



**PUBLIC NOTICE & AGENDA  
COMMUNITY DEVELOPMENT AUTHORITY  
City Hall Forum - 100 State Street, Beloit, WI 53511  
4:30 PM  
Wednesday, June 24, 2020**

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*Members of the media or the public may participate in the open session portion of this agenda by calling 1 (571) 317-3122, access code 904-332-573. All participants' phones will be muted. Attendance at the meeting in person will be limited. If you would like to provide comments for any of the items on the agenda, please submit those to [christensenj@beloitwi.gov](mailto:christensenj@beloitwi.gov) by 12:00 noon on Wednesday, June 24, 2020.*

1. CALL TO ORDER AND ROLL CALL
2. PUBLIC COMMENT
3. MINUTES
  - 3.a. Consideration of the minutes of the May 27, 2020 Community Development Authority meeting  
[Attachment](#)
4. BELOIT HOUSING AUTHORITY
  - 4.a. Presentation of the May Activity Report (Cole)  
[Attachment](#)
  - 4.b. Consideration of Resolution 2020-06 approving the Beloit Housing Authority's Revised Five-Year Capital Fund Program Budget (Cole)  
[Attachment](#)
5. COMMUNITY AND HOUSING SERVICES
  - 5.a. Consideration of Resolution 2020-07 recommending approval of the 2021 Community Development Block Grant 2021 Local Funding Priorities (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

May 27, 2020

4:30 P.M.

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, May 27, 2020 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 PM.

**Present:** Commissioners Ellison, Forbeck, Gorman, Leavy and Roland

**Absent:** Commissioner Baker and Douglas

**Staff Present:** Julie Christensen, Clinton Cole, and Ann Purifoy

#### 2. Public Comment

Julie indicated that there were no comments from the public.

#### 3. Consideration of the Minutes of the Regular Meeting held on April 22, 2020

A motion was made by Commissioner Forbeck and seconded by Commissioner Leavy to approve the minutes of the Regular Meeting held on April 22, 2020. Roll call vote (5-0), motion carried unanimously.

#### 4. Beloit Housing Authority:

##### a. Presentation of the March Activity Report

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

##### b. Presentation of the April Activity Report

Clinton Cole gave a brief summary of the report.

Clint informed the Board of a fire at our Beloit Housing Authority office on May 13. This occurred after a Staples order was left at the main entrance. After reviewing security footage and interviewing neighbors, Beloit Police Department found nothing suspicious and was unable to determine if the Staples driver was smoking and might have thrown a cigarette.

##### c. Presentation of the February Financial Report

Clinton Cole gave a brief summary of the report.

Clint stated that we received \$64,178 in CARES Act funding to assist with paying any expenses we may incur related to COVID-19. We are also able to use these funds for regular operating expenses and capital expenses.

d. Presentation of the March Financial Report

Clinton Cole presented the staff report and recommendation.

Clint indicated that BHA had an increase in maintenance related expenses due to the three REAC inspections.

5. Adjournment

Motion by Commissioner Forbeck and seconded by Commissioner Ellison to adjourn at 4:49 p.m. Roll call vote (5-0), motion carried unanimously.

Respectfully submitted, Ann Purifoy

# REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



<b>Agenda Number:</b>	4a		
<b>Topic:</b>	May Activity Report		
<b>Date:</b>	June 24, 2020		
<b>Presenter:</b>	Clinton Cole	<b>Division:</b>	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 three public housing vacancies. Nine annual and eight interim certifications were completed. Due to HUD guidance in response to the COVID-19 pandemic to limit the spread of the virus and protect the safety of BHA staff and residents no annual inspections were conducted in May.

**Section 8:**  
 518 vouchers were housed on May 31, 2020, with seven voucher holders either searching for units or waiting for passed inspections. Six portable vouchers were paid by BHA, and five port-in vouchers were administered. One initial Section 8 inspection was completed during this reporting period. Due to HUD guidance in response to the COVID-19 pandemic to limit the spread of the virus and protect the safety of staff and residents, only initial inspections on vacant units were conducted in May. This allowed participants the ability to move into new units while protecting the safety of BHA staff and families. The Housing Specialists completed 19 annual and 26 interim recertifications during this reporting period.

## 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

May Activity Report

**Beloit Community Development Authority  
Activity Report to Board for May 2020**

**PUBLIC HOUSING**

Total Public Housing Units	131 Units	
Occupied on 5/31/2020	128 Units	98% Occupancy
Vacancies on 5/31/2020	3 Units	2% Vacancy
Vacancies by Type		
Elderly	0 Units	100% Occupancy
Family	3 Units	96% Occupancy

**Public Housing Inspections**

There were no inspections completed during this reporting period.

