



MUSCATINE MUNICIPAL HOUSING AGENCY

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**MEMORANDUM**

**TO:** Gregg Mandsager, City Administrator  
**FROM:** Jodi Royal-Goodwin, Housing Administrator  
**DATE:** March 3, 2016  
**RE:** Capital Funding 2016 – IA01P04950116

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**INTRODUCTION:** Muscatine Municipal Housing Agency (MMHA) annually receives Capital Funding Program Formula Grants (CFP) for the purpose of improving living conditions at Sunset Park and Clark House. In February the U.S. Department of Housing and Urban Development issued notices of allocations for Federal Fiscal Year 2017 will be \$157,119.

**BACKGROUND:** During the five-year planning process the CFP grant was anticipated to be \$163,000. As a result the MMHA must revise the Capital Fund Annual Statement (HUD 50075.1) and Five Year Action Plan (HUD 50075.2) and have both documents approved by the Board of Commissioners.

City Council acts as the MMHA Board of Commissioners.

**RECOMMENDATION/RATIONALE:** It is recommended the Muscatine City Council, acting as the MMHA Board of Commissioners, accept the grant by way of resolution and authorize the housing administrator to execute any and all required documentation.

Attached,  
Resolution  
Capital Fund Program Amendment  
HUD-50075.1 Annual Statement  
HUD-50075.2 Five Year Action Plan

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ACCEPTING CAPITAL FUNDING GRANT  
IA01P04950116, APPROVING AMENDMENTS TO THE CFP ANNUAL STATEMENT  
AND FIVE YEAR ACTION PLAN AND AUTHORIZING THE HOUSING  
ADMINISTRATOR TO EXECUTE REQUIRED DOCUMENTS ON BEHALF OF THE  
BOARD OF COMMISSIONERS**

**WHEREAS,** the Muscatine Municipal Housing Agency (MMHA) has been awarded \$157,119.00 in capital grant formula funding for FFY 2017 by the U.S. Department of Housing and Urban Development; and

**WHEREAS,** updates and revisions to MMHA 2017 capital fund budget have been completed to reflect the amount of the grant without substantial deviation; and

**WHEREAS,** the Muscatine City Council, acting as the MMHA Board of Commissioners, has reviewed the Annual Statement (HUD-50075.1) and Five Year Action Plan (HUD-50075.2);

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the Muscatine, Iowa, BY THE CITY COUNCIL OF MUSCATINE, IOWA to accept this CFP grant, adopt the Annual Statement (HUD-50075.1) and Five Year Action Plan (HUD-50075.2 and authorize the Muscatine Housing Administrator to execute the required documentation.

**PASSED, APPROVED AND ADOPTED** this 3<sup>th</sup> day of March 2016.

\_\_\_\_\_  
DIANA L. BRODERSON, MAYOR  
CITY OF MUSCATINE, IOWA

\_\_\_\_\_  
GREGG MANDSAGER, CITY CLERK

**2016 Capital Fund**

**Capital Fund Program  
(CFP) Amendment  
To The Consolidated Annual Contributions  
Contract (form HUD-53012)**

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

Whereas, (Public Housing Authority) Muscatine Municipal Housing Agency IA049 (herein called the "PHA")

and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Numbers(s) KC-9164 dated 2/11/2005

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ \$157,119.00 for Fiscal Year 2016 to be referred to under Capital Fund Grant Number IA01P04950116  
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number \_\_\_\_\_

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).
2. The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).  
(mark one):  Yes  No

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For *total conversion* of public housing projects, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing projects(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For *partial conversion*, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

The parties have executed this CFP Amendment, and it will be effective on 4/13/2016. This is the date on which CFP assistance becomes available to the PHA for obligation.

<b>U.S. Department of Housing and Urban Development</b>	<b>PHA (Executive Director or authorized agent)</b>
By _____ Date: _____	By _____ Date: _____
Title _____	Title _____

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 06/30/2017

<b>Part I: Summary</b>						
<b>PHA Name:</b> Muscatine Municipal Housing Agency (City of Muscatine, Iowa)		<b>Grant Type and Number</b> Capital Fund Program Grant No: IA05P04950116 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2016</b> <b>FFY of Grant Approval: 2016</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	97,119				
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	50,000				
11	1465.1 Dwelling Equipment—Nonexpendable	10,000				
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> 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  
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<b>Part I: Summary</b>					
<b>PHA Name:</b> Muscatine Municipal Housing Agency	<b>Grant Type and Number</b> Capital Fund Program Grant No: IA05P04950116 Replacement Housing Factor Grant No:  Date of CFFP:	<b>FFY of Grant:2016</b> <b>FFY of Grant Approval: 2016</b>			
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA				
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)	157,119			
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				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

<b>Part II: Supporting Pages</b>								
PHA Name: Muscatine Municipal Housing Agency (City of Muscatine, Iowa)		Grant Type and Number Capital Fund Program Grant No: IA05P04950116 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2016			
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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Sunset Park 40-4	Apartment Renovation	1460	4	20,000				
	Appliance Replacement	1465.1	10	5,000				
	Operations	1406		27,373				
Clark House 49-1	Apartment Renovation	1460	6	30,000				
	Appliance Replacement	1465.1	10	5,000				
	Operations	1406		69,746				

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



**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 08/30/2011**

<b>Part I: Summary</b>						
PHA Name/Number IA049		Locality (City/County & State) Muscatine, Muscatine County, IA			Original 5-Year Plan X	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2015	Work Statement for Year 2 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 60,000	60,000	65,000	65,000	65,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations	97,119	97,119	98,000	98,000	98,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds	157,119	157,119	163,000	163,000	163,000
L.	Total Non-CFP Funds					
M.	Grand Total					

<b>Part I: Summary (Continuation)</b>								
PHA Name/Number		Muscatine Municipal HA IA049 Locality (City/county & State)			Muscatine, Muscatine County, IA		Original 5-Year Plan X	Revision No:
Development Number and Name	Work Statement for	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5			
	Year 1 FFY 2015	2016	2017	2018	2019			
	Annual Statement							
	Clark House Apartment Renovations	CH Apartment Renovations	CH Apartment Renovations	CH Apartment Renovations	CH Apartment Renovations			
	Clark House Appliance Replacements	CH Appliance Replacements	CH Appliance Replacements	CH Appliance Replacements	CH Appliance Replacements			
	Clark House Operations	CH Operations	CH Operations	CH Operations	CH Operations			
	Sunset Park Apartment Renovations	SSP Apartment Renovations	SSP Apartment Renovations	SSP Apartment Renovations	SSP Apartment Renovations			
	Sunset Park Appliance Replacements	SSP Appliance Replacements	SSP Appliance Replacements	SSP Appliance Replacements	SSP Appliance Replacements			
	Sunset Park Operations	SSP Operations	SSP Operations	SSP Operations	SSP Operations			







