



NEWS FOR LANDLORDS Fall 2020 Edition

Important Days

Oct 31 Halloween
Nov 1 Daylight Savings Time Ends
Nov 3 Election Day
Nov 11 Veterans Day
Nov 26 Thanksgiving
Dec 24/25 Christmas Eve/Day

Office Closures

BHA will be closed Thursday November 26, Friday November 27 due to the Thanksgiving Holiday. As well as closed on Thursday December 24, Friday December 25 due to the Christmas Holiday. Please be aware that in an effort to prevent the spread of the COVID-19 virus, this location remains closed to the public until further notice. BHA staff members will continue to work remotely via email and telephone, with some delays in service delivery expected.

Abatements

In the Housing Choice Voucher program, the term abatement means that the Housing Assistance Payment (HAP) will not be paid for a period of time. This happens when a unit fails inspection and the repairs that the owner is responsible for are not completed, inspected and passed by the deadline for correction. No payments are made during the abatement period.

RENT INCREASE REQUESTS

Landlords must give tenant a 60-day notice of any change in the lease, such as rent increases or change in who is responsible for the utilities. A copy of the notice of change must be submitted to our office.

UTILITIES

If your tenant is responsible for paying the water/sewer bill, please make sure they get a copy of the bill. Please do not allow the tenant to get more than a month or two behind. As you know, unpaid bills go on your taxes.

DO YOU HAVE ANY CHANGES?

- New phone number
- New address
- Selling your assisted unit
- Change in Direct Deposit

Please report any changes in writing to our office using the appropriate Landlord Change form which you may obtain from one of our Housing Specialists. Be advised, we do not handle any changes to property tax mailings. Property Tax changes must be completed with the appropriate Treasurer's Office.

DYK... (Did you know?)

The City of Beloit, Division of Community and Housing Services has Housing Rehabilitation Loan Programs? Landlords whose rental properties are occupied by low to moderate income households (as defined by HUD) may be eligible for low interest loans

For more information contact:

Housing and Community Services Division
Beloit City Hall, 100 State St
Beloit, WI 53511
608-364-6713

REMINDERS

HUD guidelines require that we must have original signatures on the HAP contract for the Housing Authority file. Our agency is also required to have a copy of the lease for the file. These items should be returned within 60 days of the "lease up". Thank you for your attention in this matter.

As landlords you are responsible for screening and selecting tenants for tenancy. (BHA only determines program eligibility).

Additionally, BHA applications and change forms for tenants are available in the kiosk on the first floor at City Hall.

INSPECTION INSIGHT

OCTOBER IS FIRE PREVENTION MONTH:

As a reminder, all units are to be equipped with carbon monoxide AND smoke detectors on every level of the unit, including the basement. The detectors are to be installed and properly functioning during the time of inspection. Units that are not equipped with the proper number of/and functioning detectors may be subject to a City of Beloit citation and fine at the time of the inspection of \$187.00

GRASS AND WEEDS:

Grass and weeds must be maintained on the entire property, including the terrace so that it does not exceed 8" in height.

REMOVAL OF SOLID WASTE:

Trash and debris, bagged yard waste and/or other unsightly material must be removed/cleaned up from the entire yard (front, rear, and terrace/fence areas) and property.

SIDEWALKS AND DRIVEWAYS:

All driveways and parking areas shall be paved with asphalt, concrete, paving brick or block or durable impervious material. Vehicles cannot be parked on the grass.

Beloit Housing Authority Section 8 Staff (BHA)

Main Office 608-364-8740

Clint Cole, BHA Director
608-364-8753
ColeC@beloitwi.gov

Leslie Bridges, Inspector
608-364-6739
BridgesL@beloitwi.gov

Jeff Hoyt, Special Programs Administrator
608-364-8750
HoytJ@beloitwi.gov

Anjanette Sherrod, Housing Specialist
608 364-8744
SherrodA@beloitwi.gov

Vacant, Housing Specialist
608-364-8743

Paul Larrick, Accountant
608-364-8748
LarrickP@beloitwi.gov