



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING NOTICE AND AGENDA
Community Development Authority
October 15, 2014 at 4:30 pm
Third Floor Conference Room
Beloit City Hall
100 State Street**

1. Call to Order and Roll Call
2. Citizen Participation
3. Review and Consideration of the Minutes of the Regular Meeting held on October 3, 2014
4. Housing Authority
 - a. Presentation of August Activity Report (Pollard)
 - b. Presentation of August Financial Report (Pollard)
 - c. Review and Consideration of Resolution 2014-24, Approval of the 2015 Beloit Housing Authority Public Housing, Section 8, and Administrative Budgets (Pollard)
 - d. Review and Consideration of Resolution 2014-26, Awarding the Contract for Tree Trimming Services at the Beloit Housing Authority's Public Housing Sites (Pollard)
 - e. Review and Consideration of Resolution 2014-27, Authorizing the Write-off of Public Housing Tenants Accounts Receivable for Vacated Residents (Pollard)
 - f. Review and Consideration of Resolution 2014-25, Approval of the Beloit Housing Authority 2015 Annual Public Housing Authority Plan and the Five Year Plan (Pollard)
5. Housing and Economic Development
 - a. Review and Consideration of Resolution 2014-28, Approving a Lease Agreement Between the Community Development Authority and the William T. Mansfield, Jr. Revocable Trust (Christensen)
 - b. Review and Consideration of Resolution 2014-29, Recommending an Amendment to the HOME Proposed Activities for Prior Year Funds and Program Income (Christensen)
6. Adjournment

If you are unable to attend this meeting, notify Ann Purifoy in the Housing Authority Office at 364-8740 no later than 4:00 PM the day before the meeting.

Notice Mailed: October 10, 2014

Approved: Julie Christensen, Ex. Director

** Please note that upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
October 3, 2014
11:30 A.M.

The regular meeting of the City of Beloit Community Development Authority was held on Friday, October 3, 2014 in the Forum of Beloit City Hall, 100 State Street.

1. **Call to Order and Roll Call:**

Meeting was called to order by Commissioner Evans at 11:56 a.m.

Present: Commissioners Evans, Casares, Kelly and Kincaid

Absent: Commissioners G. Johnson and T. Johnson

Staff Present: Julie Christensen, Cathy Pollard, Clinton Cole, Teri Downing, and Ann Purifoy

2. **Citizen Participation:**

None

3. **Review and Consideration of the Minutes of the Regular Meeting held on August 27, 2014.**

Motion was made by Commissioner Kincaid and seconded by Commissioner Casares to approve the minutes of the Regular Meeting held August 27, 2014.

Motion carried unanimously.

4. **CDBG, HOME and NSP Programs:**

a. **Review and Consideration of Resolution 2014-21, Recommending Approval of the 2015 -2019 Consolidated Plan and 2015 Annual Action Plan**

Teri Downing presented the staff report and recommendation.

Commissioner Kincaid moved and Commissioner Kelly seconded a motion to approve Resolution 2014-21.

Motion carried unanimously.

b. **Review and Consideration of Resolution 2014-22, Recommending Approval of the 2015 Community Development Block Grant Budget**

Teri Downing presented the staff report and recommendation.

After considerable discussion and clarification on the staff recommendations, the Board members unanimously agreed on Planning and Program Administration, Housing Rehabilitation, Economic Development, and Estimated Program Income staff budget recommendations. All Board members were not in agreement with Public Service and Code Enforcement staff budget recommendations.

Commissioner Kelly moved and Commissioner Kincaid seconded a motion to approve Resolution 2014-22. Commissioners Evans, Kelly and Kincaid voted in favor; Commissioner Casares opposed.

Motion carried.

- c. Review and Consideration of Resolution 2014-23, Recommending Approval of the 2015 HOME Investment Partnerships Program (HOME) Budget
Julie Christensen presented the staff report and recommendation.

Commissioner Kelly moved and Commissioner Kincaid seconded a motion to approve Resolution 2014-23.

Motion carried unanimously.

5. **Adjournment:**
Commissioner Evans adjourned the meeting at 1:30 p.m.

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4a

TOPIC: August Activity Report

REQUESTED ACTION: Information only- No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Public Housing:

There were no vacancies in public housing units in August and one upcoming vacancy in September of 2014. Public housing accounts receivable on occupied units totaled \$2,938.89 and vacated units totaled \$6,530.13 at the end of August, 2014 which brings the totaled outstanding public housing accounts receivable to \$9,469.02. Two applicants were pulled from the public housing waiting list in August; 1 applicant was briefed. 106 public housing inspections and 25 annual and interim re-certifications were completed in August.

Section 8:

583 vouchers were housed by August 31, 2014 with 9 voucher holders either searching for units or waiting for passed inspections. 13 portable vouchers were paid by BHA in August with another 2 families waiting to Port-Out. 68 Section 8 inspections were completed in August, and the Housing Specialists completed 100 annual or interim re-certifications in August. No applicants were notified; none were briefed.

ATTACHMENTS:

August Activity Report

**Beloit Community Development Authority
Activity Report to Board for September 2014**

August Activity Report

Public Housing

Tenants Accounts Receivable

Outstanding Receivables – Occupied Units 07/31/14	\$ 1,341.93
Outstanding Receivables – Vacated Units 07/31/14	\$ 7,610.41
Outstanding Receivables – Occupied Units 08/31/14	\$ 2,938.89
Outstanding Receivables – Vacated Units 08/31/14	\$ 6,530.13
Total July 31, 2014 Outstanding Receivables:	\$ 8,952.34
Total August 31, 2014 Outstanding Receivables:	\$ 9,469.02
Increase of:	\$ 516.68

Vacancies – 08/31/14

<u>Total Public Housing Units</u>	131 Units
	100% Occupancy
0 Vacancy:	0 Elderly - 100% Occupancy
	0 Family - 100% Occupancy

Public Housing Inspections

106 Inspections completed. There were 0 annual inspections; there were no move-out inspections. There were 4 move-in inspections. There were 0 housekeeping inspections, 14 exterior inspections, 88 REAC inspections and no re-inspections.

Public Housing Activities

Annual Recerts:	4
Interim Recerts:	21
Notice to Vacate:	0

New Tenants:	4
Transfers:	0
Lease Terminations:	0
Possible Program Violations:	8
Evictions	0

Public Housing Briefings

Number Notified:	2
Number Briefed:	1

Section 8 Program

Total Section 8 Vouchers

598 Vouchers

August

583 under lease - 97% Occupancy
 13 Portable Vouchers –13 Not Absorbed (1/Port-In)
 (4/Port-Out)
 9 Voucher holders searching or waiting for passed
 inspections

Section 8 Inspections

68 inspections were completed in August. 34 were annual inspections. 7 were initial inspections, 14 were re-inspections, 0 project based inspections, 11 were WHEDA and there were 2 special inspections.

Section 8 Activities

New Participants:	0	
Annual Recerts:	74	
Interim Recerts:	36	
Abatements:	1	
Movers:	6	
Possible Program Violations:	10	program violations
End of Program	3	

Section 8 Briefings

Number Notified:	0
Number Briefed:	0

APPLICATIONS:

Waiting List: 250 Public Housing East
 257 Public Housing West
 107 Parker Bluff
 123 Project-Based
 649 Sec. 8

0 Tenants removed for Repayment Default
0 Tenants removed for unreported income
0 Tenants removed for unauthorized occupants
0 Applicants removed for debts owed
Some applicants are on both lists, some are not
Section 8 waiting list opened 4/4/11

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4b

TOPIC: Monthly Reports

REQUESTED ACTION: Information only – No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Attached is the Beloit Housing Authority Financial Statement for the month ending August 31, 2014 prepared by the BHA Accountant. Beloit Apartments Redevelopment, LLC activities are included with Public Housing for purposes of this report.

Through the month of August, the Low Income Public Housing (LIPH) program income was \$605,796, Project Based Voucher (PBV) program income was \$46,219 and the Housing Choice Voucher (HCV) program was \$1,912,952, for a combined income of \$2,564,967, which is \$68,272 less than budgeted year-to-date.

Through the month of August, the Low Income Public Housing (LIPH) program expenses were \$675,161, Project Based Voucher (PBV) program expenses were \$40,262 and the Housing Choice Voucher (HCV) program expenses were \$2,191,782. Combined program expenses are \$2,907,206, which is \$59,200 less than the approved budget year to date.

Through the month of August, the Housing Authority shows an overall deficit of (\$342,238) year-to-date. Public Housing deficit is (\$119,228), Redevelopment Phase 1 & 2 surplus is \$49,862, Project Based Voucher surplus is \$5,957, Section 8 administrative deficit is (\$50,300), and Section 8 HAP deficit is (\$228,530).

Through the month of August, the HCV FSS program has 16 of the 27 enrolled tenants holding escrow accounts totaling \$11,913.73. The LIPH FSS program has 11 of the 28 enrolled tenants holding escrow account totaling \$10,837.58. The Homeownership program has 3 tenants receiving homeownership assistance payments in August totaling \$721.

ATTACHMENTS:

Monthly Financial Cash Flow Report

Cash Flow Statement
Beloit Housing Authority
August 31, 2014

	LLC			YTD Budget	Variance Over (Under)
	BHA YTD Actual	Phase 1 & 2 Actual	HCV YTD Actual		
Income					
Dwelling Rent/Utilities	41,783.00	107,025.12	-	117,160.67	31,647.45
Interest on Investments	139.23	455.71	113.00	1,026.67	(318.73)
Other Income	32,579.43	213,163.54	4,939.59	46,325.33	204,357.23
HUD Admin Fees	-	-	194,143.00	208,138.00	(13,995.00)
HUD Grants/Subsidies	256,868.93	-	1,713,756.54	2,256,822.00	(286,196.53)
Total Income	331,370.59	320,644.37	1,912,952.13	2,629,472.67	(64,505.58)

	LLC			YTD Budget	Variance Under (Over)
	BHA YTD Actual	Phase 1 & 2 Actual	HCV YTD Actual		
Expenses					
Administrative					
Salaries/Benefits	163,925.44	51,847.53	210,580.65	513,101.33	86,747.71
Office Expenses	23,445.05	33,144.28	26,526.57	88,540.00	5,424.10
Office Contracted Services	9,212.13	-	8,664.82	18,600.00	723.05
Oper Sub Transfer/Mgmt Fee Pd	-	13,772.22	-	-	(13,772.22)
Housing Assistance Pmts	-	-	1,942,286.36	1,934,592.67	(7,693.69)
Maintenance					
Salaries/Benefits	17,125.79	87,797.45	-	95,416.67	(9,506.57)
Materials & Supplies	2,416.53	14,613.85	-	8,333.33	(8,697.05)
Maintenance Contracts	14,911.31	16,191.67	-	18,400.00	(12,702.98)
Utilities	8,678.69	26,175.84	-	34,600.00	(254.53)
Other Operating					
Protective Services	21,054.17	3,337.18	-	3,766.67	(20,624.68)
Insurance	7,329.52	13,138.72	3,723.84	25,068.75	876.67
PILOT	4,093.52	8,084.93	-	8,995.33	(3,183.12)
Other Operating Expenses	172,448.90	2,678.60	-	216,990.67	41,863.17
Total Expenses	444,641.05	270,782.27	2,191,782.24	2,966,405.42	59,199.86
Net Admin Income (Loss)	(113,270.46)	49,862.10	(50,300.29)		
Net HAP Income (Loss)			(228,529.82)		
Total YTD Income (Loss)	(113,270.46)	49,862.10	(278,830.11)		

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4c

TOPIC: Resolution No.2014-24
Approval of the Beloit Housing Authority (BHA)
2015 Annual Public Housing, Section 8,
and Administrative Budgets

REQUESTED ACTION: Approval of Resolution No. 2014-24

PRESENTER: Cathy Pollard

STAFF REPORT:

The 2015 Beloit Housing Authority budgets were completed by the fee accountant in their standard template, using the 2014 actual program costs and revenues to date as a guideline for making any additions/subtractions. This is an estimation of costs, as always.

