AGENDA
REGULAR MEETING
BOARD OF COMMISSIONERS
RIVER FALLS HOUSING AUTHORITY
Wednesday, June 10, 2020 at 6:30 pm

Please note that due to the ongoing COVID-19 public health emergency, all members of the River Falls Housing Authority may attend via telephone or internet. Tenants and members of the public who wish to attend may join the meeting by telephone: dial 1-844-992-4726 and enter your event number/access code: 132 142 1535. Telephones must be muted except during public comment period in the meeting. Tenants and members of the public may only speak during the tenant comment period.

ROLL CALL

MINUTES OF REGULAR MEETING – May 13, 2020

TENANT COMMENT

MISSION STATEMENT
River Falls Housing Authority manages, maintains, and facilitates affordable housing in accordance with Federal and State statute. Our mission is to partner with the community to assess housing needs and opportunities and to be proactive, creative, and collaborative in the development and delivery of fair, safe, sustainable, and inclusive programs.

CONSENT ITEMS
1. Review and Approve Resolution for Rural Development Preservation Funding
   - Attachment 1

ACTION ITEMS
1. Review and Approve Payment of Bills and Budget Report
2. Review and Approve Proposal for Family Playground Lighting

REPORTS
1. Vacancy and Re-rental Report

CHAIR AND COMMISSIONERS REPORT

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

ADJOURN
Minutes of the Regular meeting of the River Falls Housing Authority, May 13, 2020

Chair Todd Bjerstedt called the meeting to order at 6:30. Due to the ongoing COVID 19 public Health emergency, all members attended via telephone and internet.

Present: Jacqueline Niccum, Amy Peterson, Todd Bjerstedt, Matt Fitzgerald, Nick Carow
Absent: None

Also Present: Anne McAlpine, Executive Director

MINUTES M/S/C Fitzgerald/Niccum to approve the minutes of March 11, 2020. No meeting was held in April 2020.

The public was invited to attend via telephone. There were no telephone calls made to the meeting.

ELECTION OF OFFICERS M/S/C Carow/Peterson to nominate the current officers for another term. The officers are: Chair – T. Bjerstedt, Vice Chair - A. Peterson, Treasurer - M. Fitzgerald

CONSENT ITEMS
1. Review and Approve Resolution for Rural Development Preservation Funding – Fitzgerald pulled this item for clarification M/S/C Fitzgerald/Carow to table until Rural development clarifies the conflicting 20 year loan deferral and 30 year loan due date.
2. M/S/C Carow/Niccum Resolution #560 to approve The 2020 Income Limits for HUD Programs and Resolution #561 Amendments to Admissions and Continued Occupancy Policy and to Section 8 Administrative Plan in response to COVID 19 pandemic.

ACTION ITEMS
1. M/S/C Carow/Niccum to approve payment of bills and budget report.
2. M/S/C Carow/Niccum to approve resolution #562 To Approve FY 2021 budget and rent increases for Edgewater/Briarwood, Oakpark. 4-Plex, Riverview Manor/Family.
3. M/S/C Fitzgerald/Niccum to approve River Falls Housing Authority COVID 19 Action Plan. McAlpine reported on initial steps to ensure tenant and employee safety. McAlpine added that PPE is still not readily available. When PPE is available for Maintenance staff and inspections, the following action plan: 1) Screen tenants for flu-like symptoms before entering an occupied apartment; 2) Complete work order requests wearing PPE; 3) Inspect Rural Development units because Rural Development didn’t waive annual inspections; 4) Administrative staff continue to work from home as they are able; 5) Keep the office closed to walk in traffic; 6) Allow tenants to have visitors in their homes; 7) Provide hand sanitizer at the main entrances to each building and require visitors to wear masks while in the common areas; 8) Continue to conduct phone interviews and mail documents.

McAlpine reported that HUD has provided additional funding for costs related to responding to COVID 19. Expenses related to COVID 19 will be tracked and allocated to the appropriate funding source. The longer term plan is to continue to have Admin staff work from home. Maintenance employees will need protective gear, including individual thermometers for monitoring their own health before entering tenants’ homes. Procedures will need to be developed and protection purchased before conducting inspections and making repairs.

Commissioners advised against establishing computer kiosk for tenant use. Commissioners recommend continued efforts to digitize files to enable employees to work remotely.

REPORTS
1. McAlpine reported on vacancies during March and April. There are two tenants who had their leases terminated in Feb. They were both offered grievance hearings. The hearing was conducted for one tenant. The other tenant still needs a hearing. Other Housing Authorities have their commissioners serve as hearing officers. McAlpine requested a volunteer. Peterson offered to conduct the hearing via Zoom.
2. McAlpine reported that contracts were awarded for fire alarm testing and for fire extinguisher servicing. Summit Companies was awarded the contract for fire alarm testing. County Wide Fire Extinguishers was awarded the contract for fire extinguisher servicing.
3. McAlpine reported two tenant concerns: 1) In March a tenant expressed concern that she was not able to transfer to Edgewater. She will be allowed to transfer because an error was made in offering her a unit in
Briarwood. 2) A tenant wrote a letter complementing Anne McAlpine’s work and leadership during the remodeling.

4. McAlpine reported that the city owned house on E. Division St. has been renovated and rented by a Section 8 Voucher holder.

ADJOURN Peterson/Carow 7:10 pm
Respectfully submitted Anne McAlpine, Recording Secretary
MEMO
TO: River Falls Housing Authority Board of Commissioners
FROM: Anne McAlpine, Executive Director
RE: June Board of Commissioners Meeting
DATE: June 10, 2020

CONSENT ITEMS
2. Review and Approve Resolution for Rural Development Preservation Funding - This item was tabled at the May meeting because it appears that there are two different loan terms. Rural Development explained that the loan is for 20 years. The 30 year language is the restriction that the property be available to low income people after the loan has been paid. Attachment 1

ACTION ITEMS
3. Review and Approve Payment of Bills and Budget Report (Attachment 2) – HUD has awarded an additional $32,363 for operations and improvements in Public Housing and Section 8 to protect, prevent and address, health and safety concerns during the pandemic. Rental income from our HUD properties has decreased in March, April, and May. Many HUD tenants are employed and have seen their work hours reduced or have lost their jobs.

