



**WHEAT RIDGE HOUSING AUTHORITY  
MINUTES  
February 23, 2010**

**1. CALL MEETING TO ORDER**

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

**2. ROLL CALL**

Authority members present: Cheryl Brungardt  
Kathy Nuanes  
Joseph DeMott  
Janice Thompson  
Katie Vanderveen

Others present: Sally Payne, Deputy Director  
Larry Nelson, Cornerstone Realty  
Betty Maybin, Cornerstone Realty  
Ann Lazzeri, Recording Secretary

**3. APPROVAL OF MINUTES: January 26, 2010**

**It was moved by Kathy Nuanes and seconded by Janice Thompson to approve the minutes of January 26, 2010 as presented. The motion carried 5-0.**

**4. OFFICERS REPORTS**

There were no officers reports.

**5. PUBLIC FORUM**

There were no individuals present to address the Authority.

**6. NEW BUSINESS**

**1. Strategic Planning - Interviews**

The Housing Authority has not undertaken a strategic planning session since formation in 2001. The anticipated outcome of the strategic planning sessions would be an updated (if needed) mission and goals for the Authority. It would also clarify any questions regarding the role and responsibilities of the Authority as well as individual members. New projects or new areas of focus may be identified in the process. Up to \$1,500 has been budgeted for the strategic planning process.

Housing Authority members conducted interviews of two prospective consultants based on a list of predetermined questions.

**Tom Hart**

**Community Strategies Institute**

Mr. Hart briefly reviewed his background and responded to the list of interview questions. He formerly served as Director of the Colorado Division of Housing. He has worked with many housing authorities on complex plans as well as simpler plans. His institute has diverse background in housing development, finance, policy, planning, demographics and research. He charges \$100/hour for consulting fees. He estimated a four-hour meeting with the Authority which would leave eleven hours for research and creation of a summary report for the Authority. He indicated he would be able to work on this project at almost any time.

**Joe Gonzales**

**Gonzales & Associates**

Mr. Gonzales briefly reviewed his background and responded to each of the interview questions. He is a mediator, trainer and facilitator. He designs and facilitates strategic planning processes that define collaborative solutions and has worked extensively with communities and organizations experiencing difficulty of reorganization and change. He has worked with nonprofits on affordable housing projects. He has also worked with for-profit organizations. His expertise is in organization and development as well as large group intervention. He estimated a six-hour meeting with the Authority. He indicated that \$1,500 would cover his time, including the meeting time and preparation of a report. He also indicated that he would be available to work on this project at almost any time.

Following discussion of the interviews, **it was moved by Joseph DeMott and seconded by Katie Vanderveen moved to select Tom Hart as the consultant to assist the Housing Authority with strategic planning. The motion passed 5-0.**

The following dates will be submitted to Tom Hart to see if they would fit with his availability:

March 23, 2010 – 2:00 p.m. to 6:00 p.m.

April 13, 2010 – 2:00 p.m. to 6:00 p.m.

7. **UNFINISHED BUSINESS**

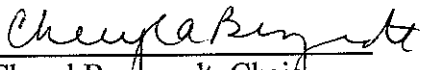
**9690 and 9710 West 41<sup>st</sup> Avenue** - Larry Nelson reported on the West 41<sup>st</sup> Avenue properties. There have been between 20 and 25 showings during the last month due to the reduced price and the option of owner-financing. A decision on a party-wall agreement should be available within a week. If approved, FHA financing would be available.

8. **OTHER**

Sally Payne distributed information on the NAHRO Conference to be held in Pueblo. Those interested in attending should contact Sally Payne or Kathy Field. Cheryl Brungardt suggested submitting one of the Housing Authority's projects for a NAHRO award.

9. **ADJOURNMENT**

**It was moved by Janice Thompson and seconded by Katie Vanderveen to adjourn the meeting at 5:40 p.m. The motion passed 5-0.**

  
Cheryl Brungardt, Chair

  
Ann Lazzeri, Secretary