



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING NOTICE AND AGENDA
Community Development Authority
August 22, 2012 at 4:30 pm
The Forum
Beloit City Hall
100 State Street

1. Call to Order and Roll Call
2. Citizen Participation
3. Review and Consideration of the Minutes of the Regular Meeting held on June 29, 2012
4. Housing Authority
 - a. Presentation of June Activity Report (Pollard)
 - b. Presentation of June Financial Report (Pollard)
 - c. Presentation of July Activity Report (Pollard)
 - d. Presentation of July Financial Report (Pollard)
 - e. Review and Consideration of Resolution 2012-36, Authorization to Write-Off Beloit Housing Authority Public Housing Tenants Accounts Receivable Second Quarter Vacated Residents (Pollard)
5. Community Development
 - a. Review and Consideration of Resolution 2012-34, Approving Bids for the Demolition of 1123 Highland Avenue (Schneider)
 - b. Review and Consideration of Resolution 2012-35, Recommending Amendments to the 2011 and 2012 HOME Budget (Christensen)
6. Adjournment

*If you are unable to attend this meeting, notify Ann Purifoy at 364-8740 **no later than 4:00PM the Friday before the meeting.***

Notice Mailed: August 17, 2012

Approved: Julie Christensen, Ex. Director

** Please note that upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.

Minutes
Beloit Community Development Authority
100 State Street, Beloit WI 53511
June 29, 2012
4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Friday, June 29, in the Forum of Beloit City Hall, 100 State Street.

1. **Call to Order and Roll Call**

Meeting was called to order by Vice-Chairperson Simpkins at 4:40 p.m.

Present: Commissioners Adama, Jacobs, Leavy, and Simpkins

Absent: Commissioners Johnson, and Luebke

Staff Present: Teri Downing, Julie Christensen, Cathy Pollard, and Ann Purifoy

2. **Approval of Minutes**

Motion was made by Commissioner Leavy and seconded by Commissioner Jacobs to approve the Minutes of the Regular Meeting held on May 23 and the Special Meetings held on May 9, May 15 and June 4, 2012. Motion carried unanimously.

3. **Citizen Participation**

None

4. **Housing Authority**

a. **Presentation of April and May Activity Reports and Financial Reports**

Cathy Pollard, Beloit Housing Authority Director, gave a brief summary of the reports.

Commissioner Leavy asked for clarification on the deficit in Public Housing. Cathy explained that the Public Housing deficit is related to the nine (9) units which are currently being converted to Project-Based Section 8. The Housing Authority has to maintain the units and pay the utilities without any revenue being generated on the units. These units are also outside of the LLC and carry costs outside the management fee.

b. **Review and Consideration of Resolution 2012-29, Approval of Revisions to the Administrative Plan for the Section 8 Housing Choice Voucher Program**

Cathy Pollard presented the staff report and recommendation. The Administrative Plan update was precipitated by the conversion of Public Housing units to Project-Based Section 8.

Commissioner Adama moved and Commissioner Jacobs seconded a motion to approve Resolution 2012-29. Motion carried unanimously.

- c. Review and Consideration of Resolution 2012-30, Approval of Beloit Housing Authority's Plan to Serve as the Fiscal Sponsor for the Beloit Life Initiative for Healthy Families (LIHF)

Cathy Pollard presented the staff report and recommendation.

Commissioner Leavy asked if we had reviewed their Mission Statement. Cathy stated that she serves on the Pathway Oversight Committee for LIHF and helped to develop the statement and policies. Commissioner Adama was concerned with the resources BHA would use as a sponsor. Cathy Pollard informed her that 15 percent of grant money is allocated for a staff member and other monies are coming in. She is currently working with Human Resources to hire a part time accountant/paid student internship.

Commissioner Jacobs moved and Commissioner Leavy seconded a motion to approve Resolution 2012-30. Motion carried unanimously.

5. Community Development

- a. Review and Consideration of Resolution 2012-31 Setting Local Priorities for 2013 Community Development Block Grant Funding

Teri Downing presented the staff report and recommendation.

Commissioner Leavy indicated that at some time we must address the homeless situation and seriously consider it as one of our priorities. Discussion followed regarding funding for homeless assistance, homeless programs which house people, affect of homelessness on families, and justifying funding cuts to programs for needy. Commissioner Adama noted that utility assistance could be eliminated as a priority because funds available for heating assistance have gone unused in recent years.

