

PUBLIC MEETING NOTICE
BARRON COUNTY HOUSING AUTHORITY/BARRON COUNTY
HOUSING REDEVELOPMENT, LLC

TUESDAY, OCTOBER 28, 2025 – 9:00 AM

Lakeland Manor Community Room
283 Becker Street, Turtle Lake, WI 54889

MEETING AGENDA

1. Call to Order – Approve Agenda
2. Roll Call
3. Public Comment
4. Approval of the minutes of the previous meeting
5. Director's Report
6. Program financial reports and communications
7. Unfinished business
 - A) Multifamily Housing Rehab Update (Tom Landgraf)
8. New Business
 - A) Discussion of health plan costs
 - B) Discussion of management contract with Almena HA
 - C) Consideration of Holiday planning
 - D) Closed Session: The Committee will move in to Closed Session pursuant to WI State Statute 19.85(1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Pertaining to annual performance reviews
9. Discussion of potential items for next meeting
10. Adjournment

CC: Commissioners Doug Edwardsen, Marge Jost, Carol Moen, Gary Nelson & Terri Tyler
County Board Chair, County Administrator, Wendy Coleman, Clerk, Corporation Counsel,
& Justice Center.

Please email or call 715-537-5344, ext. 6 if you are unable to attend.

Next Meeting: Tuesday, **November 25, 2025, at 9:00 AM**

To access the meeting remotely via Zoom, please join here:

<https://us06web.zoom.us/j/84403492818>

Meeting ID: 844 0349 2818

Telephone: 1 312 626 6799

Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the Housing Authority office at 715-537-5344, ext. 6 at least 24 hours prior to the meeting so that arrangements may be made to accommodate your request.

BARRON COUNTY HOUSING AUTHORITY

Tuesday, September 30, 2025

MINUTES

CALL TO ORDER

Chairman Nelson called the meeting to order at 9:00 AM at Berger Woodland Apartments, in Barron, WI. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

Motion (Moen/Edwardsen) to approve the agenda.

Motion carried; unanimous.

ROLL CALL

Commissioner's Present: Doug Edwardsen. Marge Jost, Carol Moen, Gary Nelson and Terri Tyler.

Other(s) Present: Louie Okey, County Board Chair; and Robert Kazmierski.

OPEN PUBLIC HEARING FOR THE ADOPTION OF PHA ANNUAL HCV PLAN

Motion (Jost/Tyler) to open Public Hearing at 9:03 AM

Motion carried; unanimous.

Discussion of the Barron County Housing Authority's Public Housing Agency (PHA) Annual Plan for its federally funded Housing Choice Voucher program and the PHA revised 5 Year Plan in accordance with the requirements set forth by the Department of Housing and Urban Development. The revised 5-year Plan contains language about the possible consolidation of managed properties.

CLOSE PUBLIC HEARING FOR THE ADOPTION OF PHA 5 YEAR PLAN AND HCV ADMINISTRATIVE PLAN

Motion (Tyler/Jost) to close Public Hearing at 9:14 AM

Motion carried; unanimous.

PUBLIC COMMENT

No one registered or appeared for public comment.

MINUTES

Discussion and review of the minutes from the previous meeting.

Motion (Tyler/Edwardsen) to approve the minutes of August 26, 2025, as presented. Motion carried; unanimous.

DIRECTORS REPORT

The committee reviewed and discussed the Director's Report, which included current and future program activities. BCHA has been authorized to add 10 vouchers by the remainder of the year which will increase monthly HAP total to \$63K. Vacancy offering letters are being sent due to the surplus of vacancies. Letters are being sent to applicants for Turtle Lake, Dallas, Prairie Farm, and Haugen. We are holding off on Berger Woodland and Almena as we will need vacant units for alternative housing per the Relocation Plan. Turtle Lake and Prairie Farm (Riverview Manor) will be completed by October 1st. Kazmierski was invited to present to the City of Barron about consolidation processes for Park Lawn later this Fall. The committee accepted the Director's Report by unanimous consent.

PROGRAM FINANCIAL REPORTS AND COMMUNICATIONS

The Committee reviewed the financial statements for MFH, LLC, HCV & OBA programs ending August 31, 2025, including the Check Register ending August 29, 2025, and corresponding in-house reports. The committee received and accepted the available financial reports by unanimous consent.

UNFINISHED BUSINESS:
MULTIFAMILY HOUSING REHAB UPDATE

Kazmierski provided field reports on construction status. Percent Complete: 40%. McGann had requested an additional week to complete Prairie Farm and Turtle Lake. Both sites received some rain damage on September 2nd due to unexpected storms during roof replacement and the roof tarp was not entirely effective. A restoration company assessed the damage and repairs to roof peak and interior sidewalls have delayed transitioning into next phase. A revised project schedule was included in the packet. Almena and BW have still had some punch list work remaining (i.e., exterior doors at Almena and Berger Woodland bathroom doors to swing out instead of in). Tom and I are still working with DOA to close the \$497,880 HOME loan. One half of Duplex (1725 Margaret Ave) had to have concrete steps and replacement brick installed at entrance. Playground work is in progress. Concrete has been poured; rubber mulch is staged for installation. At Turtle Lake and Prairie Farm (PF) 8 plex's, the HVAC units are complete per McGann. All bathroom toilets and sinks are installed & functional in all units. Holdover items: replacement of additional concrete walk section at PF; Entrance concrete railing; readjusting range hood height and Parking lots are not striped.

NEW BUSINESS:
CONSIDERATION OF ANNUAL CIVIL RIGHTS CERTIFICATION AND RESOLUTION

Motion (Moen/Edwardsen) to adopt revised PHA 5-year Plan and submit to HUD

Motion carried; unanimous.

Motion (Tyler/Moen) to adopt Annual Civil Rights Certification and Resolution to submit to HUD.

Motion carried; unanimous.

DISCUSSION OF POTENTIAL ITEMS FOR NEXT MEETING

The next meeting will be held on Tuesday, October 28, 2025, at 9:00 AM in the Turtle Lake Community Room, 283 Becker Street, Turtle Lake, WI. Agenda items include updates of the Multifamily Housing Rehab project, update of consolidation of managed properties, and BCHA health plan will be discussed and considered.

ADJOURNMENT

The meeting adjourned by unanimous consent at 10:06 AM

Respectfully Submitted,
Bob Kazmierski, Recording Secretary

BARRON COUNTY HOUSING AUTHORITY

Director's Report

October 2025

HOUSING CHOICE VOUCHER PROGRAM

Vouchers leased (being utilized): 145

Voucher not under lease (participant in search of rental): 4

HAP Total: \$60,770.00

Applicants on Waiting List: 369

The Housing Assistance (HAP) subsidy is slowly increasing as we have been administering more vouchers. However, there is increase in vouchers on the street (n=4). This can be an indicator of housing availability. In other words, the supply of affordable housing is limited, and these 4 participants are currently in search of affordable housing, or we are waiting on paperwork from the new landlord. After a voucher has been issued, applicants have 120 days to find a unit that does not exceed their gross rent calculation (based upon the families rent calculation that we completed from the initial certification.)

MULTIFAMILY HOUSING PROGRAM

Occupancy Rate (53/70 units): 76% - Almena (5); Berger Woodland (5); Dallas (1); Duplexes (1); Haugen (2); PF (3); Turtle Lake (0). Vacancy offering letters are being sent due to the surplus of vacancies. We have filled 3 vacancies since last month. Letters are being sent to applicants for Turtle Lake and Prairie Farm. We are holding off filling vacancies in BW and Almena as we will need vacant units for alternative housing per the Relocation Plan. Dallas (Parkview) and Haugen (Norvin Chateau) will be unoccupied through December 23, 2025.

Due to the rapid development of the rehab, project updates and field reports will be handed out at the meeting. Percent Complete: 40%

Notable Events Past 2 Weeks:

- We successfully moved 23 tenants to temporary housing within our portfolio (10/2 through 10/5)
- Certificate of occupancy received for both Turtle Lake and Prairie Farm
- Walk-through punch list performed
- Driveways and playground surface completed at Barron Family Duplexes
- Interior Demo complete at both Dallas and Haugen
- Excavation of north addition at BW complete. Industrial fill brought in and compacted. Concrete base poured for elevator vault and vestibule.

Notable Upcoming Events:

- Garage removal at BFD on 10/22
- New ancillary sheds built at 8-plex's
- Still waiting on exterior doors for 8 plex's

All sites have some punch list work remaining. We will continue to track and remind McGann to complete. One displaced tenant has asked for several accommodations for her ADA unit before she is relocated back into her rehabbed unit. This will require plan revision, state review, and if implemented,

the reconfigured unit's marketability will be reduced. This may become a board decision. Tom met with DOA and we are making progress to close the \$497,880 HOME loan soon. We are expecting to hear from FHLB about the \$1.1MM grant application award by the end of October/early November.

OTHER BUSINESS ACTIVITIES

Occupancy Rate (89/96 units): 92.7%

Park Lawn Occupancy Rate (29/30 units): 97% (will be leased up on November 1st).

Lone Oak Occupancy Rate (29/30 units): 97% (will be leased up on November 1st).

Scott Terrace Occupancy Rate (8/8 units): 100%

Pioneer Housing Occupancy Rate (7/8 units): 87.5% (will be leased up on November 1st)

Lakeland Manor 2 (17/20 units): 85% (temporarily filled rehab impacted tenants)

Chetek HA signed contract with Scott Koegler to begin the consolidation process. There are new requirements for resident notifications in the new HUD notice. A total of 5 tenant meetings need to occur, 2 before submitting the application, 2 during HUD review of the application and 1 before the final removal. We have begun scheduling these tenant meetings with the first meeting before the next LO board meeting (December 3rd). The Almena HA compliance agreement with BCHA has expired and is included in the packet for discussion of next steps.



