

# **BARRON COUNTY HOUSING AUTHORITY**

**Tuesday, February 27, 2024**

## **MINUTES**

### **CALL TO ORDER**

Chair Nelson called the meeting to order at 9:00 AM. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

**Motion (Tyler/Jost)** to approve the agenda.

Motion carried; unanimous.

### **ROLL CALL**

Commissioners Present: Marge Jost, Carol Moen, Gary Nelson, and Terri Tyler.

Other(s) Present: Robert Kazmierski; Executive Director, Louie Okey; and Doug Edwardsen.

Chairman Nelson introduced Doug Edwardsen as guest and potential new commissioner, replacing Shay Horton. Edwardsen shared his experiences and interests.

### **PUBLIC COMMENT**

No one registered or appeared for public comment.

### **MINUTES**

Discussion was held regarding the minutes of the previous meeting.

**Motion (Moen/Tyler)** to approve the minutes of the January 30, 2024, meeting as presented.

Motion carried; unanimous.

### **DIRECTORS REPORT**

The committee reviewed and discussed the Director's Report, which included current and future program activities.

The committee accepted the Director's Report by unanimous consent.

### **PROGRAM FINANCIAL REPORTS AND COMMUNICATIONS**

The Committee reviewed the January financials including the Check Register, and corresponding in-house reports.

The committee accepted the financial reports by unanimous consent.

### **MULTIFAMILY HOUSING REHAB UPDATE**

Nelson and Okey announced that a 3rd party review of scope and costing will be complete and delivered to Barron County on March 11<sup>th</sup>. Project stakeholders have been invited.

Nelson requested a BCHA Special Meeting be scheduled for March 12, 2024, at 9:00. The purpose of this meeting will be to inform the commissioners of the outcome of the review and discuss and/or act on any recommendations from the review. Kazmierski has provided S.E.H. with requested documents except the revised budget and letter of intent (LOI) for the LIHTC investors. Co-developer Tom Landgraf is currently working on a revised budget and obtaining an LOI. Outcomes of the Bid Evaluation and Scope Review meeting include

deferring some items to reduce some costs without negatively impacting long-term operations. Identified deferred items are the parking lots, storage rooms, and garages at the duplexes. The maximum WHEDA loan amount could be \$4,350,000, using the current interest rate. The annual debt service payment would be \$287,000 or \$23,917 of monthly payments. Tom Landgraf will postpone pursuing any additional renewable energy tax grants.

### **TURTLE LAKE NONPROFIT HOUSING**

Security Deposits are to be transferred Per Article 4 of the purchase agreement, all items to be provided by the Seller has been received. Staff have scheduled two (2) resident roundtables in early April at Turtle Lake to provide assurances and hear any tenant concerns. Legends Title is prepping for the April 30th closing for the property between Turtle Lake Non-Profit Housing and Barron County Housing Authority. Resolution 2024-01 is needed to be signed and submitted by Barron County Housing Authority (BCHA) outlining the approval of the purchase and indicating Kazmierski is authorized to sign on behalf of the Authority and their title.

**Motion (Moen/Jost)** to approve BCHA RESOLUTION 2024-01.

Motion carried; unanimous.

### **NEXT MEETING**

The next meeting will be held Tuesday, March 26, 2024, at 9:00 AM in the Berger-Woodland Manor Community Room. Multifamily Housing Rehab project, and Turtle Lake Non-Profit Housing will be discussed. BCHA LLC Leases will be discussed in April 2024.

### **ADJOURNMENT**

The meeting adjourned by unanimous consent at 11:00 AM

Respectfully Submitted,

*Robert D. Kazmierski*

Bob Kazmierski, Recording Secretary