The consensus was to revise Attachment A, 2013 Recommended Funding Priorities as follows: "1. Public Service Programs which help stabilize neighborhoods by keeping people in their homes, with priority given to innovative, evidence-based homeless assistance programs, foreclosure prevention, credit counseling, financial counseling, and utility assistance."

Commissioner Adama moved and Commissioner Leavy seconded a motion to approve Resolution 2012-31 with revisions. Motion carried unanimously.

- b. Review and Consideration of Resolution 2012-32 Authorizing the CDA to Purchase 1310 West Grand Avenue for an Amount Not to Exceed \$26,500

Teri Downing presented the staff report and recommendation.

Commissioner Jacobs moved and Commissioner Adama seconded a motion to approve Resolution 2012-32. Motion carried unanimously.

c. Review and Consideration of Resolution 2012-33 Authorizing the CDA to Accept the Donation of 517 Liberty Avenue from Bank Mutual

Teri Downing presented the staff report and recommendation. Commissioner Leavy inquired about the cost of demolition; Teri said \$7,500 to \$10,000. Commissioners had a discussion on the logic of spending money to demo a donation, cost to rehab property, funding dollars, and renegotiating the offer.

Commissioner Jacobs moved and Commissioner Adama seconded a motion to approve Resolution 2012-33. Motion carried 3-1.

6. Adjournment

Motion by Commissioner Jacobs and seconded by Commissioner Adama to adjourn. Meeting was adjourned at 5:50 p.m.

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4a

TOPIC: June Activity Report

REQUESTED ACTION: Information only- No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Public Housing:

There were two vacancies in public housing units in June and two upcoming vacancies in July of 2012. Public housing accounts receivable on occupied units totaled \$1,544.80 and vacated units totaled \$15,581.46 at the end of June, 2012 which brings the totaled outstanding public housing accounts receivable to \$17,126.26. Twenty-four applicants were pulled from the public housing waiting list in June; nine applicants were briefed. Eighteen public housing inspections and fourteen annual and interim re-certifications were completed in June.

Section 8:

578 vouchers were housed by June 30, 2012 with 6 voucher holders either searching for units or waiting for passed inspections. Nine portable vouchers were paid by BHA in June with another three families waiting to Port-Out. 42 Section 8 inspections were completed in June, and the Housing Specialists completed 108 annual or interim re-certifications in June. Twenty-six applicants were notified; seven were briefed.

ATTACHMENTS:

June Activity Report

220 Portland 5A
 220 Portland 5B
 220 Portland 5C
 220 Portland 5D
 220 Portland 6A
 220 Portland 6B
 220 Portland 6C
 220 Portland 6D
 220 Portland 7A
 220 Portland 7B
 220 Portland 7C
 220 Portland 7D

Public Housing Inspections

18 Inspections completed. There were 0 annual inspections; there were 13 move-in inspections. There were 5 move-out inspections. There were 0 housekeeping inspections, or preventative maintenance inspections. There were no warranty inspections on Phase 1 properties.

Public Housing Activities

Annual Recerts:	7
Interim Recerts:	7
Notice to Vacate:	0
New Tenants:	12
Transfers:	0
Lease Terminations:	0
Possible Program Violations:	2
Evictions	1

Public Housing Briefings

Number Notified:	24
Number Briefed:	9

Section 8 Program

Total Section 8 Vouchers

598 Vouchers

June

578 under lease - 97% Occupancy
 9 Portable Vouchers – 9 Not Absorbed (0/Port-In)
 6 Voucher holders searching or waiting for passed inspections

Section 8 Inspections

42 inspections were completed in June. 22 were annual inspections. 9 were initial inspections, 10 were re-inspections and there was 1 special inspection.

Section 8 Activities

New Participants:	7	
Annual Recerts:	52	
Interim Recerts:	56	
Abatements:	1	
Movers:	2	
Possible Program Violations:	3	program violations
End of Program	9	

Section 8 Briefings

Number Notified:	26
Number Briefed:	7

APPLICATIONS

Applications Taken: 43 applicants applied in June (2012)
Waiting List: 402 Public Housing, 531 Section 8
0 Tenants removed for Repayment Default
0 Tenants removed for unreported income
0 Tenants removed for unauthorized occupants
0 Applicants removed for debts owed
Some applicants are on both lists, some are not
Section 8 waiting list opened 4/4/11

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4b

TOPIC: Monthly Reports

REQUESTED ACTION: Information only – No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Attached is the Beloit Housing Authority Financial Statement for the month ending June 30, 2012 prepared by the BHA Accountant. Beloit Apartments Redevelopment, LLC activities are included with Public Housing for purposes of this report.