This is the final budget and must be submitted to HUD by October 17, 2014. The BHA budget, once submitted, can be amended by Board approval at any time necessary to reflect changes in unanticipated expenses, revenues, or staff.

STAFF RECOMENDATION:

Staff recommends approval of Resolution No. 2014-24

ATTACHMENTS:

Resolution No. 2014-24

2015 BHA Budgets

RESOLUTION NO. 2014-24

**APPROVAL OF THE 2015 BELOIT HOUSING AUTHORITY (BHA)
PUBLIC HOUSING, SECTION 8, AND
ADMINISTRATIVE BUDGETS**

WHEREAS, the Beloit Housing Authority is required to be fiscally responsible and provide for efficient use of funds; and

WHEREAS, the Beloit Housing Authority has prepared program budgets based upon projected income and expenses;

THEREFORE BE IT RESOLVED that the Beloit Housing Authority through the Community Development Authority Board of Commissioners resolve to approve the attached budgets;

NOW BE IT FURTHER RESOLVED that the Chairman is hereby authorized to sign the HUD required forms approving the budgets on behalf of the Beloit Housing Authority.

Adopted this 15th day of October, 2014

Thomas M. Johnson, Chairman
Community Development Authority

ATTEST:

Julie Christensen, CDA Executive Director

**City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015**

Last updated

12/3/2010

Maual Input

Formula

Do Not Change/No Info Necessary/Locked

Name of Projects
Family/Elderly
Scatter Site
Age/Year Built
Recently Rennovated
Units
Average Bedroom Size
Occupancy
of Turnovers

NOTE: Due to rounding there
might be \$1 differences

REAC	HUD	Public Housing												
Line	Fund #	Units						0	598	9	0	65	66	738
No.	Acct.		AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	PH Project Totals	Voucher	PB/Other	BA	Phase I	Phase II	Consolidated
Revenues														
Operating Receipts														
	3100	Gross Potential Rents	-	-	-	-	-	-		51,732	-	45,006	118,000	214,738
	3105	Vacancy Loss	-	-	-	-	-	-		-	-	-	-	-
70300	3110/3420	Net Dwelling Rental	-	-	-	-	-	-		51,732	-	45,006	118,000	214,738
70400	3120/442	Excess Utilities	-	-	-	-	-	-		-	-	-	-	-
70400	3190	Nondwelling Rental	-	-	-	-	-	-		-	-	-	-	-
70500	Total	Rental Income								51,732	-	45,006	118,000	214,738
70600	3691	Operating Subsidy	239,327	150,960	33,137	58,911	-	482,336						482,336
70600	3691.1	Capital Funds - Soft Cost	-	-	-	-	40,000	40,000						40,000
70600		FSS Grant						-						-
70600		HUD Admin Fees						-	291,215	-				291,215
70710		Voucher/ Mainstream Management Fee												-
70710		Capital Grant Management Fee					14,840	14,840						14,840
70710		Management Fee TC					12,000	12,000						12,000
70720		Asset Management Fee						-						-
70730		Book Keeping Fee AMPs						-						-
70730		Book Keeping Fee Voucher						-						-
70740		Front Line Service Fee						-						-
70750		Other Fees						-						-
70800		Other Govt. Grants - fill in type ex. ROSS, TANF						-						-
70800		Other Govt. Grants - fill in type						-						-
71100	3610	Interest on General Fund Investments	-	-	-	-	-	-	1,500			20	20	1,540
71400		Fraud Recovery												-
71500	3690	Other Income	-	-	-	-	-	-	-	7,426		219,623	153,954	381,003
71600		Gain or Loss on Sale of Capital Assets						-						-
72000		Investment Income Restricted						-						-
Total		Operating Income	239,327	150,960	33,137	58,911	66,840	549,176	292,715	59,158	-	264,649	271,974	1,437,672
Operating Expenditures - Administration:														
91100	4110	Administrative Salaries (Direct)	-	-	-	-	-	-	96,061	-				96,061
91100	4110.1	Administrative Salaries (Front-Line)	-	-	-	-	167,182	167,182	125,172	20,179		32,839	32,839	378,212
91100		Administrative Salaries (CFP)						-						-
91200	4171	Auditing Fees	-	-	-	-	10,500	10,500	10,500	-		7,500	7,500	36,000
91300		Voucher Management Fee						-						-
91300		Capital Grant Management Fee						-						-

**Please note that numbers/amounts may differ slightly due to rounding/formulas.

REAC	HUD	Public Housing												
	Fund #						0	598	9	0	65	66	738	
Line	Acct.	Units	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	PH Project Totals	Voucher	PB/Other	BA	Phase I	Phase II	Consolidated
No.														
Revenues														
91300		Mgmt Fee TC						-				2,300	9,700	12,000
91310		Book Keeping Fee						-						-
91400	4120	Advertising & Marketing	-	-	-	-	1,000	1,000	1,000	-	-	150	150	2,300
91500	4182	Employee Benefit Contributions (Direct)	-	-	-	-	-	-	46,790	-	-	-	-	46,790
91500	4182.1	Employee Benefit Contributions (Front-Line)	-	-	-	-	80,211	80,211	61,454	6,864	-	21,093	21,093	190,715
91600	4160	Office Expenses	-	-	-	-	18,489	18,489	21,598	-	-	150	150	40,387
91700	4130	Legal Expense	-	-	-	-	250	250	250	-	-	1,000	1,000	2,500
91800	4150	Travel	-	-	-	-	250	250	250	-	-	-	-	500
91900	4140	Staff Training	-	-	-	-	2,500	2,500	2,500	-	-	-	-	5,000
91900	4170	Accounting Fees	-	-	-	-	5,000	5,000	5,000	-	-	3,500	6,000	19,500
91900	4180	Office Rent	-	-	-	-	-	-	-	-	-	-	-	-
91900	4190	Other Sundry	-	-	-	-	6,987	6,987	12,048	-	-	3,500	3,500	26,035
Total		Administrative Expense	-	-	-	-	292,369	292,369	382,623	27,043	-	72,032	81,932	855,999
92000		Asset Management Fee						-						-
Tenant Services:														
92100	4210	Salaries	-	-	-	-	-	-	-	-	-	-	-	-
92200	4220	Recreation, Publications and Other Services	-	-	-	-	-	-	-	-	-	-	-	-
92300	4282	Employee Benefit Contributions	-	-	-	-	-	-	-	-	-	-	-	-
92400	4230	Contract Costs, Training and Other	-	-	-	-	-	-	-	-	-	-	-	-
Total		Tenant Services Expense	-	-	-	-	-	-	-	-	-	-	-	-
Utilities:														
93100	4310	Water	-	-	-	-	1,300	1,300	-	-	-	-	1,900	3,200
93200	4320	Electricity	-	-	-	-	7,100	7,100	-	-	-	500	21,500	29,100
93300	4330	Gas	-	-	-	-	4,000	4,000	-	-	-	-	11,000	15,000
93400	4340	Fuel	-	-	-	-	-	-	-	-	-	-	-	-
93600	4360	Sewer	-	-	-	-	-	-	-	-	-	-	4,100	4,100
93700	4390	Other Utilities Expense	-	-	-	-	-	-	-	-	-	-	-	-
Total		Utilities Expense	-	-	-	-	12,400	12,400	-	-	-	500	38,500	51,400
Ordinary Maintenance and Operations:														
94100	4410	Labor (Direct)	-	-	-	-	17,517	17,517	-	6,555	420	45,833	46,829	117,154
94200	4420	Materials	-	-	-	-	1,500	1,500	-	2,750	-	11,000	5,000	20,250
94300-010	4431	Garbage & Trash Removal	-	-	-	-	-	-	-	-	-	-	1,300	1,300
94300-020	4430.01	Heating & Cooling	-	-	-	-	-	-	-	1,000	-	1,000	1,200	3,200
94300-030	4430.02	Snow Removal	-	-	-	-	-	-	-	-	-	-	-	-
94300-040	4430.03	Elevator Maintenance	-	-	-	-	2,000	2,000	-	-	-	-	1,300	3,300
94300-050	4430.04	Landscaping & Grounds	-	-	-	-	-	-	-	-	-	-	-	-
94300-060	4430.05	Unit Turnaround	-	-	-	-	-	-	-	800	-	-	-	800
94300-070	4430.06	Electrical	-	-	-	-	-	-	-	500	-	-	-	500
94300-080	4430.07	Plumbing	-	-	-	-	-	-	-	1,500	-	-	-	1,500
94300-090	4430.08	Extermination	-	-	-	-	-	-	-	-	-	4,000	4,000	8,000
94300-100	4430.09	Janitorial	-	-	-	-	-	-	-	-	-	-	-	-
94300-110	4430.10	Routine Contract Costs	-	-	-	-	6,800	6,800	-	1,000	-	-	-	7,800
94300-120	4430.11	Miscellaneous Contracts	-	-	-	-	-	-	-	-	-	2,500	5,000	7,500
94500	4433	Employee Benefit Contributions-Maint	-	-	-	-	11,949	11,949	-	3,240	56	21,665	22,136	59,047
94000 Total		Ordinary Maintenance and Operating Expense	-	-	-	-	39,766	39,766	-	17,345	476	85,998	86,765	230,351
Protective Services:														
95100	4460	Labor	-	-	-	-	-	-	-	-	-	-	-	-
95200	4480	Contract Costs	-	-	-	-	41,400	41,400	-	-	-	-	4,250	45,650
95300	4470	Materials	-	-	-	-	-	-	-	-	-	-	-	-

