



PUBLIC NOTICE & AGENDA
BELOIT COMMUNITY DEVELOPMENT AUTHORITY
City Hall Forum - 100 State Street, Beloit, WI 53511
4:30 PM
Wednesday, March 24, 2021

*
Members of the media or the public may participate in the open session portion of this agenda by calling 1 (872) 240-3311, access code 795-903-325 . All participants' phones will be muted. Attendance at the meeting in person will be limited. If you would like to provide comments for the any of the items on the agenda, please submit those to christensenj@beloitwi.gov by 12:00 noon on Wednesday, March 24, 2021.

1. CALL TO ORDER AND ROLL CALL
2. PUBLIC COMMENT
3. MINUTES
 - 3.a. Consideration of the minutes of the January 27, 2021 Community Development Authority meeting
[Attachment](#)
4. BELOIT HOUSING AUTHORITY
 - 4.a. Presentation of the January/February Activity Report (Cole)
[Attachment](#)
 - 4.b. Presentation of the December 2020 Financial Report (Cole)
[Attachment](#)
 - 4.c. Consideration of Resolution 2021-02 Awarding Contract for Siding Replacement at Phase 2 Public Housing Sites (Cole)
[Attachment](#)
 - 4.d. Consideration of Resolution 2021-03 Awarding Contract for Tub/Shower Valve Replacement at Public Housing Sites (Cole)
[Attachment](#)
5. COMMUNITY AND HOUSING SERVICES
 - 5.a. Public Hearing and Presentation of the 2020 Consolidated Annual Performance Evaluation Report for the Community Development Block Grant (CDBG) Program (Downing)
[Attachment](#)

6. ADJOURNMENT

** 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 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

January 27, 2021

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, January 27, 2021 in the Forum of Beloit City Hall, 100 State Street.

1. Call to Order and Roll Call

Meeting was called to order by Commissioner Ellison at 4:30 p.m.

Present: Commissioners Douglas, Ellison, Gorman and Roland; Councilors Forbeck and Leavy

Absent: None

Staff Present: Julie Christensen, Clinton Cole, Eric Miller and Ann Purifoy

2. Election of Officers

2.a. Election of Chairperson

The nominations for Chairperson were opened. Councilor Leavy nominated Commissioner Ellison, seconded by Commissioner Roland. Commissioner Ellison accepted the nomination and was elected (6-0), by roll call vote.

2.a. Election of Vice-Chairperson

The nominations for Vice-Chairperson were opened. Commissioner Roland nominated Commissioner Gorman, seconded by Commissioner Ellison. Commissioner Gorman accepted the nomination and was elected (6-0), by roll call vote.

3. Public Comment

None

4. Minutes

4.a. **Consideration of the Minutes of the December 9, 2020 regular meeting and the December 21, 2020 special meeting of the Community Development Authority.**

Motion was made by Commissioner Roland and seconded by Commissioner Gorman to approve the minutes of the December 9, 2020 regular meeting and the December 21, 2020 special meeting of the Community Development Authority. Motion carried (6-0), roll call vote.

5. Beloit Housing Authority

5.a. Presentation of the November Activity Report

Clinton Cole, Beloit Housing Authority Director, gave a brief summary of the report.

- 5.b. Presentation of the December Activity Report
Clinton Cole gave a brief summary of the report.

Mr. Cole stated that public housing inspections will resume next month following the same procedures used for Section 8 inspections.

- 5.c. Presentation of the October-November Financial Report
Clinton Cole presented the staff report and recommendation.

Mr. Cole indicated that the shortfall funding approved by HUD is being reviewed to determine if we are eligible for the funds.

6. Redevelopment Authority

- 6.a. Consideration of Resolution 2021-01, Authorizing the Full Redemption of \$2,640,000 Community Development Authority of the City of Beloit, Wisconsin Taxable Lease Revenue Refunding Bonds, Series 2008, and \$5,340,000 Community Development Authority of the City of Beloit, Wisconsin Lease Revenue Bonds, Series 2009
Eric Miller, Finance and Administrative Services Director, presented the staff report.

Councilor Leavy moved and Commissioner Ellison seconded a motion to approve Resolution 2021-01. Motion carried (6-0), by roll call vote.

7. Economic Development

- 7.a. Appointment of a CDA Board Member to the Greater Beloit Economic Development Corporation
Julie Christensen, Community Development Director, presented the staff report.

Commissioner Roland volunteered to continue to serve on the Greater Beloit Economic Development Corporation. Commissioner Leavy made a motion, seconded by Commissioner Gorman to appoint Commissioner Roland to the Greater Beloit Economic Development Corporation. Motion carried (6-0), by roll call vote.

8. Adjournment

Motion by Councilor Leavy and seconded by Commissioner Roland to adjourn the meeting at 4:53 p.m. Motion carried unanimously.

Respectfully submitted,

Ann Purifoy

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4a		
Topic:	January/February Activity Report		
Date:	March 24, 2021		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

Each month, the Housing Authority provides an activity report to the Community Development Authority. This report is for information only.

Key Issues

Public Housing:

At the end of this reporting period, there were no public housing vacancies. 17 annual and 22 interim certifications were completed. 13 annual inspections were conducted in February.

Section 8:

474 vouchers were housed on February 28, 2021, with 10 voucher holders either searching for units or waiting for passed inspections. Three portable vouchers were paid by BHA, and seven port-in vouchers were administered. The Housing Specialists completed 70 annual and 86 interim recertifications during this reporting period. 199 Housing Quality Standards (HQS) inspections were completed in January and February. The BHA Inspector is utilizing personal protective equipment (PPE) to ensure her safety, as well as the safety of the families occupying the units.

On February 5, the BHA was notified by HUD's Quality Assurance Division (QAD) that they would be conducting a remote Calculation of HAP and Adjusted Income Review (CHAIR). This review will ensure that the BHA HCV Housing Specialists are calculating participants' rent amounts correctly.

On February 12, the BHA was notified by HUD's Quality Assurance Division (QAD) that they would be conducting a remote Voucher Management System (VMS) review. The primary purpose of the review is to validate the Unit Months Leased (UML) and Housing Assistance Payments (HAP) recorded in VMS for the 2020 calendar year.

Conformance with Strategic Plan

Approval of this action would conform with the stated purpose of the following strategic goal:

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity
- Goal #6 - Create and Sustain a Positive Image, Enhance Communications and Engage the Community

Sustainability

(If applicable, briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment. Consider whether the policy or program will reduce dependence upon fossil fuels, reduce dependence on chemicals and other manufacturing substances that accumulate in nature, reduce dependence on activities that harm life sustaining eco-systems, and/or meet the hierarchy of present and future human needs fairly and efficiently. Write N/A if not applicable) N/A

Action Required/Recommendation

No action required. Information only.

Fiscal Note/Budget Impact

All fiscal/budget impacts are noted in the report.

Attachments

January/February Activity Report

**Beloit Community Development Authority
Activity Report to Board for February 2021**

PUBLIC HOUSING

Total Public Housing Units	131 Units	
Occupied on 2/28/2021	131 Units	100% Occupancy
Vacancies on 2/28/2021	0 Units	0% Vacancy
Vacancies by Type		
Elderly	0 Units	100% Occupancy
Family	0 Units	100% Occupancy

Public Housing Inspections

13 annual inspections were completed in February.

Public Housing Activities

Annual Recertifications	17
Interim Recertifications	22
Tenant notices to Vacate *Not due to eviction	2
New Tenants	0
Transfers	0
Lease Terminations	0
Possible Program Violations	0
Evictions	0

Public Housing Briefings

Number Notified	10
Number Briefed	5

SECTION 8 PROGRAM

Total Section 8 Vouchers	598 Vouchers	
Total Under Lease on 2/28/2021	474 Vouchers	79% Utilization
Total Portable Vouchers Paid	3 Vouchers	
Total Port Out*	3 Vouchers	
Total Port In*	7 Vouchers	

* Port Out – Not absorbed by other Housing Authorities; paid by Beloit Housing Authority

* Port In – Portable vouchers administered by BHA but paid by other Housing Authorities

Section 8 Inspections

The BHA Inspector completed 137 annual, nine initial, 52 reinspections, and one special inspection during this reporting period.

Section 8 Activities

New Participants	1
Annual Recertifications	70
Interim Recertifications	86
Abatements	2
Unit Transfers	3
Possible Program Violations	0
End of Program	12
Port outs	1

Section 8 Briefings

Number Notified	15
Number Briefed	0

APPLICATIONS ON WAITING LIST

Public Housing East	57
Public Housing West	44
Parker Bluff	159
Section 8 Program	227

- 0 Applicants removed for Repayment Default
- 0 Applicants removed for unreported income
- 0 Applicants 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

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4b		
Topic:	December 2020 Financial Report		
Date:	March 24, 2021		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

Each month, the Housing Authority provides a financial report to the Community Development Authority. This report is for information only.

Key Issues

Attached is the Beloit Housing Authority Financial Statement prepared by the BHA Accountant as of December 31, 2020.

Through the month of December, the Low Income Public Housing (LIPH) program income was \$756,204.53 and the LIPH expenses were \$547,366.61. There was a surplus of \$208,837.92 in LIPH.

Through the month of December, inflows of revenue from LIPH Grants total \$194,680.79 and related grant expenses total \$194,680.79.

Through the month of December, the Project-Based Voucher (PBV) program income was \$219,245.88 and the expenses were \$348,752.20. The PBV had a deficit of \$129,506.32. The deficit is the result of the proceeds from the sale of Project-Based units: 1206 Central Avenue, 912 Clary Street, 1310 Strong Avenue, and 852 Eighth Street in 2020 being transferred to the LIPH Fund. This transfer is due to the BHA receiving permission from HUD to utilize the sales proceeds of the Project Based units for operation and administration of its current public housing units.

In addition, there was significantly less rental revenue due to the sale of the Project Based units. Looking ahead to FY 2021 and beyond, there will continue to be deficits. This is a result of the transfer of the net sale proceeds from 745 Highland Avenue to the Public Housing Fund, and the operating expenses that will continue to be charged to the Project-Based Fund during FY 2021. This is due to the BHA's continued possession of the last Project-Based unit located at 240 Portland Avenue. For example, utilities, insurance, repair costs, any payroll costs associated with the property will continue to be charged to the fund, while no rental income is being received. The BHA is waiting for HUD-legal to review the property information for 240 Portland Avenue and give instruction on what must be done with the unit. Once that process is complete, this fund will be closed.

