

**Minutes of Meeting
January 27, 2015**

A. CALL THE MEETING TO ORDER

The meeting was called to order at 4:04 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:

Also Present: Lauren Mikulak, Senior Planner
 Betty Maybin, Cornerstone Realty
 Henry Wehrdt, JCHA
 Kim Waggoner, Recording Secretary

C. APPROVAL OF MINUTES: October 28, 2014

It was moved by Mr. Abbott and seconded by Mr. Harr to approve the minutes of October 28, 2014 as written.

Ms. Thompson inquired about the fourth paragraph on page three under item number two. She stated it was her understanding that a building listed on the National Register could be demolished. Ms. Mikulak replied it may need to be removed from the register before demolition. The cottage has no designation on the National Register, therefore it can be demolished.

Motion carried 4-0-1 with Ms. Langworthy abstaining.

D. OFFICERS REPORTS

There were no officers' reports.

E. PUBLIC FORUM

No one wished to speak.

F. NEW BUSINESS

There was no new business to discuss.

G. OLD BUSINESS

1. Update on Single Family Homes Rehab and Sales

Mr. Wehrdt stated a few items were removed from the scope of work reducing the bids by \$22,236.00. The permit cost and the asbestos certification is not included in the scope of work. A few items are still under review which could increase the costs such as kitchen cabinets. A contractor has been selected and the contract has been executed. An asbestos certification should be complete later this week.

Ms. Mikulak stated the CDBG contract with Jefferson County expired on 12/31/14, but an extension was negotiated. The remodel has to be complete by March 16, 2015. If this is done the county will forgive \$50,000. The Authority is currently over budget by \$45,000. Therefore, little or no money will be required from WRHA.

Mr. Wehrdt stated the contractor knows time is of the essence. He expects the remodel to be complete by the deadline date.

Mr. Harr asked at what price the home will be listed and if it can be advertised before the rehabilitation is complete. Ms. Maybin replied the home will be listed for \$240,000 - \$250,000. She said finding a buyer at 80% AMI may be difficult at that price point.

Ms. Mikulak stated the critical timeline is for the completion of the remodel. Based on the extended contract, we will have 3 months to sell the home after the remodel is complete. Ms. Maybin stated as of yesterday, there were zero homes on the market in the price range of \$230,000 - \$260,000 with 800 – 1200 square feet.

Mr. Wehrdt stated he has comprehensive files for all the houses the WRHA purchased from JCHA and offered them to Ms. Mikulak.

Mr. Wehrdt opined that listing the house before the renovation is complete could interfere with and delay the completion of the rehab. He left at 4:25 p.m.

Ms. Maybin left at 4:27 p.m.

2. **Fruitdale School**

Ms. Mikulak stated the article in the newspaper essentially indicated the charter school is not going to purchase the property because Jeffco Schools advised against it. The article did not include the entire story. Staff met with Karen Bailey and their attorney and they are still moving towards closing. There are two groups at Mountain Phoenix School that need to approve the purchase; the Master Planning Committee and the Governing Council. It appears that some members of these committees have concerns and they are trying to work through those. Charter schools have some independence from the school district, but not full independence. Jeffco Schools doesn't necessarily approve the facility but they do traditionally insure charter schools. The buyers have requested another month for closing to address their members' concerns and to determine if they can insure the building independent of the school district.

A third applicant responded to the RFI and they were referred to Mountain Phoenix to consider a partnership. Staff has received other inquiries from potential end users as well.

The title has been cleared with the vacation ordinance on 44th Avenue. It will be effective upon sale of the building to the Fruitdale Building Corporation.

Ms. Langworthy stated that at a City Council meeting on January 26, 2015 a citizen implied that she and Mr. Harr should have abstained from the vote regarding the sale of Fruitdale since their children attend Mountain Phoenix. Both Ms. Langworthy and Mr. Harr informed the Authority of this at the time of the vote and she reiterated that they had no personal interest or possible gain by voting on the motion to move forward with Mountain Phoenix.

Discussion ensued about protocol and history with the building.

Ms. Mikulak stated the contract had certain timelines and the Mountain Phoenix has requested additional time to execute the purchase.

