

BARRON COUNTY HOUSING AUTHORITY

Tuesday, March 26, 2024

MINUTES

CALL TO ORDER

Chair Nelson called the meeting to order at 9:00 AM at Park Lawn Apartments, Barron, WI. 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: Doug Edwardsen, Marge Jost, Carol Moen, Gary Nelson, and Terri Tyler.

Other(s) Present: Robert Kazmierski, Executive Director; Richard Lundequam; Staci Hilden, Housing Program Manager; Louie Okey (remote); and Tom Landgraf (remote).

PUBLIC COMMENT

No one registered or appeared for public comment.

MINUTES

Discussion was held regarding the minutes of the previous meeting.

Motion (Moen/Edwardsen) to approve the minutes of the February 27, 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 2023 Year-End and January 2024 financials for MFH, OBA and HCV programs including the Check Register, and corresponding in-house reports.

The committee accepted the financial reports by unanimous consent.

MULTIFAMILY HOUSING REHAB UPDATE

Tom Landgraf provided background information on the cost per unit and how that is determined by the Capital Needs Assessment. He also explained the target budget of \$12.3M at that we are currently over budget \$380K (current budget is \$12.68M). Eliminating the garages at the duplexes will reduce project costs to within budget. Parking lot and storage will come out of contingency fund (\$1.23M). Tom also completed an analysis of the scoring for a 9% WHEDA application. Based on preliminary scoring, BCHA application would most likely score about 107 points. Based upon 2021 to 2023 thresholds, we would need to score between 130 to 135 points to be competitive. For a 4% State - Federal competitive application, the BCHA score would be about 170 points. Based upon 2021 to

2023 thresholds, we would need to score between 193 to 196 points to be competitive. Tom and Bob will get a determination from HUD regarding the project based rental assistance (PBRA) contract as well as some feedback from the equity investor and WHEDA, about splitting the project into two 4% applications. We will also contact FHLBC, HOME, WHEDA and NEF to see what they could support the restructuring of the portfolio into two tax credit applications. Tom Landgraf will begin pursuing any additional renewable energy tax grants.

NEW BUSINESS:

TURTLE LAKE NONPROFIT HOUSING PURCHASE

Motion (Moen/Tyler) to approve the establishment of three new accounts; for operating, reserve, and security deposits) for Lakeland Manor II. Signatory resolutions will be provided at the April meeting.

Motion carried; unanimous.

Kazmierski has prepared two (2) resident roundtables on April 2, 2024, at Lakeland Manor II to provide orientation and hear any tenant concerns.

Discussion of Housing Opportunity through Modernization Act of 2016 (HOTMA)

Kazmierski informed the board on HOTMA and the need to review all BCHA policies (a.k.a., Admin Plan) in preparation for HOTMA implementation date of January 1, 2025. The board will begin the review process in May 2024.

Discussion of 5-Year PHA Plan

Kazmierski will begin the planning process for 5-year Capital Improvement Plan after the Admin Plan review is complete. Goal is to start in July or August, 2024.

NEXT MEETING

The next meeting will be held Tuesday, April 30, 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.

ADJOURNMENT

The meeting adjourned by unanimous consent at 11:35 AM

Respectfully Submitted,

Robert D. Kazmierski

Bob Kazmierski, Recording Secretary