Through the month of December, Phase 1 program income was \$295,849.68 and the expenses were \$253,122.15. Phase 1 had a surplus of \$42,727.53. Of this surplus, \$4.27 is the Housing Authority's portion.

Through the month of December, Phase 2 program income was \$329,897.26 and the expenses were \$301,877.66. Phase 2 had a surplus of \$28,019.60. Of this surplus, \$2.80 is the Housing Authority's portion.

Through the month of December, the Housing Choice Voucher (HCV) program income was \$3,301,129.19 and expenses were \$3,205,119.05. The HCV program had a surplus of \$96,010.14.

Debts owed BHA collected through December 2020: Total \$14,181.70
SDC Program: \$12,236.74 Repayments: \$1,944.96

Conformance with Strategic Plan

Approval of this agreement would conform with the stated purpose of the following strategic goal:

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity

Goal #6 - Create and Sustain a Positive Image, Enhance Communications and Engage the Community

Sustainability

(If applicable, briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment. Consider whether the policy or program will reduce dependence upon fossil fuels, reduce dependence on chemicals and other manufacturing substances that accumulate in nature, reduce dependence on activities that harm life sustaining eco-systems, and/or meet the hierarchy of present and future human needs fairly and efficiently. Write N/A if not applicable)

N/A

Action Required/Recommendation

No action required. Information only.

Fiscal Note/Budget Impact

All fiscal/budget impacts are noted in the report.

Attachments

December 2020 Financial Report

Consolidated 2020 Budget Report for LIPH/PBV - December 31, 2020

		YTD Actual				Annual Board Approved Budget		
Income	Approved YTD	LIPH	LIPH Grants	PBV	Total	LIPH/PBV		Total
1 Dwelling Rental	42,485.00			19,705.86	19,705.86	42,485.00		42,485.00
2 Excess Utilities	-				-			-
3 Interest on Unrestricted Fund Investments	-	966.50			966.50			-
4 Income - Transfer In from Other Funds	-	288,120.75			288,120.75			-
5 Other Income - Tenants	1,500.00			25.00	25.00	1,500.00		1,500.00
6 HAP Fraud Recovery & FSS Forfeitures	-				-			-
7 Other Income - Bad Debt Collections	-	12,566.94		859.33	13,426.27			-
8 Other Income - Laundry/Copy Fees/Misc	114,906.00	16,789.34			16,789.34	114,906.00		114,906.00
9 Other Income - CFP Operation Money	70,000.00				-	70,000.00		70,000.00
10 Other Income - Sale of Asset Gain/Loss	120,000.00			198,655.69	198,655.69	120,000.00		120,000.00
11 Admin Fees Earned - HUD	-				-			-
12 Incoming Billable Admin Fees/Oper Sub	-				-			-
13 ROSS/CFP Grant	146,000.00		194,680.79		194,680.79	146,000.00		146,000.00
14 HAP Subsidy	-				-			-
15 Operating Subsidy	387,460.00	437,761.00			437,761.00	387,460.00		387,460.00
Total Income	882,351.00	756,204.53	194,680.79	219,245.88	1,170,131.20	882,351.00		882,351.00
Expenses	Approved YTD	LIPH	LIPH Grant	PBV	Total	LIPH/PBV		Total
Administrative Expenses								
16 Admin Salaries	159,525.00	87,354.10	5,817.26	6,986.18	100,157.54	159,525.00		159,525.00
17 FSS Coordinator Admin Salaries	-		47,289.67		47,289.67			-
18 Admin Employee Benefits	64,037.00	36,933.09		2,905.82	39,838.91	64,037.00		64,037.00
19 FSS Coordinator Admin Benefits	-		13,979.87		13,979.87			-
20 Advertising & Marketing	-	22.94			22.94			-
21 Legal	250.00				-	250.00		250.00
22 Staff Training	12,500.00		1,900.00		1,900.00	12,500.00		12,500.00
23 Travel	250.00	131.96			131.96	250.00		250.00
24 Accounting Consultants	8,460.00	3,375.00		888.00	4,263.00	8,460.00		8,460.00
25 Audit Fee	9,000.00	12,259.50			12,259.50	9,000.00		9,000.00
26 Telephone	5,472.00	1,894.75			1,894.75	5,472.00		5,472.00
27 Postage	2,145.00	2,946.12			2,946.12	2,145.00		2,145.00
28 Office Supplies	3,120.00	1,683.97			1,683.97	3,120.00		3,120.00
29 Memberships & Publications	798.00	661.54			661.54	798.00		798.00
30 Bank Fees	-				-			-
31 Computer Maintenance	-				-			-
32 Copier Expenses	2,815.00	2,450.96			2,450.96	2,815.00		2,815.00
33 Office Equipment Maintenance	-				-			-
34 Postage Machine	-				-			-
35 Software Maintenance	6,250.00	5,510.08			5,510.08	6,250.00		6,250.00
36 Outgoing Portable Admin Fees	-				-			-
37 Sundry Administration/Compliance Fees	500.00	620.71		2,445.24	3,065.95	500.00		500.00
38 Port-In HAP Expense	-				-			-
39 Management Fees	-				-			-
40 Eviction & Collection Agent Fees	2,800.00			23.10	23.10	2,800.00		2,800.00
41 HAP Expense (net fraud recovery to HUD)	-				-			-

	HAP Overfunding (Underfunding)	-						-
	Maintenance Expenses	-						
42	Maintenance Salaries	13,817.00	5,840.53		3,680.53	9,521.06	13,817.00	13,817.00
43	Casual Labor - Maintenance	-				-		-
44	Maintenance Benefits	3,233.00	1,965.53		1,393.15	3,358.68	3,233.00	3,233.00
45	Maintenance Materials & Supplies	4,750.00	1,187.23	895.00	954.62	3,036.85	4,750.00	4,750.00
46	Plumbing Supplies	-				-		-
47	Locks, Locksets & Keys	-				-		-
48	Electrical Supplies	-				-		-
49	Painting Supplies	-				-		-
50	Cleaning Supplies	-	214.42			214.42		-
51	Equipment Repair Parts	-				-		-
52	Maintenance Contracted Services	7,700.00	972.69		2,007.03	2,979.72	7,700.00	7,700.00
53	Refuse Removal Services	-	20.00		29.00	49.00		-
54	Plumbing Repair Services	750.00			653.00	653.00	750.00	750.00
55	Heating/AC Repair Services	500.00			2,400.00	2,400.00	500.00	500.00
56	Electric Repair Service	250.00	50.00		247.89	297.89	250.00	250.00
57	Window Repair Service	-				-		-
58	Automotive Repairs/Fuel	-	1,279.65			1,279.65		-
59	Elevator Repair & Maintenance	2,000.00	1,491.49			1,491.49	2,000.00	2,000.00
60	Pest Control Services	-				-		-
61	Cable TV	-				-		-
62	Answering Service	-	5,976.72			5,976.72		-
63	Misc Contracts	-				-		-
64	Clean/Paint Units	400.00				-	400.00	400.00
	Utilities Expenses	-						
65	Water/Sewer	2,150.00	1,234.48		735.87	1,970.35	2,150.00	2,150.00
66	Electricity	6,500.00	6,822.60		981.31	7,803.91	6,500.00	6,500.00
67	Natural Gas	3,000.00	1,405.19		1,137.90	2,543.09	3,000.00	3,000.00
	Other Operating Expenses	-						
68	Protective Services Contract	41,400.00	11,933.46			11,933.46	41,400.00	41,400.00
69	Insurance	8,997.00	7,161.00		2,831.36	9,992.36	8,997.00	8,997.00
70	PILOT	-			178.53	178.53		-
71	Compensated Absences	-	4,042.64			4,042.64		-
72	Collection Losses	-				-		-
73	Replacement Reserves & Debt Pmt-Princ	-		50,524.55		50,524.55		-
74	Other General Expense/Asset Mgmt Fees	377,979.00	339,924.26		30,152.92	370,077.18	377,979.00	377,979.00
75	Casualty Losses - Non Capitalized	-				-		-
76	Capital Expenditures	74,000.00		74,274.44		74,274.44	74,000.00	74,000.00
77	Transfer In / Out	-			288,120.75	288,120.75		-
	Total Expense	825,348.00	547,366.61	194,680.79	348,752.20	1,090,799.60	825,348.00	-
								825,348.00

Net Income/(Loss):

208,837.92	-	(129,506.32)	79,331.60
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**Cash Flow Statement
Beloit Housing Authority
LIPH/PBV
12/31/2020**

	BHA YTD Actual	LIPH Grants Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income					
Dwelling Rent/Utilities	19,705.86		42,485.00	46.38%	(22,779.14)
Interest on Investments	966.50		-	0.00%	966.50
Other Income	517,017.05		306,406.00	168.74%	210,611.05
HUD Admin Fees			-		-
HUD Grants/Subsidies	437,761.00	194,680.79	533,460.00	118.55%	98,981.79
Total Income	975,450.41	194,680.79	882,351.00		287,780.20

	BHA YTD Actual	LIPH Grants Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses					
Administrative					
Salaries/Benefits	134,179.19	67,086.80	223,562.00	90.03%	22,296.01
Office Expenses	26,952.83	1,900.00	42,495.00	67.90%	13,642.17
Office Contracted Services	7,961.04		11,865.00	67.10%	3,903.96
Oper Sub Transfer/Mgmt Fee Pd			-		-
Housing Assistance Pmts			-		-
HAP Payments Port In					
Maintenance					
Salaries/Benefits	12,879.74		17,050.00	75.54%	4,170.26
Materials & Supplies	2,356.27	895.00	4,750.00	68.45%	1,498.73
Maintenance Contracts	15,127.47		11,600.00	130.41%	(3,527.47)
Utilities	12,317.35		11,650.00	105.73%	(667.35)
Other Operating					
Protective Services	11,933.46		41,400.00	28.82%	29,466.54
Insurance	9,992.36		8,997.00	111.06%	(995.36)
PILOT	178.53		-	0.00%	(178.53)
Other Operating Expenses	662,240.57	124,798.99	451,979.00	174.13%	(335,060.56)
Total Expenses	896,118.81	194,680.79	825,348.00		(265,451.60)

Net Admin Income (Loss)	79,331.60	-			
Net HAP Income (Loss)					
Total YTD Income (Loss)	79,331.60	-			