Through the month of June, the Low Income Public Housing (LIPH) program income was \$368,684 and the Housing Choice Voucher (HCV) program was \$1,693,297, for a combined income of \$2,061,981, which is \$225,191 less than budgeted year-to-date.

Through the month of June, the Low Income Public Housing (LIPH) program expenses were \$371,552 and the Housing Choice Voucher (HCV) program expenses were \$1,687,741. Combined program expenses are \$2,059,293, which is \$131,978 less than the approved budget year to date.

Through the month of June, the Housing Authority shows an overall surplus of \$2,688 year-to-date. Public Housing deficit is (\$47,751), Redevelopment Phase 1 & 2 surplus is \$46,882, Section 8 administrative deficit is (\$7,348), and Section 8 HAP surplus is \$12,904.

Through the month of June, the FSS program has 9 of the 25 enrolled tenants holding escrow accounts totaling \$14,070.27. One participant graduated the end of May and their funds totaling \$1,337.21 were disbursed this month. Another participant withdrew \$260 from their account to further allow them to complete one of their goals. The Homeownership program had 5 tenants receiving homeownership assistance payments in June totaling \$1,783.

ATTACHMENTS:

Monthly Financial Report

Cash Flow Statement
Beloit Housing Authority
June 30, 2012

	LIPH YTD Actual	Phase 1 & 2 Actual	HCV YTD Actual	YTD Budget	Variance Over (Under)
Income					
Dwelling Rent/Utilities	28,320.00	58,458.00	-	89,348.00	(2,570.00)
Interest on Investments	567.24	10.24	240.78	1,550.00	(731.74)
Other Income	37,190.74	57,346.58	15,853.26	171,043.00	(60,652.42)
HUD Admin Fees	-	-	164,603.00	34,500.00	130,103.00
HUD Grants/Subsidies	186,791.00	-	1,512,600.30	1,785,844.50	(86,453.20)
Total Income	252,868.98	115,814.82	1,693,297.34	2,082,285.50	(20,304.36)
Expenses					
Administrative					
Salaries/Benefits	114,471.94	-	160,970.96	299,717.26	24,274.36
Office Expenses	19,466.27	16,937.87	25,971.10	105,335.00	42,959.76
Office Contracted Services	1,611.53	-	826.81	-	(2,438.34)
Oper Sub Transfer/Mgmt Fee Pd	29,403.17	9,059.57	-	-	(38,462.74)
Housing Assistance Pmts	-	-	1,499,696.13	1,564,707.00	65,010.87
Maintenance					
Salaries/Benefits	98,950.41	-	-	103,033.24	4,082.83
Materials & Supplies	6,735.28	152.47	-	3,850.00	(3,037.75)
Maintenance Contracts	7,309.81	24,258.45	-	82,815.00	51,246.74
Utilities	8,581.55	8,601.98	-	8,350.00	(8,833.53)
Other Operating					
Protective Services	1,153.10	-	-	650.00	(503.10)
Insurance	5,584.62	3,957.38	896.40	14,150.00	3,711.60
PILOT	1,973.84	4,982.04	-	8,664.50	1,708.62
Other Operating Expenses	7,378.13	982.68	(619.93)	-	(7,740.88)
Total Expenses	302,619.65	68,932.44	1,687,741.47	2,191,272.00	131,978.44
Net Admin Income (Loss)	(49,750.67)	46,882.38	(7,348.30)		
Net HAP Income (Loss)			12,904.17		
Total YTD Income (Loss)	(49,750.67)	46,882.38	5,555.87		

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4c

TOPIC: July Activity Report

REQUESTED ACTION: Information only- No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Public Housing:

There was one vacancy in public housing units in July and two upcoming vacancies in August of 2012. Public housing accounts receivable on occupied units totaled \$1,996.54 and vacated units totaled \$20,894.14 at the end of July, 2012 which brings the totaled outstanding public housing accounts receivable to \$22,890.68. Thirty-seven applicants were pulled from the public housing waiting list in July; twenty-one applicants were briefed. Four public housing inspections and twelve annual and interim re-certifications were completed in July.