Executive Director

BARRON COUNTY HOUSING REDEVELOPMENT LLC
LOW INCOME TAX CREDIT HOUSING PROGRAM

Cash Flow Statement
as of September 30, 2025

CURRENT ASSETS

Register Balance as of August 31, 2025	\$	86,166.35	
<u>INCOME:</u>			
Tenant Rents & Charges	\$	24,016.28	
WHEDA HAP Deposit	\$	30,054.00	
RR Transfer	\$	-	
PILT Escrow Transfer	\$	-	
Security Deposit Transfer	\$	79.58	
Laundry Revenue			
Miscellaneous:			
Interest	\$	-	
Total Income:	\$	54,149.86	
<u>EXPENSE:</u>			
Operating Expenses	\$	5,225.32	
Management Fee + Payroll + EE Ins Portion	\$	23,923.33	
Insurance Escrow Transfer	\$	-	
PILOT Transfer	\$	-	
SD Refund	\$	79.58	
Xfer to RR	\$	-	
NSF Tenant Rent			
Rehab Related: WHEDA Loan	\$	13,535.81	
Miscellaneous: Xfer to MFH - August APs	\$	2,842.15	
Total Expense:	\$	45,606.19	
Register Balance as of September 30, 2025	\$	94,710.02	
Uncleared Transactions as of Month End	\$	3,050.28	
Voided Transactions as of Month End	\$	-	
Checking Account as of September 30, 2025	\$	97,760.30	
OTHER ASSETS			
Tenant Security Deposit Savings Account	\$	17,428.90	
Replacement Reserve Account*	\$	-	
Insurance Escrow Account	\$	(3.00)	
PILOT Account	\$	(3.00)	
TOTAL INVESTMENTS:	\$	17,422.90	

Grand Total Investments: \$ 17,422.90

*Ideal minimum Reserve Account balance is \$1,500 per unit (\$105,000.00)

Barron County Housing Redevelopment LLC

BCH Redev LLC69 Checking Bank Balance: 126077.70 Ending Balance: \$124,348.56

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/03/2025		WHEDA	Deposit WHEDA PROJMT		\$30,054.00	R	\$116,220.35
	Deposit	5100 Rental Income:5121 Tenant Assistance Payment					
09/05/2025		Tenant Rent Deposit	Deposit Deposit # 20014		\$5,139.57	R	\$121,359.92
	Deposit	5100 Rental Income:5120 Tenant Rent					
09/05/2025		Tenant Rent Deposit	Deposit Deposit BARRON COUNTY HO RENTACH		\$7,952.76	R	\$129,312.68
	Deposit	5100 Rental Income:5120 Tenant Rent					
09/08/2025			Deposit Deposit # 20015		\$268.00	R	\$129,580.68
	Deposit	5100 Rental Income:5120 Tenant Rent					
09/08/2025			Deposit Deposit # 20016		\$43.00	R	\$129,623.68
	Deposit	5100 Rental Income:5120 Tenant Rent					
09/09/2025		Intuit - QuickBooks	INTUIT * QBOOKS ONLINE	\$65.00		R	\$129,558.68
	Expense	6200/6300 Admin Expenses:6351 Accounting/Bookkeeping Fees					
09/10/2025		WHEDA	On-Us Check On-Us Check WHEDA PAYMENT	\$13,535.81		R	\$116,022.87
	Expense	Rehab:Rehab - Construction Related					
09/15/2025			Deposit Deposit # 20017		\$1,709.00	R	\$117,731.87
	Deposit	5100 Rental Income:5120 Tenant Rent					

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/16/2025		Republic Services	On-Us Check On-Us Check REPUBLICSERVICES RSIBILLPAY	\$1,270.52		R	\$116,461.35
		6500 Operating & Maintenance Expense Expenses:6525 Garbage, Trash Removal, & Recycling					
09/18/2025		Tenant Rent Deposit	Deposit Deposit # 20018		\$20.00	R	\$116,481.35
		5100 Rental Deposit Income:5120 Tenant Rent					
09/19/2025		Tenant Rent Deposit	Deposit Deposit # 20019		\$117.00	R	\$116,598.35
		5100 Rental Deposit Income:5120 Tenant Rent					
09/24/2025	20029	Shaun Stanford	SD Refund	\$79.58		R	\$116,518.77
	Check	6900 Refund Tenant SDs					
09/29/2025	20030	Village of Turtle Lake	Acct 7520.01	\$156.79			\$116,361.98
	Check	-Split-					
09/29/2025	20031	TK Elevator Corporation	Inv 3008826758	\$507.67			\$115,854.31
		6500 Operating & Maintenance Check Expenses:6520 Contracts Maintenance:6520-03 Elevator Contract					
09/29/2025	20032	Village of Almena	Acct 001-0935-00	\$232.12			\$115,622.19
	Check	-Split-					
09/29/2025	20033	Barron Light & Water	10009-10, 10011-03, 10005-07, 10011-03, 10013-11, 10022-09	\$146.01			\$115,476.18
	Check	-Split-					
09/29/2025	20034	Village of Haugen	Acct 140	\$268.41			\$115,207.77
		6400 Utilities:6451					
	Check	Water, Sewer, Stormwater					
09/29/2025	20035	Waterman Recycling & Disposal	Acct 5324	\$100.00			\$115,107.77
		6500 Operating & Maintenance Check Expenses:6525 Garbage, Trash Removal, & Recycling					
09/29/2025	20036	Hey Everything	Inv 79463, 797945	\$21.49			\$115,086.28

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat	Balance
						Auto	
		Check -Split-					
09/29/2025	20037	EO Johnson Business Technologies	INV1823771, INV40151332	\$1,036.54			\$114,049.74
		Check -Split-					
09/29/2025	20038	Jon Galatowitsch	Inv 367524, 367528	\$581.25			\$113,468.49
		Check -Split-					
09/29/2025	20039	Barron County Housing Authority	Inv 20250542	\$19,727.57		R	\$93,740.92
		Check -Split-					
09/29/2025		Mosaic Technologies	On-Us Check On-Us Check MOSAIC TECHNOLOG PAYMENT	\$839.52		R	\$92,901.40
		Expense 6200/6300 Admin Expenses:6311 Office Expenses:6311-02 Technology Expense					
09/30/2025		Barron County Housing Authority	Credit Memo; Immediate Credit Credit Memo; Immediate Credit MFH DUE TO LLC TAX CREDIT AUGUST 2025 TENANT RENT- INTERNET T		\$8,766.95	R	\$101,668.35
		Deposit 5100 Rental Income:5121 Tenant Assistance Payment					
09/30/2025			Debit Override to AOD, Hold, and Debit Override to AOD, Hold, and LLC EE HEALTH INS OCT 2025 INVOICE- INTERNET TRANSFER FROM CH	\$4,146.50		R	\$97,521.85
		Expense 6700 Taxes & Insurance:6721-01 Health Insurance					
09/30/2025		Barron County Housing Authority	Debit Override to AOD, Hold, and Debit Override to AOD, Hold, and MFH DUE FROM LLC FOR AUGUST 2025 APS- INTERNET TRANSFER FROM	\$2,842.15		R	\$94,679.70

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat	Balance
		6500 Operating & Maintenance Expense Expenses:6590 Misc. Operating & Maintenance Expense				Auto	
09/30/2025			Debit Override to AOD, Hold, and Debit Override to AOD, Hold, and LLC EE DENTAL INS SEPT 2025 INVOICE- INTERNET TRANSFER FROM C	\$49.26		R	\$94,630.44
		6700 Taxes & Expense Insurance:6721-02 Dental Insurance					
09/30/2025			Withdrawal - Force Post Withdrawal - Force Post SD XFER DALLAS5- INTERNET TRANSFER FROM SAV 7375 TO CHK 6369		\$79.58	R	\$94,710.02
		Transfer BCH Redev LLC75 Savings					

Barron County Housing Redevelopment LLC

BCH Redev LLC75 Savings Bank Balance: 17428.90 Ending Balance: \$17,428.90

Date	Ref No.	Payee	Memo	Payment Deposit	Stat	Balance
	Type	Account			Auto	
09/30/2025		Sterling Bank	Interest Paid Interest Paid INTEREST PAID	\$3.14	R	\$17,508.48
	Deposit	5400 Financial Revenue:5410 Interest - Operations				
09/30/2025			Withdrawal - Force Post Withdrawal - Force Post SD XFER DALLAS5-INTERNET TRANSFER FROM SAV 7375 TO CHK 6369	\$79.58	R	\$17,428.90
	Transfer	BCH Redev LLC69 Checking				

**BARRON COUNTY HOUSING AUTHORITY
MULTIFAMILY HOUSING PROGRAM**

Cash Flow Statement
as of September 30, 2025

CURRENT ASSETS

Register Balance as of August 31, 2025	\$	35,006.80	
<u>INCOME:</u>			
Tenant Rents & Charges	\$	1,051.00	
WHEDA HAP Deposit	\$	-	
RR Transfer	\$	-	
LLC Transfer (Due From)	\$	2,842.15	
Security Deposit Transfer	\$	-	
LMII Tenant Rent (to be Tranferred)	\$	-	
Miscellaneous:			
Interest	\$	2.56	
Total Income:	\$	3,895.71	
<u>EXPENSE:</u>			
Operating Expense (LLC related to be reimbursed)	\$	2,232.94	
Payroll	\$	23.40	
OBA Transfer	\$	-	
Xfer to RR	\$	-	
LMII Tenant Rent Transfer	\$	-	
LLC Tax Credit Tenant Rent Transfer	\$	8,766.95	
	\$	-	
LLC Displacement	\$	500.00	
	\$	-	
Miscellaneous:			
Total Expense:	\$	11,523.29	
Register Balance as of September 30, 2025	\$	27,379.22	
Uncleared Transactions as of Month End	\$	1,759.51	
Voided Transactions as of Month End	\$	-	
Checking Account as of September 30, 2025	\$	29,138.73	
OTHER ASSETS			
Tenant Security Deposit Savings Account	\$	1,457.53	
Tenant Security Deposit Certificate of Deposit	\$	7,661.58	
Replacement Reserve Account*	\$	214,378.09	
Insurance Escrow	\$	14,323.53	
Payment In Lieu Of Tax Escrow	\$	5,305.38	
BCHA Redevelopment LLC Checking Account (to be reimbursed by LLC)	\$	1,000.00	
TOTAL INVESTMENTS:	\$	244,126.11	

Grand Total Investments: \$ 244,126.11

*Ideal minimum Reserve Account balance is \$1,500 per unit (\$105,000.00)

Barron County Housing Authority

MFH Checking81 Bank Balance: 28807.58 Ending Balance: \$2,457.22

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/03/2025					\$479.00	R	\$35,485.80
	Deposit	Tenant Rent					
09/05/2025					\$63.00	R	\$35,548.80
	Deposit	Tenant Rent					
09/05/2025	17308	Xcel Energy	UAP - Current Month	\$50.00			\$35,498.80
	Check	UAP					
09/05/2025	17309	Barron Light & Water	UAP - Current Month	\$39.00			\$35,459.80
	Check	UAP					
09/05/2025				\$23.40		R	\$35,436.40
	Transfer	Payroll89					
09/08/2025					\$509.00	R	\$35,945.40
	Deposit	Tenant Rent					
09/22/2025		We Energies		\$56.07		R	\$35,889.33
	Expense	Gas					
09/24/2025		Xcel Energy		\$846.56		R	\$35,042.77
	Expense	Electricity					
09/25/2025		Waste Management		\$259.52		R	\$34,783.25
	Expense	Garbage & Recycling					
09/29/2025	17310	Wellen, Taylor	Tenant Displacement	\$250.00			\$34,533.25
	Check	Rehab Project:Rehab - Displacement					
09/29/2025	17311	Sharpley, Jamie	Tenant Displacement	\$250.00			\$34,283.25
	Check	Rehab Project:Rehab - Displacement					
09/29/2025		Barron Light & Water		\$33.74		R	\$34,249.51
	Expense	Water & Sewer:Water					
09/29/2025		Barron Light & Water		\$49.21		R	\$34,200.30
	Expense	Water & Sewer:Water					
09/29/2025		Barron Light & Water		\$54.46		R	\$34,145.84
	Expense	Water & Sewer:Water					
09/29/2025		Barron Light & Water		\$56.61		R	\$34,089.23
	Expense	Water & Sewer:Water					
09/29/2025		Barron Light & Water		\$76.22		R	\$34,013.01
	Expense	Water & Sewer:Water					