**Please note that numbers/amounts may differ slightly due to rounding/formulas.

REAC	HUD	Public Housing													
Line	Acct.	Units	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	PH Project Totals	0	598	9	0	65	66	738
No.										Voucher	PB/Other	BA	Phase I	Phase II	Consolidated
Revenues															
95500	4482	Employee Benefits						-							
95000 Total		Protective Services Expense	-	-	-	-	41,400	41,400	-	-	-	-	-	4,250	45,650
Insurance Expense:															
96110	4510.02	Property Insurance	-	-	-	-	517	517	-	1,537	-	-	8,918	4,971	15,942
96120	4510.03	Liability Insurance	-	-	-	-	7,445	7,445	182	-	-	-	4,082	6,029	17,738
96130	4510.01	Workers' Comp Insurance	-	-	-	-	6,782	6,782	4,157	-	-	-	-	-	10,939
96140	4510.00	Other Insurance	-	-	-	-	1,725	1,725	87	-	-	-	-	-	1,812
96100 Total		Insurance	-	-	-	-	16,469	16,469	4,425	1,537	-	-	13,000	11,000	46,431
General Expense															
96200	4590	Other General Expenses	125,000	74,545	16,364	29,091		245,000	-				25	25	245,050
96210	4560	Compensated Absences	-	-				-	-					-	-
96300	4520	Payments in Lieu of Taxes	-	-				-		5,173			3,000	9,500	17,673
96400	4570	Collection Losses	-	-	-	-		-					2,000	2,000	4,000
96800	4530	Terminal Leave Payments	-	-				-							-
9600 Total		General Expense	125,000	74,545	16,364	29,091	-	245,000	-	5,173	-	-	5,025	11,525	266,723
96710		Interest expense - Mort or Bonds	-	-				-							-
96720		Interest expense - Notes	-	-				-							-
96730		Amortization of Tax Credit Fees	-	-	-	-	-	-	-	-	-				-
		Asset Management Fee TC											3,250	6,798	10,048
96700 Total		Total Interest Expense and Amortization Cost	-	-	-	-	-	-	-	-	-	-	3,250	6,798	10,048
96900 Total		Operating Expenditures	125,000	74,545	16,364	29,091	402,404	647,404	387,048	51,098	476		179,805	240,770	1,506,602
Nonoperating Expenditures:															
97100	4610	Extraordinary Maintenance	-	-	-	-	-	-	-	-	-				-
97200	4620	Casualty Losses	-	-			1,000	1,000							1,000
		Debt Payments - Principal					1,000	1,000							1,000
		Replacement Reserve											21,308	21,006	42,314
		Debt Payments - Overage													-
		Debt Service - Capital Funds													-
		Capital Expenditures - Operations	-	-	-	-	1,000	1,000							1,000
Total		Nonoperating Expenditures	-	-	-	-	3,000	3,000	-	-	-	-	21,308	21,006	45,314
Total		Total Expenditures	125,000	74,545	16,364	29,091	405,404	650,404	387,048	51,098	476		201,113	261,776	1,551,916
		Allocated Overhead expenses	-	-	-	-	-	-	-	-	-				-
		Cash Flow from Operations	114,327	76,415	16,773	29,820	(338,564)	(101,229)	(94,333)	8,060	(476)		63,536	10,198	(114,245)
1104	6010	Prior Period Adjustments						-							-
		Net Income (Loss) after Prior Period Adjustments	114,327	76,415	16,773	29,820	(338,564)	(101,229)	(94,333)	8,060	(476)		63,536	10,198	(114,245)
		Subtract: Depreciation	-	-				-	-				(292,500)	(440,000)	(732,500)
96720		Subtract: Interest											(111,500)	(66,906)	(178,406)
96730		Subtract: Amortization of Tax Credit Fees											(7,980)	(8,853)	(16,833)
		Add: Capital Expenditures - Operations					1,000	1,000					-	-	1,000
		Add: Deferred Revenue TC											34,503		34,503
		Add: Debt Service - CFP											93,000	93,000	186,000
		Add: Replacement Reserve					1,000	1,000					21,308	21,006	43,314
		Net Income (Loss) to Balance Sheet	114,327	76,415	16,773	29,820	(336,564)	(99,229)	(94,333)	8,060	(476)		(199,633)	(391,555)	(777,167)

Check

(777,167)

**Please note that numbers/amounts may differ slightly due to rounding/formulas.

REAC	HUD	Public Housing												
	Fund #													
Line	Acct.	Units						0	598	9	0	65	66	738
No.			AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	PH Project Totals	Voucher	PB/Other	BA	Phase I	Phase II	Consolidated
Revenues														

Housing Choice Other Programs - HAP Balance

Beginning Equity
Estimated for FYE 12/31/2014
Actual for FYE XX/XX/XX
HAP Balance at End of Current Budget Year
HAP Revenue for Budgeted Year
Fraud Recovery
Interest
Total Revenue
HAP Expenses for Budgeted Year
Total Expenses
Ending Equity

HAP	
319,097	
(153,016)	
166,081	
2,747,348	
2,747,348	
2,913,429	
2,913,429	
0	

**Please note that numbers/amounts may differ slightly due to rounding/formulas.

**City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015**

VACANCY LOSS & GROSS POTENTIAL INCOME

# of Units										TOTAL	
Description	Public Housing									HOUSING	
	AMP 4	AMP 5	AMP 6	AMP 7	Other	Voucher	PB/Other	BA	Phase I		Phase II
Budgeting											
Average Rental Income per Month							45.00		57.70	148.99	-
Units	-	-	-	-	-	-	108.00	-	780.00	792.00	-
Gross Potential Revenue	-	-	-	-	-	-	4,860.00	-	45,006.00	118,000.08	-
Occupancy Rate							100.00%		100.00%	100.00%	
Projected Average Monthly Dwelling Rental	-	-	-	-	-	-	4,860.00	-	45,006.00	118,000.08	-
HAP Assistance							46,872.00				
Total							51,732.00				

45/Month tenants
434/ Month Voucher

**City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015**

Funding allocation

Description	Public Housing					TOTAL PUBLIC HOUSING
	AMP 4 PH	AMP 5 PH	AMP 6 PH	AMP 7 PH	Other	
# of Units	0	0	0	0	0	0
<u>Budgeting</u>						
Operating Subsidy	268,907.00	169,618.00	37,233.00	66,192.00		541,950.00
Prorated Approved Subsidy percentage	89.00%	89.00%	89.00%	89.00%	89.00%	
Net Subsidy	239,327.23	150,960.02	33,137.37	58,910.88	-	482,335.50

Subsidy for AMP 5,6,7 based on AMP 4 subsidy. Subsidy forms for these projects have not been completed.

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Excess Utilities

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	Phase II	Total
Tenant Charges	-	-	-	-	-	-	-	-	-
			-					-	-
	-	-						-	-
								-	-
								-	-
								-	-
								-	-
								-	-
								-	-
Total	-	-	-	-	-	-	-	-	-

check

-

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Other Income

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Tenant Charges							7,426.00		15,120.00	8,474.00	31,020.00
Laundry Commissions	-	-	-								-
Office Rent											-
Other Income											-
Transfer Subsidy									125,000.00	120,000.00	245,000.00
Amort Deferred Rev									34,503.00		34,503.00
Transfer CFP Mgmt Imp											-
Replace Reserve									45,000.00	25,480.00	70,480.00
											-
											-
											-
Total	-	-	-	-	-	-	7,426.00	-	219,623.00	153,954.00	381,003.00

check
381,003.00

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	COCC	Total
Nondwelling rent								-	-
									-
									-
									-
									-
									-
Total	-	-	-	-	-	-	-	-	-

check
-

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015

Administrative Direct - Labor & Benefits

Employee	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Housing Specialist	-					47,320.52		-			47,320.52
Housing Specialist		-				48,740.58		-			48,740.58
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Total	-	-	-	-	-	96,061.10	-	-	-	-	96,061.10

check
96,061.10

Employee	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Housing Specialist	-					30,282.86		-			30,282.86
Housing Specialist		-				16,506.79		-			16,506.79
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Name								-			-
Total	-	-	-	-	-	46,789.65	-	-	-	-	46,789.65

check
46,789.65

	Annual Expense	Salary	Retirement	Health Ins	FICA	Life	Benefits	SUTA	Total Benefits
Housing Specialist	77,603.38	47,320.52	3,075.84	23,444.00	3,620.02	143.00	-	-	30,282.86
Housing Specialist	65,247.37	48,740.58	3,168.14	9,470.00	3,728.65	140.00	-	-	16,506.79
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Name	-	-	-	-	-	-	-	-	-
Total	142,850.75	96,061.10	6,243.98	32,914.00	7,348.67	283.00	-	-	46,789.65

Front-line Admin Costs - Budget

**Employees who work on the following activities:

- Rent Collections
- Resident Services
- Recertifications
- Waiting Lists
- Occupancy & Admissions

For budgeting, take total costs and allocate based on number of units for occupancy manager and move ins per admissions & resident services managers

Manual Input
Formula

Positions:	12 Month Expense	Salary	Benefits					Total Benefits	
			Retirement	Health Ins	FICA	Life	Unemploy		Other
1 Spec Programs Coordinator	82,224.74	51,431.22	3,343.03	23,444.00	3,934.49	72.00	-	-	30,793.52
2 Secretary	71,242.24	41,626.14	2,705.70	23,444.00	3,184.40	282.00	-	-	29,616.10
3 Housing Inspector	82,132.83	51,339.31	3,337.06	23,444.00	3,927.46	85.00	-	-	30,793.52
4 PH Coordinator	75,011.69	45,142.96	2,934.29	23,444.00	3,453.44	37.00	-	-	29,868.73
5 Housing Director	97,657.85	76,887.29	4,997.68	9,470.00	5,881.88	421.00	-	-	20,770.56
6 Programs Manager	75,481.27	57,782.10	3,755.84	9,470.00	4,420.33	53.00	-	-	17,699.17
7 Accountant	85,176.07	54,002.68	3,510.18	23,444.00	4,131.21	88.00	-	-	31,173.39
8	-	-	-	-	-	-	-	-	-
	568,926.68	378,211.70							190,714.98

Budget based on units and time

1 Spec Programs Coordinator

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	-	-	-	-
AMP 5	-	-	-	-
AMP 6	-	-	-	-
AMP 7	-	-	-	-
Other AMP	100%	51,431.22	30,793.52	82,224.74
Voucher	0%	-	-	-
PB/Other	0%	-	-	-
BA	-	-	-	-
Phase I	-	-	-	-
Phase II	-	-	-	-
	100%	51,431.22	30,793.52	82,224.74

4 PH Coordinator

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	0%	-	-	-
AMP 5	0%	-	-	-
AMP 6	0%	-	-	-
AMP 7	0%	-	-	-
Other AMP	0%	-	-	-
Voucher	0%	-	-	-
PB/Other	0%	-	-	-
BA	-	-	-	-
Phase I	50%	22,571.48	14,934.36	37,505.84
Phase II	50%	22,571.48	14,934.36	37,505.84
	100%	45,142.96	29,868.73	75,011.69

2 Secretary

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	-	-	-	-
AMP 5	-	-	-	-
AMP 6	-	-	-	-
AMP 7	-	-	-	-
Other AMP	50%	20,813.07	14,808.05	35,621.12
Voucher	50%	20,813.07	14,808.05	35,621.12
PB/Other	-	-	-	-
BA	-	-	-	-
Phase I	-	-	-	-
Phase II	-	-	-	-
	100%	41,626.14	29,616.10	71,242.24

5 Housing Director

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	0%	-	-	-
AMP 5	0%	-	-	-
AMP 6	0%	-	-	-
AMP 7	0%	-	-	-
Other AMP	59%	45,363.50	12,254.63	57,618.13
Voucher	34%	26,141.68	7,061.99	33,203.67
Project Base	7%	5,382.11	1,453.94	6,836.05
BA	-	-	-	-
Phase I	-	-	-	-
Phase II	-	-	-	-
	100%	76,887.29	20,770.56	97,657.85

3 Housing Inspector

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	-	-	-	-
AMP 5	-	-	-	-
AMP 6	-	-	-	-
AMP 7	-	-	-	-
Other AMP	-	-	-	-
Voucher	60%	30,803.59	18,476.11	49,279.70
Project Base	0%	-	-	-
BA	-	-	-	-
Phase I	20%	10,267.86	6,158.70	16,426.57
Phase II	20%	10,267.86	6,158.70	16,426.57
	100%	51,339.31	30,793.52	82,132.83