**Public Housing Activities**

Annual Recertifications	9
Interim Recertifications	8
Notices to Vacate	2
New Tenants	0
Transfers	0
Lease Terminations	0
Possible Program Violations	1
Evictions	0

**Public Housing Briefings**

Number Notified	10
Number Briefed	10

**SECTION 8 PROGRAM**

Total Section 8 Vouchers	598 Vouchers	
Total Under Lease on 5/31/2020	518 Vouchers	87% Utilization
Total Portable Vouchers Paid	6 Vouchers	
Total Port Out*	6 Vouchers	
Total Port In*	5 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**

One initial inspection was completed during this reporting period.

### **Section 8 Activities**

New Participants	2
Annual Recertifications	19
Interim Recertifications	26
Abatements	4
Unit Transfers	5
Possible Program Violations	2
End of Program	2
Port outs	1

### **Section 8 Briefings**

Number Notified	0
Number Briefed	0

### **APPLICATIONS ON WAITING LIST**

Public Housing East	44
Public Housing West	36
Parker Bluff	118
Section 8 Program	175

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



<b>Agenda Number:</b>	4b		
<b>Topic:</b>	2020-2024 Beloit Housing Authority Capital Fund Budget		
<b>Date:</b>	June 24, 2020		
<b>Presenter:</b>	Clinton Cole	<b>Division:</b>	Beloit Housing Authority

## Overview/Background Information

The Beloit Housing Authority (BHA) develops a Five-Year Capital Fund Program (CFP) budget as a component of its annual budget process to outline anticipated expenditure of CFP funds received. The BHA then develops a more detailed CFP budget once the amount of CFP funding allocated to the agency is known.

## Key Issues

1. In September 2019 the Community Development Authority (CDA) Board of Commissioners approved a preliminary Five-Year Capital Fund Program (CFP) budget covering the period 2020-2024 that was developed by the Beloit Housing Authority (BHA) based on an estimate of the CFP funding that would be received by the BHA from the Department of Housing and Urban Development (HUD).
2. Upon announcement of the 2020 CFP funding from HUD, the BHA Director updated the Five-Year Plan and developed a more detailed budget that outlines the use of CFP funds for the period 2020-2024.
3. This budget was entered into HUD's Energy and Performance Information Center (EPIC) online system, and was approved by HUD on May 15, 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

Staff recommends approval of the attached resolution.

## Fiscal Note/Budget Impact

N/A

## Attachments

Resolution 2020-06 and 2020-2024 Five-Year Capital Fund Budget



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COMMUNITY DEVELOPMENT AUTHORITY

**RESOLUTION 2020-06**

**APPROVING THE BELOIT HOUSING AUTHORITY’S (BHA) REVISED FIVE-YEAR PUBLIC HOUSING AUTHORITY (PHA) CAPITAL FUND PROGRAM (CFP) BUDGET**

**WHEREAS**, the Beloit Community Development Authority (CDA) Board of Commissioners approved a preliminary Five-Year Capital Fund Program (CFP) Budget covering the period 2020-2024 that was developed by the Beloit Housing Authority (BHA) outlining the use of estimated CFP funds that would be received by the agency over that time period;

**WHEREAS**, upon announcement of the 2020 CFP funding from HUD, the BHA Director developed a revised Five-Year CFP to detail the expenditure of CFP funds for the period 2020-2024;

**WHEREAS**, the revised Five-Year CFP plan was entered into HUD’s Energy and Performance Information Center (EPIC) online system and approved by HUD on May 15, 2020;

**NOW, THEREFORE BE IT RESOLVED**, that the Community Development Authority (CDA) Board of Commissioners approve the revised Five-Year BHA CFP budget as attached.