Section 8:

572 vouchers were housed by July 31, 2012 with 8 voucher holders either searching for units or waiting for passed inspections. Nine portable vouchers were paid by BHA in July with another three families waiting to Port-Out. 51 Section 8 inspections were completed in July, and the Housing Specialists completed 104 annual or interim re-certifications in July. No applicants were notified; fourteen were briefed.

ATTACHMENTS:

July Activity Report

220 Portland 5A
 220 Portland 5B
 220 Portland 5C
 220 Portland 5D
 220 Portland 6A
 220 Portland 6B
 220 Portland 6C
 220 Portland 6D
 220 Portland 7A
 220 Portland 7B
 220 Portland 7C
 220 Portland 7D

Public Housing Inspections

4 Inspections completed. There were 0 annual inspections; there were 2 move-in inspections. There were 0 move-out inspections. There were 1 housekeeping inspections, or preventative maintenance inspections. There was 1 inspection on a neighbor complaint.

Public Housing Activities

Annual Recerts:	3
Interim Recerts:	9
Notice to Vacate:	0
New Tenants:	1
Transfers:	0
Lease Terminations:	0
Possible Program Violations:	9
Evictions	0

Public Housing Briefings

Number Notified:	37
Number Briefed:	21

Section 8 Program

Total Section 8 Vouchers

598 Vouchers

July

572 under lease - 97% Occupancy
 11 Portable Vouchers – 9 Not Absorbed (0/Port-In)
 8 Voucher holders searching or waiting for passed inspections

Section 8 Inspections

51 inspections were completed in July. 31 were annual inspections. 9 were initial inspections, 10 were re-inspections and there was 1 special inspection.

Section 8 Activities

New Participants:	3	
Annual Recerts:	47	
Interim Recerts:	57	
Abatements:	1	
Movers:	3	
Possible Program		
Violations:	6	program violations
End of Program	6	

Section 8 Briefings

Number Notified:	0
Number Briefed:	14

APPLICATIONS

Applications Taken: 47 applicants applied in July (2012)
Waiting List: 420 Public Housing, 551 Section 8
0 Tenants removed for Repayment Default
0 Tenants removed for unreported income
0 Tenants removed for unauthorized occupants
0 Applicants removed for debts owed
Some applicants are on both lists, some are not
Section 8 waiting list opened 4/4/11

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4d

TOPIC: Monthly Reports

REQUESTED ACTION: Information only – No action required

PRESENTER: Cathy Pollard

STAFF REPORT:

Attached is the Beloit Housing Authority Financial Statement for the month ending July 31, 2012 prepared by the BHA Accountant. Beloit Apartments Redevelopment, LLC activities are included with Public Housing for purposes of this report.

Through the month of July, the Low Income Public Housing (LIPH) program income was \$512,996 and the Housing Choice Voucher (HCV) program was \$1,945,385, for a combined income of \$2,458,381, which is \$29,048 less than budgeted year-to-date.

Through the month of July, the Low Income Public Housing (LIPH) program expenses were \$540,000 and the Housing Choice Voucher (HCV) program expenses were \$1,969,026. Combined program expenses are \$2,509,026, which is \$74,937 less than the approved budget year to date.

Through the month of July, the Housing Authority shows an overall deficit of (\$50,644) year-to-date. Public Housing deficit is (\$48,916), Redevelopment Phase 1 & 2 surplus is \$21,911.56, Section 8 administrative deficit is (\$15,786), and Section 8 HAP deficit is (\$7,853.91).

Through the month of July, the FSS program has 8 of the 25 enrolled tenants holding escrow accounts totaling \$12,834.73. One participant graduated the end of June and their funds totaling \$2,064.10 were disbursed this month. Another participant withdrew \$163 from their account to further allow them to complete one of their goals. The Homeownership program had 5 tenants receiving homeownership assistance payments in June totaling \$1,783, with one of the participants paying their full mortgage since March 2012.

