**Stoughton Housing Authority**
**Wednesday, February 22, 2023 at 2:00 p.m.**

The meeting was a hybrid meeting located in the City Hall conference room (207 S. Forrest St) and via Zoom.

**Committee members present**: Cindy McGlynn (Chair, remote), Dave Ehlinger (remote), Fred Hundt (Vice-Chair), Bob McGeever (remote) and Jessica Royko (remote)
**Members absent**: None
**Guests present:** Sue Broihahn (Broihahn Management, remote), Daniel LaFrenz (Carlson Black, remote) and Tim Swadley (Mayor)

1. **Call to order** – McGlynn called the meeting to order at 2:03 p.m.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification of compliance with open meetings law** – McGlynn indicated the meeting was properly noticed and posted.
4. **Public comment** - None
5. **Communications -** None
6. **Approval of minutes for 02/15/2023** – Motion by McGeever/Ehlinger to approve the minutes as drafted. The motion passed 5-0.
7. **Discussion and possible action regarding Term Sheet amendment to option to purchase Greenspire properties by Crown Point Properties**

   LaFrenz explained various sections of the following draft documents that were emailed to Ehlinger in the evening of 02/21/2023
   - SHA Loan Term Sheet _DRAFT 2.22.23.docx
   - Addendum 1-Letter Agreement (Option Agreement).pdf
   - Addendum 2-Sources and Uses.pdf
   - Addendum 3-Forecast of Net Cash Flow.pdf

   General discussion took place on these documents and related questions. Broihahn indicated she and Kathy Olson would review the latest Capital Needs Assessments for any potential changes to the above document(s) by next week's meeting. LaFrenz indicated the Housing Authority should be able to vote upon final documents at the next meeting in order to send to Crown Point Properties and Sunnyside Development. Ehlinger indicated he would update those parties of the anticipated timeline.

8. **Discussion and possible action regarding approval of promissory note related to option to purchase Greenspire properties by Crown Point Properties** - None
9. **Next scheduled meetings**
   a. **Wednesday, March 1, 2023 – Greenspire properties sale**
   b. **Wednesday, March 8, 2023 – Greenspire properties sale**
   c. **Wednesday, March 15, 2023 – Greenspire properties sale**
   d. **Wednesday, March 22, 2023 – Annual meeting** – No additional meetings were requested.

**10. Adjourn** – Motion by McGeever/Hundt to adjourn at 3:02 p.m. The motion passed 5-0.

Respectfully submitted,

David P. Ehlinger, CPA
Director of Finance/Comptroller
City of Stoughton