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/29/2025		Barron Light & Water Expense Water & Sewer:Water		\$78.65		R	\$33,934.36
09/29/2025		Barron Light & Water Expense Electricity:Electric - BW		\$632.90		R	\$33,301.46
09/30/2025		Barron Co Housing Redevelopment LLC			\$2,842.15	R	\$36,143.61
	Deposit	Other Types of Income					
09/30/2025		Sterling Bank			\$2.56	R	\$36,146.17
	Deposit	Interest					
09/30/2025		Barron County Housing Redevelopment LLC		\$8,766.95		R	\$27,379.22
	Expense	Tenant Rent					

Barron County Housing Authority

MFH Security Deposit42 Bank Balance: 1457.53 Ending Balance: \$1,457.53

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025		Sterling Bank			\$0.06	R	\$1,457.53
	Deposit	Interest					

Barron County Housing Authority

Replacement Reserves31 Bank Balance: 214378.09 Ending Balance: \$214,378.09

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/19/2025				\$133.91		R	\$264,345.16
	Transfer	Payroll89					
09/22/2025				\$30,000.00		R	\$234,345.16
	Transfer	OBA97					
09/22/2025				\$20,000.00		R	\$214,345.16
	Transfer	Payroll89					
09/30/2025		Sterling Bank			\$32.93	R	\$214,378.09
	Deposit	Interest					

Barron County Housing Authority

Insurance Escrow48 Bank Balance: 14323.53 Ending Balance: \$14,323.53

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025		Sterling Bank			\$1.88	R	\$14,323.53
	Deposit	Interest					

Barron County Housing Authority

PILOT Escrow56 Bank Balance: 5305.38 Ending Balance: \$5,305.38

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025		Sterling Bank			\$0.70	R	\$5,305.38
	Deposit	Interest					

Barron County Housing Authority

OBA97 Bank Balance: 39729.01 Ending Balance: \$51,195.33

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/05/2025		Transfer Payroll89		\$6,548.48		R	\$29,789.41
09/05/2025		Transfer Payroll89		\$7,922.47		R	\$21,866.94
09/16/2025		Chase Card Services Expense -Split-		\$17,268.76		R	\$4,598.18
09/18/2025		Almena Housing Authority Payment Accounts Receivable			\$224.95	R	\$4,823.13
09/22/2025		Transfer Replacement Reserves31			\$30,000.00	R	\$34,823.13
09/22/2025		Transfer Payroll89		\$6,648.31		R	\$28,174.82
09/22/2025		Transfer Payroll89		\$6,890.72		R	\$21,284.10
09/29/2025	15698	Up North Tax & Accounting LLC Check -Split-	Inv 90825, 92325	\$966.00			\$20,318.10
09/29/2025	15699	Hey Everything Check Maintenance Supplies	Inv 796081-02	\$12.79			\$20,305.31
09/29/2025	15700	American Tenant Screen, Inc. Check -Split-	x25645-0825	\$98.60			\$20,206.71
09/30/2025		Sterling Bank Deposit Interest			\$1.56	R	\$20,208.27
09/30/2025	15701	Prairie Farm Pioneer Housing Check Tenant Rent	Correct Erroneous Deposit 06/09/2025	\$426.00			\$19,782.27
09/30/2025		Barron Co Housing Redevelopment LLC Payment Accounts Receivable			\$19,727.57	R	\$39,509.84
09/30/2025		City of Chetek Housing Authority Payment Accounts Receivable			\$5,964.07	R	\$45,473.91
09/30/2025		Barron Housing Authority Payment Accounts Receivable			\$5,960.31	R	\$51,434.22
09/30/2025		Prairie Farm Pioneer Housing, Inc.			\$920.92	R	\$52,355.14

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat	Balance
		Payment Accounts Receivable				Auto	
09/30/2025		Prairie Farm Pioneer Housing			\$364.05	R	\$52,719.19
		Payment Accounts Receivable					
09/30/2025				\$91.61		R	\$52,627.58
		Transfer Payroll89					
09/30/2025				\$1,432.25		R	\$51,195.33
		Transfer Payroll89					

**BARRON COUNTY HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM**

Cash Flow Statement
as of September 30, 2025

CURRENT ASSETS

Register Balance as of August 31, 2025	\$	122,928.70	
<u>INCOME:</u>			
HUD HAP Deposit	\$	58,013.00	
HUD Admin Deposit	\$	9,610.00	
HUD Misc	\$	6,015.00	
Port-In HAP and Admin	\$	-	
HAP Return/HAP Overpayment	\$	143.00	
Miscellaneous:			
Interest	\$	9.03	
Total Income:	\$	73,790.03	
<u>EXPENSE:</u>			
HAP Payments	\$	60,025.00	
Administrative Expense	\$	597.62	
Payroll	\$	6,050.82	
Miscellaneous:	\$	-	
Total Expense:	\$	66,673.44	
Register Balance as of September 30, 2025	\$		<u>130,045.29</u>
Uncleared Transactions as of Month End	\$		710.00
Checking Account as of September 30, 2025	\$		130,755.29

Barron County Housing Authority

HCV Checking14 Bank Balance: 137768.27 Ending Balance: \$130,045.29

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/01/2025	95751	Rice Lake Utilities		\$317.00		R	\$122,611.70
	Check	UAP					
09/01/2025	95752	We Energies		\$83.00		R	\$122,528.70
	Check	UAP					
09/02/2025					\$9,610.00	R	\$132,138.70
	Deposit	Program Income					
09/02/2025					\$58,013.00	R	\$190,151.70
	Deposit	Program Income					
09/02/2025		AT&T		\$419.62		R	\$189,732.08
	Expense	Operations:Telephone, Telecommunications					
09/02/2025		Barron County Housing Authority		\$59,625.00		R	\$130,107.08
	Expense	HAP					
09/05/2025				\$2,460.93		R	\$127,646.15
	Transfer	Payroll89					
09/17/2025				\$2,081.17		R	\$125,564.98
	Transfer	Payroll89					
09/18/2025			HAP Overpayment SJ		\$100.00	R	\$125,664.98
	Deposit	HAP					
09/22/2025			HAP Overpayment RS Final Installment		\$23.00	R	\$125,687.98
	Deposit	HAP					
09/22/2025		Rice Lake Housing Authority-			\$20.00	R	\$125,707.98
	Payment	Accounts Receivable					
09/23/2025		HUD			\$6,015.00	R	\$131,722.98
	Deposit	Program Income					
09/29/2025	95758	Nasra Xashi	Inv 1001	\$40.00			\$131,682.98
	Check	Operations					
09/29/2025	95759	Up North Tax & Accounting LLC	Inv 90825, 92325	\$138.00			\$131,544.98
	Check	-Split-					
09/30/2025		Sterling Bank			\$9.03	R	\$131,554.01
	Deposit	Interest					
09/30/2025				\$6.36		R	\$131,547.65

10/17/25
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H.M.S. for Windows - Housing Assistance Payments
P A Y M E N T R E G I S T E R - S U M M A R Y

Page: 0002
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0060269	9/1/25 Direct Dep.	Paid	Kenneth Tomesh	\$260.00
0060270	9/1/25 Direct Dep.	Paid	Rice Lake Housing Authority	\$3,379.00
0060271	9/1/25 Direct Dep.	Paid	Donald Weise	\$0.00
0060272	9/1/25 Direct Dep.	Paid	WestCAP	\$486.00
0060273	9/1/25 Direct Dep.	Paid	Whitetail Gardens LLC	\$358.00
0060274	9/1/25 Direct Dep.	Paid	WHPC-Rice Lake, LLC	\$2,291.00
0060275	9/1/25 Direct Dep.	Paid	Britt Wooldridge	\$385.00
0060276	9/1/25 Direct Dep.	Paid	Yeager Property Management IV, LLC	\$2,750.00
0060277	9/1/25 Direct Dep.	Paid	Yeager Property Management V LLC	\$1,972.00
0095751	9/1/25 Computer Ck.	Paid	Rice Lake Utilites	\$317.00
0095752	9/1/25 Computer Ck.	Paid	We Energies	\$83.00

Total For Bank Account

Sec 8 Certificates

\$60,025.00

Of Transactions

Totals

Computer Checks	5	\$400.00
Manual Checks	0	\$0.00
Direct Deposits	142	\$59,625.00
Debit Cards	0	\$0.00

Total For Bank:

\$60,025.00

Total - All Bank Accounts Printed:

\$60,025.00

Barron County Housing Authority

Payroll89 Bank Balance: 31148.76 Ending Balance: \$25,718.70

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
09/02/2025		Delta Dental Expense Insurance Dental		\$338.08		R	\$8,781.87
09/05/2025		Transfer OBA97			\$6,548.48	R	\$15,330.35
09/05/2025		Transfer OBA97			\$7,922.47	R	\$23,252.82
09/05/2025		Barron County Housing Authority Expense Payroll Expenses		\$50.00		R	\$23,202.82
09/05/2025		Barron County Housing Authority Expense Payroll Expenses		\$12,628.83		R	\$10,573.99
09/05/2025		Transfer HCV Checking14			\$2,460.93	R	\$13,034.92
09/05/2025		Transfer MFH Checking81			\$23.40	R	\$13,058.32
09/05/2025		Expense LMII Operating09	Debit Override to AOD, Hold, and Debit Override to AOD, Hold, and LM2 PAYROLL-INTERNET TRANSFER FROM CHK XXXXXX309 TO CHK XXXXXX		\$1,110.08	R	\$14,168.40
09/09/2025		Federal Payroll Tax Expense Payroll Liabilities		\$3,036.76		R	\$11,131.64
09/15/2025		Expense Payroll Expenses		\$3,424.36		R	\$7,707.28
09/17/2025		Transfer HCV Checking14			\$2,081.17	R	\$9,788.45
09/19/2025		Transfer Replacement Reserves31			\$133.91	R	\$9,922.36
09/19/2025		Bob Kazmierski HSA Expense Payroll Expenses		\$50.00		R	\$9,872.36
09/19/2025		Expense Payroll Expenses		\$11,537.23		R	-\$1,664.87

