



**WHEAT RIDGE HOUSING AUTHORITY
MINUTES
January 25, 2011**

1. CALL MEETING TO ORDER

The meeting was called to order by Chair Brungardt at 4:00 p.m. in the City Council Chambers of the Wheat Ridge Municipal Building, 7500 West 29th Avenue, Wheat Ridge, Colorado.

2. ROLL CALL

Authority members present: Cheryl Brungardt
Joseph DeMott
Kathy Nuanes
Janice Thompson

Authority members absent: Katie Vanderveen

Others present: Sally Payne, Deputy Director
Betty Maybin, Cornerstone Realty
Larry Nelson, Cornerstone Realty
Dick Matthews, WHRA Accountant
Ann Lazzeri, Recording Secretary

3. APPROVAL OF MINUTES – September 28, 2010 and October 12, 2010

It was moved by Janice Thompson and seconded by Kathy Nuanes to approve the minutes of September 28, 2010 as presented. The motion carried unanimously.

It was moved by Kathy Nuanes and seconded by Joseph DeMott to approve the minutes of October 12, 2010 as presented. The motion carried 3-0 with Janice Thompson abstaining.

4. OFFICERS REPORTS

There were no officer reports.

5. PUBLIC FORUM

There were no members of the public present.

6. **NEW BUSINESS**

A. **Resolution 01-2011 – Presentation and approval of 2011 budget.**

Mr. Matthews reviewed the 2011 budget for the Housing Authority. He stated that both he and Sally Payne had been under the impression that Jefferson County Housing Authority (JCHA) would collect rents and pay expenses for the property recently purchased by WRHA. In fact, JCHA will be managing the rents but WRHA will receive the net rent monies. It will be necessary to amend the budget when net income and expenses are known for these properties.

It was moved by Kathy Nuanes and seconded by Joseph DeMott to approve Resolution 01-2011 enacting a budget and appropriation for the year 2011. The motion carried 4-0.

Mr. Matthews stated that Wendy Swanhorst, who has performed audits for WRHA in the past, informed him that if the Authority's level of income is under \$500,000, the annual audit can be waived. She has estimated that her fee would not exceed \$1,000 to prepare information and apply for a waiver of the audit.

It was moved by Joseph DeMott and seconded by Janice Thompson to direct Wendy Swanhorst to prepare a compilation financial statement and application for exemption from audit. The motion carried 4-0.

B. **Resolution 02-2011 – Establishing a designated public place for the posting of meeting notices as required by the Colorado Open Meetings Law.**

Chair Brungardt read Resolution 02-2011 into the record.

It was moved by Janice Thompson and seconded by Joe DeMott to approve Resolution 02-2011 establishing a designated public place for the posting of meeting notices as required by the Colorado Open Meetings Law. The motion carried 4-0.

C. **Update on JCHA single family home purchase**

Sally Payne reported that a contract has been executed for WRHA to purchase several homes from JCHA using CDBG funds. Closing is tentatively set for February 18, 2011. Two or three properties will be vacant and ready for rehab. For a fee, JCHA has agreed to manage leases for the remaining properties until such time as WRHA is ready to rehab. Lease income received by WRHA will be used toward rehab. Alan

Feinstein from JCHA indicated he would talk to his rehab person to see if he would be willing to do the bid specs for the properties. Cheryl Brungardt has also talked to Wheat Ridge 2020 about their willingness to help with bid work and rehab.

Joseph DeMott stated that he would be willing to serve as a project coordinator for this rehab project only as a learning process for him.

D. EXECUTIVE SESSION - Parfet Street Notice of Claim

It was moved by Kathy Nuanes and seconded by Joseph DeMott to enter into executive session on January 25, 2011 to determine positions relating to matters that may be subject to negotiations, develop strategies for negotiation and/or instruct negotiators pursuant to C.R.S. 24-6-402(4)(e) specifically related to a notice of claim related to 3884 Parfet Street. The motion carried 4-0.

The regular meeting was adjourned to executive session at 4:45 p.m.

The executive session was convened at 4:47 p.m.

The executive session was adjourned at 5:18 p.m.

The regular meeting was reconvened at 5:19 p.m.

Those attending the executive session were:

Cheryl Brungardt, WRHA
Joseph DeMott, WRHA
Kathy Nuanes, WRHA
Janice Thompson, WRHA
Sally Payne, Deputy Director
Betty Maybin, Cornerstone Realty
Larry Nelson, Cornerstone Realty
Ann Lazzeri, Recording Secretary

7. UNFINISHED BUSINESS


There was no unfinished business to come before the Authority.

8. OTHER

There was no other business to come before the Authority.

9. **ADJOURNMENT**

It was moved by Janice Thompson and seconded by Joseph DeMott to adjourn the meeting at 5:25 p.m. The motion carried 4-0. The next meeting is scheduled for February 22, 2011.


Cheryl Bungardt, Chair


Ann Lazzeri, Secretary