

Windsor Housing Authority – Town of Windsor

December 19, 2023

CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:00 pm. Meeting completed via Zoom. The Quorum was met with 5 of 6 commissioners present.

1. Roll Call

Chairperson	Frankie Cole
Commissioner	Diana Frick
Commissioner	Megan Ferguson
Commissioner	Nate Santillanes - Absent
Commissioner	Wayne Dehn
Commissioner	Amy Roe - Absent

Also present:

Brandon Johnson – Loveland Housing Authority
David McElwreath – Loveland Housing Authority
Melissa Benedix – Loveland Housing Authority
Eric Hull – Loveland Housing Authority
Sandy Mezzetti – Town of Windsor

- 2. Adoption of the December meeting agenda:** There were no changes for the November meeting agenda.
- 3. Adoption of the November meeting minutes:** November meeting minutes will be modified and presented at the January meeting.
- 4. Development Update** – Frankie Cole reported that our application for \$1.3M gap funding from CHFA was turned down. CHFA received 38 applications. It came down to competitiveness and limited funding available. Eric and Jeff are working at other opportunities for the gap funding. Eric Hull reported:
 - Well Trust (grant) – Will submit a letter of intent. Call /w Kyle Holman last Thursday; he is encouraging us to apply, saying that the project would qualify under their housing stability goals and

criteria. I will submit an LOI this week for consideration at their January board meeting; if successful, then an invitation to formally apply.

- Colorado Health Foundation (grant) – they have everything they need from us. They will continue to do their due diligence and will let us know by late January if we are invited to apply.
- Impact Development Fund – debt opportunity. Looking at the performa to see if things will work. We’ve cut several value engineering dollars out of the project. IDF has funds available via a variety of different programs, favorable terms.

Sandy Mezzetti asked how close you are going to be to make the credit deadline for starting construction. Eric Hull said goal is to close on the tax credit partnership in May of 2024 and then immediately start construction. Megan Ferguson said it is about a year to close on the partnership from the award. Megan Ferguson wanted make sure everyone knew that LHA is working with chief lending officers at IDF for these tax credits and not her.

**5. Board, Staff, & Management Company Communications
(Vacancies/Maint./Upcoming 504):**

Century III –

- A. David McElwreath reported 1 Vacancy
- B. Melissa Benedix reported for Ray Grimaldo that Century III was completed on leaf clean-up. Maintenance is behind on work orders. After a maintenance restructure of the maintenance department, Daniel will be at Century III. Chad will still have Windsor Meadows.

Windsor Meadows I – Brandon Johnson

- A. Brandon Johnson reported that someone is moving in on Thursday. Two vacancies left.
- B. Nothing new to report at Windsor Meadows

Windsor Meadows Phase II – Brandon Johnson

- A. Brandon Johnson reported that someone is moving in on Thursday. Three vacancies left.
- B. Nothing new to report at Windsor Meadows

7. **Public Communications:**
No public communication received.
8. **Resident Communications:**
No resident communications at this time.
9. **New Business:**
 - A. None
10. **Old Business:**
 - A. Windsor Attainable Housing Ad Hoc Committee update. Sandy Mezzetti reported that they plan to create a down payment assistance program for people who work and/or live in Windsor. This short-term committee was formed to present ideas to the town board on ways to support affordable housing within the community. Megan Ferguson also said that if the employer sponsored DPA idea continues to come up that IDF administers quite a few of those programs for employers throughout the state. If there are members of IDF staff that can help she can connect employers with them.
 - B. Jess Hinze sent out a calendar invite for February 2nd Noon-3 p.m. for an in-person board orientation and property tours for board members.
11. **ADJOURN:**

With no other business to discuss, Wayne made a motion to adjourn. Megan seconded the motion. All were in favor. None opposed. Chairperson Frankie Cole adjourned the meeting at 3:53 p.m.

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