

**FILED**

SEP 24 1996

BOOK 158 PAGE 0312

**COUNTY CLERK**

BY Kem DeWalle

IN THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY AND COMMUNITY SERVICES AGENCY  
OF LANE COUNTY, OREGON

ORDER NO. 96-8-18-3H

) IN THE MATTER OF APPROVING THE  
) BUDGET REVISION FOR THE HOUSING AND  
) URBAN DEVELOPMENT FY94  
) COMPREHENSIVE GRANT PROGRAM.

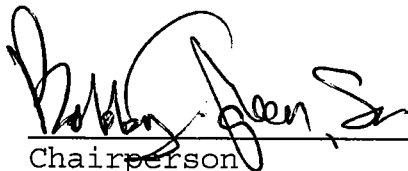
WHEREAS, HUD requires Board approval of a formal budget revision whenever the Comprehensive Grant Budget is adjusted more than 10% in a grant year; and

WHEREAS, HACSA's budget adjustments for the FY94 program have exceeded 10%; and

WHEREAS, the Executive Director having so recommended, NOW, THEREFORE, IT IS HEREBY

ORDERED, that the attached formal budget revision for the FY94 Comprehensive Grant Program is approved for submission to HUD.

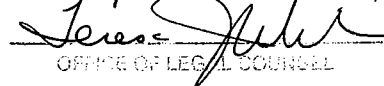
DATED this 18th day of September, 1996



Chairperson  
HACSA Board of Commissioners

APPROVED AS TO FORM

Date 9/9/96 Lane County

  
OFFICE OF LEGAL COUNSEL

IN THE MATTER OF APPROVING THE BUDGET REVISION FOR THE HOUSING AND URBAN DEVELOPMENT FY94 COMPREHENSIVE GRANT PROGRAM.



US Deptment of Housing and Urban Development  
Comprehensive Grant Program

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**Formal  
Budget Revision  
for  
FY94 Comprehensive Grant**

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Annual Statement / Performance and Evaluation Report  
 Part I: Summary  
 Comprehensive Grant Program (CGP)

U.S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name: **HOUSING AUTHORITY OF LANE COUNTY** Comprehensive Grant Number: **OR16P00670394** FFY of Grant Approval: **1994**

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  Performance and Evaluation Report for Program Year Ending **6/30/96**

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1408 Management Improvements	113,900	116,032.09	112,263.71	102,823.40
3	1410 Administration	114,430	114,430.00	114,430.00	92,809.47
4	1411 Audit	-0-	-0-	-0-	-0-
5	1415 Liquidated Damages	-0-	-0-	-0-	-0-
6	1430 Fees and Costs	124,245	105,745.00	31,994.49	31,395.49
7	1440 Site Acquisition	-0-	-0-	-0-	-0-
8	1450 Site Improvement	97,674	97,553.00	66,192.05	60,581.55
9	1460 Dwelling Structures	738,248	814,219.00	750,833.14	602,778.58
10	1465.1 Dwelling Equipment—Nonexpendable	311,026	231,543.91	227,076.65	23,395.05
11	1470 Nondwelling Structures	-0-	25,000.00		
12	1475 Nondwelling Equipment	111,500	111,500.00	108,291.29	105,791.29
13	1495.1 Relocation Costs	23,700	18,700.00	10,536.83	9,434.13
14	1490 Replacement Reserve	-0-	-0-	-0-	-0-
15	1502 Contingency (may not exceed 8% of line 16)	-0-	-0-	-0-	-0-
16	Amount of Annual Grant (Sum of lines 2-15)	<b>1,634,723</b>	<b>1,634,723.00</b>	<b>1,421,618.16</b>	<b>1,028,973.26</b>
17	Amount of line 16 Related to LBP Activities	514,406	350,606	341,899	316,899
18	Amount of line 16 Related to Section 504 Compliance				
19	Amount of line 16 Related to Security				
20	Amount of line 16 Related to Energy Conservation Measures				

