

Windsor Housing Authority – Town of Windsor

June 17, 2025

CALL TO ORDER:

Chairperson Tim Donnegan 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	Myranda Dabney
Commissioner	Tim Donnegan
Commissioner	Shannon Ezell - absent

Also present:

Ray Grimaldo – Loveland Housing Authority - Absent
Jess Hinze – Loveland Housing Authority
Eric Hull – Loveland Housing Authority
Sandy Mezzetti – Town of Windsor
Ron Steinbach – Town of Windsor
Tracy Hoff – Loveland Housing Authority
Nancy Frase –Town Planning Commission alternate

Tim Donnegan reported that Wayne Dehn has resigned because he has taken a new position that is going to require more of his time. Tim Donnegan also introduced Myranda Dabney as our new commissioner.

- 2. Adoption of the June meeting agenda:** The agenda was as presented.
- 3. Adoption of the May meeting minutes:** Josh Fulenwider made a motion to approve the May meeting minutes. Diana Frick seconded the motion. All were in favor. None Opposed. Minutes were approved as presented.

5. **Development Update** – Eric Hull presented the construction project report from June 2nd. He also reported that he and Sandy Mezzetti received an email complaint from a neighbor about the yellow exterior accent color of the building. We swapped out a different siding from the originally scoped siding because of the durability of the product and at the same time the architect recommended a different color. The Town of Windsor approved the color and there is nothing in the code that requires us to change it. Sandy and Eric will draft a response to this neighbor.

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

Ashley Wade reported that Brandon Johnson resigned, and she is actively interviewing candidates. In the meantime, she is covering Brandon's job.

7. **Century III – Ashley Wade**

- A. No vacancies.
- B. A Cirsa inspection is scheduled for the end of the month. We are waiting for the permits to be approved for the remodel of the clubhouse.

Windsor Meadows I – Ashley Wade

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

Windsor Meadows Phase II – Ashley Wade

- A. Two vacancies. We are hopeful that these will be quick turnarounds.
- B. There were no maintenance updates.

8. **Public Communications:**

None

9. **Resident Communications:**

No resident communications currently.

10. **New Business:**

June 9th Town of Winsor Presentation Recap – Tim Donnegan reported that Eric Hull presented the same update that he just presented to us. The Town board was happy to hear that the project was on schedule and on budget.

11. **Old Business:**

WHA Website Board Info Update – Tim Donnegan reported that the updates have been made to the Town website and Ashley Wade will be getting the updates made to the WHA website.

Town support of the Windsor Housing Authority - Sandy Mezzetti presented a timeline of support of WHA by the Town.

- 2003 Established Workforce Housing Policy
- 2004 Resolution supporting Workforce Housing
- 2008 Approved prepping for a Housing Needs Assessment. They hired a consultant and it was completed in 2009.
- 2012 Town accepted the WHA Strategic Housing Plan
- 2014 Town provided financial support for Phase II Windsor Meadows workforce housing. This included waiving road impact fees, administrative fees, park fees for a total of about - \$188,632
- 2016 Allocated PAB to WHA in the amount of \$1,086,600
- 2022 Jacoby Meadows Fee Waivers in the amount of \$1,138,548 and provide matching funds of \$461,706
- 2023 Town opted into Prop123 at the request of the Windsor Housing Authority so that they could capitalize on the concessionary debt funding opportunities.

Sandy Mezzetti asked for other ways the Town could support WHA. Frankie Cole asked if the Town has any other land that could be developed for future affordable housing. Tim Donnegan reported that Paul Christenson will be asking the Town and WHA Board for a letter of support for funding an Aspire staff position to provide services for WHA property residents to submit with an application to Weld Trust. Weld Trust currently supports Stepping Stones and LHA staff sends residents to Stepping Stones for rent relief.

Sandy Mezzetti will also be putting together a survey on interest in developing a down payment assistance program.

Windsor Housing Needs Assessment – Sandy Mezzetti reported that they are in the gathering data and demographics stage. A survey will be going out soon. Public outreach is scheduled for August 14th. If we can get a booth for the Harvest Festival they will.

Windsor Town Updates – 7/10/25 Advisory Board Appreciation Night
Frankie Cole reminded the board of appreciation night.

12. **Other Items:**

13. **ADJOURN:**

With no other business to discuss, Tim Donnegan moved to adjourn. Josh Fulenwider seconded the motion. All were in favor. None opposed. The meeting adjourned at 3:56 p.m.

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