Consolidated 2020 Budget Report for Phase 1 - December 31, 2020

	YTD Actual			Annual Board Approved Budget		
	Income	Approved YTD	Phase 1	Phase 1 Total	Phase 1	Total
1	Dwelling Rental	115,003.00	73,997.35	73,997.35	115,003.00	115,003.00
2	Excess Utilities	-	-	-	-	-
3	Interest on Unrestricted Fund Investments	20.00	312.29	312.29	20.00	20.00
4	Income - Transfer In from Other Funds	-	64,393.38	64,393.38	-	-
5	Other Income - Tenants	-	14,744.03	14,744.03	-	-
6	HAP Fraud Recovery & FSS Forfeitures	-	-	-	-	-
7	Other Income - Bad Debt Collections	-	37.47	37.47	-	-
8	Other Income - Laundry/Copy Fees/Misc	-	-	-	-	-
9	Other Income - CFP Operation Money	-	-	-	-	-
10	Other Income - Sale of Asset Gain/Loss	-	-	-	-	-
11	Admin Fees Earned - HUD	-	-	-	-	-
12	Incoming Billable Admin Fees/Oper Sub	140,000.00	142,365.16	142,365.16	140,000.00	140,000.00
13	ROSS/CFP Grant	-	-	-	-	-
14	HAP Subsidy	-	-	-	-	-
15	Operating Subsidy	-	-	-	-	-
	Total Income	255,023.00	295,849.68	295,849.68	255,023.00	255,023.00
	Expenses	Approved YTD	Phase 1	Phase 1 Total	Phase 1	Total
	Administrative Expenses					
16	Admin Payroll Expenses	67,771.00	74,083.63	74,083.63	67,771.00	67,771.00
17	FSS Coordinator Admin Salaries	-	-	-	-	-
18	FSS Coordinator Admin Benefits	-	-	-	-	-
19	Advertising & Marketing	50.00	-	-	50.00	50.00
20	Legal	1,000.00	-	-	1,000.00	1,000.00
21	Staff Training	-	-	-	-	-
22	Travel	-	-	-	-	-
23	Accounting Consultants	8,000.00	4,388.00	4,388.00	8,000.00	8,000.00
24	Audit Fee	12,000.00	10,600.00	10,600.00	12,000.00	12,000.00
25	Telephone	-	-	-	-	-
26	Postage	-	-	-	-	-
27	Office Supplies	150.00	-	-	150.00	150.00
28	Memberships & Publications	-	-	-	-	-
29	Bank Fees	-	49.35	49.35	-	-
30	Computer Maintenance	-	-	-	-	-
31	Copier Expenses	-	-	-	-	-
32	Office Equipment Maintenance	-	-	-	-	-
33	Postage Machine	-	-	-	-	-
34	Software Maintenance	-	-	-	-	-
35	Outgoing Portable Admin Fees	-	-	-	-	-
36	Sundry Administration/Compliance Fees	4,000.00	6,533.66	6,533.66	4,000.00	4,000.00
37	Port-In HAP Expense	-	-	-	-	-
38	Management Fees	4,000.00	3,718.19	3,718.19	4,000.00	4,000.00

39	Eviction & Collection Agent Fees	-	-	-	-	-
40	HAP Expense (net fraud recovery to HUD)	-	-	-	-	-
	HAP Overfunding (Underfunding)	-	-	-	-	-
	Maintenance Expenses	-	-	-	-	-
42	Maintenance Payroll Expenses	96,166.00	83,526.07	83,526.07	96,166.00	96,166.00
43	Casual Labor - Maintenance	-	-	-	-	-
44	Maintenance Materials & Supplies	7,000.00	10,830.74	10,830.74	7,000.00	7,000.00
45	Plumbing Supplies	-	-	-	-	-
46	Locks, Locksets & Keys	-	-	-	-	-
47	Electrical Supplies	-	-	-	-	-
48	Painting Supplies	-	-	-	-	-
49	Cleaning Supplies	-	-	-	-	-
50	Equipment Repair Parts	-	-	-	-	-
51	Maintenance Contracted Services	9,000.00	9,787.53	9,787.53	9,000.00	9,000.00
52	Refuse Removal Services	1,250.00	1,151.58	1,151.58	1,250.00	1,250.00
53	Plumbing Repair Services	-	-	-	-	-
54	Heating/AC Repair Services	1,000.00	2,805.00	2,805.00	1,000.00	1,000.00
55	Electric Repair Service	-	-	-	-	-
56	Window Repair Service	-	-	-	-	-
57	Automotive Repairs/Fuel	-	1,104.94	1,104.94	-	-
58	Elevator Repair & Maintenance	-	-	-	-	-
59	Pest Control Services	1,500.00	-	-	1,500.00	1,500.00
60	Cable TV	-	-	-	-	-
61	Answering Service	-	-	-	-	-
62	Misc Contracts	-	-	-	-	-
63	Clean/Paint Units	-	-	-	-	-
	Utilities Expenses	-	-	-	-	-
64	Water/Sewer	4,125.00	696.24	696.24	4,125.00	4,125.00
65	Electricity	750.00	1,208.58	1,208.58	750.00	750.00
66	Natural Gas	500.00	835.75	835.75	500.00	500.00
	Other Operating Expenses	-	-	-	-	-
67	Protective Services Contract	-	15,000.00	15,000.00	-	-
68	Insurance	15,927.00	16,427.20	16,427.20	15,927.00	15,927.00
69	PILOT	10,963.00	7,125.69	7,125.69	10,963.00	10,963.00
70	Compensated Absences	-	-	-	-	-
71	Collection Losses	-	-	-	-	-
72	Replacement Reserves & Debt Pmt-Princ	-	-	-	-	-
73	Other General Expense/Asset Mgmt Fees	20,213.00	3,250.00	3,250.00	20,213.00	20,213.00
74	Casualty Losses - Non Capitalized	-	-	-	-	-
75	Capital Expenditures	-	-	-	-	-
76	Transfer In / Out	-	-	-	-	-
	Total Expense	265,365.00	253,122.15	253,122.15	265,365.00	- 265,365.00

Net Income/(Loss):	<u>42,727.53</u>	<u>42,727.53</u>
Housing Authority's Portion of Net Income/(Loss):	<u>4.27</u>	

**Cash Flow Statement
Beloit Housing Authority
Phase 1
12/31/2020**

	LLC Phase 1 Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income				
Dwelling Rent/Utilities	73,997.35	115,003.00	64.34%	(41,005.65)
Interest on Investments	312.29	20.00	1561.45%	292.29
Other Income	221,540.04	140,000.00	158.24%	81,540.04
HUD Admin Fees		-		-
HUD Grants/Subsidies		-		-
Total Income	295,849.68	255,023.00		40,826.68

	LLC Phase 1 Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses				
Administrative				
Salaries/Benefits	74,083.63	67,771.00	109.31%	(6,312.63)
Office Expenses	21,571.01	25,200.00	85.60%	3,628.99
Office Contracted Services		-		-
Oper Sub Transfer/Mgmt Fee F	3,718.19	4,000.00	92.95%	281.81
Housing Assistance Pmts		-		-
HAP Payments Port In				
Maintenance				
Salaries/Benefits	83,526.07	96,166.00	86.86%	12,639.93
Materials & Supplies	10,830.74	7,000.00	154.72%	(3,830.74)
Maintenance Contracts	14,849.05	12,750.00	116.46%	(2,099.05)
Utilities	2,740.57	5,375.00	50.99%	2,634.43
Other Operating				
Protective Services	15,000.00	-		(15,000.00)
Insurance	16,427.20	15,927.00	103.14%	(500.20)
PILOT	7,125.69	10,963.00	65.00%	3,837.31
Other Operating Expenses	3,250.00	20,213.00	16.08%	16,963.00
Total Expenses	253,122.15	265,365.00		12,242.85

Net Admin Income (Loss)	42,727.53
Net HAP Income (Loss)	-
Total YTD Income (Loss)	42,727.53
Housing Authority's Portion	<u>4.27</u>

Consolidated 2020 Budget Report for Phase 2 - December 31, 2020

	YTD Actual			Annual Board Approved Budget		
	Income	Approved YTD	Phase 2	Phase 2 Total	Phase 2	Total
1 Dwelling Rental	140,002.00	134,823.00	134,823.00	140,002.00		140,002.00
2 Excess Utilities	-		-			-
3 Interest on Unrestricted Fund Investments	750.00	666.71	666.71	750.00		750.00
4 Income - Transfer In from Other Funds	-	50,984.05	50,984.05			-
5 Other Income - Tenants	-	14,566.10	14,566.10			-
6 HAP Fraud Recovery & FSS Forfeitures	-		-			-
7 Other Income - Bad Debt Collections	-		-			-
8 Other Income - Laundry/Copy Fees/Misc	-	9.30	9.30			-
9 Other Income - CFP Operation Money	-		-			-
10 Other Income - Sale of Asset Gain/Loss	-		-			-
11 Admin Fees Earned - HUD	-		-			-
12 Incoming Billable Admin Fees/Oper Sub	135,000.00	128,848.10	128,848.10	135,000.00		135,000.00
13 ROSS/CFP Grant	-		-			-
14 HAP Subsidy	-		-			-
15 Operating Subsidy	-		-			-
Total Income	275,752.00	329,897.26	329,897.26	275,752.00		275,752.00

	YTD Actual			Annual Board Approved Budget		
	Expenses	Approved YTD	Phase 2	Phase 2 Total	Phase 2	Total
Administrative Expenses						
16 Admin Payroll Expenses	50,247.00	58,742.46	58,742.46	50,247.00		50,247.00
17 FSS Coordinator Admin Salaries	-		-			-
18 FSS Coordinator Admin Benefits	-		-			-
19 Advertising & Marketing	50.00		-	50.00		50.00
20 Legal	2,000.00	70.00	70.00	2,000.00		2,000.00
21 Staff Training	-		-			-
22 Travel	-		-			-
23 Accounting Consultants	10,000.00	4,642.00	4,642.00	10,000.00		10,000.00
24 Audit Fee	11,000.00	10,000.00	10,000.00	11,000.00		11,000.00
25 Telephone	-		-			-
26 Postage	-		-			-
27 Office Supplies	150.00		-	150.00		150.00
28 Memberships & Publications	-		-			-
29 Bank Fees	-		-			-
30 Computer Maintenance	-		-			-
31 Copier Expenses	-		-			-
32 Office Equipment Maintenance	-		-			-
33 Postage Machine	-		-			-
34 Software Maintenance	-		-			-
35 Outgoing Portable Admin Fees	-		-			-
36 Sundry Administration/Compliance Fees	2,000.00	4,840.21	4,840.21	2,000.00		2,000.00
37 Port-In HAP Expense	-		-			-
38 Management Fees	14,000.00	13,071.15	13,071.15	14,000.00		14,000.00

