



PUBLIC NOTICE & AGENDA
BELOIT COMMUNITY DEVELOPMENT AUTHORITY
City Hall Forum - 100 State Street, Beloit, WI 53511
4:30 PM
Wednesday, September 27, 2023

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
 - 2.a. Consideration of the minutes of the August 23, 2023 Community Development Authority meeting
[Attachment](#)
3. PUBLIC COMMENT
4. BELOIT HOUSING AUTHORITY
 - 4.a. Presentation of the August Activity Report (Cole)
[Attachment](#)
 - 4.b. Presentation of the July Financial Report (Cole)
[Attachment](#)
 - 4.c. Public Hearing and Consideration of Resolution 2023-13 Approving Revisions to Beloit Housing Authority's Public Housing Residential Lease (Cole)
[Attachment](#)
 - 4.d. Consideration of Resolution 2023-16 Amending Beloit Housing Authority's Phase 1 Roof Replacement Contract (Cole)
[Attachment](#)
5. COMMUNITY AND HOUSING SERVICES
 - 5.a. Consideration of Resolution 2023-17 recommending approval of the 2024 Home Investment Partnership Program (HOME) Budget (Christensen)
[Attachment](#)
 - 5.b. Consideration of Resolution 2023-15 Recommending Approval of the 2024 Community Development Block Grant (CDBG) Budget and 2024 Annual Plan (McBride)
[Attachment](#)
6. SUCH OTHER MATTERS AS AUTHORIZED BY LAW
No business to discuss

7. 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
COMMUNITY DEVELOPMENT AUTHORITY
Beloit Public Library - 605 Eclipse Blvd, Beloit, WI 53511
4:30 PM
Wednesday, August 23, 2023

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chairperson Phillip Gorman at 4:32 p.m. Councilor Leavy, Councilor Forbeck, Commissioner Bullock, and Commissioner Rodriguez were present. Vice Chairperson Hartke arrived at 5:00 pm.

2. MINUTES

2.a. Consideration of the minutes of the June 28, 2023 Community Development Authority meeting

Motion was made by Councilor Forbeck to approve the minutes and seconded by Councilor Leavy. Motion was approved, voice vote (5-0).

3. PUBLIC COMMENT

No Public Comments were made.

4. BELOIT HOUSING AUTHORITY

4.a. Presentation of the June Activity Report 2023

The June Activity Report was presented by Clinton Cole, Beloit Housing Authority Director.

4.b. Presentation of the July Activity Report 2023

The July Activity Report was presented by Clinton Cole, Beloit Housing Authority Director.

4.c. Presentation of the May Financial Report

The May Financial Report was presented by Clinton Cole, Beloit Housing Authority Director. Commissioner Bullock questioned the increase in pest control expenses, and Clint stated a unit at Parker Bluff Apartments was recently treated for bed bugs. Councilor Leavy asked if the tenants were responsible for the cost of pest control. Clint stated that generally tenants aren't charged unless there is an ongoing housekeeping problem that the tenant hasn't addressed.

4.d. Presentation of the June Financial Report

The June Financial Report was presented by Clinton Cole, Beloit Housing Authority Director.

5. **COMMUNITY AND HOUSING SERVICES**

No business to discuss

6. **SUCH OTHER MATTERS AS AUTHORIZED BY LAW**

No business to discuss.

7. **ADJOURNMENT**

The meeting adjourned into a workshop at 4:38 p.m. Workshop adjourned at 7:46 PM.

Philip Gorman, Chairperson

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4a		
Topic:	August Activity Report		
Date:	September 27, 2023		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority
Overview/Background Information			
The Housing Authority provides monthly activity reports to the Community Development Authority. This report is for information only.			
Key Issues			
<u>Public Housing:</u> At the end of this reporting period, there was no public housing vacancies. 16 annual and seven interim certifications were completed. 10 public housing inspections were conducted.			
<u>Housing Choice Voucher (Section 8):</u> 441 vouchers were housed on August 31, 2023, and five port-in vouchers were administered. The Housing Specialists completed 36 annual and 27 interim recertifications during this reporting period. 59 Housing Quality Standards (HQS) inspections were completed.			
Conformance with Strategic Plan			
Approval of this action would conform with the stated purpose of the following strategic goal:			
<input checked="" type="checkbox"/> Goal #1 - Create and Sustain Safe and Healthy Neighborhoods <input checked="" type="checkbox"/> Goal #2 - Create and Sustain a High Performing Organization <input type="checkbox"/> Goal #3 - Create and Sustain Economic and Residential Growth <input checked="" type="checkbox"/> Goal #4 - Create and Sustain a High Quality of Life <input type="checkbox"/> Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity <input type="checkbox"/> Goal #6 - Create and Sustain Enhanced Communications and Community Engagement, while maintaining a Positive Image			
Sustainability			
If applicable, briefly comment on the environmental, economic, and/or social sustainability of this policy or program. Consider how current needs are met without compromising the ability of future generations to meet their own needs. 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			
August 2023 Activity Report			

**Beloit Community Development Authority
Activity Report to Board for August 2023**

PUBLIC HOUSING

Total Public Housing Units	131 Units	
Occupied on 8/31/2023	131 Units	100% Occupancy
Vacancies on 8/31/2023	0 Units	0% Vacancy
Vacancies by Type		
Elderly	0 Units	100% Occupancy
Family	0 Units	100% Occupancy

Public Housing Inspections

Nine annual inspections and one move-in inspection were completed during this reporting period.

Public Housing Activities

Annual Recertifications	16
Interim Recertifications	7
Tenant notices to Vacate *Not due to eviction	0
New Tenants	1
Transfers	0
Lease Terminations	0
Possible Program Violations	2
Evictions	0

Public Housing Briefings

Number Notified	10
Number Briefed	5

Section 8 Program

Total Under Lease on 8/31/2023	441 Vouchers
Total Portable Vouchers Paid	0 Vouchers
Total Port Out*	0 Vouchers
Total Port In*	5 Vouchers
August HCV HAP Funds Received	\$260,503
August HCV HAP Funds Expended	\$269,967
Current Per Unit Cost (PUC)	\$591

* 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 37 annual inspections, 12 reinspections, five initial inspections, and five special inspections during this reporting period.

Section 8 Activities

New Participants	4
Annual Recertifications	36
Interim Recertifications	27
Abatements	1
Unit Transfers	2
Possible Program Violations	0
End of Program	0
Port Ins	1
Port Outs	1

Section 8 Briefings

Number Notified	1
Number Briefed/Vouchers Issued	1

APPLICATIONS ON WAITING LIST

Public Housing East	133
Public Housing West	132
Parker Bluff	284
Section 8 Program	399

Family Self-Sufficiency Participants

Section 8 – 21

Public Housing – 13

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4b		
Topic:	July 2023 Financial Report		
Date:	September 27, 2023		
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 July 31, 2023.

At the end of this reporting period, the Low Income Public Housing (LIPH) program income was \$392,076.43 and the LIPH expenses were \$286,481.27. There was a surplus of \$105,595.16 in LIPH.

At the end of this reporting period, inflows of revenue from LIPH Grants total \$143,590.00 and related grant expenses total \$143,590.00.

At the end of this reporting period, the Project Based Voucher (PBV) program income was \$0.00 and the expenses were \$1,063.86. The PBV had a deficit of \$1,063.86. The deficit is the result of the program ceasing operations. Operational expenses will continue to be incurred until a decision is made regarding the property at 240 Portland Avenue.

At the end of this reporting period, Phase 1 program income was \$231,798.07 and the expenses were \$195,437.52. Phase 1 had a surplus of \$36,360.55. Of this surplus, \$3.64 is the Housing Authority's portion.

At the end of this reporting period, Phase 2 program income was \$234,781.19 and the expenses were \$202,188.26. Phase 2 had a surplus of \$32,592.93. Of this surplus, \$3.26 is the Housing Authority's portion.

At the end of this reporting period, the Housing Choice Voucher (HCV) program income was \$2,028,206.11 and expenses were \$1,998,769.05. The HCV program had a surplus of \$29,437.06.

Debts owed BHA collected through July 2023: Total \$8,178.07
 TRIP Program: \$8,178.07 Repayments: \$0.00

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 Enhance Communications and Community Engagement, while maintaining a Positive Image

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

No action required. Information only.

Fiscal Note/Budget Impact

All fiscal/budget impacts are noted in the report.

Attachments

July 2023 Financial Report

Consolidated 2023 Budget Report for LIPH/PBV - As of July 31, 2023

	YTD Actual					Annual Board Approved Budget		
	Income	Approved YTD	LIPH	LIPH Grants	PBV	Total	LIPH/PBV	Total
1 Dwelling Rental	-					-		-
2 Excess Utilities	-					-		-
3 Interest on Unrestricted Fund Investments	29.17		422.33			422.33	50.00	50.00
4 Income - Transfer In from Other Funds	-					-		-
5 Other Income - Tenants	-					-		-
6 HAP Fraud Recovery & FSS Forfeitures	-		370.00			370.00		-
7 Other Income - Bad Debt Collections	1,750.00					-	3,000.00	3,000.00
8 Other Income - Laundry/Copy Fees/Misc	16,333.33		365.05			365.05	28,000.00	28,000.00
9 Other Income - CFP/Operations Money	175,000.00		99,187.00	107,167.81		206,354.81	300,000.00	300,000.00
10 Other Income - Sale of Asset Gain/Loss	-					-		-
11 Admin Fees Earned - HUD	-					-		-
12 Incoming Billable Admin Fees/Oper Sub	12,581.19		13,575.05			13,575.05	21,567.76	21,567.76
13 ROSS/FSS Grant	59,459.67			36,422.19		36,422.19	101,930.86	101,930.86
14 HAP Subsidy	-					-		-
15 Operating Subsidy	259,250.83		278,157.00			278,157.00	444,430.00	444,430.00
Total Income	524,404.20		392,076.43	143,590.00	-	535,666.43	898,978.62	898,978.62
Expenses	Approved YTD	LIPH	LIPH Grant	PBV	Total	LIPH/PBV	Total	
Administrative Expenses								
16 Admin Salaries	45,023.03		42,087.54			42,087.54	77,182.34	77,182.34
17 ROSS/FSS Coordinator Admin Salaries	49,277.20			26,362.40		26,362.40	84,475.20	84,475.20
18 Admin Employee Benefits	22,746.17		17,977.46			17,977.46	38,993.44	38,993.44
19 ROSS/FSS Coordinator Admin Benefits	10,094.97			10,059.79		10,059.79	17,305.66	17,305.66
20 Advertising & Marketing	29.17					-	50.00	50.00
21 Legal	58.33					-	100.00	100.00
22 Staff Training	1,458.33			1,424.00		1,424.00	2,500.00	2,500.00
23 Travel	116.67		151.30			151.30	200.00	200.00
24 Accounting Consultants	4,229.17		2,507.00		666.00	3,173.00	7,250.00	7,250.00
25 Audit Fee	6,673.33		5,795.00			5,795.00	11,440.00	11,440.00
26 Telephone	816.67		1,085.77			1,085.77	1,400.00	1,400.00
27 Postage	2,187.50		2,417.06			2,417.06	3,750.00	3,750.00
28 Office Supplies	233.33		257.08			257.08	400.00	400.00
29 Memberships & Publications	1,194.67		442.22			442.22	2,048.00	2,048.00
30 Bank Fees	-		35.00			35.00		-
31 Computer Maintenance	-					-		-
32 Copier Expenses	1,458.33		1,604.79			1,604.79	2,500.00	2,500.00
33 Office Equipment Maintenance	-					-		-
34 Postage Machine	-					-		-
35 Software Maintenance	2,333.33		2,355.25			2,355.25	4,000.00	4,000.00
36 Outgoing Portable Admin Fees	-					-		-
37 Sundry Administration/Compliance Fees	408.33		2,455.50			2,455.50	700.00	700.00
38 Port-In HAP Expense	-					-		-
39 Management Fees	-					-		-
40 Eviction & Collection Agent Fees	-					-		-
41 HAP Expense (net fraud recovery to HUD)	-					-		-
HAP Overfunding (Underfunding)	-					-		-

	Maintenance Expenses	-							
42	Maintenance Salaries	1,750.00			-	3,000.00			3,000.00
43	Casual Labor - Maintenance	-			-				-
44	Maintenance Benefits	583.33			-	1,000.00			1,000.00
45	Maintenance Materials & Supplies	291.67	23.80		23.80	500.00			500.00
46	Plumbing Supplies	-	17.49		17.49				-
47	Locks, Locksets & Keys	-			-				-
48	Electrical Supplies	-			-				-
49	Painting Supplies	-			-				-
50	Cleaning Supplies	116.67	394.01		394.01	200.00			200.00
51	Equipment Repair Parts	-			-				-
52	Maintenance Contracted Services	875.00	221.50		221.50	1,500.00			1,500.00
53	Refuse Removal Services	58.33		96.48	96.48	100.00			100.00
54	Plumbing Repair Services	-			-				-
55	Heating/AC Repair Services	-			-				-
56	Electric Repair Service	-			-				-
57	Window Repair Service	-			-				-
58	Automotive Repairs/Fuel	58.33			-	100.00			100.00
59	Elevator Repair & Maintenance	875.00	1,551.84		1,551.84	1,500.00			1,500.00
60	Pest Control Services	-			-				-
61	Cable TV	-			-				-
62	Answering Service	1,866.67	2,978.71		2,978.71	3,200.00			3,200.00
63	Misc Contracts	-			-				-
64	Clean/Paint Units	-			-				-
	Utilities Expenses	-							
65	Water/Sewer	933.33	1,059.48	49.50	1,108.98	1,600.00			1,600.00
66	Electricity	3,208.33	3,819.31	95.43	3,914.74	5,500.00			5,500.00
67	Natural Gas	1,458.33	1,671.25		1,671.25	2,500.00			2,500.00
	Other Operating Expenses	-							
68	Protective Services Contract	1,166.67	1,196.09		1,196.09	2,000.00			2,000.00
69	Insurance	10,004.65	12,536.22	156.45	12,692.67	17,150.82			17,150.82
70	PILOT	-			-				-
71	Compensated Absences	-			-				-
72	Collection Losses	-			-				-
73	Replacement Reserves & Debt Pmt-Princ	-			-				-
74	Other General Expense/Asset Mgmt Fees	159,498.85	181,840.60		181,840.60	273,426.60			273,426.60
75	Casualty Losses - Non Capitalized	-			-				-
76	Capital/Operations Expenditures	112,875.00	105,743.81		105,743.81	193,500.00			193,500.00
77	Transfer In / Out	-			-				-
	Total Expense	443,958.70	286,481.27	143,590.00	1,063.86	431,135.13	761,072.06	-	761,072.06

Net Income/(Loss):

105,595.16	-	(1,063.86)	104,531.30
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Cash Flow Statement
Beloit Housing Authority
LIPH/PBV
As of 7/31/2023

	BHA YTD Actual	LIPH Grants Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income					
Dwelling Rent/Utilities	-		-		-
Interest on Investments	422.33		50.00	0.00%	372.33
Other Income	735.05	107,167.81	331,000.00	32.60%	(223,097.14)
HUD Admin Fees			-		-
HUD Grants/Subsidies	390,919.05	36,422.19	567,928.62	75.25%	(140,587.38)
Total Income	392,076.43	143,590.00	898,978.62		(363,312.19)

	BHA YTD Actual	LIPH Grants Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses					
Administrative					
Salaries/Benefits	60,065.00	36,422.19	217,956.64	44.27%	121,469.45
Office Expenses	15,811.93	1,424.00	33,838.00	50.94%	16,602.07
Office Contracted Services	3,960.04		6,500.00	60.92%	2,539.96
Oper Sub Transfer/Mgmt Fee Pd			-		-
Housing Assistance Pmts			-		-
HAP Payments Port In					
Maintenance					
Salaries/Benefits	-		-		-
Materials & Supplies	435.30	-	700.00	62.19%	264.70
Maintenance Contracts	4,848.53		6,400.00	75.76%	1,551.47
Utilities	6,694.97		9,600.00	69.74%	2,905.03
Other Operating					
Protective Services	1,196.09		2,000.00	59.80%	803.91
Insurance	12,692.67		17,150.82	74.01%	4,458.15
PILOT	-		-	0.00%	-
Other Operating Expenses	181,840.60	105,743.81	466,926.60	61.59%	179,342.19
Total Expenses	287,545.13	143,590.00	761,072.06		329,936.93
Net Admin Income (Loss)	104,531.30	-			
Net HAP Income (Loss)					
Total YTD Income (Loss)	104,531.30	-			

Consolidated 2023 Budget Report for Phase 1 - As of July 31, 2023

	YTD Actual			Annual Board Approved Budget		
	Income	Approved YTD	Phase 1	Phase 1 Total	Phase 1	Total
1 Dwelling Rental	68,833.33	90,029.21	90,029.21	118,000.00		118,000.00
2 Excess Utilities	-		-			-
3 Interest on Unrestricted Fund Investments	116.67	2,080.10	2,080.10	200.00		200.00
4 Income - Transfer In from Other Funds	16,217.66	27,801.71	27,801.71	27,801.71		27,801.71
5 Other Income - Tenants	13,505.26	9,930.72	9,930.72	23,151.88		23,151.88
6 HAP Fraud Recovery & FSS Forfeitures	-		-			-
7 Other Income - Bad Debt Collections	2,916.67	3,524.00	3,524.00	5,000.00		5,000.00
8 Other Income - Laundry/Copy Fees/Misc	-	41.85	41.85			-
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	78,123.85	98,390.48	98,390.48	133,926.60		133,926.60
13 ROSS/CFP Grant	-		-			-
14 HAP Subsidy	-		-			-
15 Operating Subsidy	-		-			-
Total Income	179,713.44	231,798.07	231,798.07	308,080.19		308,080.19

	YTD Actual			Annual Board Approved Budget		
	Expenses	Approved YTD	Phase 1	Phase 1 Total	Phase 1	Total
Administrative Expenses						
16 Admin Payroll Expenses	46,389.16	45,396.89	45,396.89	79,524.27		79,524.27
17 FSS Coordinator Admin Salaries	-		-			-
18 FSS Coordinator Admin Benefits	-		-			-
19 Advertising & Marketing	29.17	47.30	47.30	50.00		50.00
20 Legal	1,283.33		-	2,200.00		2,200.00
21 Staff Training	-		-			-
22 Travel	-		-			-
23 Accounting Consultants	3,675.00	3,175.00	3,175.00	6,300.00		6,300.00
24 Audit Fee	7,000.00	13,630.00	13,630.00	12,000.00		12,000.00
25 Telephone	-		-			-
26 Postage	-		-			-
27 Office Supplies	151.67	282.18	282.18	260.00		260.00
28 Memberships & Publications	-		-			-
29 Bank Fees	48.30	35.10	35.10	82.80		82.80
30 Computer Maintenance	-		-			-
31 Copier Expenses	-		-			-
32 Office Equipment Maintenance	-		-			-
33 Postage Machine	-		-			-
34 Software Maintenance	1,935.43	2,304.01	2,304.01	3,317.88		3,317.88
35 Outgoing Portable Admin Fees	-		-			-
36 Sundry Administration/Compliance Fees/TP	3,266.67	5,851.43	5,851.43	5,600.00		5,600.00
37 Port-In HAP Expense	-		-			-
38 Management Fees	3,931.66	4,260.83	4,260.83	6,739.98		6,739.98