Adopted this 24th day of June, 2020

**Community Development Authority**

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Fransaesca Ellison, Chairperson

**Attest:**

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Julie Christensen, Executive Director

Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 05/15/2020

Approved By: EPIC SYSTEM

Part I: Summary						
PHA Name : Beloit Housing Authority		Locality (City/County & State)				
PHA Number: WI064		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No: )		
A.	Development Number and Name	Work Statement for Year 1 2020	Work Statement for Year 2 2021	Work Statement for Year 3 2022	Work Statement for Year 4 2023	Work Statement for Year 5 2024
	AUTHORITY-WIDE	\$105,082.80	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
	BELOIT APTS. REDEVELOPMENT PHASE 1 (WI064000004)	\$5,000.00	\$8,000.00		\$32,746.00	\$80,000.00
	BELOIT APTS. - PHASE 2 PARKER BLUFF (WI064000005)	\$3,000.00	\$3,000.00	\$22,745.20		\$5,000.00
	BELOIT APTS. PHASE 2 TOWN HOUSES (WI064000006)	\$3,000.00	\$3,000.00		\$67,254.00	\$5,000.00
	BELOIT APTS. PHASE 2 - SCATTERED SITES (WI064000007)	\$134,745.20	\$86,000.00	\$77,254.80		\$10,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
	1			2020
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	AUTHORITY-WIDE (NAWASD)			\$105,082.80
ID0001	Replacement Reserves(Administration (1410)-Other)	In accordance with the Beloit Apartments Redevelopment Phase 1 and Phase 2 Regulatory and Operating Agreements, the Beloit Housing Authority must annually fund a Replacement Reserve account for the purpose of replacing capital assets and providing capital improvements in connection with the projects.		\$20,082.80
ID0002	Operations(Operations (1406))	Operations		\$80,000.00
ID0031	Management Improvement(Management Improvement (1408)-Staff Training)	Staff Training		\$5,000.00
	BELOIT APTS. REDEVELOPMENT PHASE 1 (WI064000004)			\$5,000.00
ID0011	Phase 1 Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 1 public housing units.		\$5,000.00
	BELOIT APTS. - PHASE 2 PARKER BLUFF (WI064000005)			\$3,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year 1 2020</b>				
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0012	Phase 2 Parker Bluff Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2-Parker Bluff units.		\$3,000.00
	BELOIT APTS. PHASE 2 TOWN HOUSES (WI064000006)			\$3,000.00
ID0013	Phase 2 Townhomes Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2-Townhomes public housing units.		\$3,000.00
	BELOIT APTS. PHASE 2 - SCATTERED SITES (WI064000007)			\$134,745.20
ID0014	Phase 2 Scattered Site Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2-Scattered Site public housing units.		\$5,000.00
ID0015	Phase 2 Scattered Site Siding Replacement(Dwelling Unit-Exterior (1480)-Siding)	Replacement of exterior vinyl siding at Phase 2-Scattered Site public housing units.		\$129,745.20
	Subtotal of Estimated Cost			\$250,828.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
2		2021		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0003	Replacement Reserves(Administration (1410)-Other)	In accordance with the Beloit Apartments Redevelopment Phase 1 and Phase 2 Regulatory and Operating Agreements, the Beloit Housing Authority must annually fund a Replacement Reserve account for the purpose of replacing capital assets and providing capital improvements in connection with the projects.		\$20,000.00
ID0007	Operations(Operations (1406))	Operations		\$80,000.00
	BELOIT APTS. - PHASE 2 PARKER BLUFF (WI064000005)			\$3,000.00
ID0016	Parker Bluff Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2-Parker Bluff public housing units.		\$3,000.00
	BELOIT APTS. REDEVELOPMENT PHASE 1 (WI064000004)			\$8,000.00
ID0017	Phase 1 Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 1 public housing units.		\$8,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
	2	2021		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	BELOIT APTS. PHASE 2 - SCATTERED SITES (WI064000007)			\$86,000.00
ID0018	Phase 2 Scattered Site Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2- Scattered Site public housing units.		\$5,000.00
ID0021	Phase 2 Scattered Site Siding Replacement(Dwelling Unit-Exterior (1480)-Siding)	Replacement of vinyl siding at Phase 2 Scattered Site public housing units.		\$81,000.00
	BELOIT APTS. PHASE 2 TOWN HOUSES (WI064000006)			\$3,000.00
ID0019	Phase 2 Townhomes Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 2- Townhomes public housing units.		\$3,000.00
	Subtotal of Estimated Cost			\$200,000.00

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
3	2022			
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0004	Replacement Reserves(Administration (1410)-Other)	In accordance with the Beloit Apartments Redevelopment Phase 1 and Phase 2 Regulatory and Operating Agreements, the Beloit Housing Authority must annually fund a Replacement Reserve account for the purpose of replacing capital assets and providing capital improvements in connection with the projects.		\$20,000.00
ID0008	Operations(Operations (1406))	Operations		\$80,000.00
	BELOIT APTS. PHASE 2 - SCATTERED SITES (WI064000007)			\$77,254.80
ID0022	Phase 2 Scattered Site Flooring Replacement(Dwelling Unit-Interior (1480)-Flooring (non routine))	Replacement of aging flooring at Phase 2 Scattered Site public housing units.		\$48,000.00
ID0023	Phase 2 Scattered Site Siding Replacement(Dwelling Unit-Exterior (1480)-Siding)	Replacement of vinyl siding at Phase 2 Scattered Site public housing units.		\$29,254.80
	BELOIT APTS. - PHASE 2 PARKER BLUFF (WI064000005)			\$22,745.20









