

PRODUCTIVE LIVING BOARD
RESIDENTIAL SERVICES COMMITTEE CONFERENCE CALL
MINUTES

Thursday, May 27, 2010

Office of Productive Living Services
121 Hunter Avenue, Suite 200
St. Louis, Missouri 63124

COMMITTEE MEMBER PRESENT:

David L. Ruecker

COMMITTEE MEMBER PRESENT VIA CONFERENCE CALL:

Eugene H. Fahrenkrog

COMMITTEE MEMBER ABSENT:

Dennis J. Buhr, Committee Chairman

OTHER BOARD MEMBERS PRESENT:

Marsha J. Bonds
Sarijane M. Freiman
Keidra McNutt

STAFF MEMBERS PRESENT:

Joyce Prage, CPA, Executive Director
Don Kaufmann
Kim Kopff
Amy Meyer
Jennifer Schicker
Sheila Simmons
Kathy Williams

GUESTS PRESENT:

Debbie Gillespie, Adapt-Ability, Inc.
Amy Ficklen, Adapt-Ability, Inc.
Caroline Fullerton, Adapt-Ability, Inc.
Judy Grainger, Life Skills
Lydia Rasis, Rainbow Village Property, Inc.
Jim Guyre, Valley Industries

A quorum was called and due notice had been published. Ms. Prage conducted a telephone conference call with the committee members on Thursday, May 27, 2010. Mr. Ruecker called the meeting to order at approximately 2:45 p.m.

Board Action Items:

1. Rainbow Village Properties, Inc. – Request for Down Payment Assistance - (PLB Project #1301/10)

The Residential Services Committee recommends that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1301/10, for residential down payment assistance to purchase a residence for up to three St. Louis County consumers at an amount not to exceed \$9,800 per consumer, for a total amount not to exceed 30% of the lesser of the negotiated purchase price of the property or the appraised value of the property, from the PLB Housing Development Fund for the period of June 14, 2010 through September 30, 2010 with the following contingencies:

- **The distribution of funds is subject to a second priority deed of trust, loan agreement, and promissory note equivalent to the PLB resources invested in this property.**
- **Prior to the release of PLB funds, the Agency shall provide the PLB with copies of all addendums to the sales contract.**
- **Prior to the release of PLB funds, the Agency shall provide the PLB with a copy of an independent appraisal of the property.**
- **Prior to the release of PLB funds, the Agency shall provide the PLB with written information regarding the proposed residents and written commitment for funding support in the form of DMH/St. Louis Regional Center "Service Authorization" for each St. Louis County consumer.**
- **Prior to the release of funds, the Agency shall provide assurances that the property meets applicable standards of the Missouri Department of Mental Health and local ordinances.**
- **All policies regarding down payment assistance shall apply.**

2. Rainbow Village Properties, Inc. – Request for Renovations – (PLB Project #1301/45)

The Residential Services Committee recommends that the Board approve a grant to Rainbow Village Properties, Inc., PLB Project #1301/45, for renovations in an amount not to exceed \$21,920 from the PLB Housing Development Fund for the period of June 14, 2010 through September 30, 2010 with the following contingencies:

- **All PLB policies regarding Housing Renovations and Repairs shall apply.**
- **Partial lien waivers shall be obtained for all materials and services as invoiced with a final lien waiver upon final invoicing.**
- **PLB General Guidelines for Policies Related to Capital Items shall apply.**

There being no further business, the Residential Services Committee adjourned at approximately 2:55 p.m.

Respectfully submitted,

Kim Kopff
Director of Program Services and Quality
Office of Productive Living Services

As recorded by Lillie Gray, Secretary

The above minutes were reviewed and approved by David L. Ruecker, Board Chairman.