



Location Team (BOF/BO) – May 11, 2023

Our mission: To be a compassionate, welcoming community that nurtures spiritual growth and practices justice.

Meeting Minutes

Attending: John Helmers, Greg Turosak (team lead), Ann Hutton, Kim Reid, Dave Pesch, Walt Rothwell

- 1. Call to order/reading/chalice lighting.** Greg called the meeting to order and provided a reading. The chalice was lit.
- 2. Closing recap.** John said that all the documents related to purchasing the Viola Road property have been signed and everything went to the title company yesterday. We're waiting for the deed, and John expects the deed to be in hand next week.
- 3. Pre-development planning recap.** Dave said that nothing came up at the May 4 meeting with the city that would be problem for us continuing to develop the Viola Road site. One surprise was that we had assumed we would get right-in/right-out access from East Circle Drive; now, it appears that we have to prove we would need the access based on a traffic study. John said that if we got access, we'd also likely have to pay for a deceleration lane. For now, the only access will be from Centurion Court N.E. Among the other issues to sort out regarding the Viola property are: the name for our private street; how much of a setback required from Viola Road, which would impact where the parking lot and building could be located; a potential trail requirement; annexation – partial or in total; storm sewers; responsibility for the containment pond. Dave said we need a plan encompassing all of the development issues. Dave and John will team up to handle the plan; Dave already has a good start. All this is heading toward a development agreement with the city, a process that will take several months.
- 4. Easements on current property.** John explained that F&M Community Bank, with whom we have a loan to purchase the Viola property, has identified some easement issues with our Walden Lane property that we will need to address before selling our current property. These include: the shared driveway apron that provides access to both our parking lot and the back of the neighboring Jehovah Witnesses' property; a 20-foot-wide strip along the east side of our parking lot. That easement was granted years ago to the neighboring lot for provision of sewer and water services. Sometime later, the neighboring church filed a quit-claim deed with the city for that easement, even though that church was not in a legal position to do so because they do not own the land that the easement is on. John suggested that we hire an attorney to sort out and resolve the easement issues, and he said he would ask for the Board's OK to do so at the next meeting.
- 5. Timeline of activities.** Ann walked the group through a detailed calendar of activities related to a host of building matters between now and an anticipated move-in date of September 2025.
- 6. Plan for our team going forward.** Greg said we have meetings on the calendar every Thursday, at least through the end of June. Whether we meet every week or every other week depends on whether we need to. Greg will send out an agenda in advance of each meeting and will take notes at meetings, unless someone else offers to.

7. **Hiring an engineer.** John said that he and Dave are familiar with and are comfortable with the people at Widseth, a civil engineering firm, and suggested that we engage them for work related to land surveying, development planning and civil engineering services. John said that Locus, our architectural firm, has structural and mechanical engineers with whom they work and would be happy to work with whoever we identify as civil engineers. Greg and Gail suggested we look at two firms – as we did in deciding upon an architect. John said he would bring the matter up at the next Board meeting for their decision on how to proceed.

8. Adjourn

Next meeting: May 18 or May 25

Respectfully submitted, Greg Turosak (team lead)