<table>
<thead>
<tr>
<th>Month</th>
<th>Rental Income HUD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb</td>
<td>$64,891.00</td>
</tr>
<tr>
<td>March</td>
<td>$63,997.00</td>
</tr>
<tr>
<td>April</td>
<td>$61,919.00</td>
</tr>
<tr>
<td>May</td>
<td>$60,193.00</td>
</tr>
<tr>
<td>June (expected)</td>
<td>$61,238.00</td>
</tr>
</tbody>
</table>

4. Review and Approve Proposal for Family Playground Lighting – Proposals were requested from Steiner and Voss Lighting. Contractors were asked to recommend additional lighting for the area. Discussions with each business included the concern that light not be directed into windows of those homes backing up to the play area.

Steiner proposed an LED pole light by the basketball court. Steiner based the proposal on the lighting study that was done when we added pole lights to the parking lot several years ago. The playground will be well lit and the lamps can be directed away from surrounding buildings. The proposed cost is $6,061.00.

I met with the Voss representative at 9:00 pm to determine the current lighting level and need for additional light. Voss proposed two wall-packs on the east end the playground. These will supplement the wall packs on the west end of the playground. The Voss proposal does not include installation. Based on a recommendation, I contacted Prestige Electric for the labor. I received a verbal estimate of $1,015 today. The proposed cost is two LED wall packs $415, labor $1,015.00. Total $1,430. Attachment 3

REPORTS
2. Vacancy and Re-rental Report – Attachment 4
RESOLUTION OF THE HOUSING AUTHORITY OF THE
CITY OF RIVER FALLS RELATING TO THE $1,956,617.00 LOAN
CLOSED FEBRUARY 13, 2019 FROM THE RURAL HOUSING SERVICE,
UNITED STATES DEPARTMENT OF AGRICULTURE

TO ADDRESS A PROCEDURAL DEFECT in the adoption of a resolution authorizing
the Housing Authority of the City of River Falls (the “Authority”) to incur certain debt, assume
certain responsibilities and make certain covenants, all in connection with one or more loans from
the Rural Housing Service, United States Department of Agriculture (“RHS”), the Board of
Directors (the “Board”) of the Authority, having given due notice in accordance with all applicable
law, hereby adopts the following resolution.

WHEREAS, since approximately September 30, 1975, the Authority has participated in
the Section 515 Rural Rental Housing (“RRH”) Multi-Family Housing (“MFH”) loan program
and, in connection therewith, the Authority has been and is indebted to RHS; and

WHEREAS, on or about November 24, 2015, the Authority applied to participate in the
RHS’s Multi-Family Housing Preservation and Revitalization Program, in connection with which
the Authority sought to both (a) temporarily defer repayment of certain outstanding RHS MFH
loan debt and (b) incur new RHS MFH loan debt to finance housing and related facilities located
within the City of River Falls; and

WHEREAS, on or about February 24, 2017, RHS formally approved the Authority’s
application and, in connection therewith, committed to inter alia: (a) defer for twenty (20) years
the Authority’s obligation to repay an outstanding consolidated loan balance of $987,740.34, and
(b) make a subsequent $1,956,617.00 MFH loan to the Authority pursuant to Section 515 of the
Housing Act of 1949, 42 U.S.C. § 1485 (collectively, the “Loan”); and

WHEREAS, in connection with any RHS RRH MFH loan, including the Loan, 7 C.F.R.
§ 3560.571(a) requires nonprofit organizations such as the Authority to duly adopt “an Agency-
approved loan and/or grant resolution”; and

WHEREAS, on February 7, 2019, and consistent with 7 C.F.R. § 3560.571(a), the
Milwaukee field office of the United States Department of Agriculture’s Office of General Counsel
(“OGC”) issued closing instructions for the Loan, which instructions required the Authority to
inter alia complete, adopt, execute and date the “Loan Resolution (Form RD 1944-35)” (the “Old
Loan Resolution Form”), a copy of which is attached hereto as Exhibit A, either prior to or at the
Loan closing; and

WHEREAS, in its closing instructions, OGC further required that the “Amendment to Loan
Resolution” (the “Loan Resolution Amendment”) be completed, executed and dated at the Loan
closing; and

WHEREAS, the Loan closed on February 13, 2019; and
WHEREAS, the Authority did not complete, adopt, execute or date either the Old Loan Resolution Form or the Loan Resolution Amendment prior to or at the Loan closing; and

WHEREAS, when the Loan closed, and as a representative of the Authority, Anne McAlpine, the Authority’s Executive Director, completed, executed and dated the “Loan Resolution (Form RD 3560-35)” (the “New Loan Resolution Form”), a copy of which is attached hereto as Exhibit B, but not the Loan Resolution Amendment; and

WHEREAS, because the Authority did not complete, adopt, execute and date, prior to or at Loan closing, either the Old Loan Resolution Form, the New Loan Resolution Form or the Loan Resolution Amendment, authorizing the Authority to take out the Loan, the Authority may not have been duly authorized to incur the debt, assume the responsibilities, make the covenants and otherwise take out the Loan as of the Loan closing date; and

WHEREAS, on March 13, 2019, at the first meeting of the Authority’s Board following the Loan closing, the Authority completed, adopted, executed and dated (a) the New Loan Resolution Form authorizing the Authority to take out the Loan, and (b) the Loan Resolution Amendment; and

WHEREAS, the Loan Resolution Amendment executed and dated on March 13, 2019 purports to be an exhibit to the Old Loan Resolution Form, which form neither the Authority nor Executive Director McAlpine executed; and

WHEREAS, because neither the Old Loan Resolution Form, the New Loan Resolution Form nor the Loan Resolution Amendment was completed, adopted, executed and dated prior to or at the Loan closing, the Authority needs to take certain actions to ratify Executive Director McAlpine’s execution of the New Loan Resolution Form at closing, and otherwise retroactively authorize the Authority to take out the Loan.

THEREFORE, IN LIGHT OF THE FOREGOING, BE IT RESOLVED, that:

1. The Authority duly ratifies Executive Director McAlpine’s execution of the New Loan Resolution Form attached hereto as Exhibit B, and retroactively authorizes the Authority to incur the debt, assume the responsibilities, make the covenants and otherwise take out the Loan, all as of the February 13, 2019 Loan closing date; and

2. The Authority hereby adopts, and in connection therewith, authorizes Executive Director McAlpine to execute and date, the Amendment to Loan Resolution attached hereto as Exhibit C; and

3. Insofar as there were or are any other defects in the procedure(s) the Authority or the Board followed in connection with the Loan, either prior to or at the Loan closing, the Board, acting on behalf of itself and the Authority, hereby waives any and all such defects.

The vote was: Yeas _____________ Nays _____________ Absent: ___________
IN WITNESS WHEREOF, the Board of Directors of the Housing Authority of the City of River Falls has duly adopted this resolution and caused it to be executed by the officers below on this the ______ day of ____________, 2020.

