

# **Windsor Housing Authority – Town of Windsor**

## **September 21, 2021**

### CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:01pm. Meeting completed via Zoom. Quorum was met with 4 of 5 commissioners present.

#### 1. Roll Call

Chairperson	Frankie Cole
Commissioner	Megan Ferguson
Commissioner	Diana Frick
Commissioner	Nate Santillanes

#### Also present:

Andy Bickers – Loveland Housing Authority  
Deb Callies – Loveland Housing Authority  
Ashley Wade – Loveland Housing Authority  
Mike Hersh – Loveland Housing Authority  
Darcy McClure – Loveland Housing Authority

2. Adoption of the September meeting agenda: A motion was made by Commissioner Megan Ferguson, to accept the September Meeting Agenda as written, seconded by Commissioner, Nate Santillanes, carried. Motion approved and adopted.
3. Adoption of the August meeting minutes: A motion was made by Commissioner Megan Ferguson, to accept the August Meeting Minutes as written, seconded by Commissioner, Nate Santillanes, carried. Motion approved and adopted.

#### 4. Board, Staff, & Management Company Communications

Property Vacancies:

Century III

A. 1 coming up end of Sept.

Windsor Meadows

B. 1 vacancy

Windsor Meadows Phase II

C. 1 vacancy –in the process of being leased up.

#### 5. Public Communications:

No public communications at this time.

#### 6. Resident Communications:

No resident communications at this time.

#### 7. Development:

Recap on discussion of Meadow Lark with Jeff & Darcy. LHA proposes to NOT reapply for the 9% tax credit next year. Funding for a million-dollar gap in funding is just not feasible. May need to re-design the project to be more likely for being selected for funding with CHFA. Redesign structure for potential future development. Look into additional funding to fill the gap and problem-solving budget. Megan Ferguson suggests the cost is too high to redesign with the unknown of future costs of materials & labor. Nate Santillanes seconds that. Also, suggests cost not going down any time soon. The Board continued to discuss options regarding Meadow Lark regarding costs & funding sources. Loan for the land matures in April 2022. Talk about extensions on the land. Next actions, not applying for CHFA 9% or 4% tax credit. Current re-design could be completed end of year. If we start over, possible new re-design & new architect. Lots of funds coming through with DOH, no idea of how much, how long it would take to receive, and if we'd qualify. Frankie Cole states her opinions -Land=keep it/ Money=have very little/ LHA recommendation not to apply=agrees to halt for another year/ Re-design=hold off for 6 months & re-evaluate. Maybe host a special

meeting with the Board members, Jeff & Darcy to continue discussion more in depth.

8. Maintenance:

Not a lot of updates. One area of concern, very large tree between 2 buildings at Century III. Not in current budget, but very concerned for heavy snowfall & necessity for potential tree removal. Waiting on a quote for cutting the tree down & will send over to the board for approval once received. Windsor Meadows resident requested carpet replaced. Not in budget to replace this year. Offered resident to continue cleaning this year, then put in the budget for next year to replace that carpet. Work order requests have slowed down & more have been completed to get caught back up.

9. New Business:

A. Approval of Insurance Policy Renewal- Cost increased by about \$3,000 from last year. Due Oct. 1<sup>st</sup>. Nate Santillanes motions to approve renewal of insurance policy. Megan Ferguson seconds, motion passes and is good for another year.

B. As of now, it sounds like we have 5 cases of COVID at Century III. Will not host Meet & Greet in person at this time. Will continue to evaluate in the future prior to in person meetings.

C. Renter's Insurance- Cannot enforce tenants to have renter's insurance at Century III or Windsor Meadows. Jake Martin was going to speak to some contacts in the insurance industry. He was going to reach out & see if they'd be willing to do a presentation for our residents to educate them on the importance of having renter's insurance.

A. Old Business: RFP discussion –Chairperson Frankie Cole suggested to remove from agenda as a standing item for now. Deb Callies will gather data from resident survey's & present info at the next board meeting.

ADJOURN:

Diana Frick motions to adjourn the meeting, Megan Ferguson seconds.  
The meeting adjourned on September 21st, 2021 at 4:08pm

Submitted by Ashley Wade – Windsor Housing Coordinator