

Windsor Housing Authority - Town of Windsor

Regular Meeting – March 18, 2010

On the 18th day of March 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

JON SLATER, Vice Chairman

BILL VOEGTLI

Also present: Kelly Mannon, recording secretary, Kirk Muhlenbruck, Maintenance Technician Sharlet Lee , Sheri Ness and Adrian Lejia 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 18th day of March 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 the auditor's report. A motion was made by Commissioner Slater to adopt the agenda which was seconded by Commissioner Bowers and approved unanimously.

Jon Cutler of Cutler and Association presented the audit to the Housing Authority Board. The one item the auditor had was that he felt it was necessary for the board to recreate the missing SEP agreement. After a short discussion Commissioner Voegtli made a motion to approve the audit this motion was seconded by Commissioner Bowers and approved unanimously.

A resident from the Tenant's Association came to the meeting to discuss dogs being off leash and not being cleaned up after. This was of great concern to the Board and they instructed the Management Team to draw up a letter regarding this matter.

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

The board reviewed the financial statements for March. Commissioner Slater made a motion to approve the financial statements. This motion was seconded by Commissioner Bowers and unanimously approved.

Sharlet Lee from HACOL let the board know that they are sending out legal RFP's to Herrera, White and Matsunaka. A motion was made by Commissioner Slater that it would be acceptable to accept an electronic vote for the Legal RFP and that the vote would be Copied to Kelly so they could be put in the minutes. This motion was seconded by Commissioner Voegtli and approved unanimously.

Sharlet Lee also passed around signature cards from the Bank of Colorado to have they signed by Board members.

The Board also had a discussion about the resident's complaints of missed appointments by the HACOL staff and asked that this problem be rectified.

Commissioner Voegtli gave a report on the projects associated with the grant. He reported that we are finished with the thresholds and are starting on the storage sheds and the dumpster cages. He estimated that we would spend approximately \$6,500.00 on the dumpsters \$6,000.00 on the gutters for storage sheds, \$24,000.00 for the trickle pan and repaving of the parking lot. He would also like to repair the lighting, a major portion of the sprinkler system and replace some of the outside water faucets on some of the apartments.

Commissioner Slater 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.