



PUBLIC NOTICE & AGENDA
BELOIT COMMUNITY DEVELOPMENT AUTHORITY
City Hall Forum - 100 State Street, Beloit, WI 53511
4:30 PM
Wednesday, June 26, 2024

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
 - 2.a. Consideration of the minutes of the May 22, 2024 Community Development Authority meeting
[Attachment](#)
3. PUBLIC COMMENT
4. BELOIT HOUSING AUTHORITY
 - 4.a. Presentation of the May Activity Report (Cole)
[Attachment](#)
5. COMMUNITY AND HOUSING SERVICES
 - 5.a. Public Hearing and consideration of Resolution 2024-06 Recommending approval of the 2025 Community Development Block Grant (CDBG) Local Funding Priorities (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
City Hall Forum - 100 State Street, Beloit, WI 53511
4:30 PM
Wednesday, May 22, 2024

The regular meeting of the City of Beloit Community Development Authority was held on Wednesday, May 22, 2024 in the Forum of Beloit City Hall, 100 State Street.

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chairperson Bullock at 4:35 p.m. Chairperson Bullock, Councilor Leavy, Councilor Forbeck, Commissioner Rodriguez and Commissioner Gorman were present. Vice-Chairperson Hartke was absent.

2. MINUTES

2.a. Consideration of the April 24, 2024 Community Development Authority meeting

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

3. PUBLIC COMMENT

There were no public comments.

4. BELOIT HOUSING AUTHORITY

4.a. Presentation of the April Activity Report

The April Activity Report was presented by Clinton Cole, Director of the Beloit Housing Authority. Councilor Leavy asked what can be done with landlords that do not make repairs to their units. Clint stated that they can contact BHA's Inspector to report the issue, and Julie added that non-assisted tenants can contact the City's Housing Services Department. Commissioner Gorman asked if there were any nonprofits or third-party groups that collect data on complaints against landlords. Clint stated that he was not aware of any; however, when the BHA receives a complaint, the individuals are referred to Legal Action of Wisconsin. In addition, HUD also maintains a list of landlords that are debarred from participating in Federal programs.

4.b. Presentation of the March Financial Report

The March Financial Report was presented by Clinton Cole, Director of the Beloit Housing Authority. Chairperson Bullock asked why the BHA doesn't have a monthly service contract with a pest control company. Clint stated that pest control is done on an as-needed basis, and that there hasn't been a history of pest problems in the public housing units. Clint also mentioned that the BHA Inspector is in the units at least annually, and that maintenance staff looks for signs of pest problems when they are in the units performing maintenance tasks. Clint credits the lack of pest control problems to the relatively small number of units, good management practices by staff, and the tenant's care of the units.

4.c. **Consideration of Resolution 2024-05 Approving Beloit Housing Authority's 2024 Capital Fund Program Budget**

The staff report was presented by Clinton Cole, Director of the Beloit Housing Authority.

Motion to approve Resolution 2024-05 was made by Commissioner Gorman, seconded by Councilor Forbeck. Motion was approved, voice vote (5-0).

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

There was no business to discuss.

6. **ADJOURNMENT**

Motion was made Councilor Forbeck, seconded by Councilor Leavy to adjourn the meeting at 5: 05 p.m. Motion was approved, voice vote (5-0).

Michelle Bullock, Chairperson

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	4a		
Topic:	May Activity Report		
Date:	June 26, 2024		
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

Public Housing:
At the end of this reporting period, there were no public housing vacancies. 12 annual and seven interim certifications were completed. 15 public housing inspections were conducted.

Housing Choice Voucher (Section 8):
449 vouchers were housed on May 31, 2024, and seven port-in vouchers were administered. The Housing Specialists completed 29 annual and 42 interim recertifications during this reporting period. 34 Housing Quality Standards (HQS) inspections were completed.

