



**Minutes of Meeting
April 22, 2014**

A. CALL THE MEETING TO ORDER

The meeting was called to order at 4:07 p.m. by Chair Thompson in the City Council Chambers of the Municipal Building, 7500 West 29th Avenue, Wheat Ridge, Colorado.

B. ROLL CALL OF MEMBERS

Authority Members Present: Thomas Abbott
Chad Harr
Tracy Langworthy
Janice Thompson
Jennifer Walter

Authority Members Absent: None

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

All attendees introduced themselves.

C. APPROVAL OF MINUTES: February 25, 2014

It was moved by Ms. Langworthy and seconded by Ms. Walter to approve the minutes of February 25, 2014 as written. Motion carried 4-0.

D. OFFICERS REPORTS

Chair Thompson stated Ann Wang, Treasurer of the Housing Authority toured the property at Otis Street to get an understanding of the rehabilitation process for the properties.

E. PUBLIC FORUM

No members of the public were present to address the Authority at this time.

F. NEW BUSINESS

1. Audit Engagement Letter

Mr. Harr joined the meeting at 4:11 p.m.

Ms. Payne stated a single transaction audit may be required for the \$650,000 that was returned to Jefferson County. The fee for the audit will range between \$5,000 and \$8,000.

It was moved by Ms. Langworthy and seconded by Mr. Abbott to sign the contract from Swanhorst & Company to complete the audit. Motion carried 5-0.

2. 2013 Year End Report

Ms. Payne reviewed the report.

Ms. Langworthy asked if the purchaser pays tax on the purchase price or the value of the property after the rehabilitation. Mr. Nelson stated the purchaser would pay tax on the value.

G. OLD BUSINESS

1. Update on Single Family Home Rehab and Sales

Mr. Nelson stated a construction contract has been signed with Jo-D Enterprises for the Otis Street property. The construction will be done late summer. He anticipates the house will sell quickly.

Mr. Nelson stated May 15 is the deadline to have a second home under contract with the CDBG funds. Mr. Nelson stated he has made offers on multiple homes and has been out bid on all of them. He provided details of an available townhome/half duplex that may be an option. Ms. Payne stated the contract with Jefferson County states "two single-family homes." The county staff stated the duplex could be considered for purchase due to the hardship of finding an affordable single family home to purchase.

There was discussion about the need of a party wall agreement, the fees involved for attorney services and if there were separate water and sewer lines.

Mr. Abbott asked if the county was constrained by federal use for the deadline of May 15. Ms. Payne replied yes and stated the county is not interested in extending the deadline based on federal requirements for expenditure of the funds.

There was some discussion about the Housing Authority contributing funds to secure a second home. Ms. Payne stated she would need to have a discussion with the county to see if this would be allowed. There was an inquiry if there were any issues with a higher purchase prices with a lower appraised value.

Chair Thompson asked the members if they would be willing to vote on this via email. The members agreed to vote via email. Ms. Payne stated we will need more information about the property and what options are acceptable with the county.

Mr. Nelson and Ms. Maybin departed the meeting at 4:44.

2. Bud Starker Memo

The members discussed the memo at length. The primary discussion was based on the leverage proposal and how it relates to the mission of the Housing Authority; as well as the concern that the proposal was for one district within Wheat Ridge.

Mr. Abbott stated he weighed the applicability of the leverage proposal to the Authority's mission and said the citizens may question how the Authority's funds originated. Mr. Abbott stated the origination of funds should be considered on how to spend the funds.

Mr. Harr asked if the Authority's funds can be spent on these proposals. Ms. Payne stated based on state statutes governing housing authorities the funds probably could be spent on these objectives but the proposal does not meet the mission of the Housing Authority of increasing home ownership for first time buyers and to low and moderate income buyers.

Other resources for maintenance, home improvement loans and down payment assistance were identified and discussed.

Ideas were discussed about how the Authority can contribute resources and educate citizens on home purchasing, maintenance and neighborhood watches.

Chair Thompson stated she feels strongly about the mission statement.

Ms. Langworthy stated perhaps the Housing Authority could be a resource for the other programs that do offer the type of benefits proposed if those organizations have a demand for it. She stated she would have a discussion with Mr. Starker.

Mr. Harr stated there are homes in every district that need to be revitalized. Perhaps the Authority could purchase a dilapidated home and revitalize it for resale.

Mr. Abbott stated the proposal doesn't fit the mission of the Housing Authority.

Ms. Langworthy left the meeting at 5:25 pm.

3. Fruitdale School

Ms. Payne stated the RFI has been released. The deadline for proposals is June 30. Two individuals have toured the school.

Ms. Payne stated Councilman DiTullio is interested in replacing the Anderson Building with Fruitdale. He is requesting a joint session with the Housing Authority and City Council to discuss.

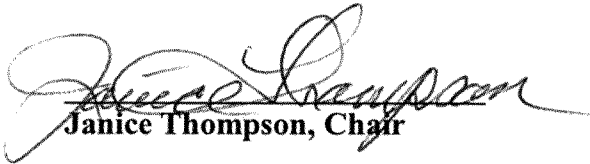
Ms. Payne stated Joyce Manwaring, Director of Parks and Recreation, has concerns about the costs and location. Staff suggested waiting until the end of the RFI period to honor the process before having a session with City Council. Mr. Abbott, Ms. Thompson and Mr. Harr agreed with staff's recommendation.

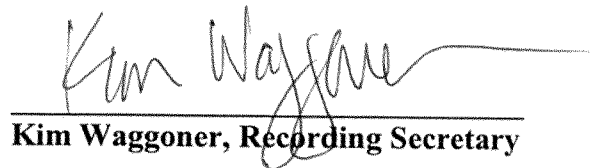
H. OTHER

I. ADJOURNMENT

It was moved by Mr. Harr and seconded by Ms. Walters to adjourn the meeting at 5:40 p.m. Motion carried 5-0.

Next meeting will be May 27, 2014.


Janice Thompson, Chair


Kim Waggoner, Recording Secretary