ATTACHMENTS:

Monthly Financial Report

Cash Flow Statement
Beloit Housing Authority
July 31, 2012

	LIPH YTD Actual	Phase 1 &2 Actual	HCVYTD Actual	YTD Budget	Variance Over (Under)
Income					
Dwelling Rent/Utilities	28,196.00	70,224.00	-	104,239.33	(5,819.33)
Interest on Investments	720.09	12.09	277.29	1,808.33	(798.86)
Other Income	100,088.68	96,974.42	15,853.26	199,550.17	13,366.19
HUD Admin Fees	-	-	190,805.00	40,250.00	150,555.00
HUD Grants/Subsidies	216,780.66	-	1,738,450.02	2,083,485.25	(128,254.57)
Total Income	345,785.43	167,210.51	1,945,385.57	2,429,333.08	29,048.43
Expenses					
Administrative					
Salaries/Benefits	133,814.89	-	185,872.12	383,148.22	63,461.21
Office Expenses	33,478.45	27,359.87	34,212.73	116,890.83	21,839.78
Office Contracted Services	2,084.33	-	1,301.93	-	(3,386.26)
Oper Sub Transfer/Mgmt Fee Pd	68,563.74	39,117.10	-	-	(107,680.84)
Housing Assistance Pmts	-	-	1,746,303.93	1,825,491.50	79,187.57
Maintenance					
Salaries/Benefits	115,427.57	-	-	120,205.45	4,777.88
Materials & Supplies	6,782.83	395.16	-	4,491.67	(2,686.32)
Maintenance Contracts	8,655.57	56,425.47	-	96,617.50	31,536.46
Utilities	9,461.22	10,238.26	-	9,741.67	(9,957.81)
Other Operating					
Protective Services	1,191.80	169.45	-	758.33	(602.92)
Insurance	6,576.99	4,612.38	1,061.20	16,508.33	4,257.76
PILOT	1,873.48	5,998.58	-	10,108.58	2,236.52
Other Operating Expenses	6,790.13	982.68	273.66	-	(8,046.47)
Total Expenses	394,701.00	145,298.95	1,969,025.57	2,583,962.08	74,936.56
Net Admin Income (Loss)	(48,915.57)	21,911.56	(15,786.09)		
Net HAP Income (Loss)			(7,853.91)		
Total YTD Income (Loss)	(48,915.57)	21,911.56	(23,640.00)		

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 4e

TOPIC: Resolution No. 2012-36
Authorization To Write-Off Beloit Housing Authority
Public Housing Tenants Accounts Receivable 2012
Second Quarter Vacated Residents

REQUESTED ACTION: Approval of Resolution No. 2012-36

PRESENTER: Cathy Pollard

STAFF REPORT:

HUD has recommended to the Beloit Housing Authority (BHA) that we write off our Public Housing tenant accounts receivable (TAR) quarterly so that the agency does not carry a large TAR at the end of year and damage our overall HUD management rating.

Two (2) Public Housing tenants vacated leaving balances due which staff has not been able to collect. Total owed for the above quarter is \$11,684.59. This will be reported to Happy Software and the Tax Refund Intercept Program for collection action.

STAFF RECOMENDATION:

Staff recommends approval of Resolution 2012-36

ATTACHMENTS:

Resolution No. 2012-36 and attached detail

**RESOLUTION NO. 2012-36
AUTHORIZATION TO WRITE -OFF
BELOIT HOUSING AUTHORITY
PUBLIC HOUSING TENANTS ACCOUNTS RECEIVABLE
SECOND QUARTER 2012 VACATED RESIDENTS**

WHEREAS, three tenants have vacated their Public Housing units leaving a balance due for rent, late fees, sewer, water, maintenance charges, move-out charges, and/or damages; and

WHEREAS, efforts to collect the amount due have not been successful.

NOW THEREFORE BE IT RESOLVED that \$11,684.59 be written off of the Beloit Housing Authority records and reported to Happy Software and the Tax Refund Intercept Program for collection action.

Adopted this 22nd day of August, 2012

Thomas Johnson, Chairman
Beloit Community Development Authority

ATTEST:

Julie Christensen, CDA Executive Director

Public Housing Write Offs for June 2012 (2nd Qtr)

AMP 101

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
		0.00						
		0.00						
	<i>Subtotal</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00

AMP 102

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
Taylor, Ladonna	12/27/11	4,800.00		4,800.00				
Turner, Lakisha	02/01/12	6,014.00		6,014.00				
	<i>Subtotal</i>	10,814.00	0.00	10,814.00	0.00	0.00	0.00	0.00

AMP 103

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
		0.00						
		0.00						
	<i>Subtotal</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00