By: __________________________
Anne McAlpine
Executive Director

ATTEST:

___________________________
Name

___________________________
Title
EXHIBIT A

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
RURAL HOUSING SERVICE

LOAN RESOLUTION

☐ RRH Loan to a Broadly Based Nonprofit Corporation
☐ RRH Loan to a Profit Type Corporation
☐ RRH Loan to a Profit Type Corporation Operating on a Limited Profit Basis
☐ RCH Loan to a Nonprofit Cooperative

LOAN RESOLUTION OF ________________________ , _______. RESOLUTION OF THE BOARD

OF DIRECTORS OF ________________________ . PROVIDING FOR BORROWING $ ______________ TO FINANCE HOUSING AND

RELATED FACILITIES IN A RURAL AREA FOR ________________________ . THE COLLECTION, HANDLING, AND DISPOSITION OF INCOME, THE ISSUANCE OF INSTALLMENT PROMISSORY

NOTE AND REAL ESTATE SECURITY INSTRUMENT, AND RELATED MATTERS.

Whereas, ________________________ (herein referred to as the “Corporation”) is a corporation duly organized and operating under ________________________ , the Board of Directors of the Corporation (herein referred to as “the board”) has decided to provide certain housing and related facilities for eligible occupants in rural areas. The board has determined that the Corporation is unable to provide such housing and facilities with its own resources or to obtain from other sources for such purpose sufficient credit upon terms and conditions which the Corporation could reasonably be expected to fulfill.

BE IT RESOLVED:

1. **Application for Loan.** The Corporation shall apply for and obtain a loan (herein called “the loan”) of

$ ______________ from the United States of America acting through the Rural Housing Service, or a successor agency, United States Department of Agriculture, (herein called “the Government”) pursuant to section 515 of the Housing Act of 1949. The loan may be sold and insured by the Government. The loan shall be used solely for the specific purposes for which it is approved by the Government, in order to provide housing and related facilities for eligible occupants, as defined by the government in rural areas. Such housing, facilities, and the land constituting the site are herein called “the housing”.

2. **Execution of Loan Instruments.** To evidence the loan the Corporation shall issue a promissory note (herein referred to as “the Note”), signed by its President and attested by its Secretary, with its corporate seal affixed thereto, for the amount of the loan, payable in installments over a period of ______________ years, bearing interest at a rate, and containing other terms and conditions, prescribed by the Government. To secure the note or any indemnity or other agreement required by the Government, the President and the Secretary are hereby authorized to execute a real estate security instrument giving a lien upon the housing and upon such other real property of the Corporation as the Government shall require, including an assignment of the rents, subsidies, revenues and profits as collateral security to be enforced in the event of any default by the Corporation, and containing other terms and conditions prescribed by the Government. The President and Secretary are further authorized to execute any other security instruments and other instruments and documents required by the Government in connection with the making or insuring of the loan. The indebtedness and other obligation of the Corporation under the note, the related security instrument, and any related agreements are herein called the “loan obligation”.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0047. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.
3. Equal Opportunity and Nondiscrimination Provisions. The President and the Secretary are hereby authorized and directed to execute on behalf of the Corporation: (a) any undertakings and agreements required by the Government pursuant to Title VII of the Civil Rights Act of 1968 as amended by the Fair Housing Amendments Act of 1988 related to fair housing regarding nondiscrimination in the use and occupancy of housing; (b) Form RD 400-1 entitled “Equal Opportunity Agreement”, including an “Equal Opportunity Clause” to be incorporated in or attached as a rider to each construction contract the amount of which exceeds $10,000 and any part of which is paid for with funds from the loan, and (c) Form RD 400-4, entitled “Affirmative Action Agreement (under Title VI, Civil Rights Act of 1964)”, and any other undertakings and agreements required by the Government pursuant to lawful authority.

4. Borrower Contribution. The amount of $_________________________ to be contributed by the Corporation from its own funds for the land purchase or development will be placed or deposited with the lender and dispersed prior to any disbursement of interim loan funds or any loan funds of the Government.

5. Accounts for Housing Operations and Loan Servicing. The Corporation shall establish on its books the following accounts, which shall be maintained so long as the loan obligations remain unsatisfied: a General Operating Account, a Tenant Security Deposit Account and a Reserve Account.

   a. General Operating Account. By the time the Government loan is closed or interim construction funds are obtained, whichever occurs first, the Corporation shall deposit cash from the Corporations’ own funds in an amount totaling $_________________________, Use of deposited cash will be in accordance with 7 CFR part 1930, subpart C or any successor regulation.

   b. Reserve Account. Transfers at a rate not less than $_________________________ annually shall be made to the Reserve Account until the amount in the Reserve Account reaches the minimum sum of $_________________________ or such higher amount later agreed to by the Government and shall be resumed at any time when necessary, because of disbursements authorized by the Government from the Reserve Account to restore it to said sum. Withdrawal and use of funds deposited to this account will be in accordance with 7 CFR part 1930, subpart C or any successor regulation. With prior consent of the Government, funds in the Reserve Account may be used by the Corporation:

      To pay dividends to the Borrower of up to 8 percent per annum of the borrower’s initial investment of $_________________________. Provided, that after such disbursement (a) the amount in the Reserve Account will be not less than that required by this section 5b to be accumulated by that time (less any disbursements authorized by the Government), and (b) the amount in the Reserve Account will likely not fall below that required to be accumulated during the next 12 months.

      To pay dividends to the stockholder or for any other purpose desired by the Corporation, provided that after such disbursement (a) the amount in the Reserve Account will not be less than that required by this section 5b to be accumulated by that time (less any disbursements authorized by the Government), and (b) the amount in the Reserve Account will likely not fall below that required to be accumulated during the next 12 months.

6. Regulatory Covenants. So long as the loan obligations remain unsatisfied, the Corporation shall comply with all appropriate regulations of the Government and shall:

   a. Impose and collect such fees, assessments, rents, occupancy charges, and charges that the income of the housing will be sufficient at all times for operation and maintenance of the housing, payments on the loan obligations, and maintenance of the account provided for herein.

   b. Establish and maintain complete books and records relating to the housing’s financial affairs, cause such books and records to be audited at the end of each fiscal year, promptly furnish the Government without request a copy of each audit report, and permit the government or its representative to inspect such books and records at all reasonable times.

   c. If required or permitted by the Government, revise the accounts herein provided for, or establish new accounts, to cover handling and disposition of income from and payment of expenses attributable to the housing or to any other property securing the loan obligations and submit regular and special reports concerning the housing or financial affairs.
d. Unless the Government gives prior consent:

   (1) Not use the housing for any purpose other than as rental housing and related facilities for eligible occupants.

