



Wheat Ridge Housing Authority

AGENDA
July 26, 2011

CITY COUNCIL CHAMBERS
4:00 P.M.

Individuals with disabilities are encouraged to participate in all public meetings sponsored by the City of Wheat Ridge. Call Heather Geyer, Public Information Officer at 303-235-2826 at least one week in advance of a meeting if you are interested in participating and need inclusion assistance.

- A. Call Meeting to Order**
- B. Roll Call**
- C. Approval of the Minutes: June 28, 2011**
- D. Officers Reports**
- E. Public Forum**
- F. New Business**
 - 1. JCHA on single family homes**
 - 2. Fruitdale School update**
 - 3. Special meeting - August 9**
- G. Unfinished Business**
- J. Other**
- K. Adjournment**



Wheat Ridge Housing Authority

**MINUTES
June 28, 2011**

1. CALL THE MEETING TO ORDER

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

2. ROLL CALL OF MEMBERS

Authority Members Present: Cheryl Brungardt
Joseph DeMott
Kathy Nuanes
Katie Vanderveen

Authority Members Absent: Janice Thompson

Staff Members Present: Sally Payne, Deputy Director
Steve Art, Economic Development Manager
Dick Matthews, WRHA Accountant
Larry Nelson, Cornerstone Realty
Henry Wehrdt, Jeffco Housing Authority
Doug Knop, Jeffco Housing Authority
Ann Lazzeri, Recording Secretary

Chair Brungardt introduced Steve Art, the City's Economic Development Manager.

3. APPROVAL OF MINUTES – May 24, 2011

It was moved by Joseph DeMott and seconded by Katie Vanderveen to approve the minutes of May 24, 2011 as presented. The motion carried 3-0 with Kathy Nuanes abstaining.

4. OFFICERS REPORTS

There were no officer's reports.

5. **NEW BUSINESS**

A. **Report from Dick Matthews, WRHA Accountant**

Dick Matthews reported that there is a positive cash flow from the rental properties acquired from Jefferson County.

B. **Bid Proposals – 3695 High Court**

Doug Knop reviewed bid proposals for rehab work on the property at 3695 High Court. Authority members discussed the individual bid items.

It was moved by Joseph DeMott and seconded by Katie Vanderveen to award the contract to Colorado Custom Trim, the low bidder according to the proposal from JCHA, for rehab of 3695 High Court for their bid of \$88,906 minus the cost of roof replacement; adding roof certification up to \$2000; removal of stainless appliances and replaced with black or white; refinish existing hardwoods rather than installing new hardwoods; using lesser toilets and lavs; bringing the total, minus the deck, to \$74,906.00 (subtracting \$15,000 and adding \$2,000 back in). In addition, a 10% contingency of \$7,490 will be included, bringing the contract total to \$82,396. The motion carried 4-0.

It was moved by Joseph DeMott and seconded by Katie Vanderveen to direct Jefferson County Housing Authority to prepare the contract for the Chair's signature. The motion carried 4-0.

There was discussion about the possibility of waiving the use tax. Sally Payne will look into this.

C. **Fruitdale School Update**

Sally Payne reported that she received an e-mail from Patrick Eidman at Colorado Preservation, Inc. He is still working on the structural assessment grant. It is necessary to put together an MOU (Memorandum of Understanding) to authorize CPI to administer a grant on behalf of the Authority. He asked how involved the Authority would like to be in selecting an architect. CPI could handle this process if the Authority wishes. **There was consensus to have CPI move forward with architect selection.**

The City's Parks Department will take care of cleaning up the outside of the property. Weston Solutions has agreed to clean the inside of the building some time during July or August. After the heavy rains in May,

plaster has been falling down inside the building. Sally Payne has met with two roofers who recommended replacement rather than repair since the roof is 30 years old. The ballpark estimate is \$80,000. She has contacted Patrick Eidman to see if there is any possibility of obtaining a grant for roof replacement. Ms. Payne will also check to see if there is the possibility of a grant to reimburse the Housing Authority if the Authority pays for the replacement. There was some discussion regarding replacement versus patching. There was consensus to patch the roof in the meantime.

There was discussion about forming a subcommittee of interested people (Friends of Fruitdale) once a use for the building has been established. There should be one member of the Authority on the subcommittee. Sally Payne was given direction to arrange a joint meeting on August 9 at 4:00 p.m. with the Housing Authority and Patrick Eidman to allow for more specific discussions.

D. 5610 West 36th Place Update

Larry Nelson reported that closing on the property at 5610 West 36th Place will occur on July 7, 2011.

E. Report on NAHRO Conference

Sally Payne reported on the NAHRO conference she attended in May.

6. UNFINISHED BUSINESS

Larry Nelson reported that he looked into a possible Housing Authority property suggested by Mayor DiTullio and found that it is already under contract.

7. OTHER

Cheryl announced that the new Housing Authority fliers are completed and she will be taking some to Connecting the Dots, an economic development summit sponsored by the City.

8. ADJOURNMENT

It was moved by Kathy Nuanes and seconded by Joe DeMott to adjourn the meeting at 5:32 p.m. The motion carried 4-0.

Cheryl Brungardt, Chair

Ann Lazzeri, Secretary