



**Minutes of Meeting
March 26, 2013**

A. CALL THE MEETING TO ORDER

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

B. ROLL CALL OF MEMBERS

Authority Members Present: Jennifer Walter
Zachary Urban
Joe DeMott

Authority Members Absent: Janice Thompson
Gayle Miller

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

Chair DeMott introduced new member Jennifer Walter. Each attendee introduced themselves to Ms. Walter.

C. APPROVAL OF MINUTES: February 26, 2013

Approval of the minutes was postponed due to lack of members in attendance.

D. OFFICERS REPORTS

There were no officers reports.

E. PUBLIC FORUM

No members of the public were present to address the Authority.

F. OLD BUSINESS

1. Audit Exemption

Mr. Matthews stated the Housing Authority has to report to the state. If the sales and assets are low enough the Housing Authority can submit an audit exemption and that fulfills the reporting requirement. The document requires a minimum of 3 signatures from Authority members. The attending members signed the audit exemption as it was due at the end of the month.

2. Revised 2013 Budget

Mr. Matthews presented the revised budget. The line item for Ending cost of Units for 2012 changed due to the sale of one of the single family homes. Therefore the same line item for the 2013 budget changed also to reflect the same number.

Mr. DeMott asked if the Ending Fund Balance reflected the CDBG money. Mr. Matthews replied yes.

It was moved by Zachary Urban and seconded by Jennifer Walter to adopt the revised 2013 budget. Motion passed 3-0.

G. NEW BUSINESS

1. Election of Vice Chair

The election of Vice Chair was postponed due to lack of members in attendance.

2. Update on Single Family Home Rehab and Sales

Mr. Nelson presented the marketing flyer for 7910 W. 46th Ave. The house is completely ADA compliant. There is a program for down payment and closing cost assistance. CHAFA & CHAC have assistance programs available for buyers also. Mr. Nelson asked Sally if she could determine if the unused CDBG funds from the other homes could be allocated to this one. We are looking to market to a disabled person/family. The house will be ready in about 3 weeks.

Mr. Wehrdt stated he took photos at 7910 W. 46th Ave. with the most recent additions such as the back patio and sliding door. Though the home is ADA compliant there are no restrictions to sell the home to a non-disabled person.

The home at 4330 Upham St. is 30% done. It's coming along.

Mr. Wehrdt stated the Mayor had a meeting with Alan Feinstein of Jefferson County Housing Authority (JCHA) to talk about other properties. Then he explained the relationship of JCHA and WRHA. It's been a very good working relationship.

Mr. Urban asked if we have reached out to the Hero Alliance program about the marketing of the accessible home. Mr. Nelson stated yes and there are two people that may be possibilities. We are trying to determine if they qualify for a mortgage. Ms. Maybin stated the information was sent to Diane at DDRC and she has a lot of contacts. Mr. Wehrdt stated he reached out to other Housing Authorities and none of them are currently looking for an ADA compliant home.

3. Fruitdale School District

The discussion as postponed due to lack of members in attendance. A special meeting will be scheduled for this discussion.

Mr. Urban asked if this discussion will include the status on the grant application. Ms. Payne stated the staff at the State Historic Fund recommended we wait until we were further along with our current grant for creation of the construction documents.

H. OTHER

There was a brief discussion about confidentiality concerns with the properties being advertised on Channel 8. Mr. Wehrdt stated Channel 8's Top of the Hour program has filmed the progress of the rehabilitation of one of the properties to highlight the Housing Authority. Mr. Urban stated Channel 8 could advertise organizations such as Brothers Redevelopment, CHAC, CHAFA and others that provide homeownership education.

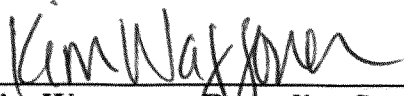
I. ADJOURNMENT

It was moved by Zack Urban and seconded by Jennifer Walter to adjourn the meeting at 4:45 p.m. Motion carried 3-0.

Next meeting will be April 23, 2013.



Joseph DeMott, Chair



Kim Waggoner, Recording Secretary