Stoughton Housing Authority
Wednesday, March 1, 2023 at 1:30 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), Fred Hundt (Vice-Chair, remote), Dave Ehlinger (remote) and Bob McGeever
Members absent: Jessica Royko
Guests present: Sue Broihahn (Broihahn Management, remote), Matt Dregne (Stafford Rosenbaum, remote), Daniel LaFrenz (Carlson Black, remote) and Tim Swadley (Mayor)

1. **Call to order** – McGlynn called the meeting to order at 2:00 p.m. once a quorum was present.
2. **Roll call and verification of quorum** – A quorum was present.
3. **Certification of compliance with open meetings law** – Ehlinger indicated the meeting was properly noticed.
4. **Public comment** - None
5. **Communications** - None
6. **Approval of minutes for 02/22/2023** – Motion by McGeever/Hundt to approve the minutes as drafted. The motion passed 4-0.
7. **Discussion and possible action regarding review of Capital Needs Assessments (CNAs) for Greenspire properties in relation to Term Sheet amendment for option to purchase Greenspire properties by Crown Point Properties**

Broihahn indicated that she is working with the Hirsch Group on various aspects of the latest CNAs.

- Asphalt and a number of other things are missing
- Ranking/accurate condition of a number of items needs to be updated
- Lift needs to be added in Greenspire III
- It was also noted that Health & Safety items would have a higher priority during the construction project

8. **Discussion and possible action regarding Term Sheet amendment to option to purchase Greenspire properties by Crown Court Properties** – General discussion regarding this topic occurred. LaFrenz indicated that he could have the final document ready by the end of day on Thursday. Motion by Ehlinger/McGeever to provide the final Term Sheet to Crown Court Properties once completed by LaFrenz. The motion passed 4-0.
9. **Discussion and possible action regarding approval of promissory note related to option to purchase Greenspire properties by Crown Court Properties** – None
10. **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**

11. **Adjourn** – Motion by McGeever/Ehlinger to adjourn at 3:12 p.m.

Respectfully submitted,

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