39	Eviction & Collection Agent Fees	-	-	-	-	-
40	HAP Expense (net fraud recovery to HUD)	-	-	-	-	-
	HAP Overfunding (Underfunding)	-	-	-	-	-
	Maintenance Expenses	-	-	-	-	-
42	Maintenance Payroll Expenses	78,331.00	78,070.86	78,070.86	78,331.00	78,331.00
43	Casual Labor - Maintenance	-	-	-	-	-
44	Maintenance Materials & Supplies	11,000.00	10,710.62	10,710.62	11,000.00	11,000.00
45	Plumbing Supplies	-	-	-	-	-
46	Locks, Locksets & Keys	-	-	-	-	-
47	Electrical Supplies	-	-	-	-	-
48	Painting Supplies	-	-	-	-	-
49	Cleaning Supplies	-	-	-	-	-
50	Equipment Repair Parts	-	-	-	-	-
51	Maintenance Contracted Services	12,500.00	35,957.83	35,957.83	12,500.00	12,500.00
52	Refuse Removal Services	3,500.00	3,326.78	3,326.78	3,500.00	3,500.00
53	Plumbing Repair Services	-	-	-	-	-
54	Heating/AC Repair Services	1,200.00	603.50	603.50	1,200.00	1,200.00
55	Electric Repair Service	-	-	-	-	-
56	Window Repair Service	-	-	-	-	-
57	Automotive Repairs/Fuel	-	784.97	784.97	-	-
58	Elevator Repair & Maintenance	6,000.00	-	-	6,000.00	6,000.00
59	Pest Control Services	1,500.00	-	-	1,500.00	1,500.00
60	Cable TV	-	3,087.49	3,087.49	-	-
61	Answering Service	-	-	-	-	-
62	Misc Contracts	-	-	-	-	-
63	Clean/Paint Units	-	-	-	-	-
	Utilities Expenses	-	-	-	-	-
64	Water/Sewer	13,000.00	7,812.13	7,812.13	13,000.00	13,000.00
65	Electricity	17,500.00	18,198.06	18,198.06	17,500.00	17,500.00
66	Natural Gas	8,500.00	7,044.10	7,044.10	8,500.00	8,500.00
	Other Operating Expenses	-	-	-	-	-
67	Protective Services Contract	4,000.00	16,542.27	16,542.27	4,000.00	4,000.00
68	Insurance	8,877.00	9,160.80	9,160.80	8,877.00	8,877.00
69	PILOT	10,100.00	-	-	10,100.00	10,100.00
70	Compensated Absences	-	10,176.87	10,176.87	-	-
71	Collection Losses	-	-	-	-	-
72	Replacement Reserves & Debt Pmt-Princ	-	-	-	-	-
73	Other General Expense/Asset Mgmt Fees	20,100.00	8,360.68	8,360.68	20,100.00	20,100.00
74	Casualty Losses - Non Capitalized	-	-	-	-	-
75	Capital Expenditures	-	-	-	-	-
76	Transfer In / Out	-	674.88	674.88	-	-
	Total Expense	285,555.00	301,877.66	301,877.66	285,555.00	-
						285,555.00

Net Income/(Loss):

28,019.60 28,019.60

Housing Authority's Portion of Net Income/(Loss):

2.80

Cash Flow Statement
Beloit Housing Authority
Phase 2
12/31/2020

	LLC Phase 2 Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income				
Dwelling Rent/Utilities	134,823.00	140,002.00	96.30%	(5,179.00)
Interest on Investments	666.71	750.00	88.89%	(83.29)
Other Income	194,407.55	135,000.00	144.01%	59,407.55
HUD Admin Fees		-		-
HUD Grants/Subsidies		-		-
Total Income	329,897.26	275,752.00		54,145.26

	LLC Phase 1 Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses				
Administrative				
Salaries/Benefits	58,742.46	50,247.00	116.91%	(8,495.46)
Office Expenses	19,552.21	25,200.00	77.59%	5,647.79
Office Contracted Services		-		-
Oper Sub Transfer/Mgmt Fee F	13,071.15	14,000.00	93.37%	928.85
Housing Assistance Pmts		-		-
HAP Payments Port In				
Maintenance				
Salaries/Benefits	78,070.86	78,331.00	99.67%	260.14
Materials & Supplies	10,710.62	11,000.00	97.37%	289.38
Maintenance Contracts	43,760.57	24,700.00	177.17%	(19,060.57)
Utilities	33,054.29	39,000.00	84.75%	5,945.71
Other Operating				
Protective Services	16,542.27	4,000.00	413.56%	(12,542.27)
Insurance	9,160.80	8,877.00	103.20%	(283.80)
PILOT	-	10,100.00	0.00%	10,100.00
Other Operating Expenses	19,212.43	20,100.00	95.58%	887.57
Total Expenses	301,877.66	285,555.00		(16,322.66)

Net Admin Income (Loss)	28,019.60
Net HAP Income (Loss)	28,019.60
Total YTD Income (Loss)	28,019.60
Housing Authority's Portion	<u>2.80</u>

Consolidated 2020 Budget Report for Housing Choice Voucher - December 31, 2020

		YTD Actual			Annual Board Approved Budget		
Income	Approved YTD		HCV	HCV Total		HCV	Total
1	Dwelling Rental	-		-			-
2	Excess Utilities	-		-			-
3	Interest on Unrestricted Fund Investments	2,300.00	678.60	678.60		2,300.00	2,300.00
4	Income - Transfer In from Other Funds	-		-			-
5	Other Income - Tenants	-		-			-
6	HAP Fraud Recovery & FSS Forfeitures	-	(10,945.57)	(10,945.57)			-
7	Other Income - Bad Debt Collections	-	48.00	48.00			-
8	Other Income - Laundry/Copy Fees/Misc	-	37,890.16	37,890.16			-
9	Other Income - CFP Operation Money	-		-			-
10	Other Income - Sale of Asset Gain/Loss	-		-			-
11	Admin Fees Earned - HUD	304,757.00	446,925.00	446,925.00		304,757.00	304,757.00
12	Incoming Billable Admin Fees/Oper Sub	-		-			-
13	ROSS/CFP Grant	-		-			-
14	HAP Subsidy	-	2,826,533.00	2,826,533.00			-
15	Operating Subsidy	-		-			-
	Total Income	307,057.00	3,301,129.19	3,301,129.19	-	307,057.00	307,057.00
Expenses	Approved YTD		HCV	HCV Total		HCV	Total
Administrative Expenses							
16	Admin Salaries	181,722.00	152,585.57	152,585.57		181,722.00	181,722.00
17	FSS Coordinator Admin Salaries	-		-			-
18	Admin Employee Benefits	71,961.00	49,670.23	49,670.23		71,961.00	71,961.00
19	FSS Coordinator Admin Benefits	-		-			-
20	Advertising & Marketing	-		-			-
21	Legal	250.00	140.00	140.00		250.00	250.00
22	Staff Training	2,500.00		-		2,500.00	2,500.00
23	Travel	250.00	930.67	930.67		250.00	250.00
24	Accounting Consultants	7,250.00	4,492.00	4,492.00		7,250.00	7,250.00
25	Audit Fee	9,000.00	12,259.50	12,259.50		9,000.00	9,000.00
26	Telephone	6,732.00	1,588.23	1,588.23		6,732.00	6,732.00
27	Postage	-		-			-
28	Office Supplies	2,080.00	1,947.51	1,947.51		2,080.00	2,080.00
29	Memberships & Publications	2,048.00	591.54	591.54		2,048.00	2,048.00
30	Bank Fees	-	2,769.57	2,769.57			-
31	Computer Maintenance	-		-			-
32	Copier Expenses	3,185.00	2,451.08	2,451.08		3,185.00	3,185.00
33	Office Equipment Maintenance	-		-			-
34	Postage Machine	2,003.00	4,500.67	4,500.67		2,003.00	2,003.00
35	Software Maintenance	6,250.00	8,405.15	8,405.15		6,250.00	6,250.00
36	Outgoing Portable Admin Fees	-		-			-
37	Sundry Administration/Compliance Fees	-	10,480.69	10,480.69			-
38	Port-In HAP Expense	-	34,675.30	34,675.30			-
39	Management Fees	-		-			-

40	Eviction & Collection Agent Fees	1,200.00			-		1,200.00	1,200.00
41	HAP Expense (net fraud recovery to HUD)	2,866,049.00		2,898,666.39	2,898,666.39		2,866,049.00	2,866,049.00
	HAP Overfunding (Underfunding)	-		(83,078.96)				-
	Maintenance Expenses	-						
42	Maintenance Salaries	-			-			-
43	Casual Labor - Maintenance	-			-			-
44	Maintenance Benefits	-			-			-
45	Maintenance Materials & Supplies	-			-			-
46	Plumbing Supplies	-			-			-
47	Locks, Locksets & Keys	-			-			-
48	Electrical Supplies	-			-			-
49	Painting Supplies	-			-			-
50	Cleaning Supplies	-			-			-
51	Equipment Repair Parts	-			-			-
52	Maintenance Contracted Services	-			-			-
53	Refuse Removal Services	-		323.41	323.41			-
54	Plumbing Repair Services	-			-			-
55	Heating/AC Repair Services	-			-			-
56	Electric Repair Service	-			-			-
57	Window Repair Service	-			-			-
58	Automotive Repairs/Fuel	-			-			-
59	Elevator Repair & Maintenance	-			-			-
60	Pest Control Services	-			-			-
61	Cable TV	-			-			-
62	Answering Service	-			-			-
63	Misc Contracts	-			-			-
64	Clean/Paint Units	-			-			-
	Utilities Expenses	-						
65	Water/Sewer	-			-			-
66	Electricity	-			-			-
67	Natural Gas	-			-			-
	Other Operating Expenses	-						
68	Protective Services Contract	-			-			-
69	Insurance	3,036.00		2,876.06	2,876.06		3,036.00	3,036.00
70	PILOT	-			-			-
71	Compensated Absences	-		12,625.46	12,625.46			-
72	Collection Losses	-			-			-
73	Replacement Reserves & Debt Pmt-Princ	-			-			-
74	Other General Expense/Asset Mgmt Fees	4,300.00		3,140.02	3,140.02		4,300.00	4,300.00
75	Casualty Losses - Non Capitalized	-			-			-
76	Capital Expenditures	-			-			-
77	Transfer In / Out	-			-			-
	Total Expense	3,169,816.00		3,205,119.05	3,205,119.05		-	3,169,816.00

Net Income/(Loss):

