

Windsor Housing Authority – Town of Windsor

December 17, 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 7 of 7 commissioners present.

1. **Roll Call**

Chairperson	Frankie Cole
Commissioner	Diana Frick
Commissioner	Megan Ferguson - resigned
Commissioner	Wayne Dehn
Commissioner	Amy Roe
Commissioner	Tim Donnegan
Commissioner	Shannon Ezelle - absent

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
Theresa Fox – Loveland Housing Authority
Jeff Feneis - Absent
Sandy Mezzetti – Town of Windsor
Ron Steinbach – Town of Windsor - Absent
Tracy Hoff – Loveland Housing Authority - Absent

2. **Adoption of the December meeting agenda:** The agenda was adopted as circulated.
3. **Adoption of the November meeting minutes:** Tim Donnegan made a motion to approve the November meeting minutes. Amy Roe seconded the motion. All were in favor. None Opposed. Minutes were approved as presented.

4. **Development Update** – Eric Hull reported that Jacoby Meadows Phase I construction continues on schedule and within budget. Contractors have only lost two days to weather in the five months they have been working. Eric shared photos of some of the construction taking place.
5. **Financial Statement Review** – Theresa Fox presented the October financials.
6. **Board, Staff, & Management Company Communications (Vacancies/Maint./Upcoming 504):**

Century III – David McElwreath

- A. David McElwreath reported one vacancy. We gave the \$25 gift cards to the tenants for Christmas.
- B. There were no maintenance updates.

Windsor Meadows I – Brandon Johnson

- A. Windsor Meadows I. Leased two units in the past week. Currently there are seven vacancies and are in the process of screening and processing application packets.
- B. There were no maintenance updates.

Windsor Meadows Phase II – Brandon Johnson

- A. No vacancies
- B. There were no maintenance updates.

8. **Public Communications:**

Ron Steinbach was unable to attend this meeting but reported that the ordinance passed first reading correcting the code for the number of WHA board members. Second reading will be at the first Town meeting in January. The Town board approved a pilot program for 2025 grocery rebate for up to \$250 for lower income residents with annual incomes of less than \$66,886. Ron Steinbach wanted us to have the information so that we could share with our residents. David McElwreath will make sure residents are aware this

9. **Resident Communications:**

No resident communications currently.

10. **New Business:**

A. Goal Setting – Frankie Cole wanted everyone to think about some goals that WHA should consider for 2025. Please come to the next board meeting with one or two goals to share with the group. Some ideas might be from an education standpoint, resident engagement, engagement with the town, building relationships etc. Tim Donnegan asked what the 2024 goals were. Frankie said the 2024 goals were to close on Jacoby Meadows. We now have the capacity to take on something else.

11. **Old Business:**

A. January Officer Elections – Frankie Cole reported that with the resignation of Megan Ferguson, there will be an opening for Vice-Chairperson. The annual officer elections will occur at the January meeting. Think about whether you may want to serve as an officer on the board. Amy Roes term is up in March 2025. She will need to interview again with the town. This vacancy will be posted at the Town clerks office.

12. **Other Items:**

A. Sandy Mezzetti reported that the State passed many House Bills and legislation related to housing. One of them is Senate Bill 24174 that requires municipalities and governments to conduct a Housing Needs assessment due in 2026. The Town of Windsor sent out an RFP for this and will be conducting a Housing Needs Assessment. There is also a Housing Action Plan that is also due in 2028. All can be found on the DOLA website. These are separate from Prop123 requirements. Frankie Cole asked Sandy Mezzetti if her office had a master tracking schedule of the new laws and deadlines around housing. Sandy does have a document with all the due dates that she will share with WHA. This will help WHA understand how they could support any of the efforts.

B. Diana Frick reported that as the board is thinking about 2025 goals and what we want to accomplish, she stated that one of her friends is the new State DOLA Prop123 director. Her name is Ashley Weesner. She is a Severance resident and has an interest in what WHA is doing in the community. After we get some 2025 goals established, she may be a good person to collaborate with.

13. **ADJOURN:**

With no other business to discuss, Diana Frick made a motion to adjourn. Tim Donovan seconded the motion. All were in favor. None opposed. Amy Roe adjourned the meeting at 3:38 p.m.

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