Date	Ref No.	Payee Type Account	Memo	Payment	Deposit	Stat Auto	Balance
09/19/2025		Sterling Bank Expense Bank Charge		\$2.00		R	-\$1,666.87
09/19/2025			Debit Override to AOD, Hold, and Debit Override to AOD, Hold, and LM2 PAYROLL-INTERNET TRANSFER FROM CHK XXXXXX309 TO CHK XXXXXX		\$1,666.87	R	\$0.00
09/22/2025		Expense LMII Operating09 Transfer OBA97			\$6,648.31	R	\$6,648.31
09/22/2025		Transfer OBA97			\$6,890.72	R	\$13,539.03
09/22/2025		Transfer Replacement Reserves31			\$20,000.00	R	\$33,539.03
09/23/2025		ETF Group Insurance Expense Health Insurance		\$9,105.20		R	\$24,433.83
09/23/2025		Federal Payroll Tax Expense Payroll Liabilities		\$2,955.94		R	\$21,477.89
09/29/2025		Wisconsin Department of Revenue Expense Payroll Expenses		\$997.88		R	\$20,480.01
09/30/2025		Barron Co Housing Redevelopment LLC Deposit Insurance Dental Barron County Housing Redevelopment LLC			\$49.26	R	\$20,529.27
09/30/2025		Health Insurance Sterling Bank Deposit Interest			\$4,146.50	R	\$24,675.77
09/30/2025					\$0.93	R	\$24,676.70
09/30/2025		Transfer OBA97			\$91.61	R	\$24,768.31
09/30/2025		Transfer OBA97			\$1,432.25	R	\$26,200.56
09/30/2025		Sterling Bank Expense Bank Charge		\$10.00		R	\$26,190.56

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025					\$13.51	R	\$26,204.07
		Transfer LMII Operating09					
09/30/2025					\$931.46	R	\$27,135.53
		Transfer LMII Operating09					
09/30/2025					\$6.36	R	\$27,141.89
		Transfer HCV Checking14					
09/30/2025					\$1,502.36	R	\$28,644.25
		Transfer HCV Checking14					

**BARRON COUNTY HOUSING AUTHORITY
LAKELAND MANOR II HOUSING PROGRAM**

**Cash Flow Statement
as of September 30, 2025**

CURRENT ASSETS

Register Balance as of August 31, 2025 \$ 127,391.76

INCOME:

Tenant Rents & Charges \$ 8,247.75

Rural Development HAP Deposit \$ 5,845.00

RR Transfer \$ -

Security Deposit Transfer \$ -

Laundry Revenue \$ -

Miscellaneous: \$ -

Interest \$ 6.01

Total Income: \$ 14,098.76

EXPENSE:

Operating Expenses \$ 4,637.02

Payroll \$ 3,721.92

SD Refund \$ -

Xfer to OBA \$ -

NSF Tenant Rent \$ -

SD Refund: \$ -

Miscellaneous: \$ -

Total Expense: \$ 8,358.94

Register Balance as of September 30, 2025 \$ 133,131.58

Uncleared Transactions as of Month End \$ 3,143.58

Voided Transactions as of Month End \$ -

Checking Account as of September 30, 2025 \$ 136,275.16

OTHER ASSETS

Tenant Security Deposit Savings Account \$ 8,502.03

Replacement Reserve Account* \$ 29,809.56

TOTAL INVESTMENTS: \$ 38,311.59

*Ideal minimum Reserve Account balance is \$1,500 per unit (\$30,000.00)

Barron County Housing Authority

LMII Operating09 Bank Balance: 145322.68 Ending Balance: \$138,976.58

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/04/2025		Rural Development			\$440.00	R	\$127,831.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$503.00	R	\$128,334.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$358.00	R	\$128,692.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$327.00	R	\$129,019.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$258.00	R	\$129,277.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$242.00	R	\$129,519.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$381.00	R	\$129,900.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$514.00	R	\$130,414.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$635.00	R	\$131,049.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$493.00	R	\$131,542.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$435.00	R	\$131,977.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$339.00	R	\$132,316.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$300.00	R	\$132,616.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$362.00	R	\$132,978.76
	Deposit	Program Income					
09/04/2025		Rural Development			\$258.00	R	\$133,236.76
	Deposit	Program Income					
09/05/2025		Tenant Rent			\$2,479.00	R	\$135,715.76
	Deposit	Tenant Rent					
09/05/2025		Tenant Rent			\$5,208.00	R	\$140,923.76
	Deposit	Tenant Rent					
09/05/2025				\$1,110.08		R	\$139,813.68
	Expense Payroll	89					
09/08/2025		Tenant Rent			\$260.75	R	\$140,074.43

Date	Ref No.	Payee Account	Memo	Payment	Deposit	Stat	Balance
						Auto	
		Deposit Program Income					
09/10/2025		Tenant Rent			\$300.00	R	\$140,374.43
		Deposit Program Income					
09/19/2025				\$1,666.87		R	\$138,707.56
		Expense Payroll89					
09/25/2025		Xcel Energy		\$1,273.57		R	\$137,433.99
		Expense Electricity					
09/29/2025	20087	Securian Financial Group, Inc.	Oct 2025 - 5398	\$66.76			\$137,367.23
		Check Insurance Life					
09/29/2025	20088	MRI Software	MRIUS2505238	\$96.24			\$137,270.99
		Check Operations:Telephone, Telecommunications					
09/29/2025	20089	Waterman Recycling & Disposal	Acct 5640 - Sept 2025	\$105.00			\$137,165.99
		Check Garbage & Recycling					
09/29/2025	20090	We Energies	Inv 5610089672	\$56.01			\$137,109.98
		Check Gas					
09/29/2025	20091	We Energies	Inv 5609054102	\$9.24			\$137,100.74
		Check Gas					
09/29/2025	20092	Jon Galatowitsch	Inv 367523, 367526	\$1,591.35			\$135,509.39
		Check -Split-					
09/29/2025	20093	Village of Turtle Lake Water & Sewer	7510.01, 7500.01	\$942.98			\$134,566.41
		Check -Split-					
09/29/2025	20094	Up North Tax & Accounting LLC	Inv 90825, 92325	\$276.00			\$134,290.41
		Check -Split-					
09/29/2025		Mosaic Telecom		\$219.87		R	\$134,070.54
		Expense Operations:Telephone, Telecommunications					
09/30/2025		Sterling Bank			\$6.01	R	\$134,076.55
		Deposit Interest					
09/30/2025				\$13.51		R	\$134,063.04
		Transfer Payroll89					
09/30/2025				\$931.46		R	\$133,131.58
		Transfer Payroll89					

Barron County Housing Authority

LMII Reserve25 Bank Balance: 29809.56 Ending Balance: \$29,809.56

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025		Sterling Bank			\$1.31	R	\$29,809.56
	Deposit	Interest					

Barron County Housing Authority

LMII Security17 Bank Balance: 8602.03 Ending Balance: \$8,502.03

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/30/2025		Sterling Bank			\$0.37	R	\$8,502.03
	Deposit	Interest					

Program Option: P07 WPE HDHP +Dental			88% of Tier 1 Qualified Plans' Average Premium				
2025 Rates			* = Not in calculation - Plan not qualified in county				
County	Tier	Carrier	Single		Family		
			Maximum Employer Share	Minimum Employee Share	Total Premium	Maximum Employer Share	Minimum Employee Share
Adams							
	3	Dean Health Plan	\$816.13	\$144.73	\$960.86	\$2,003.14	\$356.74
	3	GHC of Eau Claire Greater Wisconsin	\$816.13	\$371.53	\$1,187.66	\$2,003.14	\$923.74
	3	Quartz Central	\$816.13	\$374.59	\$1,190.72	\$2,003.14	\$931.38
	1	State Maintenance Plan (SMP) - Dean	\$816.13	\$111.29	\$927.42	\$2,003.14	\$273.16
Ashland	3	Access Plan - Dean	\$816.13	\$336.05	\$1,152.18	\$2,003.14	\$835.06
	3	GHC of Eau Claire Greater Wisconsin	\$816.13	\$371.53	\$1,187.66	\$2,003.14	\$923.74
	3	HealthPartners Health Plan West	\$816.13	\$364.75	\$1,180.88	\$2,003.14	\$906.78
	1	State Maintenance Plan (SMP) - Dean	\$816.13	\$111.29	\$927.42	\$2,003.14	\$273.16
Barron	3	Access Plan - Dean	\$816.13	\$336.05	\$1,152.18	\$2,003.14	\$835.06
	2	Dean Health Plan - Medica West	\$816.13	\$298.99	\$1,115.12	\$2,003.14	\$742.38
	3	GHC of Eau Claire River Region	\$816.13	\$466.75	\$1,282.88	\$2,003.14	\$1,161.78
	3	Security Health Plan	\$816.13	\$335.79	\$1,151.92	\$2,003.14	\$834.38
Bayfield	1	State Maintenance Plan (SMP) - Dean	\$816.13	\$111.29	\$927.42	\$2,003.14	\$273.16
	3	Access Plan - Dean	\$816.13	\$336.05	\$1,152.18	\$2,003.14	\$835.06
	3	GHC of Eau Claire Greater Wisconsin	\$816.13	\$371.53	\$1,187.66	\$2,003.14	\$923.74
	3	HealthPartners Health Plan West	\$816.13	\$364.75	\$1,180.88	\$2,003.14	\$906.78
Brown	1	State Maintenance Plan (SMP) - Dean	\$816.13	\$111.29	\$927.42	\$2,003.14	\$273.16
	3	Access Plan - Dean	\$816.13	\$336.05	\$1,152.18	\$2,003.14	\$835.06
	3	Common Ground Healthcare Cooperative	\$828.48	\$273.40	\$1,101.88	\$2,034.01	\$678.41
	2	Dean Health Plan - Prevea360 East	\$828.48	\$68.78	\$897.26	\$2,034.01	\$166.87
	1	Network Health	\$828.48	\$112.98	\$941.46	\$2,034.01	\$277.37
	3	Robin with HealthPartners	\$828.48	\$365.64	\$1,194.12	\$2,034.01	\$909.01
	3	Access Plan - Dean	\$828.48	\$323.70	\$1,152.18	\$2,034.01	\$804.19

