

# Oneida Business Committee Meeting Agenda Request Form

1. Meeting Date Requested: 01 / 14 / 15

## 2. Nature of request

Session: ☒ Open ☐ Executive - justification required. See instructions for the applicable laws that define what is considered "executive" information, then choose from the list:

Agenda Header (choose one): Report

Agenda item title (see instructions):

Action requested (choose one)

☐ Information only

☒ Action - please describe:

Accept Oneida Housing Authority quarterly report

## 3. Justification

Why BC action is required (see instructions):

Required reporting

## 4. Supporting Materials

[Instructions](#)

☐ Memo of explanation with required information (see instructions)

☒ Report ☐ Resolution ☐ Contract (check the box below if signature required)

☐ Other - please list (**Note:** multi-media presentations due to Tribal Clerk 2 days prior to meeting)

1.

3.

2.

4.

☐ Business Committee signature required

## 5. Submission Authorization

Authorized sponsor (choose one):

Requestor (if different from above): Dale Wheelock, Oneida Housing Authority Executive Director

Name, Title / Dept. or Tribal Member

Additional signature (as needed):

Name, Title / Dept.

Additional signature (as needed):

Name, Title / Dept.

1) Save a copy of this form in a pdf format.

2) Email this form and all supporting materials to: BC\_Agenda\_Requests@oneidanation.org

## Memorandum

To: Oneida Business Committee/Tribally Designated Housing Entity  
From: Dale Wheelock, Executive Director Oneida Housing Authority  
Date: January 6, 2015  
Subject: **OBC Direct Reports – Housing**

### Demographic Information

The Oneida Housing Authority housing stock includes; 62 Homeownership units

291 Rental units

The number of persons served is **1,170**. Total **353 units**

The occupancy rate is **98%** of all the housing stock that is available. Vacant units reflect move outs and maintenance /or rehabilitation of the units is being conducted.

### Internal Audit Findings

The last quarter provided no progress in resolving the Inventory System. The action needed is to hire an Inventory/Warehouse Mgr. and Inventory/Clerk to set up the implementation and maintenance of the system. Cost Containment to freeze all new hires stops all progress to complete this open audit finding since April, 2012. OHA has the financial resources to fund the positions and equipment necessary to close out this audit finding. Network connectivity of the warehouse with OHA office and Accounting is the secondary element that needs to close out the audit finding.

### Acquisitions

There have been no acquisitions of housing in the Green Bay area by OHA since December, 2012. The previous OBC stopped all acquisitions involving OHA and City of Green Bay PILOT tax agreements. Note: the PILOT tax agreement allowed OHA to purchase housing at a very reasonable cost in Green Bay and paid only 10% of the rent receipts as the tax payment each year for each unit.

### New Construction

#### Green Valley – Phase II

This project is in the lower portion of Green Valley. Access to the property is on Florist Drive. This project consists of the construction of 3 single-family Home Ownership units and 4 duplexes for the rental program. This project will produce 11 units in OHA's housing stock. This FY 2012 IHBG budget for development consists of \$1,674,115 HUD funded resources.

### Henry Road

In its original design the Henry Road development yielded six lots. Five duplexes were built and that remaining six lot will be under construction at the same time of Green Valley and under the same contract.

### Elder Village Cottages

The Elder Village development is located southwest of Elder Services and consists of 32 lots. A contractor has been hired to construct the first phase of construction which consists of 8 cottages. Foundations are expected to be poured in spring 2015. This FY 2011 budget for development consists of \$1,474,115 HUD funded resources.

### Uskah Village

This is a multiplex development located south of Elder Services with the site entrance off South Overland Road and designed to serve single adults and adult couples. The first phase of this development is expected to yield 12-18 dwelling units. A townhouse style is the expected building design.

The project is currently in design phase with an architect and contractor hired to work through all phases of this development project to include; site analysis, site layout, engineering, infrastructure design, and physical construction. Infrastructure ground breaking is expected in the spring/summer of 2015. This FY 2013 budget for development consists of \$1,597,026 HUD funded resources.

The FY 2014 budget for development consists of \$1,980,541 HUD funded resources. The development plan for FY 2014 is to consist of 8-10 units in a combination of duplexes for income-based rental and single family homes for income based home ownership. These units will be used to fill in at existing sites where infrastructure already exists.

Based on the Interim Reporting Assignments memo dated December 10, 2015 Mr. Troy Parr, Assistant Director has oversight of the Housing Authority New Construction area. The quarterly report would be provided by the Development Division for specific construction progress reports.

As some of the OBC/TDHE members are new regarding HUD requirements, I feel the tribe/TDHE needs to be aware of Total Development Cost (TDC). "The tribe/TDHE is responsible for ensuring that the amount of funds from all sources used to construct each unit does not exceed the TDC limits." "Units that improperly exceed TDC limits without appropriate HUD approval will not be deemed to be "affordable housing" and all IHBG funds expended on such units will be disallowed."