



**AGENDA  
ROCK COUNTY HOUSING AUTHORITY**

**OCTOBER 10, 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 June 13, 2016
4. Program Administration Report – WPHD
  - Community Development Activity Report
5. Action Item: HOME Program Loans
  - Project ID 71 = \$7,395
  - Project ID 72 = \$23,655
6. Information Item: HOME Program Loans
  - Loan ID 020183D1 = Change Order = + \$ 90
  - Loan ID 020135D1 = Change Order = + \$ 1,632
  - Loan ID 020135D1 = Change Order = + \$ 340
7. **Action Item:** Set Next Meeting Date
8. Citizen Participation, Communications and Announcements
9. Adjournment

**OCTOBER 2016 ROCK COUNTY ACTIVITY REPORT**

*through the end of August, 2016*

<b>HOME FUNDS</b>	
Program Income-Beginning of 2015	\$ 129,559
Program Income through July 2016	\$ 272,237
Program Income-August 2016	\$ 2,678.13
<b>TOTAL</b>	<b>\$ 401,795</b>
Projects Completed/All Paid	\$ (294,748)
Admin Paid to Rock County	\$ (31,659)
Other Expenses	\$ (18,822)
Payments Made for projects underway	\$ (20,760)
Program Income Amount Remaining	\$ 35,807
Projects Underway	\$ (56,897)
Projects Approved	\$ (28,749)
Projects Proposed	\$ (35,708)
Additional Grant Funds	\$ 140,605
<b>TOTAL HOME FUNDS REMAINING FOR ALLOCATION</b>	<b>\$ 55,058</b>
Loans Closed	16
Approved, waiting for loan closings	1
In Process	3
Projects Completed	13
<b>LEAD HAZARD GRANT FUNDS</b>	
Lead Hazard Grant Funds	\$ 602,689
Eligible Applications Received (Units)	16
Projects for Approval	3
Loans Closed	2
Projects Completed	2
Funds Obligated	\$ 38,770
Funds Spent	\$ 38,770
Requests for approval	\$ 33,375
Funds Remaining	\$ 530,544
<b>CDBG REVOLVING LOAN FUNDS</b>	
Project Funds Available	\$ 489,299.00
Applications Received-Emergency	1
Corrective Action Projects-Funds Committed	\$ (3,035)
Project Underway	\$ (16,417)
Current Request for Approval	\$ (9,705)
Remaining for Allocation	\$ 460,143.00

**ROCK COUNTY REQUEST FOR COMMITTEE ACTION FOR REHAB LOAN**

Date:	October 6, 2016	Project ID:	71 HOME
Project Recommended By:	WPHD		
Project Funding Source	CDBG Program Income		
<b>HOUSEHOLD INFORMATION</b>			
Household Size	5	Household Income	\$36,522
		Project Location	Janesville
<b>FAIR MARKET VALUE INFORMATION</b>		<b>ASSESSED VALUE INFORMATION</b>	
LAND		LAND	
BUILDINGS		BUILDINGS	
TOTAL	NA—Previously tax exempt, Appraisal =103,000	TOTAL	NA—Previously tax exempt
<b>MORTGAGE AND LIENS</b>			
1. (Bank)	\$89,725	2.	
3.		PROPOSED ROCK COUNTY LOAN	\$7,395
TOTAL MORTGAGES AND LIENS (with new loan)	\$97,120	LOAN TO VALUE (WITH ROCK COUNTY LOAN)	.94

<b>ELIGIBILITY VERIFICATIONS</b>			
<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%	<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

<b>SUMMARY OF WORK:</b>	
This HOME loan will be combined with Lead Hazard Grant in order to complete lead control, and other code items in the home.	
Recommended Loan Amount:	\$7,395

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

**ROCK COUNTY REQUEST FOR COMMITTEE ACTION FOR REHAB LOAN**

Date:	October 10, 2016	Project ID:	72 HOME
Project Recommended By:	WPHD		
Project Funding Source	HOME program income		
<b>HOUSEHOLD INFORMATION</b>			
Household Size	5	Household Income	\$49,963
		Project Location	Janesville
<b>FAIR MARKET VALUE INFORMATION</b>		<b>ASSESSED VALUE INFORMATION</b>	
LAND	\$20,200	LAND	\$20,000
BUILDINGS	\$61,500	BUILDINGS	\$60,900
TOTAL	\$81,700	TOTAL	\$80,900
<b>MORTGAGE AND LIENS</b>			
1. (Bank)	\$58,147	2.	
3.		PROPOSED ROCK COUNTY LOAN	\$23,655
TOTAL MORTGAGES AND LIENS (with new loan)	\$81,802	LOAN TO VALUE (WITH ROCK COUNTY LOAN)	1.00

<b>ELIGIBILITY VERIFICATIONS</b>			
<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%	<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

<b>SUMMARY OF WORK:</b> This HOME work includes correction of code issues, window replacement, plumbing and electrical corrections, flooring.	
Recommended Loan Amount:	\$23,655

**COMMITTEE ACTION**

<input type="checkbox"/>	APPROVE	<input type="checkbox"/>	DENY
LOAN AMOUNT APPROVED		\$23,655	
Signature-Committee Chair		Date	

ROCK COUNTY HOUSING AUTHORITY  
REQUEST FOR COMMITTEE ACTION

Date: September 12, 2016

TO: Rock County Housing Authority

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Information Item: Change Order for Loan ID 020183D1

SUMMARY:

The scope of work for this project included replacement of the roof. Three sections of decking needed to be replaced. The contract price is increased by \$90.00.

COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$90 to loan referenced above
Signature – Committee Chair	Date

ROCK COUNTY HOUSING AUTHORITY  
REQUEST FOR COMMITTEE ACTION

Date: September 12, 2016

TO: Rock County Housing Authority

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Information Item: Change Order # 1 for Loan ID 020135D1

SUMMARY:

This project is nearing completion. Because of some health problems experienced by the owner, the project was delayed many months. As a result, some additional work is required to ensure that the project meets HQS. The following items need to be added to the scope of work:

- Installation of new side door
- Installation of two new storm doors

The total price for the contract is increased by \$1,632.00.

COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$1,632 to loan referenced above
Signature – Committee Chair	Date

ROCK COUNTY HOUSING AUTHORITY  
REQUEST FOR COMMITTEE ACTION

Date: October 6, 2016

TO: Rock County Housing Authority

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Information Item: Change Order #2 for Loan ID 020135D1

SUMMARY:

This project is nearing completion. Because of some health problems experienced by the owner, the project was delayed many months. As a result, some additional electric work is required to ensure that the project meets HQS.

The total price for the contract is increased by \$340.00. This brings the total project cost to \$24,612

COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$340 to loan referenced above
Signature – Committee Chair	Date