Program Option: P07 WPE HDHP +Dental			88% of Tier 1 Qualified Plans' Average Premium					
2026 Rates			* = Not in calculation - Plan not qualified in county					
County	Tier	Carrier	Single			Family		
			Maximum Employer Share	Minimum Employee Share	Total Premium	Maximum Employer Share	Minimum Employee Share	Total Premium
Adams								
	3	Dean Health Plan by Medica	\$920.29	\$221.73	\$1,142.02	\$2,262.57	\$549.09	\$2,811.66
	3	GHC of Eau Claire Greater Wisconsin	\$920.29	\$449.99	\$1,370.28	\$2,262.57	\$1,119.75	\$3,382.32
	3	Quartz Central	\$920.29	\$368.11	\$1,288.40	\$2,262.57	\$915.05	\$3,177.62
	1	State Maintenance Plan (SMP) - Dean	\$920.29	\$125.49	\$1,045.78	\$2,262.57	\$308.53	\$2,571.10
Ashland	3	Access Plan - Dean	\$920.29	\$379.69	\$1,299.98	\$2,262.57	\$944.03	\$3,206.60
	3	GHC of Eau Claire Greater Wisconsin	\$920.29	\$449.99	\$1,370.28	\$2,262.57	\$1,119.75	\$3,382.32
	3	HealthPartners Health Plan West	\$920.29	\$410.87	\$1,331.16	\$2,262.57	\$1,021.95	\$3,284.52
	1	State Maintenance Plan (SMP) - Dean	\$920.29	\$125.49	\$1,045.78	\$2,262.57	\$308.53	\$2,571.10
Barron	3	Access Plan - Dean	\$920.29	\$379.69	\$1,299.98	\$2,262.57	\$944.03	\$3,206.60
	3	GHC of Eau Claire River Region	\$920.29	\$441.03	\$1,361.32	\$2,262.57	\$1,097.35	\$3,359.92
	2	Medica West and Mayo Clinic Health System	\$920.29	\$400.83	\$1,321.12	\$2,262.57	\$996.85	\$3,259.42
	3	Security Health Plan	\$920.29	\$253.13	\$1,173.42	\$2,262.57	\$627.59	\$2,890.16
Bayfield	1	State Maintenance Plan (SMP) - Dean	\$920.29	\$125.49	\$1,045.78	\$2,262.57	\$308.53	\$2,571.10
	3	Access Plan - Dean	\$920.29	\$379.69	\$1,299.98	\$2,262.57	\$944.03	\$3,206.60
	3	GHC of Eau Claire Greater Wisconsin	\$920.29	\$449.99	\$1,370.28	\$2,262.57	\$1,119.75	\$3,382.32
	3	HealthPartners Health Plan West	\$920.29	\$410.87	\$1,331.16	\$2,262.57	\$1,021.95	\$3,284.52
Brown	1	State Maintenance Plan (SMP) - Dean	\$920.29	\$125.49	\$1,045.78	\$2,262.57	\$308.53	\$2,571.10
	3	Access Plan - Dean	\$920.29	\$379.69	\$1,299.98	\$2,262.57	\$944.03	\$3,206.60
	3	CareSource Wisconsin	\$829.68	\$396.30	\$1,225.98	\$2,036.02	\$985.54	\$3,021.56
	1	Network Health	\$829.68	\$132.78	\$962.46	\$2,036.02	\$326.74	\$2,362.76
	1	Prevea360 East	\$829.68	\$93.50	\$923.18	\$2,036.02	\$228.54	\$2,264.56
	3	Robin with HealthPartners	\$829.68	\$469.38	\$1,299.06	\$2,036.02	\$1,168.24	\$3,204.26
	3	Access Plan - Dean	\$829.68	\$470.30	\$1,299.98	\$2,036.02	\$1,170.58	\$3,206.60

2025

**U.S. Department of Housing
and Urban Development**

Office of Housing
Federal Housing Commissioner

This information is collected in accordance with Title II of the National Housing Act which requires that HUD regulate rents for certain cooperative and subsidized rental projects. The Department formulated the processes by which owners could request increases. The requirement for tenant participation in the rent increase process, which is included in Section 202(b) of the HCD Amendments of 1978, necessitated that the Department design procedures to give consideration to tenant comments. The information gathered is not of a confidential nature. The information is required in order to obtain benefits.

Project Number WI39H200036 WI245	Name of Project Barron County Housing Authority
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WI245		Earlton County Housing Authority									TOTALS
Description of Account		Acct.No.	MFH	HCV	PL	LO	ST	PH	AHA	TL	
Rental Income	Rent Revenue - Gross Potential	5120	289,000	0						96,000	385,000
	Tenant Assistance Payments	5121	212,300	0						85,200	297,500
	Revenue - HUD Grants	3411	0								0
	Admin/Management Fee	3411	0	118,831	23,112	24,189	5,000	6,800	2,500		180,432
	Rent Revenue/ Insurance	5192	0	0							0
	Maintenance Payroll Reimbursement		0	0							0
Total Rent Revenue Potential at 100%		5100T	501,300	118,831	23,112	24,189	5,000	6,800	2,500	181,200	862,932
Vacancies	Apartments	5220	75,000	0						10,800	85,800
	Miscellaneous	5290	0	0							0
	Total Vacancies	5200T	75,000	0							75,000
	Net Rental Revenue (Rent Revenue less Vacancies)	5152N	426,300	118,831	23,112	24,189	5,000	6,800	2,500	170,400	777,132
											0
											0
Financial 5400	Financial Revenue -Project Operations	5410	0	0							0
	Revenue from Investments-Replacement	5440	0	0							0
	Revenue from Investments-Tax Escrow	5441	0	0							0
	Revenue from Investments - Insurance	5442	0	0							0
	Total Financial Revenue	5400T	0	0							0
Other Revenue	Laundry and Vending Revenue	5910	4,800	0							4,800
	Other Tenant Revenue	5911	1,000	0							1,000
	Tenant Charges	5920	0	0							0
	Damage & Cleaning	5930	500	0							500
	Miscellaneous Revenue - CATV	5940	1,600	0							1,600
	LWMMI Grant	6710	0	0							0
	Total Other Revenue	5900T	7,900	0							7,900
	Total Revenue	5000T	434,200	118,831	23,112	24,189	5,000	6,800	2,500	170,400	785,032
Admin. 6200/ 6300	Conv, Mtgs, & Training	6203	3,000	3,000							6,000
	Advertising and Marketing	6210	1,500	500							2,000
	Tenant Recreational	6250	2,000	0							2,000
	Office Salaries	6310	42,353	29,636	3,919	3,919	2,506	2,036	861	861	86,091
	Office Expenses	6311	5,000	5,000							10,000
	Postage	6311	1,000	1,500							2,500
	Computer Expense	6311	4,500	3,000							7,500
	Telephone	6311	17,500	4,500							22,000
	Management Salary	6330	69,706	30,717	11,133	11,133	1,242	2,200	840	6,187	133,158
	Administrative Rent Free Unit	6331	0	0							0
	Legal Expenses - Project	6340	2,500	0							2,500
	Audit Expenses	6350	0	0							0
	Bookkeeping Fees/Accounting Services	6351	10,000	6,100	650	350	400	400	300	300	18,500
	Bad Debt Expense	6370	0	0							0
	Travel Expense	6381	900	900		3,000					4,800
	Miscellaneous Administrative Expenses	6390	0	0							0
	Pension - Admin	6393									0
	Payroll Tax - Admin		0								0
Total Administrative Expenses		6263T	159,959	84,853	15,702	18,402	4,148	4,636	2,001	7,348	297,049
											0
											0

Description of Account		Acct.No.	MFH	HCV	PL	LO	ST	PH	AHA	TL	
Utilities	Fuel Oil/Coal	6420		0							0
6400	Electricity	6450	24,000	0							24,000
	Water & Sewer	6451	15,700	0							15,700
	Gas	6452	800	0							800
	Fire Protection	6453	800	0							800
	Total Utilities Expense	6400T	41,300	0							41,300
Operating	Payroll	6510	49,318	4,242							53,560
	Travel Expense - Maintenance	6511	3,000	0							3,000
& Mainten.	Supplies	6515	3,750	0							3,750
Expenses	Contracts	6520	7,000	0							7,000
6500	Exterminating Contract	6520	2,000	0							2,000
	Elevator Contract	6520	2,000	0							2,000
	Garbage and Trash Removal	6525	19,000	0							19,000
	Security Payroll/Contract	6530	0	0							0
	Security Rent Free Unit	6531	0	0							0
	Heating/Cooling Repairs and Maintenance	6546	0	0							0
	Snow Removal	6548	2,500	0							2,500
	Pension Expense - Maintenance	6575	0	0							0
	Misc. Operating & Maintenance Expenses	6590	1,000	0							1,000
	Total Operating & Maintenance Expenses	6500T	89,568	4,242							93,810
Taxes and	Payment in Lieu of Taxes	6710	17,112	0							17,112
Insurance	Payroll Taxes - Admin	6711	8,573	4,617	1,152	1,152	287	324	110	539	16,754
	Payroll Taxes - Maintenance	6711	3,773	325						170	4,268
	Health Insurance	6711	44,550	19,305	1,856	1,856	743	743	742	4,455	74,250
6700	Property Insurance	6720	19,600	0							19,600
	Liability Insurance	6720	1,800	0							1,800
	Workmen's Compensation	6722	6,250	0							6,250
	Pension (See Admin & Maintenance)	6723	11,135	4,457	1,039	1,039	259	292	99	640	18,960
	Misc. Taxes, Licen., Permits, & Insurance	6790	1,550	0							1,550
	Compensated Absences	6791	0	0							0
	Casualty Loss	6792	0	0							0
	Total Taxes & Insurance	6700T	114,343	28,704	4,047	4,047	1,289	1,359	951	5,804	160,544
Financial	Interest on Mortgage Payable	6820		0							0
Expenses	Interest on Notes Payable (Long-Term)	6830		0							0
6800	Interest on Notes Payable (Short-Term)	6840		0							0
	Mortgage Insurance Premium/Service Charge	6850		0							0
	Miscellaneous Financial Expenses	6890		0						74,400	74,400
	Total Financial Expenses	6800T		0							0
	HAP - Occupied Units	4715									0
	Reimbursable Maintenance Cost										0
	Total Cost of Operations	6000T	405,170	117,799	19,749	22,449	5,437	5,995	2,952	87,552	667,103
	Reserve for Replacements Dep. Required		24,000	0						12,000	36,000
	Principal Payments Required			0							0
	Debt Service for other approved loans		0	0							0
	Debt Service Reserve (if required)		0	0							0
	General Operating Reserve (Coops)		0	0							0
	Total Cash Requirements		429,170	117,799	19,749	22,449	5,437	5,995	2,952	99,552	703,103
	Less Total Revenue		434,200	118,831	23,112	24,189	5,000	6,800	2,500	170,400	785,032
	Net Cash Surplus (Deficiency)		5,030	1,032	3,363	1,740	(437)	805	(452)	70,848	81,929

GREEN-increase from 2024

RED-decrease from 2024

confirmed HCV AF for 2025

Total Cash Surplus

81,929

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

(Signature) _____ Date (mm/dd/yyyy) _____

COMPLIANCE SERVICES RENEWAL AGREEMENT

THIS COMPLIANCE SERVICES AGREEMENT (the "Agreement"), entered into as of the 1st day of January, 2023 (the "Effective Date") by and between Almena Housing Authority ("Owner"), a Wisconsin not-for-profit corporation, and Barron County Housing Authority ("Contractor") a Wisconsin Housing Authority.

