

Windsor Housing Authority - Town of Windsor

September 4, 2019

On the 4th day of September, 2019 an additional 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, Chris Melson, Jose J. Valdez, and Lindsay Gillingham. Also present: Sharlet Lee from the Loveland Housing Authority management team, and William Voegtli.

You and each of you are hereby notified that the Secretary has called an additional meeting of the Windsor Housing Authority on September 4, 2019 at the Windsor Meadows Meeting Room, 1500 Tipton Dr., 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 additional 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 8:30 am at the Community Room at Windsor Meadows. Quorum was met with 4 of 5 Commissioners present.

Above mentioned commissioners met to discuss WHA town proposal and to have a discussion about maintenance. Information discussed is current money that can be used from Windsor budget and amount needed for an ED (executive director). During this discussion it was brought to the board's attention that the Town of Windsor has previously denied this request due to the Town of Windsor not having any investment or direct funds invested within the Windsor Housing Authority. Rachel Perez-Steinbach proposed that Windsor Housing Authority place ED on hold, deal with current maintenance issue and look into possibly hiring a Resident Manager at this time. This was voted on by the board. 4 of 4 commissioners voted in favor and the motion was carried.

Several options were discussed to deal with the current maintenance issue and need for a residential manager. These options included having a maintenance

worker that is available weekly with a call in maintenance person for weekend emergencies. Also discussed options of accessing Loveland Housing Authority weekend maintenance team for WHA emergencies. It was discussed that the resident manager duties would include leasing, ongoing and USRD needs as well as addressing day to day needs on the Century III property. No final decision has been made at this time. Commissioners will obtain job descriptions, and look at budget ideas before going forward.

Other information discussed were updates that can be communicated to residents at the 10/10/2019 Meet N Greet. Also discussed was the need for Windsor Fire and Police volunteers to come and address resident questions on safety and basic emergency concerns.

Next meeting scheduled is an additional meeting on September 5th, 2019, at 9:00am, at Windsor Meadows clubhouse, 1500 Tipton Dr. Windsor, CO. 80550 to discuss 2020 budget.

Commissioner Rachel Perez- Steinbach moved that the meeting be adjourned at 9:55 am, seconded by Commissioner Lindsay Gillingham, and carried.

Respectfully submitted by Lindsay Gillingham