   (2) Not enter into any contract or agreement for improvements or extensions to the housing or other property securing the loan obligations.

   (3) Not cause or permit voluntary dissolution of the Corporation nor merge or consolidate with any other organization, nor cause or permit any transfer or encumbrance of title to the housing or any part thereof or interest therein, by sale, mortgage, lease, or otherwise.

   (4) Not cause or permit the issue or transfer of stock, borrow any money, nor incur any liability which would have a detrimental effect on the housing.

f. Comply with all its agreements and obligations in or under the note, security instrument, and any related agreement executed by the Corporation in connection with the loan.

h. Take other action as may be required by the Government in connection with the operation of the housing, or with any of the Corporation’s operations or affairs which may affect the housing, the loan obligations, or the security.

i. If return on investment for any year exceeds 8 percent per annum of Borrower’s initial investment of $__________________________, the Government may require that the borrower reduce rents the following year, refund the excess return on the investment to the tenants, or use said excess in a manner that will best benefit the tenants.


   a. It is understood and agreed by the Corporation that any loan made or insured will be administered subject to the limitations of the authorizing act of Congress and related regulations, and that any rights granted to the Government herein or elsewhere may be exercised by the Government in its sole discretion.

   b. The provisions of this agreement are representations to the Government, to induce the Government, to make or insure a loan to the Corporation as aforesaid. If the Corporation should fail to comply with or perform any provision of this agreement or any requirement made by the Government pursuant to this agreement, such failure shall constitute default as fully as default in payment of amounts due on the loan obligations. In the event of such failure, the Government at its option may require specific performance, declare the entire amount of the loan obligations immediately due and payable and, if such entire amount is not paid forthwith, may take possession of and operate the housing and proceed to foreclose its security and enforce all other available remedies, or take such other action as it may deem reasonable to comply with the provisions of this resolution.

   c. Any provisions of this agreement may be waived by the Government in its sole discretion to any extent such provisions could have been foregone in in amended form initially.

   d. Any notice, consent, approval, waiver or agreement must be in writing.

   e. This Loan Agreement shall be subject to the present regulations of the Government and to its future regulations and provisions hereof.

   f. The Corporation agrees that no person with a disability will be subjected to discrimination in employment or denied the benefits of the housing because of such disability. It will comply with the requirements of the Fair Housing Act, 42 U.S.C. 3601 et seq., the Fair Housing Amendments Act of 1988, the Rehabilitation Act of 1973, 29 U.S.C. 794, the Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq., and the implementing regulations of the Department of Agriculture, 7 CFR part 15b.
g. This resolution may be cited in the security instrument and any other instruments as the “Loan Resolution of ________________ , __________.”

CERTIFICATE

The undersigned, ________________________, the Secretary of the Corporation identified in the foregoing Loan Resolution, hereby certifies that the foregoing is a true copy of a resolution duly adopted by the board of directors on ______________________ ; __________ , which has not been altered, amended, or repealed.

______________________________
Date

______________________________ (Secretary)
EXHIBIT B
Position 5
UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

LOAN RESOLUTION

☑ RRH Loan to a Broadly Based Nonprofit Corporation
☐ RRH Loan to a Profit Type Corporation
☐ RRH Loan to a Profit Type Limited Liability Corporation on a Limited Profit Basis
☐ RCH Loan to a Nonprofit Cooperative
☐ RCH Loan to a Limited Liability Company

LOAN RESOLUTION OF February 13, 2019 RESOLUTION OF THE BOARD
OF DIRECTORS OR MEMBERS OF Housing Authority of the City of River Falls

PROVIDING FOR BORROWING $1,956,617.00 TO FINANCE HOUSING AND
RELATED FACILITIES IN A RURAL AREA FOR VERY LOW AND LOW INCOME ELDERLY RESIDENTS, AND
THE COLLECTION, HANDLING, AND DISPOSITION OF INCOME, THE ISSUANCE OF INSTALLMENT PROMISSORY
NOTE AND REAL ESTATE SECURITY INSTRUMENT, AND RELATED MATTERS.

Whereas Housing Authority of the City of River Falls ("Entity") is organized
and operating under WI STATE STATUTE, CHAPTER 66.1201
the Board of Directors or members ("Governing Body") has decided to provide certain housing and related facilities for eligible occupants in rural areas. The Governing Body has determined that the Entity is unable to provide such housing and facilities with its own resources or to obtain from other sources for such purpose sufficient credit upon terms and conditions which the Entity could reasonably be expected to fulfill.

BE IT RESOLVED:

1. Application for Loan. The Entity shall apply for and obtain a loan ("Loan") of $1,956,617.00 from the United States of America acting through the Rural Housing Service, or a successor agency, United States Department of Agriculture, ("Government") pursuant to section 515 of the Housing Act of 1949. The loan may be sold and insured by the Government. The Loan shall be used solely for the specific purposes for which it is approved by the Government, in order to provide housing and related facilities for occupants, as defined by the government in rural areas. Such housing, facilities, and the land constituting the site are called "Housing".

2. Execution of Loan Instruments. To evidence the loan the Entity shall issue a promissory note ("Note"), signed by its authorized representative, with any requisite seal affixed, for the amount of the Loan, payable in installments over a period of 30 years, bearing interest at a rate, and containing other terms and conditions, prescribed by the Government. To secure the note or any indemnity or other agreement required by the Government, the authorized representative is hereby authorized to execute a real estate security instrument giving a lien upon the Housing and upon such other real property of the Entity as the Government shall require, including an assignment of the rents, subsidies, revenues and profits as collateral security to be enforced in the event of any default by the Entity, and containing other terms and conditions prescribed by the Government. The authorized representative is further authorized to execute any other security instruments and other instruments and documents required by the Government in connection with the making or insuring of the loan. The indebtedness and other obligations of the Entity under the Note, the related security instruments, and any related agreements are herein called the "Loan Obligation".

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0189. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.
3. **Equal Opportunity and Nondiscrimination Provisions.** The authorized representative is hereby authorized and directed to execute on behalf of the Entity: (a) any undertakings and agreements required by the Government pursuant to Title VII of the Civil Rights Act of 1968 as amended by the Fair Housing Amendments Act of 1988 related to Fair Housing regarding nondiscrimination in the use and occupancy of housing; (b) Form RD 400-1 entitled “Equal Opportunity Agreement”, including an “Equal Opportunity Clause” to be incorporated in or attached as a rider to each construction contract the amount of which exceeds $10,000 and any part of which is paid with funds from the loan, and (c) Form RD 400-4, entitled “Assurance Agreement (under Title VI, Civil Rights Act of 1964)”, and any other undertakings and agreements required by the Government pursuant to lawful authority.