W I T N E S S E T H:

WHEREAS, Owner owns or manages housing projects in Almena, Wisconsin, (each, a Project" and collectively, the "Projects"); and

WHEREAS, Each Project is a party to a Housing Assistance Payments Contract (the "HAP Contract") with the U.S. Department of Housing and Urban Development ("HUD"); the terms of the HAP Contract impose substantial restrictions upon the Contractor and operation of the Project, and the Projects receive from HUD Housing Assistance Payments (the "HAP") on behalf of qualified Project tenants; and

WHEREAS, HUD and WHEDA has developed and from time to time amends certain rules, regulations and policies (collectively, the "Regulations") setting forth certain of its requirements to be followed by Owner and the Projects with respect to the Contractor and operation of the Projects; and

WHEREAS, Owner wishes to receive certain services from Contractor for the Projects and Contractor wishes to provide such services;

NOW, THEREFORE, in consideration of the premises, the agreements made herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner and Contractor agree as follows:

1. Contractor Certifications. Contractor hereby certifies that: (a) it is familiar with HUD, and the requirements of its programs under which the HAP are provided, including the terms of the HAP Contract and the Regulations, and; (b) to the extent applicable to Contractor as a service provider for the Projects, it will comply with the terms of each of the foregoing documents, the policies and procedures of HUD and the Regulations.

2. Duties of Contractor. Contractor shall, on behalf of Owner, perform all the services set forth herein and as further detailed in the attached Exhibit A in connection with the operation of the Projects (the "Services"), subject at all times to Owner's general supervision and control. All Services shall be performed in a professional manner and at a quality level in accordance with industry standards.

3. Relationship. The terms of this Agreement do not create the relationship of employer and employee between Owner or any of its affiliates, agents or employees and Contractor or any

of its affiliates, agents or employees. Nothing in this Agreement is intended to create a joint venture or agency agreement between Owner and Contractor. Owner shall exercise no control or direction over the methods by which Contractor performs the Services.

4. Owner Indemnity. Owner shall indemnify, defend and hold harmless the Contractor Indemnified Parties (as defined below) from and against any and all costs, damage, expenses, fees, fines, liabilities and losses, including, without limitation, reasonable attorney's fees, in any way arising out of or resulting from Owner's performance or breach of Owner's responsibilities and obligations under this Agreement. The "Contractor Indemnified Parties" include Contractor and any and all subsidiaries, partners and affiliates of the foregoing, including their respective parent, shareholders, directors, officers, partners, members, agents and employees. The obligations of Owner under this section shall survive the expiration of the term of this Agreement.

5. Contractor Indemnity. Contractor shall indemnify and hold harmless (and, if requested by Owner, defend) the Owner Indemnified Parties (as defined below) from and against any and all costs, damage, expenses and fees to the extent caused solely by Contractor's gross negligence or willful misconduct. The "Owner Indemnified Parties" include Owner and any and all subsidiaries, partners and affiliates of the foregoing; including their respective parent, shareholders, directors, officers, partners, members, agents, and employees. The obligations of Contractor under this section shall survive the expiration of the term of this Agreement.

6. Contractor's Compensation. In consideration of the performance of the Services (see Exhibit A) and the other duties under this Agreement, Owner shall pay Contractor \$212.00 per month during the Term (as defined below). "Additional Services" beyond those listed at Exhibit A may be negotiated based on market value and agreed to in writing by both parties. Contractor shall submit to Owner, on or before the fifth day of each month, an invoice for all (a) Services performed by Contractor and (b) all Additional Services provided by Contractor during the preceding month. Owner shall pay Contractor all undisputed amounts within 30 days after Contractor's delivery of such invoice.

7. No Commissions. Neither Contractor nor any of its affiliates shall solicit or receive, directly or indirectly, any commission, bonus, gratuity, fee or any other payment other than those described herein from any person with respect to the duties of Contractor described herein and business related thereto.

8. Nondiscrimination. Contractor shall not in the performance of its duties hereunder discriminate against any person on the basis of race, color, religion, national origin, sex, age, handicap, ancestry, sexual orientation, marital status of the person maintaining a household, familial status or in any other manner prohibited by federal, state or local law. Such laws include, but are not limited to, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11063, Section 504 of the Rehabilitations Act of 1973, as amended, and the Age Discrimination Act of 1975, as amended, and the regulations and administrative procedures implementing the foregoing.

9. Inspections. Contractor shall permit Owner, HUD and WHEDA, or any of their respective representatives, to have reasonable access to any Project records, including those required to be maintained under the terms of this Agreement. Contractor shall cooperate with HUD and WHEDA when it conducts on-site evaluations of the Projects and their operations.

10. Term/Termination. The renewal term of this Agreement shall commence on January 1, 2023 and continued until December 31, 2023 (the "Renewal Term"). Thereafter, this Agreement shall be automatically extended for periods of one (1) year (each a "Renewal Term" and collectively with the Initial Term, the "Term"); provided, however, either party may terminate this Agreement, with or without cause, upon the giving of 30 days' written notice to either party.

11. Transfer of Records. On the effective date of termination, Contractor shall turn over to Owner all books and records relating to the Projects (copies of which may be made and retained by Contractor at Contractor's cost and expense) together with such authorizations and letters of direction addressed to tenants, occupants, suppliers, employees, financial institutions and other parties as Owner may reasonably require; and Contractor shall cooperate with Owner in the transfer of Contractor responsibilities to Owner or its designate. Except as may be otherwise set forth herein, no Contractor fees shall be due or payable for any period beyond the date Contractor actually performs Services hereunder. A final accounting of unpaid Contractor fees (if any) then remaining due to Contractor hereunder shall be made within fifteen (15) days after the effective date of termination.

12. Assignment. This Agreement is personal to Contractor. Contractor shall not assign this Agreement or subcontract the performance of its duties hereunder without Owner's and, if required, HUD's, prior written consent. Any assignment or subcontracting without such consent shall be void.

13. Communication From Third Parties. Contractor shall advise Owner immediately by telephone, with prompt confirmation by mail (including the sending of the document received by Contractor) of the service upon Contractor of any summons, subpoena or other like legal document, including, without limitation, any notices, letters or other communications setting forth or claiming any actual or alleged potential liability of Owner or the Projects, or of the receipt by Contractor of any material notice, demand, request or other communication from any tenant or other occupant of the Projects or any mortgagee, insurer or HUD.

14. Notices. All notices given hereunder shall be in writing and shall be deemed to have been given when delivered personally or deposited in the United States mail, postage prepaid, certified or registered, return receipt requested, addressed as follows:

If to Contractor: Barron County Housing Authority
611 Woodland Avenue # 25
Barron, WI 54812
Attn: Director
Facsimile: (715) 537-3726
Email:
director@barroncountyha.com

If to Owner: Almena Housing Authority
 PO Box 237
 Almena, WI 54805
 Attn: President
 Facsimile: (715) 357-3021
 Email: mvinopal@chibardun.net

15. Insurance. During the Term, Owner and Contractor shall each maintain general liability insurance coverage in amounts of at least \$1,000,000 per occurrence and \$3,000,000 in the aggregate, and workers compensation insurance and unemployment insurance with coverages in the amount required by any applicable law. Such insurance shall be written by reputable and responsible insurers licensed in the State of Wisconsin.

16. Confidentiality. In the course of fulfilling its obligations under this Agreement, either party, its shareholders, employees and independent contractors may acquire confidential information concerning the management, structure, marketing and general operations of the other hereto, all of which is proprietary "trade secret" information belonging to such disclosing party, the disclosure of which would cause irreparable injury to the disclosing party and would impair its goodwill and competitive position. Therefore, each party hereto covenants and agrees that it (and its shareholders, employees, and independent contractors) will at all times keep confidential and will not at any time, except with the prior written consent of the other party or unless otherwise required by law or in undertaking its duties under this Agreement, directly or indirectly, communicate or disclose or use for its benefit or the benefit of any person or entity, any trade secrets or confidential or proprietary information of the other party hereto, including but not limited to, technical know-how, processes, designs, drawings, customer lists, fees, data, reports, records, plans, policies, applications or other documents, or any information which is not in the public domain concerning the assets, liabilities, business, operations and/or prospects of such other party, and that it will also use its best efforts to prevent any unauthorized disclosure by others. The confidentiality obligations established under this Section 23 shall survive the termination of this Agreement. The damages and relief upon a violation of this Section 16 shall be those available at law and in equity.

To the extent applicable, both parties are hereby provided the Notice of Immunity under the Economic Espionage Act of 1996, as amended by the Defend Trade Secrets Act of 2016 as follows: Notwithstanding any other provision of this Agreement, neither party will be held criminally or civilly liable under any federal or state trade secret law for any disclosure of a trade secret that (i) is made: (A) in confidence to a federal, state, or local government official, either directly or indirectly, or to an attorney; and (B) solely for the purpose of reporting or investigating a suspected violation of law; or (ii) is made in a complaint or other document that is filed under seal in a lawsuit or other proceeding. If either party files a lawsuit for retaliation by the other party for reporting a suspected violation of law, such filing party may disclose the other party's trade secrets to the filing party's attorney and use the trade secret information in the court proceeding if the filing party (i) files any document containing the trade secret under seal; and (ii) does not disclose the trade secret, except pursuant to court order.

17. Non-Solicitation. Contractor shall not, during the term of this Agreement and for a period of two (2) years after its termination for any reason, directly, or indirectly, whether on its own behalf or on behalf of or through any other corporation or entity, employ, hire, engage or contract with, or make an offer of employment to or otherwise attempt to hire, engage or contract with any employee of or consultant to Owner or any Project without Owner's prior written approval.

18. Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the parties, supersedes all prior understandings and writings, and may be amended only in writing signed by the parties hereto. Unless otherwise provided in such an amendment, this Agreement shall be considered to be amended only to the extent necessary to give effect to the amendment and the other terms and conditions of this Agreement shall continue to apply with full force and effect.

19. The captions to the paragraphs in this Agreement are included for convenience only and are not intended to and shall not be deemed to modify or explain any of the terms of this Agreement.

20. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Wisconsin. Courts located in Barron, Wisconsin shall be the exclusive venue for any action, proceeding or special proceeding relating to this Agreement or the relationship between Company and Manager.

21. This Agreement may be executed in any number of counterparts, and the counterparts together shall constitute one Agreement binding on all parties hereto.

22. If any legislation, regulation or government policy is passed or adopted, the effect of which would cause either party to be in violation of any law due to the existence of any provision of this Agreement, then the parties agree to negotiate in good faith for a period of 60 days to modify the terms of this Agreement to comply with such law. Should the parties fail to agree upon modified terms to this Agreement within this time period, either party may immediately terminate this Agreement.

