



**Minutes of Meeting
May 28, 2013**

A. CALL THE MEETING TO ORDER

The meeting was called to order at 4:05 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: Joe DeMott
Zachary Urban
Jennifer Walter

Authority Members Absent: Gayle Miler
Janice Thompson

Also Present: Sally Payne, Deputy Director
Larry Nelson, Cornerstone Realty
Ken Johnstone, Community Development Director
Kim Waggoner, Recording Secretary

C. APPROVAL OF MINUTES: April 23, 2013 (Postponed until 06/25/2013)

It was moved by Zack Urban and seconded by Jennifer Walter to postpone approving the minutes of April 23, 2013 to June 25, 2013.

Motion carried 3-0.

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

G. NEW BUSINESS

1. Update on Single Family Home Rehab and Sales

Mr. Nelson stated the home at 4330 Upham Street is under contract and will close on June 27, 2013. The ADA accessible home at 7910 W. 46th Ave. is also under contract and will close on July 10, 2013.

Mr. Nelson left the meeting at 4:10 p.m.

2. Fruitdale School Discussion

As directed by the board, Ms. Payne, Mr. Johnstone and the City Attorney reviewed the proposal from Wishneff & Associates. It has been decided this would not be the time to engage them in the project due to the requirements of the contract.

The Entasis Group has not yet responded to the request of an updated quote for building renovation into housing. Their business model has changed and this project type is not within their scope.

Ms. Payne contacted Mark Rinner for a new market study for housing. The quote for scope of work is \$9,500 including building demolition and redevelopment of housing units.

Ms. Payne stated she was contacted by Grant Bennett with Proximity Green. This firm does property development and consulting. Mr. Bennett offered services to prepare the property and building for market prior to an RFP.

Mr. Johnstone stated Grant did observe some of the same concerns that have been identified. Mr. Bennett provided some referrals and follow-up suggestions.

Mr. Johnstone stated RFQ and RFP examples have been gathered for review. There may not be any equity partners if a RFP is not executed.

Ms. Payne stated that Wishneff indicated they are interested in partnering with a local group in responding to a potential RFQ. They asked if the Housing Authority knows any other groups in Wheat Ridge that could manage the project and would benefit from their tax credit knowledge.

Mr. Johnstone stated he reached out to Councilman George Pond who may have some leads in terms of end users that might be interested in a satellite campus in Jefferson County. Other ideas may be identified during the review of the RFP's & RFQ's.

Mr. Urban stated the Arvada Center is going through a re-organization. They may be an appropriate organization for the building.

Mr. Urban asked if there is a way to solicit interest from special groups such as the Botanic Gardens and Arvada Center. Mr. Johnstone stated the Science and Cultural Facilities District that might have a list or some information. Ms. Payne stated the State Historic Fund also keeps lists of non-profit organizations.

Ms. Walter asked if the Housing Authority knows who responded to the RFQ issued by the school district in 2008. Ms. Payne stated the only group that responded was the Wheat Ridge Foundation on behalf of a children's group for performances.

Mr. Urban stated Mr. Rinner is using the data from the Entasis Group. He asked if they can provide any other information and if there are any other alternatives. Ms. Payne stated Mr. Rinner did the assessment in 2010.

Mr. Urban stated the highest and best use provided by an appraiser is not necessarily in line with historical worth.

Ms. Payne stated the construction documents will be complete this fall. Chair DeMott asked if water proofing is included to secure the building. Ms. Payne stated the construction documents will be very specific.

Mr. Urban asked what the intended end use within the construction documents is. Ms. Payne stated there is no end use identified. The documents will address mechanical/electrical systems and the exterior of the building.

Mr. Urban suggested requesting a lower price quote for the proposed appraisal with a quicker completion date from Mike Rinner.

The development alternatives provided by Mike Rinner were discussed.

Ms. Walter stated her interest in alternative #1. However, alternative #2 would provide information for the potential highest and best use for the building.

Mr. Urban suggested moving forward with alternative 1 and alternative 2 to acquire information for highest and best use and the value of the property within the scope. Ms. Walter agreed.

Mr. Johnstone stated the negotiations with Mike Rinner will continue.

Ms. Payne will contact the school district to have the playground equipment removed.

Ms. Payne will review the received RFP's from other organizations for projects.

H. OTHER

- There was a discussion about board member attendance. Mr. DeMott stated he and Ms. Payne have recently had a discussion about the attendance policy and recent member attendance. He requested the members to inform staff about vacations, etc. for the summer or any reason for non-attendance in advance if possible.

It was moved by Zack Urban and seconded by Jennifer Walter to cancel the meeting scheduled for June 25, 2013 due to the expected timing of the proposal from Mike Rinner. Motion carried 3-0.

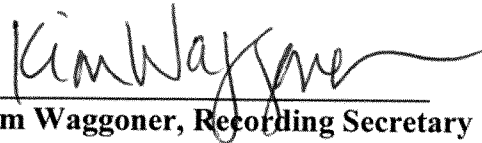
I. ADJOURNMENT

It was moved by Zack Urban and seconded by Jennifer Walter to adjourn the meeting at 5:29 p.m. Motion carried 3-0.

Next meeting will be July 23, 2013



Joseph DeMott, Chair



Kim Waggoner, Recording Secretary