

Windsor Housing Authority - Town of Windsor

September 18, 2018

On the 18th day of September, 2018 a regular meeting of the Housing Authority of the Town of Windsor, Colorado was held pursuant to the bylaws at the Town of Windsor, 301 Walnut, Windsor, CO 80550. Members of the Housing Authority were present as follows:

WILLIAM VOEGTLI
JAMIE CHAVEZ
LINDSAY GILLINGHAM

Also present: Tom Jones and Carlin Barkeen from the Town of Windsor. Jeff Feneis, Deb Callies, Tracie Thompson, Mike Hersh and Cheri Milliman from the Loveland Housing Authority management team. Resident of Century III, Mark Engraff.

Chairman William Voegtli read the call of the minutes and they were spread upon the members

TO: WILLIAM VOEGTLI
JAMIE CHAVEZ
LINDSAY GILLINGHAM

You and each of you are hereby notified that the Secretary has called a regular meeting of the Windsor Housing Authority on September 18, 2018 at the Century III Community Room, 1027 Walnut St., Windsor, Colorado 80550 for the purpose of attending such business that may come before the Board.

We the undersigned commissioners of the Windsor Housing Authority of the Town of Windsor, Colorado hereby accept service of the foregoing notice of the regular meeting, waiving any and all irregularities in such service and such notice and consent and agree that said commissioners met at the time and place mentioned for the purpose therein stated.

The meeting was called to order by Chairman William Voegtli at 3:00 pm at the Community Room at Century III. Quorum was met with 3 of 5 Commissioners present.

Adoption of the Agenda:

Chairman William Voegtli asked if there were any additions or deletions for the agenda. There were no additions or deletions to the agenda. A motion was made by Commissioner Lindsay Gillingham to accept the agenda as written, seconded by Commissioner Jamie Chavez, carried.

Adoption of the Minutes:

Commissioner Lindsey Gillingham moved that the Adoption of the minutes for August, 2018 be approved, seconded by Commissioner Jamie Chavez, carried.

Resident Communication

A. No resident communication.

Meet and Greet:

There was no Meet and Greet in September.

Public Communication:

B. No public communication.

Development:

- A. Windshire: Jeff Feneis reported Windshire project is going well. The Planning Commission and Town Council have approved what they have seen so far which is the density of 123 units. That was the last piece we needed so we can close on the land. The Bank of Colorado may not be able to meet the October 22nd closing. We cannot extend the contract again. If they cannot make it we may need to get a short term loan from the Housing Authority Development Corporation for a couple of weeks. Jeff will run it by the LHA board so we have a backup plan if needed. The architect and engineers are working to finish up the general development plan amendment to have it done no later than the end of the year. There will be a public meeting in October.
- B. Governor's Farm: The current owner of Governor's Farm has communicated through a realtor that they would be willing to reconsider the Windsor Housing Authority's offer for Governor's Farm. The Windsor Housing Authority board would be interested if the financing can be arranged.

Board, Staff & Management Company Communications and Financials:

Century III 2019 Budget: If a rent increase is requested for Century III a budget must be submitted to USRD by October 1st. Since we are requesting an increase, the budget will be submitted to USRD before October 1st. Once USRD approves the budget a letter will be sent to tenants about the rent increase. Budget amounts were increased as needed. A motion to approve the budget was made by Commissioner Jamie Chavez seconded by Commissioner Lindsey Gillingham.

The Century III audit with USRD went well. There are a few small corrections to be made.

Windsor Housing Authority

- A. Not many changes, doing well

Century III

- A. Within Budget
- B. Vacancy Report: One Vacancy

Windsor Meadows Phase I

- A. Within budget looking good
- B. Vacancy Report: No vacancies

Windsor Meadows Phase II

- A. Within budget looking good
- B. Vacancy Report: No vacancies

Maintenance Report:

Chairman William Voegtli reported that Century III is doing well. Property looks good. Trying some new sidewalk lights and planning on getting the generator by the end of the year.

New Business:

- A. Board of Elections: There are only three board members present so the elections will be held in the future.

Old Business:

- A. Bohemian Foundation; Commissioner Lindsay Gillingham typed up a letter to the Bohemian Foundation and gave each Commissioner a copy to go over.

Motion authorizing the secretary to prepare any required resolution to reflect action taken by the Windsor Housing Authority Board at this meeting and authorizing the Chairman to sign all such resolutions made by Commissioner Lindsey Gillingham, seconded by Commissioner Rachael Perez-Steinbach, carried.

Motion to Adjourn; Commissioner Jamie Chavez moved that the meeting be adjourned at 4:15pm, seconded by Commissioner Lindsey Gillingham carried.

Respectfully submitted
Cheri Milliman