39	Eviction & Collection Agent Fees	-	-	-	-	-	
40	HAP Expense (net fraud recovery to HUD)	-	-	-	-	-	
	HAP Overfunding (Underfunding)	-	-	-	-	-	
	Maintenance Expenses	-	-	-	-	-	
42	Maintenance Payroll Expenses	54,647.36	40,482.87	40,482.87	93,681.19	93,681.19	
43	Casual Labor - Maintenance	-	-	-	-	-	
44	Maintenance Materials & Supplies	4,666.67	16,065.91	16,065.91	8,000.00	8,000.00	
45	Plumbing Supplies	-	-	-	-	-	
46	Locks, Locksets & Keys	-	-	-	-	-	
47	Electrical Supplies	-	-	-	-	-	
48	Painting Supplies	-	-	-	-	-	
49	Cleaning Supplies	-	-	-	-	-	
50	Equipment Repair Parts	-	-	-	-	-	
51	Maintenance Contracted Services	7,000.00	30,469.35	30,469.35	12,000.00	12,000.00	
52	Refuse Removal Services	729.17	-	-	1,250.00	1,250.00	
53	Plumbing Repair Services	-	-	-	-	-	
54	Heating/AC Repair Services	583.33	1,135.00	1,135.00	1,000.00	1,000.00	
55	Electric Repair Service	-	-	-	-	-	
56	Window Repair Service	-	-	-	-	-	
57	Automotive Repairs/Fuel	2,033.22	1,718.07	1,718.07	3,485.52	3,485.52	
58	Elevator Repair & Maintenance	-	-	-	-	-	
59	Pest Control Services	583.33	-	-	1,000.00	1,000.00	
60	Cable TV	-	-	-	-	-	
61	Answering Service	-	-	-	-	-	
62	Misc Contracts	-	-	-	-	-	
63	Clean/Paint Units	-	-	-	-	-	
	Utilities Expenses	-	-	-	-	-	
64	Water/Sewer	3,208.33	1,223.50	1,223.50	5,500.00	5,500.00	
65	Electricity	816.67	691.50	691.50	1,400.00	1,400.00	
66	Natural Gas	583.33	961.99	961.99	1,000.00	1,000.00	
	Other Operating Expenses	-	-	-	-	-	
67	Protective Services Contract	5,833.33	2,500.00	2,500.00	10,000.00	10,000.00	
68	Insurance	8,686.69	11,251.95	11,251.95	14,891.47	14,891.47	
69	PILOT	6,708.33	8,808.83	8,808.83	11,500.00	11,500.00	
70	Compensated Absences	-	-	-	-	-	
71	Collection Losses	-	-	-	-	-	
72	Replacement Reserves & Debt Pmt-Princ	-	-	-	-	-	
73	Other General Expense/Asset Mgmt Fees	1,910.42	5,145.81	5,145.81	3,275.00	3,275.00	
74	Casualty Losses - Non Capitalized	-	-	-	-	-	
75	Capital Expenditures	-	-	-	-	-	
76	Transfer In / Out	-	-	-	-	-	
	Total Expense	165,700.56	195,437.52	195,437.52	284,058.11	-	284,058.11

Net Income/(Loss):

36,360.55

36,360.55

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

3.64

Cash Flow Statement
Beloit Housing Authority
Phase 1
As of 7/31/2023

	LLC Phase 1 Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income				
Dwelling Rent/Utilities	90,029.21	118,000.00	76.30%	(27,970.79)
Interest on Investments	2,080.10	200.00	1040.05%	1,880.10
Other Income	139,688.76	162,078.48	86.19%	(22,389.72)
HUD Admin Fees		-		-
HUD Grants/Subsidies		27,801.71		(27,801.71)
Total Income	231,798.07	308,080.19		(76,282.12)
		16,486.89		

	LLC Phase 1 Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses				
Administrative				
Salaries/Benefits	45,396.89	79,524.27	57.09%	34,127.38
Office Expenses	25,325.02	26,492.80	95.59%	1,167.78
Office Contracted Services		3,317.88		3,317.88
Oper Sub Transfer/Mgmt Fee F	4,260.83	6,739.98	63.22%	2,479.15
Housing Assistance Pmts		-		-
HAP Payments Port In				
Maintenance				
Salaries/Benefits	40,482.87	93,681.19	43.21%	53,198.32
Materials & Supplies	16,065.91	8,000.00	200.82%	(8,065.91)
Maintenance Contracts	33,322.42	18,735.52	177.86%	(14,586.90)
Utilities	2,876.99	7,900.00	36.42%	5,023.01
Other Operating				
Protective Services	2,500.00	10,000.00	25.00%	7,500.00
Insurance	11,251.95	14,891.47	75.56%	3,639.52
PILOT	8,808.83	11,500.00	76.60%	2,691.17
Other Operating Expenses	5,145.81	3,275.00	157.12%	(1,870.81)
Total Expenses	195,437.52	284,058.11		88,620.59

Net Admin Income (Loss)	36,360.55
Net HAP Income (Loss)	
Total YTD Income (Loss)	36,360.55
Housing Authority's Portion	3.64

Consolidated 2023 Budget Report for Phase 2 - As of July 31, 2023

	YTD Actual			Annual Board Approved Budget	
	Income	Approved YTD	Phase 2	Phase 2 Total	Phase 2
1 Dwelling Rental	82,250.00	115,232.00	115,232.00	141,000.00	141,000.00
2 Excess Utilities	-	-	-	-	-
3 Interest on Unrestricted Fund Investments	437.50	4,041.85	4,041.85	750.00	750.00
4 Income - Transfer In from Other Funds	15,987.90	27,407.83	27,407.83	27,407.83	27,407.83
5 Other Income - Tenants	700.00	4,321.95	4,321.95	1,200.00	1,200.00
6 HAP Fraud Recovery & FSS Forfeitures	-	-	-	-	-
7 Other Income - Bad Debt Collections	2,916.67	327.44	327.44	5,000.00	5,000.00
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	81,375.00	83,450.12	83,450.12	139,500.00	139,500.00
13 ROSS/CFP Grant	-	-	-	-	-
14 HAP Subsidy	-	-	-	-	-
15 Operating Subsidy	-	-	-	-	-
Total Income	183,667.07	234,781.19	234,781.19	314,857.83	314,857.83

	YTD Actual			Annual Board Approved Budget		
	Expenses	Approved YTD	Phase 2	Phase 2 Total	Phase 2	Total
Administrative Expenses						
16 Admin Payroll Expenses	38,238.98	40,842.08	40,842.08	65,552.53	65,552.53	
17 FSS Coordinator Admin Salaries	-	-	-	-	-	
18 FSS Coordinator Admin Benefits	-	-	-	-	-	
19 Advertising & Marketing	29.17	48.49	48.49	50.00	50.00	
20 Legal	875.00	820.00	820.00	1,500.00	1,500.00	
21 Staff Training	-	-	-	-	-	
22 Travel	-	-	-	-	-	
23 Accounting Consultants	3,675.00	2,975.00	2,975.00	6,300.00	6,300.00	
24 Audit Fee	6,416.67	13,630.00	13,630.00	11,000.00	11,000.00	
25 Telephone	-	-	-	-	-	
26 Postage	-	-	-	-	-	
27 Office Supplies	151.67	455.73	455.73	260.00	260.00	
28 Memberships & Publications	-	-	-	-	-	
29 Bank Fees	29.17	-	-	50.00	50.00	
30 Computer Maintenance	-	-	-	-	-	
31 Copier Expenses	-	-	-	-	-	
32 Office Equipment Maintenance	-	-	-	-	-	
33 Postage Machine	-	-	-	-	-	
34 Software Maintenance	1,935.42	2,294.85	2,294.85	3,317.87	3,317.87	
35 Outgoing Portable Admin Fees	-	-	-	-	-	
36 Sundry Administration/Compliance Fees/TP	3,281.25	4,382.87	4,382.87	5,625.00	5,625.00	
37 Port-In HAP Expense	-	-	-	-	-	
38 Management Fees	8,649.54	9,314.22	9,314.22	14,827.78	14,827.78	

39	Eviction & Collection Agent Fees	-		-		-	
40	HAP Expense (net fraud recovery to HUD)	-		-		-	
	HAP Overfunding (Underfunding)	-				-	
	Maintenance Expenses						
42	Maintenance Payroll Expenses	41,317.41	49,023.59	49,023.59	70,829.84	70,829.84	
43	Casual Labor - Maintenance	-		-		-	
44	Maintenance Materials & Supplies	4,666.67	4,675.89	4,675.89	8,000.00	8,000.00	
45	Plumbing Supplies	-		-		-	
46	Locks, Locksets & Keys	-		-		-	
47	Electrical Supplies	-		-		-	
48	Painting Supplies	-		-		-	
49	Cleaning Supplies	-		-		-	
50	Equipment Repair Parts	-		-		-	
51	Maintenance Contracted Services	7,000.00	11,710.66	11,710.66	12,000.00	12,000.00	
52	Refuse Removal Services	1,750.00		-	3,000.00	3,000.00	
53	Plumbing Repair Services	-		-		-	
54	Heating/AC Repair Services	700.00	124.00	124.00	1,200.00	1,200.00	
55	Electric Repair Service	-		-		-	
56	Window Repair Service	-		-		-	
57	Automotive Repairs/Fuel	1,470.98	1,414.22	1,414.22	2,521.68	2,521.68	
58	Elevator Repair & Maintenance	1,604.17	3,464.57	3,464.57	2,750.00	2,750.00	
59	Pest Control Services	291.67	1,400.00	1,400.00	500.00	500.00	
60	Cable TV	1,020.83	4,793.47	4,793.47	1,750.00	1,750.00	
61	Answering Service	-		-		-	
62	Misc Contracts	-		-		-	
63	Clean/Paint Units	-		-		-	
	Utilities Expenses						
64	Water/Sewer	4,958.33	3,921.41	3,921.41	8,500.00	8,500.00	
65	Electricity	10,500.00	10,874.55	10,874.55	18,000.00	18,000.00	
66	Natural Gas	5,250.00	5,077.41	5,077.41	9,000.00	9,000.00	
	Other Operating Expenses						
67	Protective Services Contract	6,416.67	3,493.34	3,493.34	11,000.00	11,000.00	
68	Insurance	9,549.52	12,017.97	12,017.97	16,370.61	16,370.61	
69	PILOT	6,708.33	9,455.63	9,455.63	11,500.00	11,500.00	
70	Compensated Absences	-		-		-	
71	Collection Losses	-		-		-	
72	Replacement Reserves & Debt Pmt-Princ	-		-		-	
73	Other General Expense/Asset Mgmt Fees	5,075.00	5,978.31	5,978.31	8,700.00	8,700.00	
74	Casualty Losses - Non Capitalized	-		-		-	
75	Capital Expenditures	-		-		-	
76	Transfer In / Out	-		-		-	
	Total Expense	171,561.43	202,188.26	202,188.26	294,105.31	-	294,105.31

Net Income/(Loss):

32,592.93

32,592.93

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

3.26

Cash Flow Statement
Beloit Housing Authority
Phase 2
As of 7/31/2023

	LLC Phase 2 Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income				
Dwelling Rent/Utilities	115,232.00	141,000.00	81.72%	(25,768.00)
Interest on Investments	4,041.85	750.00	538.91%	3,291.85
Other Income	115,507.34	145,700.00	79.28%	(30,192.66)
HUD Admin Fees		-		-
HUD Grants/Subsidies		27,407.83		(27,407.83)
Total Income	234,781.19	314,857.83		(80,076.64)

	LLC Phase 2 Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses				
Administrative				
Salaries/Benefits	40,842.08	65,552.53	62.30%	24,710.45
Office Expenses	24,606.94	24,785.00	99.28%	178.06
Office Contracted Services		3,317.87		3,317.87
Oper Sub Transfer/Mgmt Fee F	9,314.22	14,827.78	62.82%	5,513.56
Housing Assistance Pmts		-		-
HAP Payments Port In				
Maintenance				
Salaries/Benefits	49,023.59	70,829.84	69.21%	21,806.25
Materials & Supplies	4,675.89	8,000.00	58.45%	3,324.11
Maintenance Contracts	22,906.92	23,721.68	96.57%	814.76
Utilities	19,873.37	35,500.00	55.98%	15,626.63
Other Operating				
Protective Services	3,493.34	11,000.00	31.76%	7,506.66
Insurance	12,017.97	16,370.61	73.41%	4,352.64
PILOT	9,455.63	11,500.00	82.22%	2,044.37
Other Operating Expenses	5,978.31	8,700.00	68.72%	2,721.69
Total Expenses	202,188.26	294,105.31		91,917.05

Net Admin Income (Loss)	32,592.93
Net HAP Income (Loss)	
Total YTD Income (Loss)	32,592.93
Housing Authority's Portion	3.26

Consolidated 2023 Budget Report for Housing Choice Voucher - As of July 31, 2023

	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	1,960.00		2,289.97	2,289.97	3,360.00		3,360.00
4 Income - Transfer In from Other Funds	-			-			-
5 Other Income - Tenants/Landlords	-		367.00	367.00			-
6 HAP Fraud Recovery & FSS Forfeitures	437.50		4,331.00	4,331.00	750.00		750.00
7 Other Income - Bad Debt Collections	-			-			-
8 Other Income - Laundry/Copy Fees/Misc	18,013.68		18,803.00	18,803.00	30,880.60		30,880.60
9 Other Income - CFP Operation Money	-			-			-
10 Other Income - Sale of Asset Gain/Loss	-			-			-
11 Admin Fees Earned - HUD	189,014.00		191,579.00	191,579.00	324,024.00		324,024.00
12 Incoming Billable Admin Fees/Oper Sub	1,166.67		1,924.14	1,924.14	2,000.00		2,000.00
13 ROSS/CFP Grant	-			-			-
14 HAP Subsidy	1,700,416.67		1,808,912.00	1,808,912.00	2,915,000.00		2,915,000.00
15 Operating Subsidy	-			-			-
Total Income	1,911,008.52		2,028,206.11	2,028,206.11	-	3,276,014.60	3,276,014.60

	YTD Actual				Annual Board Approved Budget		
	Expenses	Approved YTD	HCV	HCV Total	HCV	Total	
Administrative Expenses							
16 Admin Salaries	116,967.95		104,988.23	104,988.23	200,516.49		200,516.49
17 FSS Coordinator Admin Salaries	-			-			-
18 Admin Employee Benefits	40,905.88		33,190.95	33,190.95	70,124.36		70,124.36
19 FSS Coordinator Admin Benefits	-			-			-
20 Advertising & Marketing	29.17			-	50.00		50.00
21 Legal	291.67			-	500.00		500.00
22 Staff Training	1,020.83			-	1,750.00		1,750.00
23 Travel	145.83		136.27	136.27	250.00		250.00
24 Accounting Consultants	3,362.33		3,055.00	3,055.00	5,764.00		5,764.00
25 Audit Fee	6,416.67		5,795.00	5,795.00	11,000.00		11,000.00
26 Telephone	647.91		877.93	877.93	1,110.70		1,110.70
27 Postage	-			-			-
28 Office Supplies	1,166.67		1,091.16	1,091.16	2,000.00		2,000.00
29 Memberships & Publications	408.33		372.22	372.22	700.00		700.00
30 Bank Fees	2,457.12		2,510.42	2,510.42	4,212.20		4,212.20
31 Computer Maintenance	-			-			-
32 Copier Expenses	1,111.72		1,604.81	1,604.81	1,905.80		1,905.80
33 Office Equipment Maintenance	-			-			-
34 Postage Machine	2,041.67		2,280.22	2,280.22	3,500.00		3,500.00
35 Software Maintenance	3,354.17		2,486.74	2,486.74	5,750.00		5,750.00
36 Outgoing Portable Admin Fees	-			-			-
37 Sundry Administration/Compliance Fees	2,041.67		7,845.71	7,845.71	3,500.00		3,500.00
38 Port-In HAP Expense	-		18,803.00	18,803.00			-

39	Management Fees	-			-		-
40	Eviction & Collection Agent Fees	-			-		-
41	HAP Expense (net fraud recovery to HUD)	1,676,108.00		1,812,025.00	1,812,025.00	2,873,328.00	2,873,328.00
	HAP Overfunding (Underfunding)	24,746.17		1,218.00		42,422.00	42,422.00
	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	291.67			-	500.00	500.00
54	Plumbing Repair Services	-			-		-
55	Heating/AC Repair Services	-			-		-
56	Electric Repair Service	-			-		-
57	Window Repair Service	-			-		-
58	Automotive Repairs/Fuel	208.25		47.45	47.45	357.00	357.00
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	1,457.23		1,658.94	1,658.94	2,498.10	2,498.10
70	PILOT	-			-		-
71	Compensated Absences	-			-		-
72	Collection Losses	-			-		-
73	Replacement Reserves & Debt Pmt-Princ	-			-		-
74	Other General Expense/Asset Mgmt Fees	2,566.67			-	4,400.00	4,400.00
75	Casualty Losses - Non Capitalized	-			-		-
76	Capital Expenditures	-			-		-
77	Transfer In / Out	-			-		-
	Total Expense	1,887,747.55		1,998,769.05	1,998,769.05	-	3,193,716.65
							3,236,138.65

Net Income/(Loss):

29,437.06

**Cash Flow Statement
Beloit Housing Authority
Housing Choice Voucher
As of 7/31/2023**

	HCV YTD Actual	YTD Budget	Percentage of Budget Used	Variance Over (Under)
Income				
Dwelling Rent/Utilities		-		-
Interest on Investments	2,289.97	3,360.00	68.15%	(1,070.03)
Other Income	19,170.00	33,630.60	57.00%	(14,460.60)
HUD Admin Fees	191,579.00	324,024.00	59.12%	(132,445.00)
HUD Grants/Subsidies	1,815,167.14	2,915,000.00	62.27%	(1,099,832.86)
Total Income	2,028,206.11	3,276,014.60		(1,247,808.49)

	HCV YTD Actual	YTD Budget	Percentage of Budget Used	Variance Under (Over)
Expenses				
Administrative				
Salaries/Benefits	138,179.18	270,640.85	51.06%	132,461.67
Office Expenses	21,683.71	30,836.90	70.32%	9,153.19
Office Contracted Services	6,371.77	11,155.80	57.12%	4,784.03
Oper Sub Transfer/Mgmt Fee Pd		-		-
Housing Assistance Pmts	1,812,025.00	2,873,328.00	63.06%	1,061,303.00
HAP Payments Port In	18,803.00		0.00%	(18,803.00)
Maintenance				
Salaries/Benefits		-		-
Materials & Supplies	47.45	357.00	13.29%	309.55
Maintenance Contracts		500.00	0.00%	500.00
Utilities		-		-
Other Operating				
Protective Services		-		-
Insurance	1,658.94	2,498.10	66.41%	839.16
PILOT		-		-
Other Operating Expenses	-	4,400.00	0.00%	4,400.00
Total Expenses	1,998,769.05	3,193,716.65		1,194,947.60

Net Income/(Loss): 29,437.06

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4c		
Topic:	Revision to Public Housing Residential Lease		
Date:	September 27, 2023		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

Beloit Housing Authority has had a contract with Charter Communications to provide cable service to Parker Bluff residents. The contract is ending and the Residential Lease must be updated to reflect this change.

Key Issues

1. Beloit Housing Authority has been in a contract with Charter Communications to provide cable television service to Parker Bluff residents since the property was placed in service in 2012. The BHA paid Charter Communications directly and subsequently billed the residents of Parker Bluff. As the rates have continued to increase, the BHA has received complaints from residents who do not want or need cable television service. The BHA is ending its contract with Charter Communications effective September 30, 2023, and residents can elect whether or not to continue service.
2. Due to this change, the BHA has revised the Public Housing Residential Lease; as it contained language regarding cable television services for Parker Bluff residents.

