site: Director will be attending a township meeting on November 19, 2008 to determine if additional property is available. Director will also schedule a meeting with the city, and possibly the DNR, regarding use of surrounding land. The current site is 1.37 acres, and the township property on the west side of river is 3.4 acres. The amount of land available must be determined to decide if land available will support current and future needs.

VFW Build New Site: This property is 4.3 acres. Director noted that if this becomes the top choice, there would need to be discussions regarding life-long lease, etc. since this property cannot be "sold". It was noted there are a lot of run-down buildings in this area that may deter potential people from attending the center. This land is part of the township, not the city. Discussion regarding feasibility of bringing water/sewer across the road.

Director reiterated the statement by Lifespan stating issues such as “perceived safety, traffic density, convenient, user-friendly parking, ease of navigating the site and building, curb appeal, interior ambiance, etc. should not be underestimated”.

It was noted the cost estimate of the new site does not include design fees. Total design fees are projected at approximately 8% of the project cost and would need to be added to the projected cost.

Director noted many costs are included in the cost estimate of the new site, such as “gas fireplace, clock system, PA system, security system, etc.” These items were not included in the cost estimates of the other sites. The other sites may be lower because the costs are not as inclusive as the fish hatchery estimate or Lifespan Design’s new site estimate. Another thing to consider is the build new site and the Eagles site are based on 8,000 square feet. The fish hatchery is based on 10,500 sf and Lifespan Design’s new site is based on 12,600 square feet.

Break at 9:50 a.m.

Reconvened at 10:10 a.m.

Completion of Due Diligence Process for New Site Selection – Due Diligence Process

Spreadsheet and point system were reviewed.

Walkability was based on a website tool determining how walkable the site is to businesses. A score under 50 fits into a car-dependent category. Board felt an important aspect is to determine how easily seniors can get to the new site. Housing Density was the number of houses that will be immediately surrounding the site. There was discussion regarding the “campus” that is developing by the hospital/school, etc.

It was noted there are many costs in the fish hatchery cost that are not taken into consideration in the costs of the other sites. Director will contact Lifespan Design Studio, the City of Grayling, as well as other providers, to obtain information on estimated operating costs.

Board members analyzed the point system for each category and assigned ranking values. The criteria Major Repairs was removed and 5 points were moved to Intangibles. The criteria Walkability was removed and the 3 points were given to a new criteria in the Location category called Service Availability.

PUBLIC COMMENT - There was no public comment.

ADJOURNMENT

Motion by Lange, supported by McCray, to adjourn. Ayes (7) seven, nay (0) none. Motion carried. Meeting adjourned at 11:30 a.m.

Jack Mahank, Chairperson

Chris Davis, Recording Secretary