23. Owner and Contractor hereby waive trial by jury in any action, proceeding or counterclaim brought by either of the parties to this Agreement against the other on any matters whatsoever arising out of or in any way connected with this Agreement or the relationship between the parties.

24. In the event any legal action, special proceeding, arbitration or other action is commenced by either Owner or Contractor to determine rights or obligations under this Agreement, the prevailing party shall be reimbursed by the other party for all reasonable costs incurred by the prevailing party in the proceeding, including, but not limited to, all expenses and costs allowed under the Wisconsin Statutes, and reasonable attorneys' fees.

25. The language used in this Agreement shall be deemed to be language chosen by the parties hereto to express their mutual intent and no rule of strict construction against either party shall apply to any term or condition hereof.

Date.

IN WITNESS WHEREOF, this Agreement has been executed as of the Effective

OWNER:

BY: Lowell Wohlk
Lowell Wohlk, President

CONTRACTOR:

BARRON COUNTY HOUSING AUTHORITY

BY: Margaret Skemp
Margaret Skemp, Executive Director

EXHIBIT A

1. File processing.
 - a. Move-in certifications.
 - b. Interim recertifications.
 - c. Annual recertifications.
 - d. Transfers.
2. Generating, printing and mailing recertification notices.
3. Processing of all TRACS files and monthly Housing Assistance Payment Voucher.
4. Performing EIV (Electronic Identity Verification)
 - a. Execute all monthly and quarterly EIV reports.
 - b. Resolve all identity and income discrepancies.
 - c. Maintain HUD required EIV binder.
5. Maintaining tenant files
 - a. All files will be constructed according to the rules laid out in the HUD 4350 guidebook.
 - b. EIV paperwork will be maintaining in the files according to the rules laid out in Chapter 9 of the HUD 4350.
6. Act as point of contact for file audits.

BARRON COUNTY HOUSING AUTHORITY

EXECUTIVE DIRECTOR PERFORMANCE EVALUATION

INTRODUCTION:

A performance evaluation determines the extent to which an Executive Director (ED) is performing a job in the manner intended by the Board as defined by a set of performance standards. The Board has sole responsibility for the conduct of the performance appraisal of the ED. The Executive Director will be provided the opportunity to prepare a self-evaluation prior to Board action on the performance appraisal. The performance evaluation adopted by the BCHA Board combines three evaluation approaches into its appraisal instrument. These three evaluation approaches include the trait-based evaluation of critical traits and skills, the behavior-based evaluation of actions that lead to organizational success, and the results-based evaluation of outcomes that implement the agency vision, mission, values, and strategic goals. This evaluation is a permanent document in the employee's personnel record. This evaluation is only to be shared by the Board and its Executive Director. The rating increments and definitions are as follows:

Unsatisfactory – The ED demonstrates poor performance through his /her skills, traits, behaviors, relationships, and results. (Must be supported with multiple critical incidents documentation)

Marginally Satisfactory – The ED demonstrates less than satisfactory performance through his /her skills, traits, behaviors, relationships and results. (Must be supported with at least one critical incident documentation)

Satisfactory – The ED demonstrates fully satisfactory performance through his / her skills, traits, behaviors, relationships and results.

Highly Satisfactory – The ED substantially exceeds performance expectations through his / her skills, traits, behaviors, relationships and results. (Must be supported with at least one critical incident documentation)

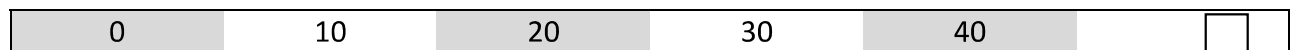
Outstanding – The ED achieves exemplary, excellent performance through his / her skills, traits, behaviors, relationships and results. (Must be supported with multiple critical incidents documentation)

The performance evaluation is based on a 1000 point rating system. The point allowances will vary by evaluation criteria based on the weighting factors defined by the BCHA Board. The total points by evaluation emphasis areas are as follows:

Organizational Results	08 factors	0320 points
Organizational Leadership	07 factors	0168 points
Organizational Management	10 factors	0240 points
Organizational Relationships	04 factors	0160 points
Personal Traits / Skills	07 factors	0112 points
Total Factors and Points	36 factors	1000 points

GOALS AND OUTCOMES ACCOMPLISHMENTS

Vision / Mission / Values Results – Ensure that the BCHA is making positive progress in furthering the agency vision, mission, and values.



Strategic Goal 1 – (to be determined)



Strategic Goal 2 – (to be determined)



Strategic Goal 3 – (to be determined)



Strategic Goal 4 – (to be determined)



Strategic Goal 5 – (to be determined)



Strategic Goal 6 – (to be determined)



Strategic Goal 7 – (to be determined)



ORGANIZATIONAL LEADERSHIP

Leader – Inspire and influence BCHA and its stakeholders to achieve its affordable housing vision, mission, and strategic goals. Motivate organizational staff to achieve organizational goals through individual and team initiatives. Serve as a role model for the ideals, values, ethical standards, and work ethic that is desired in all organizational staff.



Visionary – Articulate the vision and mission of BCHA and provide the visionary leadership that is essential to the realization of long-term goals and outcomes. Collaborate with the Board on board policy and strategic thinking that will also further the implementation of the vision and mission.



Policy-setter – Collaborate with the Board on general board policies impacting on the agency. Formulate the internal administrative and operational policies, rules, and procedures that are essential to ensuring HUD compliance and to meeting Board expectations.



Team builder – Build a quality management team and cross-functional teams that are empowered to be key contributors to organizational decision-making and problem-solving. Provide teams and individuals the opportunity to learn more about the broader organizational system and its function units.



Planner – Collaborate with the Board on strategic planning goals and initiatives that will be critical in accomplishing the organizational vision and mission. Formulate the action plans that will provide the benchmarks, tasks, resources, accountabilities, and deliverables to ensure the fulfillment of organizational strategic goals.



Entrepreneur – Provide for a level of creativity and innovation in BCHA operations that will ensure that the agency will have a competitive advantage as an affordable housing industry leader. Provide staff reward systems that encourage diverse perspectives and “outside the box” solutions.



Change Agent – Embrace the need for change and adaptation as essential processes for continual improvement of BCHA. Build an organizational culture that recognizes the need for continuous change and that rewards stakeholders that contribute to such change and adaptation.



ORGANIZATIONAL MANAGEMENT

Manager – Coordinate the staffing and other resources in key business management units that are critical to producing and managing quality affordable housing that meets the needs and wants of residents. The key business management units include, but are not limited to, human resources, finance, asset management, and property management.

0	6	12	18	24	☐
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Supervisor – Coordinate and supervise the management staff that report directly to the Executive Director. Key activities include, but are not limited to, setting goals and action plans, evaluating performance, enhancing skills sets, and collaborating on problem-solving and decision-making.

0	6	12	18	24	☐
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Organizer – Formulate the groupings of resources and activities that will achieve the expected affordable housing results in an efficient and effective manner. Provide a set of operational policies and procedures that will set out clear processes for achieving organizational expectations.

0	6	12	18	24	☐
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Decision-maker – Provide for quality decision-making and problem-solving that factors in both rational and intuitive thinking. Ensure that most operational decisions are reached internally rather than engaging the Board in micro-managing the agency.

0	6	12	18	24	☐
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Controller – Design the processes and control systems that are essential to achieving affordable housing results in an efficient and effective manner. Provide for an evaluation and feedback approach to regularly review processes and control systems.

0	6	12	18	24	☐
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Administrator – Meet the administrative expectations that are critical to being successful and compliant in the affordable housing industry. Maintain detailed and accurate records and documents on administrative matters.



Consultant – Serve as a recognized expert in affordable housing programs, trends, and issues, and commit to sharing this information with the Board, staff, other stakeholders, and the media.



Compliance Officer – Ensure that the agency is in full compliance with all local, state, and federal laws, regulations, policies, and procedures that apply to its portfolio of housing programs and services.



Conflict Manager – Serve as an effective conflict manager in addressing both the internal issues of NPHA as well as the unforeseen crises that may be linked to either internal or external circumstances. Encourage constructive conflict and diverse opinions that will contribute to improved problem-solving and decision-making.



Resource Allocator – Ensure that organizational program funding and staffing resources are allocated to maximize the results in furthering the BCHA vision, mission, values, and strategic goals. Seek additional funding resources and funding leveraging options that will allow the organization to expand its ability to achieve its vision, mission, values, and goals.



RELATIONSHIPS MANAGEMENT

Board Relations – Build and maintain a positive collaborative relationship with the BCHA Board that is centered on trust and mutual respect. Keep all Board members fully informed on affordable housing issues, agency programs and agency operations. Respond in a timely manner to Board requests for information or actions.

0	10	20	30	40	☐
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County Relations – Build and maintain a positive collaborative relationship with the key Barron County agencies that are involved with affordable housing, homelessness, community development, economic development, fair housing, and social services. Ensure that available county funding resources are successfully leveraged to maximize agency results. Ensure that available social services and support services are tapped to achieve independent living and self-sufficiency.

0	10	20	30	40	☐
---	----	----	----	----	--------------------------

Other Stakeholders Relations – Build and maintain a positive collaborative relationship with the key nonprofits, for-profits, and quasi-governmental agencies that are engaged in affordable housing, homelessness, community development, economic development, fair housing, and social services. Ensure that available resources from the above entities are successfully leveraged to maximize agency results. Ensure that available social services and support services are tapped to achieve independent living and self-sufficiency.

0	10	20	30	40	☐
---	----	----	----	----	--------------------------

Media Relations – Build and maintain a positive collaborative relationship with the key media outlets in Barron County. Serve as an effective spokesperson and public relations advocate in building a positive image of the BCHA. Establish a reputation as a “go-to” media contact for affordable housing expertise or insights.

0	10	20	30	40	☐
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TRAITS / SKILLS

Self-confidence Trait – (Positive) A general sense about one's ability to accomplish outcomes that is linked to self-esteem and self-efficacy (ability to influence their own fate). (Negative) – A general need to micromanage all work and an unwillingness to value the ideas and concern of other stakeholders.

①	②	④	⑥	⑧	☐
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Decisiveness Trait – (Positive) – An ability to act in a timely, quality, inclusive manner in problem-solving and decision-making. (Negative) – The tendency to make rash decisions, to appear authoritarian, or to consistently ignore the diverse perspectives of stakeholders.

①	②	④	⑥	⑧	☐
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Achievement Trait – (Positive) – A strong drive to accomplish successful outcomes that result in industry competitive advantage and recognition for excellence. (Negative) – The drive for task accomplishment may compromise service mentality, relationship management, and personal integrity.

①	②	④	⑥	⑧	☐
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Flexibility Trait – (Positive) – The ability to be adapt and change and to be appreciative of alternative approaches proposed by stakeholders, and to share power and control. (Negative) – The inability to provide for a stable, aligned organization that provides for staff accountability.