4. **Borrower Equity Contribution.** The amount of $0.00 to be contributed by the Entity from its own funds for the land purchase or development will be placed or deposited with the lender and dispersed prior to any disbursement of interim loan funds or any loan funds of the Government.

5. **Accounts for Housing Operations and Loan Servicing.** The Corporation shall establish on its books the following accounts, which shall be maintained so long as the Loan Obligations remain unsatisfied: a General Operating Account, a Tenant Security Deposit Account and a Reserve Account.

   a. **General Operating Account.** By the time the Government loan is closed or interim construction funds are obtained, whichever occurs first, the Entity shall deposit cash from its own funds in an amount totaling $0.00, Use of deposited cash will be in accordance with 7 CFR part 3560 or any successor regulation.

   b. **Reserve Account.** Transfers at a rate not less than $SEE EXHIBITA annually shall be made to the Reserve Account until the amount in the Reserve Account reaches the minimum sum of $424,000.00 or such higher amount later agreed to by the Government and shall be resumed at any time when necessary, because of disbursements authorized by the Government from the Reserve Account to restore it to said sum. Withdrawal and use of funds deposited to this account will be in accordance with 7 CFR part 3560 or any successor regulation. With prior consent of the Government, funds in the Reserve Account may be used by the Entity:

   To pay a return to the Borrower of up to 8 percent per annum of the Borrower's initial investment of $0.00: Provided, that after such disbursement (a) the amount in the Reserve Account will be not less than that required by this section 5b to be accumulated by that time (less any disbursements authorized by the Government), and (b) the amount in the Reserve Account will likely not fall below that required to be accumulated during the next 12 months.

   To pay dividends to the stockholder or for any other purpose desired by the Entity, provided that after such disbursement (a) the amount in the Reserve Account will not be less than that required by this section 5b to be accumulated by that time (less any disbursements authorized by the Government), and (b) the amount in the Reserve Account will likely not fall below that required to be accumulated during the next 12 months.

6. **Regulatory Covenants.** So long as the Loan Obligations remain unsatisfied, the Entity shall comply with all appropriate regulations of the Government and shall:

   a. Impose and collect such fees, assessments, rents, occupancy charges, and charges that the income of the Housing will be sufficient at all times for operation and maintenance of the Housing, payments on the Loan Obligations, and maintenance of any required accounts.

   b. Establish and maintain complete books and records relating to the Housing's financial affairs, cause such books and records to be audited at the end of each fiscal year, promptly furnish the Government with a copy of each audit report, and permit the Government or its representative to inspect such books and records at all reasonable times.

   c. If required or permitted by the Government, revise the accounts herein provided for, or establish new accounts, to cover handling and disposition of income from and payment of expenses attributable to the Housing or to any other property securing the Loan Obligations and submit regular and special reports concerning the Housing or financial affairs.
d. Unless the Government gives prior consent:

(1) Not use the Housing for any purpose other than as rental Housing and related facilities for eligible occupants.
(2) Not enter into any contract or agreement for improvements or extensions to the Housing or other property securing the Loan Obligations.
(3) Not cause or permit voluntary dissolution of the Entity nor merge or consolidate with any other organization, nor cause or permit any transfer or encumbrance of title to the Housing or any part thereof or interest therein, by sale, mortgage, lease, or otherwise.
(4) Not cause or permit the issue or transfer of an interest in the Entity, borrow any money, nor incur any liability that would have a detrimental effect on the Housing.

e. Submit Housing reports as per 7 CFR part 3560 or any successor regulation for prior Government review.

f. Comply with all its agreements and Obligations in or under the Note, security instrument, and any related agreement executed by the Entity in connection with the Loan.

g. Not alter, amend, or repeal without the Government’s consent this agreement or the Entity Agreement, which shall constitute parts of the total contract between the Entity and the Government relating to the Loan Obligations.

h. Take other action as may be required by the Government in connection with the operation of the Housing, or with any of the Entity’s operations or affairs which may affect the Housing, the Loan Obligations, or the security.

i. If return on investment for any year exceeds 8 percent per annum of Borrower’s initial investment of

\[ \text{\$0,00} \]

the Government may require that the borrower reduce rents the following year, refund the excess return on the investment to the tenants, or use said excess in a manner that will best benefit the tenants.


a. It is understood and agreed by the Entity that any Loan made or insured will be administered subject to the limitations of the acts of Congress and related regulations, and that any rights granted to the Government herein or elsewhere may be exercised by the Government in its sole discretion.

b. The provisions of this agreement are representations to the Government, to induce the Government to make or insure a Loan to the Entity. If the Entity should fail to comply with or perform any provision of this agreement or any requirement made by the Government pursuant to this agreement, such failure shall constitute default as fully as default in payment of amounts due on the Loan Obligations. In the event of such failure, the Government at its option may require specific performance, declare the entire amount of the Loan Obligations immediately due and payable and, if such entire amount is not immediately paid, may take possession of and operate the Housing and proceed to foreclose its security and enforce all other available remedies, or take such other action as it may deem reasonable.

c. Any provisions of this agreement may be waived by the Government in its sole discretion to any extent such provisions could have been foregone in amended form initially.

d. Any notice, consent, approval, waiver or agreement must be in writing.

e. This Loan Agreement shall be subject to the present regulations of the Government and to its future regulations and provisions.

f. The Corporation agrees that no person with a disability will be subjected to discrimination in employment or denied the benefits of the Housing because of such disability. It will comply with the requirements of the Fair Housing Act, 42 U.S.C. 3601 et seq., the Fair Housing Amendments Act of 1988, the Rehabilitation Act of 1973, 29 U.S.C. 794, the Americans with Disabilities Act of 1990, 42 U.S.C. 12101 et seq., and the implementing regulations of the Department of Agriculture, 7 CFR part 15b.
g. This resolution may be cited in the security instrument and any other instruments as the "Loan Resolution of February 13, 2019."

Housing Authority of the City of River Falls
Anne McAlpine, Executive Director

CERTIFICATE
The undersigned, Anne McAlpine, hereby certifies that the foregoing is a true copy of a resolution duly adopted by the Governing Body on February 13, March 13, 2019, which has not been altered, amended, or repealed and that the undersigned is the authorized person to make this representation on behalf of the Entity.