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 environmental, economic, and/or social sustainability of this policy or program. Consider how current needs are met without compromising the ability of future generations to meet their own needs. 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 2023-13 and Public Housing Residential Lease

COMMUNITY DEVELOPMENT AUTHORITY

RESOLUTION 2023-13

**APPROVING A REVISION TO THE BELOIT HOUSING AUTHORITY'S (BHA)
PUBLIC HOUSING RESIDENTIAL LEASE**

WHEREAS, the Beloit Housing Authority (BHA) has had a contract with Charter Communications to provide cable television service to residents of Parker Bluff Apartments;

WHEREAS, due to the rising cost of cable television service, the BHA has chosen to end its contract with Charter Communications effective September 30, 2023;

WHEREAS, the Public Housing Residential Lease has been revised to reflect the change due to the cancellation of the contract; and

WHEREAS, per HUD requirements, a 30-day public comment period and a public hearing were held regarding the lease revision.

NOW, THEREFORE BE IT RESOLVED, that the Community Development Authority (CDA) Board of Commissioners does hereby approve the Public Housing Residential Lease as attached.

Adopted this 27th day of September, 2023

Community Development Authority

Philip Gorman, Chairperson

Attest:

Julie Christensen, Executive Director

Beloit Housing Redevelopment – Phase I & II, LLC
210 Portland Avenue
Beloit, WI 53511
(608) 364-8740

PUBLIC HOUSING LEASE

1. IDENTIFICATION OF THE PARTIES AND PREMISES

The Beloit Housing Redevelopment – Phase I & II, LLC of the City of Beloit, Wisconsin, (Landlord or Authority) hereby leases to _____ (Resident or Tenant) (address) in the City of Beloit, County of Rock, Wisconsin 53511, under the following conditions to be OCCUPIED BY THE FOLLOWING HOUSEHOLD MEMBERS ONLY:

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

LEASE TERM: From _____ to _____.

The lease is subject to annual renewal. This lease remains in effect on a month to month basis until a new lease is signed. A new lease must be signed every year during recertification.

2. PAYMENTS DUE UNDER THE LEASE

I have the choice of rent I wish to pay. Rent may be paid based upon 30% of my household adjusted income or I may choose to pay a flat rent. I may choose flat rent only at recertification. If I choose flat rent and my income changes I may at any point ask to have my rent changed to income based rent. However, should an income increase go into effect, I cannot then ask for my rent to be readjusted to flat rent until my next recertification. I reviewed Landlord’s Rent Choice Policy with Landlord regarding income based rent versus flat rent prior to making the choice below.

Initial Choice:

_____ I agree to pay a flat rent of \$ _____ per month.

_____ I agree to pay rent based upon 30% of my income.

Monthly rent of \$ _____ is due in advance on the first (1st) day of each month beginning _____, 20_____. A late payment penalty of \$ _____ shall be assessed if the rent payment is not received by 5:00 p.m. on the fifth (5th) working day (defined as Monday through Friday) following the due date. **THE LEASE MAY BE TERMINATED WHEN RENT PAYMENTS ARE LATE THREE (3) TIMES IN ANY TWELVE (12) MONTH PERIOD**, PER THE DISCRETION OF THE BELOIT HOUSING REDEVELOPMENT – PHASE I & II, LLC.

3. SECURITY DEPOSIT

Upon lease of the premises, the Resident shall pay a security deposit in the amount of \$_____ for repair of damages and cleaning of the premises beyond normal wear and tear, consumption of excess utility charges, and any rent or other charges owed by Resident after vacating the premises. Provisions may be made to pay the security deposit in no more than four (4) monthly installments. If such arrangements are made, the monthly installments shall be \$_____, payable with the first four months' occupancy, due on _____, _____, _____ and _____.

Landlord shall return the security deposit to Resident within twenty-one (21) days of when Resident vacates, less any deductions for any of the estimated costs of repairs and cleaning, excess utility charges or rents indicated above. If such deductions are made, Landlord will send to the Resident a written statement of any such charges deducted from the security deposit. The security deposit MAY NOT be used to pay rent or other charges while Resident occupies the premises. The charges for the repair of damages and excess utilities are determined in accordance with the schedule of charges for repair and utility charges posted at the Office of the Landlord. Any charges in excess of the security deposit are due and payable within thirty (30) days of billing or in accordance with a written payment plan agreeable to the Authority. Charges not paid within 30 days will be referred to a collection agency and/or the courts unless a payment plan has been agreed upon.

Failure to keep a payment plan current may or may not result in the entire balance becoming due and payable on the first of the following month.

4. UTILITIES

A. PARKER BLUFF UNITS: Landlord shall furnish the following utilities: Gas, Electricity, Water and Sewer service. ~~Cable television is provided to the resident at a bulk rate of \$_____ per month per unit. This rate will continue until charges are revised by the Cable TV Company.~~ Elderly Residents may have their own air conditioner installed with Beloit Housing Redevelopment – Phase I & II, LLC approval and pay the utility charge of \$_____ a month until revised by the Authority's Board and approved by HUD. Costs associated with installation and removal of air conditioners including repair of any damages are the Resident's responsibility.

B. FAMILY DUPLEXES AND SINGLE FAMILY DWELLINGS:

Landlord is not obliged to furnish utilities. Before the move-in date, Resident must make personal arrangements in the name of the head or co-head of household for payment of utilities (gas, electricity). The Beloit Housing Redevelopment – Phase I & II, LLC will verify utilities are in the proper name at time of move-in/move-out.

The Beloit Housing Redevelopment – Phase I & II, LLC receives a bill from the City of Beloit for water and sewer services for Resident's unit. The City of Beloit invoices will be billed to the Resident as received from the City. The Resident is responsible for paying these charges by the twenty-fourth (24th) day of the month they are charged. The Resident is required to maintain utility service so as to prevent damage to the premises. Resident must notify the Beloit Housing Redevelopment – Phase I & II, LLC (immediately) if resident is notified by **Alliant Energy** that gas or electricity is to be disconnected. Disconnection of utility service or failure to report disconnections will be grounds for termination and eviction. Any damages caused as a result of the tenant not providing the required utilities will be charged to Resident. The Resident must make arrangements with Alliant Energy within seventy-two (72) hours upon receipt of a disconnect notice to avoid disconnection of utilities. **Two or more disconnections within a twelve (12) month period may result in termination and eviction.**

Resident will receive a utility allowance of \$_____ per month. Any overages of utilities are the responsibility of the Resident. Any credits will be used to pay resident's water and sewer bill. If a credit still remains, the balance will be sent by the Beloit Housing Redevelopment – Phase I & II, LLC to Alliant Energy referencing the account number provided by the Resident.

5. REDETERMINATION OF RENT, DWELLING SIZE AND ELIGIBILITY

A. REGULAR RENTAL REDETERMINATION: At least annually, per HUD Regulations, at the request of the Beloit Housing Redevelopment – Phase I & II, LLC, Resident shall provide accurate and complete information on income, expenses, family size and other information in order to determine the correct rent, dwelling size and eligibility for continued occupancy.

Failure to complete required forms accurately and supply requested information is grounds for termination and eviction. Resident must report all changes to the Landlord within ten (10) calendar days. Resident agrees to move to an appropriate size dwelling unit based on family composition upon appropriate notice by Landlord that such a dwelling is available. Resident is responsible for moving costs.

B. INTERIM RENTAL REDETERMINATION: The rent stated above will remain in effect between rent redetermination unless:

(1) Resident documents a change in circumstances (such as a decrease or increase in income, family size or allowances) which would justify a change or such other circumstances as would create a hardship for Resident, based on the Beloit Housing Redevelopment – Phase I & II, LLC’s determination.

(2) Resident intentionally misrepresents or fails to inform Landlord of facts upon which the rent is based, in which case any increase in rent shall be made retro-active to the date the rent would have increased, and the lease may be terminated. Based on the situation, the Beloit Housing Redevelopment – Phase I & II, LLC may agree to a repayment agreement.

C. NOTICE OF RENTAL REDETERMINATION: In the event of any rental redetermination, Landlord shall mail a “Notice of Rent Adjustment” as stated herein.

If the rent decreases, the decrease will take effect the first day of the following month after the change has been reported. If the rent increases, the increase will take effect the first day of the second following month, unless the rent increase results from circumstances calling for a retroactive increase in rent, as stated previously.

6. RESIDENT’S RIGHT TO USE AND OCCUPY

Resident shall have the right to exclusive use and occupancy of the leased premises. Resident shall not assign this lease, nor sublet or transfer possession of the premises, nor give accommodation to boarders or lodgers. Resident shall take occupancy of the leased premises within thirty (30) days of Resident signing the Public Housing Lease. If Resident fails to take occupancy of the leased premises within thirty (30) days of signing the Public Housing Lease, Resident forfeits the right to occupancy and the Public Housing Lease is terminated. Only the persons whose names appear on the lease may use the address of the residence: **no one else can receive mail or checks at this address if they are not listed on the lease. ANY PROPOSED CHANGE IN THE NUMBER OF PERSONS OCCUPYING THE DWELLING MUST BE APPROVED BY THE BELOIT HOUSING REDEVELOPMENT – PHASE I & II, LLC BEFORE ANYONE ELSE CAN MOVE INTO THE UNIT.** Failure to comply is grounds for immediate termination and eviction.

Resident is permitted to have occasional overnight guests not to exceed 14 calendar days within a 12-month period. Approval for extended visitations must be requested by the Resident and approved by the Authority in writing. Failure to do so may result in lease termination.

Resident shall not use or permit the use of the premises for any purpose other than as a private dwelling solely for Resident and Resident’s household members, except, with the written permission of Landlord. Resident may care for foster children and provide live-in care for a member of Resident’s family if doing so does not break occupancy rules of Beloit Housing Redevelopment – Phase I & II, LLC for that unit size. The premises may not be used for any commercial enterprise, including babysitting, day care services, laundry service, catering, beautician work, or other home

businesses without specific prior written approval of the Authority, and compliance with state and local ordinances.

Resident shall abide by such necessary and reasonable rules and regulations as may be made by the Landlord for the benefit and well being of the Beloit Housing Redevelopment – Phase I & II, LLC and Residents. The rules and regulations are attached to this lease and posted in the Office of the Landlord.

Neither the Resident, a member of the Resident’s household, nor a guest of the Resident, may occupy for sleeping purposes, any basement area at any time.

7. DAMAGE, REPAIR AND MAINTENANCE OF PREMISES

Resident will use reasonable care to prevent health or sanitation problems from arising in, at, or around the dwelling unit.

Resident shall notify Landlord immediately of known need for repairs to the premises and of known unsafe conditions in the rental unit, in the common areas and grounds of the property. Failure to report immediately the need for repairs may result in charges to Resident for repairs of damages caused by not reporting immediately.

CHARGES: Except for normal wear and tear, Resident agrees to pay reasonable charges for repair to leased premises, common areas, or to the grounds; and/or to other properties owned by the Authority, caused by Resident, other household members or visitors. Such charges will be billed to Resident and will specify the damaged items involved, corrective action taken, and the cost, based on actual costs incurred by the Beloit Housing Redevelopment – Phase I & II, LLC or on the posted schedule of charges if applicable.

Landlord agrees to accept rental money without regard to any other charges owed by Resident; but, Landlord will take action to terminate the lease or evict if other charges are not paid after two (2) months of billing unless a formal payment plan is arranged and kept current.

Beloit Housing Redevelopment – Phase I & II, LLC may contract with an exterminator to spray, fog, or otherwise treat Resident’s units on a regular schedule or as deemed necessary to control pests. Resident shall be notified of the scheduled times. If two (2) consecutive scheduled exterminations are missed because of Resident’s actions, the Authority may, at its option, enter and provide extermination services, after appropriate notice to the Resident.

If repairs of defects hazardous to life, health, and safety are not made or temporary alternative accommodations offered to the Resident within twelve (12) hours of Resident’s reporting same to management, and it was within management’s ability to correct the defect or obtain the correction thereof, then Resident’s rent shall abate during the entire period of the existence of such defect while he/she is residing in the unrepaired dwelling.

In the case of emergency repairs through no fault of the Resident, the Beloit Housing Redevelopment – Phase I & II, LLC will provide temporary accommodations to the Resident by arranging for temporary lodging at a hotel or similar location. If the condition that required the relocation cannot be repaired, or cannot be repaired in a reasonable amount of time, the Authority will transfer the Resident to the first available, appropriate unit after the initial, temporary relocation. If the Resident is responsible for the condition, no responsibility for finding temporary accommodations or permitting the Resident to return to occupancy accrues to the Authority.

In addition, the Resident agrees to remove personal possessions at the request of the Authority or the Authority may do so at the expense of the Resident. The Authority will have no responsibility whatsoever for Resident’s possessions.

8. INSPECTIONS

A. MOVE-IN: At the beginning of the Tenancy, a Beloit Housing Redevelopment – Phase I & II, LLC representative and the Resident will inspect the premises and a written statement will be

prepared noting any defects or damage to the premises or the equipment in it. Both parties shall sign the move-in inspection report. Resident has the right to report in writing any other defects found within seven (7) calendar days of the move-in date.

B. PERIODIC: Periodic inspection shall be made at least annually, per HUD regulations, at the discretion of the Landlord to determine condition of the unit, including the need for repairs and improved housekeeping. Resident shall permit the authorized agent of the Landlord to enter Resident's dwelling unit for the purpose of making the inspection, and the entry may be made only during reasonable hours, after advance notice in writing or by telephone to the Resident specifying the intended date and time. The Resident may not unreasonably withhold permission to inspect. In addition, the Landlord has the right to enter Resident's dwelling unit for purposes of inspection or to make repairs without prior notice, if Landlord reasonably believes an emergency exists which requires such entrance.

C. MOVE-OUT: The Landlord's representative, preferably with Resident in attendance, shall conduct the move-out inspection on the last date of the rental period or at such earlier time as is mutually convenient if the Resident can be contacted by telephone or mail; and after personal belongings, trash and debris have been or are believed to have been removed from the unit.

Since the units are thoroughly cleaned and often freshly painted when tenants move in, Resident must leave the apartment/house in the same clean condition when vacating. Charges will be incurred by the Resident for cleaning and repairs to the unit when vacated.

Resident must return all keys to the Beloit Housing Redevelopment – Phase I & II, LLC at the time of the move-out inspection or a charge will be assessed for a \$10.00 fee plus \$2.95 for each missing key. Any charges to Resident will be based on the actual or estimated costs of cleaning and/or repairs and will be discussed with Resident and noted on the inspection report. Should the Resident not keep the move-out inspection appointment or otherwise not be available to reschedule, the BHA will proceed with the inspection.

At the Beloit Housing Redevelopment – Phase I & II, LLC's option, videotape or digital photographs may be used to document the condition of the unit after the Resident's move-out.

D. INSPECTION REPORT: The original inspection report shall be maintained by the Landlord. A copy shall be given to the Resident. If the Resident disagrees with comments and/or charges, the Resident shall note such on the inspection report at the time of inspection which will then be reviewed and a determination made by the Beloit Housing Redevelopment – Phase I & II, LLC Management. Likewise, the Resident may request to view the video or photos if made, and to provide written comment.

9. LEGAL NOTICES

A. NOTICE BY LANDLORD: Any notice required under this agreement shall be in writing and delivered to Resident or a member of Resident's household residing in the dwelling age thirteen (13) or over; or may be sent by prepaid first-class mail properly addressed to Resident. As an alternate because of time or other constraints, such that notice cannot be given as outlined above, the Landlord or Landlord's representative may affix a copy of the notice in a conspicuous place on the premises where it can be conveniently read, and mail a copy by first class mail addressed to the Resident.

B. NOTICE BY RESIDENT: Any notice given by or required of a Resident shall be in writing, delivered to the Beloit Housing Redevelopment – Phase I & II, LLC office or sent by prepaid first-class mail, properly addressed to **Beloit Housing Redevelopment – Phase I & II, LLC, 210 Portland Avenue, Beloit, WI 53511.**

Notice of an emergency nature should be made by telephoning the Authority's 24 hour Emergency Answering Service at **608-364-8740.**

10. TERMINATION

This agreement may be terminated by Resident at any time after the first year by giving at least thirty (30) days written notice **on or before the first day of the month**, in the manner specified herein. Resident shall schedule a move-out inspection with the Landlord at the time the notice to vacate is given.

The Beloit Housing Redevelopment – Phase I & II, LLC will not terminate or refuse to renew the lease other than for serious or repeated violations of material terms of this agreement, such as non compliance with the Community Service requirements, Resident’s failure to disclose all household income, make payments due under this agreement, permit unauthorized persons extended visitation privileges, failure to provide a drug-free environment, or to fulfill the tenant obligations stated herein, or for other good cause.

The Beloit Housing Redevelopment – Phase I & II, LLC will give written notice of termination of the lease per the following schedule:

- a. Fourteen (14) days in the case of failure to pay rent; or
- b. Twenty-eight (28) days in all other cases such as provided by law.

The notice of termination to Resident shall state reasons for the termination, shall inform Resident of his/her right to make such reply as he/she may wish and of his/her right to request a hearing in accordance with the Beloit Housing Redevelopment – Phase I & II, LLC’s Grievance Procedure.

11. GRIEVANCE PROCEDURE

All grievances or appeals arising under this lease shall be processed and resolved according to the grievance policies in effect at the time of the appeal. The policy is posted in the Office of the Landlord and is incorporated herein by reference. A copy may be obtained from the Landlord by request.

12. THE BELOIT HOUSING AUTHORITY OBLIGATIONS

Landlord shall:

- A. Maintain the premises in decent, safe and sanitary condition;
- B. Comply with requirements of applicable building codes, housing codes, and HUD regulations materially affecting health and safety;
- C. Make necessary repairs to the premises in a timely manner;
- D. Maintain buildings, facilities and common areas, not otherwise assigned to the Resident for maintenance and upkeep, in a clean and safe condition;
- E. Maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating and other facilities and appliances, including elevators, supplied or required to be supplied by the Beloit Housing Redevelopment – Phase I & II, LLC;
- F. Provide and maintain appropriate receptacles and facilities (except containers for the exclusive use of an individual Resident family) for the deposit of garbage, rubbish, and other waste removed from the premises by the Resident as outlined below. Recycling bins destroyed or removed by the Resident will be charged to the Resident.
- G. Supply running water and reasonable amounts of hot water and reasonable amounts of heat at appropriate times of the year (according to local custom and usage) except where heat or hot water is generated by an installation within the exclusive control of the Resident and supplied by a direct utility connection; and
- H. Maintain all smoke detectors, which are hard-wired, in Beloit Housing Redevelopment –

Phase I & II, LLC housing units. Smoke detectors are not to be removed or tampered with by the Resident. Any problem with the smoke detector should be reported to the Landlord immediately. Resident will be responsible for Resident-caused damage to the smoke detector.

