



**AGENDA
ROCK COUNTY HOUSING AUTHORITY**

**Monday, January 18, 2016
8:30 A.M**

**Rock County Courthouse
Planning & Development conference Room
51 S. Main Street Janesville, WI 53545**

1. Call to Order
2. Adoption of Agenda
3. Minutes of Meeting on December 7, 2015
4. Program Administration Report - WPHD
5. **Action Item:** HOME Program Loans
 - A. Loan Approval – Project ID 66 = \$12,380
 - B. Change Order – Project ID 62 = + \$2,170
 - C. Change Order – Project ID 65 = + \$2,000
 - D. Citizen Grievance – HOME Program: Draves
6. December HOME Activity Report
7. Action Item: Set Next Meeting Date
8. Citizen Participation, Communications and Announcements
9. Adjournment

ROCK COUNTY REQUEST FOR COMMITTEE ACTION FOR REHAB LOAN

| | | | |
|--------------------------------------|------------------|---------------------------------------|-----------|
| Date: | January 11, 2016 | Project ID: | 66 |
| Project Recommended By: | | WPHD | |
| Project Funding Source | | HOME Program Income | |
| HOUSEHOLD INFORMATION | | | |
| Household Size | 1 | Household Income | \$26,609 |
| | | Project Location | Edgerton |
| FAIR MARKET VALUE INFORMATION | | ASSESSED VALUE INFORMATION | |
| LAND | \$32,700 | LAND | \$32,600 |
| BUILDINGS | \$83,700 | BUILDINGS | \$83,400 |
| TOTAL | \$116,400 | TOTAL | \$116,000 |
| MORTGAGE AND LIENS | | | |
| 1. (Bank) | \$100,280 | 2. | |
| 3. | | PROPOSED ROCK COUNTY LOAN | \$12,380 |
| TOTAL MORTGAGES AND LIENS | \$112,660 | LOAN TO VALUE (WITH ROCK COUNTY LOAN) | .96 |

| | | | |
|-------------------------------------|---|-------------------------------------|-----------------------------------|
| ELIGIBILITY VERIFICATIONS | | | |
| <input checked="" type="checkbox"/> | Income less than 80% | <input checked="" type="checkbox"/> | Title in Name |
| <input checked="" type="checkbox"/> | Loan to Value less than 120% (NA) | <input checked="" type="checkbox"/> | Mortgage Current |
| <input checked="" type="checkbox"/> | Home value (after rehab) less than \$143,000 (NA) | <input checked="" type="checkbox"/> | Taxes Current |
| <input checked="" type="checkbox"/> | Insurance | <input checked="" type="checkbox"/> | Conflict of Interest Signed |
| <input type="checkbox"/> | Flood Insurance (if required) | <input checked="" type="checkbox"/> | Lead Pamphlet received and signed |

| | |
|---|----------|
| SUMMARY OF WORK: Lead control work on front and back porch, basement sealing and repair, wall repair and painting, electrical and insulation. | |
| Recommended Loan Amount: | \$12,380 |

COMMITTEE ACTION

| | | | |
|---------------------------|---------|--------------------------|------|
| <input type="checkbox"/> | APPROVE | <input type="checkbox"/> | DENY |
| LOAN AMOUNT APPROVED | | \$ | |
| | | | |
| Signature-Committee Chair | | Date | |

January 11, 2016

MEMO

TO: Rock County Housing Authority

FROM: WPHD, Program Administrator

SUBJECT: Change Order

On November 2, 2015 the Housing Authority approved Loan 62 in the amount of \$35,095 for a two person household in Milton.

Work on this project included a new roof. When the old roof was removed, it was found that the roof decking was rotted. All decking needed to be replaced before the new roof could be completed. In addition, there turned out to be several layers of asphalt shingles, which require special disposal, so recycling costs needed to be added.

COMMITTEE ACTION

| <input type="checkbox"/> | APPROVE | <input type="checkbox"/> | DENY |
|-----------------------------|---------|--------------------------|------|
| CHANGE ORDER APPROVED | | \$2,170.00 | |
| TOTAL RESULTING LOAN AMOUNT | | \$37,265.00 | |
| Final LTV Ratio | | 0.53 | |
| | | 1/11/2016 | |
| Signature-Committee Chair | | Date | |

January 11, 2016

MEMO

TO: Rock County Housing Authority

FROM: WPHD, Program Administrator

SUBJECT: Change Order

On December 7, 2015 the Housing Authority approved Loan 65 in the amount of \$16,400 for a two person household in the Town of Beloit.

Work on this project included a new roof, new windows and some minor electrical work. The original bids also included new siding, which was deleted by the homeowners. However, the siding amount included the cost of the aluminum siding wrap, which needs to be completed. This results in a change order of \$2,000.

COMMITTEE ACTION

| <input type="checkbox"/> | APPROVE | <input type="checkbox"/> | DENY |
|--------------------------|-----------------------------|--------------------------|-----------|
| | CHANGE ORDER APPROVED | | \$2,000 |
| | TOTAL RESULTING LOAN AMOUNT | | \$18,400 |
| | Final LTV Ratio | | 0.94 |
| | | | 1/11/2016 |
| | Signature-Committee Chair | | Date |

DECEMBER HOME ACTIVITY REPORT

| | |
|--|----------------------|
| HOME FUNDS | |
| Program Income | \$ 256,893 |
| Available Grant Funds | \$ 140,605 |
| TOTAL | \$ 397,498 |
| | |
| Projects Approved | \$ 228,775.25 |
| December Requests for Approval | \$ 27,646.00 |
| <i>TOTAL HOME FUNDS REMAINING FOR ALLOCATION</i> | <i>\$ 141,076.93</i> |
| Applications in Process | 20 |
| Loans Closed | 10 |
| Requests for Approval | 2 |
| Bid Packages Ready | 2 |
| Inspections Complete-Ready for Scope Development | 2 |
| Awaiting Inspection Reports | 0 |
| Additional Information | 1 |
| TOTAL | 17 |
| Projects Completed | 2 |
| Lead Hazard Grant Funds | |
| Lead Hazard Grant Funds | \$ 759,483 |
| | |
| Eligible Applications Received | 4 |
| Inspections Completed | 3 |
| Loans Closed | 1 |
| Funds Obligated | \$ 19,795 |
| Funds Spent | 0 |