BARRON COUNTY HOUSING AUTHORITY
Tuesday, August 25, 2026
MINUTES

CALL TO ORDER
Chairman Nelson called the meeting to order at 9:00 AM at the Berger Woodland Apartments Community Room, in Barron, WI. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.
Motion (Moen/Jost) to approve the agenda. Motion carried; unanimous.

ROLL CALL
Commissioner's Present: Doug Edwardsen, Carol Moen, Gary Nelson, Marge Jost and Terry Tyler.
Other(s) Present: Scott Koegler from S.C. Koegler Consulting, LLC, Tom Landgraf from Dimensions Development (remote) and Robert Kazmierski, Executive Director.
Absent: None

PUBLIC COMMENT
No one registered or appeared for public comment.

MINUTES
Discussion and review of the minutes from the previous meeting.
Motion (Moen/Tyler) to approve the minutes of July 28, 2026, as presented. Motion carried; unanimous.

DIRECTORS REPORT
The committee reviewed and discussed the Director's Report, which included current and future program activities. Kazmierski reported 97% Occupancy Rate (68/70 units). The vacancy at Barron Family Duplex (BFD) will be filled by September 1st. BCHA has been working with Aaron Weber to begin drawing the ARPA funds held in Escrow. To date, WHEDA has provided four different types of funding for BCHA development. Virtually all the monthly redevelopment costs for the 70 units have been funded by WHEDA. The WHEDA construction notes are the typical interest only with variable rate determined by a spread off the underlying nationally recognized index. Each month WHEDA draws its interest payment in arrears based on the construction loan outstanding balances the previous month. So, to date, WHEDA loan funds have financed the WHEDA interest costs. With this month's (Aug) draw, we have exhausted all the WHEDA loan funds. Therefore, there needed to be a new source of funds to pay the WHEDA monthly construction loan interest ($28K). Since we will now start using the ARPA, HOME and FHLBC funding for the remaining redevelopment costs, to make the construction loan payment process the easiest, the BCHA pays the WHEDA monthly loan amounts from BCHA funds and is then reimbursed for this advance using one of the remaining funding sources. This process will occur until the property redevelopment is completed and all funding sources have been exhausted. The $28,000 payment to the BCHA is for last month's construction interest payment that was advanced by the BCHA. 100% of the $28,000 BCHA reimbursement is for redevelopment cost financing. The process of having the BCHA advance the construction interest amounts was determined to be the simplest mechanism to use, since we will be shifting the primary redevelopment payments to the remaining sources, and none of those sources would allow an automatic drawing of their funds by WHEDA. Thus, the BCHA uses their general account as the quick pay source for WHEDA and is then reimbursed for this short-term advance on behalf of the redevelopment. We will likely see a reimbursement payment to the BCHA of approximately $28,000 per month as part of the monthly draw process from now until the WHEDA short term funds are paid off at property stabilization, most likely in November 2026. Placed in packet is the complete redevelopment budget that segregates hard costs, soft costs, and the WHEDA loan interest totals. The capital improvements at Lone Oak (LO) and Park Lawn (PL) continue. Maintenance has been improving the landscaping, and the PL office file has been systematically organized. In fact, all the critical PL files that have been moved are

being stored in a secure location within the new records room at Berger-Woodland. After the warm weather spell, Barron Plumbing and Heating (BPH) has resumed the installation of the new boiler systems in buildings 5 through 8. J&A construction has completed the new metal roofing project at Park Lawn. Direct TV has relocated the TV receiver dishes to the side of each building and has provided us with 35 new satellite receivers. Many tenants experienced TV outages during this phase but nearly all have Direct TV restored. Morins Siding and Window began installing new windows at PL beginning the week of August 10th. The window project will extend into the month of September. Scott Terrace roof has been replaced to repair the storm damage on 7/17. I have elicited bids for new carports, roofing, facia/soffits, and siding at LO. The Lone Oak board approved these proposals at the August 20th Special Meeting. Davis Construction will be doing sidewalk repairs at LO this Summer.

PROGRAM FINANCIAL REPORTS AND COMMUNICATIONS

The Committee reviewed the financial statements within corresponding in-house reports and Hawkins Ash reports for LLC ending June 30, 2026, including the Check Register and Cash Flow Statements of all BCHA programs ending July 31, 2026. The committee received and accepted the available financial reports by unanimous consent.

