

Windsor Housing Authority – Town of Windsor

January 17, 2023

CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:01pm. 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:

Jess Hinze – Loveland Housing Authority
Eric Hull – Loveland Housing Authority
Ashley Wade – Loveland Housing Authority
Glenn Smith – Loveland Housing Authority
Jason Hallett – Town of Windsor
Kim Lambrecht – Town of Windsor

2. Adoption of the January meeting agenda: Chairperson Frankie Cole proposes adding a discussion for the May 16th board meeting to be in person to New Business. Vice Chairperson Megan Ferguson motions to adapt the meeting agenda, Commissioner Jake Martin seconds, the motion passes.

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

4. Development Update w/ Eric.

Officially embarked upon application season. Application for ARPA funding was successfully submitted to the state on December 29th, 2022. Received confirmation, our application will stay on standby until the application of CHFA tax credits on 2/1/2023 has been granted in late spring.

Discussion of Resolution #138 – Write off \$480,445.14 by 12/31/2023 for all related to the Golden Meadows project since it's no longer applicable. Essentially would be a clean up for the books to fully prepare for Jacoby Meadows.

Approval pending once confirmed financials with Sharlet Lee. Official approval will take place via email on Resolution #138. Vice Chairperson Megan Ferguson moves, Commissioner Jake Martin seconds, the motion passes.

5. Board, Staff, & Management Company Communications:

Property Vacancies & Maintenance Reports:

Century III-

A. 1-

A sewage leak occurred in a unit today flooding the bathroom & into the hallway. All Phase & plumber have already been called out to access & repair the damage. Estimating a few grand for the total repair cost, as flooring/drywall may need to be replaced.

All exterior lights have been replaced with the new LED fixtures as of last week.

Windsor Meadows-

B. 1-

No major maintenance updates for phase I or II. Discussed the process of the maintenance department with the recent departure

of the Maintenance Supervisor. The tenants will not be affected by this temporary change. They will continue the process of entering work orders as they always have.

Windsor Meadows Phase II-

C. None

6. Public Communications:

No public communications at this time.

7. Resident Communications:

No resident communications at this time.

8. New Business:

A. Possibility of having the May board meeting in person at either clubhouse. LHA staff will check calendars & reserve the space.

9. Old Business:

None.

Chairperson Frankie Cole suggests next month's new business, hold a discussion about the board bi-laws & possibility of adding two more members of the board.

Update on Exercise Class @ Century III. We have a lady that would be interested. She charges \$18 for 16 sessions. She would come twice a week. Typically, the tenants pay for these services, but Vice Chairperson Megan Ferguson suggested possible off set of the cost to tenants with donations. Will proceed with scheduling & circulate the contract around to the board members if there is one.

Chairperson Frankie Cole has several contacts that do volunteer work classes. LHA staff to reach out when ready to set training sessions for residents up.

10. ADJOURN:

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

The meeting adjourned on January 17th, 2023, at 3:45pm

Submitted by Ashley Wade – Windsor Housing Coordinator