

Windsor Housing Authority – Town of Windsor

April 19, 2023

CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:00pm. Meeting completed via Zoom. The Quorum met with 4 of 5 commissioners present.

1. Roll Call

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

Also present:

Eric Hull – Loveland Housing Authority
Ashley Wade – Loveland Housing Authority
Sharlet Lee- Loveland Housing Authority
Glenn Smith – Loveland Housing Authority
Jess Hinze – Loveland Housing Authority
Jason Hallett– Town of Windsor
Sandy Mezzetti- Town of Windsor
Kelly Hall – Stepping Stones

2. Adoption of the April meeting agenda: Add Financials to April’s meeting agenda. Vice Chairperson Megan Ferguson makes a motion, Commissioner Diana Frick seconds, the motion passes.

3. Adoption of the March meeting minutes: No changes for March’s meeting minutes. Vice Chairperson Megan Ferguson makes a motion, Commissioner Diana Frick seconds, the motion passes.

4. Financials w/ Sharlet: Looking at the Year-end statements, everything has been sent in to the auditors.

-**WHA**: Cash in the bank. WHA board approved to write off Golden Meadows, not reflecting yet in the budget. Escrow payments are on target. Land value is at 1.7 million.

-**Century III**: \$92,000 in the bank, A/R at \$4,700, \$206,000 Reserve account. Hit target on income, slightly under for Operating expenses. Utilities are over, General maintenance is over due to the boilers.

-**Windsor Meadows**: Pretty good shape. \$24,500 management fee. \$50,000 over on income, definitely impacting the property. Utilities are over. General maintenance is over due to the rubbish removal which has been fixed now.

-**Windsor Meadows II**: Doesn't change a lot. \$97,000 is still due on developer's fee. Close on vacancies, maintenance over, \$23,000 of cash flow. Also reviewed February's financials, on target for this early in the year.

5. Development Update w/ Eric:

Scheduled for Tax credit interview with CHFA on May 18th @ 3:30pm. Jeff Feneis & Eric Hull with the Loveland Housing Authority as well as Chairperson Frankie Cole will be present for the interview. Allotted 30 minutes, 15 to present the project & 15 minutes for Q & A. Expecting to hear of award around last week of May or first week of June.

Discussed the Training for Developer's Toolkit attended 4/13-14. The course gave an overview of Affordable Housing development from the ground up and covered how to conduct a site assessment, formulate a pre-development budget and turn into a full blown project pro-forma, and address NIMBY "not in my backyard" project opponents. Overall, a great educational and networking opportunity, and the training material packet has been shared with Frankie for anyone interested in more information.

6. Board, Staff, & Management Company Communications:

Property Vacancies & Maintenance Reports:

Century III-

A. **1** – already approved. Maintenance across the properties, no new big updates. Just working on vacancies/daily work orders. 2 new Maint. techs are awaiting background checks.

Windsor Meadows-

B. **2, & 1 coming** - 2 households are already approved.

Windsor Meadows Phase II-

C. **2** - Both households are approved.

7. Public Communications: No public communications at this time.

8. Resident Communications: No resident communications at this time.

9. New Business:

A. None

10. Old Business:

A. Reminder to the board members about having the May 16th Board meeting in person at the Windsor Meadows clubhouse.

B. Discussion regarding Prop. 123, DOH is looking to put funds toward existing projects, not new builds. Article in the Coloradoan about Loveland vs. Windsor & state level vs. local level. Opposition is too broad, not considering local government. The town of Windsor is sending an official letter explaining this is a bad plan to address the issue of affordable housing.

11. ADJOURN:

Chairperson Frankie Cole motions to adjourn meeting, Vice Chairperson Megan Ferguson moves, Commissioner Nate Santillanes seconds, meeting adjourned.

The meeting adjourned on April 18, 2023, at 3:45 pm

Submitted by Ashley Wade – Windsor Housing Coordinator