13. RESIDENT'S OBLIGATIONS

The Resident will:

- A. Per HUD regulations, [PIH-2015-12], all Public Housing residents who are not elderly, disabled, handicapped, are not working thirty (30) hours, receiving W-2, enrolled in the FSET program with Rock County, or going to school MUST do eight (8) hours of community service EACH month – no exception. Failure to comply will mean lease termination.
- B. Not assign the lease or sublease the premises;
- C. Not provide accommodations for boarders/lodgers, for extended visits by family or others; and/or allow others to use their address.
- D. Use the premises solely as a private dwelling for the Resident and the Resident's household as identified in the lease, and will not use or permit its use for any other unapproved purpose;
- E. Abide by necessary and reasonable rules and regulations set forth by the Authority for the benefit and well-being of the Authority and the Residents which will be posted in the Landlord's Office and are incorporated by reference in the lease;
- F. Comply with all obligations imposed upon Residents by applicable provisions of building and housing codes materially affecting health and safety;
- G. Keep the premises and such other areas as may be assigned to you for your exclusive use in a clean and safe condition;
- H. Dispose of all garbage, rubbish, and other waste from the premises in a sanitary and safe manner;
- I. Use only in a reasonable manner all electrical, plumbing, sanitary, heating, ventilating, air conditioning and other facilities and attachments including elevators;
- J. Refrain from, and require Resident's household and guests to refrain from destroying, defacing, damaging, or removing any part of the premises or property;
- K. Pay reasonable charges (other than for normal wear and tear) for the repair of damages to the premises, buildings, facilities, fixtures, furnishings, or common areas caused by the Resident, your household or guests (Repeated damages may result in lease termination);
- L. Conduct yourself and require other persons who are on the premises with your consent to conduct themselves in a manner which will not violate applicable laws or disturb the neighbors' peaceful enjoyment of their accommodations and will be conducive to maintaining the property in a decent, safe and sanitary condition;
- M. Refrain from, and require Resident's household members and guests to refrain from engaging in criminal activity, including drug-related criminal activity, drug or alcohol abuse, gang related activity or other illegal activity as stated in the Crime Free Lease Addendum, while the Resident is a tenant in public housing. Such activity will be cause for termination of tenancy (**The term "drug-related criminal activity" means illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute or use a controlled substance [as defined in section 102 of the Controlled Substances Act (21 U.S.C. 892)]**). The BHA has adopted a "Crime Free Policy" which is strictly enforced for

any drug, violent criminal, or history of criminal activity.

14. ABANDONED PROPERTY

Any property left in the unit or on the property of the unit, which has been leased and remains after the unit has been vacated will be considered abandoned. Abandoned property will NOT be stored. Abandoned property will be disposed of by the Beloit Housing Redevelopment – Phase I & II, LLC staff through refuse (waste) removal services or donation pick-up services, whichever is most cost effective for the Beloit Housing Redevelopment – Phase I & II, LLC. **IN NO EVENT WILL THE HOUSING AUTHORITY OR ITS STAFF KEEP, STORE, OR HOLD ANY ABANDONED PROPERTY.**

A twenty-four (24) hour notice will be posted on the front door of the unit if the Beloit Housing Redevelopment – Phase I & II, LLC has reason to believe the tenant has skipped out on the lease or abandoned the unit and/or property. No further notice will be given to tenant.

15. CHANGES

This agreement, together with any future adjustments of rent or change of dwelling unit, evidences the entire agreement between Landlord and Resident. No changes, other than those mentioned in this lease, shall be made except in writing, signed, and dated by both parties.

16. RULES AND REGULATIONS

Occupancy and use of the premises by Resident shall be subject to such other and further rules and regulations as may be established from time to time by Resolutions of the Community Development Authority Board of Commissioners on behalf of the BHA. Said rules and regulations are attached as part of the lease and shall be available at the Office of the Beloit Housing Redevelopment – Phase I & II, LLC; and affected Residents will be informed with their next rent statement.

17. PROHIBITED EQUIPMENT

The Beloit Housing Redevelopment – Phase I & II, LLC prohibits the use, operation, collection, or storage of pools, hot tubs, Jacuzzis, saunas, ponds, wading pools, swing sets, and trampolines on Public Housing property.

18. FRAUD AND MISREPRESENTATION

Do not sign any form unless you have read it, understand it, and are sure all information is complete and accurate. By signing the application and the certification/recertification forms, you are certifying that they are complete and accurate to the best of your knowledge and belief. You may be committing fraud if you sign a form knowing that it contains false or misleading information. **The same is true of the “CRIME FREE ADDENDUM”.**

The Beloit Housing Redevelopment – Phase I & II, LLC will verify information you give on your application. In addition, HUD may do computer matches of the income you report with various Federal, State or a private agency to verify that it is correct.

The United States Department of HUD places a high priority on preventing fraud. If your application or recertification forms contain false or incomplete information, you may be:

- Evicted from your apartment or house;
- Required to repay all overpaid rental assistance you received;
- Fined up to \$10,000.00;
- Imprisoned for up to five (5) years; and/or
- Prohibited from receiving future assistance.

19. IN CASES OF EVICTION

Any tenant or tenant’s household members evicted by the Landlord will not be allowed on any

property owned, operated, or managed by Landlord. Any person or persons evicted by Landlord will be considered trespassing and a no-trespass order may be issued, and enforced by law enforcement.

CERTIFICATIONS

I certify I have read and/or been explained the lease for which I am signing. I further certify that I have received a copy of the following items:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Protecting Your Family from Lead | <input checked="" type="checkbox"/> Crime Free Lease Addendum |
| <input checked="" type="checkbox"/> Ten (10) Day Policy | <input checked="" type="checkbox"/> Household Composition |
| <input checked="" type="checkbox"/> Minimum Rent Hardship | <input checked="" type="checkbox"/> Community Service Rules |
| <input checked="" type="checkbox"/> Pet Policy | <input checked="" type="checkbox"/> Authority's Policy on Rent |
| <input type="checkbox"/> Other: _____ | |

IN WITNESS WHEREOF, the parties understand, execute and agree to the above terms of this agreement this _____ day of _____, 20_____, at Beloit, Wisconsin.

THE Beloit Housing Redevelopment – Phase I & II, LLC

By _____
(Beloit Housing Redevelopment – Phase I & II, LLC
Representative)

Title Public Housing Coordinator

Tenant _____
(Head of Household)

Tenant _____
(Co-head of Household)

Tenant _____
(Other member of Household over 18)

Tenant _____
(Other member of Household over 18)

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4d		
Topic:	Beloit Housing Authority Public Housing Phase 1 Roof Replacement Contract Amendment		
Date:	June 28, 2023		
Presenter:	Clinton Cole	Division:	Beloit Housing Authority

Overview/Background Information

The approved Capital Fund Program (CFP) includes \$150,000 for Phase 1 Roof Replacement.

Key Issues

1. On June 28, 2023 the Beloit Community Development Authority (CDA) Board of Commissioners awarded a contract to H.C. Anderson Roofing Co., Inc. for the replacement of roofs at 13 Phase 1 Public Housing units.
2. The approved contract amount of \$155,309 included a 10 percent construction contingency for unforeseen repairs and alterations.
3. During the replacement of Phase 1 roofs, it was discovered that extensive replacement of the plywood decking beneath the shingles was necessary in order to make the roofs structurally sound and allow proper attachment of the shingles.
4. The cost of the replacement plywood decking exceeded the approved 10 percent construction contingency by \$5,040.50.
5. BHA staff recommends amending the contract with H.C. Anderson Roofing Co., Inc. to reflect the additional cost.

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 environmental, economic, and/or social sustainability of this policy or program. Consider how current needs are met without compromising the ability of future generations to meet their own needs. Write N/A if not applicable:
N/A

Action Required/Recommendation

Staff recommends approval of the attached resolution.

Fiscal Note/Budget Impact

\$150,000 was allocated in BHA's 2023 CFP budget for Phase 1 roof replacement. The remainder will be paid from 2022 CFP funds.

Attachments

Resolution 2023-16 and Phase 1 Roof Replacement Change Order

COMMUNITY DEVELOPMENT AUTHORITY

RESOLUTION 2023-16

**AMENDING CONTRACT FOR ROOF REPLACEMENT SERVICES FOR BELOIT HOUSING
AUTHORITY PUBLIC HOUSING PHASE 1 UNITS**

WHEREAS, on June 28, 2023 the Beloit Community Development Authority (CDA) Board of Commissioners awarded a contract to H.C. Anderson Roofing Co., Inc. for the replacement of roofs at 13 Public Housing Phase 1 units; and

WHEREAS, the approved contract amount of \$155,309 included a 10 percent construction contingency for unforeseen repairs and alterations; and

WHEREAS, during the replacement of Phase 1 roofs, it was discovered that extensive replacement of the plywood decking beneath the shingles was necessary in order to make the roofs structurally sound and allow proper attachment of the shingles; and

WHEREAS, this unforeseen additional cost has exceeded the approved construction contingency by \$5,040.50.

NOW, THEREFORE BE IT RESOLVED, that the Community Development Authority (CDA) Board of Commissioners amend the contract for Public Housing Phase 1 roof replacement services with H.C. Anderson Roofing Co., Inc. by the amount of \$5,040.50 to \$160,349.50, and that the Executive Director is authorized to execute any and all documents related to the Public Housing Phase 1 roof replacement.

Adopted this 27th day of September, 2023

Community Development Authority

Philip Gorman, Chairperson

Attest:

Julie Christensen, Executive Director

**CITY OF BELOIT
COMMUNITY DEVELOPMENT AUTHORITY
CHANGE ORDER**

Date order printed 9/18/2023

Distribution to:

BHA

CONTRACTOR

PROJECT	Phase Roof Replacement	CHANGE ORDER 1
Contract Date: 8/15/2023		

You are directed to make the following changes in this Contract:

ITEM	DESCRIPTION			UNIT PRICE		
	1943 Merrill St.	Plywood/Vents		\$2,798.50		
	1949 Merrill	Plywood/Vents		\$2,073.00		
	1955 Merrill St.	Plywood		\$2,880.00		
	1959 Merrill St.	Plywood		\$120.00		
	1012/1016 Mary St.	Plywood		\$4,080.00		
	1025/1027 Ritsher St.	Plywood		\$1,080.00		
	1021/1023 Ritsher St.	Plywood		\$2,640.00		
	1017/1019 Ritsher St.	Plywood		\$2,400.00		
	1011/1013 Ritsher St.	Plywood		\$240.00		
	1709/1711 6th St	Plywood		\$360.00		
	1715/1717 6th St.	Plywood		\$480.00		

The original Contract Sum was	\$ 141,190.00
Net Change by previously authorized Change Orders	\$ -
The Contract Sum Prior to this Change Order	\$ 141,190.00
The Contract Sum will be revised by this Change Order	\$ 19,159.50
The new Contract Sum including this Change Order will be	\$ 160,349.50
The new Contract Sum percent change over the original Contract Sum	13.50%

CONTRACTOR

H.C. Anderson Roofing Co., Inc.
12388 Old River Rd.
Rockton, IL 61072

OWNER

City of Beloit CDA
100 State Street
Beloit, WI 53511

By: _____

By: _____

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda #:	5a		
Topic:	Resolution 2023-17, Recommending Approval of the 2024 HOME Investment Partnerships Program (HOME) Budget		
Date:	September 27, 2023		
Presenter:	Julie Christensen	Division:	Community and Housing Services

Overview/Background Information

The City is a member of the Rock County HOME Consortium. As a result, the City receives an annual allocation of Home Investment Partnership Program (HOME) funds. The Consortium Agreement was amended in 2016 to allocate additional dollars to the City of Beloit. Starting in 2017, the City of Beloit receives 28 percent of the project funds. In addition, the City also receives funds for administrative activities, which includes staff time to operate the program.

Key Issues

- For the 2024 budget, we are estimating a total of \$1,455,799.98 for housing projects, and \$155,903.69 in administrative dollars. This includes 2024 funds, prior year funds, and program income as indicated on the attached HOME Annual Plan.
- Projects that have already been awarded funds that will proceed in 2023-2024 include the following:

1235 Dewey Avenue	\$80,000
1418 Prairie Avenue	\$150,000
Community Action - New Construction (partially funded with CHDO)	\$40,000
NeighborWorks Down payment Assistance	\$115,000
Acts Down payment Assistance	\$75,000
Total	\$460,000

Some of the funds above will be spent before the end of 2023, but most will continue into 2024.
- We are proposing to use the remaining funds for New Construction projects and the City’s housing rehab loan program (see attached budget).
- There are prior year administrative funds and 2024 administrative funds available, which will be utilized to pay staff costs to run the programs. In addition, the Consortium will have to update the Analysis of Impediments to Fair Housing and the Consolidated Plan (for the Consortium). We intend to hire a consultant to prepare both, and will have to pay for our share of those costs.

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 environmental, economic, and/or social sustainability of this policy or program. Consider how current needs are met without compromising the ability of future generations to meet their own needs. Write N/A if not applicable)

N/A

Action Required/Recommendation

Staff recommends approval of Resolution 2023-17.

Fiscal Note/Budget Impact

All fiscal/budget impacts are noted in the report.

Attachments

Resolution and HOME Annual Plan

COMMUNITY DEVELOPMENT AUTHORITY

**RESOLUTION 2023-17
RECOMMENDING APPROVAL OF THE
2024 HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) BUDGET**

WHEREAS, the City of Beloit is expected to receive \$211,000 in HOME Investment Partnership (HOME) funds for City projects and \$21,000 for HOME Administrative Activities in 2024, and

WHEREAS, the City of Beloit estimates there will be up to \$1,270,646.57 in prior year funds and \$130,056.90 in program income available for City projects, and

WHEREAS, the City Council has previously awarded funds to the Wisconsin Partnership for Housing Development, Community Action, Inc., Acts Housing, and NeighborWorks Blackhawk region for variety of projects, and

WHEREAS, the City's housing rehabilitation loan program and new construction projects are eligible HOME projects, and

WHEREAS, the recommended projects are consistent with the City's Consolidated Plan.

NOW THEREFORE BE IT RESOLVED, that the Community Development Authority recommends that the City Council allocate funds for the 2024 program year as indicated on the attached HOME Annual Plan

Adopted this 27th day of September, 2023.

Philip Gorman, Chairperson

ATTEST:

Julie Christensen, Executive Director

Rock County HOME Consortium 2024 Annual Action Plan-HOME Partner Information

Partner Name: City of Beloit

Contact: Julie Christensen

2024 Funding/Resources:

Funding Resources Anticipated to be Available in 2024	Amount
Prior Year Grant Funds	\$1,270,646.57
Prior Year Program Income	\$ 130,056.90
2024 Grant Funds	\$ 211,000.00
2024 Program Income * NOTE this will be held for the 2025 AAP	\$ 50,628.05
Total Available	\$1,611,703.47

2024 Projects/HOME Expenditures:

Project Type	# of Units	Funding Source			Total
		Grant Funds	Prior Year(s) Program Income	Prior Year Grant Funds	
Acquisition/Rehab/Resale					
Direct Homebuyer Assistance.	11			\$175,000.00	\$ 175,000.00
Single Family New Construction	7	\$190,000.00	\$130,056.90	\$880,742.88	\$1,200,799.78
Homeowner Rehabilitation	4			\$80,000.00	\$80,000.00
Private-Owner Rental Rehabilitation (indicate total # of units per project)					
Rental Development/Conversion of existing buildings (indicate total # of units per project)					
Rental Development / New Construction (indicate total # of units per project)					
Administration		\$21,000.00		\$134,903.69	\$155,903.69
Unallocated					
TOTAL		\$211,000.00	\$130,056.90	\$1,270,646.57	\$1,611,703.47

* Address of projects, if known: 1235 Dewey Avenue and 1418 Prairie Avenue

Leverage/Match:

Will HOME funds leverage additional resources (Private, State or Local Funds)? If yes, explain and provide estimated amounts. Local CIP funds have been used to purchase vacant lots
for new construction projects.

How will you provide the 25% match for HOME funds expended? List source and dollar amounts for each type of match. Match will be provided by non-profit partners.

Contingency Plan:

If HOME funds available are less than anticipated:

Maximize funding available for administration (10% of grant and PI)

Decrease _____ (specific activity) by reduced amount available

Decrease New Construction (specific activities) proportionately

Other: _____

If HOME funds are greater than anticipated:

Maximize funding available for administration (if not used, reserve for future years)

Increase _____ (specific activity) by reduced amount available

Increase New Construction (specific activities) proportionately

Consider unallocated for 2024. Allocate through 2025 planning process.

Other: _____

Fair Housing:

Indicate what Fair Housing Activities you will undertake in 2024 (Check at least 2):

Enact, strengthen or advertise a local fair housing law;

Send letters from the chief executive officer or chief elected official of the local government to those in the business of selling, renting or financing housing, encouraging them to adhere fully to the fair housing law;

Have the local governing body or chief elected official publicly endorse the principle of fair housing and of adherence to the fair housing law in the form of a proclamation, resolution or similar publicized statement of importance;

Display a fair housing poster or provide fair housing information at an appropriate public place;

Initiate a public education program or offer a local training program on fair housing;

Make area-wide zoning revisions to facilitate the dispersal of multi-family housing outside of minority-concentrated areas;

Initiate or fund any studies examining current housing opportunities for individuals covered under the Fair Housing Act and have these studies form the basis of an affirmative action program providing greater housing opportunities for these individuals;

Improve community facilities and public services in racially integrated neighborhoods to help preserve their mixed character;

Fund a fair housing organization (such as a local housing authority) to conduct studies and/or to aggressively investigate rental and/or realtor practices;

Suggest the use of affirmative marketing and advertising practices by private developers as a condition for obtaining local licenses and permits; and

Enlist the participation of local associations (realtors, real estate brokers, home builders and mortgage lenders) in approved voluntary programs to promote affirmative fair housing marketing and to review mortgage credit and underwriting criteria that may have an adverse impact on minorities, women, handicapped persons and families with children.

Undertake one or more of the strategies identified in the Analysis of Impediments to Fair Housing. List:

Other: _____

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	5b		
Topic:	Consideration of Resolution 2023-15, Recommending Approval of the 2024 Community Development Block Grant (CDBG) Budget and 2024 Annual Plan		
Date:	September 27, 2023		
Presenter:	Megan McBride	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 Plan every five years, and an Annual Action Plan (AAP) each year. Both Plans include specific objectives for housing, homelessness, public housing and community development and includes information on the CDBG process, affordable housing, and special needs populations. The City's Consolidated Plan for 2020-2024 was approved in 2019.

The AAP includes how the City intends to allocate its CDBG funds over the next year. The process for preparing the AAP and CDBG budget includes the following steps:

June 19, 2023 - July 17, 2023	Community Development Authority (CDA) recommends, and the City Council approves funding priorities. Funding priorities are incorporated into applications. Two public hearings were held during this time to solicit public input on the needs of the community.
July 18, 2023 - August 15, 2023	CDBG applications** were made available to the public and non-profit agencies to apply for CDBG funding to deliver direct services to our low-moderate income residents. **The 2024 CDBG application process was modified to improve transparency and clarity of the overall CDBG process in response to public input during the 2023 CDBG application process. Staff implemented several changes in the 2024 application process which are summarized in the attached table.
August 23, 2023	All applicants presented their applications to the CDA.
September 27, 2023	CDA makes a recommendation to the City Council on how the CDBG funds should be allocated.
September 30, 2023 - October 30, 2023	Draft AAP and CDBG Budget are published for 30 days for public review and comment.
October 16, 2023	Public hearing is held at City Council to give citizens an opportunity to comment on the proposed Annual Plan and CDBG budget. Comments are considered and incorporated into the AAP by staff.
November 6, 2023	City Council will take final action on the 2024 Annual Action Plan and CDBG budget.

