

Windsor Housing Authority - Town of Windsor

Regular Meeting – September 17, 2009

On the 17th day of September 2009 a regular meeting of the Housing Authority of the Town of Windsor, Colorado was held pursuant to the bylaws at 1027 Walnut Street, office of the Housing Authority. Members of the Housing Authority were present as follows:

JOHN MOORE, Chairman

WILLIAM VOEGTLI

RICK BOWERS

MICHAEL DAVIS

JON SLATER, Vice Chairman

Also present: Kelly Mannon, Director

Chairman Moore presided. The Chairman read the call of the minutes, which were ordered spread upon the members.

TO: JOHN MOORE
WILLIAM VOEGTLI
RICK BOWERS
JON SLATER
MIKE DAVIS

You and each of you are hereby notified that the Secretary has called a regular meeting of the Housing Authority of the Town of Windsor, Colorado at 7:30 a.m. on the 17th day of September, 2009 at the Century III Clubhouse, 1027 Walnut Street, Windsor, Colorado 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.

John Moore

Rick Bowers

William Voegtli

Mike Davis

Jon Slater

The meeting was called to order by Chairman Moore at 7:30 a.m. at the Century III Clubhouse.

Chairman Moore asked for the adoption of the agenda. A motion was made by Commissioner Slater to adopt the agenda with an additional item F which would be discussion about the dryer charges. This motion was seconded by Commissioner Bowers and approved unanimously.

There was no resident communication.

Chairman Moore asked for the adoption of the minutes of August 20, 2009. A motion was made by Commissioner Voegtli to adopt the minutes. The motion was seconded by Commissioner Slater and unanimously approved.

The board reviewed the bills to pay for September with the Loveland Housing Authority. Commissioner Slater made a motion to approve the the September bills to pay. The motion was seconded by Commissioner Voegtli and approved unanimously. There was also discussion about the Windsor Housing Authority documents and indication that Sharlet Lee from the Loveland Housing Authority would need to do some investigation to find the original documents for the Windsor Housing Authority.

Commissioner John Moore gave a report on the block grant and that he had a meeting with the administrator to get more information regarding this grant and that they needed more information to reconcile invoices with the GEO grant. Commisioner Voegtli agreed to compile with information for the grant committee, once this is completed there is a 2 to 3 week processing time for the grant. Commissioner Moore also stated that the tree bids were still in progress.

The Board discussed the agreement with the Loveland Housing Authority to manage the Century III property. Kelly Mannon will continue to prepare the agenda and type the meeting minutes. Commissioner Slater made a motion to sign the agreement, switch our accounting to accrual bases and pay a bill to LHA for \$2,200.00. this motion was seconded by Commissioner Davis and approved unanimously.

Once the agreement was signed the board gave authorization for Loveland Housing Authority to open a management account and to place the funds from the old operating account into that account. The certificate that is renewing at Bank of Colorado will also be allowed to roll over. The board also gave authorization for Sharlet Lee and Sam Betters to be placed as a signature on the accounts at Bank of Colorado in order for her to gather necessary information for the financial statement for the Windsor Housing Authority and Century III. At this time the signature for Kelly Mannon will be taken off of all the accounts. This motion was made by Commissioner Slater and seconded by Commissioner Davis and was unanimously approved.

Commissioner John Moore read a letter from auditor Rose Melville indicating that the audit selection should be a Windsor Housing Authority process, which the board agreed that it was and authorized the Loveland Housing Authority to bid out their audit for 2009. This motion was made by Commissioner Bowers and seconded by Commissioner Slater and unanimously approved.

Commissioner John Moore signed the 2010 quote from CIRSA for the insurance coverage for the Century III property and the Housing Authority Board members.

The Board had a discussion about the misunderstanding regarding the dryer charges and agreed that the original intent of the charge was for every dryer not just 220 dryers. Kelly Mannon will post a notice regarding the charge for any dryer will be \$5.00 a month.

Sam Betters from the Loveland Housing Authority gave the board members an activity report which included the changes to the rent collection and emergency phone numbers for the Century III Complex.

The Board also discussed the upcoming meeting with the Town Board to give them a progress report. This meeting is scheduled for Oct 19th at 5:30 p.m.

Commissioner Slater made a motion to adjourn which was seconded by Commissioner Bowers and approved unanimously. The meeting was adjourned until the next regular meeting or a special meeting is called by the

Chairman.

Meeting was adjourned at 11:00 am.