

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

## **October 18, 2022**

### CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:03pm. Meeting completed via Zoom. Quorum was met with 5 of 5 commissioners present.

#### 1. Roll Call

Chairperson	Frankie Cole
Vice Chairperson	Megan Ferguson
Commissioner	Jake Martin
Commissioner	Diana Frick
Commissioner	Nate Santillanes

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  
Sharlet Lee – Loveland Housing Authority  
Sandy Mezzetti – Town of Windsor  
Jason Hallett – Town of Windsor

2. Adoption of the October meeting agenda: No changes. Vice Chairperson Megan Ferguson makes a motion, Commissioner Jake Martin seconds, the motion passes.
3. Adoption of the August meeting minutes: No changes for September's meeting minutes. Vice Chairperson Megan Ferguson makes a motion, Commissioner Jake Martin seconds, the motion passes.

#### 4. Development Update with Eric:

2 land use applications were re-submitted to the Town on Sept. 27<sup>th</sup>. LHA's planning consultant reported we should have comments back between Oct. 21<sup>st</sup>-24<sup>th</sup>. Sandy Mezzetti stated she was almost finished with her comments, then we will just have to wait for engineering. Lumber costs still down, and the overall project construction cost is down about \$100,000 from the initial estimate.

More efficient site & building re-design concepts & continued conversations with CHFA are giving greater confidence for being awarded tax credits this cycle. LHA will consider pursuing ARPA funding on top of the 9% tax credits in order to help close budget gaps. Still need to submit waivers to the town, probably at the Dec. 12<sup>th</sup> Town of Windsor board meeting, & the Letter of Intent to CHFA in advance of the Feb. 1st 9% LIHTC application request.

#### 5. Board, Staff, & Management Company Communications:

##### Property Vacancies & Maintenance Reports:

##### Century III-

- A. **2** – Tree trimming completed, the removal of the bigger trees will have to wait a little while longer but are on the schedule to get done. 2023 budget submitted with a few exterior capital improvements in mind; sprinkler repair costs, vacancy upgrades to cabinets & some clubhouse upgrades.

##### Windsor Meadows-

- B. **None** – Trash removal changes will take place on Oct. 28th. Approved to replace mulch with rock. 4 of 7 buildings will be completed this year including the clubhouse, next year we will finish the other 3 buildings.

Windsor Meadows Phase II-

- C. **1** – Seem to have a handle on the high electricity usage. Will monitor space heaters in utility closets to ensure temp is just above freezing, which should help keep the consumption & costs down.

6. Public Communications:

No public communications at this time.

7. Resident Communications:

No resident communications at this time.

8. New Business:

- A. 2023 Budget for Century III. Board members will review via email & approve within the next week. Financials will be reported during Nov. meeting.

9. Old Business:

B. Governor's Farm- Town of Windsor is aware of paying off the loan. Tenants received letters from USRD, then wrote to the town. Jason Hallett to reach out & find out more.

C. Meet & Greet- LHA still planning to host meeting with tenants. Not on calendar yet but intend on having sometime between Nov. 1<sup>st</sup> & next board meeting. Will also discuss with the tenants to gather ideas for enhancement in their lives such as classes, activities, & Farmer's Market deliveries.

ADJOURN:

Vice Chairperson Megan Ferguson motions to adjourn meeting, Commissioner Jake Martin seconds, meeting adjourned.

The meeting adjourned on October 18, 2022, at 4:00pm

Submitted by Ashley Wade – Windsor Housing Coordinator