(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.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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Annual Statement /  
 Performance and Evaluation Report  
 Part II: Supporting Pages  
 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated $\frac{3}{4}$	Funds Expended $\frac{3}{4}$	Status of Proposed Work $\frac{3}{4}$
			Original	Revised $\frac{3}{4}$	Difference $\frac{3}{4}$			
#1 Laurelwood Homes, Florence	Sidewalks improvements. Improve units site drainage to street.	1450	17,700	30,079.23	+12,379.23	-0-	-0-	
#2: OR6-02 McKenzie Village, Springfield	A. Sidewalk improvements. B. Replace Appliances (stage #1 of 2) C. Encapsulate siding and soffit for lead paint abatement; replace windows (stage #2 of 3) D. Policing Station at the Fairview Building (in conjunction with FY95 funding)	A. 1450	20,686	24,306.77	+3,620.77	\$ 24,306.77	24,306.77	COMPLETE
		B. 1465	142,500	109,500.00	-33,000.00	108,452.60	-0-	DELIVERY 7/96
		C. 1460	287,756	312,756.00	+25,000.00	304,921.26	280,721.76	IN PROGRESS
		D. 1470	-0-	25,000.00	+25,000.00	25,000	-0-	IN PROGRESS
		Proj.	450,942	471,562.77	+20,620.77	462,680.63	305,028.53	
#3: OR6-03 McKenzie Village, Springfield	A. Sidewalk improvements and replacements B. Install metal siding and replace windows (STAGE 1 OF 2)	1450	16,176	16,176	-0-	16,176	16,176	COMPLETE
		1460	9,200	34,200	+25,000	29,097.22	-0-	WORK TO INITIATE 8/96
		Proj.	25,376	50,376.00	+25,000	45,273.22	16,176	
#4 OR6-04 Parkview Terrace, Eugene	Replace stoves tops and wall ovens. (Stage #1 of 2)	1465	135,000	97,000	-38,000	94,165.00	-0-	DELIVERY SCHEDULED FOR JULY 1996
#5 OR6-06 Cresview Villa, Creswell	Exterior Building Improvements to eliminate dry rot and reseal.	1460	12,515	12,515	-0-	11,577.49	-0-	AUGUST '96 COMPLETION ANTICIPATED
#6 OR6-18 Cresview Villa, Creswell	A. Exterior Siding Improvements, eliminate dry rot and reseal building; B. Sidewalk improvements.	1460	18,870	15,870	-3,000	11,577.82	-0-	AUGUST '96 COMPLETION ANTICIPATED
		1450	7,500	510	-6,990	510	510	COMPLETE
		Proj.	26,370	16,380	-9,990	12,087.82	510	
		PAGE	667,903	667,913	+10,010	625,784.16	321,714.53	

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$\frac{3}{4}$  To be completed at the end of the program year.

Annual Statement /  
 Performance and Evaluation Report  
 Part II: Supporting Pages  
 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated $\frac{3}{4}$	Funds Expended $\frac{3}{4}$	Status of Proposed Work $\frac{3}{4}$
			Original	Revised $\frac{3}{4}$	Difference $\frac{3}{4}$			
#7: OR6-7 Riverview Terrace	A. Sidewalk improvements B. Seal Building Patios and Replace Roof	1450	8,612	8,612	-0-	8,611.82	8,611.82	COMPLETED
		1460	75,000	61,000	-14,000	-0-	-0-	BIDS DUE 8/95
		Proj:	83,612	69,612	-14,000	8,611.82	8,611.82	
#8: OR6-9 Veneta Villa and Scattered Sites, Veneta	Scattered Sites: Install/ upgrade driveways to eliminate hazards and drainage problems.	1450	4,000	4,000	-0-	2,800	-0-	WORK SCHEDULED
#9: OR6-15 Scattered Sites	Replace Roof Systems (3 sites)	1460	15,350	15,700	+ 350	15,651.71	15,651.71	COMPLETE
#10: OR6-16 Pengra Court, Spring-field	Replace Ranges and refrigerators	1465	25,300	16,817.91	-8,482.09	16,643.05	16,643.05	COMPLETE
#11: OR6-17 Scattered Sites, Spring-field, Eugene	Comprehensive Modernization of interior and exterior such as walls, flooring, windows, roofs, siding; site improvements including driveways, plantings, sod, grading or leveling; appliance replacements; and lead based paint abatement as required; for 5 Springfield units:  B. City Sewer Line Connection: 1 unit	1460	276,107	303,728	+27,621	300,836.87	255,034.64	WORK COMPLETED
		1465	5,700	5,700	-0-	5,290.00	4,190.00	
		1450	20,000	12,000	- 8,000	11,919.25	9,109.05	
	Proj.		304,807	323,297	+18,490	319,914.33	270,201.90	COMPLETE
PAGE			433,069	429,426.91	-3,642.09	363,620.91	311,108.48	

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$\frac{3}{4}$  To be completed at the end of the program year.

Annual Statement /  
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 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated \$	Funds Expended \$	Status of Proposed Work \$
			Original	Revised \$	Difference \$			
#12: OR6-23 Scattered Sites, Eugene	Roof Replacement and exterior Lead Based paint abatement with replacement materials as required: 1 unit	1460	22,850	37,850	+15,000	36,976.90	36,176.90	COMPLETE
	B. Upgrade heat system - 2 units	1465	2,526	2,526	-0-	2,526.00	2,526.00	COMPLETE
	C. Replace Roof Systems - 4 Units	1460	20,600	20,600	-0-	15,193.87	15,193.57	3 ROOFS COMPLETE
		-----	45,976	60,976	+15,000	54,696.77	53,896.47	
#13: Fees and Costs	A. In-house Architect services and contract administration; Engineering and Architect consulting fees; Lead Based Paint Abatement Specifications and Monitoring;	1430	93,270	93,270	-0-	24,743.36	24,743.36	On-going
	B. Lead Based Paint Testing as required and necessary for abatement activities:	1430	5,300	2,800	- 2,500	2,375.00	1,776.00	On-going
	C. Fees and Permits as required for work:	1430	13,600	600	-13,000	246.16	246.16	On-going
	PAGE:	-----	158,146	157,646	- 500	82,061.89	80,661.29	

