



**Minutes of Meeting
January 22, 2013**

A. CALL THE MEETING TO ORDER

The meeting was called to order at 4:02 p.m. by Chair Brungardt in the City Council Chambers of the Municipal Building, 7500 West 29th Avenue, Wheat Ridge, Colorado.

B. ROLL CALL OF MEMBERS

Authority Members Present: Cheryl Brungardt
Gayle Miller
Janice Thompson
Zachary Urban
Joe DeMott

Also Present: Sally Payne, Deputy Director
Betty Maybin, Cornerstone Realty
Larry Nelson, Cornerstone Realty
Harry Wehrdt, JCHA
Kim Waggoner, Recording Secretary

C. APPROVAL OF MINUTES October 23, 2012

It was moved by Janice Thompson and seconded by Gayle Miller to approve the minutes of October 23, 2012 as written. Motion passed 3-0 with Zachary Urban abstaining.

Chair Brungardt introduced the others who were present and also stated we have a new member, Zachary Urban who was appointed by the Mayor. Ms. Brungardt welcomed Mr. Urban to the Board.

D. OFFICERS REPORTS

There were no officers reports.

E. PUBLIC FORUM

Farhad (Fred) Razdi, FBR Construction, 8501 E. Grand Ave., Denver, CO 80237

Mr. Razdi thanked the Authority for their time and expressed his appreciation for the opportunity to speak. FBR Construction has been in business for 15 years. The firm has done all kinds of work for rehab and Neighborhood Stabilization Program (NSP) programs in different cities. Mr. Razdi stated FBR bid on Wheat Ridge Housing Authority projects in recent months. He wanted to inquire as to why his firm was not chosen to do rehab work when they were the lowest bidder. Preparing bids takes a lot of his and his subcontractor's time. Mr. Razdi was told he was not chosen because the Authority was not familiar with his work. How can the Authority become familiar with his work when he is not hired? He stated the Authority could go to other cities to see the type of work he has done.

Sally Payne explained that the funds being used to rehab these properties are federal dollars granted to the Authority from Jefferson County. The Authority needs to follow the County guidelines on how the funds are spent and how contractors are chosen. The Authority is not required to select the lowest bidder. Ms. Payne explained there are many contractors that bid on the projects that are not selected. The Authority understands and appreciate it takes time to prepare bid proposals.

Mr. Razdi stated he did not understand why he was invited to bid and was not chosen. Cheryl Brungardt said many contractors are invited to bid and there is not guarantee a contractor will be selected. The decisions are not based on price.

For the record, Joe DeMott joined the meeting at 4:11 p.m.

Mr. DeMott apologized for being late. He stated he understands Mr. Razdi's frustration but the goal of the Authority is to rehab the homes quickly. The Authority is familiar with certain contractors that have done work for us before. The Authority does not necessarily pick the lowest bidder and it has nothing to do with personalities or the contractor's time. The Authority appreciates every contractor's time who bids on properties. The Authority generally does not know or meet the contractors that bid on the properties so that is not a basis for decisions. Henry Wehrdt, the Construction Manager for the Authority, presents all the bid proposals that are received for review by the Authority.

F. NEW BUSINESS

1. Update on single family homes

Larry Nelson stated 4530 Yarrow St. is under contract. It was on the market for four months. There were two offers last weekend. Closing is scheduled for February 6th. Henry Wehrdt said the final inspection tasks will be complete by January 25th.

Larry Nelson reported on 3450 Upham St. Final touch up work is being done by the contractor and a Certificate of Occupancy is needed from the Building Department and then it will be ready to go on the market.

Henry Wehrdt reported that 7910 W 46th Ave. is about 50% complete with approximately 30 to 45 days to completion. The remaining items to be done are installation of the kitchen cabinets and flooring. Sally Payne mentioned this home is fully ADA compliant and will be marketed to the Wounded Warrior Program which assists disabled veterans find accessible homes. The rehab of the property is tentatively planned to be featured on "Top of the Hour" on Channel 8 to provide information to the community about the work of the Authority.

