

Windsor Housing Authority - Town of Windsor

May 19th, 2020

A. CALL TO ORDER:

Chairperson Chris Melson called the meeting to order at 3:06 p.m. Meeting completed via Zoom per Stay at home / Safer at home orders.

1. Roll call:

Chairperson	Chris Melson
Vice Chairperson	Nancy Salazar
Commissioner / Secretary	Lindsay Gillingham
Commissioner	Frankie Cole

- Also Present: Glenn Smith from Loveland Housing

Andy Bickers from Loveland Housing Authority

Mike Hersh from Loveland Housing Authority

Tracy Thompson from Loveland Housing Authority

Kelly Hall of Windsor

WHA Residents: None

2. Adoption of the May meeting agenda:

- A motion was made by Commissioner Lindsay Gillingham to accept the agenda as written, seconded by Commissioner Nancy Salazar, carried.

3. Adoption of the April meeting minutes:

- A motion was made by Vice Chairperson Nancy Salazar to move meeting minutes to the July meeting where both April and May will be provided, due to Cheri Millman being excused from this meeting. Motion was seconded by Frankie Cole, carried.

B. COMMUNICATIONS:

1. Management Company Financial Communications:

- Windsor Housing Authority April 2020 Financials
Within budget, looking good, only 1 vacancy
- Century III April 2020 Financials
They are within budget. Century III has 0 vacancies
- Windsor Meadows Ph. I April 2020 Financials
Bottom line looks good. Windsor Meadows Ph. I has 0 vacancies
- Windsor Meadows Ph. II December 2019 Financials
Looks good. Windsor Meadows Ph. II has 0 vacancies
- Motion was made to submit the April 2020 WHA budgets by Commissioner Lindsay Gillingham, seconded by Nancy Salazar, carried.
- Motion was made to accept the 2019 WHA audit report by Commissioner Lindsay Gillingham, Seconded by Commissioner Frankie Cole, carried.
- Resident Manager Glenn Smith, things are going good at Century III, no resident complaints, following shelter in place procedures, and credit cards are locked in the safe for approved use.

2. Public Communications:

- Chairperson Chris Melson is going to look into the following:
 - Invite newly elected Mayor Paul Rennemeyer to our July meeting
 - Inquire into the new liaison that has volunteered to attend WHA meetings
 - Inquire into the appointed commissioner to fill the vacant WHA position
 - Per suggestion of Commissioner Frankie Cole, inquire into the housing market and check stability for the next year to assess COVID-19 situations with a local real estate agent.

3. Maintenance Communications:

- Century III:
Maintenance Manager Chris Green has submitted his letter of resignation, there will be a period of adjustment as they go through the application / hire process for a new maintenance person. Not much on the back log due to COVID-19 stay at home / shelter in place orders. Currently within budget.
- Maintenance Agreement with Loveland Housing:
 - Bradco currently continues to be hired for jobs here and there by LHA
 - Bradco has outstanding work from before the merge to replace the flagpole away from the pine tree and to be lit up at night and following proper American flag etiquette.
 - Doing everything they can to follow Stay at home / Safer at home orders and still get emergency maintenance needs addressed.

4. Public Communications:

- Tom Jones from the Town of Windsor informed us he will no longer be our liaison from The Town of Windsor. We should be informed who our new liaison is shortly.

5. Resident Communications:

- Meet and Greet:
 - There was no make-up Meet N Greet in April, May and June Meet N Greet is also cancelled due to COVID-19 Stay at home / Safer at home procedures.

C. DEVELOPMENT:

1. Golden Meadows:

- Vice Chairman Nancy Salazar, in conjunction with LHA completed the CHFA Application Presentation and WHA was denied at this time. Discussion went well as they liked our layout and the overall feeling of the property. The comments and feedback were very positive, also was suggested we reapply next year. This was a very competitive application process this go around and overall we did very well we just were not selected at this time.
- Commissioner Lindsay Gillingham suggested to Vice Chairman Nancy Salazar to look into the DOLA application if we are eligible to apply and Nancy will get back to the WHA with her findings. Applications must be submitted by 8/1/2020 for this go around.

D. NEW BUSINESS:

- None at this time

E. OLD BUSINESS:

- None at this time

F. ADJOURN:

Commissioner Frankie Cole moved to adjourn, Vice Chairman Nancy Salazar seconded the motion, carried- Chairman Chris Melson adjourned the May 2020 meeting at 3:23pm.

Lindsay Gillingham Commissioner / Secretary