<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>				
5	2024			
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0006	Replacement Reserves(Administration (1410)-Other)	In accordance with the Beloit Apartments Redevelopment Phase 1 and Phase 2 Regulatory and Operating Agreements, the Beloit Housing Authority must annually fund a Replacement Reserve account for the purpose of replacing capital assets and providing capital improvements in connection with the projects.		\$20,000.00
ID0010	Operations(Operations (1406))	Operations		\$80,000.00
	BELOIT APTS. REDEVELOPMENT PHASE 1 (WI064000004)			\$80,000.00
ID0026	Phase 1 Unit Turnovers(Dwelling Unit-Interior (1480)-Other)	As these units are up to date with their Capital needs according to our PNA, we have met debt service obligations, and there are no emergency needs, we intend to use these funds for the Capital costs associated with the turnover of Phase 1 public housing units.		\$10,000.00
ID0030	Phase 1 Roof Replacement(Dwelling Unit-Exterior (1480)-Roofs)	Replacement of roofs at Phase 1 public housing sites.		\$70,000.00
	BELOIT APTS. PHASE 2 - SCATTERED SITES (WI064000007)			\$10,000.00



<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 1	2020
<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
Replacement Reserves(Administration (1410)-Other)	\$20,082.80
Operations(Operations (1406))	\$80,000.00
Management Improvement(Management Improvement (1408)-Staff Training)	\$5,000.00
Subtotal of Estimated Cost	\$105,082.80

<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 2	2021
<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
Replacement Reserves(Administration (1410)-Other)	\$20,000.00
Operations(Operations (1406))	\$80,000.00
Subtotal of Estimated Cost	\$100,000.00

<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 3	2022
<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
Replacement Reserves(Administration (1410)-Other)	\$20,000.00
Operations(Operations (1406))	\$80,000.00
Subtotal of Estimated Cost	\$100,000.00

<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 4	2023
<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
Replacement Reserves(Administration (1410)-Other)	\$20,000.00
Operations(Operations (1406))	\$80,000.00
Subtotal of Estimated Cost	\$100,000.00



<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 5	2024
<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
Replacement Reserves(Administration (1410)-Other)	\$20,000.00
Operations(Operations (1406))	\$80,000.00
Subtotal of Estimated Cost	\$100,000.00

<b>Agenda Number:</b>	5a		
<b>Topic:</b>	Consideration of Resolution 2020-07, Recommending approval of the 2021 Community Development Block Grant (CDBG) Local Funding Priorities		
<b>Date:</b>	June 24, 2020		
<b>Presenter:</b>	Teri Downing	<b>Division:</b>	Community & Housing Services

**Overview/Background Information**

HUD recommends that municipalities establish local funding priorities in order to guide the allocation of local CDBG funds. The funding priorities approved at this CDA meeting will be recommended to City Council for approval during the July 06, 2020 City Council meeting. The priorities will then be incorporated into the 2021 application process which begins in mid to late July.

The City has prepared its 2020-2024 Consolidated Plan, which is a 5-year strategic plan for the use of CDBG funds. Staff held three Steering Committee meetings with local agencies and community leaders to obtain input about the needs of the community and gaps in services. The following needs were identified in these meetings:

- Meeting 1: Housing and Homelessness
  - Need for emergency, transitional, and supportive Housing (long-term and short-term)
  - Need for long-term, over 90 days, and specialized case management services
  - Need for advocacy services: systems and resource navigation, legal advocacy, and housing conditions advocacy.
  - Need for preventative eviction/emergency rental assistance
  - Need for education in life skills, tenant rights and protections (from retaliation).
  - Need for more diversity in staff providing supportive resources/services as well as culturally competent staff members
  - Need for advocacy for housing stock conditions
  - Need for accessible community legal services
  