6 Programs Manager

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	0%	-	-	-
AMP 5	0%	-	-	-
AMP 6	0%	-	-	-
AMP 7	0%	-	-	-
Other AMP	40%	23,112.84	7,079.67	30,192.51
Voucher	40%	23,112.84	7,079.67	30,192.51
Project Base	20%	11,556.42	3,539.83	15,096.25
BA	-	-	-	-
Phase I	-	-	-	-
Phase II	-	-	-	-
	100%	57,782.10	17,699.17	75,481.27

7 Accountant

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4		-	-	-
AMP 5		-	-	-
AMP 6		-	-	-
AMP 7		-	-	-
Other AMP	49%	26,461.31	15,274.96	41,736.27
Voucher	45%	24,301.21	14,028.02	38,329.23
Project Base	6%	3,240.16	1,870.40	5,110.56
BA		-	-	-
Phase I		-	-	-
Phase II		-	-	-
	100%	54,002.68	31,173.39	85,176.07

8 0

	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	0%	-	-	-
AMP 5	0%	-	-	-
AMP 6	0%	-	-	-
AMP 7	0%	-	-	-
Other AMP	0%	-	-	-
Voucher	0%	-	-	-
Project Base	0%	-	-	-
BA		-	-	-
Phase I		-	-	-
Phase II		-	-	-
	0%	-	-	-

Total	% of Time	Salary	Benefits	Total Cost for Project
Amp 4	0%	-	-	-
AMP 5	0%	-	-	-
AMP 6	0%	-	-	-
AMP 7	0%	-	-	-
Other AMP	0%	167,181.94	80,210.82	247,392.77
Voucher	0%	125,172.38	61,453.84	186,626.22
Project Base	0%	20,178.69	6,864.18	27,042.87
BA		-	-	-
Phase I		32,839.34	21,093.07	53,932.41
Phase II		32,839.34	21,093.07	53,932.41
	0%	378,211.70	190,714.98	568,926.68

Front-line Tenant Service Costs - Budget

**Employees who work on the following activities:

- Rent Collections
- Resident Services
- Recertifications
- Waiting Lists
- Occupancy & Admissions

For budgeting, take total costs and allocate based on number of units for occupancy manager and move ins per admissions & resident services managers

Manual Input
Formula

Positions:	12 Month Expense	Salary	Benefits						Total Benefits
			Retirement	Health Ins	FICA	Life	Unemploy	Other	
1 Spec Programs Coordinator	-	-	-	-	-	-	-	-	-
2	-	-	-	-	-	-	-	-	-
3	-	-	-	-	-	-	-	-	-
4	-	-	-	-	-	-	-	-	-
5	-	-	-	-	-	-	-	-	-
6	-	-	-	-	-	-	-	-	-

Budget based on units and time

1 Spec Programs Coordinator					4				
	% of Time	Salary	Benefits	Total Cost for Project		% of Time	Salary	Benefits	Total Cost for Project
TS AMP 1	0%	-	-	-	TS AMP 1	0%	-	-	-
TS AMP 2	0%	-	-	-	TS AMP 2	0%	-	-	-
TS AMP 3	0%	-	-	-	TS AMP 3	0%	-	-	-
TS AMP 4	0%	-	-	-	TS AMP 4	0%	-	-	-
Other AMP	49%	-	-	-	Other AMP	0%	-	-	-
TS Voucher	51%	-	-	-	TS Voucher	0%	-	-	-
PB/Other	-	-	-	-	PB/Other	0%	-	-	-
	100%	-	-	-		0%	-	-	-

2					5				
	% of Time	Salary	Benefits	Total Cost for Project		% of Time	Salary	Benefits	Total Cost for Project
TS AMP 1	0%	-	-	-	TS AMP 1	0%	-	-	-
TS AMP 2	0%	-	-	-	TS AMP 2	0%	-	-	-
TS AMP 3	0%	-	-	-	TS AMP 3	0%	-	-	-
TS AMP 4	0%	-	-	-	TS AMP 4	0%	-	-	-
Other AMP	0%	-	-	-	Other AMP	0%	-	-	-
TS Voucher	0%	-	-	-	TS Voucher	0%	-	-	-
PB/Other	0%	-	-	-	PB/Other	0%	-	-	-
	0%	-	-	-		0%	-	-	-

3					6				
	% of Time	Salary	Benefits	Total Cost for Project		% of Time	Salary	Benefits	Total Cost for Project
TS AMP 1	0%	-	-	-	TS AMP 1	0%	-	-	-
TS AMP 2	0%	-	-	-	TS AMP 2	0%	-	-	-
TS AMP 3	0%	-	-	-	TS AMP 3	0%	-	-	-
TS AMP 4	0%	-	-	-	TS AMP 4	0%	-	-	-
Other AMP	0%	-	-	-	Other AMP	0%	-	-	-
TS Voucher	0%	-	-	-	TS Voucher	0%	-	-	-
PB/Other	0%	-	-	-	PB/Other	0%	-	-	-
	0%	-	-	-		0%	-	-	-

Total	% of Time	Salary	Benefits	Total Cost for Project
TS AMP 1	0%	-	-	-
TS AMP 2	0%	-	-	-
TS AMP 3	0%	-	-	-
TS AMP 4	0%	-	-	-
Other AMP	0%	-	-	-
TS Voucher	0%	-	-	-
PB/Other	0%	-	-	-
	0%	-	-	-

**City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Administration Expense Other Than Salary**

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Advertising & Marketing	-	-	-	-	1,000.00	1,000.00			150.00	150.00	2,300.00
Legal					250.00	250.00			1,000.00	1,000.00	2,500.00
Training/Convention**	-	-	-	-	2,500.00	2,500.00	-	-			5,000.00
Travel**	-	-	-	-	250.00	250.00	-	-	-	-	500.00
Accounting					5,000.00	5,000.00			3,500.00	6,000.00	19,500.00
Auditing	-	-	-	-	10,500.00	10,500.00			7,500.00	7,500.00	36,000.00
Office Rent	-	-	-	-							-

Sundry:

Consulting	-	-	-	-		-		-			-
Dues and Subscriptions**	-	-	-	-	1,217.00	1,218.00	-	-			2,435.00
Collection Agency	-	-	-	-	2,800.00	1,200.00					4,000.00
Bank Charges	-	-	-	-		1,800.00					1,800.00
Other Sundry	-	-	-	-	2,970.00	7,830.00			3,500.00	3,500.00	17,800.00
											-
											-
Total Sundry	-	-	-	-	6,987.00	12,048.00	-	-	3,500.00	3,500.00	26,035.00

Office Expenses:

Admin Service Contracts**	-	-	-	-	9,150.00	9,150.00	-	-	-	-	18,300.00
Printing and Postage					2,700.00	6,300.00					9,000.00
Forms, Stationary, Office Supplies	-	-	-	-	3,120.00	2,080.00			150.00	150.00	5,500.00
Computer Software											-
Copier											-
Telephone	-	-	-	-	2,200.00	2,800.00					5,000.00
Telecommunciation Charges					1,319.00	1,268.00					2,587.00
											-
											-
Total Office Expenses	-	-	-	-	18,489.00	21,598.00	-	-	150.00	150.00	40,387.00
Total Administration	-	-	-	-	44,976.00	53,146.00	-	-	15,800.00	18,300.00	132,222.00

check
132,222.00

Note: ** = See detail below

Description	AMP4	AMP5	AMP 6	AMP 7	Other AMP	Voucher	PB	BA	Phase I	Phase II	Total
Training/Convention											
Training	-	-	-	-	2,500.00	2,500.00					
Total	-	-	-	-	2,500.00	2,500.00	-	-			5,000.00

Travel/Meetings

Conventions	-	-	-	-	125.00	125.00					
Other					125.00	125.00					
Total	-	-	-	-	250.00	250.00	-	-	-	-	500.00

Admin Service Contracts

Copier	-	-	-	-	3,650.00	3,650.00					
Software					5,500.00	5,500.00					
Mgmt Consultants											
Consultants - Accounting											
Total	-	-	-	-	9,150.00	9,150.00	-	-	-	-	18,300.00

Membership, Dues, & Fees

Beloit Daily News	-	-	-	-	80.00	80.00					
NAHRO					487.00	488.00					
PHADA											
Nan McKay & Assoc					625.00	625.00					
WAHA					25.00	25.00					
ENUG											
Total	-	-	-	-	1,217.00	1,218.00	-	-			2,435.00

City Of Beloit Community Development Authority
 12 MONTHS ENDING 12/31/2015
 Utilities

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Water					1,300.00				-	1,900.00	3,200.00
Electricity	-	-	-		7,100.00				500.00	21,500.00	29,100.00
Gas	-	-	-		4,000.00					11,000.00	15,000.00
Sewer										4,100.00	4,100.00
Fuel											-
Other Utilities:											
Storm Water Fee											-
											-
Total Other Util	-	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	12,400.00	-	-	-	500.00	38,500.00	51,400.00

check 51,400.00

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015

Maintenance - Labor & Benefits

Employee	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Maintenance Staff							3,269.10		21,482.64	21,949.65	46,701.39
Maintenance Staff							3,285.43		21,589.96	22,059.31	46,934.70
Overtime								420.00	2,760.00	2,820.00	6,000.00
Custodian P/T					17,517.44						17,517.44
Name	-	-									-
Name			-								-
Name			-								-
Name	-										-
Name	-										-
Name			-								-
Name			-								-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Total	-	-	-	-	17,517.44	-	6,554.53	420.00	45,832.60	46,828.96	117,153.53

check
117,153.53

Employee	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Maintenance Staff							2,109.19		13,860.37	14,161.69	30,131.25
Property Operations Mechanic							1,131.22		7,433.72	7,595.32	16,160.26
Overtime								56.49	371.22	379.29	807.00
Custodian P/T		-			11,948.72						11,948.72
Name		-									-
Name			-								-
Name			-								-
Name	-										-
Name	-										-
Name			-								-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Name		-									-
Total	-	-	-	-	11,948.72	-	3,240.41	56.49	21,665.32	22,136.30	59,047.24

check
59,047.24

Employee	Expense	Salary	Benefits					WC	SUTA	Total Benefits
			Retirement	Health Ins	FICA	Life	WC			
Maintenance Staff	76,832.64	46,701.39	3,035.59	23,444.00	3,572.66	79.00	-	-	30,131.25	
Maintenance Staff	63,094.96	46,934.70	3,050.76	9,470.00	3,590.50	49.00	-	-	16,160.26	
Overtime	6,807.00	6,000.00	348.00	-	459.00	-	-	-	807.00	
Custodian P/T	29,466.16	17,517.44	1,138.64	9,470.00	1,340.08	-	-	-	11,948.72	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Name	-	-	-	-	-	-	-	-	-	
Total	176,200.77	117,153.53	7,572.99	42,384.00	8,962.25	128.00	-	-	59,047.24	

176,200.77 check

**City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Maintenance Contract Cost**

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Garbage	-	-	-					-		1,300.00	1,300.00
Heating & Cooling	-	-	-				1,000.00		1,000.00	1,200.00	3,200.00
Snow Removal											-
Elevator Maintenance			-		2,000.00					1,300.00	3,300.00
Landscape & Grounds											-
Unit Turnaround							800.00				800.00
Electrical	-	-	-				500.00				500.00
Plumbing	-	-	-				1,500.00				1,500.00
Extermination	-	-	-						4,000.00	4,000.00	8,000.00
Janitorial	-	-	-					-			-
Routine Contract Costs	-	-	-	-	6,800.00	-	1,000.00	-	-	-	7,800.00
Miscellaneous	-	-	-	-	-	-	-	-	2,500.00	5,000.00	7,500.00
											-
											-
											-
											-
											-
											-
											-
											-
Total	-	-	-	-	8,800.00	-	4,800.00	-	7,500.00	12,800.00	33,900.00

check
33,900.00

Routine Contract Costs:

