

## *MEMORANDUM OF UNDERSTANDING*

THIS MEMORANDUM OF UNDERSTANDING made this 1<sup>st</sup> day of June 2015, between \_\_\_ the Romnes Resident Association \_\_\_, hereinafter referred to as \_\_\_\_\_ the \_\_\_ RRA \_\_\_, and the Community Development Authority of the City of Madison, hereinafter referred to as the CDA.

Whereas, the CDA is a municipal corporation organized and existing pursuant to the laws of the State of Wisconsin and engaged in the development and operation of low rent public housing in accordance with its statutory authority, is desirous of encouraging the broadest tenant participation in the resolution of matters relating to the housing needs of its tenants, and recognizes that such participation will serve the best interests of the local community; will improve management-tenant relations, and will aid in the implementation of physical improvements and social goals attainable; and

Whereas, \_\_\_\_\_ RRA \_\_\_\_\_, a ( resident association ) organized and constituted to represent the interests of the residents of CDA-owned \_\_\_Bjarne Romnes\_\_\_\_\_ Apartments, seeks to improve the quality of life and resident satisfaction and participate in self help initiatives to enable residents to create a positive living environment for residents living in Public Housing in accordance with their Memorandum and By-laws. (24 CFR 964.100)

NOW, THEREFORE, in consideration of the mutual covenants herein, the parties do agree as follows:

### W I T N E S S E T H :

- A. CDA agrees to:
1. Recognize \_\_\_RRA\_\_\_ as the official representative of the residents in the \_\_\_Bjarne Romnes\_\_ Apartments, regarding matters of resident interest and concern.
  2. When requested the CDA shall provide guidance to assist residents in maintaining their organization. (24 CFR 964.18.)

3. Consult with residents to determine the extent to which residents wish to participate in activities involving their community.
4. Provide residents with current information concerning CDA policies.

B. \_\_\_RRA\_\_\_ agrees to:

1. Serve as the resident association and meet all requirements set by the Code of Federal Regulations for official recognition by CDA and HUD. 24 CFR 964.120(g) Adopt and abide by by-laws approved by a majority of the members of the Romnes Resident Association and have a democratically elected governing board that is elected by the voting membership. At a minimum the governing board should consist of (5) elected board members. 24 CFR 964.115 (b) and (c)
2. Collaborate and enter into written agreements with CDA for the use of funds provided by CDA. The written agreements will include a “budget and assurance that all resident association expenditures will not contravene provisions of law and will promote serviceability, efficiency, economy, and stability in the operation” of the Bjarne Romnes Apartments. 24 CFR 964.150(b)(3)
3. Account to CDA for the use of the funds and permit CDA to inspect and audit financial records related to the written agreements. 24 CFR 964.150(b)(3)  
\_\_\_RRA\_\_\_ agrees to provide financial reports to CDA on an annual basis.
4. Provide CDA written documentation of the agenda’s and/or minutes promptly after such meeting occurs.

C. General Provisions

1. If either party breaches a material term of this agreement, the other party may terminate the agreement.
2. This agreement shall become null and void if RRA dissolves or ceases to function.
3. The RRA agrees to hold the CDA harmless for any damage or injury caused to persons or property by RRA members or agents.
4. The parties may amend this Memorandum of Understanding upon mutual agreeable terms and conditions executed by same parties.

D. Additional Requested Obligations by RRA of CDA:

1. Provide office space. (Currently provided in Rm 255 of Romnes Apts)
2. Distribute written information provided by RRA about its mission to new or prospective

residents.

3. Contingent on funding, provide pass through Resident Participation funds from HUD at the rate allowed by HUD.

Lucille Hahn

President, Romnes Resident Association

6-1-15

date

\_\_\_\_\_  
Chair, Community Development Authority

\_\_\_\_\_  
date