

Windsor Housing Authority – Town of Windsor

July 18, 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	Diana Frick
Commissioner	Megan Ferguson
Absent	Nate Santillanes

Also present:

Eric Hull – Loveland Housing Authority
Brandon Johnson – Loveland Housing Authority
Melissa Benedix – Loveland Housing Authority
Jason Hallett – Town of Windsor

- 2. Adoption of the July meeting agenda:** No changes for the July meeting agenda.
- 3. Adoption of the June meeting minutes:** There were no changes to the May meeting minutes. Commissioner Megan Ferguson makes a motion to adopt the May minutes, Commissioner Diana Frick seconds the motion, the motion passes.
- 4. Development Update - Eric Hull reported on:**
 - Work on final site plan revisions with City
 - Need development agreement between WHA and the Town
 - Working on project proforma

- Continue to work with the State on supplemental information to support our grant application for gap funding. Still waiting for a date to present to the State Housing Board which is the next step in the grant application
- \$1.6M is approximate gap
- Proposition 123 Opportunity – The jurisdiction needs to opt in by submitting a form. Then the jurisdiction needs to state how many affordable units they have and then commit to how many they will add.
- Eric will check with Andrew at DOH to see if they still have funds available.
- State Housing Board meets twice a month so the target date for the presentation could be August

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

- A. 3 Vacancies coming – letters went out – two are in unit turn with maintenance.
- B. No Maintenance updates

Windsor Meadows -

- A. 3 Vacancies – working with one applicant to approve
- B. No maintenance updates

Windsor Meadows Phase II -

- A. Vacancies - one evicted for non-payment of rent and that unit is in maintenance turn
- B. No maintenance updates

6. **Public Communications:**

Frankie Cole had a consultant out of Boulder reach out to her said they sent an unsolicited proposal to the Mayor and he forwarded it to WHA to take a look at it. Frankie will include it in next month's packet. They are consultants who help Housing Authorities identify off market properties that might be worth pursuing to try to make offers on for future development sites.

7. **Resident Communications:**

No resident communications at this time.

8. **New Business:**

A. Proposed revision of bylaws for membership count – Frankie Cole sent out redline version and proposed clean version with the amendment of changing the number of board member count from five to seven. Megan Ferguson made a motion to approve the proposed revision to the bylaws. Diana Frick seconded the motion. All were in favor. None opposed. Diana Frick asked if the town had the board application on the website.

9. **Old Business:**

A. Proposition 123 Implementation – Frankie Cole, Eric Hull, and Sandy Mezzetti met on July 17th to discuss. Sandy is preparing a presentation for the Town Board to get their opt in. Frankie thought we were going to meet the 3-year baseline requirement with our project but Sandy said we are off by one unit. We need 63 units and we have 62 units. Frankie asked Sandy to let us know then the Town Board meeting was scheduled.

B. Eric Hull brought up the idea of going to the Town Board to update them on the project and emphasize our appreciation for their financial support of the project. Frankie proposed that we do that during public comment at the same meeting that Sandy presents.

10. **ADJOURN:**

With no other business to discuss, Megan Ferguson made a motion to adjourn. Diana Frick seconded the motion. All were in favor. None opposed. Chairperson Frankie Cole adjourned the meeting at 3:21 p.m.