Window Repair							1,000.00				
Vehicle Repair					5,000.00						
Cable Comm Room											
Answering Service					1,800.00						
Repair Expense											
Appliance Repair Laundry											
Total	-	-	-	-	6,800.00	-	1,000.00	-	-	-	\$ 7,800.00

Miscellaneous

Contractor Expense	-	-	-						2,000.00	4,000.00	
Misc Operating									500.00	1,000.00	
	-										
Total	-	-	-	-	-	-	-	-	2,500.00	5,000.00	\$ 7,500.00

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Insurance

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	BA	Phase I	Phase II	Total
Property Insurance	-	-	-		516.53	-	1,536.81		8,917.95	4,970.71	15,942.00
Liability Insurance					7,445.36	181.64			4,082.00	6,029.00	17,738.00
Workers Comp	-	-	-		6,782.18	4,156.82	-	-	-	-	10,939.00
Other Insurance	-	-	-	-	1,725.00	87.00	-	-	-	-	1,812.00
Total	-	-	-	-	16,469.07	4,425.46	1,536.81	-	12,999.95	10,999.71	46,431.00

check
46,431.00

Other Insurance											
Auto	-	-	-		175.00	87.00	-				
Bond					250.00						
Public Officials					300.00						
Unemployment					1,000.00						
Total	-	-	-	-	1,725.00	87.00	-	-	-	-	\$ 1,812.00

City Of Beloit Community Development Authority
12 MONTHS ENDING 12/31/2015
Non-Routine Expenses

Extraordinary Maintenance

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	Phase II	Total
	-	-				-	-	-	-
									-
									-
									-
									-
									-
	-	-				-	-	-	-
Total	-	-	-	-	-	-	-	-	-

Betterments and Additions

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	Phase II	Total
	-	-				-	-	-	-
									-
									-
									-
									-
									-
	-	-				-	-	-	-
Total	-	-	-	-	-	-	-	-	-

Replacements

Description	AMP 4	AMP 5	AMP 6	AMP 7	Other AMP	Voucher	PB/Other	Phase II	Total
Equipment	-	-			1,000.00	-	-	-	1,000.00
									-
									-
									-
									-
									-
	-	-				-	-	-	-
Total	-	-	-	-	1,000.00	-	-	-	1,000.00

1,000.00

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4d.

TOPIC: Resolution No. 2014-26: CDA Award of Tree Trimming Contract for BHA Public Housing Sites

REQUESTED ACTION: Approval of Resolution No. 2014-26

PRESENTER: Clinton Cole

STAFF REPORT:

While inspecting BHA Public Housing sites, staff has determined that many trees must be trimmed to comply with HUD REAC standards, as well as to protect these sites from potential damage. Staff prepared a list of specific sites that tree trimming is recommended, and eight local firms were contacted to solicit quotes to complete the necessary work. A list of these companies is attached. The BHA received the following quotes:

Dillard's Tree Care - \$6,190.00

Watkins Tree Service - \$6,500.00

STAFF RECOMENDATION:

Staff recommends approval of Resolution No. 2014-26

ATTACHMENTS:

Resolution No. 2014-26

List of tree trimming companies contacted by BHA

Copies of tree trimming quotes received

RESOLUTION NO. 2014-26

BELOIT HOUSING AUTHORITY

**RECOMMENDATION THAT THE BELOIT COMMUNITY DEVELOPMENT
AUTHORITY AWARD CONTRACT FOR TREE TRIMMING SERVICES AT
BELOIT HOUSING AUTHORITY'S PUBLIC HOUSING SITES**

WHEREAS, Beloit Housing Authority (BHA) staff has determined that many trees at its Public Housing sites must be trimmed to comply with HUD REAC standards, as well as to protect these sites from potential damage;

WHEREAS, the Beloit Housing Authority (BHA) solicited quotes from local tree trimming companies to provide the necessary services at its Public Housing sites, and Dillard's Tree Care provided the lowest quote at \$6,190.00;

THEREFORE BE IT RESOLVED that the Community Development Authority Board of Commissioners award contract for tree trimming services at Beloit Housing Authority's Public Housing sites to Dillard's Tree Care in the amount of \$6,190.00.

Adopted this 15th day of October, 2014

Thomas Johnson, Chairman
Beloit Community Development Authority

ATTEST:

Julie Christensen, Executive Director
Beloit Community Development Authority



Beloit Housing Authority
210 Portland Ave
Beloit, WI 53511
(608) 364-8752
(608)364-8745 - FAX
www.ci.beloit.wi.us

Tree Trimming Companies Contacted for Work at BHA Sites

Baker's Tree Service

Beaver Tree Service

Brown's Budget Tree Service

David W. Graham Co.

Dillard's Tree Care

Greensmith Services

Haile's Tree Service

Watkins Tree Service

Dillard's Tree Care
PO Box 597
Beloit WI 53512-0597

Quote Clinton Cole, Beloit Housing
Quote #: 20140910BH
Date: 10/06/2014 revised

Poole Ct:

220	Trim Locust	\$150.00
224	Clear fence line over house	\$300.00
	Trim Elm	\$150.00
225	Trim Silver Maple	\$150.00
1809	Trim Sugar Maple	\$150.00
1820	Trim 2 Locust \$150.00 each	\$300.00
1821	Trim Locust	\$150.00
1826	Clear fence line away from house	\$200.00

Caldwell

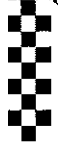
241	Trim Locust	\$150.00
243	Trim Locust	\$150.00

tree between 220 & 225 - there is no such address on Caldwell
unless you were referring to Poole Ct?

836 Townline	Trim Elm off garage	\$100.00
208, 212 Moore	clear garage & houses	\$200.00
	remove Norway Maple	\$200.00
1503 Grant	Trim Hackberry	\$100.00
	Trim Arborvitae	\$50.00
1445 McKinley	Trim Silver Maple	\$300.00
	Clear Elm off house	\$150.00
904 Highland	Trim Red Maple	\$100.00
	Trim Linden	\$100.00
1248 Tenth	Remove fence line	\$200.00
	Remove large Box Elder limb	\$150.00
1149 Eleventh	Trim Silver Maple	\$150.00
	Trim Scarlet	\$50.00
512 Olympian	Trim Silver Maple	\$200.00

416 Bluff	Remove dead Elm	\$500.00
	Trim Elm off house	\$150.00
887 Milwaukee	Trim Mulberry	\$50.00
	Trim Norway Maple	\$50.00
2715 Scotties	Trim Pine	\$80.00
	Remove Mulberry	\$60.00
	Trim 2 Maples	\$300.00
Wren:		
2024	Trim Locust	\$150.00
2026	Trim Pine	\$50.00
2030	Trim Pine	\$50.00
2032	Trim Locust	\$150.00
	Trim Ash	\$150.00
2036	Trim Pine	\$50.00
2038	Trim Maple	\$100.00
2044	Trim Maple	\$50.00
	Trim Locust	\$150.00
2050	Trim Linden	\$100.00
	Trim Walnut (adjacent property)	\$100.00

\$6,190.00



24 HOUR EMERGENCY SERVICE
157 Liberty Ave., Beloit, WI 53511
608-362-7288
www.watkinstreesbc.com



Fully Licensed and Insured

Doug Watkins

ESTIMATION FORM

INVOICE FORM

ATT GOIE CLINTON

Name BHA

Date 9-18-14

Address

Phone # 608-751-7217 Cell Phone # 364 8745

		<u>350.00</u>	<u>175.00</u>	<u>125.00</u>	<u>175.00</u>
PROJECT	<u>220 + 224 + 225 + 1809 + 1820</u>				
	<u>1821 + 1826 + 1829</u>				
		<u>125.00</u>	<u>150.00</u>	<u>175.00</u>	
	<u>TRIM @ 275.00</u>				
CAIDWELL	<u>241 + 243 PLUS TREE BETWEEN</u>				
	<u>220 + 225 Dead Limbs</u>				
		<u>100.00</u>			
<u>1006</u>	<u>MARY ST</u>	<u>185.00</u>			
<u>836</u>	<u>TOWNLINE Lim ON GARAGE</u>	<u>75.00</u>			
<u>208 + 212</u>	<u>MOORE HOUSE + GARAGE</u>	<u>300.00</u>			
<u>1503</u>	<u>GRANT TRIM 2 OVER DRIVE + HOUSE</u>	<u>350.00</u>			
<u>1445</u>	<u>MCKINLEY TRIM FLOR HOUSE</u>	<u>450.00</u>			
<u>904</u>	<u>HIGHLAND TRIM 2</u>	<u>300.00</u>			
<u>1248</u>	<u>TENTH ST Remove Lim IN BACK of HOUSE</u>				

This estimation is not valid 30 days after the date above. I authorize Watkins Tree Service to do the work stated above.

X 250.00

Serving The Stateline Area



WATKINS TREE SERVICE



TREE TRIMMING and REMOVAL
24 HOUR EMERGENCY SERVICE
157 Liberty Ave., Beloit, WI 53511
608-362-7288
www.watkinstreesbc.com

Fully Licensed and Insured

Doug Watkins

ESTIMATION FORM

INVOICE FORM

Name BNA Date _____

Address _____

Phone # _____ Cell Phone # _____

1149	ELEVENTH ST TRIM ONE IN BACK OF DRIVEWAY. ^{ONE DR CORNER 400.00} 400.00
512	OLYMPIAN TRIM TREE IN BACK 400.00
416	BUFF Dead one to remove TRIMMING of GARAGE ^{350.00} 350.00
887	MILWAUKEE 175.00
2715	SCOTTIES TRIM pine by DRIVEWAY. 175.00
	TRIM MAPLE BY HOUSE 125.00
<hr/>	
WREN	2024 + 2026 + 2030 + 2033
	{ 3 TREES 250.00 } 3 TREES ONE IN BACK 400.00
	2036 + 2038 + 2044 + 2050
	3 TREE 300.00 3 TREE 400.00 Plus some
	COME TO 6085.00 BRANCHES IN BACK
	Will Do All Plus 150.00
	All clean up for 6500.00

This estimation is not valid 30 days after the date above. I authorize Watkins Tree Service to do the work stated above.

X

Serving The Stateline Area

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4e

TOPIC: Resolution No. 2014-27
Authorization To Write-Off Beloit Housing Authority
Public Housing Tenants Accounts Receivable 2014
Third Quarter Vacated Residents

REQUESTED ACTION: Approval of Resolution No. 2014-27

PRESENTER: Cathy Pollard

STAFF REPORT:

HUD has recommended to the Beloit Housing Authority (BHA) that we write off our Public Housing tenant accounts receivable (TAR) quarterly so that the agency does not carry a large TAR at the end of year and damage our overall HUD management rating.

Three (3) Public Housing tenants vacated leaving balances due which staff has not been able to collect. Total owed for the above quarter is \$2,417.27. This will be reported to Happy Software and the Tax Refund Intercept Program for collection action.