3/13/19 (Date)

Anne McAlpine (Signature)

(SEAL)
EXHIBIT A to Form 44.5 and 1944-35, Loan Resolution

AMENDMENT
TO
LOAN RESOLUTION

Housing Authority of the City of River Falls
Ratification and Amendment

For and in consideration of the Government’s agreement to defer the payments on the loan identified in the said Loan Resolution in accordance with the terms and conditions of a Debt Deferral Agreement of even date herewith and for the further consideration of the Government’s agreement to make an additional loan (or loans), the Corporation agrees as follows:

Section 1: The Corporation hereby ratifies and confirms the Loan and Grant Resolution/Agreement dated February 13, 2019.

Section 2: Section 5(b) of the Loan Resolution/Agreement is rescinded and replaced with the following:

Reserve Account. Beginning on February 13, 2019 a monthly deposit in the amount of $4,958.34 must be made to the project reserve account. Each month, thereafter, a monthly deposit equal to 1/12th of the annual contribution identified in the Exhibit A (copy Attached) must be made to the reserve account. Reserve funds will be limited to actual costs for replacement with respect to those items that were included in a capital needs assessment for this project entitled Housing Authority of the City of River Falls and dated May 18, 2016. No withdrawals shall be made for items other than actual costs of building system replacements and no withdrawals shall be made with respect to building systems that were not included in such capital needs assessment without the prior written consent of the Government.

Section 3: All other provisions of the Loan Resolution are unaffected by this Amendment and shall remain in full force and effect.

Housing Authority of the City of River Falls

Date: 3-13-19

By: Anne McAlpine
Anne McAlpine – Executive Director

Date: __________

By: __________________________
Resolution # 543

Date: March 13, 2019

INTRODUCTION OF RESOLUTION

The following resolution was introduced by Anne McAlpine, read in full and considered:

RRH LOAN TO A BROADLY BASED NONPROFIT CORPORATION

Niccum moved that the foregoing resolution be adopted as introduced and read, and to be effective retroactive to February 13, 2019, which motion was seconded by Fitzgerald and the roll call showed “Ayes” and “Nays” were as follows:

Ayes: Nick Carow, Matthew Fitzgerald, Jacqueline Niccum

Nays: None

The Vice-Chair thereupon declared said motion carried and said resolution adopted.

Present: Todd Bjerstedt, Nick Carow, Matthew Fitzgerald, Jacqueline Niccum, Amy Peterson

Absent: Todd Bjerstedt, Amy Peterson
Resolution # 543

Date: March 13, 2019

CERTIFICATE OF RECORDING OFFICER

I, Anne McAlpine, the duly appointed, qualified and acting Secretary of the Housing Authority of the City of River Falls, Wisconsin, do hereby certify that the attached extract from the minutes of the meeting of the Board of the Housing Authority, held on Wednesday, March 13, 2019, is a true and correct copy of the original minutes of such meeting, on file, and of record, in so far as they relate to the matters set forth in the attached extract, and I do further certify that each Resolution appearing in such extract is a true and correct copy of a Resolution adopted at such meeting and on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Housing Authority this 13th day of March 2019.

Anne McAlpine, Secretary
EXHIBIT C

AMENDMENT
TO
LOAN RESOLUTION (FORM RD 3560-35)

Housing Authority of the City of River Falls
Ratification and Amendment of Loan Resolutions dated

For and in consideration of the Government’s agreement to defer the payments on the loan identified in the Loan Resolution (Form RD 3560-35) executed February 13, 2019, and the payments on the loans identified in each of the four (4) Debt Deferral Agreements dated February 13, 2019, and for the further consideration of the Government’s agreement to make an additional loan (or loans), the Entity agrees as follows:

Section 1: The Entity hereby ratifies and confirms the Loan Resolution (Form RD 3560-35) dated and executed February 13, 2019.

Section 2: Section 5(b) of the Loan Resolution (Form RD 3560-35) is rescinded and replaced with the following:

Reserve Account. Beginning on February 13, 2019, a monthly deposit in the amount of $4,958.34 must be made to the project reserve account. Each month thereafter, a monthly deposit equal to one-twelfth (1/12) of the annual contribution identified in the Exhibit A (copy attached) must be made to the reserve account. Reserve funds will be limited to actual costs for replacement with respect to those items that were included in a capital needs assessment for this project entitled Housing Authority of the City of River Falls and dated May 18, 2016. No withdrawals shall be made for items other than actual costs of building system replacements and no withdrawals shall be made with respect to building systems that were not included in such capital needs assessment without the prior written consent of the Government.

Section 3: All other provisions of the Loan Resolution (Form RD 3560-35) are unaffected by this Amendment and shall remain in full force and effect.

Housing Authority of the City of River Falls

Date: ___________________________  By: ___________________________
Anne McAlpine – Executive Director

Date: ___________________________  By: ___________________________
## HOUSING AUTHORITY BUDGET REPORT FOR June 2020

### Year Ending June 2020

<table>
<thead>
<tr>
<th>Mar</th>
<th>8 Months at:</th>
<th>67%</th>
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</thead>
<tbody>
<tr>
<td>HUD/RVM</td>
<td>E/B</td>
<td>OAKPK</td>
</tr>
<tr>
<td>WMP FYE 12/2020</td>
<td>25%</td>
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### Income

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<th>Percent</th>
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<td>31,399.00</td>
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<td>241,080.00</td>
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### Utilities

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<tr>
<td>WMP</td>
<td>23,000.00</td>
<td>5,694.00</td>
<td>24.76%</td>
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### Maint

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<tr>
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### Ins/Taxes

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### Admin

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<td>WMP</td>
<td>39,630.00</td>
<td>16,668.00</td>
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### Mortgage & Fees

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<th>To Date</th>
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<tbody>
<tr>
<td>HUD/RVM</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>E/B</td>
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<td>1,697.33</td>
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<td>4,868.00</td>
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### Trx to Reserves

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### Net

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<tr>
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<td>10,741.00</td>
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<td>E/B</td>
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<td>1,276.40</td>
<td>66.67%</td>
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<tr>
<td>OAKPK</td>
<td>4,053.67</td>
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### Investments

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<th>CFP 2019</th>
<th>Mgmt Fund</th>
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<td>8100.00</td>
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<tr>
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<td>2,652.00</td>
<td>1,460.00</td>
<td>-</td>
<td>103,112.00</td>
<td>103,112.00</td>
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</table>
River Falls Housing Authority
Attn: Anne
Re: Griffey/Kennedy Park

May 29, 2020
715-425-7640
amcalpine@rfhousing.org

Steiner Plumbing, Electric & Heating is a full-service mechanical shop with licensed technicians in each of these trades. With over 35 years of business experience we have gained many satisfied and loyal customers. If you have any questions about us or would like references please call us or visit our website at www.steinerinc.net.

