

Windsor Housing Authority – Town of Windsor

March 18, 2025

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 7 commissioners present.

1. **Roll Call**

Chairperson	Frankie Cole
Commissioner	Diana Frick
Commissioner	Josh Fulenwider
Commissioner	Wayne Dehn - absent
Commissioner	Amy Roe - absent
Commissioner	Tim Donnegan
Commissioner	Shannon Ezell

Also present:

Brandon Johnson – Loveland Housing Authority
Ray Grimaldo – Loveland Housing Authority
Jess Hinze – Loveland Housing Authority
Eric Hull – Loveland Housing Authority - Absent
Jeff Feneis – Loveland Housing Authority
Sandy Mezzetti – Town of Windsor
Ron Steinbach – Town of Windsor
Tracy Hoff – Loveland Housing Authority
Cory Mitchell – Loveland Housing Authority
Rich Larson - Novogradac

2. **Adoption of the March meeting agenda:** The agenda was adopted with the modifications discussed.
3. **Adoption of the February meeting minutes:** Tim Donnegan made a motion to approve the February meeting minutes. Shannon Ezell seconded the motion. All were in favor. None Opposed. Minutes were approved as presented.

4. **WHA Audit & Financial Statement Review** – Rich Larson from Novogradac presented the WHA Audit. Jeff Feneis and Jess Hinze presented the December 2024 Financials.
5. **Development Update** – Tim Donnegan attended the construction meeting this week and shared the pictures he took. Roofing should be completed this week. Plumbing is being pressure tested. The windows have been delayed because of shipping delays. Pinkard says the project is on schedule and on budget. Jeff Feneis was concerned about tariffs impacting costs, but Pinkard has already purchased the materials, so we won't be impacted by cost increases.
6. **Board, Staff, & Management Company Communications**
Vacancies/Maint./Upcoming 504):
Century III – Jess Hinze
 - A. No vacancies.
 - B. There were no maintenance updates.Windsor Meadows I – Brandon Johnson
 - A. Windsor Meadows I. There are currently four vacancies. We've had two lease-ups since the January meeting
 - B. There were no maintenance updates.Windsor Meadows Phase II – Brandon Johnson
 - A. No vacancies
 - B. There were no maintenance updates.
8. **Public Communications:**
Frankie Cole reported that more information about the remodel of Century III will come. We are hoping to fund that with 4% tax credits. Shane Hale from the Town put WHA on the June 9th agenda at the 5:30 p.m. work session. WHA will attend to let the Town know what we are working on and find out what their goals are for us.
9. **Resident Communications:**
No resident communications currently.

10. **New Business:**
Housing Team's Marketing Effort Overview – Cory Mitchell reported on the marketing efforts LHA is already doing or has planned for WHA properties. Cory told the board to let her know if they had any marketing ideas to share with her. The board members had a lot of ideas that they shared.

11. **Old Business:**
The director of Aspire will be attending the board meeting

12. **Other Items:**
Shannon Ezell asked if there was any money in the budget for repair of balcony railings at Windsor Meadows. Jess Hinze confirmed that Windsor Meadows I will receive railing facelifts. Ron Steinbach reported that the town is going to be closing on 300 acres of open space north of the police station. Sandy Mezzetti reported that Matrix Design Group was selected to do the Housing Needs Assessment.

13. **ADJOURN:**
With no other business to discuss, Shannon Ezzell moved to adjourn. Tim Donnegan seconded the motion. All were in favor. None opposed. The meeting adjourned at 4:02 p.m.

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