STAFF RECOMENDATION:

Staff recommends approval of Resolution 2014-27

ATTACHMENTS:

Resolution No. 2014-27 and attached detail

**RESOLUTION NO. 2014-27
AUTHORIZATION TO WRITE -OFF
BELOIT HOUSING AUTHORITY
PUBLIC HOUSING TENANTS ACCOUNTS RECEIVABLE
THIRD QUARTER 2014 VACATED RESIDENTS**

WHEREAS, three tenants have vacated their Public Housing units leaving a balance due for rent, late fees, sewer, water, maintenance charges, move-out charges, and/or damages; and

WHEREAS, efforts to collect the amount due have not been successful.

NOW THEREFORE BE IT RESOLVED that \$2,417.27 be written off of the Beloit Housing Authority records and reported to Happy Software and the Tax Refund Intercept Program for collection action.

Adopted this 15th day of October, 2014

Thomas Johnson, Chairman
Beloit Community Development Authority

ATTEST:

Julie Christensen, CDA Executive Director

Public Housing Write Offs for September 2014 (3rd Qtr)

BHA

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
Greer, Shawna	05/09/14	1,039.17				1,039.17		
		0.00						
	<i>Subtotal</i>	1,039.17	0.00	0.00	0.00	1,039.17	0.00	0.00

LLC Phase I

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
Lewis, Darryl	03/31/14	111.91				111.91		
		0.00						
		0.00						
		0.00						
		0.00						
		0.00						
	<i>Subtotal</i>	111.91	0.00	0.00	0.00	111.91	0.00	0.00

LLC Phase 2

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
Bridges, Donyelle	04/29/14	1,266.19			638.97	627.22		
		0.00						
		0.00						
		0.00						
	<i>Subtotal</i>	1,266.19	0.00	0.00	638.97	627.22	0.00	0.00

Total for October '14 Write Offs		<u>2,417.27</u>	<u>0.00</u>	<u>0.00</u>	<u>638.97</u>	<u>1,778.30</u>	<u>0.00</u>	<u>0.00</u>
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REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4f

TOPIC: Resolution No. 2014-25:
Approval of the Beloit Housing Authority (BHA)
2015 Annual Public Housing Authority (PHA) Plan
And the Five year Plan

REQUESTED ACTION: Approval of Resolution No. 2014-25

PRESENTER: Cathy Pollard

STAFF REPORT:

HUD requires all housing authorities to submit an annual PHA Plan, and this year a Five Year Plan also. HUD is also requiring all Annual and 5 Yr. Plans to support the needs assessments required every five years. The 5 Yr. Plan will be incorporated in the BHA Consolidated Fund Program (CFP) budgets. These budgets can be amended as needed to accommodate any changes which may occur in the BHA property capital needs.

Open CFP grants at this time are 2012, 2013 and 2014. The monies in these grants have been designated in the plan to cover remaining expenses in the Beloit Redevelopment Phase 1 and 2 Projects, the replacement of sidewalks and driveways throughout the portfolio, landscaping needs, the upgrade of the windows of the Administration Building at 210 Portland Ave., and the sealing of the parking lot at that same address.

STAFF RECOMENDATION:

Staff recommends approval of Resolution 2014-25

ATTACHMENTS:

Resolution No. 2014-25
2105 Annual Plan
5 Yr. Plan

RESOLUTION NO. 2014-25

**APPROVAL OF THE БЕЛОIT HOUSING AUTHORITY (BHA)
2015 ANNUAL PUBLIC HOUSING AUTHORITY (PHA) PLAN AND
THE FIVE YEAR PHA PLAN**

WHEREAS, the Beloit Housing Authority (BHA) is required to submit a Public Housing Authority (PHA) Annual Plan and a Five Year Plan to HUD outlining the capital improvements that will be implemented by the Housing Authority in the coming fiscal year(s); and

WHEREAS, the Beloit Housing Authority has prepared these Plans, published a notice, held a Public Hearing, and had the Plans available for Public comment for 45 days as HUD requires; and

THEREFORE BE IT RESOLVED that the Beloit Housing Authority through the Community Development Authority Board of Commissioners resolve to approve the 2015 Annual Public Housing Authority Plan and the Five Year Plan;

NOW BE IT FURTHER RESOLVED that the Chairman is hereby authorized to sign the HUD required forms approving the Plans on behalf of the Beloit Housing Authority.

Adopted this 15th day of October, 2014

Thomas M. Johnson, Chairman
Community Development Authority

ATTEST:

Julie Christensen, CDA Executive Director

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: Beloit Community Development Authority PHA Code: <u>W1064</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2015</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>131</u> Number of HCV units: <u>598</u>																										
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
Participating PHAs	PHA Code					Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program																			
		PH	HCV																								
PHA 1:																											
PHA 2:																											
PHA 3:																											
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Housing Authority's mission is to serve individuals and families by providing market-rate housing at affordable rents. The Housing Authority aims to maintain these units in a condition that meets both Federal Guidelines and the Municipal Codes of the City of Beloit. An additional mission is to provide support services to our residents through our participation in a Community Collaborative of service agencies and our Family Self-Sufficiency Program.																										
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The Housing Authority has maintained membership in the LifeCourse Collaborative. BHA Director is a participating member of the United Way Board of Directors. Connections to other service agencies will be instrumental in aiding the HA in providing comprehensive services to residents. It was a previous goal of the HA to do a complete upgrade to the entire HA portfolio. This goal has been attained and currently the HA is 100% occupied. The GPNA which is required by HUD will be done in the year 2015 in order to better assess the Capital needs of BHA properties. In the next five years BHA will focus on upgrades to exterior walkways, driveways, landscaping and unit maintenance. The BHA Administration building is in need of roofing and window replacement. BHA will also provide education and direction to the tenants regarding the upkeep and maintenance of the properties they occupy. BHA will take the "Healthy Home, Healthy Family" approach during the next five years. In addition to utilizing funds to keep properties in exceptional condition, BHA will provide a variety of self-empowerment groups and resource referrals for families in need of services.																										
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: BHA has used RHF funding, and CFP monies to pay debt service for the new construction of units in the Beloit Apartment Redevelopment Phase 2 Project. BHA has completed the roofing of all Phase 1 duplex and single family units. Some tree removal has been completed in Phase 1 neighborhoods. These items will be taken out of the 2015 Annual Plan. (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The Annual Plan can be viewed at the administrative office of the Beloit Housing Authority, 210 Portland Ave., Beloit, WI 53511, The Community Development Division 100 State Street, Beloit, WI 53511, and at the Beloit Library, 605 Eclipse Ave., Beloit, WI 53511																										
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. Beloit Housing Authority has completed a Mixed Finance project which included new construction of a 41 unit Elderly/Disabled building, new construction of nine two-bedroom townhomes and the renovation of the remaining 80 units of public housing. Nine older 4 bedroom homes were removed from PH inventory and are being used as Project-Based Section 8 properties. These units will be used for an approved period of five years. All proceeds above operational and maintenance costs for these units will be used to pay debt service on the mixed finance project. Eventually, these units will be sold and proceeds will be used to pay the GAP Loan to the City of Beloit.																										

8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	Capital Fund Financing Program (CFFP). <input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Currently our PH waiting list is at 475 and the HCV waiting list is at 567. Of the 971 applicants, 98% are at 40% or less of the 2013 Rock County median income of \$61,500. The HCV list reopened April 4, 2011 with 75 applicants on the list. The ethnic breakdown of the waiting list is 37% White/Non-Hispanic, 58% African-American, and 5% Hispanic. The greatest demand is for two-bedroom units. Beloit Housing Authority has addressed this need by restructuring the portfolio and adding more two-bedroom units.
9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. The wait list for both HCV and PH are fairly large. In order to move the lists along and to house more families, the PHA will conduct a purge to remove all applicants who no longer need housing services. The PHA will also continue to monitor programs for lease violations and criminal behavior that would justify terminations. The PHA will also continue to promote self-sufficiency through education, employment and personal empowerment.
10.0	Additional Information. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. The PHA has continued to provide affordable housing to all qualified applicants who were pulled from the wait list. FSS classes and programming have continued. BHA has replaced roofs on 65 units of Public Housing. Some landscaping and necessary tree removal was done. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" The PHA's definition of significant amendment and substantial deviation/modification would be a change in the specified goals of the 5 Year Plan. This would require agreement and approval from HUD and the vote of the CDA. The HA made a change in plans for the ten units to be disposed of in the approved Disposition application. This required a HUD approval, public notice and Board approval.
11.0	Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/20011

Part I: Summary

PHA Name/Number WI-064		Locality (City/County & State) Beloit, WI			Original 5-Year Plan		Revision No:
A.	Development Number and Name	Work Statement for Year 2015 FFY_2015__	Work Statement for Year 2016 FFY_2016__	Work Statement for Year 3 FFY_2017__	Work Statement for Year 4 FFY_2018__	Work Statement for Year 5 FFY_2019__	
B.	Physical Improvements Subtotal	Annual Statement 12,000.	70,000.	33,700	60,000	70,000	
C.	Management Improvements	15,000.	5,000.	5,000.	5,000.	5,000.	
D.	PHA-Wide Non-dwelling Structures and Equipment	3,000.	5,000.	5,000.	5,000.	5,000.	
E.	Administration	20,000	20,000	20,000	20,000	20,000	
F.	Other	50,000.					
G.	Operations	50,000.	50,000.	50,000.	50,000.	50,000.	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service	50,000.	50,000.	50,000.	50,000.	50,000.	
K.	Total CFP Funds	200,000.	200,000.	163,700.	190,000.	200,000.	
L.	Total Non-CFP Funds						
M.	Grand Total	200,000.	200,000.	163,700.	190,000.	200,000.	

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages – Physical Needs Work Statements(s)

Work Statement for Year 1 FFY ____ 2015 ____		Work Statement for Year: 2016 FFY 2016			
Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Improvements 1460: The resurfacing and sealing of the parking lot of the Administration Building at 210 Portland Avenue, Beloit, WI.		\$8,000.	Improvements 1460: 64-2 Repair or replacement of driveways and approaches throughout Phase 1 properties.		\$20,000.
Landscaping improvements to prevent rock and soil erosion at rear of the Administration Building.		\$4,000.	64-2, Repair cracked and raised sidewalks as needed in Phase 1 areas.		\$10,000
See			64-2, Phase 1 properties will receive gutters and downspouts to alleviate drainage issues and basement leaks.	65 units	\$40,000.
Annual					
Statement					
<i>Subtotal of Estimated Cost</i>		\$12,000.	<i>Subtotal of Estimated Cost</i>		\$70,000.

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2015	Work Statement for Year FFY 2017			Work Statement for Year FFY 2018			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	
	Improvements 1460: 64-3 Repair or replacement of driveways and approaches in Phase 2 Scattered site homes.	16 units	\$15,800.	Improvements 1460: 64-1 Roofing of Administration Building.		\$45,000.	
	64-1 Window upgrade to Energy Efficient for Administration Building		\$17,900.	64-2 Replace Public Area carpet in Parker Bluff Building as needed.		\$5,000.	
	See			64-2, 64-3 Landscaping, Tree Trimming throughout both Phase 1 and Phase 2 properties as needed		\$10,000.	
Annual							
Statement							
Subtotal of Estimated Cost			\$33,700.	Subtotal of Estimated Cost			\$60,000.

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY _____ 2015 _____	Work Statement for Year _____ FFY 2019		Work Statement for Year _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	
	Improvements 1460: 64-2, 64-3 Assess and replace or repair kitchen cabinets, counters and kitchen flooring as needed in Phase 1 units and Phase 2 Scattered Site homes.	81 units	\$45,800.	
See	64-2, 64-3 Assess and replace carpets and flooring throughout Phase 1 units and Phase 2 Scattered site homes as needed.	81 units	\$24,200.	
Annual				
Statement				
Subtotal of Estimated Cost			\$70,000.	