- Meeting 2: Non-homeless Special Needs
  - Elderly, frail elderly, and persons with disabilities:
    - Need for transportation
    - Need for better access to food
    - Need for better awareness and education regarding available resources and services
    - Need for advocacy
  - Persons experiencing AODA (alcohol and other drug addiction)
    - Need access to immediate assistance
    - Need access to mental health care, intense need services, and medications
    - Need for advocacy
    - Need for family support
    - Need for prevention/intervention services
  - Persons with HIV/AIDS
    - Need for access to mental and dental health services
    - Need for educations and preventative services
    - Need for advocacy
  - Public Housing Residents
    - Transportation
    - Financial literacy
    - Access to services (food)
    - Advocacy

- Meeting 3: Community and Economic Development Needs

- Need for affordable, quality childcare/early literacy programs
- Need for better access to transportation: increase in public transportation, assistance with drivers licenses, fines, registrations, insurance.
- Need for future-ready skills: soft skills, life skills, sex education
- Healthcare (mental, health, AODA)
- Housing

The City also held listening sessions with the public in the two NRSA neighborhoods, in which the following needs were identified:

- Hackett Neighborhood:

1. Neighborhood Revitalization Needs:

- Increase number of long-term residents and quality/responsible landlords
- Better maintenance on private property and increased enforcement of these issues
- Better public maintenance, i.e. alleys, street sweeping, sidewalks, increase street lighting, snow clearing
- Need “large-item” pick-ups once or twice per year
- Improved marketing of the Housing Rehabilitation Loan Program

2. Resident Empowerment Needs:

- Improved public communications with residents who may not have internet or electronic devices (i.e. elderly population.)
- Increased options for after-school student safety
- Improved transportation
- Resources navigation, outreach, education regarding resources and services
- Credit education, so people can obtain rental housing
- More education on how to reach Code Enforcement to report issues
- Increased resident involvement in their neighborhoods
- Small business incubators and small business owners
- Homeless youth assistance
- Youth involvement (apprentice programs, improved police relations, usable skills programs)
- Program to assist non-profits with property maintenance issues.

3. Public Safety Needs:

- More information regarding Neighborhood Watch
- Increase police presence
- Increase number of ways to report crime electronically
- Decrease or inhibit vandalism
- Reduce speeding
- Increase parking enforcement
- Alternate overnight parking signs

- Merrill Neighborhood:

1. Neighborhood Revitalization Needs:

- Better public maintenance: streets need resurfacing, more street cleaning/sweeping, snow removal
- Better enforcement of private property maintenance issues, such as snow removal
- Increase accessibility and eligibility for utilizing the City’s Housing Rehab Loan Program
- Need assistance with cost of sidewalk repairs
- Need better options or enforcement for illegal trash dumping
- Increase lighting around Hemlock area

2. Resident Empowerment Needs:

- Increase options and services for seniors regarding property maintenance
- Small business incubator
- Increase programming for homeless youth
- Increase variety of youth programming, such as apprenticeships, PD sponsored programs, usable skills
- Assistance program for non-profits to maintain their offices, and buildings

3. Public Safety Needs:

- Better enforcement for speeding
- Better enforcement of parking, alternate overnight, blocking driveways, parking too close to stop signs
- Reduce congestion at White and Harrison
- Better public engagement with police

The City also distributed surveys to residents and service providers, with priority results shown below:

- Transitional Homeless Shelters
- Anti-crime Programs
- Health Services
- Tenant/Landlords Counseling
- Employment Training
- Substance Abuse Services

### Key Issues

Based on the information above, staff recommends the following funding priorities:

1. Public Service Programs that provide comprehensive case management services, with priority given to supportive housing programs, resource navigation, advocacy, education in life skills, job training, transportation, stable housing, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation
4. Public Facility Improvements
5. Fair Housing
6. Economic Development - Microenterprise and Small business support

Eligible CDBG project categories are also attached for your information.

### 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

Staff recommends approval of the attached resolution.

### Fiscal Note/Budget Impact

These funding priorities will allow the City to fund the highest priority needs with the CDBG grant dollars.

### Attachments

Resolution 2020-07, Recommending 2021 Community Development Block Grant Local Funding Priorities, Attachments A and B.

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COMMUNITY DEVELOPMENT AUTHORITY

**RESOLUTION 2020-07  
RECOMMENDING APPROVAL OF THE 2021 COMMUNITY  
DEVELOPMENT BLOCK GRANT (CDBG) LOCAL FUNDING PRIORITIES**

**WHEREAS**, the City of Beloit will be allocating Community Development Block Grant (CDBG) funds to eligible projects for 2021, and

**WHEREAS**, CDBG funds awarded to the City of Beloit are limited, and

**WHEREAS**, the Community Development Authority recommends that setting priorities for funding will ensure allocation to projects which will meet the greatest needs for the dollars spent.

