



Windsor Housing Authority - Town of Windsor

Regular Meeting – July 15, 2010

On the 15th day of July 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

BILL VOEGTLI

Also present: Kelly Mannon, recording secretary, and Jeff, Penny and Sharlet 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 Windsor Housing Authority on July 15, 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.

Adoption of the agenda:

Chairman Moore asked for the adoption of the agenda. A motion was made by Commissioner Slater to adopt the agenda with the addition of Michael Davis' resignation. This motion was seconded by Commissioner Bowers and approved unanimously.

Resident Communication:

There was no resident communication.

Adoption of the Minutes:

Chairman Moore asked for the adoption of the minutes of June 24, 2010. A motion was made by Commissioner Voegtli to adopt the minutes. The motion was seconded by Commissioner Bowers and unanimously approved.

Financial:

The board reviewed the financial statements for June which were presented by Sharlet Lee of HACOL. Commissioner Slater made a motion to approve the financial statements. This motion was seconded by Commissioner Voegtli.

New Business:

The board discussed the disaster response plan for Century III, Commissioner Bowers presented the board with a draft copy of the data collection form to be given out to the residents. The board liked the form with the exception of the finger print request and decided that it should be taken off. The board also thought that we should have a kick off meeting to inform and education the residents about the plan. This will be accomplished at a future meet and greet. The board authorized HACOL to purchase a digital camera for Century III to take pictures of the residents for the disaster plan paperwork and also at community functions. The board also accepted the resignation of Commissioner Michael Davis. He had indicated that he would be able to attend the August meeting, but that would be the final meeting that he would be able to come to.

Staff/Board Communications:

Jeff from HACOL let the board know that they are getting back on track after Adrian's and Sherrie's absence. He has hired someone to take Adrian's place. Her name is Cheryl West he is hoping to get her up to speed with the other properties and then bring her on with Century III. In the mean time Penny will be here. The Board was also informed about the boiler leak in 12D has been temporarily fixed with the stop leak, and that the lawn contract will be complete by next week. Penny passed around the letter to be passed out to the residents about patios. The board was pleased with the letter, Commissioner Slater made a motion to accept the letter this motion was seconded by Commissioner Bowers and unanimously approved.

Old Business:

The Board discussed the request from the Town of Windsor regarding the contribution from the Town in the amount of \$25,000. The Town is requesting a report indicating how the money was spent. They would like this two weeks prior to the August 23rd meeting.

Sharlet let the Board know that Stan Matsunaka was still working on the SEP plan and needed more information. Sharlet requested that Kelly and Kirk bring in their statements and that they look through their paperwork for any agreements.

Commissioner Voegtli gave a report on the grant projects. He indicated that the front door had a new door opener installed. The back flow preventers, sprinklers, sidewalk lights, side walk repair and the 6th dumpster have all been completed. The boiler for the clubhouse will be installed within a week or two and the last item will be the parking lot which will be concrete and should be started mid August.

Commissioner Bowers 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 Slater and unanimously passed.

Meeting was adjourned at 9:05 am.