On July 17, 2023, the City Council established the following local funding priorities:

1. Public Service Programs which focus on comprehensive case management strategies (that offer advocacy as well), with priority given to neighborhood stabilization activities, housing assistance, education in life skills, employment training that corresponds with local employment opportunities, healthcare access including mental health, transportation, youth services and programs, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation and Development of Affordable Housing
4. Housing Activities (Direct Homeownership Assistance/Down-payment and Closing Cost Assistance)
5. Economic Development Activities, with priority given to Small Business, Entrepreneur and Microenterprise Assistance and Technical Job Training
6. Program Administration
7. Fair Housing

All recommended projects are consistent with the proposed 2020-2024 Consolidated Plan and will be incorporated into the 2024 Annual Action Plan for submittal to HUD. All recommended projects are eligible CDBG activities and meet one of the three national objectives.

Key Issues

1. Staff estimates a 2024 CDBG grant award of \$570,000, program income of \$125,000, and prior year unexpended CDBG funds of \$30,000. Therefore, the total 2024 CDBG budget is estimated as \$725,000. All applications were scored by CDA members, and the attached spreadsheet summarizes the average score for each application. Recommended funding allocations were based on the agencies' requests and whether the proposed program meets the CDBG funding priorities. The CDA recommendation will be listed when it is presented to the City Council during their October 16th meeting and public hearing.
2. Public Services: Cap = \$107,700: The CDBG Budget spreadsheet lists the maximum funding level allowed for public services which is 15% of the 2024 grant plus 2023 program income. We are recommending funding public service activities at \$107,700.
3. Planning and Administration = \$139,000: Also reflected on the CDBG Budget spreadsheet is the amount you may award for planning and administration. This cap is limited to 20% of new grant funds, with a 20% overall cap of total Program Year CDBG funds. Therefore, we are proposing to fund planning and administration with new CDBG grant funds of \$114,000 and Program Income of \$25,000 for a total of \$139,000.
4. Neighborhood Revitalization Strategy Area (NRSA) = \$138,300: Staff recommends funding **five** public service programs under the NRSA category and two City and Community Action Neighborhood Clean-Up events. The Community Action Resources Navigator, Community Action's Merrill Community Center Activities, Family Services' Neighborhood Resilience Project, and ECHO's Homeless Prevention Program are all continuations of current NRSA programs. The Community Lawyer Project through Legal Action of Wisconsin, Inc. is a new NRSA program in Beloit.
5. Economic Development = \$30,000: Staff recommends funding the Economic Development RLF proposed by WWBIC at \$30,000 with prior year unexpended CDBG funds.
6. Balance for Other Programming = \$310,000: Staff recommends funding the remaining balance towards Code Enforcement and Housing Rehabilitation, as listed on the spreadsheet.
7. Impact on City General Fund Budget: The following three activities have a relationship to the City of Beloit's proposed Operating Budget. Therefore, funding these programs below the requested amount would have an impact on the City's Proposed Budgets.
 - The Code Enforcement/Inspection program provides funding for all or a portion of salaries and benefits for the four inspectors' salaries and benefits.
 - The Housing Rehabilitation Revolving Loan Program includes funding for two positions which are required to operate the program.
 - The Planning and Administration budget includes funding for several people required to operate the CDBG program.

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 Enhanced Communications and Community Engagement, while Maintaining a Positive Image

Sustainability

If applicable, briefly comment on the environmental, economic, and/or social sustainability of this policy or program. Consider how current needs are met without compromising the ability of future generations to meet their own needs. Write N/A if not applicable

This request complies with Social Sustainability by funding activities that are in the best interest of the health and well-being of our residents. The recommended 2024 Community Development Block Grant (CDBG) budget directs resources to meet the needs of the community and invest in programs that promote healthy lifestyles or prevent negative health outcomes.

Action Required/Recommendation

Staff recommends approval of the attached resolution.

Fiscal Note/Budget Impact

If any of the City projects are funded at a lower level than proposed, there could be Operating Budget implications.

Attachments

Resolution 2023-15 Recommending Approval of the 2024 Community Development Block Grant (CDBG) Budget and 2024 Annual Action Plan

COMMUNITY DEVELOPMENT AUTHORITY

RESOLUTION 2023-15

RECOMMENDING APPROVAL OF THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUDGET AND 2024 ANNUAL ACTION PLAN

WHEREAS, the Department of Housing and Urban Development (HUD) requires all local units of government that receive Community Development Block Grant (CDBG) funds to submit an Annual Action Plan for each year that they receive CDBG funding, and

WHEREAS, the Plan provides guidance on how CDBG funds will be allocated over the next year and how the City of Beloit intends to address its housing, public housing, homeless and community development needs, and

WHEREAS, all CDBG-funded projects must be consistent with the Annual Action Plan and its overall goals and strategies.

WHEREAS, the City of Beloit expects to receive \$570,000 in 2024 Community Development Block Grant (CDBG) funds, \$125,000 in CDBG Program Income, and \$30,000 in prior year unexpended CDBG funds, and

WHEREAS, all recommended projects are consistent with the 2020 - 2024 Consolidated Plan and 2024 Annual Action Plan, and

WHEREAS, all recommended projects are eligible CDBG activities.

NOW THEREFORE BE IT RESOLVED, that the Community Development Authority recommends approval of the 2024 CDBG budget as identified in Attachment A and 2024 Annual Action Plan as identified in Attachment B, contingent upon the HUD award of CDBG funds to the City of Beloit.

Adopted this 27th day of September, 2023

Community Development Authority

Philip A. Gorman, Chairman

ATTEST:

Julie Christensen, Executive Director

Updated CDBG Process for 2024

	Former Process/Requirements	2024 CDBG Process/Requirements	Intended Outcome(s) of Process Change
1	Information was posted and published according to Citizen Participation Plan, and agencies were encouraged to contact city staff with questions and to receive direct technical assistance.	A total of 4 information sessions were held virtually and in person at Beloit Public Library. Agencies received 2 additional points during scoring if a representative attended one of the sessions.	This change was intended to facilitate more proactive outreach to agencies, and help agencies with limited to no experience with CDBG or federal funding to learn more about the program and reporting requirements before applying.
2	Documentation of agency eligibility to apply for CDBG funding was submitted with the agency's full application.	<p>The application process was split into two phases, with the first being a pre-application eligibility determination. Pre-application materials were made available on June 19, 2023 and due by July 10, 2023.</p> <p>Agencies determined to be eligible for funding were notified. The full CDBG application was made available on July 18, 2023 and due by August 15, 2023.</p>	This allowed agencies to confirm eligibility prior to filling out the full CDBG application. This also gave city staff additional time to follow-up on any questions or missing information before the full application became available.
3	Agency eligibility as a CBDO and NRSA activity eligibility determined administratively by staff based on information provided in the agency's application.	<p>Optional checklists were available in the pre-application eligibility determination for agencies to complete which were interested in being considered under the NRSA category. Two checklists were used to separately determine the agency's eligibility as a CBDO, as well as the eligibility of the program as a NRSA activity. Both the agency and activity must be eligible in order for the city to provide funding under the NRSA category.</p> <p>Determination letters were sent to applicants summarizing eligibility of the agency and activity for NRSA funding, and explanation of basis for ineligibility if applicable.</p>	Including the NRSA and CBDO checklists as part of the pre-application eligibility phase allowed agencies to confirm eligibility to apply under the NRSA category prior to submitting their application.

4	No minimum or maximum award amounts were set for CDBG applications.	Minimum and maximum request amounts determined based on average funding the city receives and typical award amounts from past years.	The purpose of setting minimum and maximum award amounts was to help agencies more accurately budget and request funding based on the amount of CDBG funding the city typically receives each year.
5	Program information was primarily communicated via the City's website and public notices.	One-pager summaries were created for the 4 primary categories under which we typically receive applications.	This was intended to highlight important information about each application type in a clear and concise way for potential applicants. One-pagers were posted on the website, emailed, and made available during all information sessions.

2024 CDBG Application Summaries and Scores

Public Service Applications									
#	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiaries with CDBG funds	2023 CDBG Award (Approved by Council on Nov. 7, 2022)	2024 CDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
1	Family Promise of Greater Beloit	Emergency Shelter for Families Facing Homelessness	56.2	There are two components to this program. The first is to provide wages for case management staff. They will work with homeless families to help them become self-sufficient through helping them find employment, housing, education, and mental and physical health services. The second component is rent assistance for either families who are at the brink of eviction or to provide them with security deposits or first month's rent.	250	\$16,390	\$15,000	\$13,000	
2	Project 16:49	Robin House Transitional Living Program	56	This program provides transitional housing, case management, and supportive services to allow participants to complete their high school education and increase their self-sufficiency as they transition to adulthood. CDBG funds would be used subsidize the wages of the case manager and direct program services.	145	\$7,890	\$15,000	\$13,000	
3	Beloit Meals on Wheels	Home Delivered Meals Assistance	56	This program serves residents living in the City of Beloit by providing daily, nutritious meals to homebound elderly, ill, and/or disabled people. This will assist these clients to stay in their homes thus stabilizing neighborhoods with owner occupied properties. The funding would help subsidize meal costs for the program.	200	\$7,890	\$15,000	\$13,000	
4	ECHO	Emergency Rent Assistance	55.5	ECHO would spend the requested funds to provide direct rent assistance for low-income residents of the City of Beloit. The program will assist those who are behind in their rent and would become homeless without the funds, those who are homeless, and those clients who have an eviction notice.	16	\$7,890	\$15,000	\$13,000	
5	Family Services	Defy Domestic Abuse Beloit	54.5	This program is dedicated to the purpose of facilitating persons toward housing stability through short-term emergency housing and related services. The funding would be used to enhance the case management component of the services provided to improve success rates of families that have been displaced due to domestic violence.	88	\$9,890	\$10,000	\$9,050	
6	HealthNet of Rock County, Inc.	Expanding Primary, Dental and Behavioral Healthcare to Beloit Residents	54.3	This program provides free medical and dental care to low-income and completely uninsured Beloit residents. Funding would be used to cover direct program costs.	90	\$7,890	\$15,000	\$13,000	
7	Stateline Literacy Council	Adult Education for Economic Opportunity	53.8	This project provides literacy services to English and non-English speaking adults with limited basic skills and limited proficiency in English. The students will gain at least the minimum education level to qualify for a job above minimum wage and/or to increase their job skills by increasing their community levels. Basic computer literacy will be offered and onsite childcare will be provided. CDBG funds would be used to subsidize personnel costs for instructors.	75	\$9,890	\$14,000	\$12,500	
8	Beloit City Wide Youth Softball League	2024 BCWYS League Season	51.5	The Beloit City Wide Youth Softball League offers a free softball league for youth ages 7-17. The season runs from June through August with weekly games and practices held in the City of Beloit. This league is run by volunteers. All equipment is provided for the players. Food is also provided for all registered players at each game, free of charge. In the 2023 season, over 300 youth were registered for the league. Our target population is low-income, at-risk youth ages 7-17 in the Greater Beloit area.	800	N/A (new applicant)	\$15,000	\$11,800	

	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiaries with CDBG funds	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
9	The Salvation Army	Supportive Services	51	This program is intended to provide rental assistance to clients. Case Management will be offered in conjunction but the CDBG funds would be used for Rental Assistance only. These services will not be limited to a particular group of clients (i.e. single adults with no children, survivors of DV, or college students).	23	\$7,890	\$12,000	\$9,350	
10	Messiah Lutheran Church Food Pantry	Food Pantry	40.8	This program is a non-profit food pantry which provides food, hygiene items, and other necessary items to LMI Beloit residents. The food pantry is located on the west side of Beloit. CDBG funds would be used to cover direct program costs (food, hygiene products, paper products).	320	N/A (new applicant)	\$12,500	\$0	
11	The Youth Unite	Music Enhancement Programs	24.2	OTYU currently provides full music service and musical/arts education classes and opportunities to the Beloit community, and this will be an expansion of our existing program. Services will include a continued yearly schedule of ukulele lessons, ukulele band, community music night, music recitals, concerts, tots and parenting class, as well as continuing our Music Therapy and lessons	3200	N/A (new applicant)	\$15,000	\$0	
Total PS Category:							\$153,500	\$107,700	\$0

NRSA Public Service Applications									
	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiary Accomplishments with CDBG funds (individuals)	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
1	ECHO	Emergency Rent Assistance (NRSA)	55.5	ECHO would spend the requested funds to provide emergency rent assistance, security deposits, and/or utility assistance for low-moderate income residents in the Hackett and Merrill neighborhoods.	16	\$8,000	\$15,000	\$15,000	
2	Community Action, Inc. of Rock and Walworth Counties	Merrill Community Center	54.7	The Merrill Community Center Program will offer both youth and senior programs. The Youth program will focus on afterschool & summer programming for youth ages 6-18 that reside in the Merrill Neighborhood. The Senior Program will offer older adults a place to be where they can feel connected to their community and a sense of independence.	168	\$15,000	\$15,000	\$15,000	
3	Community Action, Inc. of Rock and Walworth Counties	Resources Navigator	54.5	This program provides funds for a Resources Navigator that provides assistance to residents living in the two NRSA neighborhoods by analyzing the needs of the household and providing resource referral services by facilitating and managing the coordination of agency and community resources available.	30	\$47,500	\$50,000	\$40,000	
4	Legal Action of Wisconsin, Inc.	Community Lawyer Project	53.7	Our Community Lawyer will provide legal assistance to and educate City of Beloit residents that are low- and moderate-income.	252	N/A (new applicant)	\$50,000	\$25,000	
5	Family Services	Neighborhood Resilience Project	52.7	The Community Social Worker determines the professional needs of NRSA residents and facilitates their connection to long-term professional case management, mental health counseling, or medical care, and provide follow-up case management until the resident can be fully supported.	800	\$47,500	\$50,000	\$35,300	

	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiaries with CDBG funds	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
6	The Youth Unite	Music Enhancement Programs	30.4	The Youth Unite will provide full music service and musical/arts education classes and opportunities to the Merrill/Hackett community including working with Mary Gut, Program Coordinator for Merrill Community Center. Services will include a continued yearly schedule of after-school programs, summer camp starting in 2024, ukulele lessons, ukulele band, community music night, music recitals, participation in parades and concerts, early childhood education for parenting seminar, senior citizen and tots class, Music Therapy and lessons.	800	N/A (new applicant)	\$24,215	\$0	
7	Community Action Inc. on behalf of COB	Merrill Neighborhood Clean-up Event	N/A - City Program	Community Action, Inc. organizes a neighborhood clean-up event in the Merrill neighborhood to provide an opportunity for residents to safely dispose of household items. Some examples include old tires, televisions 20" and under, and old computers.	60	\$4,000	\$4,000	\$4,000	
8	Community Action Inc. on behalf of COB	Hackett Neighborhood Clean-up Event	N/A - City Program	Community Action, Inc. organizes a neighborhood clean-up event in the Hackett neighborhood to provide an opportunity for residents to safely dispose of household items. Some examples include old tires, televisions 20" and under, and old computers.	60	\$4,000	\$4,000	\$4,000	
Total NRSA Category:							\$204,215	\$138,300	\$0

Economic Development Applications									
	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiary Accomplishments	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
1	Wisconsin Women's Business Initiative Corporations	Job Title: Business Owner	55.2	Loans will be issued through Revolving Loan Fund to Beloit small businesses and microenterprises	30	\$50,000 in carry-over from 2022 (no new 2023 CDBG funds awarded)	\$50,000	\$30,000	
Total Economic Development Category:							\$50,000	\$30,000	\$0

City Programs - Non-Competitive									
	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiary Accomplishments	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
1	City of Beloit	Fair Housing	N/A	This funding will be used to contract services for fair housing outreach, education, investigation, and mediation in the City of Beloit in order to achieve equal opportunity for housing.	33 Residents (FH complaint investigations + outreach)	\$2,712	\$5,000	\$5,000	

	Name of Agency	Name of Project	Average CDA Application Score	Project Description	Proposed Beneficiaries with CDBG funds	2023 CDBG Award	2024 GCDBG Funds Requested	2024 Staff Funding Recommendation*	2024 CDA Funding Recommendation
2	City of Beloit	Code Enforcement/Inspection Program	N/A	This program was developed to maintain and improve safe, decent, and sanitary living conditions, and maintaining and increase property values in order to improve the quality of life in Beloit. The funding requested will assist in covering a portion of the cost to maintain the current level of Inspection Officials. Without the current staffing level, the workload would become overwhelming and would affect responsiveness to the needs of Beloit's citizens.	18,360 Households	\$164,100	\$175,000	\$160,000	
3	City of Beloit	Housing Rehabilitation & Demolition Program	N/A	This program has three components. Firstly, low-to-moderate income families are offered assistance to make necessary repairs or improvements to their property. Secondly, landlords have access to loans to rehabilitate their units that will be rented to low-to-moderate income families. Lastly, there will also be an option for demolition of vacant, blighted structures.	10 Households	\$144,847	\$150,000	\$150,000	
						Total Non-Competitive Programs	\$330,000	\$315,000	\$0

Attachment A

To Beloit Community Development Authority Resolution 2023-15
 Recommending Approval of the 2024 Community Development Block Grant (CDBG) Budget and 2024 Annual Action Plan

2024 Community Development Block Grant (CDBG) Budget

	2023 Program Income	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Revenue						
A Economic Development Revolving Loan Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B Code Enforcement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C Housing Rehabilitation Revolving Loan Fund	\$ 148,000	\$ -	\$ 125,000	\$ -	\$ 125,000	\$ 125,000
D NeighborWorks Blackhawk Region - Lending	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E CDBG Grant (Estimated)	\$ -	\$ -	\$ -	\$ 570,000	\$ 570,000	\$ 570,000
F WWBIC Economic Development Revolving Loan Fund	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 30,000
Total Revenue	\$ 148,000	\$ 30,000	\$ 125,000	\$ 570,000	\$ 725,000	\$ 725,000

Allocations

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Public Services					
1 Beloit City Wide Youth Softball	\$ -	\$ -	\$ 11,800	\$ 11,800	\$ -
2 Beloit Meals On Wheels - Home Delivered Meals Assistance	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
3 ECHO - Rent Assistance and/or Utility Assistance	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
4 Family Promise - Emergency Shelter for Homeless Families	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
5 Family Services - Defy Domestic Abuse Beloit	\$ -	\$ -	\$ 9,050	\$ 9,050	\$ -
6 HealthNet - Expanding Medical, Dental, and Behavioral Health Services to Beloit Residents	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
7 Messiah Lutheran Church - Messiah Lutheran Food Pantry	\$ -	\$ -	\$ -	\$ -	\$ -
8 Project 16:49 - Robin House Transitional Living Program	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
9 Staseline Literacy Council - Adult Literacy for Economic Prosperity	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ -
10 The Salvation Army - Supportive Services	\$ -	\$ -	\$ 9,350	\$ 9,350	\$ -
11 The Youth Unite	\$ -	\$ -	\$ -	\$ -	\$ -
Total Public Services	\$ -	\$ -	\$ 107,700	\$ 107,700	\$ -
			Public Service Cap 15%	\$ 107,700	
			Difference	\$ -	\$ 107,700

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Planning and Program Administration					
1 Program Administration (No Application Needed)		\$ 20,000	\$ 114,000	\$ 134,000	\$ -
2 Fair Housing Activities	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Total Planning and Program Administration	\$ -	\$ 25,000	\$ 114,000	\$ 139,000	\$ -
			Current Year Cap 20%	\$ 114,000	
			Planning & Admin Cap 20%	\$ 139,000	
			Difference	\$ -	\$ 139,000

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Neighborhood Revitalization Strategy Area (NRSA) Activities					
1 Community Action - Resources Navigator	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -
2 Community Action - Merrill Center	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
3 Family Services - Neighborhood Resilience Project	\$ -	\$ -	\$ 35,300	\$ 35,300	\$ -
4 ECHO - Rent Assistance: Homeless Prevention	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
5 Legal Action of Wisconsin - Community Lawyer Project	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -
6 The Youth Unite	\$ -	\$ -	\$ -	\$ -	\$ -
7 Neighborhood Cleanup - Hackett	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -
8 Neighborhood Cleanup - Merrill	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -
Total NRSA	\$ -	\$ -	\$ 138,300	\$ 138,300	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Code Enforcement					
1 Community Development Dept. - Code Enforcement / Inspection Program	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -
Total Code Enforcement	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Housing Activities					
1 Community Development Dept. - Housing Rehabilitation Program	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -
Total Housing Rehabilitation	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Economic Development Activities					
1 WWBIC - Job Title: Business Owner	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -
Total Economic Development	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -

GRAND TOTALS	\$ 30,000	\$ 125,000	\$ 570,000	\$ 725,000	\$ -
Difference	\$ -	\$ -	\$ -	\$ -	\$ 725,000

Cap Calculation Formulas	2024 Grant	2023 PI	2024 PI	Subtotals	Cap Percent	Cap Limits
	\$ 570,000	\$ 148,000	\$ 125,000			
Pub Service Cap = (2024 Grant + 2023 PI) x 15%	\$ 570,000	\$ 148,000	\$ -	\$ 718,000	15.00%	\$ 107,700
Total Planning & Admin Cap = (2024 Grant + 2024 PI) x 20%	\$ 570,000	\$ -	\$ 125,000	\$ 695,000	20.00%	\$ 139,000
Limit of 20% New Grant Funds towards Planning & Admin	\$ 570,000	\$ -	\$ -	\$ 570,000	20.00%	\$ 114,000

Attachment B

To Beloit Community Development Authority Resolution 2023-15

Recommending Approval of the 2024 Community Development Block Grant (CDBG) Budget and 2024 Annual Action Plan

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Through the use of CDBG funds, the City of Beloit intends to improve the quality of housing stock, increase property values, create and retain jobs, assist those at risk of becoming homeless, low-moderate income populations, and special needs populations (public housing residents, elderly, homeless, and victims of domestic violence). Activities and programs will also serve to decrease the proportion of rental units, the unemployment rate, and help stabilize neighborhoods by keeping people in their homes or helping people secure homes.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Housing Objectives:

Develop a variety of housing alternatives in order to satisfy a wider range of housing needs by using existing programs and resources to improve Beloit's older housing stock, support programs that enable homeowners to retain their homes, support the conversion of rental to owner-occupied housing in neighborhoods with unusually high percentages of rental properties, and promote homeownership.

