

Windsor Housing Authority - Town of Windsor

March 19, 2019

On the 19th day of March, 2019 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:

RACHEL PEREZ-STEINBACH
WILLIAM VOEGTLI
LINDSAY GILLINGHAM
CHRIS MELSON

Also present: Tom Jones and Carlyn Malone from the Town of Windsor, Jeff Feneis, Sharlet Lee and Cheri Milliman from the Loveland Housing Authority management team.

Chairman Rachel Perez-Steinbach read the call of the minutes and they were spread upon the members

TO: RACHEL PEREZ-STEINBACH
WILLIAM VOEGTLI
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 March 19, 2019 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 Rachel Perez-Steinbach at 3:05 pm at the Community Room at Century III. Quorum was met with 4 of 5 Commissioners present.

Adoption of the Agenda:

Chairman Rachel Perez-Steinbach 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 William Voegtli to accept the agenda as written, seconded by Commissioner Chris Melson, carried.

Adoption of the Minutes:

Commissioner Chris Melson moved that the Adoption of the minutes for February, 2019 be approved, seconded by Commissioner William Voegtli, carried.

Resident Communication

A. There was no resident communication.

Meet and Greet:

A. There was not a Meet and Greet in March.

Public Communication:

A. There was no public communication.

Development:

A. Commissioner William Voegtli and Jeff Feneis had a meeting with the contractor and architect last week. There was a lot of good dialogue. They are taking a serious look at modular construction. There was a modular conference that Darcy McClure from Loveland Housing Authority and our contractor attended. We want to have the apartments to blend in with Windshire and Windsor Meadows. We are heading on the path to getting the site plan and the basic development approved by the city planning department. Partners don't like us to be in metro districts or HOA. We don't want to be a burden to the metro district so we will pay \$100,000.00 up front and the metro district will use it instead of the monthly payment. WHA will pay 50% and the seller will pay 50%. It is due April 17, 2019.

Board, Staff & Management Company Communications and Financials:

Windsor Housing Authority

- A. Not much has changed.

Century III

- A. Looks good.
- B. Vacancy Report: Two Vacancies

Windsor Meadows Phase I

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

Windsor Meadows Phase II

- A. Within budget looking good.
- B. Vacancy Report: Two vacancies

Maintenance Report:

- A. At Century III there have been two more 504 request for washer/dryers. We purchased 5 washer/dryers because of the discount. Carpet will be installed Saturday and Sunday in the clubhouse and office. The shingles will be put on in April.

New Business:

- A. There is a CIRSA general membership meeting on June 18, 2019 in Breckenridge if any board member would be interested in attending. It is a one day event.
- B. There were two Windsor Housing Authority board member positions to be filled by the Town of Windsor. One will be filled by Nancy Salazar. Commissioner William Voegtli will stay on until the second position is filled.
- C. The board would like Commissioner William Voegtli to continue to work with development after his commissioner's term has ended, possible in an advisory position. The board will discuss it further in the future.
- D. Ken Bennett working with the Town of Windsor board, Chairman Rachel Perez-Steinbach, Commissioner William Voegtli and Jeff Feneis spoke about a proposal to create a regional housing authority which would be the towns of Windsor and Severance. We agree that an executive director is needed for the Windsor Housing Authority but it is a lot for the Town of Windsor to absorb. The idea for Severance to join with Windsor Housing Authority came about over the executive director discussion.

Old Business:

- A. Robert McElroy from USRD will be coming out to Century III to speak with Commissioner William Voegtli regarding the parking spaces at Century III.

Motion to Adjourn; Commissioner William Voegtli moved that the meeting be adjourned at 4:20pm, seconded by Commissioner Chris Melson; carried.

Respectfully submitted
Cheri Milliman