Capital Fund Program—Five-Year Action Plan

Part III: Supporting Pages – Management Needs Work Statement(s)

Work Statement for Year 1 FFY 2015	Work Statement for Year: FFY 2017		Work Statement for Year: FFY 2018	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	Management Improvement 1408: 64-1,2,3	\$5,000.	Management Improvement 1408: 64-1,2,3	\$5,000.
Annual	Staff Salary 1410: Ex. Director, Programs Manager Debt Service 1501:	\$20,000 \$50,000.	Staff Salary 1410: Ex. Director, Programs Manager Debt Service 1501:	\$20,000 \$50,000.
	Non Dwelling Structures and Equipment 470/1475	\$5,000.	Non Dwelling Structures and Equipment 470/1475	\$5,000.
	1406 Operations	\$50,000.	1406 Operations	\$50,000.
	Subtotal of Estimated Cost	\$130,000.	Subtotal of Estimated Cost	\$130,000.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary

PHA Name: Beloit Housing Authority	Grant Type and Number Capital Fund Program Grant No: WI39-064-50112 Replacement Housing Factor Grant No: Date of CFPP:	FFY of Grant 2012 FFY of Grant Approval: 2012
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Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Summary by Development Account	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) Final Performance and Evaluation Report		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Nonependable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities ⁴					
19	1501 Collateralization or Debt Service					
			40,509		40,509.	37,000.

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary

PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: FFY of Grant Approval:
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Type of Grant: Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:) Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
20	Amount of Annual Grant: (sum of lines 2 - 19)	160,509.			100,439.94
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs	40,000.			
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	41,000.			
Signature of Executive Director <i>Cathy S. Veeland</i>		Date <i>08/12/2014</i>	Signature of Public Housing Director		Date

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages

PHA Name:

Grant Type and Number
 Capital Fund Program Grant No:
 CFFP (Yes/ No):
 Replacement Housing Factor Grant No:

Federal FFY of Grant:

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
12-01 A 64-1	Management Improvements	1408		12,800.			2,414.40	
12-01 B 64-2	Management Improvements	1408		17,200.			3,244.35	
12-01 C 64-3	Management Improvements	1408		10,000.			1,886.25	
	Total:			40,000.		40,000.	7,545.00	
12-02 A 64-2	Appliances	1465		1,500.			1,435.38	
12-02 B 64-3	Appliances	1465		1,500.			1,435.39	
	Total:			3,000.		3,000.	2,870.77	
12-03 A 64-2	CFFP Program	1460		20,500.			13,192.09	
12-03 B 64-3	CFFP Program	1460		20,500.			13,192.08	
	Total:			41,000.		41,000.	26,384.17	
12-04 A 64-1	Management Fee	1410		5,120.			2,130.	
12-04 B 64-2	Management Fee	1410		6,880.			2,865.	
12-04 C 64-3	Management Fee	1410		4,000.			1,665.	
	Total:			16,000.		16,000.	6,660.	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages

PHA Name:

Grant Type and Number
 Capital Fund Program Grant No:
 CFPP (Yes/ No):
 Replacement Housing Factor Grant No:

Federal FFY of Grant:

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
12-05 A 64-2	Debt Service	1501		20,254.50.			18,500.	
12-05 B 64-3	Debt Service	1501		20,254.50			18,500.	
	Total:			41,509.		41,509.	37,000.	
12-06 A 64-2	Replacement Reserve	1490		10,000.			10,000.	
12-06 B 64-3	Replacement Reserve	1490		10,000.			10,000.	
	Total:			20,000.		20,000.	20,000.	
	TOTAL GRANT:						100,439.94	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Beloit Housing Authority

Federal FFY of Grant: 2011

Reasons for Revised Target Dates ¹

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
ALL	03/11/2014	3/11/2014	3/11/2016				

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary	PHA Name: Beloit Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: WID9-064-50113 Date of CFFP:
FFY of Grant: 2013 FFY of Grant Approval: 2013		

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹	
				Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³			22,000.		22,000.	
3	1408 Management Improvements			40,000.		40,000.	
4	1410 Administration (may not exceed 10% of line 21)			16,000.		16,000.	0.00
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures			29,919.		29,919.	0.00
11	1465.1 Dwelling Equipment--Nonexpendable			3,000.		3,000.	0.00
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1490 Replacement Reserve			50,000.		50,000.	0.00
16	1492 Moving to Work Demonstration						
17	1495.1 Relocation Costs						
18	1499 Development Activities ⁴						
19	1501 Collateralization or Debt Service						

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary		FFY of Grant: 2013	
PHA Name: Beloit Housing Authority	Grant Type and Number	FFY of Grant Approval: 2013	
	Capital Fund Program Grant No:		
	Replacement Housing Factor Grant No: W139-064-50113		
	Date of CFP:		

Type of Grant Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
20	Amount of Annual Grant: (sum of lines 2 - 19)	160,919			0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs	40,000.			
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>Atkins S. DeLeon</i>		08/12/2014			

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages

PHA Name: Beloit Housing Authority

Grant Type and Number

Capital Fund Program Grant No:

Replacement Housing Factor Grant No: W139-064-50113

FFY of Grant 2013

FFY of Grant Approval: 2013

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
13-01 A 64-1	Management Improvements	1408		12,800.				
13-01 B 64-2	Management Improvements	1408		17,200.				
13-01 C 64-3	Management Improvements	1408		10,000.				
	Total:			40,000.		40,000.	0.00	
13-02 A 64-2	Appliances	1465		1,500.				
13-02 B 64-3	Appliances	1465		1,500.				
	Total:			3,000.		3,000.	0.00	
13-03 A 64-2	CFPP Program	1460		14,959.50				
13-03 B 64-3	CFPP Program	1460		14,959.50				
	Total:			29,919.		29,919	0.00	
13-04 A 64-1	Management Fee	1410		5,120.				
13-04 B 64-2	Management Fee	1410		6,880.				
13-04 C 64-3	Management Fee	1410		4,000.				
	Total:			16,000.		16,000.	0.00	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

Capital Fund Financing Program

OMB No. 2577-0226
Expires 08/31/2011

Part II: Supporting Pages

PHA Name: Becht Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: W139-R064-50112 Date of CFPP:		FFY of Grant 2012 FFY of Grant Approval: 2012				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost Original	Revised ¹	Total Actual Cost Funds Obligated ²	Funds Expended ²	Status of Work
13-05 A 64-2	Operations	1406		11,000.				
13-05 B 64-3	Operations	1406		11,000.				
	Total:			22,000.		22,000.	0.00	
13-06 A 64-2	Replacement Reserve	1490		25,000.				
13-06 B 64-3	Replacement Reserve	1490		25,000.		50,000.	0.00	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement
² To be completed for the Performance and Evaluation Report

Capital Fund Financing Program

OMB No. 2577-0226
Expires 08/31/2011

Part III: Implementation Schedule for Capital Fund Financing Program						Federal FFY of Grant: 2012	Reasons for Revised Target Dates ¹
PHA Name: Beloit Housing Authority							
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)	Original Obligation End Date	Actual Obligation End Date	All Funds Expended (Quarter Ending Date)	Original Expenditure End Date	Actual Expenditure End Date	
ALL	03/1/2014	3/1/2014	3/1/2014	3/1/2016			

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary		PHA Name: Beloit Housing Authority		Grant Type and Number Capital Fund Program Grant No: W130-P064-50114 Replacement Housing Factor Grant No: Date of CFPP:		FFY of Grant: 2014 FFY of Grant Approval: 2014	
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Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Total Estimated Cost		Obligated	Total Actual Cost ¹ Expended
			Original	Revised ²		
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³		50,000.			
3	1408 Management Improvements		10,000.			
4	1410 Administration (may not exceed 10% of line 21)		23,000.			
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Nonependable		3,000.			
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1490 Replacement Reserves		86,369.			
15	1492 Moving to Work Demonstration					
16	1493.1 Relocation Costs					
17	1499 Development Activities ⁴					

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary		FFY of Grant: 2014	
PHA Name: Beloit Housing Authority	Grant Type and Number Capital Fund Program Grant No: W130-P064-50114 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval: 2014	

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	59,100.			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director <i>Cathy S. Beland</i>		Date 08/12/2014	Signature of Public Housing Director		Date

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
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U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages
 PHA Name: Beloit Housing Authority

Grant Type and Number
 Capital Fund Program Grant No: W139-P064-50114
 CFFP (Yes/ No):
 Replacement Housing Factor Grant No:

Federal FFY of Grant: 2014

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
14-01 A 64-2	Operations	1406		25,000.				
14-01 B 64-3	Operations	1406		25,000.				
	Total:			50,000.				
14-02 A 64-2	Management Improvements	1408		5,000.				
14-02 A 64-3	Management Improvements	1408		5,000.				
	Total:			10,000.				
14-03 A 64-1	Management Fee	1410		7,360.				
14-03 A 64-2	Management Fee	1410		9,890.				
14-03 A 64-3	Management Fee	1410		5,750.				
	Total:			23,000.				
14-04 A 64-2	Appliances	1465		1,500.				
14-04 A 64-3	Appliances	1465		1,500.				
	Total:			3,000.				

¹ To be completed for the Performance and Evaluation Report of a Revised Annual Statement
² To be completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2014				
PHA Name: Beloit Housing Authority		Capital Fund Program Grant No: W139-P064-50114						
		CFPP (Yes/No):		Replacement Housing Factor Grant No:				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work		
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
14-05 A 64-2	Replacement Reserves	1490		43,184.50				
14-05 A 64-3	Replacement Reserves	1490		43,184.50				
	Total:			86,369.				
14-06 A 64-2	Debt Service	1501		29,550.				
14-06 A 64-2	Debt Service	1501		29,550.				
	Total:			59,100				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement
² To be completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Beloit Housing Authority

Federal FFY of Grant: 2014

Reasons for Revised Target Dates ¹

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 91 of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name:

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



City Attorney's Office
100 State Street, Beloit, WI 53511
Office: (608) 364-6623 Fax (608) 364-6718

Report to the Beloit Community Development Authority

Agenda Item: 5a

Topic: Lease Agreement for Parking Spaces at Broad Street Parking Lot between CDA and William T. Mansfield, Jr. Revocable Trust

Action: Consideration of a Resolution Approving Lease Agreement

Presenter: Andrew Janke

Overview

Attached is a resolution authorizing the execution of a proposed lease agreement with William T. Mansfield, Jr. Revocable Trust. This matter is before the CDA because the CDA is the owner of the Broad Street Parking Lot located at 425 Broad Street in the City of Beloit. William Mansfield had a prior lease agreement with the City of Beloit that has expired. As the current owner, the CDA is being asked to consider a lease agreement consistent with the terms of the prior lease agreement with the City of Beloit.

Background

In 1998, the City of Beloit and William T. Mansfield Jr. entered into a lease agreement for the sole and exclusive use of several parking spaces in the Broad Street Parking Lot. The redesign of the parking lot and public walkway necessitated removing certain parking spaces from Mansfield's property. Mr. Mansfield allowed the City of Beloit to construct a public walkway on his property in exchange for the City agreeing to designate certain parking stalls for his tenants' parking. The lease called for an initial term of 10 years, with the ability to extend the terms of the lease for 2 additional 10-year periods. Mansfield neglected to renew the lease agreement after the first ten years had expired. He is now asking to renew the agreement under similar terms and conditions as the original lease agreement.