96,010.14

**Cash Flow Statement
Beloit Housing Authority
Housing Choice Voucher
12/31/2020**

	HCV YTD Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
<i>Income</i>				
Dwelling Rent/Utilities		-		-
Interest on Investments	678.60	2,300.00	29.50%	(1,621.40)
Other Income	37,938.16	-	0.00%	37,938.16
HUD Admin Fees	446,925.00	304,757.00	146.65%	142,168.00
HUD Grants/Subsidies	2,815,587.43	-	0.00%	2,815,587.43
Total Income	3,301,129.19	307,057.00		2,994,072.19

	HCV YTD Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
<i>Expenses</i>				
Administrative				
Salaries/Benefits	202,255.80	253,683.00	79.73%	51,427.20
Office Expenses	35,199.71	30,110.00	116.90%	(5,089.71)
Office Contracted Services	15,680.31	12,638.00	124.07%	(3,042.31)
Oper Sub Transfer/Mgmt Fee Pd		-		-
Housing Assistance Pmts	2,898,666.39	2,866,049.00	101.14%	(32,617.39)
HAP Payments Port In	34,675.30		0.00%	
Maintenance				
Salaries/Benefits		-		-
Materials & Supplies		-		-
Maintenance Contracts		-		-
Utilities		-		-
Other Operating				
Protective Services		-		-
Insurance	2,876.06	3,036.00	94.73%	159.94
PILOT		-		-
Other Operating Expenses	15,765.48	4,300.00	366.64%	(11,465.48)
Total Expenses	3,205,119.05	3,169,816.00		(35,303.05)

Net Income/(Loss): 96,010.14

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4c		
Topic:	Beloit Housing Authority Public Housing Scattered Site Siding Replacement		
Date:	March 24, 2021		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

Awarding contract for siding replacement at Beloit Housing Authority Public Housing Scattered Site units.

Key Issues

1. The Beloit Housing Authority (BHA) staff has determined that the replacement of siding is necessary at 16 Public Housing Scattered Site units.
2. The BHA has solicited proposals from siding contractors to provide the necessary services at its Public Housing Scattered Site units.
3. The BHA has reviewed the bids, and recommends awarding the Public Housing Scattered Site Siding Replacement contract to Sunset Ridge Exteriors.
4. The total contract price of \$304,326 includes a 10 percent construction contingency.

Conformance with Strategic Plan

Approval of this agreement would conform with the stated purpose of the following strategic goal:

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity
- Goal #6 - Create and Sustain a Positive Image, Enhance Communications and Engage the Community

Sustainability

(If applicable, briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment. Consider whether the policy of program will reduce dependence upon fossil fuels, reduce dependence on chemicals and other manufacturing substances that accumulate in nature, reduce dependence on activities that harm life sustaining eco-systems, and/or meet the hierarchy of present and future human needs fairly and efficiently. Write N/A if not applicable)

N/A

Action Required/Recommendation

Staff recommends approval of the attached resolution.

Fiscal Note/Budget Impact

N/A

Attachments

Resolution 2021-02 and listing of Scattered Site siding replacement bids

COMMUNITY DEVELOPMENT AUTHORITY

RESOLUTION 2021-02

**AWARDING CONTRACT FOR SIDING REPLACEMENT SERVICES FOR BELOIT HOUSING
AUTHORITY SCATTERED SITE UNITS**

WHEREAS, the Beloit Housing Authority (BHA) has determined that the replacement of siding is necessary at sixteen Public Housing Scattered Site units; and

WHEREAS, the BHA solicited proposals from siding contractors to provide the necessary services at its Public Housing Scattered Site units; and

WHEREAS, requests for bids for the replacement of siding at Public Housing Scattered Site units resulted in two bids being submitted, the low bid of \$276,660 being from Sunset Ridge Exteriors;

NOW, THEREFORE BE IT RESOLVED, that the Community Development Authority (CDA) Board of Commissioners award the contract for siding replacement services at Beloit Housing Authority's Public Housing Scattered Site units to Sunset Ridge Exteriors in the amount of \$304,326, and that the Executive Director is authorized to execute a contract and any and all documents related to the Scattered Site siding replacement.

Adopted this 24th day of March, 2021

Community Development Authority

Fransaesca Ellison, Chairperson

Attest:

Julie Christensen, Executive Director

COMMUNITY DEVELOPMENT AUTHORITY

SCATTERED SITE SIDING REPLACEMENT BIDS

Sunset Ridge Exteriors - \$276,660

Corporate Contractors, Inc. - \$552,165.67

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4d		
Topic:	Beloit Housing Authority Public Housing Tub and Shower Faucet Replacement		
Date:	March 24, 2021		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

Awarding contract for tub and shower faucet replacement at Public Housing units.

Key Issues

1. The Beloit Housing Authority (BHA) staff has determined that the replacement of bathroom tub and shower faucets is necessary at 72 Public Housing units.
2. The BHA has solicited proposals from plumbing contractors to provide the necessary services at its Public Housing units.
3. The BHA has reviewed the bids, and recommends awarding the Public Housing tub and shower faucet replacement contract to Lloyd's Plumbing & Heating Corp.
4. The total contract price of \$41,215.90 includes a 10 percent construction contingency.

Conformance with Strategic Plan

Approval of this agreement would conform with the stated purpose of the following strategic goal:

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity
- Goal #6 - Create and Sustain a Positive Image, Enhance Communications and Engage the Community

Sustainability

(If applicable, briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment. Consider whether the policy of program will reduce dependence upon fossil fuels, reduce dependence on chemicals and other manufacturing substances that accumulate in nature, reduce dependence on activities that harm life sustaining eco-systems, and/or meet the hierarchy of present and future human needs fairly and efficiently. Write N/A if not applicable)

N/A

Action Required/Recommendation

Staff recommends approval of the attached resolution.

Fiscal Note/Budget Impact

N/A

Attachments

Listing of tub and shower faucet replacement bids and Resolution 2021-03

COMMUNITY DEVELOPMENT AUTHORITY

RESOLUTION 2021-03

**AWARDING CONTRACT FOR TUB AND SHOWER FAUCET REPLACEMENT SERVICES AT
BELOIT HOUSING AUTHORITY PUBLIC HOUSING UNITS**

WHEREAS, the Beloit Housing Authority (BHA) has determined that the replacement of tub and shower faucets is necessary at 72 Public Housing units;

WHEREAS, the BHA solicited proposals from plumbing contractors to provide the necessary services at its Public Housing units;

WHEREAS, requests for bids for the tub and shower faucet replacement at Public Housing units resulted in two bids being submitted, the low bid of \$37,469 being from Lloyd’s Plumbing & Heating Corp.;

NOW, THEREFORE BE IT RESOLVED, that the Community Development Authority (CDA) Board of Commissioners award the contract for tub and shower faucet replacement services at Beloit Housing Authority’s Public Housing units to Lloyd’s Plumbing & Heating Corp. in the amount of \$41,215.90, and that the Executive Director is authorized to execute a contract and any and all documents related to the Public Housing tub and shower faucet replacement.

Adopted this 24th day of March, 2021

Community Development Authority

Fransaesca Ellison, Chairperson

Attest:

Julie Christensen, Executive Director

COMMUNITY DEVELOPMENT AUTHORITY

PUBLIC HOUSING TUB AND SHOWER FAUCET REPLACEMENT BIDS

Lloyd's Plumbing & Heating Corp. - \$37,469

Pipe Dreams Plumbing, LLC - \$53,789

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	5a		
Topic:	Public Hearing - 2020 Consolidated Annual Performance Report (CAPER)		
Date:	March 24, 2021		
Presenter:	Teri Downing and Ashley Rosenbaum	Division:	Community and Housing Services

Overview/Background Information

The Department of Housing and Urban Development (HUD) requires each CDBG Formula Grantee to submit a Consolidated Annual Performance Report (CAPER) at the end of each program year. This year-end report includes the activities and accomplishments of the City’s Community Development Block Grant funding for 2020. **This is a public hearing only; no action needs to be taken.**

Key Issues

1. The 30-day public comment period is 2-26-2021 through 3-26-2021.
2. During the 30-day public comment period, the CAPER is available for review at City Hall in the Community Development Department, at the Beloit Public Library, and on the City’s website on the Community Development webpage.
3. Any comments submitted during the 30-day public review period and public hearing will be incorporated into the CAPER for submission to HUD.
4. **The CAPER must be submitted to HUD on 3-30-2020.**

Conformance with Strategic Plan

Approval of this agreement would conform with the stated purpose of the following strategic goal:

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity
- Goal #6 - Create and Sustain a Positive Image, Enhance Communications and Engage the Community

Sustainability

(If applicable, briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment. Consider whether the policy of program will reduce dependence upon fossil fuels, reduce dependence on chemicals and other manufacturing substances that accumulate in nature, reduce dependence on activities that harm life sustaining eco-systems, and/or meet the hierarchy of present and future human needs fairly and efficiently. Write N/A if not applicable)

N/A

Action Required/Recommendation

Hold public hearing. For information only. No action is needed.

Fiscal Note/Budget Impact

N/A

Attachments

2020 Consolidated Annual Performance Report (CAPER)

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Through-out 2020, the City of Beloit continued to develop the activities and projects that were undertaken by Community Housing Development Organizations (CHDO) in the two designated Neighborhood Revitalization Strategy Areas. Although this portion of the approach is not funded by CDBG monies, the City of Beloit has fostered a successful partnership with ACTS Housing, a non-profit established in Milwaukee, WI, to encourage and support more homeownership within the city. This effort, along with the continued CDBG funded efforts has resulted in an boost of homeownership, neighborhood pride, and increased property investments.

In addition to the NRSA activities, the City of Beloit also funded the following activities in 2020:

Code Enforcement: This program helps prevent properties from deteriorating beyond the state of repair and helps keep neighborhoods clean. The quality of housing stock also contributes to the housing/property values in the area.

Housing Rehabilitation: The City's Housing Rehab Loan Program provided home improvement loans with low or no interest, deferred, grants, or forgivable terms to households through-out the city.

Health Services: HealthNet provided basic medical and dental care to 71 Beloit residents with no insurance. This agency allows people to obtain medical services that they would otherwise not be able to afford or obtain. This access, in turn, contributes to continued employment and maintaining affordable living expenses.