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Annual Statement /  
 Performance and Evaluation Report  
 Part II: Supporting Pages  
 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated $\mathcal{A}$	Funds Expended $\mathcal{A}$	Status of Proposed Work $\mathcal{A}$
			Original	Revised $\mathcal{A}$	Difference $\mathcal{A}$			
#13: Fees and Costs - continued	D. Sundries: advertising, printing, etc. as required for processing bid documents and plans:	1430	11,625	8,625	-3,000	4,629.97	4,629.97	ON-GOING
	E. RELOCATION: expenses related to relocation of residents while work is accomplished.	1495	23,700	18,700	-5,000	10,536.83	9,434.13	AS REQUIRED
# 14: Management Improvements	A. Finalize procedures for Annual Unit and Systems Inspections program. Coordinate and Perform work required for Inspections. Initiate preparation of Systems Manual for each housing development (including HVAC, plumbing, water, sewer, etc). Analyze Maintenance Reporting and Unit Turn-around.	1408	44,832	44,832	-0-	44,832	36,969.24	CONTINUING
	B. Resident Initiatives Specialist to continue implementation of the Resident Involvement Strategy, working with resident volunteers, committees, advisory committees, and the public.	1408	35,768	37,900.09	+2,132.09	37,900.09	37,900.09	EXPENDED
	=====	PAGE:	115,925	110,057.09	-5,867.91	97,898.89	88,933.43	

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Annual Statement /  
 Performance and Evaluation Report  
 Part II: Supporting Pages  
 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated $\checkmark$	Funds Expended $\checkmark$	Status of Proposed Work $\checkmark$
			Original	Revised $\checkmark$	Difference $\checkmark$			
#14: Management Improve-ments Continued	<u>C. Other Grant Assistance:</u> Assistance in procuring, preparing and implementing grants for additional resident assistance and services.	1408	6,000			5,927.15	5,927.15	EXPENDED
	<u>D. Training for resident volunteers</u> in leadership, organization of events and projects, implementation of ideas and programs, communication skills, meeting management, developing lasting councils, conflict resolution ;	1408	8,500			8,342.92	8,342.92	98% EXPENDED
	<u>E. Reimbursement to residents</u> attending Public Housing Advisory Committee and Comp Grant meetings for travel and child care;							
	<u>F. Staff Training:</u> Continue to provide additional training for Agency Staff in areas of: Legal knowledge for lease enforcement; Technical Skills such as computers, maintenance skills, hazardous materials handling; '504/Disability Community Relations; Team Building within staff and with residents; First Aid/CPR ; Comp. Grant Management: Lead Based Paint handling, interim management, monitoring, specifications; Cross training for support staff.	1408	2,000			1,786.99	1,131.43	ON-GOING
		1408	16,800			13,474.56	12,552.57	ON-GOING
PAGE: 33,300						29,531.62	27,954.07	

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Annual Statement /  
 Performance and Evaluation Report  
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 Comprehensive Grant Program (CGP)



Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated	Funds Expended	Status of Proposed Work
			Original	Revised	Difference			
#15 Management Improvements  Equipment Needs	A. Management Equipment: Upgrade/Replace Computer stations; Install computer network processing components; Automatic folding machine; Printers; Video Camera.	1475	21,300	21,300	-0-	21,266.50	21,266.50	COMPLETE
	B: Computer Software Improvements, Tenant Accounts Receivable billing system, and Utility Allowances:	1475	6,700	5,301.50	-1,398.50	4,890	2,390	INSTALLED
	C. Tools for Maintenance Department: Replace saw and equipment for technical carpentry repairs; upgrade grounds maintenance equipment for efficiency and safety; Purchase portable drain clearing equipment to eliminate need and expense of vendor services.	1475	8,500	9,898.50	+1,398.50	9,898.50	9,898.50	COMPLETE
	C. Maintenance vehicle replacement program: replace-ments according to life-cycle analysis.							
	D. Phone System Replacement: Install PBX system (Includes prorated cost at Day Island Office.)	1475	15,000	15,000	-0-	15,000	15,000.00	COMPLETE
		1475	60,000	60,000	-0-	57,236.29	57,236.29	COMPLETE
#15: *void* -	(FIC SUPPORT) ELIMINATED IN PREVIOUS BUDGET REVISION							
		PAGE	\$111,500	111,500	-0-	108,291.29	105,791.29	

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3/ To be completed at the end of the program year.

Annual Statement /  
 Performance and Evaluation Report  
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Development Number / Name	General Description of Proposed Work Items	Development Account Number	Estimated Cost			Funds Obligated $\checkmark$	Funds Expended $\checkmark$	Status of Proposed Work $\checkmark$
			Original	Revised $\checkmark$	Difference $\checkmark$			
#16 Administration Expenses	PERSONNEL AND MANAGEMENT OF COMP GRANT A) Technical and Non Technical salaries and benefits; Salaries estimated at \$80,585 and benefits estimated at \$33,845	1410	114,430			114,430	92,809.47	
		----- PAGE:	----- 114,430			----- 114,430	----- 92,809.47	
TOTAL GRANT			\$1,634,273	1,634,273	-0-	1,421,618.16	1,028,973.26	

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$\checkmark$  To be completed at the end of the program year.