①	②	④	⑥	⑧	☐
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Communication Skill – The ability to effectively exchange information through both active and passive means (oral, written, listening, and nonverbal).

①	②	④	⑥	⑧	☐
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Interpersonal Skill – The ability to deal effectively with other people, both inside and outside the organization. Interpersonal skills include, but are not limited to, empathy, tact, diplomacy, and persuasiveness.

①	②	④	⑥	⑧	☐
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Cognitive Skill – The ability to think and analyze in abstract terms and to find meaning and order in ambiguous, uncertain events and processes. The ability to see the “big picture” of the macro-environment and micro-environment in which the ED is striving to be effective and efficient.

①	②	④	⑥	⑧	☐
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POINT TOTALS BY PERFORMANCE EMPHASIS AREAS

Organizational Results Score: ____ out of a possible 0320 points

Organizational Leadership Score: ____ out of a possible 0168 points

Organizational Management Score: ____ out of a possible 0240 points

Organizational Relationships Score: ____ out of a possible 0160 points

Personal Traits and Skills: ____ out of a possible 0112 points

Total Score: ____ **out of a possible 1000 points**

BOARD ACTION

The Barron County Housing Authority has evaluated and rated each performance factor and has concluded that the following rating is merited for the BCHA Executive Director for the appraisal period from _____ to _____:

Check the selected rating: ☐ Unsatisfactory
 ☐ Marginally Satisfactory
 ☐ Satisfactory
 ☐ Highly Satisfactory
 ☐ Outstanding

Board Chairperson _____ Dated: _____

Board Vice-Chairperson _____ Dated: _____

Board Member _____ Dated: _____

Board Member _____ Dated: _____

Board Member _____ Dated: _____

STAFF ACTION

I have received and read the Performance Evaluation and discussed the Performance Evaluation with the Barron County Housing Authority Board.

Executive Director _____ Dated: _____

I have filed the Executive Director Performance Evaluation as a permanent record in the personnel file of the employee. The appraisal results will be confidential and will not be shared with any other employees.

BCHA Human Resources Manager _____ Dated: _____

PUBLIC MEETING NOTICE
BARRON COUNTY HOUSING AUTHORITY
TUESDAY, OCTOBER 28, 2025
IMMEDIATELY FOLLOWING 9:00 AM MONTHLY MEETING

ANNUAL MEETING AGENDA

- I) Call to Order
- II) Roll Call
- III) Minutes from Previous Meeting
- IV) Review By-Laws and consider possible Amendments
- V) Commissioners Appointments (Five Year Terms)
 - Gary Nelson Appointment Expires 6/15/29
 - Carol Moen Appointment Expires 5/19/30
 - Marge Jost Appointment Expires 6/15/26
 - Terri Tyler Appointment Expired 6/15/27
 - Doug Edwardsen Appointment Expires 6/15/27
- VI) Election of Officers (One Year Term)
- VII) 2026 Housing Authority Goals
- VIII) Adjourn

CC: Commissioners Doug Edwardsen, Marge Jost, Carol Moen, Gary Nelson & Terri Tyler
County Board Chair, County Administrator, Wendy Coleman, Clerk, Corporation Counsel,
& Justice Center.

Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the Housing Authority office at 715-205-4008 at least 24 hours prior to the meeting so that arrangements may be made to accommodate your request.

BARRON COUNTY HOUSING AUTHORITY
ANNUAL MEETING MINUTES
October 29, 2024

CALL TO ORDER

The meeting was called to order at 11:20 AM by Chair Gary Nelson.

ROLL CALL

Directors present: Marge Jost, Carol Moen, Gary Nelson, and Terri Tyler

Others present: Bob Kazmierski, Executive Director

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The committee reviewed the minutes from the October 31, 2023, annual meeting.

Motion (Moen/Tyler): to approve the minutes. Motion carried; unanimous.

REVIEW BYLAWS AND CONSIDER POSSIBLE AMENDMENT

The Committee reviewed and discussed the by-laws. By-laws were accepted without changes.

COMMISSIONER APPOINTMENTS (Five-year term)

Gary Nelson: Appointment expires 6/15/26

Carol Moen: Appointment expires 6/15/27

Marge Jost: Appointment expires 6/15/28

Terri Tyler: Appointment expires 6/15/24*

Shay Horton Appointment expires 6/15/25

*Kazmierski will contact County Administrator to reappoint Tyler for another five-year term.

ELECTION OF OFFICERS (One-year term)

Discussion was held regarding the election of officers. Chair Nelson opened the floor for nominations.

Motion (Moen/Tyler) to nominate Nelson for Chair. Motion carried; unanimous.

Motion (Nelson/Jost) to nominate Moen for Vice Chair. Motion carried; unanimous.

2025 HOUSING AUTHORITY GOALS:

The committee agreed on the primary goals for 2024 by unanimous consent:

1. Near completion of Barron County Housing Redevelopment project
2. Explore repositioning Lone Oak with BCHA
3. Reallocate Water's Edge PBV's to Lakeland Manor II.

ADJOURNMENT: Being no further business, adjournment was made by unanimous consent at 11:57 AM.

Respectfully Submitted,

Bob Kazmierski, Recording Secretary

BY-LAWS OF THE HOUSING AUTHORITY OF THE COUNTY OF BARRON, WISCONSIN

Article I – The Authority

Section 1. Name of Authority The name of the Authority shall be “Housing Authority of the County of Barron.”

Section 2. Purpose of the Authority The purpose of the Authority is to improve the quality of life for low-income residents of Barron County by providing affordable housing opportunities, which creates economic stability for the benefit of the family and community.

Section 2. Office of Authority The offices of the Authority shall be at 611 East Woodland Avenue in the City of Barron, County of Barron, State of Wisconsin, but the Authority may hold its meetings at such other place as it may designate.

Section 3. Composition of Authority The Authority shall consist of five (5) Commissioners and an Executive Director. The Commissioners shall be appointed by the Chief Elected Official of the County of Barron. One of the Commissioners shall be a recipient of the Housing Authority services.

Article II – Officers

Section 1. Officers The officers of the Authority shall be a Chair, Vice-Chair and a Secretary/Treasurer (who shall be Executive Director).

Section 2. Chair The Chair shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chair shall sign all contracts, deeds and other instruments made by the Authority. At each meeting the Chair shall submit such recommendations and information as he/she may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice-Chair The Vice-Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice-Chair shall perform such duties as are imposed on the Chair until such time as the Authority shall select a new Chair.

Section 4. Secretary/Treasurer The Secretary shall be the Executive Director of the Authority.

The Secretary shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his/her office.

The Secretary shall act as Treasurer of the Authority. He/she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. He/she shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chair. He/she shall keep regular books of accounts showing

receipts and expenditures and shall render to the Authority, at each regular meeting (or more often when requested), an account of the transactions and the financial condition of the Authority. He/she shall give such bond for the faithful performance of his/her duties as the Authority may determine.

Section 5. Additional Duties The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or the by-laws or rules and regulations of the Authority.

Section 6. Election or Appointment The Chair shall be elected at the annual meeting of the Authority from among the Commissioners of the Authority and shall hold office for one year or until his successor is elected. The Vice-Chair shall be elected at the annual meeting of the Authority from among the Commissioners of the Authority and shall hold office for one year or until his successor is elected.

The Secretary/Treasurer shall be appointed by the Authority. Any such person appointed to fill the office of Secretary or any vacancy therein, shall have such term as the Authority fixes, but no Commissioner of the Authority shall be eligible to this office except as a temporary appointee.

Section 7. Vacancies Should the offices of Chair or Vice-Chair become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary/Treasurer becomes vacant, the Authority shall appoint a successor as aforesaid.

Section 8. Executive Director The Executive Director is not a voting member of the Authority; he/she is a salaried employee. The Executive Director shall have general supervision over the administration of its business, subject to the direction of the Authority. The Executive Director shall be charged with the management of the housing projects and programs of the Authority.

The Executive Director is authorized to sign on behalf of the Authority all contracts, deeds, and any other documents or instruments between the Authority and outside entities, including, but not limited to, such documents with the Department of Housing and Urban Development and Wisconsin Housing and Economic Development Authority.

In the absence of the Executive Director, the Deputy Director (as shall be appointed by the Authority) has full authorization to assume all his/her responsibilities, including, but not limited to signing any documents or instruments on behalf of the Authority.

Section 8. Additional Personnel The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by the Housing Authorities Law of Wisconsin and all other laws of the State of Wisconsin applicable hereto. The selection and compensation of such personnel (including the Secretary/Treasurer) shall be determined by the Authority subject to the laws of the State of Wisconsin.

Article III – Meetings

Section 1. Annual Meeting The annual meeting of the Authority shall be held at 611 East Woodland Avenue in Barron, Wisconsin, or at such other place as it may designate, on the last Tuesday of October, immediately following the regular monthly board meeting at the regular meeting place or such other place as it may designate. The purpose of the annual meeting is to

conduct elections of the Officers and to review the By-Laws. Regular business of the Authority may be conducted immediately after the adjournment of the annual meeting.

Section 2. Regular Meeting Monthly meetings shall be held at 611 East Woodland Avenue in Barron, Wisconsin, or such other place as it may designate, on the last Tuesday of each month at 9:00 a.m., or on the next succeeding secular day in the event of a legal holiday. Commissioners not physically present at a regular or annual meeting may participate in the meeting by means of remote communication, may be considered present in person, and may vote at a meeting held at a designated place or held solely by means of remote communication, subject to the conditions imposed by applicable law. The Authority may, in its discretion, determine that the meeting may be held solely by means of remote communication.

Section 3. Special Meetings The Chair of the Authority may, when he/she deems it expedient, and shall, upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority electronically or may be mailed to the business or home address of each member of the Authority at least two days prior to the date of such special meeting. At such meeting no business shall be considered other than designated in the call, but if all of the members of the Authority are present at a special meeting, any and all business may be transacted at such special meeting.

Section 4. Quorum The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Three Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, in person or electronically, action may be taken by the Authority upon a vote of a majority of the Commissioners present. A Closed Session may not be held unless a quorum is in attendance in person.

Section 5. Order of Business At the regular meetings of the Authority the following shall be the order of business:

1. Call to Order – Approve Agenda
2. Roll Call
3. Public Comment
4. Approval of the minutes of the previous meeting
5. Director's Report
6. Program financial reports and communications
7. Unfinished business
8. New business
9. Discussion of Potential Items for Next Meeting
10. Adjournment

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.

Section 6. Manner of Voting The voting on all questions coming before the Authority shall be by roll call, and the yeas and nays shall be entered upon the minutes of such meeting.

Article IV – Amendments

Amendments to By-Laws The by-laws of the Authority shall be amended only with the approval of at least three of the members of the Authority at a regular or special meeting.
(rev. 12/23)