AUTHORIZED SIGNATURE: Paul Steiner (LS)

NOTE: PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices.

Owner is to carry fire, tornado, property, and other necessary insurance. Workers are to be fully covered by workman’s compensation insurance. If a job site is deemed to be unsafe, workers have the right to leave until corrections are made by the owner or responsible party. Owner is responsible for ensuring adequate working space and accessibility for workers, tools, equipment, and materials. Any issues will be brought to the owner’s attention as quickly as possible. Steiner Plumbing & Electric, Inc. will not be held responsible for costs or delays in the project due to unsafe working conditions or adequate space requirements.

Any alterations or deviations from the above specifications involving extra costs will become an extra charge over and above the price above billed on a time and materials basis. Unless otherwise noted, any changes required due to code violations or inadequate gas, power, or water supply found during work will be completed on a time and materials basis above and beyond the price above. Steiner Plumbing & Electric, Inc. reserves the right to alter the price above due to significant changes in material costs caused by market volatility, tariffs, taxes, transportation, or other unforeseen reasons.

Work will be completed based on resource and product availability. Steiner Plumbing & Electric, Inc. is not responsible for delays due to weather, product/manufacturing delays, product availability, changes to schedule by other parties, accidents, strikes, or other unforeseen issues.

Unless otherwise noted, excavation and trenching does not include landscaping (e.g. plantings, grass, mulch, pavers, etc.). Tracks from machinery will be minimized if possible, but not always avoidable.

Unless otherwise noted, demolition and disposal not included.

Unless otherwise noted, all exterior utilities to be brought into building by others, and no allowances have been made for utility provider costs.

Quote: $6,061.00
Unless otherwise noted, no temporary connections for water, drainage, power, or heat are included.

If engineering or governmental approval is required as part of this work, Steiner Plumbing & Electric, Inc. reserves the right to alter proposal after review.

**Pre-Lien Notice:** This notice is to advise you of your rights under Wisconsin Law in connection with the improvements to your property. As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

**ACCEPTANCE OF PROPOSAL** – The above prices, specifications, and conditions are satisfactory and are hereby accepted. Steiner Plumbing & Electric, Inc. is authorized to do the work as specified. Payment will be made as outlined above.

AUTHORIZED SIGNATURE: ____________________________ DATE: ____________
Sample - this is the coverage of a pole light.
Luminaire Schedule

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Qty</th>
<th>Label</th>
<th>Arrangement</th>
<th>Lum. Lumens</th>
<th>LLF</th>
<th>Description</th>
<th>Lum. Watts</th>
<th>Total Watts</th>
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<td>P5-160</td>
<td>SINGLE</td>
<td>20068</td>
<td>0.950</td>
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Calculation Summary

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<th>Max</th>
<th>Min</th>
<th>Avg/Min</th>
<th>Max/Min</th>
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<tr>
<td></td>
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<td>4.0</td>
<td>0.0</td>
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</table>

Luminaire: EcoForm Small

All values shown are horizontal footcandles (Fc) at grade.
Values do not represent obstruction from equipment, structures, or other objects.
Values do not represent contribution from daylight penetration, or other light sources.

Pole Modification Disclaimer:
Any modifications made to an existing pole, including, but not limited to, relocating the existing luminaires, reducing or increasing the total number of luminaires, and the addition of accessories such as bulkheads, adapter arms, mounting brackets, etc., may significantly affect the designed performance of the existing pole. Verification of the pole manufacturer's designed characteristics and limitations is not the responsibility of Voss Lighting.
Hi Anne and Tad,

C WB B TR 9L 40k UL BZ- 187.99 per

C-ACC-A-PCELL-LV- $17.59 ( photo cell 120v)

Around 415 dollars for two units.

Nick Carow
Voss Lighting
Call/ Text 612 581 8073
Office 651 697 1599

"Your Word is a lamp to my feet and a light to my path.” Psalm 119:105
THE TRADITIONAL LOOK YOU LOVE - IN LED!

PRODUCT SPECIFICATIONS

OVERVIEW

- Initial Delivered Lumens: Up to 14,300 Lumens
- CRI: ≥ 70
- CCT: Warm White (3000K), Neutral White (4000K), Cool White (5000K)
- Input Power: 30W to 106W
- Dimmable: No
- Operating Temperature Range: -40°C (-40°F) to 40°C (104°F)
- Estimated L_{10} Lifetime @ 25°C: > 100,000 hours
- Power Factor: > 0.9
- Total Harmonic Distortion: < 20%
- Limited Warranty: 5 Years
- Replaces 250W MH/320W PSMH
- BUL Rating per TM-15-11: B1-U3-G3 (6L, 300K/40K); B1-U4-G4 (6L, 50K); B2-U4-05 (9L/14L)

EFFICIENT | DURABLE | RECOMMENDED USE | INPUT VOLTAGE
--- | --- | --- | ---
- Uses 36% less energy than 250W MH | - Heat & shock-resistant borosilicate glass lens | - Security | - Universal (120V through 277V Operation)
- Heavy duty, die-cast aluminum housing

ORDERING INFORMATION
Example: C-WP-B-TR-4L-40K-DB

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<th>C-WP-B</th>
<th>TR</th>
<th>LUMEN PACKAGE</th>
<th>CCT</th>
<th>UL</th>
<th>BZ</th>
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<tbody>
<tr>
<td>PRODUC</td>
<td>TYPE</td>
<td>4L</td>
<td>9L</td>
<td>30K</td>
<td>UL</td>
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</table>
| C-WP-B | TR LED Traditional Wall Pack | 4,000 Lumens (30K/40K/50K) | 9,000 Lumens (30K) | 9,100 Lumens (40K) | 30K | " 
| | | 30W | 9,200 Lumens (50K) | 68W |
| | 6L | 6,100 Lumens (30K) | 14,000 Lumens (40K) | 40K | " |
| | | 6,200 Lumens (40K) | 14,300 Lumens (50K) | " |
| | | 6,500 Lumens (50K) | 105W |
| | 47W |
| 50K | Cool White (5090K) | | |

