

## **City of Stoughton Housing Authority Minutes**

April 14, 2017 2:30p.m.

Greenspire Apartments, 924 Jackson Street, Stoughton, WI

**Present:** Sid Boersma; Finance Director Tammy LaBorde; Mayor Donna Olson; Senior Center Director Cindy McGlynn; Dan Matson; Rachel Royston, Kathy Olson and Sue Broihahn, Broihahn Management & Consulting; Wendy Skoien, Building Manager

The meeting was called to order at 2:30 p.m. by LaBorde.

Motion by Matson, seconded by Boersma, to approve the minutes of May 19, 2016. Carried unanimously.

The Management Report and Financials were reviewed. The REAC Inspection from HUD was done for buildings 1050 and 1060. A concern that was raised by the audit is that the HA is not meeting enough. Greenspire III rent was increased \$5.00. The move by the HA to make Greenspire smoke-free continues to move forward. They will be changing the house rules and get the rules developed, and then noticed. It takes about one year to complete the process. ClearGains is also available to assist with any residents who wish to quit smoking.

At this time there are 9 units available, but 3 have been filled.

First Lutheran Church is looking to perform small projects on the grounds. The United Way Day of Caring is looking for a project for 20 to 25 people to complete.

The MPR program is moving forward. A total of six units will be renovated and they are all handicap accessible. It also includes upgrading the common area community rooms to be more accessible and some exterior work as well. They have two residents thus far who will participate and are looking for four others. They began the process in 2014. Kathy has contacted the architect to move forward. Motion by Boersma, seconded by McGlynn to set up the closing date. Carried unanimously. The proper officials will be present for the closing.

Charter's agreement has expired. They want to have exclusive rights for cable access and possibly an upfront door fee, payable to the property. Motion by Boersma, second by Royston to grant the authority to Sue Broihahn to sign the agreement with Charter in order to use the wires leading to the property. Carried unanimously.

Broihahn noted that they need a copy of the original bylaws for the SHA and a copy of the first meeting minutes of the SHA, probably from the 1970's. City will look for a copy.

The SHA set the following future meeting dates to meet at Greenspire Apartments:  
Wednesday, July 19, 2017 at 2:30pm; Wednesday, October 18, 2017 at 2:30pm; and  
Wednesday, January 17, 2018 at 2:30pm

The new Finance Director Tammy LaBorde (President) was directed to contact Dan Matson (Vice President) to set a date and time to go to the various banks to establish/update them as authorized account signers.

Moved by McGlynn, seconded by Matson, to adjourn at 3:20 p.m. Carried unanimously.

Respectfully Submitted,  
Tammy LaBorde