

Windsor Housing Authority - Town of Windsor

Regular Meeting – April 15, 2010

On the 15th day of April 2010 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

RICK BOWERS

MICHAEL DAVIS

BILL VOEGTLI

JON SLATER, Vice Chairman, was absent

Also present: Kelly Mannon, recording secretary, Kirk Muhlenbruck, Maintenance Technician, Sharlet Lee, Bill Rumley and Sheri Ness from the HACOL management team.

Chairman Moore 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 15th day of April 2010 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 with the addition of Brad from Brad Co. A motion was made by Commissioner Voegtli to adopt the agenda which was seconded by Commissioner Bowers and approved unanimously.

Brad from Brad Co wanted to let the board know that he had recycled all the aluminum doors from the complex and was going to present a check to the Tenants Association.

Chairman Moore asked for the adoption of the minutes of March 18, 2010. A motion was made by Commissioner Voegtli to adopt the minutes. The motion was seconded by Commissioner Davis and unanimously approved.

The board reviewed the financial statements for April. Commissioner Voegtli made a motion to approve the financial statements. This motion was seconded by Commissioner Bowers and unanimously approved. Commissioner Voegtli had a concern about the safety of information that was being transferred between the Windsor Housing Authority and the Loveland Housing Authority. Sharlet Lee came up with an idea to use a file folder that went back and forth between the two offices and that would keep the information and paperwork off of the desk.

The Board also had a discussion about the resident's complaints of a visitor to apartment 8D that was causing a problems, Shari Ness let the board know that there were things that could be done to keep this person off the property. She also let the board know that Adrian would be following up on this concern.

The Board was also concerned about the timeliness of the memo about dogs that was circulated last month. The consensus was that the memo should have gone and sooner. Commissioner Voegtli also was concerned with the lack of coverage for the office and felt that when Kelly was gone that someone from Loveland should cover the office. Everyone agreed that this should be done and Loveland will cover the office when Kelly can't be in. She will notify Loveland as soon as possible when she knows she will be out of the office.

A Motion was made by Commissioner Bowers and seconded by Commissioner Davis appointing Commissioner John Moore to sign agreements or necessary

paperwork for Rural Development on behalf of the Windsor Housing Authority.

The Board would like to schedule a work session or the next board meeting if possible to tour some of Loveland Housing Authority's projects and to learn more about the Development of these projects. This will be scheduled in the near future.

The board also discussed retention of files and paperwork at the Windsor Housing Authority office. It was decided that a policy be made regarding the retention of these documents and that Kelly go through the storage areas to get things ready to be shredded once this policy is made. This will be scheduled for an upcoming meeting.

The board heard about the boiler leaks in buildings 7 and 12 that are still causing a problem. Bill Rumley will be getting the lines traced and have Brunners go through with infrared to detect the leaks.

Commissioner Voegtli gave a report on the projects associated with the grant. He reported that the windows, doors and painting were complete. The gutters will be done this coming weekend. Red Willow Construction will be starting on the sidewalks and drainage pan for the parking lot sometime next month. He is also going to replace the patio at 6D that was scalded by ice melt this winter. We will be installing a new dumpster by building 9 and taking down a cottonwood tree by building 7.

The speed bumps at the entrances will be removed and we will be starting on asphalt soon. Commissioner John Moore asked that Commissioner Voegtli had a company like CTL Thompson look at the parking lot first to determine if any of the base needs to be replaced before the asphalt is replaced.

Commissioner Voegtli made a motion authorizing the secretary to prepare any required resolution to reflect action taken by the Housing Authority Board at this meeting and authorizing the Chairman to sign all such resolutions. This motion was seconded by Commissioner Bowers and was unanimously passed.

Meeting was adjourned at 9:05 am.