

Windsor Housing Authority - Town of Windsor

April 23, 2020

A. CALL TO ORDER:

Chairperson Chris Melson called the meeting to order at 3:00 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:

Sharlet Lee from Loveland Housing Authority
Andy Bickers from Loveland Housing Authority
Deb Callies from Loveland Housing Authority
Mike Hersh from Loveland Housing Authority
Tracy Thompson from Loveland Housing Authority
Glenn Smith from Loveland Housing Authority
Cheri Milliman from Loveland Housing Authority
Tom Jones from the Town of Windsor
Carlin Malone from the Town of Windsor
WHA Residents: None

2. Adoption of the January meeting agenda:

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

3. Adoption of the January meeting minutes:

- A motion was made by Commissioner Lindsay Gillingham to accept the January meeting minutes. Motion was seconded by Vice Chairperson Nancy Salazar, carried.

A. COMMUNICATIONS:

1. Management Company Financial Communications:

- Windsor Housing Authority Financials
Within budget, looking good.
- Century III
They are within budget. Century III has 0 vacancies
- Windsor Meadows Ph. I
Bottom line looks good.
Windsor Meadows Ph. I has 0 vacancies
- Windsor Meadows Ph. II

Looks good. Windsor Meadows Ph. II has 0 vacancies

A motion was made by Commissioner Lindsay Gillingham to approve the financials as presented, seconded by Vice Chairperson Nancy Salazar.

Deb Callies from Loveland Housing Authority stated that rent recovery will be on a case by case basis. We are not expecting a large amount of tenants having trouble. We will be doing Promissory Notes to help any tenants that are having any problems. We know of several organizations that are able to help.

2. Public Communications:

- Tom Jones from the Town of Windsor stated that as far as he knows the Town of Windsor will go forward with funds. Tom will no longer be the liaison for Windsor Housing Authority.

3. Maintenance Communications

- Maintenance: Josh cleared the debris by building 6 and 7. He will continue to keep it clear. Mike will contact Brad to see when the flag pole will be moved. Century III has less than 20 work orders. Tenants have been notified that some work orders will have to wait until after the Stay at Home order is listed.

4. Resident Communications:

- Meet and Greet:
 - There was no Meet N Greet in April due to COVID-19 Stay at home / Safer at home procedures.
- Fire Extinguishers were installed

B. DEVELOPMENT:

- Golden Meadows: The development team will do their presentation to CHFA on Tuesday, May 5th for the Golden Meadows property.

C. NEW BUSINESS:

- None at this time

D. OLD BUSINESS

- A resolution for signatures on bank documents must be assigned a number. Commissioner Lindsay Gillingham made a motion to approve the signatures for the bank documents, Seconded by Commissioner Frankie Cole.
- Credit cards were approved and cards are at the Century III office.

E. ADJOURN:

Commissioner Lindsay Gillingham moved to adjourn, Commissioner Frankie Cole seconded the motion, carried- Chairman Chris Melson adjourned the April 23rd, 2020 meeting at 3:30pm.

Cheri Milliman – Windsor Housing Coordinator