Homeless and Prevention Services: The Beloit Domestic Violence Survivors Center provided short-term emergency housing and case management to 181 survivors. Family Promise of Greater Beloit provided short-term shelter, rent assistance, eviction prevention, and case management to 151 households. Project 16:49 provided transitional living facilities and case management to 13 unaccompanied youth. ECHO was able to provide emergency eviction prevention services to 32 households. Beloit Meals on Wheels provided daily meals to 128 seniors and or disabled persons within Beloit. The Retired and Senior Volunteer Program was able to offer transportation services to 140 clients. And the Salvation Army was able to provide supportive services to 26 households.

Job Training: Stateline Literacy Council provided ESL instruction to 100 students. Finally, Community Action provided job training to 105 individuals through their Fatherhood program.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350	0	0.00%			
Affordable Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	10	1	10.00%	5	1	20.00%
Affordable Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	3	30.00%	5	3	60.00%

Comprehensive Case Management Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	465	93.00%	415	465	112.05%
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5	0	0.00%			
Future Ready Skill Training	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350	194	55.43%	350	194	55.43%
Homeless Services	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	190	303	159.47%	115	303	263.48%
Homeless Services	Homeless	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	150	7	4.67%	75	7	9.33%
Homeless Services	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	125	33	26.40%	100	33	33.00%
Homeless Services	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	215	111	51.63%	115	111	96.52%

Improve Housing Stock	Affordable Housing Homeless Housing - Improve Substandard Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	10	1	10.00%	10	1	10.00%
Improve Housing Stock	Affordable Housing Homeless Housing - Improve Substandard Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	3	30.00%	10	2	20.00%
Improve Housing Stock	Affordable Housing Homeless Housing - Improve Substandard Housing	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	4000	1273	31.83%	4000	1273	31.83%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Beloit utilized CDBG funds to address the following objectives and priorities in 2020:

Improve Housing Stock

The following programs, which provided services that improved the housing stock for/of low/moderate income households, were funded:

- City of Beloit - Code Enforcement
- City of Beloit - Housing Rehabilitation Loan Program
- Community Action - Hackett and Merrill Neighborhood Clean-ups
- NeighborWorks Blackhawk Region - Direct Homeownership Assistance

Job Skills

Job skills and training programs received CDBG assistance to provide services to Beloit residents:

- Community Action - Fatherhood Initiative
- Project 16:49 - Robin House
- Stateline Literacy Council - Adult Literacy for Economic Prosperity
- Family Services - Financial Education, Counseling, and Coaching
- Community Action - Resources Navigator
- Community Action - Merrill Community Center
- Family Services - Community Social Worker

Case Management Services

As part of their programming, the following Beloit CDBG funded programs received funds for case management services:

- Community Action - Fatherhood Initiative, Rapid Rehousing, & Permanent Supportive Housing
- Community Action - Resources Navigator
- Community Action - Merrill Community Center
- ECHO - Emergency Eviction Prevention
- Family Promise of Greater Beloit - Emergency Shelter and Rental Assistance
- Family Services - Beloit Domestic Violence Survivor Center
- Family Services - Financial Education, Counseling, and Coaching
- Family Services - Community Social Worker (NRSA)
- HealthNet - Primary Medical, Dental, and Vision for Beloit Residents
- Project 16:49 - Robin House
- Retired & Senior Volunteer Program of Rock County - Beloit Senior Volunteers
- The Salvation Army - Supportive Services

Homeless Services:

The following Beloit CDBG funded programs provided assistance to homeless individuals and households or prevented homelessness:

- Beloit Meals on Wheels - Home Delivered Meals
- ECHO - Emergency Eviction Prevention
- Family Promise of Greater Beloit - Emergency shelter and rental assistance
- Family Services - Beloit Domestic Violence Survivor Center
- HealthNet - Primary Medical, Dental, and Vision for Beloit Residents
- Project 16:49 - Robin House
- The Salvation Army - Supportive Services
- Community Action - Resources Navigator (NRSA)
- Family Services - Community Social Worker (NRSA)
- Retired & Senior Volunteer Program of Rock County - Beloit Senior Volunteers

Affordable Housing:

The following Beloit CDBG funded programs provided assistance that enable more affordable housing:

- NeighborWorks Blackhawk Region - Homebuyer Assistance
- City of Beloit - Housing Rehab Loan Program
- Community Action - Resources Navigator

The City of Beloit experienced the same trend, regarding lower interest in the Housing Rehabilitation Loan Program, in 2020 as in 2019. Additionally, there has been a severe lack of contractors that are willing to comply with federal regulations. This has been a challenge we are working towards overcoming. In addition, COVID restrictions and navigating safe practices presented themselves as additional obstacles for households and contractors to navigate.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	409
Black or African American	436
Asian	10
American Indian or American Native	3
Native Hawaiian or Other Pacific Islander	0
Total	858
Hispanic	171
Not Hispanic	835

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Unfortunately the table above does not encompass the entirety of the families assisted. The table was updated, however; a comprehensive list below describes the more accurate information:

- White - 409
- Black or African-American - 436
- Asian - 10
- American Indian/Alaskan Native - 3
- Black/African American and White - 36
- American Indian/Alaskan Native and Black/African-American - 1
- All other races not listed - 109

There were 171 individuals indentifying as Hispanic and 835 non-Hispanics that received assistance.

Additionally, the City of Beloit collaborated with Community Action to host two (2) large scale neighborhood clean-up events. There was collaboration with at least six (6) other agencies within the City to make the events successful. Residents were able to dispose of tires, solid waste, and electronics. The racial and ethnic composition of beneficiaries was not collected for either event as it was an area benefit instead of LMC.

The break-down of households that benefitted as a result of the Code Enforcement program was also not accounted for in the above table. Although Code Enforcement may result in violation letters, the neighborhoods benefit from the improved property stock. There were a total of 3469 inspections (1273

units inspected) completed in the low-moderate income census tracts.

The breakdown of NRSA only accomplishments is included in the attached table.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	925,342	1,054,561

Table 3 - Resources Made Available

Narrative

The 2020 PR-26 Financial Summary Report for the City of Beloit is included in the Attachments on the Admin page.

By the end of Program Year 2020, the City received the following program income payments:

- Economic Development Loan Repayments - \$10,363.76
- Housing Rehabilitation Loan Repayments - \$158,206.18

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 16 - Hackett	8	10.34	See below
Census Tract 18 - Merrill	8	13.16	See below

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Beloit has utilized two different approaches when referring to the expenditure of CDBG funding. There are two, HUD approved Neighborhood Revitalization Strategy Areas that have been identified. In expending the funds, the City of Beloit has allocated \$155,500 or approximately 23.5% of the total award for expenditures in these two NRSAs. The remainder of the funds were divided between other, City wide services.

Activities that were undertaken in the NRSAs include the Merrill Community Center (Senior and Youth Programming), Community Action Resources Navigator, Family Services Community Social Worker, two community clean-up events hosted by Community Action in each of the NRSAs, Direct Homeownership Assistance through NeighborWorks, as well as, Emergency Eviction Prevention through ECHO.

The City has historically offered a Housing Rehabilitation Loan Program available to property owners City wide. After the need was made clear, specific incentives were developed for properties within either of the NRSAs. The housing stock found in either the 16th or 18th census tract is verifiably among the oldest

in the City. The demographics of residents in these census tracts also happen to be low income. As such, a higher loan to value ratio has been found to be more successful as well as a Forgivable Lead Grant Program.

In addition, although the City of Beloit has a Code Enforcement program that completes inspections city wide, CDBG funds are utilized to fund those conducted in the City's LMI census tracts. In 2020, \$162,535 of the annual grant was allocated for inspection and code enforcement activities.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

A majority of the agencies that receive CDBG from the City of Beloit actually employ these funds as leverage for other funding sources. As such, there is a complimentary relationship between these federal funds and other funding sources.

Although there are no matching requirements for CDBG, the City and local agencies were able to leverage federal funding with the following resources:

- NeighborWorks Blackhawk Region - HOME, NSP, Federal Home Loan Bank, and private funding to provide down payment assistance to households in the City's targeted neighborhoods.
- Community Action received funding from multiple state and federal sources for its programs. The US Department of Labor Youthbuild programs, YouthBuild USA, Corporation for National and Community Services, State of Wisconsin Department of Children and Families, Community Service Block Grant, Foodshare Employment and Training (FSET), and the Affordable Care Act. In addition, Community Action receives private funding to supplement the Fresh Start, Fatherhood Initiative, Merrill Community Center, Rapid Rehousing, and Permanent Supportive Housing. United Way and the FSET programs supported the Fatherhood Initiative. Community Action also received NRSA funding to provide supportive services and assist in an emergency.
- Beloit's Business Community has continued to support local non-profits such as the Merrill Community Center, Community Action, the Stateline Literacy Council, and Project 16:49.
- Blackhawk Region United Way is a large supporter of many of the agencies that receive CDBG.
- The local religious community provided some funding. In addition, emergency shelter space has been provided for homelessness prevention, working closely in conjunction with Family Promise of Greater Beloit.
- Finally, the City of Beloit also received HOME funds through the Rock County Consortium. HOME funds are used to complement the City's private Capital Improvement funds, CDBG, and NSP funding for neighborhood improvements and housing rehabilitation initiatives. The City worked closely with the Wisconsin Housing Partnership for Housing Development and ACTS housing to provide housing for low-

moderate income households.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	162	145
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	7	3
Number of households supported through Acquisition of Existing Units	0	0
Total	169	148

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

One of the largest obstacles to meeting the goals and outcomes is the COVID-19 pandemic. There has been a loss of income for many households; this has lowered the need for housing rehabilitation. The focus has shifted to the essentials, such as food or medication. Additionally, the number of households being assisted with rental funds is lower than expected due to the longevity of need. Previously, a household may have only needed one month's aid. However; with the loss of income, many households have requested two or three month's aid.

Discuss how these outcomes will impact future annual action plans.

The needs in the community are shifting and as such, the City of Beloit will modify future annual action plans to incorporate these new priorities. The success of the Forgivable Lead Reduction Loan has ensured a continuance of its existence for the foreseeable future. The City will continue supporting the needs that have been identified and will also support pilot programs to address new needs that have not previously been assisted with CDBG funds.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	769	0
Low-income	188	0
Moderate-income	71	0
Total	1,028	0

Table 7 – Number of Households Served

Narrative Information

The numbers reflected above only include the activities that required family size to determine the eligibility of the activity. There were additional clients served in the NRSA neighborhoods that are not reflected in the above table (Resources Navigator, ECHO Homeless Prevention, Community Social Worker, Merrill Community Center, and NeighborWorks). This also does not reflect the neighborhoods served through the code enforcement program.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)
Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Beloit employed three specific strategies, building upon previously successful efforts, to address homelessness for the 2020 program year.