Mr. Wehrdt distributed the bid specifications for the rehab of 4330 Upham St. The floor plan was reviewed by the Authority. The house was originally a three bedroom, one bath. A three quarter bath is being added. The street parking is restrictive so the driveway was extended. Cheryl Brungardt stated it looks standard to what the Authority has done in the past. Mr. Wehrdt said this rehab is consistent with the rehab on the other six homes. He asked if the potential purchaser can re-coop the rebate for the energy star products. Rebates are involved with the furnace/AC, windows and toilets. Larry Nelson will check on the rebate issue and provide a follow-up at the next meeting.

It was moved by Janice Thompson and seconded by Zachary Urban to approve the bid proposal for 4330 Upham St. The Motion passed 5-0.

2. Election of Officers

Janice Thompson nominated Cheryl Brungardt for Chair. Joe DeMott nominated himself. Joe DeMott stated the Housing Authority is the most rewarding work he has done since being on City Council. He stated he would love to be the chair. Janice Thompson asked Cheryl Brungardt if she would be vice chair for which she agreed. Zackary Urban seconded the motions.

The Motion passed 5-0 for Joe DeMott as Chair and Cheryl Brungardt as Vice Chair.

3. Resolution 01-2013, establishing a designated public place for the posting of meeting notices as required by the Colorado Open Meeting Law.

The resolution was read into the record by Cheryl Brungardt.

It was moved by Joe DeMott and seconded by Janice Thompson to approve Resolution 01-2013, a resolution establishing a designated public place for posting meeting notices as required by the Colorado Open Meeting Law. Motion passed 5-0.

4. Fruitdale School

Sally Payne stated we received the final Historic Structural Assessment (HSA) for Fruitdale School. The Assessment details the structural deficiencies found in the building and assigns costs and priorities to them. The first priority item will be to prepare construction documents to address the identified deficiencies. Ms. Payne stated that an application was submitted to the State Historic Fund for grant funds to hire a consultant to prepare the construction documents. The Authority was notified that the grant was awarded for a total amount of \$44,000. The grant amount is \$32,000. The Housing Authority will need to match \$11,000 for the grant. Ms. Payne stated that she is working now to get under contract with the state. Once the contract is in place, we will move forward with hiring Slaterpaul Architects (who prepared the Historic Structure Assessment) to complete the construction documents.

Ms. Payne then went over the HSA in more detail. The Assessment is broken down into Critical, Serious and Minor Deficiencies. A phasing plan is included which recommends addressing the most critical deficiencies first which help prevent any further deterioration of the building. The total estimated amount to address all deficiencies identified in the HSA is \$2.2 million.

The nomination for the Fruitdale building has been submitted to the National Park Service for consideration for inclusion on the National Register of Historic Places. Feedback from the State and Colorado Preservation Inc. is that they feel confident the building will be accepted. If so, it would open the door for historic tax credits and other grant and funding opportunities.

Ms. Payne reminded the Authority of the other issues with the building which include the reverter clause, zoning, and replatting. The possibility of housing should be reconsidered for the building since the mission of the Authority is housing not historic preservation. Funding partners and other sources of grant funds should be pursued. The Authority should also consider the possibility of forming a 503-C in order to accept donations for the building. Janice Thompson stated the Authority shouldn't spend a lot more money until we address the reverter clause.

For the record, Gail Miller departed the meeting at 5:37 p.m.

G. UNFINISHED BUSINESS

There was a brief discussion by the Authority regarding the hiring of contractors for rehab work. Joe DeMott stated it can be difficult to judge the work of contractors depending on the original condition of the home.

H. OTHER

There was no other business to come before the Authority.

I. ADJOURNMENT

It was moved by Joe DeMott and seconded by Zachary Urban to adjourn the meeting at 5:44 p.m. Motion carried 4-0.

Next meeting will be February 26, 2013.



Joseph DeMott, Chair



**Kim Waggoner, Recording Secretary
(Minutes Preparation)**