

**HOUSING AUTHORITY OF MERRILL WISCONSIN
SECTION 8 HOUSING
PARK PLACE & JENNY TOWERS
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting @ 7:00am

May 20, 2025

701 E Main St (Main Office)

1. Call to Order: Jeremy Cordova called the meeting to order at 7:02am
2. Present: Jeremy Cordova, Sue Norenberg, Jeff Schneider, Ian Cohrs, Executive Director Lynn Ross, and Assistant Director Jeremy Winningham
3. Absent: Andrew Polzin
4. Public Comment: None
5. Approval of Minutes: Motion to approve March minutes with corrections (Cohrs/Schneider) 4 Ayes/0 Nays motion carried.
6. Approval of Financials: Motion to approve (Cohrs/Norenberg) 4 Ayes/0 Nays motion carried.
7. Occupancy Update as of May 16, 2025:
 - a. Park Place – 1 Vacancy
 - b. Stonebridge – 0 Vacancies
 - c. Westgate – 1 Vacancy
 - d. Jenny Towers – 11 Vacancies
8. Old/Unfinished Business: None
9. Assistant Director Update:
 - a. Blue Jay Build: Nearing the end of the 2025 school year and down to three students for the next week. Drywallers completed the installation, and students will start to paint the interior. The goal is to have occupancy as of July 1, 2025.
 - b. Property Maintenance: Jenny Towers needs tuck pointing on the east side of the building. Request quotes for the work but limited in the number of contractors that have this experience.
10. Executive Director Update:
 - a. General: The main office conference room was reserved for the annual retired firefighter's luncheon.
 - b. Office Paperwork Status: LLC MOR Audit deficiencies were completed, submitted and approved. The file audit performed by our Compliance Officer for both programs was completed and there were approximately 4 files that had all required documents and signatures out of over 200 files.
11. Director Performance and Compensation - Closed Session (Moved to March Mtg)

The Board may convene in Closed Session pursuant to Wisconsin State Statutes 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
12. Next Monthly Meeting: June 17, 2025, at 7:00am (701 E 1st St)
13. Adjournment: Meeting adjourned at am (8:10am). Roll call 4 Ayes/0 Nays