



AGENDA OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, NOVEMBER 2, 2023, 9:30 AM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/81434999289?pwd=N0dIMGxWSS85SGswK2lZeGhZZUN0UT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 814 3499 9289

Passcode: 483400

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. William VandeCastle - Chair, Terri Refsguard Vice-Chair, Sandra Popp, Erin Edwards and Stephen Srubas

C. Approval of the Agenda.

- I. Approval of the agenda for the November 2, 2023, meeting of the Green Bay Housing Authority.

D. Regular Business.

- I. Consideration with possible action to approve obtaining a technical correction to the SAC Approval for the purpose of including the omitted parcels as part of the 2021 Scattered Sites.

E. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Green Bay Housing Authority meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
**Housing Authority
of the City of Green Bay**

MEETING DATE

November 2, 2023

PREPARED BY

Cheryl Renier-Wigg, Staff

AGENDA ITEM # D.I

Consideration with possible action to approve obtaining a technical correction to the SAC Approval for the purpose of including the omitted parcels as part of the 2021 Scattered Sites.

BACKGROUND

In the early 90's the GBHA undertook the scattered sites public housing project. 42 parcels were purchased and they were added to the HUD Federal Declaration of Trust (DOT) making them public housing properties. At around the same time the GBHA was setting up scattered sites public housing, the City of Green Bay was working on a Public Works project to widen University Ave. and create an alley behind the houses on this block. As a result of this work along University, remnant parcels were created on Grove St. and Baird St. These 5 parcels were sold or donated to the GBHA because they were adjacent to the original public housing parcels on University Ave. and they were used to create side or back yards. These 5 parcels were added to the DOT.

In April of 2021, the GBHA pulled its parcels out of the DOT in order to place them under Section 18 Housing. When we requested the original parcels be removed from the DOT, we inadvertently left off these 5 parcels, thinking they were attached to the parent public housing parcel. They were not combined and were not listed separately in the HUD management system. As a result, these 5 parcels are still in the DOT. We are currently working on our RAD/Section 18 conversion and are providing closing documents to HUD. HUD found that these 5 parcels were still in the DOT and as a result, we need to make a request to make a technical correction to the original approval, asking HUD to remove these 5 parcels from the DOT so they can be included with all of our other parcels. This needs a resolution from the GBHA and was requested by HUD to be done ASAP as we are approaching the closing of this project.

RECOMMENDATION

To approve Resolution 2023-6 asking HUD for a technical correction to the SAC Approval for the purpose of including the omitted parcels as part of the 2021 Scattered Sites.

FISCAL IMPACT

ATTACHMENTS

- I. Resolution

**RESOLUTION 2023-06 OF THE HOUSING AUTHORITY
OF THE CITY OF GREEN BAY, WISCONSIN**

The undersigned hereby certifies that the following resolutions were duly adopted at a duly held meeting of the Commissioners of The Housing Authority of the City of Green Bay, Wisconsin (the “Authority”) on November 2, 2023.

WHEREAS, the Authority applied to the Special Applications Center (“SAC”) of the U.S. Department of Housing and Urban Development (“HUD”) for the disposition of 41 dwelling buildings containing 48 dwelling units (the “2021 Scattered Sites”).

WHEREAS, as evidenced by that certain approval letter dated June 21, 2021 (the “SAC Approval”), SAC approved the disposition of the 2021 Scattered Sites as being consistent with Section 18 of the 1937 Act, and the 2021 Scattered Sites were subsequently conveyed by the Authority to a corporation created by the Authority for such purpose, GBHA Properties I, Inc. (“Properties”).

WHEREAS, the Authority has since determined that the five (5) parcels described on the attached Exhibit A (the “Omitted Parcels”) were inadvertently omitted from the legal descriptions of the 2021 Scattered Sites, and were therefore not included in the SAC Approval of the disposition of the 2021 Scattered Sites.

WHEREAS, the Commissioners desire to submit a request for technical correction to the SAC Approval to include the Omitted Parcels as part of the 2021 Scattered Sites.

NOW, THEREFORE, BE IT RESOLVED, that the Authority is hereby authorized, empowered, and directed to enter into, execute, and deliver any and all documents with respect to obtaining a technical correction to the SAC Approval for the purpose of including the Omitted Parcels as part of the 2021 Scattered Sites, and to perform all of its obligations thereunder, and to consummate the transaction contemplated thereby; and be it

FURTHER RESOLVED, that upon obtaining the requisite SAC approval for the technical correction of the SAC Approval adding the Omitted Parcels as part of the 2021 Scattered Sites, the Authority is hereby authorized, empowered, and directed to enter into, execute, and deliver any and all documents with respect to effectuating the disposition of the Omitted Parcels pursuant to said SAC Approval including, without limitation, obtaining a release of any applicable declarations of trust, amending the existing Section 18 Use Agreement to include the Omitted Parcels, and conveyance of the Omitted Parcels to Properties, and to perform all of its obligations thereunder, and to consummate the transaction contemplated thereby; and be it

FURTHER RESOLVED, that the Chair and the Executive Director of the Authority are each hereby authorized, empowered and directed to take any and all such action on behalf of the Authority, and to execute such deeds, releases, agreements, instruments, and other documents as the same may deem necessary or desirable to effectuate the foregoing resolutions.

I HEREBY CERTIFY that the foregoing resolutions were duly adopted at the above-described meeting.

Name: _____
Title: _____

EXHIBIT A

- 622 N. Baird Street – Tax Parcel No. 8-160
- 631 Grove Street – Tax Parcel No. 8-169
- 619 Grove Street – Tax Parcel No. 8-168A
- 1436 University Ave – Tax Parcel No. 8-170
- 617 Grove Street – Tax Parcel No. 8-168