Mr. Harr inquired about the probability of Mountain Phoenix closing/purchasing the building.

Ms. Mikulak stated she did not know. Staff asked Mountain Phoenix to provide specific assurances that the reuse was viable prior to closing and to provide an update as soon as possible.

Mr. Harr suggested a deadline be established.

Mr. Abbott stated 30 days is a reasonable extension.

Ms. Thompson stated there are multiple parties involved including Mountain Phoenix and Jefferson County School District.

Ms. Walter stated she likes the idea of a deadline to keep negotiations moving forward. She is comfortable with a 30 day deadline.

Ms. Mikulak stated a 30 day deadline is appropriate which will allow Fruitdale Building Corporation and Mountain Phoenix additional time. The Authority should have new information at the next scheduled meeting. She stated the Authority is in a holding pattern until the property closes or the contract is terminated.

There was a discussion about all the parties involved and possible scenarios.

It was moved by Ms. Langworthy and seconded by Mr. Abbott to extend the timeframe for the Fruitdale purchase by Fruitdale Building Corporation for an additional 30 days and to have an update ready for the next Authority meeting on February 24, 2015.

Mr. Abbott asked if the buyers would attend the next meeting to present their report.

Ms. Langworthy stated either way is fine with her.

Ms. Mikulak stated it is a real estate transaction and usually there are not a lot of face to face exchanges between the buyer and seller. Staff will determine if it is necessary to have the buyer in attendance or if an update will be provided on their behalf.

Mr. Harr asked if additional language is needed in the motion to rescind the contract or to keep it moving forward.

Ms. Langworthy stated she is not comfortable with that recommendation as the 30 extension will give them time to determine their intent.

Motion approved 5-0.

H. OTHER

1. Resolution 01-2015: Establishing a Designated Place for the Posting of Meeting Notices as Required by the Colorado Open Meetings Law.

Ms. Mikulak stated the resolution establishes the City Hall lobby as the primary place for notifying of public meetings.

It was moved by Ms. Walter and seconded by Mr. Harr to approve Resolution 01-2015, establishing a designated place for the posting of meeting notices as required by the Colorado open meetings law for the Housing Authority.

Motion approved 5-0.

2. Resolution 02-2015: A Resolution Designating the Executive Director of the Wheat Ridge Housing Authority.

Ms. Mikulak explained that the bylaws state the City Manager is the Executive Director by default but the Authority can designate someone else. The City Manager is aware of the resolution and is comfortable delegating the role to the Community Development Department. As the Community Development Director, Mr. Johnstone is more informed of the Housing Authority activities.

It was moved by Ms. Langworthy and seconded by Mr. Abbott to approve Resolution 02-2015, a Resolution Designating the Community Development Director the Executive Director of the Wheat Ridge Housing Authority.

Motion approved 5-0.

3. There was a discussion about the future projects of the Housing Authority. Ms. Mikulak stated the single family homes that were purchased and renovated over the past few years were made possible by CDBG funds from Jefferson County. The formula allocation has changed and is no longer a direct allocation to the City. Receipt of CDBG funds now requires an annual competitive process. The Authority has no other revenue stream.

Mixed income developments and developer partnerships were suggested by Mr. Harr.

Ms. Langworthy stated there may be are other grants available.

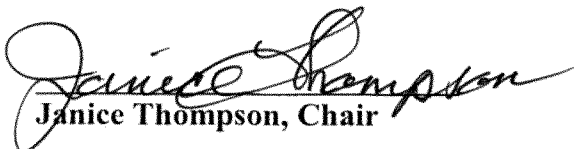
It was determined that the Authority will be conducting study sessions to consider and explore project ideas for a sustainable future.

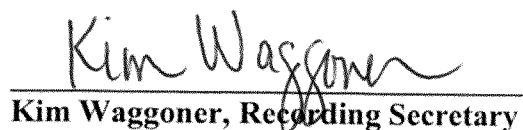
I. ADJOURNMENT

It was moved by Ms. Langworthy and seconded by Ms. Walter to adjourn the meeting at 5:15 p.m.

Motion carried 5-0.

Next meeting is scheduled for February 24, 2015


Janice Thompson, Chair


Kim Waggoner, Recording Secretary