**NOW THEREFORE BE IT RESOLVED**, that the 2021 CDBG local funding priorities are recommended to the City Council as shown on Attachment A.

Adopted this 24th day of June, 2020.

**Community Development Authority**

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Fransaesca Ellison, Chairman

ATTEST:

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Julie Christensen, Executive Director

**Attachment A**  
To CDA RESOLUTION 2020-07  
RECOMMENDING 2021 COMMUNITY DEVELOPMENT BLOCK GRANT  
LOCAL FUNDING PRIORITIES  
(6-24-2020)

1. Public Service Programs that provide comprehensive case management services, with priority given to supportive housing programs, resource navigation, substance abuse services, mental health services, advocacy, education in life skills, job training, transportation, stable housing, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation
4. Public Facility Improvements
5. Fair Housing
6. Economic Development – Microenterprise and Small Business Support

## **NRSA VISION**

Establish safe, healthy, and stable neighborhoods and ensure all Beloit residents have meaningful opportunities for economic stability and growth.

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## **NRSA GOALS**

- Reduce crime, fear, and disorder.
- Provide opportunities for job growth and education that create meaningful jobs for unemployed and low-moderate income residents.
- Encourage collaboration and coordination between community organizations.
- Improve the physical environment of the City's neighborhoods.
- Provide positive outlets for youth in the community.
- Restore a strong sense of community pride.

## **NRSA STRATEGIES**

### **Neighborhood Revitalization**

Objective 1: Improve the quality of the housing stock.

Objective 2: Reduce property related nuisances.

Objective 3: Increase the percentage of long-term residents in the neighborhoods.

### **Resident Empowerment**

Objective 4: Increase programming for job training and life skills education.

Objective 5: Enhance programming activity for youth.

Objective 6: Increase the involvement of residents in their neighborhoods.

Objective 7: Connect residents to financial and supportive resources they need to be successful.

Objective 8: Enhance affordable and reliable transportation options for residents.

### **Public Safety**

Objective 9: Enhance Community Policing strategies.

Objective 10: Enhance statistical data analysis in order to assist with crime analysis, goals, and strategic development.

Objective 11: Improve transparency and communication regarding crime and prevalence of crime.

## Eligible CDBG Projects

**Public Services:** Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, homebuyer down payment assistance, or recreational needs.

**Housing:** This includes labor, materials, and other costs of rehabilitating houses; loans for financing indebtedness secured by a property being rehabilitated with CDBG funds; improvements to houses to increase energy efficiency; improvement to houses to increase water efficiency; connection of residential structures to water or sewer mains; administrative expenses related to a rehabilitation project funded with CDBG; and improvements to houses to improve the accessibility.

**Property Acquisition:** Acquisition of property for any public purpose which meets one of the national objectives.

**Demolition:** Clearance, demolition or removal of buildings and improvements, including movement of structures to other sites.

**Code Enforcement:** Costs incurred for inspection for code violations and enforcement of codes in deteriorating or deteriorated areas when such enforcement together with public or private improvements, rehabilitation or services to be provided maybe expected to arrest the decline of the area.

**Commercial or Industrial Rehabilitation:** The acquisition, construction, rehabilitation or installation of commercial or industrial buildings, structures and other real property equipment and improvements, including railroad spurs or similar extensions.

**Micro-enterprise Assistance:** The provision of assistance to businesses having five or fewer employees.

**Planning:** Activities that consist of data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans.

**Public Facilities and Improvements:** Acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements.

**Special Economic Development Activities:** Provision of assistance to a private for-profit business and economic development services related to the provision of assistance.

**Fair Housing:** Provision of fair housing service and fair housing enforcement, education and outreach

**Interim Assistance:** In areas where there are signs of physical deterioration and immediate action is needed, the repair of public infrastructure and special garbage, trash, and debris removal may



be completed. Additionally, in emergency situations where public health and safety is at risk, the repair of streets, sidewalks, publicly owned utilities, and public buildings; the clearance of streets, and the improvement of private properties may be completed. These activities can only be completed to extent necessary to alleviate the emergency conditions.

**Privately-owned Utilities:** Acquire, construct, reconstruct, rehabilitate, or install distribution lines and facilities of privately-owned utilities.

**Technical Assistance:** Provide technical assistance to public or nonprofit entities to increase the capacity of such entities to carry out eligible neighborhood revitalization or economic development activities.