LLC Phase I

Name	M/O Date	Total	Rent	Repmt Agrmt	Utility	Maint	Late Fees	Legal Fees
Taylor, Ladonna	12/27/11	600.59	133.23			467.36		
Turner, Lakisha	02/01/12	270.00				270.00		
	<i>Subtotal</i>	870.59	133.23	0.00	0.00	737.36	0.00	0.00

Total for July '12 Write Offs		11,684.59	133.23	10,814.00	0.00	737.36	0.00	0.00
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REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 5a

TOPIC: Resolution 2012-34, Awarding the Demolition Contract for 1123 Highland Avenue

REQUESTED ACTION: Approval of Resolution 2012-34

PRESENTER: Scott Schneider

STAFF REPORT:

The Neighborhood Stabilization Program 3 (NSP3) provides funding for the redevelopment of abandoned and foreclosed homes and residential properties. The Department of Housing and Urban Development awarded \$5,000,000 in NSP3 funds to the State of Wisconsin Department of Commerce. \$1,293,000 of these NSP3 grant funds were awarded to the Rock County Consortium of which \$655,750 will be utilized in Beloit's Census Tract 16, one of the areas most affected by foreclosures. The City's funds will be used to buy foreclosed houses and either rehabilitate and resell them or demolish them.

The property located at 1123 Highland Avenue will be the third house to be demolished by the Community Development Authority under the NSP3 program. Our contractual obligation was to demolish two properties. We are allowed to demolish more than two, since we have a budget surplus from the original demolition projects. Once the house is demolished, the lot will be offered for sale to the adjoining neighbors.

On March 22, 2012 we received three bids for the demolition of 1123 Highland Avenue. They are listed below. The lowest bid was from Gensler Excavating and Snow Plowing at \$8,329.

Name of Contractor	Bid Amount
Gensler Excavating and Snow Plowing	\$8,329
Northern Illinois Service Co.	\$9,500
Custom Ditching Inc. (Now CCI)	\$10,995

In March, no action was taken on the bids. At the time, staff had concerns that we might not be able to acquire the required five houses for rehabilitation by the NSP deadline. 1123 Highland has an attractive exterior; however, the inside is in horrible condition. Additionally, the Zoning Ordinance would require the conversion of the house from a duplex to a single family house, which makes this house a very expensive rehabilitation project. Staff also has concerns that we may not be able to remove all of the odor that currently permeates the entire house. Given those issues, staff felt that the demolition of the house was the preferred option, but held the house in reserve in case we were not able to purchase a better house to rehab.

As events unfolded, we have been able to purchase our quota of rehabilitation houses. Therefore, we are now pursuing demolition of this property. Communication with the contractor has established that he will still honor his pricing beyond the 60 days after the bids were due.

STAFF RECOMENDATION:

Staff recommends that the Community Development Authority approve Resolution 2012-34, Awarding the Demolition Contract to Gensler Excavating and Snow Plowing

ATTACHMENTS:

Resolution 2012-34

**RESOLUTION 2012-34
AWARDING THE DEMOLITION CONTRACT FOR
1123 HIGHLAND AVENUE**

WHEREAS, the City of Beloit has received \$655,750 for the Neighborhood Stabilization Program 3 (NSP3) from the Wisconsin Department of Commerce under Title III of Division B of the Housing and Economic Recovery Act (HERA), 2008 for emergency assistance for redevelopment of abandoned and foreclosed homes and residential properties; and

WHEREAS, the demolition of 1123 Highland Avenue is part of the NSP3 program, three bids for the demolition of the house were received, the low bid was from Gensler Excavating and Snow Plowing for \$8,329.00, and Gensler Excavating and Snow Plowing is a qualified bidder.

NOW THEREFORE BE IT RESOLVED, that the contracts for the demolition of 1123 Highland Avenue, and hereby is, awarded to Gensler Excavating and Snow Plowing, Janesville, Wisconsin, in the following amounts:

Greg Gensler DBA Gensler Excavating and Snow Plowing 3348 N Cty Rd E Janesville, WI 53548	\$8,329.00
TOTAL PROJECT COST	\$8,329.00

NOW THEREFORE BE IT FURTHER RESOLVED, that the amount of \$8,329.00 be, and hereby is, funded as follows:

FUNDING:

73675200-524023-10471	NSP3 Resale – Beloit	\$ 8,329.00
TOTAL AVAILABLE FUNDING		<u>\$ 8,329.00</u>

Adopted this 22nd day of August, 2012.