Terms of Lease

The City Attorney's Office has drafted a new lease agreement with similar terms and conditions as the prior lease agreement. Various provisions were also updated to provide clarity to the rights and responsibilities of the parties. Some of the highlights of the lease are as follows:

1. **Leased Premises.** Exhibit A of the proposed lease depicts the spaces that are the subject of the proposed lease agreement. The lease allows for 7 parking spaces to be utilized by the tenants of Mansfield.
2. **Term.** Initial term of the agreement of this lease is intended to match up with the second term that was contemplated in the original lease. The second term of the original lease would have run from 2008-2018, therefore the expiration of the initial term on the proposed lease will expire on September 30, 2018. The lease has an option to renew the lease for one additional 10 year period.
3. **Signage.** Mansfield will be responsible for installing and maintaining the signage for the spaces. Placards or stickers will be required to park in the designated spaces.

Recommendation

The lease is consistent with the original purpose and intent of the City Council in 1998, therefore staff recommends approval of the proposed lease agreement.

**RESOLUTION 2014-28
APPROVING LEASE AGREEMENT BETWEEN THE
COMMUNITY DEVELOPMENT AUTHORITY AND
THE WILLIAM T. MANSFIELD, JR. REVOCABLE TRUST**

The Community Development Authority of the City of Beloit does hereby resolve that the attached Lease Agreement between the Community Development Authority and the William T. Mansfield, Jr. Revocable Trust, be, and the same is hereby, approved.

BE IT FURTHER RESOLVED that Thomas M. Johnson be, and is hereby, authorized to execute the attached Lease Agreement.

Adopted this 15th day of October, 2014.

Thomas M. Johnson, Chairman
Beloit Community Development Authority

Attest:

Julie Christensen, Executive Director
Beloit Community Development Authority

LEASE AGREEMENT

WHEREAS, the **Community Development Authority** (hereinafter referred to as "**CDA**") owns a public parking lot which is located at 425 Broad Street in the City of Beloit; and

WHEREAS, the **William T. Mansfield, Jr. Revocable Trust** (hereinafter referred to as "**Mansfield**") owns land and commercial buildings on the west side of the public parking lot; and

WHEREAS, the City of Beloit reconstructed the public parking lot during the summer of 1995; and

WHEREAS, the City of Beloit, prior to reconstruction, asked **Mansfield** to relinquish eight (8) private parking stalls located on the west side of the public parking lot and to convert those parking stalls to a public sidewalk for use by pedestrians going to and from the public parking lot; and

WHEREAS, **Mansfield** agreed to convert his private parking stalls to a public sidewalk on the condition that the City of Beloit lease seven (7) parking stalls in the public parking lot to **Mansfield** for use of his tenants and on the condition that the City of Beloit construct the sidewalk on the **Mansfield** property; and

WHEREAS, the City of Beloit agreed to construct the sidewalk and to lease seven (7) parking stalls in the public parking lot to **Mansfield**; and

WHEREAS, the City of Beloit and **Mansfield** entered into a 10-year lease in 1998 that permitted the parties to renew for two additional 10-year terms; and

WHEREAS, Mansfield neglected to renew the lease as required by the terms of the initial lease; and

WHEREAS, the City of Beloit has since deeded the parking lot to the **CDA** in June of 2012; and

WHEREAS, the **CDA** is amenable to renewing the lease upon terms and conditions that were previously approved by the City Council in 1998.

NOW, THEREFORE, the **CDA** and **Mansfield** agree as follows:

1. **Leased Property.** The **CDA** hereby leases to **Mansfield**, for use by his tenants, seven (7) parking stalls in the public parking lot at 425 Broad Street. Those seven (7) parking stalls are shown on Exhibit A attached hereto and are numbered 1, 2, 3, 4, 8, 9 and 10. The parties understand and agree that these seven (7) parking stalls will be used by **Mansfield's** tenants for vehicular parking.

2. **Term of Lease.** This lease shall commence on the date the last party to this lease signs the agreement, and shall terminate on the 30th day of September, 2018. **Mansfield** shall have the option to renew this lease for an additional 10-year term, provided that **Mansfield** is not in default in his obligations under this lease at the expiration of any term. **Mansfield** shall give the **CDA** written notice of his intent to exercise his option to renew this lease at least thirty (30) days prior to the expiration of the term.

3. **Rent.** **Mansfield** shall pay the **CDA** One Dollar (\$1.00) per year as rent. The rent shall be paid to the City Treasurer at 100 State Street, Beloit, Wisconsin. The first year's rent shall be made on or before the 1st day of November, 2014. Subsequent rent payments shall be paid annually on or before the 1st day of November.

4. **Signage for Parking Stalls.** **Mansfield** shall provide signs for the seven (7) parking stalls which shall be kept in good condition. The signs shall read: "Reserved Tenant Parking, Permit Required. Wis. Stats. 346.55(4)." **Mansfield** shall provide his tenants with a sticker, placard or other evidence that they are permitted to use the leased parking spaces. The permit shall be conspicuously displayed on each tenant's vehicle while the vehicle is in the leased parking stall. **Mansfield** shall provide the **CDA** and the Beloit Police Department with a copy of the permit which authorizes use of the leased parking spaces.

5. **Maintenance.** The **CDA** shall maintain the structural elements of the leased parking stalls and shall maintain pavement markings associated with those stalls. If, for any reason, the **CDA**, in its sole discretion, determines that it is necessary to temporarily close the parking lot for maintenance or construction, the **CDA** shall not be obligated to provide alternative parking arrangements for **Mansfield** or his tenants. **Mansfield** shall be responsible to keep the parking stalls in a neat and clean condition.

6. **Assignment.** **Mansfield** may not assign or sublet his interest in this lease to any other person or organization without the consent of the **CDA**. This paragraph is not intended to require that **Mansfield** obtain prior **CDA** approval for the issuance of parking permits to his tenants.

7. **Indemnification.** **Mansfield** agrees to hold the **CDA** harmless and to indemnify the **CDA** for any liability arising from **Mansfield's** use of the premises during the term of this lease.

8. **Default and Notice of Default.** In the event that either party to this agreement is in default on any of its obligations under this agreement, the non-defaulting party shall notify

the defaulting party, in writing, of such default. The notice shall clearly identify the alleged default and the action necessary to cure the same. The notice shall give the defaulting party thirty (30) days in which to cure the default. In the event that the defaulting party fails to cure the default, the non-defaulting party may pursue any remedy available under the law, including the right to terminate this lease.

9. **Affirmative Action.** **Mansfield** agrees to adopt an affirmative action plan to increase in its partners, associates, and employees members of under-represented groups in all of its departments, job classifications, and salary categories. In the event that **Mansfield** subcontracts any portion of this Agreement, **Mansfield** will include, in its subcontracts, a requirement that its subcontractors adopt an affirmative action plan. **Mansfield** will also include a requirement that its subcontractors include a similar requirement in their contracts with their subcontractors. This provision is inserted herein in compliance with Section 1.09 of the Code of General Ordinances of the City of Beloit, and shall be interpreted so as to carry out the intent of that ordinance.

10. **Nondiscrimination.** **Mansfield** will not discriminate against any qualified employee or qualified applicant for employment because of race, color, national origin, ancestry, religion, age, marital status, disability, sex, or sexual orientation. In the event any portion of this Agreement is subcontracted by **Mansfield**, said subcontract shall include a provision prohibiting the subcontractor from discriminating against any qualified employee or qualified applicant for employment because of race, color, national origin, ancestry, religion, age, marital status, disability, sex, or sexual orientation. This provision is inserted herein in

compliance with Section 1.09 of the Code of General Ordinances of the City of Beloit, and shall be interpreted so as to carry out the intent of said ordinance.

11. **Amendments.** This lease may be amended only by written mutual agreement of the CDA and Mansfield.

12. **Notices.** Notices to the parties to this lease shall be as follows:

City: **Community Development Authority**
Attn: Julie Christensen, Executive Director
100 State Street
Beloit, WI 53511
(608) 364-6703

Mansfield: **William T. Mansfield, Jr. Revocable Trust**
Attn: John Mansfield
1900 Shirland Avenue
South Beloit, IL 61080
(608) 751-3643

(signature page to follow)

Dated this ____ day of _____, 2014. Dated this ____ day of _____, 2014.

COMMUNITY DEVELOPMENT AUTHORITY

WILLIAM T. MANSFIELD, JR. REVOCABLE TRUST

By: _____
Thomas M. Johnson, Chairman

By: _____
(signature)

ATTEST:

(print name)

By: _____
Julie Christensen, Executive Director

Its _____
(print title)

APPROVED AS TO FORM:

By: _____
Elizabeth A. Krueger, Interim City Attorney
tdh/files/14-1156/lease/140923 0918 (cln)

Broad Street Parking Lot

Exhibit A





CITY HALL • 100 STATE STREET • BELOIT, WI 53511

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 5b

TOPIC: Resolution Recommending the Use of City HOME dollars

ACTION: Consideration of Resolution 2014-29

PRESENTER: Julie Christensen

STAFF REPORT:

The City of Beloit currently has a balance remaining in its 2010 – 2014 HOME Program funds of \$322,860. At this point, these funds are allocated to the City's Housing Rehab Revolving Loan Fund. We are receiving few applications for these HOME funds, mostly due to the fact the entire property has to be brought up to code when a HOME loan is awarded and all mechanicals have to have a useful life of five years. This makes it difficult for many homeowners to afford an owner-occupied rehab loan.

We have committed existing program income funds. However, additional program income funds are received every month which must be spent before we spend grant dollars. At this point, we are proposing to allocate these prior year grant funds and any incoming program income to be used for either acquisition-rehabilitation projects or owner-occupied rehab loans. This will give us the flexibility to use these funds on an acquisition-rehabilitation project or two if the funds are not being spent on owner-occupied rehabilitation projects. If the 2015 HOME Budget is approved as recommended by CDA, there will be approximately \$90,000 set aside for owner-occupied rehabilitation loans in 2015.

STAFF RECOMMENDATION:

Staff recommends that Resolution 2014-29 be approved.

ATTACHMENTS:

Resolution 2014-29

RESOLUTION 2014-29
RECOMMENDING AN AMENDMENT TO THE
HOME PROPOSED ACTIVITIES FOR PRIOR YEAR
FUNDS AND PROGRAM INCOME

WHEREAS, the City of Beloit has \$322,860 in 2010-2014 HOME Investment Partnership Program (HOME) dollars, and

WHEREAS, HOME program income is received each month which must be spent before the City spends any new grant dollars; and

WHEREAS, the HOME funds are required to be expended in a timely manner and the funds allocated to the City's housing rehab loan program are not being spent in a timely manner, and

WHEREAS, acquisition-rehabilitation projects and owner-occupied rehab loans are eligible HOME activities, and

WHEREAS, the project is consistent with the City's Consolidated Plan.

NOW THEREFORE BE IT RESOLVED, that the Community Development Authority recommends that the City Council allow the \$322,860 in 2010-2014 HOME funds and any new program income to be used for either acquisition-rehabilitation projects or owner-occupied rehabilitation projects.

Adopted this 15th day of October, 2014

Thomas M. Johnson, Chairman
Beloit Community Development Authority

ATTEST:

Julie Christensen, Executive Director
Beloit Community Development Authority