Public Housing Strategies:

The Beloit Housing Authority (BHA) will work with Acts Housing and NeighborWorks Blackhawk Region to provide homeownership opportunities for its residents.

The BHA will work with community partners to provide volunteer opportunities for BHA residents and applicants, which exposes the extremely low income, low income, and moderate-income households to opportunities to increase their job training skills, people skills, and self-sufficiency.

The BHA will encourage extremely low-income, low income, and moderate-income families to utilize the least restrictive housing opportunities available to them. They have a choice of programs that include Public Housing, Section 8 rental assistance, Section 8 homeownership, and Family Self-Sufficiency.

Homeless Strategies

The City will continue to support and strengthen the limited resources of agencies that provide services and facilities for homeless persons in the City of Beloit. This includes programs which provide emergency homelessness/eviction prevention assistance in order to help stabilize families and enable them to remain in their homes.

The City will support a Resources Navigator through Community Action that will act as an access point for low-moderate income individuals, who will assist people with finding the resources that they need to be successful.

The City will support a Community Social Worker position (Systems Navigator) through Family Services that will assist individuals in connecting to professional health care, mental health care, and/or longer-term supportive services in the community.

Outcomes and Objectives Continued

Community Objectives

- The City will continue its Housing Rehabilitation Loan Program to improve the City's low to moderate-income neighborhoods. New underwriting guidelines and additional forgivable loan products have been created and are utilized in the NRSA areas to provide more targeted investment in these neighborhoods. The City will continue to acquire, rehabilitate, and sell foreclosed homes to low-moderate income families through its Neighborhood Stabilization Program (NSP). The City will support a Resources Navigator position through Community Action as well as a Community Social Worker through Family Services that will act as access points for low-moderate income

individuals, and who will assist people with finding the resources they need to be successful. The City will support individuals in connecting to professional health care, mental health care or longer-term supportive services in the community.

Anti-Poverty Strategy

- The City will support programs that provide assistance to persons to increase their job skills and marketability.
- The City will support the expansion of economic opportunities for non-English speaking residents through services provided by Stateline Literacy Council through their English as a Second Language (ESL) courses. They also offer assistance in preparing for GED tests, which increases opportunities for employment.
- The City will support non-profit organizations that provide assistance and advocacy for low to moderate-income residents by providing CDBG funds throughout the planning period. The City will support a Resources Navigator position through Community Action that will act as an access point for residents in the NRSA neighborhoods, who will assist people with finding the resources they need to be financially successful.

Non-Homeless Special Needs Strategies and Objectives

- The City will support programs such as Beloit Meals on Wheels and Retired Senior Volunteer Program to enable elderly and disabled residents to remain healthy and in their homes.
- The City will support public service programs that provide case management, client advocacy, and flexibility in order to tailor assistance to unique needs. The City will support a Community Social Worker position to connect residents in the NRSA neighborhoods with special needs to longer term health services and/or mental health services.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City has successfully funded and partnered with local non-profit organizations to address the most pressing needs in neighborhoods, housing assistance programs, property acquisition programs, code enforcement, and public infrastructure improvements.

The City of Beloit provided CDBG funding to homeless programs and services that meet critical needs and has a staff member attend the monthly Homeless Intervention Task Force (HITF) meetings.

The City of Beloit provided housing rehabilitation loans to low to moderate income homeowners and landlords renting to low- moderate income tenants and supported NeighborWorks Blackhawk Region's first mortgage loan program, down payment assistance program, and homebuyer education program. The City of Beloit also supported the Retired & Senior Volunteers Program and Meals on Wheels programs which help the elderly and disabled residents live independently and remain in their homes.

The City supported the Economic Development Revolving Loan Fund (RLF), which provided loans to for-profit businesses. The non-profit agency administering the RLF, WWBIC (Wisconsin Women's Business Initiative Corporation), provides loans as well as direct technical assistance to existing and potential small businesses and microenterprises for the creation and retention of LMI jobs. Funding was primarily distributed as grants in 2020- 2021 in response to need generated by the COVID-19 pandemic, but moving forward funding will be provided through the RLF.

The Beloit Housing Authority has partnered with NeighborWorks Blackhawk Region over the past several years to provide training and education opportunities for its Family Self-Sufficiency and Homeownership Voucher program participants.

The City continued its City-wide systematic code enforcement program wherein inspectors perform exterior inspections City-wide. The deteriorated and deteriorating areas were the low- and moderate-income areas as defined by HUD. Those areas had the highest proportion of code violations, the greatest number of investor-owned properties, the greatest percentage of houses older than 50 years old, the lowest property values, and the oldest infrastructure.

The City has funded Family Promise and Defy Domestic Abuse Beloit which provide shelter to families experiencing homelessness. The City also funded ECHO and Salvation Army, which provide emergency rental assistance to households to prevent homelessness. In addition, the City provided funding to Community Action and Family Services for their Resources and Systems Navigator programs which provides direct assistance to families in need including security deposit, first month's rent, utility assistance, or limited motel vouchers for those experiencing homelessness.

The City continued to purchase tax foreclosure properties from Rock County. Blighted properties are demolished and houses in better condition are rehabbed and sold to owner-occupants. This program is primarily paid for with HOME, NSP and City CIP dollars.

The City has a program of evaluating streets to determine which streets should be reconstructed or resurfaced each year. Other public improvements are made annually to upgrade the water system, parks, and other public facilities. The City invests approximately \$1.0 million in public improvements in our low-income areas each year. This investment is made out of the City's CIP budget.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Beloit gave its citizens the opportunity to participate in an advisory role in planning, implementing, and assessing CDBG programs during the consolidated planning process. Information about the goals of the CDBG program and the activities it funds was provided to all interested stakeholders. Public meetings were held to gauge the views of citizens.

For the 2024 Annual Action Plan, two public hearings were held to give citizens and other interested parties an opportunity to give input on community development, housing, and homeless needs in the city. Public hearings regarding community development needs were held by the City Council on June 19, 2023 and a second public hearing by the Community Development Authority on June 22, 2023. Citizens were able to provide public comment during the July 17, 2023 City Council meeting, when 2024 CDBG program priorities were adopted. A public notice of the hearings was published on the City's website on June 1, 2023, in the Beloit Daily News on June 2, 2023, and on the City's social media page on June 5, 2023.

The CDBG budget process began when notices were published on June 19, 2023 on the City's website and in the Beloit Daily News announcing that subrecipient pre-applications were available. A notice was emailed to the CDBG mailing list as well as the Housing Intervention Task Force and Beloit Area Task Force on Homelessness members on June 19, 2023 notifying agencies and interested parties that applications were available. The notice was also posted on the City's social media on June 27, 2023. Anyone needing assistance with filling out an application, determining the eligibility of a project, or other CDBG assistance was helped. Information sessions which provided an overview of CDBG funding, the application process, and program requirements were held on June 20, 2023, June 22, 2023, and July 5, 2023. Information presented at these information sessions were emailed as well as available on the City of Beloit's website.

Applicants requesting 2023 CDBG funds presented their applications to the CDA on August 23, 2023. A public notice of the meeting was provided to the media and posted on the City's website.

The CDA will review the Annual Plan and Budget on September 27, 2023 and recommended approval of both the plan and the budget. A public notice of the meeting was provided to the media and posted on the City's website on September 15, 2023.

The City will provide a 30 day public review of the Annual Action Plan and Budget from September 30, 2023 to October 30, 2023. A notice was published in the Beloit Daily News and the City website on September 15, 2023 notifying the public of the 30-day public review period and that the plan and budget were available on the City's website, at City Hall by request, and at the Beloit Public Library. It also informed the public that a public hearing would be held on October 16, 2023 during the City Council meeting and that final City Council action would take place on November 6, 2023.

On October 16, 2023 a public hearing will be held to give citizens an opportunity to comment on the proposed Annual Plan and proposed 2024 CDBG budget.

On November 6, 2023, the Annual Plan, and 2024 CDBG budget will be reviewed and approved at a City Council meeting.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

June 19, 2023: Beloit City Council held a public hearing to gain public input on community development needs, which was publicly noticed in the Beloit Daily News and on the City's website on June 2, 2023. All public comments received were provided as a summary to City Council members prior to their July 17, 2023 adoption 2024 CDBG funding priorities.

Public comments received during the June 19, 2023 public hearing

Prisha Gustina, who is a landlord in Beloit and owns several properties located within the Merrill and Hackett NRSA neighborhoods, spoke at the June 19, 2023 City Council Meeting and made a public comment about how she does not believe that residents in the Merrill and Hackett NRSA Neighborhoods know about CDBG and she would like to urge city staff to make an effort to get out in the community to ensure that these residents know about the funding opportunities. Councilor Markese Terrell expressed the importance of ensuring that CDBG funds are used to serve Beloit residents, and particularly to serve low- to moderate-income (LMI) residents with the greatest need for services. He specifically emphasized this in relation to affordable housing, housing repairs for LMI households, and that youth programming does not meet the needs of youth in the NRSA

neighborhoods. City staff explained that requirements for receiving CDBG funding require services to be provided to low-moderate income (LMI) City of Beloit residents and households. Subrecipients are required to document address and income of all beneficiaries receiving services through CDBG funding to demonstrate that they meet residency and income requirements. Subrecipient files are monitored each year to ensure compliance with these and other CDBG requirements.

Comments received by email prior to the June 28, 2023 public hearing:

Allison Creekmur (received June 27, 2023)

My name is Allison Creekmur. My address is 744 Williamson Street in Madison, Wisconsin. I am a lawyer with Legal Action of Wisconsin. We are a non-profit law firm. We represent Wisconsin residents with lower incomes. I have worked in Beloit exclusively for the past three years. I represent Beloit renters who live with substandard housing conditions. The majority of my clients will not call the city inspector's office to report hazardous conditions. Why? Fear. They believe, for good reason, that their landlord will evict them if they ask for repairs or call the city. Instead they look for safer housing. But the vacancy rate in the city is under 1%. When they cannot find a safe place, my clients decide it is better to live with substandard conditions than to risk their children being homeless.

Last year, code enforcement and neighborhood stabilization were two CDBG priorities. These priorities depend on renters engaging with the city and becoming long-term neighborhood residents. Both actions are impossible when a renter knows that enforcing their safety in a home might make them homeless. My clients try to move into a different neighborhood before calling the city inspector.

Please take community members' fear of retaliation into consideration when drafting this year's CDBG priorities. Renters must know that they are protected from eviction or rent increases if they contact the city about their home.

Many of my clients want to own homes. But in the meantime, they want the dignity of living in a safe space. Cities do not achieve community stabilization through homeownership alone. Renters are always an integral part of the fabric. The health and safety of community families is on the line. Please make addressing retaliation a local concern.

June 28, 2023: The Community Development Authority (CDA) held a public hearing to gain public input on community development needs, which was publicly noticed in the Beloit Daily News and on the City's website on June 2, 2023.

Public comments received during the June 28, 2023 public hearing:

Steve Howland, a Beloit resident, spoke about the need for collaboration and communication between Beloit City Council, City staff, area service providers, and Beloit Housing Authority to evaluate and address affordable housing needs in Beloit. He recommended that the City assess the capacity of organizations to carry out programs, and use metrics to measure overall success and impact of programs funded to address overall community needs. Due to the limited amount of CDBG funding available, he also encouraged the City to engage additional stakeholders such as the school district and Blackhawk Tech to come up with more comprehensive solutions to affordable housing.

Jody Wittnebel, who was representing The Castle, spoke in favor of programming that involves music and uses music as a way to bring people together. She shared information about the positive impacts of music on behavioral and brain development in children as long-term benefits of investing in music-based programming.

Heather Lux, who was representing Wisconsin Women's Business Initiative Corporation (WWBIC), expressed an ongoing need for support to small business and microenterprises. The number of start-up businesses nationwide has increased in the past two years, and businesses are working to recover and expand after the COVID-19 pandemic. She said that support is specifically needed for underrepresented and low- to moderate-income (LMI) business owners and workers.

Debbie Fisher, who is the Director of Youth2Youth 4 Change as well as a member of the leadership team for the Beloit Area Task Force on Homelessness (BATFoH), expressed support for having housing included in the recommended CDBG priorities. She explained that she is involved with doing homeless checks, and the numbers are increasing. She advocated for homelessness, affordable housing, and Fair Housing to remain priorities for funding.

John Pfleiderer, Co-Executive Director of Family Services, shared that the highest priority for participants in their Neighborhood Resilience Program is to keep families housed. Eviction creates huge barriers to future housing for LMI residents, so eviction prevention is very important. He also encouraged that we as a community be thoughtful about the process of gentrification, and recognize the importance of diversity and equity. He also agreed with Steve Howland's statements about thinking of ways that we can maximize the impact of the overall CDBG program.

Whitney Klein, who is a school social worker and a member of the Beloit Area Task Force on Homelessness (BATFoH), advocated for homeless services and needs. She voiced a need for vouchers, immediate housing and assistance in finding housing and resources. She also spoke about the need for transitional housing, with smaller homes as an option, to help families transition from the shelter to stable, permanent housing. Additionally, she advocated for mental health services, particularly for youth as well as services that are offered in Spanish.

Michelle Loy is a coach at the middle school, and expressed that youth need to be a priority. She emphasized the importance of visibility and outreach to engage families and educate about services available, and to hold diverse events that can help mend relationships and include everyone in the community.

Brian Elliot, who was representing the Beloit Youth City-Wide Softball program advocated for programming for the youth of Beloit. He shared that their organization largely serves kids in the Merrill and Hackett neighborhoods, and that they serve approximately 500 kids each year. They started a league for older kids this last year to expand the program based on demand. He shared that they intend to apply for CDBG funding to help reach more kids, and continue to offer their services at no cost. They also want to partner with Community Action and the Merrill Community Center to add an educational component to their programming.

Public comments received during the public comment period of the July 17, 2023 City Council meeting included:

Ann Sitrick Joyce, representing the Beloit Area Task Force on Homelessness (BATFoH) stated “It was interesting tonight to hear Matt Finnegan talk about individuals looking for housing and having difficulty. I would like to share some additional information on housing. Most of the people having trouble finding housing are working people, and 90% of them are in a circumstance that without housing is a temporary event, due to moving, loss of income. Rentals have gone ridiculously high, which has been a real challenge for people. The average rent for a 3-bedroom home in Beloit is \$1,052, and 45% of those in rental households are extremely rent burdened by spending more than 1/3 of their income on rent. I have asked the clerk to share with you some comparisons that you have in front of you, including categories of spending for individuals, national household average, national median income, and Beloit income using the same percentages. Housing, Transportation, Taxes, and Food make up 78% of the budgets. The city and council have been working hard to address many of these challenges, housing tax incentives, changes in zoning, and the change in minimum square footage for residences. The results of this study indicates that the median income in the city of Beloit is \$58,000, which is significantly lower than other communities in the area. Also, there has been less than a 1% gain in total housing units in a decade. From 2017 to 2021 the average sale price of a single-family home was up 53-66% while nationwide home sale prices increased 17%. I know you are all aware of the challenges in regards to housing, it is critical. There is a great deal of difficulty for anyone in any income level in finding a home. I hope you will keep some of this in mind as you look for creative ways to address affordable housing needs in the city of Beloit, and I hope the statistics tonight will provide some background information. Thank you.”

Debbie Fischer, representing the Beloit Area Task Force on Homelessness (BATFoH), stated: “Yesterday I was at a party representing 16:49, that is a group that helps homeless youth. 16:49 is the time from when students leave school and return the next day. Over 500 of our youth are

homeless. There are families everywhere that are also homeless. Workforce housing is critical right now. I understand people not wanting it in their back yard, but Beloit is landlocked. We don't have a lot of land options. We can't continue to have people that do not have a place to call home, especially our children. At the meeting last week, they were saying that there were 3 houses for sale from \$170,000-\$200,00, and they sold in 3 days and offers made like crazy. The typical house in Beloit is \$200,000-300,000. When people are working and making \$15-20/hour, they can't afford to buy a house. We have to find options in the City of Beloit for this. It might not be in the place that everybody wants it, but we have to find a place to build these homes for our families. Thank you."

6. Summary of comments or views not accepted and the reasons for not accepting them

A total of 3 public comments made during the June 19, 2023 public hearing on community needs were not accepted. The reason these comments were not accepted is because they did not pertain to the CDBG program. All three comments were related to a private residential development currently proposed for construction on Sixth Street in Beloit, which would not be funded in any way through the CDBG program.

