

Windsor Housing Authority – Town of Windsor

June 21, 2022

CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:00pm. Meeting completed via Zoom. Quorum was met with 3 of 5 commissioners present.

1. Roll Call

Chairperson	Frankie Cole
Vice Chairperson	Megan Ferguson
Commissioner	Jake Martin

Also present:

Eric Hull – Loveland Housing Authority
Ashley Wade – Loveland Housing Authority
Glenn Smith- Loveland Housing Authority
Mike Hersh – Loveland Housing Authority
Jason Halletts – Town Board Liaison
Sandy Mezzetti – Town of Windsor

2. Adoption of the June meeting agenda: Senior Housing should be moved to Old business. Vice chairperson Megan Ferguson makes a motion, Commissioner Jake Martin seconds, the motion passes.

3. Adoption of the May meeting minutes: No additions or deletions for May's meeting minutes. Vice Chairperson Megan Ferguson motions to approve, Commissioner Jake Martin seconds, the motion passes.

4. Development Update with Eric:

Jacoby Meadows is the official name. Town of Windsor and the Jacoby family approved. Jacoby's family interested in making a tribute to Johnny specifically. Will start working with the architect to see what that looks like.

Site plan undergone improvements. Town and Fire Department blessed the new design. New code updates with the Town of Windsor also passed and are in compliance. Jacoby Meadows will consist of two phases. 63 units in Phase I, and 61 units in Phase II. Currently, the site plan has been sent over to the civil engineer. Then submit with the town of Windsor by the end of July. Commissioned a market study which is a requirement from CHFA. Sandy with the town said it may take 4-6 weeks for approval due to the large volume of submittals currently.

5. Board, Staff, & Management Company Communications:

Property Vacancies-

Century III-

A. 2-1 leasing up 6/22/2022

Windsor Meadows-

B. 1

Windsor Meadows Phase II-

C. 1

6. Public Communications:

No public communications at this time.

7. Resident Communications:

No resident communications at this time.

8. Maintenance:

Century III- had a water leak from the domestic side pipes rubbing together. It affected the drywall which has already been repaired, CVS mechanical came out and patched the leak quickly, the next day they came out for the final repair. Flooring is to be repaired next.

WM- Sewer line backed up into a unit. Restoration company came out and repaired. More appliances replaced so far than expected. Waste

Management started charging extra for any rubbish over the top of the dumpster walls. In process of working with them and re-iterating what is in the contract, hopefully see some reimbursements. In 5 months' time, had approximately 8 months' worth of work orders. Over on maintenance.

WMII- Same issue with trash. Electric usage over still. Energy Outreach working on some options. It's possible the small heaters in utility closets causing the spikes in usage. By next month, we should have the answer. Work on communication with resident's and have a company help audit Excel bill.

9. New Business:

A. None

10. Old Business: Parking Updates at Century III

A. More No parking signs were removed Monday the 20th.

B. Governor's Farm- No updates.

C. Meet & Greet- Already discussing with tenants about their concerns, complaints, and issues to prepare the board prior to meeting. Will do up a survey for the tenants to complete with a deadline of July 15th, 2022.

ADJOURN:

The meeting adjourned on June 21, 2022, at 3:47pm

Submitted by Ashley Wade – Windsor Housing Coordinator