UNFINISHED BUSINESS:

MULTIFAMILY HOUSING REHAB UPDATE

Field reports (27#) were provided in the packet. BCHA will do final walk-through of Berger Woodland with the General Contractor on 9/1. McGann is no longer onsite but are managing some remaining sub-contractors on outstanding punch list items (intercom, security cameras, signage, exterior work, etc.) When all punch list items are completed, Nate Huess, the Project Architect, will complete his final walkthrough and issue the final AIA reports. We will send the Project Architect reports to HUD when it is completed. We have begun planning the Open House/Barron County Property Committee for October 5th at 1pm. Percent complete: 99% (+/-). Since the project is not completed, there is a need to extend the Irrevocable Letter of Credit to January 1, 2027. Monument Signage is still pending. BCHR LLC began the 90-day stabilization period. Landgraf reported that over the next 90 days, the LLC operating costs will be evaluated, all leases and first year files will be analyzed, and thereafter, the equity investor funds enter the project. All LIHTC properties will need to be above 90% occupancy. After the 90-day stabilization period has expired, the tax credit investor (Hunt) will conduct an audit and review all operational costs and then certify stabilization. The conclusion of this process will lock in loan rates, equity payments, and the remainder of the developer fee will be distributed. We anticipate $342K will be placed into replacement reserves.

NEW BUSINESS:

DISCUSSION OF BCHA 2025 AUDIT

Kazmierski handout hard copies of audit as well as final auditor letter. and committee reviewed the final 2025 Audit. There were no adjusting journal entries and no findings. The tax credit investor (Hunt) is currently reviewing the 2025 LLC Audit.

FAIRCLOTH DISCUSSION AND DISPOSITION STATUS FOR LONE OAK AND PARK LAWN

Consultant Scott Koegler provided disposition update as well as a proposal for post-disposition services. Koegler reported that HUD has decided to stop processing RAD Restore-Rebuild applications that are not already submitted. This has a significant impact on the overall BCHA strategy. It won't stop the Section 18 Dispositions for LO or PL. But it will impact the strategy to develop new low-income housing. It will also have an impact on how to use the Public Housing reserves at both Barron HA and Chetek HA. If BCHA will not be able to use these funds for new low-income housing development, we need to develop a plan to use these funds before closing out of the PH programs. Koegler and Kazmierski have been gathering documentation to proceed with the applications but will not submit them until later this Fall. Overall, the disposition process is underway for both Lone Oak and Park Lawn and may take up to 12 months for HUD review. Koegler encouraged Barron HA and Chetek HA to spend down reserve funds toward eligible projects.

CONSIDERATION OF CONSULTING SERVICES OFFERED BY S.C. KOEGLER CONSULTING, LLC

Koegler offered to provide Barron County Housing Authority with General Advisory services regarding Public Housing Repositioning, HUD-PIH Program Transfers and Development of HUD Public Housing. Specific guidance will be provided to BCHA regarding the transfer of ownership of City of Barron HA and Chetek HA public housing properties to BCHA ownership. Transfer of Ownership guidance is specifically related to HUD requirements. This guidance does not include legal advice regarding real estate sales and transfers. The goal is to facilitate the transfer of both properties to BCHA ownership by the end of calendar year 2027 or sooner. General Advisory services also include guidance on compliance with HUD program regulations and requirements as related to the Housing Choice Voucher program operated by BCHA. Guidance on the HCV program includes advice and guidance regarding Project-Based HAP contracts for properties owned and controlled by BCHA. **Motion (Nelson/Moen)** to authorize the Executive Director to engage in contract with S.C. Koegler Consulting, LLC, as presented. Motion carried; unanimous.

DISCUSSION OF POTENTIAL ITEMS AND SITE LOCATIONS FOR NEXT MEETING

Next meeting will be held September 29, 2026, at 9:00 AM in the Berger Woodland Community Room in Barron, WI. Agenda items include updates of the Multifamily Housing Rehab project, disposition status for both Park Lawn and Lone Oak, and consideration of amendment to BCHA bereavement policy.

ADJOURNMENT

The meeting adjourned by unanimous consent at 11:31 AM
Respectfully Submitted,
Bob Kazmierski, Recording Secretary