

# Windsor Housing Authority – Town of Windsor

## May 16, 2023

### CALL TO ORDER:

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

#### 1. **Roll Call**

Chairperson	Frankie Cole
Commissioner	Jake Martin
Commissioner	Diana Frick
Commissioner	Megan Ferguson

Also present:

Jess Hinze – Loveland Housing Authority  
Eric Hull – Loveland Housing Authority  
Ashley Wade – Loveland Housing Authority  
Tracy Hoff – Loveland Housing Authority  
Melissa Benedix – Loveland Housing Authority  
Brandon Johnson – Loveland Housing Authority  
Sandy Mezzetti– Town of Windsor

2. **Adoption of the May meeting agenda:** No changes for May meeting agenda.
3. **Adoption of the April meeting minutes:** There were no changes to the April meeting minutes. Commissioner Megan Ferguson makes a motion to adopt the April minutes, Commissioner Diana Frick seconds the motion, the motion passes.
4. **Development Update** - Eric Hull reported on:
  - Tax Credit Interview with CHFA is 5/18/23 at 3:30 p.m.
  - CHFA expects to notify recipients of tax credit awards soon thereafter, expected no later than end of May

- 4-page handout has been prepared and submitted to CHFA by the 5/12 deadline
- There are 27 projects under consideration; 4-5 are senior; only a handful of front range / northern Colorado projects
- A pre-meet was held on 5/10 with Denise DeBroy of CHFA to help in preparing for the interview

5. **Board, Staff, & Management Company Communications (Vacancies/Maint.):**

Ashley Wade has taken on a new role at LHA as RM Manager. There will now be two Housing Coordinators for Windsor Housing Authority. Ashley introduced Melissa Benedix as the housing coordinator for Century III and Brandon Johnson as the housing coordinator for Windsor Meadows. Both coordinators will be attending the WHA board meetings in the future to report on the property they are managing.

Century III -

A. Vacancies

Ashley Wade reported that there were no vacancies

B. Maintenance

Jess Hinze reported for Ray Grimaldo. There are two Cottonwood trees that are dead and or dying on the Century III property and Ray has received one quote for removal. The cost is \$10,000.

We are required to get 3 quotes. At least one of the trees could fall on a neighbor's property and cause damage. Ray recommends taking down both trees since both are dying and replacing with landscaping rock. Megan Ferguson asked if it was necessary to cut both trees down. Jess will confirm with Ray to see if one or both trees are in danger of damaging the neighbor's property. LHA will email the board when LHA receives the quotes and ask for guidance.

Windsor Meadows -

A. One vacancy

B. No maintenance updates.

Windsor Meadows Phase II -

A. No vacancies but there is one eviction in progress.

B. No maintenance updates.

6. **Public Communications:**

None

7. **Resident Communications:**

No resident communications at this time.

8. **New Business:**

A. Proposition 123 Implementation – Board discussion took place regarding Proposition 123. Frankie Cole encouraged the board to click on the engage dola link that was in the agenda to learn more, support, and draft a commitment around this proposition. Frankie also asked Sandy Mezzetti to ask for Town support. More discussion needs to take place and Frankie will keep this item on future agendas.

9. **Old Business:**

A. In-person board meeting rescheduled for June 20, 2023

B. Sandy Mezzetti has been waiting for an in-person meeting to hand out gifts and certificates that she has from the Town of Windsor.

10. **ADJOURN:**

Chairperson Frankie Cole adjourned meeting at 3:28 p.m.

Minutes submitted by Tracy Hoff – Executive Assistant – Loveland Housing Authority