The following comments were received during the June 19, 2023 public hearing, but were not accepted because they did not relate to the CDBG program:

Tia Johnson said that at the last City Council meeting many residents expressed concerns regarding three separate property issues. These are concerns that the city, the school board, and the Rock County Board of Supervisors need to work together on. The first was the closing of the branch office of the Rock County Health Department. Many Beloiters do not want this. I suggest the school district of Beloit donate the old Wright school building to the county health department, and have the county cover any and all necessary renovations to house the Beloit branch office there. This is the most centrally located closed school building, not far from the branch's current office, and across the street from Homecare Pharmacy. The second issue was the proposed multi-unit housing development on Sixth Street. The residents in the neighborhood expressed their frustration at having high density dwellings on such a small lot, and the increase in traffic and noise that it would bring. A much better location for so many units would be the McNeel property. I suggest you reach out to the school board and the developers to discuss the potential sale of the property with the understanding that it remains as housing with a set percentage of green space in perpetuity. The last item was the changing of the Wootton tennis courts to pickleball courts. The empty lot off of Sixth Street should be purchased by the city and used as a park with tennis courts. I think you will see in all of this that it would benefit low-income people and fall under some of these requirements.

Anne Ames said that she is very much opposed to putting a multi-unit in the lot next to her home on Sixth Street. She stated that she has lived there since 1966, and want to keep it as a field. She said that they do not want condos or apartments because it will be all cement, and there will be no green anywhere.

Bogumila Kuczynski stated that she is opposed to the plan to build apartment on Sixth Street. She said that she loves this area, she loves the streets, and loves the river. She does not want to be close to cement instead of the creek.

7. Summary

The City of Beloit's 2024 Annual Plan was developed in order to address needs in the community. We believe that the objectives detailed above will allow us to assist homeless persons, those at risk of being homeless, to create new jobs, retain existing jobs, assist low-moderate income people, increase property values, improve the quality of the housing stock, and assist special needs populations such as: elderly/frail elderly, persons with disabilities, persons with drug or alcohol addictions, public housing residents, veterans, and victims of Domestic Violence. Activities and programs will also serve to decrease the proportion of rental units, decrease the unemployment rate, and help stabilize neighborhoods by keeping people in their homes or assisting people secure housing.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BELOIT	City of Beloit, Community Development Department

Table 1 – Responsible Agencies

Narrative

The City of Beloit’s Department of Community and Housing Services is the lead agency for the CDBG program. During the preparation of the plan, the City of Beloit requested input from governmental agencies as well as public and private agencies providing health and social services in the community.

The City of Beloit will continue to form new partnerships with local agencies and non-profit organizations. The City’s Continuum of Care System is coordinated by the Homeless Intervention Task Force (HITF) which provides a comprehensive response to the needs to homeless individuals and families.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Beloit's consultation was done during the Consolidated Planning process and was achieved through a variety of methods. These included three public steering committee meetings with attendees from various local service agencies, several public hearings, and comments from stakeholders and citizens alike. The City did not individually consult agencies during the Annual Plan planning process. However, the City of Beloit provides public noticing and holds a public hearing on the Annual Plan and Budget. The Annual Plan and Budget are discussed and approved at the public Community Development Authority (CDA) meeting, there is then a 30-day public comment period, a public hearing is held at City Council during the comment period, and then the City Council publicly discusses and votes on the budget and Annual Plan. There is a public participation item on the agendas for both the CDA and Council in which any person or agency representative can speak.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Beloit's Housing Authority and Division of Community and Housing Services work closely with local non-profit organizations and County agencies to coordinate assistance in housing, mental health, and other service agencies. For example, the Housing Authority coordinates with NeighborWorks to assist public housing and Section 8 residents with budgeting and homeownership education. They also provide referrals to various agencies that provide assistance with security deposits, landlord/tenant issues, home health care, and energy assistance. The Community and Housing Services Division provides referrals from the Housing Rehab Loan Program to local non-profits regarding minor home repair and credit education. In addition, the City is part of the Rock County Consortium which partners with the County Health Department on Lead Hazard Control and Healthy Homes. The Code Enforcement program provides referrals to the City's Housing Rehab Loan Program for repairs as well as to homeless shelters and agencies that provide motel vouchers when units are posted unfit for human habitation. Code Enforcement also works closely with the Fire Department, non-profits, and County mental health providers such as Family Services, the County's Aging and Disabilities Resources Center, and Rock County Long Term Support regarding cases of hoarding.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Beloit works together with the Homeless Intervention Task Force (HITF) of Rock and Walworth County. The HITF evolved from several city and county groups that had been meeting on the

issue of homelessness in the area. Members include representatives from public, non-profit, and for-profit agencies. Agencies that participate in HITF include:

Community Agencies

- Caritas
- City of Janesville- Neighborhood Services
- Community Action, Inc.
- ECHO
- Edgerton Community Outreach
- GIFTS
- House of Mercy
- Legal Action of Wisconsin
- Project 16:49
- Rock County Human Services
- Rock Valley Community Programs
- The Salvation Army- Janesville
- United Way Blackhawk Region
- United Way 2-1-1
- YWCA of Rock County

Beloit Agencies

- Beloit Housing Authority (BHA)
- Family Services
- Family Promise of Greater Beloit
- The Salvation Army- Beloit

The HITF meets monthly to discuss strategies for addressing shelter and housing needs for homeless and low-income persons. The HITF originally met to discuss the implications of the North Rock County Homelessness Survey that was completed in 1993. It was responsible for the subsequent Homelessness surveys completed in 1996 and 1999. It serves as the Continuum of Care for addressing homelessness and works to meet and identify needs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Beloit does not receive ESG funds. However, there are agencies in the City of Beloit that do receive these funds and are part of the Continuum of Care. Community Action, Family Promise of

Greater Beloit, and Family Services receive ESG funds to, respectfully, assist in supportive services, emergency needs of participants and emergency housing for homeless families with children.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	<p>Agency/Group/Organization</p>	<p>Community Action of Rock & Walworth Counties, Inc.</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Services-Employment Neighborhood Organization</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Representatives from CAI attended all three steering committee meetings. Community Action has been a long-time recipient of CDBG funds through the City of Beloit. As a result of this consultation, the City anticipates a continued successful partnership with Community Action.</p>

2	Agency/Group/Organization	Beloit Meals on Wheels
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director attended the meeting on non-homeless special needs. BMOW has received CDBG funding from the City of Beloit and it is anticipated that the City will be able to continue supporting their mission.
3	Agency/Group/Organization	Family Promise of Greater Beloit, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from FPGB attended the Housing and Homelessness meeting. FPGB has been a long-time recipient of CDBG funds through the City of Beloit. A previously identified need for emergency housing assistance was reaffirmed and it is anticipated that the City of Beloit will be able to continue funding the emergency housing program and the newer eviction/homelessness prevention program FPGB offers.
4	Agency/Group/Organization	Stateline Literacy Council
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of SLC attended the Non-homeless Community Development meeting. They were able to share the struggles non-native English speakers face in terms of obtaining gainful employment. A need for a "bridging" service was identified and will hopefully be supported by the City of Beloit through CDBG funding.
5	Agency/Group/Organization	Retired & Senior Volunteer Program of Rock County
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Senior Security/Social Engagement

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director attended two (2) of the Steering Committee meetings. As a result of the consultation, the need for transportation has been identified.
6	Agency/Group/Organization	SALVATION ARMY OF NORTH ROCK COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	One of the Captains from the Beloit Salvation Army attended all of the Steering Committee Meetings. It is anticipated that the Salvation Army will continue to apply for future CDBG funding to expand the homelessness prevention services being offered.
7	Agency/Group/Organization	ECHO
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director of Echo attended the meeting regarding housing and homelessness. Echo currently receives CDBG funding for Beloit residents and it is anticipated that the City will be able to continue funding the program Echo provides as it closely correlates to the identified needs.
8	Agency/Group/Organization	Downtown Beloit Association
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Housing Services staff met with the Executive Director of the DBA. We discussed the challenges businesses in downtown Beloit encounter as well as the challenges potential employees face. We anticipate being able to support efforts to establish micro-enterprise businesses in the area.
9	Agency/Group/Organization	City of Beloit - Economic Development
	Agency/Group/Organization Type	Other government - Local Planning organization Business Leaders Civic Leaders Business and Civic Leaders Greater Beloit Economic Development Corporation
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The ED attended the Non-homeless Community Development meeting. As a result of their consultation, quality childcare was identified as a high priority for the working families of Beloit.

10	Agency/Group/Organization	HealthNet of Rock County, Inc.
	Agency/Group/Organization Type	Services-Health Services-Education Health Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from HealthNet attended the Non-homeless special needs meeting. One of anticipated outcomes of their attendance is an increased awareness of issues stemming from poor medical or dental care.
11	Agency/Group/Organization	NEIGHBORHOOD HOUSING SERVICES OF BELOIT, INC.
	Agency/Group/Organization Type	Housing Services-Education Lending for LMI households Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director attended the Housing and Homelessness meeting. As a recipient of CDBG, its anticipated that Neighborhood Housing Services will continue to assist the residents of Beloit with their homeownership journey.

12	Agency/Group/Organization	Family Services of Southern Wisconsin and Northern Illinois
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director and program manager attended the steering committee meetings. As a long-time recipient of CDBG, it is anticipated that the existing partnership will continue to flourish and expand to support the City of Beloit's residents.

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Beloit encouraged any and all agency types within the City of Beloit and surrounding communities that service Beloit residents to participate and provide consultation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 3 - Other local / regional / federal planning efforts

Narrative

The City of Beloit has a good working relationship with all local agencies and governmental units. Community development personnel regularly attend local and state meetings held by various agencies to keep lines of communication open. Various agencies are contracted to provide CDBG funded public services. The Community Development Department works with these organizations to ensure priorities are recommended based on actual needs.

In addition to the community consultations listed above, the City of Beloit engaged in extensive community consultation during preparation of the NRSA Plan. The details of the consultations are outlined in the Plan.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

All meetings, application announcements, public comment periods, and public hearings regarding the Annual Action Plan are publicly noticed in the local newspaper, on the City's website, and the Plan and public notice are also sent to the Beloit Public Library. In addition, emailed notices are sent to an active CDBG mailing list the City maintains of CDBG interested parties, which is a listing of community organizations and any other organization or individual that may benefit from receiving CDBG funding or has expressed interest in being on the list.

In order to proactively educate the community about CDBG funding opportunities, CDBG Application Information Sessions are held virtually and at the Beloit Public Library in June in order to educate prospective applicants about eligible CDBG activities, the application process, and important program requirements. Also in June, two (2) public hearings are held by the Community Development Authority (CDA) and City Council in order to solicit public input on community development needs. Public input received is then incorporated into recommended local funding priorities by the CDA in June and approved by City Council in July. A pre-application eligibility checklist is released in June and due in mid-July in order to qualify agencies as eligible to receive CDBG funding before they complete the full application. This also provides staff with additional time to provide technical assistance to applicants. The funding priorities adopted by City Council are then incorporated into a full CDBG Subrecipient Application, which is made available in mid-July and due in mid-August.

Each Subrecipient Applicant is required to present their application and program proposals before the CDA during the August CDA meeting. Staff prepares a proposed CDBG Budget and Annual Action Plan which are presented at the September CDA meeting, at which time the CDA members discuss, sometimes make changes, and approve a recommendation for the City Council to consider. A 30-day public comment period typically runs from October 1 - 30. During the public comment period, a public hearing is held at the second Council meeting in October. City Council reviews the CDBG Budget and Annual Action Plan at its first meeting in November and approves the final subrecipient allocations.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	Residents were in attendance at the June 19, 2023 public hearing.	Public comments received encouraged staff to make CDBG information more available to residents of NRSA Neighborhoods.	Comments not accepted because they did not relate to the CDBG program or topic of the public hearing. Comments were related to a private residential development proposed for funding through HOME-ARP. The comments were provided to the appropriate contact with the project.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	Residents were in attendance, and submitted comments by email prior to the June 28, 2023 public hearing.	Public comments received expressed support for affordable housing, youth programming, mental health services, and economic development activities.	All comments were accepted.	
3	Public Meeting	Non-targeted/broad community	Residents were in attendance at the July 17, 2023 City Council meeting.	Two comments were received during the public comment period related to housing needs and homelessness in Beloit.	All comments were accepted.	
4	Public Meeting	Non-targeted/broad community	All 2024 CDBG applicants were in attendance at the August 23, 2023 CDA public hearing.	All 2024 applicants presented about their applications and programs.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-targeted/broad community	The Community Development Authority (CDA) will make a recommendation on the 2024 CDBG Budget and Annual Action Plan at the September 27, 2023 CDA meeting.	TBD	TBD	
6	30 Day Notice	Non-targeted/broad community	The 2024 CDBG Budget and Annual Action Plan were made available for public comment from September 30 to October 30, 2023.	TBD	TBD	
7	Public Hearing	Non-targeted/broad community	A public hearing will be held by Beloit City Council on October 16, 2023.	TBD	TBD	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
8	Public Meeting	Non-targeted/broad community	City Council will take final action on the recommended 2024 CDBG Budget and Annual Action Plan at the November 6, 2023 City Council meeting.	TBD	TBD	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Each year funding is allocated to existing and new activities that meet the greatest needs, or can assist the most number of eligible individuals and/or households. The City's balance of Revolving Loan Funds is placed in the CDBG Budget each year as Program Income and is allocated to various projects within the budget.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	570,000	125,000	30,000	725,000	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

- NeighborWorks Blackhawk Region uses HOME, NSP, Federal Home Loan Bank, and NeighborWorks funding to provide down payment

assistance to households in the City's targeted neighborhoods.

- Community Action of Rock and Walworth County also received CSBG, SHP, ESG, and private donations to help support their NRSA Resource Navigator Program, Fatherhood Initiative, HUB Teen Connection, HUB Transitional Living, and Skills Enhancement programs.
- The business community helps raise money for organizations such as Community Action, Project 16:49, and Stateline Literacy Council.
- United Way Blackhawk Region funds many of the social service agencies that are served by the City's CDBG funds to meet critical needs.
- Local churches provide funding to some organizations which assist homeless individuals such as Family Promise of Greater Beloit and Caritas.
- Community Action and ECHO both receive ETH funding which assists in supportive services and emergency needs of participants.
- The City of Beloit utilizes HOME, WRRP, and local CIP funding in conjunction with CDBG for its City Housing Rehabilitation Loans and demolition. This keeps rehabilitation expenses at an affordable level for our LMI households and LMI housing providers.
- The City of Beloit continues to use NSP grant and local CIP funds to purchase and rehabilitate foreclosed properties in LMI Census Tracts. Completed homes are then sold to LMI households.
- Meals on Wheels receives funding from the Older Americans Act.
- Several subrecipient agencies including Family Services, Family Promise of Greater Beloit, and Project 16:49 were awarded ARPA funding for homelessness prevention and response services.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The following programs are being supported for NRSA related needs and activities.

1. Family Services for a Community Social Worker through the Neighborhood Resilience Project
2. Community Action, Inc. for Systems Navigation
3. Code Enforcement Housing Rehabilitation Loan Program
4. ECHO for Emergency Eviction Prevention Program

5. Community Action, Inc. for Youth and Senior Programs at Merrill Community Center
6. Community Action, Inc. for two neighborhood clean-ups in NRSA neighborhoods.
7. Legal Action of WI, Inc. for a Community Lawyer Project to provide free legal advice and advocacy for LMI Beloit residents, with particular focus on assisting with issues related to safe housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2024	Affordable Housing	Census Tract 16 - Hackett Census Tract 18 - Merrill	H&H - Improve Housing Stock	CDBG: \$227,738	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Homeless Services	2020	2024	Homeless	Census Tract 16 - Hackett Census Tract 18 - Merrill	H&H - Emer., Transitional, & Supportive Housing H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills	CDBG: \$80,140	Public service activities other than Low/Moderate Income Housing Benefit: 115 Persons Assisted Homeless Person Overnight Shelter: 100 Persons Assisted Homelessness Prevention: 115 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Comprehensive Case Management Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tract 16 - Hackett Census Tract 18 - Merrill	H&H - Emer., Transitional, & Supportive Housing H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Diverse staff to provide resources/services Non-Homeless Special Needs - Elderly & Disabled Non-Homeless Special Needs - AODA Support Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation	CDBG: \$112,771	Public service activities other than Low/Moderate Income Housing Benefit: 415 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Future Ready Skill Training	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tract 16 - Hackett Census Tract 18 - Merrill	H&H Education in Life Skills, Rights, & Protection Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills	CDBG: \$70,520	Public service activities other than Low/Moderate Income Housing Benefit: 350 Persons Assisted
5	Improve Housing Stock	2020	2024	Affordable Housing Homeless Housing - Improve Substandard Housing	Census Tract 16 - Hackett Census Tract 18 - Merrill	H&H Education in Life Skills, Rights, & Protection Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills	CDBG: \$196,715	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 4000 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Economic Development	2020	2024	Non-Housing Community Development	Census Tract 16 - Hackett Census Tract 18 - Merrill	Community & Economic Dev - Small Business Support	CDBG: \$30,000	Businesses assisted: 10 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	
2	Goal Name	Homeless Services
	Goal Description	
3	Goal Name	Comprehensive Case Management Services
	Goal Description	
4	Goal Name	Future Ready Skill Training
	Goal Description	
5	Goal Name	Improve Housing Stock
	Goal Description	

6	Goal Name	Economic Development
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Beloit's projects are grouped under eight projects: Code Enforcement, Economic Development, Housing Rehabilitation, Planning-Program Administration, NRSA Public Services, NRSA public Improvements, Direct Homeownership Assistance, and Public Services. The Code Enforcement project includes both the City's citywide exterior inspection program and the interior systematic rental inspection program in our deteriorated neighborhoods. The Housing Rehabilitation project includes the City's Housing Rehabilitation Revolving Loan Fund. The Planning-Program Administration project includes program administration as well as Fair Housing activities. The Public Services project includes activities that will be carried out by subrecipients which are individually listed in the table below.

#	Project Name
1	Code Enforcement
2	Planning and Administration
3	Housing Rehabilitation
4	Public Services
5	Economic Development
6	NRSA Public Services by CBDOs
7	Direct Homeownership Assistance

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

1. On July 17, 2023, the Beloit City Council approved the following local funding priorities in response to community input during the 2020-2024 Consolidated Planning process and public input received during the 2024 Annual Action Plan process: Public Service Programs which focus on comprehensive case management strategies (that offer advocacy as well), with priority given to neighborhood stabilization activities, housing assistance, education in life skills, employment training that corresponds with local employment opportunities, healthcare access including mental health, transportation, youth services and programs, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation and Development of Affordable Housing
4. Housing Activities (Direct Homeownership Assistance/Down-payment and closing cost assistance)
5. Economic Development Activities, with priority given to Small Business, Entrepreneur and Microenterprise Assistance and Technical Job Training
6. Program Administration
7. Fair Housing.

Lack of resources to meet the underserved needs in Beloit continues to be an obstacle, with rising inflation costs creating higher demand for services and straining the resources of community service providers. Funding priorities were established based on public input, which overwhelmingly urged the City to focus resources on preventing homelessness and responding to the needs of unhoused individuals. The City is an active member of the Beloit Area Task Force on Homelessness (BATFoH) and Homeless Intervention Task Force (HITF) to encourage and participate in collaboration between agencies for ongoing assurance that services are not being duplicated, and that funds are being efficiently and effectively leveraged to address community needs. In addition to resource constraints, providers continue to struggle with recruitment of trained volunteers and staff to meet the demand for services.

