

Windsor Housing Authority - Town of Windsor

Regular Meeting – May 20, 2010

On the 20th day of May 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 and Sam Betters, Moofie Miller, and Sharlet Lee 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 May 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. A motion was made by Commissioner Bowers to adopt the agenda which was seconded by Commissioner Voegtli and approved unanimously.

Virginia Martinez spoke for the Tenants Association. There were several questions regarding the trash bins and the letter that went out regarding wind chimes and noise in the complex. The board wanted to communicate to the residents that they really needed to allow the management team to rectify any problems or concerns and that still was not happening. They wanted to remind the residents to voice their concerns to Adrian or Kelly. Moofie Miller from HACOL suggested having monthly meetings so the residents can voice their concerns at the meetings. The residents at the meeting thought this suggestion was a good idea and wanted to have these meetings.

Chairman Moore asked for the adoption of the minutes of April 15, 2010. A motion was made by Commissioner Bowers to adopt the minutes. The motion was seconded by Commissioner Slater and unanimously approved.

Matthew O'Neill from Habitat for Humanity spoke to the board about their organization wanting to form a partnership with the Windsor Housing Authority. The Board would like to have further communication with Habitat for Humanity regarding future partnerships.

The board reviewed the financial statements for January. Commissioner Slater made a motion to approve the financial statements. This motion was seconded by Commissioner Voegtli.

The board discussed having an alternate board member, the alternate would attend meetings and be able to vote if we needed a quorum and would be able to step right in if a board members term was up. Commissioner Bowers made a motion to authorize Stan Matsunaka to rework the Bylaws addressing officers, annual meetings, the addition of proposed amendments, adding alternate board members and any other necessary correction as he

sees fit. This motion was seconded by Jon Slater and unanimously approved.

Sharlet Lee from HACOL asked the board if they would like to readdress the SEP plan that was in place and make amendments to the plan when the new SEP agreement was put in place. The board members agreed that they would like to address some of the issues when the new agreement is developed.

Commissioner Moore asked Sam Betters if they could schedule some work sessions to be held at the Loveland Housing Authority. He would like to have sessions on Development 101, Bylaws, Management review and the management plan. The following work sessions have been scheduled. Development 101, June 8 at 2 pm and The Bylaws will be discussed following the June Board meeting on June 17th.

The board discussed the retention policy that was brought up at the last board meeting. Commissioner Slater made a motion asking the Loveland Housing Authority to create a retention policy according to USDA Rural Development policies. This motion was seconded by Commissioner Voegtli.

The Board also discussed the leaks in the boiler systems in Bldg 12 and Bldg 7. They urged the management team to get apt 12D cleared out as much as possible to allow the contractors and maintenance personnel to get to the bottom of the problem.

Commissioner Voegtli discussed with the board the projects that are related to the grant. The sixth dumpster site will be finished soon and all other dumpsters will be put in place. Sidewalk repair will soon begin along with the drainage pan for the parking lot. The contractor to repair and replace the sidewalk lights will begin soon. The board also discussed replacing the boiler in the clubhouse and sprinkler system repairs. Sharlet Lee let the board know the balance of the grant, and that the balance was getting low because we still needed to reimburse our reserve money that is required by Rural Development.

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 Voegtli and unanimously passed.

Meeting was adjourned at 10:30 am.