



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Housing Authority of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: **Housing Authority of the City of Stoughton**
Date & time: **Wednesday, March 1, 2023 at 2:00 p.m.**

The meeting of the Stoughton Housing Authority will be conducted in person and via Zoom

In person: City Hall conference room (207 S. Forrest St)

Via Zoom:

<https://us06web.zoom.us/j/89671915079?pwd=WUkwcWxuYlA5dC9hVmJhKzdDSzFRdz09>

Meeting ID: 896 7191 5079 Passcode: 865214

One tap mobile +13052241968,,89671915079#,,, *865214# US

Members: Cindy McGlynn (Chair), Fred Hundt (Vice Chair), Dave Ehlinger, Bob McGeever and Jessica Royko

1. Call to order
2. Roll call and verification of quorum
3. Certification of compliance with open meetings law
4. Public comment
5. Communications
6. Approval of minutes for 02/22/2023
7. Discussion and possible action regarding Term Sheet amendment to option to purchase Greenspire properties by Crown Point Properties
8. Discussion and possible action regarding approval of promissory note related to option to purchase Greenspire properties by Crown Point Properties
9. Next scheduled meetings
 - a. Wednesday, March 8, 2023 – Greenspire properties sale
 - b. Wednesday, March 15, 2023 – Greenspire properties sale
 - c. Wednesday, March 22, 2023 – Annual meeting
10. Adjourn

Any person wishing to attend the meeting, whom because of a disability, requires special accommodation, should contact the Director of Finance's office at (608) 873-6691 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.

In addition, any person wishing to speak or have their comments heard but does not have access to the internet should also contact the Director of Finance's office at the number above at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE STOUGHTON COMMON COUNCIL

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,

A handwritten signature in black ink, appearing to read 'D. Ehlinger', with a long, sweeping horizontal line extending to the right.

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