AP-38 Project Summary

Project Summary Information

1	Project Name	Code Enforcement
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Affordable Housing Improve Housing Stock
	Needs Addressed	H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Improve Housing Stock
	Funding	CDBG: \$160,000
	Description	Enforce state and local housing codes
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 4,000 residential units will be inspected for property maintenance compliance.
	Location Description	The City of Beloit
	Planned Activities	City-wide exterior Code Enforcement and interior systematic rental inspection activities enforcing local and State property maintenance codes.
2	Project Name	Planning and Administration
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill

Goals Supported	Affordable Housing Homeless Services Comprehensive Case Management Services Future Ready Skill Training Improve Housing Stock Economic Development
Needs Addressed	H&H - Emer., Transitional, & Supportive Housing H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Diverse staff to provide resources/services Non-Homeless Special Needs - Elderly & Disabled Non-Homeless Special Needs - AODA Support Non-Homeless Special Needs - Persons with HIV/AIDS Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills H&H - Improve Housing Stock Community & Economic Dev - Small Business Support
Funding	CDBG: \$139,000
Description	Provide administrative support to the CDBG program.
Target Date	12/31/2024
Estimate the number and type of families that will benefit from the proposed activities	Approximately 300 low-moderate income families will benefit from the City of Beloit administering the CDBG program to fund public services in the community. All types of families and households will be eligible for assistance as long as they meet the HUD regulations.

	Location Description	Administrative activities will be performed primarily at City Hall, 100 State Street, Beloit, WI 53511. When necessary, staff will also travel within the community to meet with community stakeholders and agencies to ensure programs are on route.
	Planned Activities	Activities that will be administered include: <ul style="list-style-type: none"> • Fair Housing Activities • Public Services • Housing Rehabilitation • Code Enforcement • Economic Development
3	Project Name	Housing Rehabilitation
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Affordable Housing Improve Housing Stock
	Needs Addressed	H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Improve Housing Stock
	Funding	CDBG: \$150,000
	Description	Provide rehabilitation assistance in the form of grants and/or loans to low-income households to rehabilitate and improve their housing units.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 8 low-moderate income households will be assisted with housing rehabilitation loans or a lead hazard reduction grant for rehabilitation of their units.

	Location Description	Within the City of Beloit
	Planned Activities	To provide loans and grants to low-moderate income households to rehabilitate and improve their housing units.
4	Project Name	Public Services
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Affordable Housing Homeless Services Comprehensive Case Management Services Future Ready Skill Training Improve Housing Stock
	Needs Addressed	H&H - Emer., Transitional, & Supportive Housing H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Diverse staff to provide resources/services Non-Homeless Special Needs - Elderly & Disabled Non-Homeless Special Needs - AODA Support Non-Homeless Special Needs - Persons with HIV/AIDS Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills H&H - Improve Housing Stock
	Funding	CDBG: \$107,700

	Description	Services will be provided to low-moderate income residents of the City of Beloit. These can range from emergency eviction prevention to home delivered meals for homebound seniors.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 300 families will benefit from the proposed activities. There will be families of all types that will benefit
	Location Description	City of Beloit
	Planned Activities	Public Services that address the identified needs and goals will be funded with CDBG. This can range from Home delivered meals to seniors and the disabled to English literacy education.
5	Project Name	Economic Development
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Economic Development
	Needs Addressed	Community & Economic Dev - Small Business Support
	Funding	\$30,000
	Description	Financial aid and educational resources for micro-enterprise, minority, and/or women owned businesses, and financial aid and technical support for micro-enterprise, minority, and/or women owned businesses.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	A total of 10 small businesses and micro-enterprises are anticipated to be assisted through 2024 CDBG-funded economic development activities.
	Location Description	Within the City of Beloit

	Planned Activities	Eligible small businesses and micro-enterprises in Beloit will receive loans and one-on-one technical assistance to facilitate the creation and retention of LMI jobs.
6	Project Name	NRSA Public Services by CBDOs
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Affordable Housing Homeless Services Comprehensive Case Management Services Future Ready Skill Training Improve Housing Stock
	Needs Addressed	H&H - Emer., Transitional, & Supportive Housing H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection H&H - Diverse staff to provide resources/services Non-Homeless Special Needs - Elderly & Disabled Community & Economic Dev - Child Care/Literacy Community & Economic Dev. - Transportation Community & Economic Dev. - Future Ready Skills
	Funding	CDBG: \$138,300
	Description	Public Services operated by CBDOs in the two NRSA.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	There will be approximately 500 families that will benefit from the proposed activities. Families of all types will receive assistance.

	Location Description	These activities will be limited to Census Tracts 16 and 18.
	Planned Activities	There will be a variety of activities funded, including but not limited to rent assistance, eviction prevention, youth services, senior programming, intense case management, mental health counseling, financial education, and more.
7	Project Name	Direct Homeownership Assistance
	Target Area	Census Tract 16 - Hackett Census Tract 18 - Merrill
	Goals Supported	Affordable Housing Improve Housing Stock
	Needs Addressed	H&H - Long Term and Specialized Case Management H&H - Advocacy Services H&H - Eviction Prevention & Emer Rent Assistance H&H Education in Life Skills, Rights, & Protection Community & Economic Dev. - Future Ready Skills H&H - Improve Housing Stock
	Funding	:
	Description	The City will provide funding for low dollar first mortgages, closing cost assistance, and down-payment assistance.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	The city did not receive any applications for direct homeownership assistance in 2024, so no families will benefit from this activity through CDBG funding.
	Location Description	City of Beloit
	Planned Activities	Downpayment assistance funding will be provided using alternative funding sources. No applications for CDBG Housing activities were received for funding in 2024.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CDBG funding will be provided to activities that serve low-moderate income persons city-wide. In 2017, two Neighborhood Revitalization Strategy Areas were designated to focus on the two largest areas of both minority concentration and low-moderate income within city limits. The City will continue with these two NRSA plans through the 2020-2024 Consolidated Plan.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 16 - Hackett	9
Census Tract 18 - Merrill	9

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City designated Census Tracts 16 and 18 for increased efforts for a variety of reasons. After a spike in deadly crime in 2014, city officials began to examine trends and patterns in crime and property deterioration to determine how to best address these growing issues. Although many of the incidents were city-wide, there was some obvious clustering of activities in Census Tracts 16 (Merrill) and 18 (Hackett). Additionally, these two neighborhoods have a greater proportion of investor-owned properties, substandard lots, and code violations than the City as a whole. The Hackett and Merrill neighborhoods also have the greatest number of older housing stock, lowest property values, and the greatest residential density. In order to actively combat these issues, that not only perpetuate other social and economic problems for residents but also drive away investors, the City is going to continue with the two designated NRSA plans through at least to the end of 2024.

Discussion

The City has developed various strategies to improve these neighborhoods, including partnering with non-profit organizations to provide public services, utilizing CDBG to address the housing stock problems, and coordinate with private organizations, groups, other city departments, financial institutions, and other community leaders to address issues the City may not be able to tackle with CDBG funding.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City updated its Analysis of Impediments (AI) to Fair Housing in 2019, valid from 2020-2024. The report concluded that the City has historically, and continues to meet the goals of affordable and fair housing. City staff will continue enforcement activity in 2024, and the City's Equal Opportunities Commission is in the process of developing a Request for Proposals (RFP) for a Qualified Fair Housing Organization (QFHO) to complete additional enforcement, investigation, and community education services. The city made updates to its zoning ordinance in 2022 to allow smaller homes, which was identified as a strategy in the current AI to facilitate additional affordable housing in the city. Beyond this, the AI showed that the City's zoning and development regulations are comprehensive, progressive, and pose no barrier to affordable and fair housing goals for the City.

The City coordinated with the City of Janesville and Rock County to contract with the Milwaukee Metropolitan Fair Housing Council (MMFHC) to conduct a regional Analysis of Impediments to Fair Housing which was due in 2019. This AI was submitted with Beloit's 2020-2024 Consolidated Plan.

Actions it planned 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

The City plans has no such plans for 2024, as there are no policies in the City of Beloit that serve as barriers to affordable housing. However, the City has a NRSA for two neighborhoods in the City, which contains strategies for reducing high concentrations of rental units in both

neighborhoods. These high concentrations contribute to deteriorating, crime, and instability which affect the return on residential investment

Discussion

The City of Beloit will provide financial resources for owner-occupants to maintain their homes, through the Housing Rehab Loan Program.

The City of Beloit will also support efforts by others to rehabilitate current tax credit projects or develop new tax credit projects.

The City will support services for legal advocacy with regard to housing issues.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City submitted NRSAs for two low-moderate income neighborhoods in the City which was approved on 9-21-2018. The NRSA has strategies that will work towards three main goals: Resident empowerment, neighborhood stabilization and revitalization, and public safety. Resident empowerment strategies will focus on employment and life skills training, increasing educational attainment, youth programming to reduce gang and criminal activity. The neighborhood stabilization strategy will focus on reducing the number of deteriorated and vacant/abandoned properties, encouraging resident involvement in neighborhoods, increasing owner-occupied units, and decreasing highly concentrated areas of rentals. The public safety strategies will include community policing, improving crime analysis, and increasing resident engagement.

Actions planned to address obstacles to meeting underserved needs

One of the key obstacles to meeting the underserved needs in Beloit is lack of adequate funding or other non-financial resources to adequately address a particular problem. Insufficient funding precludes the City from appropriately addressing every worthy project and often includes allocating funding at a less than optimal amount. The City does not fund programs which duplicate the work of other programs unless the activity is able to meet a high priority need.

Non-financial resource limitations include insufficient numbers of trained volunteers or staff to provide expertise and support for programs and language barriers. The City will partner with the non-profits and others to consolidate resources. The City is part of the Rock County Homeless Intervention Task Force, which works to end homelessness in Rock and Walworth counties through delivery of collaborative services. The City is also part of the Beloit Area Task Force on Homelessness, which shares a similar mission with a more specific focus on the Beloit area.

Actions planned to foster and maintain affordable housing

- The City of Beloit will support efforts by others to rehabilitate current tax credit projects.
- The City of Beloit will provide financial resources for owner-occupants to maintain their homes.
- The City of Beloit will provide financial resources for landlords to upgrade their rental units.
- The City of Beloit will support programs which provide emergency eviction prevention resources in order to keep residents in their homes. It is typically much more expensive for a family or individual to access new housing once evicted than to address immediate, short-term barriers to affordability.

Actions planned to reduce lead-based paint hazards

In 2020, the City expanded the \$5,000 matching forgivable loan program to remove lead hazards. The

program was originally created and offered only in the NRSA areas, but in 2021 it was expanded by offering the \$5,000 program to property owners citywide, and increasing from \$5,000 to \$10,000 in the NRSA areas. This program can be used in conjunction with a Housing Rehabilitation Loan, which allows the owner to use the loan funds as match.

The City of Beloit will explore opportunities to apply for Lead Hazard Control/Reduction Grant funds. Historically, the City has used these funds in conjunction with its housing rehabilitation funds. The lead funds are used for the lead elements to make the house lead safe, and then the housing rehabilitation funds are used for other rehabilitation work needed to bring the home up to minimum property maintenance standards.

The City of Beloit Community and Housing Services Division requires all contractors hired through the Housing Rehabilitation Loan program to be certified lead safe, ensuring all work completed in project homes is performed in a lead safe manner and with lead-free replacement products.

The City is currently developing a lead pipe replacement program in coordination with our Water Resources Division. This program uses local tax levy dollars for 50% repayable loans to assist homeowners with replacing the private portion of the water lateral to their homes. This program is regulated by the State and requires a minimum of 50% repayment of the loan. The Housing Rehab Loan Program staff will administer the program and offer additional loans or forgivable loans to residents through the existing CDBG Housing Rehab Loan Program for LMI residents who need more assistance.

Actions planned to reduce the number of poverty-level families

Through local partnerships, the City is increasing employment while educating citizens and providing life improvement skills.

- The City will support programs that provide assistance to persons to increase their job skills and marketability.
- The Beloit Housing Authority (BHA) will continue its Family Self-Sufficiency Program.
- The BHA will continue to provide homeownership opportunities to Section 8 participants in cooperation with Acts Housing and NeighborWorks Blackhawk Region.
- The City will support non-profit organizations that provide assistance, job training, and advocacy to low- and moderate-income residents.
- The BHA requires all non-exempt public housing residents to participate in an economic self-sufficiency program or perform 8 hours of community service per month when the participating adult is unemployed. By doing this, adults are learning new skills, acquiring self-confidence and opening doors for new opportunities.
- The BHA offers case management, mentoring, and referrals to local organizations that offer budgeting and financial literacy classes; education and training opportunities; and job placement or hiring information. As a trauma informed organization, the BHA has also

partnered with local health organizations to offer health clinics, and nutrition workshops.

Actions planned to develop institutional structure

The City of Beloit will work with non-profits, public institutions and the private sector to implement the Consolidated Plan and Annual Plan. The City will continue to utilize the Community Development Authority (CDA) for review of the Consolidated Plan, Annual Action Plans, proposed CDBG funding, and any CDBG budget amendments per the City's Citizen Participation Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

The City is an active participant in the Homeless Intervention Task Force (HITF). In addition to HITF, the City has also become a participant in the Beloit Area Task Force on Homelessness (BATFoH). This group is composed of agencies focused in or on Beloit residents that delve deeper in homelessness and poverty issues than HITF has been able to in the past.

The City also has a good relationship with Rock County's Community Development and Health departments, and the City Manager meets with Rock County officials on a regular basis.

Starting in 2020, the City has partnered with a non-profit agency, ACTS Housing to match qualified homebuyers to vacant or foreclosed homes.

Discussion

During 2019, the Analysis of Impediments to Fair Housing was completed by a contracted agency. The Request for Proposal was published on 7/9/2018 with a response date of 8/3/2018. The RFP was posted on the City's website, included in City press releases, and posted in NAHRO (online). Five agencies were also contacted directly. The Milwaukee Metropolitan Fair Housing Council was ultimately awarded the contract. Research was completed through-out 2019 and the draft was submitted to the City of Beloit by July 2019 for review. The Analysis is valid from 2020-2024, at which time, a new analysis will be completed. The AI was finalized on October 07, 2019 after the following public processes:

8-23-2019 through 9-23-2019 - Public Review Period

8-28-2019 - Community Development Authority Review and Approval

10-07-2019 - City Council Public Hearing and Final Approval

A unique aspect for this analysis is that the contractors were able to separate the City of Beloit's data from the remainder of Rock County. They were also able to identify Beloit specific goals which are listed

below:

1. Create and Preserve Affordable Housing (Rental and For Sale)
2. Create a Strong Fair Housing Enforcement and Outreach Program
3. Improve Tenant and Housing Provider Communications
4. Improve Transit
5. Develop an Eviction Reduction Strategy
6. Address Predatory Land Contracts
7. Increase Access to Consumer Education
8. Connect Black, Latino, and Other Underserved Populations with Life-improving Opportunities

City Staff will work with the Equal Opportunities Commission to address the goals and strategies listed in the Analysis.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	148,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	148,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

Discussion

Attachments

2024 Community Development Block Grant (CDBG) Budget

	2023 Program Income	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Revenue						
A Economic Development Revolving Loan Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B Code Enforcement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C Housing Rehabilitation Revolving Loan Fund	\$ 148,000	\$ -	\$ 125,000	\$ -	\$ 125,000	\$ 125,000
D NeighborWorks Blackhawk Region - Lending	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E CDBG Grant (Estimated)	\$ -	\$ -	\$ -	\$ 570,000	\$ 570,000	\$ 570,000
F WWBIC Economic Development Revolving Loan Fund	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 30,000
Total Revenue	\$ 148,000	\$ 30,000	\$ 125,000	\$ 570,000	\$ 725,000	\$ 725,000

Allocations

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Public Services					
1 Beloit City Wide Youth Softball	\$ -	\$ -	\$ 11,800	\$ 11,800	\$ -
2 Beloit Meals On Wheels - Home Delivered Meals Assistance	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
3 ECHO - Rent Assistance and/or Utility Assistance	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
4 Family Promise - Emergency Shelter for Homeless Families	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
5 Family Services - Defy Domestic Abuse Beloit	\$ -	\$ -	\$ 9,050	\$ 9,050	\$ -
6 HealthNet - Expanding Medical, Dental, and Behavioral Health Services to Beloit Residents	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
7 Messiah Lutheran Church - Messiah Lutheran Food Pantry	\$ -	\$ -	\$ -	\$ -	\$ -
8 Project 1649 - Robin House Transitional Living Program	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -
9 Stataline Literacy Council - Adult Literacy for Economic Prosperity	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ -
10 The Salvation Army - Supportive Services	\$ -	\$ -	\$ 9,350	\$ 9,350	\$ -
11 The Youth Unite	\$ -	\$ -	\$ -	\$ -	\$ -
Total Public Services	\$ -	\$ -	\$ 107,700	\$ 107,700	\$ -
			Public Service Cap 15%	\$ 107,700	\$ -
			Difference	\$ -	\$ 107,700

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Planning and Program Administration					
1 Program Administration (No Application Needed)	\$ -	\$ 20,000	\$ 114,000	\$ 134,000	\$ -
2 Fair Housing Activities	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Total Planning and Program Administration	\$ -	\$ 25,000	\$ 114,000	\$ 139,000	\$ -
			Current Year Cap 20%	\$ 114,000	\$ -
			Planning & Admin Cap 20%	\$ 139,000	\$ -
			Difference	\$ -	\$ 139,000

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Neighborhood Revitalization Strategy Area (NRSA) Activities					
1 Community Action - Resources Navigator	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -
2 Community Action - Merrill Center	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
3 Family Services - Neighborhood Resilience Project	\$ -	\$ -	\$ 35,300	\$ 35,300	\$ -
4 ECHO - Rent Assistance: Homeless Prevention	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
5 Legal Action of Wisconsin - Community Lawyer Project	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -
6 The Youth Unite	\$ -	\$ -	\$ -	\$ -	\$ -
7 Neighborhood Cleanup - Hackett	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -
8 Neighborhood Cleanup - Merrill	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -
Total NRSA	\$ -	\$ -	\$ 138,300	\$ 138,300	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Code Enforcement					
1 Community Development Dept. - Code Enforcement / Inspection Program	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -
Total Code Enforcement	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Housing Activities					
1 Community Development Dept. - Housing Rehabilitation Program	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -
Total Housing Rehabilitation	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -

	Prior Year Unspent CDBG Funds	2024 PI Budgeted	2024 CDBG Grant	Staff Recommendation	CDA Recommendation
Economic Development Activities					
1 WWBIC - Job Title: Business Owner	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -
Total Economic Development	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -

GRAND TOTALS	\$ 30,000	\$ 125,000	\$ 570,000	\$ 725,000	\$ -
Difference	\$ -	\$ -	\$ -	\$ -	\$ 725,000

	2024 Grant	2023 PI	2024 PI	Subtotals	Cap Percent	Cap Limits
Cap Calculation Formulas	\$ 570,000	\$ 148,000	\$ 125,000	\$ 718,000	15.00%	\$ 107,700
Pub Service Cap = (2024 Grant + 2023 PI) x 15%	\$ 570,000	\$ 148,000	\$ -	\$ 695,000	20.00%	\$ 139,000
Total Planning & Admin Cap = (2024 Grant + 2024 PI) x 20%	\$ 570,000	\$ -	\$ -	\$ 570,000	20.00%	\$ 114,000
Limit of 20% New Grant Funds towards Planning & Admin	\$ 570,000	\$ -	\$ -	\$ 570,000	20.00%	\$ 114,000

Annual Action Plan 2024

