

Windsor Housing Authority - Town of Windsor

October 16, 2018

On the 16th day of October, 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
RACHEL PEREZ-STEINBACH
JAMIE CHAVEZ
LINDSAY GILLINGHAM
CHRIS MELSON

Also present: Tom Jones from the Town of Windsor, Sharlet Lee, Carolyn Coffelt, Mike Hersh and Cheri Milliman from the Loveland Housing Authority management team.

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

TO: WILLIAM VOEGTLI
RACHEL PEREZ-STEINBACH
JAMIE CHAVEZ
LINDSAY GILLINGHAM
CHRIS MELSON

You and each of you are hereby notified that the Secretary has called a regular meeting of the Windsor Housing Authority on October 16, 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 3:05 pm at the Community Room at Century III. Quorum was met with 5 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 Jamie Chavez to accept the agenda as written, seconded by Commissioner Rachael Perez-Steinbach, carried.

Adoption of the Minutes:

Commissioner Jamie Chavez moved that the Adoption of the minutes for September, 2018 be approved, seconded by Commissioner Rachael Perez-Steinbach, carried.

Resident Communication

A. No resident communication.

Meet and Greet:

There were 27 residents at the Meet and Greet. We went over the rent increase, tree removal, new walk way lights and the generator.

Public Communication:

B. No public communication.

Development:

- A. Governor's Farm: The amount offered to purchase Governor's Farm will remain at \$1,800,000.00. There was \$60,000.00 left in the Windsor Housing Authority budget towards possible purchasing Governor's Farm.
- B. Land Contract- We close on the land, October 17, 2018 at 3:00 pm in Fort Collins.
- C. Resolutions: Sharlet has some resolutions to sign before the closing of the new property tomorrow. One resolution is the Windsor Housing Authority for purchasing the land and how they are paying for it. It approves the documents as to form. The second resolution is from the bond attorney, it must be signed to authorize Windsor Housing Authority to use tax credit bonds. Commissioner Jamie Chavez made a motion authorizing the Chairman to sign all such resolutions. Seconded by Commissioner Rachael Perez-Steinbach, carried.

Board, Staff & Management Company Communications and Financials:

Windsor Housing Authority

- A. Not many changes, doing well

Century III

- A. Looks good
- B. Vacancy Report: One Vacancy

Windsor Meadows Phase I

- A. Looking good
- B. Vacancy Report: No vacancies

Windsor Meadows Phase II

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

Maintenance Report:

- A. Chairman William Voegtli reported that the new sidewalk lights at Century III have been installed. Chairman William Voegtli is planning on getting the generator by the end of the year. The tree removal should be in the next within the next 6 weeks. Carpet tiles will be used in the clubhouse so they can be replaced as needed. Currently the pest control would treat six buildings and the next month the other six. Now we have them treat all of the buildings in June, July and August. We have had less insect problems doing it this way and will continue to treat them the same way next year. Dryer lines will be re-done at Windsor Meadows Ph. I before the end of the year.

Old Business:

- A. Board of Elections: Commissioner Rachael Perez-Steinbach was nominated by Commissioner Jamie Chavez for Vice Chairman, seconded by Commissioner Lindsay Gillingham. Commissioner Rachael Perez-Steinbach nominated Commissioner Lindsay Gillingham for Secretary, seconded by Commissioner Jamie Chavez.

Motion to Adjourn; Commissioner Jamie Chavez moved that the meeting be adjourned at 4:20pm, seconded by Commissioner Lindsey Gillingham carried.

Respectfully submitted
Cheri Milliman