1. The City supported a Community Social Worker position (CSW) through Family Services. The CSW provided in-depth case management. This may have included the following services: mental health care, financial education, long term supportive services, emergency eviction prevention, and professional health care, among others.
2. Community Action's Resources Navigator (RN) position received continued support. The RN not only provided residents with information, but also provided support to them as they worked towards self-sufficiency.
3. Multiple local agencies received CDBG awards which were utilized to offer services and facilities for homeless persons in the City. In 2020, the following agencies received assistance so that homeless persons or persons at risk of homelessness could have resources: Beloit Meals on Wheels, Community Action, ECHO, Family Promise of Greater Beloit, Family Services of Southern Wisconsin and Northern Illinois, HealthNet, Project 16:49, Retired and Senior Volunteer Program of Rock County, and the Salvation Army.

Additionally, City staff actively participates in both the Homeless Intervention Task Force (HITF) and the Beloit Area Task Force on Homelessness. Both of these organizations work towards eliminating community silos and coordinating with each other to provide efficient services to Beloit residents.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Beloit has determined that there are three key components of a successful transition from homelessness to housed:

1. Long Term Case Management
2. Supportive Housing
3. Client Advocacy

As such, the City has continued to provide CDBG support to agencies that offer the aforementioned components hand-in-hand with facilities for homeless persons in Beloit.

Through CDBG, the City of Beloit was able to provide funding and support to Project 16:49's Robin

House Transitional Living Program. Unaccompanied, homeless female students between the ages of 17-21 are able to access a safe place to reside. While living at the Robin House, they are able to work towards completing their high school education and transition to independent living. Case managers address key issues with the residents during their stay: education, housing, employment/income, health, and social-emotional well being. Through this work, residents are offered a safe place to heal from any past trauma and become a more well-rounded individual prepared for independent living. This program has been so successful that Project 16:49 was able to open a second transitional living program in Janesville for male students in 2019.

The Beloit Domestic Violence Survivors Center received funding for case management. Receiving not only emergency short term shelter, survivors also are able to access on-going case management after leaving the shelter.

As part of the work being completed under the NRSA, Community Action and Family Services were both able to offer assistance regarding emergency shelter (motel/hotel vouchers) to families in need through the Resources Navigator and Community Social Worker position.

In 2020, Family Promise of Greater Beloit was able to expand their services beyond emergency overnight shelter to offering emergency eviction prevention assistance and first month/security deposit assistance for clients. They also started their "Keys to a Better Tenancy" program to teach participants how to be more desirable tenants.

Beyond CDBG, the City's Housing Authority Section 8 and public housing for eligible applicants. One determinate of higher priority is that the applicant is a "Graduate of a Transitional Housing Program within the last six months. As a result, transitional housing directors and the Beloit Housing Authority have established a good working relationship to continue the cycle of stable housing for transitional housing participants.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Three different approaches were utilized to address this objective.

The Beloit Housing Authority provides individuals and families the following resources to avoid homelessness:

1. Nine project based Section 8 units
2. 131 public housing units, &

3. 598 Housing Vouchers

In addition, tenants who are enrolled in the Section 8 and Public Housing units are eligible to participate in the Family Self-Sufficiency program. At the end of the FSS program, tenants will have successfully increased their earned income, graduated from welfare programs, and embraced self-sufficiency. Clients will work with one, full-time case manager to establish five year employment and/or educational goals.

To address affordable and safe housing, the City of Beloit continues to operate a Housing Rehabilitation Loan Program available to low-moderate income households within the City. Through this HRLP, low-moderate income families are able to afford the rehabilitation that transformed their home from unsafe/condemnable to safe and livable.

Finally, the City supported funding public service agencies that provide supportive services to at-risk households. There is no single, defining characteristic or demographic of at-risk households. Nor is there a single, underlying cause in each case. In order to support various at-risk households, the City awarded CDBG funding to Beloit Meals on Wheels, HealthNet of Rock County, Family Services, Community Action, Project 16:49, Family Promise of Greater Beloit, and ECHO's Homelessness Prevention programs.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The transition from homelessness to permanent housing is far more complicated than simply finding safe and sanitary housing. One of the most impactful strategies that have been implemented in the long-term case management and follow-up for clients. This can be evidenced through the following approaches:

1. Staff support for the Beloit Domestic Violence Survivor Center. Survivors were able to access food, clothing, and support groups during their stay in the shelter. Staff also is available for assistance after survivors exited the shelter.
2. ECHO has successfully been receiving funding assistance for two years as of 2020. They are able to offer up to three month's worth of rental assistance, security deposit assistance, or utility assistance.
3. Family Promise of Greater Beloit received staff support funding in addition to emergency eviction prevention and security deposit assistance. As part of their program, FPGB has also introduced a new educational component, "Keys to Good Tenancy" with the goal of providing information to beneficiaries on ways to be better and more desirable tenants.

4. The City is an active member of the Homeless Intervention Task Force and attends monthly meetings. Members of the Rock County Continuum of Care are members and share updates and organizational activity with the members.

The NRSAs have permitted Community Action and Family Services to provide in-depth assistance to the highest priority low-moderate income households in the City's most vulnerable neighborhoods. In addition to education, the Community Social Worker and Resources Navigator positions were able to offer security deposits, emergency eviction prevention, and utility assistance to avoid homelessness. The CSW and RN provided support before, during, and after homelessness for these beneficiaries. This personalized one-on-one support has provided clients the opportunity to identify possible triggers and causes of homelessness beforehand.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Beloit Housing Authority owns 131 public housing units and 9 project based Section 8 units throughout the City of Beloit. The BHA's efforts strengthen neighborhoods, empower families, and support local achievement. Low-moderate income families are offered the opportunity to obtain affordable housing, employment and job training, and case management.

The BHA meets residents' needs by providing various programs. The following opportunities were available to public housing residents during 2020:

- Family Self-Sufficiency Program (FSS) - Increase earned income and reduce the dependency on welfare assistance and rental subsidies. The term of this program is usually five years but can be extended for good cause if approved by the BHA.
- Resident Opportunities and Self-Sufficiency (ROSS) - Connects residents with supportive services and activities that support their goal of economic independence and housing self-sufficiency.
- Housing Choice Voucher Program - Rent can be subsidized for eligible participants at participating rental units.

The Beloit Housing Authority advertised available programs through local newspapers and radio stations. If COVID were not an issue in 2020, BHA staff would have attended local senior, health, and family events to spread information about these opportunities.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The BHA encourages residents to become involved with a resident council or the governing board (Community Development Authority). Residents are able to offer insight on changes to the lease, ACOP (rules of public housing program), Admin Plan (rules of Section 8 program), Annual Plan, and Five-Year Plan.

- Community Development Authority - Plans and implements economic redevelopment and housing initiatives; oversees the operations of the public housing office.

There are at three ways in which residents are encouraged to participate in homeownership. The first of which is the aforementioned Family Self-Sufficiency Program. Any eligible public housing resident or housing choice voucher participant can apply to the FSS program. Members of the FSS program are encouraged to determine their own educational and career goals. As the member's income increases, their portion of the rent increases accordingly. The BHA will deposit the difference in the rental amount in an escrow account that the FSS member can use for a down payment on a home upon successful completion of the program.

The second approach towards homeownership is a well-established relationship between the BHA and NeighborWorks Blackhawk Region. Residents are able to access education, information, and financial assistance. NeighborWorks Blackhawk Region is able to offer down payment and closing cost assistance to eligible households.

Finally, ACTS Housing, a non-profit based out of Milwaukee, has established an office in Beloit. BHA residents are encouraged to work with ACTS, and in fact, in 2019 a BHA resident became the first successful FSS graduate to purchase a home through ACTS Housing.

Actions taken to provide assistance to troubled PHAs

The BHA is the only PHA in Beloit. In the event that a neighboring PHA had questions or concerns, the BHA would not hesitate to offer technical assistance and/or support if requested.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In 2020, the City approved several zoning map amendments (rezoning actions) and approved two subdivision plats to permit residential development. Although an erosion control fee was added to the New Home Permitting process, the Parks Impact Fee has been suspending during internal review of that program.

The zoning map amendments permitted the construction of four spec homes that otherwise could not have been built. The City also gave land to a private developer to allow a larger parcel for construction of new market-rate rental apartments in downtown Beloit. Preliminary and final subdivision plats for thirty-three (33) single-family lots were also approved. And finally, there are up to two hundred (200) new rental units under construction near the expanding business district.

In the event that a developer or a private party were to approach the City with plans for a tiny home development, the Planning and Building department will be able to move their proposal forward. Tiny homes would be an affordable and multi-generational option for residents. There is a large, aging population in Beloit and a lack of units available and appropriate for senior living.

The City will also be supportive of the development of Auxiliary Unit Dwelling units. For example, in the event that a family would like to construct a dwelling unit on their property for aging parents, the City would be supportive of this endeavor.

Finally, the City of Beloit has an aggressive Neighborhood Revitalization strategy. This includes the purchase, rehab, or demolition followed by reconstruction of blighted properties in Beloit. The properties are then sold on the market at an affordable rate. ACTS Housing, a non-profit based out of Milwaukee, WI, has also decided to invest in the Beloit community. The City is working closely with ACTS to provide houses at a discounted rate to rehome.

In addition to the changes to Beloit's overall Comprehensive Plan, the Community and Housing Department revamped the Housing Rehabilitation Loan Program to improve the program's accessibility. The underwriting guidelines were revised and now permit a more generous Loan to Value ratio. This allows low-moderate income households to qualify for home improvement loans through the City that would not have previously been eligible.

The Housing Department also incorporated an additional grant opportunity for houses in the NRSA neighborhoods to reduce lead based paint hazards.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Beloit's Community and Housing Services Division utilized a multi-pronged approach to meeting underserved needs in 2020 with what CDBG and HOME funds were available. The Division collaborated with local stakeholders, nonprofits, community leaders, businesses, and other interested parties to identify community needs and the strategies to be utilized to meet the aforementioned needs.

