

Windsor Housing Authority – Town of Windsor

July 16, 2024

CALL TO ORDER:

Chairperson Frankie Cole called the meeting to order at 3:01 pm. Meeting completed via Zoom. The Quorum was met with 5 of 6 commissioners present.

1. **Roll Call**

Chairperson	Frankie Cole
Commissioner	Diana Frick - Absent
Commissioner	Megan Ferguson
Commissioner	Wayne Dehn
Commissioner	Amy Roe
Commissioner	Tim Donnegan

Also present:

Brandon Johnson – Loveland Housing Authority
David McElwreath – Loveland Housing Authority
Ray Grimaldo – Loveland Housing Authority - Absent
Jess Hinze – Loveland Housing Authority
Eric Hull – Loveland Housing Authority - Absent
Theresa Fox – Loveland Housing Authority
Jeff Feneis - Absent
Sandy Mezzetti – Town of Windsor
Ron Steinbach – Town of Windsor
Tracy Hoff – Absent

- Adoption of the July meeting agenda:** Agenda was adopted by Megan Ferguson. Tim Donnegan seconded the motion. All were in favor. None opposed.
- Adoption of the June 18 and July 16 meeting minutes:** Megan Ferguson made a motion to approve the June meeting and July special meeting minutes. Tim Donnegan seconded the motion. Minutes were approved as presented.

4. **Development Update** –Frankie Cole and Tim Donnegan reported on Jacoby Meadows:

- Bond requirement resolution
- Revised closing date of July 23, 2024
- Groundbreaking - August 14th 10:00 a.m.

5. **Financial Statement Review** – Theresa Fox summarized the financial statements.

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

Century III – David McElwreath

- A. David McElwreath reported that we have one vacancy at Century III that will be filled soon when maintenance is complete. Exhausted waiting list for 2 bedroom units.
- B. David McElwreath reported there were no maintenance updates.

Windsor Meadows I – Brandon Johnson

- A. Brandon Johnson reported no vacancies.
- B. Brandon Johnson reported there were no maintenance updates.

Windsor Meadows Phase II – Brandon Johnson

- A. Brandon Johnson reported one vacancy and an applicant that will be moving in on August 1.
- B. Brandon Johnson reported there were no maintenance updates.

8. **Public Communications:**

None

9. **Resident Communications:**

No resident communications currently.

10. **New Business:**

A. None

11. **Old Business:**

B. Bylaw Review – Tim Donnegan worked hard to input the updates requested and the attorney is reviewing them. The attorney asked us not to change our bylaws mid transaction because we are getting ready to close Jacoby Meadows so we will wait to vote on changing the bylaws until we close Jacoby Meadows. Tim Donnegan shared the changes that he made since the last regular meeting.

C. Prop123 – Megan Ferguson reported that DOH rolled out their guidance and final guidelines for the down payment assistance program. The last letter of intent deadline was August 15th. Since the Town opted into Prop123 she said the Town could apply for these funds. The board will discuss this more at future board meetings.

12. **Other Items:**

None

13. **ADJOURN:**

With no other business to discuss, Amy Roe made a motion to adjourn. Megan Ferguson seconded the motion. All were in favor. None opposed. Chairperson Frankie Cole adjourned the meeting at 4:05 p.m.

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