Thomas M. Johnson, CDA Chairperson

ATTEST:

Julie Christensen, Executive Director



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

REPORT TO THE BELOIT COMMUNITY DEVELOPMENT AUTHORITY

AGENDA ITEM: 5b

TOPIC: An amendment to the 2011 and 2012 HOME Investment Partnerships Program (HOME) budgets related to the Community Housing Development Organization (CHDO) funding

ACTION: Consideration of Resolution 2012-35, Recommending Approval of an Amendment to the 2011 and 2012 HOME Budgets Related to Community Housing Development Organization (CHDO) Funding

PRESENTER: Julie Christensen

STAFF REPORT:

In July 2001, the City Council approved an intergovernmental agreement with Rock County and Janesville regarding a Rock County HOME Consortium. This agreement created the Consortium and made us eligible to receive an annual allocation of HOME dollars. According to HOME Investment Partnership Program guidelines, 15 percent must be allocated to a Community Housing Development Organization (CHDO). In this HOME agreement, it was determined that this 15 percent would be allocated to a CHDO in Beloit. This agreement also established that the City of Beloit would receive 19 percent of the Consortium dollars awarded.

For the 2011 HOME budget, the City Council awarded the CHDO funding to Neighborhood Housing Services of Beloit, Inc. (NHS). For the 2012 HOME Budget, the City Council awarded 50 percent of the CHDO funding to NHS and 50 percent of the CHDO funding to Community Action, Inc. of Rock and Walworth Counties (CAI).

HUD regulations require 15 percent of the Rock County Consortium expenditures each year to be CHDO expenditures. In the past year, we have been having difficulty getting the CHDO funds expended in a timely manner in compliance with the regulations. Earlier this year, HUD submitted a letter to the Rock County Consortium regarding the expenditure of the CHDO

funds. NHS is not spending these dollars in a timely manner which is problematic for the Consortium as a whole.

Earlier this year, we brought this issue before the CDA and the City and at that time, we awarded a portion of the CHDO funds for 2012 (the 50 percent mentioned above) to CAI. However, since that decision was made, City staff from Janesville and Beloit has met with NHS and CAI. We reviewed the 2011 and 2012 budgets and determined that the best solution was to award the 2011 CHDO funds to CAI and the 2012 CHDO funds to NHS. The 2011 CHDO funds amount to \$83,594, and the 2012 CHDO funds amount to \$60,738.

Both agencies would be completing acquisition-rehabilitation projects in Beloit. Community Action would use its funds to continue to make progress on the Merrill Housing Initiative. NHS has been focusing their efforts in the Near Westside neighborhood.

STAFF RECOMMENDATION:

Staff recommends that the Resolution 2012-35 be approved.

ATTACHMENTS:

Resolution 2012-35

RESOLUTION 2012-35
RECOMMENDING APPROVAL OF AN AMENDMENT TO THE 2012 HOME INVESTMENT
PARTNERSHIP (HOME) BUDGET RELATED TO COMMUNITY HOUSING DEVELOPMENT
ORGANIZATION (CHDO) FUNDING

WHEREAS, Department of Housing and Urban Development (HUD) regulations require 15 percent of the Rock County HOME Consortium funds to be allocated to a Community Housing Development Organization (CHDO) in Rock County, and

WHEREAS, the Intergovernmental Agreement between the Rock County HOME Consortium partners require the CHDO funds to be awarded to a CHDO in Beloit, and

WHEREAS, Neighborhood Housing Services of Beloit (NHS) is an eligible Community Housing Development Organization in the City of Beloit, and

WHEREAS, Community Action of Rock and Walworth Counties, Inc. (CAI) is an eligible Community Housing Development Organization in the City of Beloit, and

WHEREAS, NHS' acquisition-rehabilitation program and CAI's Merrill Housing Initiative are eligible projects under the HOME program and are consistent with the City's Consolidated Plan.

NOW THEREFORE BE IT RESOLVED, that the Community Development Authority recommends that the City Council allocate the 2011 CHDO funds to CAI's Merrill Housing Initiative and the 2012 CHDO funds equally to NHS' acquisition-rehabilitation program.

Adopted this 22nd day of August, 2012.

Thomas Johnson, Chairman
Beloit Community Development Authority

ATTEST:

Julie Christensen, Executive Director
Beloit Community Development Authority