Although sufficient funding is an obstacle to fully meeting underserved needs, the City of Beloit has strived to do the most possible with what is awarded. This is evidenced through the efforts to address homelessness, transportation, affordable and sanitary housing, individual level case management, and employment training. In 2020, the City of Beloit undertook the following activities and/or funded the following programs:

1. Beloit Meals on Wheels - Ensure that seniors and/or disabled persons are able to remain homeowners as long as possible
2. Stateline Literacy - The support of adult literacy for persons with limited English proficiency to increase job skills and employability
3. Project 16:49 - Transitional Living Support for unaccompanied youth in Rock County
4. HealthNet - This organization provides medical and/or dental care at a rate clients can afford. This results in clients having the money necessary for rent or other financial needs.
5. Family Services - This organization offered financial education, case management for homeless survivors of domestic violence, and a NRSA specific initiative to provide in-depth case management efforts.
6. Family Promise of Greater Beloit - Emergency shelter, eviction prevention, and rental assistance
7. ECHO - Emergency eviction prevention
8. Community Action - This organization provided four different programs as a result of CDBG funding. The fatherhood initiative, youth mentoring, a NRSA specific Resources Navigator, and the Merrill Community Center programs.
9. City provided Housing Rehabilitation Loans to low-moderate income persons.
10. NeighborWorks Blackhawk Region - Down payment assistance, closing cost assistance, or low-dollar first mortgages.

11. Retired & Senior Volunteer Program - Beloit Seniors have access to free transportation to complete grocery shopping, attend doctor appointments, and other vital appointments.

12. Salvation Army - This program offered Emergency Eviction Prevention and rental assistance to avoid homelessness

13. Through HOME, acquisition, rehab, demo, reconstruction, and resale at Fair Market Value of housing units.
14. The Beloit Housing Authority operates a Family Self-Sufficiency program for Public Housing and Section 8 participants. This program provides training opportunities and intensive case management with the goal of increasing the family's income and reducing their dependence on public assistance programs.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

As a continuation of previous NRSA efforts, the City has continued to incentivize property owners to address lead-based paint hazards with a lead specific forgivable loan. These lead hazard loans is strictly limited to remeidate lead hazards and is coupled with an approved City of Beloit installment or deferred payment loan. Initially, the Lead Paint reduction incentive was only available to property owners within the two identified Neighborhood Revitalization Strategy Areas, however; in 2019, the program was expanded to be City Wide.

There were 5 forgivable lead reduction loans provided in 2020.

The Wisconsin Department of Health Services has a new "Lead Safe Homes" program that offers repairs to households receiving Medicaid or BadgerCare Plus.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Beloit has undertaken various actions to reduce the number of poverty-level families. Through the Beloit Housing Authority, families have access to the Family Self-Sufficiency Program. This provides individual case management to enrollees to establish goals related to employment, education, finances, and homeownership. Additionally, the BHA enforces HUD's policy requiring public housing tenants to perform eight hours of community service per month (when the participating adult does not have a disability, is unemployed, and is not participating in any self-sufficiency activities). Residents are able to learn new skills through this practice.

Through the CDBG program, the City was also able to offer public service grants to Community Action, Beloit Meals on Wheels, ECHO, Family Services, HealthNet, Project 16:49, Stateline Literacy Council, Salvation Army of Rock County, and NeighborWorks of Blackhawk Region.

Community Action received funding for the Fatherhood Initiative and Youth Mentoring. Through the Fatherhood program, participants gain employment through case management and program agreements with employers. The Youth Mentoring program assists students in being successful in school with the ultimate goal of graduation.

Beloit Meals on Wheels provided daily, nutritional meals to homebound seniors or individuals with disabilities. Clients are able to stay in their homes safely for a longer period of time. This has the

potential to reduce a financial burden on their families.

ECHO provided emergency eviction prevention services. This prevented the process of starting over and over again for beneficiaries thus permitting a modicum of stability for low-moderate income households.

Family Services provided an array of services, ranging from assistance for homeless survivors of domestic violence to financial education, counseling, and coaching.

HealthNet received CDBG funding to assist Beloit residents with primary medical and/or dental care. Medical expenses are a major contributing source of debt for low-moderate income residents. Having access to this care prevented unnecessary trips to the Emergency Room or Emergency Dentist.

Project 16:49 provided transitional housing opportunities for unaccompanied youth. Those youth were able to have a safe place to live while they finished high school or begin their path to higher education.

Stateline Literacy Council taught English to individuals with Limited English Proficiency. This permitted greater economic opportunities to residents.

Salvation Army provided rental assistance to eligible residents. This prevented homelessness and provided both familial and neighborhood stabilization.

NeighborWorks provided affordable 1st-time Homebuyer Mortgages as well as down-payment/closing cost assistance to residents.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Beloit is developing an institutional structure that includes private industry, non-profit organizations, and public institutions to implement its housing and community development plan. As agency silos have been identified as an impediment to successfully serving the needs of Beloit residents, this structure is more important than previously. There are four imperative efforts to develop and enhance coordination and are described below:

- **Membership in the HITF** - This group consists of agencies and local government representatives from Rock and Walworth Counties. There are at least six meetings a year to share new resources, news, and updates relating to homelessness and other related services.
- **Beloit Task Force on Homelessness** - This group consists of agencies, private industry representatives, government representatives that are focused on ending homelessness within the City of Beloit.

- **Membership of the Rock County HOME Consortium** - The consortium enhances coordination between the City of Beloit and City of Janesville, specifically in regards to new, single family construction and rehab/resale projects.
- **NRSA Community Social Worker and Resources Navigator** - These positions, funded through the two designated NRSA's, were established to be "the link" for residents and requested services. The goal was to have one or two dedicated staff persons in the community that Beloit residents could turn to for questions and information when help was needed. This can include, but is not limited to: mental health counseling, financial education, rental assistance, etc.

In addition, the City has placed information brochures at City Hall for public consumption relevant to homeownership opportunities, weatherization services, senior services, and others.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Public Housing and Section 8 participants are directly linked with Federal, State, and local service agencies through the Family Self-Sufficiency Program. These connections provide a variety of opportunities and resources to assist families in becoming more self-sufficient. A full time FSS coordinator is employed by the BHA to act as a liaison to link the agencies with the participants.

City Staff participates in the Homeless Intervention Task Force, which is composed of service agencies through-out Rock and Walworth Counties. Public Housing agencies are also members.

In 2020, a Task Force focused on Homelessness in the City of Beloit was created. This group is dedicated towards taking steps to end homelessness specifically within the City of Beloit. Service agencies, City Staff, and other relevant organizations are members of this group. As Beloit's struggles differ from other cities within Rock and Walworth Counties, this permits a more specialized approach than HITF.

The City has also made efforts to increase access to homeownership opportunities. This can be seen through partnerships with Community Action, NeighborWorks, ACTS Housing, and the Purchase/Rehab/Resale program that is being operated under the NRSA's efforts.

City Code Enforcement officials coordinate with the appropriate service agencies when they encounter situations outside of their realm on expertise. For example, in the event of hoarding or seniors unable to care for themselves, Code officials will contact Rock County's Aging and Disability Resource Center (ADRC).

The City of Beloit and City of Janesville both have Section 3 Plans with similar procedures, universal forms, and reports that can be utilized by Section 3 businesses and Section 3 residents in both communities. Due to the close proximity of the two cities, many contractors and residents work in both communities.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The 2020-2020 Analysis of Impediments to Fair Housing was completed in 2019. The Equal Opportunities Commission began strategizing goals and action steps to address impediments identified in the Analysis. A few of the goals and action steps have been put on hold while the City managed the COVID-19 pandemic. Many of the action steps required in-person meetings and events. The EOC could not responsibly still host these events. After it became apparent that the lock-down was going to last longer than anticipated, the City and EOC worked together to determine how to virtually meet.

In addition to working towards action steps, the EOC also administers and enforces the City's local Fair Housing Ordinance. Fair Housing complaints are received by City Staff, referred to an Investigator, and conciliation/mediation is facilitated if necessary. The EOC will hear administrative appeals regarding determinations of probable cause and conducts full hearings when needed to determine whether housing discrimination has occurred. The EOC has the authority to impose fines and award damages.

In 2020, the City received two complaints. Both cases were found to have no probable cause and have been closed. The EOC also approved a Request for Proposals to hire a Qualified Fair Housing Organization. This process started in early 2021.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Beloit will open applications for the upcoming CDBG program year annually, usually from mid-July to mid-August. As part of the application process, sub-recipients are required to document the manner in which their proposed program will comply with National Objectives, Eligible Project Types, and, most relevant to this question, local funding priorities. City staff will review every application and project description to ensure that the project, if funded, will further the plan.

As a condition of receiving the CDBG award, subrecipients understand and agree to quarterly reporting to the City in regards to their services. During the quarterly reviews, city staff monitor activities the subrecipients have taken thus far.

In addition to quarterly reporting, the City also requires annual monitoring of any and all subrecipients. During the monitoring visit, staff will review client files to ensure long term compliance with CDBG requirements. In 2020, monitoring was temporarily halted due to COVID-19. Regular monitoring will resume in 2021.

In the last few years, economic development efforts through CDBG have not been in high demand. In fact, the City discontinued the Economic Development Revolving Loan Program due to a lack of interest. However; there has been an interest recently in micro-enterprise support. The City was able to offer funding to WWBIC, a non-profit based out of Milwaukee, to provide loans and grants to small businesses and micro-enterprises through the CARES funding as well as the regular, annual CDBG award.

The City of Beloit has recently undertaken comprehensive planning with a new approach. In addition to hosting traditional public meetings at City owned locations and providing surveys, City staff has begun to perform increased and comprehensive community outreach through attending community events. This has expanded the demographics of individuals that have contributed to the planning process.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

When a performance report is available for comment, the City of Beloit will publish a notice in the Beloit Daily News and the City of Beloit website. Normally, there is a thirty (30) day public review period before the City submits the CAPER, a public hearing held at the Community Development Authority meeting, and, finally, a public hearing is also held at the regularly scheduled City Council meeting in March.

In 2021, the public review period will be between February 26 and March 26. City Council will hold a public hearing on March 15, 2021 and the Community Development Authority will hold a public hearing on March 24, 2021. The Final CAPER will be submitted to HUD by no later than March 31, 2021.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Beloit does not foresee many substantial changes to our objectives. At the core, we are committed to providing safe, sanitary housing to residents, assist/prevent homelessness, create/retain jobs, increase property values/improve housing stock, and assisting special needs populations. This being said, the City recognizes that the methods for meeting these goals evolve and morph over time as well as current life events.

Although transportation, quality/affordable childcare, and affordable housing continue to be pressing concerns, ensuring housing, employment retainment, and food access during the pandemic have been brought to the front lines in terms of a high need. The City will have to take Covid-19 into consideration during the 2022 planning process.

A higher priority may be assigned to programs or activities that aim to address these needs. More focus on economic development may also become apparent as small businesses and microenterprises are struggling to stay afloat with COVID restrictions.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

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