



**Minutes of Meeting
October 25, 2011**

1. CALL THE MEETING TO ORDER

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

2. ROLL CALL OF MEMBERS

Authority Members Present: Cheryl Brungardt
Joseph DeMott
Katie Vanderveen

Staff Members Absent: Kathy Nuanes
Janice Thompson

Staff Members Present: Sally Payne, Deputy Director
Larry Nelson, Cornerstone Realty
Betty Maybin, Cornerstone Realty
Henry Wehrdt, Jeffco Housing Authority
Doug Knop, Jeffco Housing Authority
Ann Lazzeri, Recording Secretary

3. APPROVAL OF MINUTES – September 27, 2011

It was moved by Joseph DeMott and seconded by Katie Vanderveen to approve the minutes of September 27, 2011 as presented. The motion carried 3-0.

4. OFFICER REPORTS

There were no officer reports.

5. PUBLIC FORUM

No members of the public were present.

6. NEW BUSINESS

A. JCHA Proposal for Nelson Street

Henry Wehrdt and Doug Knop reviewed the cost estimate report for rehab of the three-bedroom, one-bath property at 4035 Nelson Street. Estimate to rehab the property is \$55,215.

There was consensus for Mr. Wehrdt and Mr. Knop to solicit bids for rehab of property at 4035 Nelson Street. Bids will be sent electronically to Authority members.

B. JCHA Updates on High Court and Moore Street

Henry Wehrdt and Doug Knop reported on rehab progress at 3695 High Court. Completion is still scheduled for some time in November.

Henry Wehrdt and Doug Knop reported on rehab progress at 3891 Moore Street. Drawings of framing work for the addition are ready to be submitted to the City. Work will resume when permits are received.

C. Yarrow Street

Mr. Wehrdt commented that this property was left in extremely good shape and won't require as much rehab as the Nelson Street property. The attached garage has been converted into a room. The lot is large enough to accommodate a detached garage at some time. Direction was given to prepare one bid including replacement of kitchen cabinets and one without replacement. It was decided not to include a detached garage in the bid.

The possibility of bundling bids for the Yarrow and Nelson properties was discussed with a consensus to direct Mr. Wehrdt and Mr. Knop to bundle the bids. Information will be relayed electronically to Authority members. It is hoped to have a walk-through in December.

7. UNFINISHED BUSINESS

There was no unfinished business to discuss.

8. OTHER

- Larry Nelson reported that there have been several showings, but no contracts, on the property at 5610 West 36th Place. At Mr. Nelson's request, there was consensus to direct Cornerstone Realty to lower the price to \$195,000 if not sold in two weeks.
- Larry Nelson reported that the Authority can use Program Income for down-payment assistance to help people with the purchase of the homes where CDBG was utilized. These funds will be funded through CHAC. \$10,000 CHAC funds are also available for down-payment assistance as well as \$5000 for closing costs.
- Sally Payne reported that everything has been removed from the first floor of the Fruitdale building. Patrick Eidman is working on the assessment. Roof replacement for the building should be complete by the end of November.
- In response to a question from Joseph DeMott, Sally Payne replied that it had been decided to wait on the Fruitdale stakeholders committee until after CPI has done its assessment.
- It was decided to meet on November 22 and cancel the meeting of December 27th. Sally Payne will check with absent members to see if they are available for a November 22nd meeting.

9. ADJOURNMENT

It was moved by Katie Vanderveen and seconded by Joseph DeMott to adjourn the meeting at 5:06 p.m. Motion carried 3-0.


Cheryl Brungardt, Chair


Ann Lazzeri, Secretary