



**Minutes
January 24, 2017**

A. CALL THE MEETING TO ORDER

The meeting was called to order at 4:06 p.m. by Chair Thompson in the Second Floor Conference Room of the Municipal Building, 7500 West 29th Avenue, Wheat Ridge, Colorado.

B. ROLL CALL OF MEMBERS

Authority Members Present: Thomas Abbott
Tim Fitzgerald
Chad Harr – arrived late 5:10p.m.
Janice Thompson
Jennifer Walter

Authority Members Absent: None

Also Present: Lauren Mikulak, Senior Planner
Ann Wang, Accountant
Tammy Odean, Recording Secretary

C. APPROVAL OF MINUTES:

1. November 29, 2016

It was moved by Chair Thompson to approve the minutes of November 24, 2015 as amended.

Motion approved 4-0.

D. OFFICERS REPORTS

Chair Thompson thought the transition of Fruitdale to the new owner was very successful at the end of 2016.

Ms. Mikulak added there was a good turnout for the groundbreaking.

E. PUBLIC FORUM

There was nobody present from the public to speak.

F. NEW BUSINESS

1. Resolution 01-2017

No discussion.

It was moved by Ms. Walter and seconded by Mr. Abbott to recommend approval of Resolution No. 01-2017, a resolution establishing a designated public place for the posting of meeting notices as required by the Colorado Open Meetings Law.

Motion Approved 4-0.

2. Resolution 02-2017

Ms. Mikulak explained that there are not a lot of surprises and the estimated budget from last year came in really close to the actual end of year balance. Once the obligated expenses are budgeted for (such as accountants, audits and staff time) for 2017, there will not be a lot of money left in the Authority's accounts. This year should be a less active year, since Fruitdale has completed, and the budget for staff time assumes minimal activity. It does not account for strategic planning for which there is not enough funds to budget for either a staff-driven or a consultant-driven effort. Staff recommends waiting to complete strategic planning until 2018 for which funds may be requested from Council.

Ms. Wang gave a brief description of the WRHA Proposed Budget and Balance Sheet, which are included in the agenda packet.

Mr. Abbott expressed the importance of maintaining reserve funds and to plan for staff or consultant fees in the future.

Ms. Thompson asked about strategic planning for the coming year.

Ms. Mikulak explained that strategic planning would need to be delayed because there are not enough funds to reimburse for staff time and keep maintain a reserve.

There was some discussion as to whether the Authority members could conduct some planning sessions in the absence of staff and this was not recommended.

Mr. Fitzgerald shared a loan program for home repairs, which the Arvada Housing Authority partners with First Bank.

Ms. Wang described her work with the Denver Housing Authority.

There was some discussion of possible collaborations with LocalWorks (formerly Wheat Ridge 2020).

Ms. Mikulak advised the board that their structure, finances, and staff resources differ substantially from other metro area housing authorities. In an effort to provide resources to the community, staff committed to updating the Authority's website to provide referrals to existing agencies that serve Wheat Ridge and Jefferson County.

There was consensus that strategic planning would be needed to determine the Authority's new mission, goals, and programs. There was consensus that it would be appropriate to submit a 2018 budget request to City Council later this year.

Chair Thompson called for a motion on the 2017 budget.

It was moved by Mr. Abbot and seconded by Mr. Fitzgerald to recommend approval of Resolution No. 02-2017, a resolution enacting a budget and appropriation for the year 2017.

Motion passed 4-0.

G. OLD BUSINESS

1. Fruitdale School - Update

Ms. Mikulak continued from the Officers Report with a brief description about the Fruitdale Lofts after the closing. She explained that the building permit was approved on January 20, hazmat remediation is complete, and we have received and paid the first two loan draws (of eight) on the project. An announcement should be made by February 1 on the State Historic Fund Grant, which will be used for brickwork and windows if it is awarded.

Chair Thompson said it would be nice to get some photos of what the inside of Fruitdale looked like when it first opened because Jim Hartman with HEI would like to frame historic photographs in the hallways.

H. OTHER

1. Election of Officers

It was voted unanimously to keep Ms. Thompson as Chair and Mr. Abbott to become the Vice Chair.

I. ADJOURNMENT

It was moved by Mr. Fitzgerald and seconded by Mr. Harr to adjourn the meeting at 5:28 p.m.

Motion passed 5-0.


Janice Thompson, Chair


Tammy Odean, Recording Secretary