

Windsor Housing Authority – Town of Windsor

September 20, 2022

CALL TO ORDER:

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

1. Roll Call

Vice Chairperson

Megan Ferguson

Commissioner

Jake Martin

Commissioner

Diana Frick

Also present:

Eric Hull – Loveland Housing Authority

Ashley Wade – Loveland Housing Authority

Glenn Smith- Loveland Housing Authority

Mike Hersh – Loveland Housing Authority

Jess Hinze – Loveland Housing Authority

Sandy Mezzetti – Town of Windsor

2. Adoption of the September meeting agenda: #6 Financial Report should be deleted. Maintenance updates will also be reported per property, along with the vacancy report & financials quarterly. Commissioner Jake Martin makes a motion, Commissioner Diana Frick seconds, the motion passes.
3. Adoption of the August meeting minutes: No changes for August's meeting minutes. Commissioner Diana Frick motions to approve, Commissioner Jake Martin seconds, the motion passes.
4. Development Update with Eric:

Currently waiting on second approvals from the Town of Windsor. Initial came back with some comments, addressing those now & will re-submit complete package by September 27, 2022. Working on fixture details, maintenance repair & replace costs for the schematic design phase. Lumber fees have gone down, hopefully the labor piece will follow suit which helps the bottom line. Still on track for the February 2023 CHFA submittal date.

5. Board, Staff, & Management Company Communications:

Property Vacancies & Maintenance Reports:

Century III-

- A. **1 (end of Sept.)** – Tree removal & major tree trimming coming soon. (Next items carry into Windsor Meadows as well) Elite is working on getting us an estimate for adding rock around the edge of the property. Looking into ending contract with trash removal service from Waste Management. Received estimates from Gallegos Sanitation now called Republic Services has better base price as well as for removal overages. They only require a 3-day notice to begin services.

Windsor Meadows-

- B. **1** – Trash removal changes. Mulch was replaced on the playground area. Getting bids for replacing mulch with rock around the property.

Windsor Meadows Phase II-

- C. **1** – Trash removal changes. Hopefully the budget will allow for rock replacing mulch throughout phase II next year.

6. Public Communications:

No public communications at this time.

7. Resident Communications:

No resident communications at this time.

8. New Business:

A. None

9. Old Business:

B. Governor's Farm- No additional updates.

C. Meet & Greet- LHA still planning to host "Rumor vs. Reality" meeting. Not on calendar yet. Will also discuss with the tenants to gather ideas for enhancement in their lives such as classes, activities, & Farmer's Market deliveries. Reach out to a few places for additional resource opportunities i.e.; County Extension, Rec center, & Foundations Church.

ADJOURN:

Commissioner Jake Martin motions to adjourn meeting, Commissioner Diana Frick seconds, meeting adjourned.

The meeting adjourned on September 20, 2022, at 3:27pm

Submitted by Ashley Wade – Windsor Housing Coordinator