CERTIFICATIONS:
## C-WP-B-TR-4L/6L/9L/14L Series

### SERIES OVERVIEW

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<thead>
<tr>
<th>DIMENSIONS</th>
<th>PRODUCT WEIGHT</th>
<th>MOUNTING HEIGHT</th>
<th>SPACING</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-1/4&quot; D x 14&quot; W x 9&quot; H</td>
<td>8.1 lbs. (4L)</td>
<td>8'- 20' (4L)</td>
<td>2 to 3 times the mounting height</td>
</tr>
<tr>
<td></td>
<td>8.4 lbs. (6L)</td>
<td>8'- 20' (6L)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10.2 lbs. (9L)</td>
<td>12'- 25' (9L)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10.3 lbs. (14L)</td>
<td>12'- 25' (14L)</td>
<td></td>
</tr>
</tbody>
</table>

### FIXTURE SPECIFICATIONS

<table>
<thead>
<tr>
<th>HOUSING</th>
<th>Heavy duty, die-cast aluminum housing with hinged door frame</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dark bronze polyester powder-coat finish</td>
</tr>
<tr>
<td>LENS ASSEMBLY</td>
<td>Borosilicate glass prismatic</td>
</tr>
<tr>
<td>MOUNTING</td>
<td>(4) 1/2-inch NPS tapped conduit knock outs for flexibility with mounting options</td>
</tr>
</tbody>
</table>

### ELECTRICAL PERFORMANCE

<table>
<thead>
<tr>
<th>OPERATING TEMPERATURE RANGE</th>
<th>ESTIMATED LUMEN LIFETIME @ 25°C (77°F)</th>
<th>POWER FACTOR</th>
<th>TOTAL HARMONIC DISTORTION</th>
<th>DIMMABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>-40°C to 40°C (-40°F to 104°F)</td>
<td>&gt; 100,000 hours</td>
<td>&gt; 0.9</td>
<td>&lt; 20%</td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LUMEN PACKAGE</th>
<th>SYSTEM WATTS (120-277V)</th>
<th>CURRENT DRAW (AMPS)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>120V</td>
<td>208V</td>
</tr>
<tr>
<td>4L</td>
<td>30</td>
<td>0.27A</td>
</tr>
<tr>
<td>6L</td>
<td>47</td>
<td>0.40A</td>
</tr>
<tr>
<td>9L</td>
<td>68</td>
<td>0.57A</td>
</tr>
<tr>
<td>14L</td>
<td>106</td>
<td>0.89A</td>
</tr>
</tbody>
</table>

---

*CA RESIDENTS WARNING: Cancer and Reproductive Harm - www.P65Warnings.ca.gov*
C-WP-B-TR-4L/6L/9L/14L Series

WARRANTY AND CERTIFICATIONS

<table>
<thead>
<tr>
<th>WARRANTY</th>
<th>cULus LISTED</th>
<th>DLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>5-Year Limited*</td>
<td>Wet Locations</td>
<td>Yes</td>
</tr>
</tbody>
</table>

ACCESSORIES

PHOTOCELL - BUTTON, 120V/208V/240V/277V

SKU: C-ACC-A-PCell-LV (120V)
C-ACC-A-PCell-HV (208V/240V/277V)
USE: Photocell is field installed and drilling of the back box in the field is required.
## Vacancy and Re-Rental Activity Report May 2020

<table>
<thead>
<tr>
<th>STATUS</th>
<th>ADDRESS</th>
<th>UNIT TYPE</th>
<th>MOVE OUT</th>
<th>MOVE IN</th>
<th>APPLICANTS OFFERED</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ready</td>
<td>OP 103</td>
<td>1 E</td>
<td>12/31/19</td>
<td>05/22/20</td>
<td>10</td>
<td>1 approved</td>
</tr>
<tr>
<td>Ready</td>
<td>430 G</td>
<td>3F</td>
<td>04/30/20</td>
<td>06/01/20</td>
<td>10</td>
<td>1 approved</td>
</tr>
<tr>
<td>Keys in</td>
<td>440 G</td>
<td>4F</td>
<td>05/31/20</td>
<td>06/30/20</td>
<td>2</td>
<td>1 approved</td>
</tr>
<tr>
<td></td>
<td>412 G</td>
<td>2F</td>
<td>06/30/20</td>
<td></td>
<td></td>
<td>Term. on hold</td>
</tr>
<tr>
<td>EW 226</td>
<td></td>
<td>1E</td>
<td>06/15/20</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### ELDERLY/DISABLED APARTMENT TURNOVER BY MONTH

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Keys</td>
<td>15</td>
<td>22</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

### FAMILY APARTMENT TURNOVER BY MONTH

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Keys</td>
<td>11</td>
<td>9</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

### VOUCHER LEASING BY MONTH

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Keys</td>
<td>9</td>
<td>7</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

### HUD VACANT UNITS BY MONTH (RVM & Family)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Keys</td>
<td>11/19</td>
<td>12/19</td>
<td>4 (1 offline)</td>
<td>4 (1 offline)</td>
<td>3</td>
<td>2 (1 offline)</td>
<td>2 (1 offline)</td>
</tr>
</tbody>
</table>

### OCCUPANCY REPORT

<table>
<thead>
<tr>
<th>FAMILY</th>
<th>RVM</th>
<th>EW</th>
<th>BW</th>
<th>OP</th>
<th>WMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>97%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>96%</td>
<td>100%</td>
</tr>
</tbody>
</table>

### WAITING LIST REPORT

#### ELDERLY 1 BR LIST

<table>
<thead>
<tr>
<th></th>
<th>RVM</th>
<th>EW</th>
<th>BW</th>
<th>OP</th>
<th>WMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total on list</td>
<td>47</td>
<td>57</td>
<td>50</td>
<td>45</td>
<td></td>
</tr>
<tr>
<td>Denied</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Approved for move in</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Non-disabled - RVM only</td>
<td>27</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>In Process</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Housed</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

#### ELDERLY 2 BR LIST

<table>
<thead>
<tr>
<th></th>
<th>RVM</th>
<th>EW</th>
<th>BW</th>
<th>OP</th>
<th>WMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total on list</td>
<td>NA</td>
<td>7</td>
<td>4</td>
<td>5</td>
<td>93</td>
</tr>
<tr>
<td>Approved</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>In Process</td>
<td>0</td>
<td>6</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Housed</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

#### FAMILY

<table>
<thead>
<tr>
<th>FAMILY</th>
<th>1 BR</th>
<th>2 BR</th>
<th>3 BR</th>
<th>4 BR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total on list</td>
<td>16</td>
<td>40</td>
<td>35</td>
<td>19</td>
</tr>
<tr>
<td>Denied</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Approved</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>In Process</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Housed</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### VOUCHER

| WAITING LIST | 52 | UNDER CONTRACT | 59 |
| ISSUE & SEARCHING | 2 | NUMBER FUNDED | 62 |