Housing Quality Standards Inspections (HQS):
From January through May 2024, 226 HQS inspections had been completed by BHA's Inspector. Of these inspections, 161 (71%) passed at the time of inspection, while 65 (29%) failed. When a unit fails inspection, the landlord is given 30 days from the date of inspection to correct the identified non-life-threatening deficiencies. If the repairs aren't made within that timeframe, the following month's Housing Assistance Payment (HAP) to the landlord is held (abated). The table below lists the number of units that have been abated by month in 2024, as well as the number of days the unit was abated until the repairs were made. There were no abatements for the month of May.

Abatements by Month	Average Number Days Abated Until Repairs Were Made	Currently Open	Termination of HAP contract
January - 3	20.3	0	0
February - 1	12	0	0
March - 0	0	0	0
April - 4	19	1	N/A
May - 0	0	0	0

Conformance with Strategic Plan

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

- Goal #1 - Create and Sustain Safe and Healthy Neighborhoods
- Goal #2 - Create and Sustain a High Performing Organization
- Goal #3 - Create and Sustain Economic and Residential Growth
- Goal #4 - Create and Sustain a High Quality of Life
- Goal #5 - Create and Sustain High Quality Infrastructure and Connectivity
- Goal #6 - Create and Sustain 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

May 2024 Activity Report

**Beloit Community Development Authority
Activity Report to Board for May 2024**

PUBLIC HOUSING

Total Public Housing Units	131 Units	
Occupied on 5/31/2024	131 Units	100% Occupancy
Vacancies on 5/31/2024	0 Units	0% Vacancy
Vacancies by Type		
Elderly	0 Units	100% Occupancy
Family	0 Units	100% Occupancy

Public Housing Inspections

12 annual inspections, two initial inspections, and one reinspection were completed during this reporting period.

Public Housing Activities

Annual Recertifications	12
Interim Recertifications	7
Tenant notices to Vacate *Not due to eviction	0
New Tenants	2
Transfers	0
Lease Terminations	0
Possible Program Violations	0
Evictions	0

Public Housing Briefings

Number Notified	0
Number Briefed	0

Section 8 Program

Total Under Lease on 5/31/2024	449 Vouchers
Total Portable Vouchers Paid	2 Vouchers
Total Port Out*	2 Vouchers
Total Port In*	7 Vouchers
May HCV HAP Funds Received	\$277,443
May HCV HAP Funds Expended	\$278,042
Current Per Unit Cost (PUC)	\$619

* 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 24 annual inspections, nine reinspections, and one initial inspection during this reporting period.

Section 8 Activities

New Participants	1
Annual Recertifications	29
Interim Recertifications	42
Abatements	0
Unit Transfers	2
Possible Program Violations	0
End of Program	3
Port Ins	1
Port Outs	1

Section 8 Briefings

Number Notified	0
Number Briefed/Vouchers Issued	0

APPLICATIONS ON WAITING LIST

Public Housing East	118
Public Housing West	117
Parker Bluff	253
Section 8 Program	375

Family Self-Sufficiency Participants

Section 8 – 18

Public Housing – 12

REPORTS AND PRESENTATIONS TO COMMUNITY DEVELOPMENT AUTHORITY



Agenda Number:	5a		
Topic:	Consideration of Resolution 2024-06 Recommending approval of the 2025 Community Development Block Grant (CDBG) Local Funding Priorities		
Date:	June 26, 2024		
Presenter:	Teri Downing	Division:	Community & Housing Services

Overview/Background Information

HUD recommends that municipalities establish local funding priorities in order to guide the allocation of local CDBG funds. The funding priorities approved at this CDA meeting will be recommended to City Council for approval during the July 15, 2024 City Council meeting. The priorities will then be incorporated into the 2025 application process which begins in mid to late July.

The City is currently preparing its 2025-2029 Consolidated Plan, which is a 5-year strategic plan for the use of CDBG funds. Staff held three Steering Committee meetings with local agencies and community leaders to obtain input about the needs of the community and gaps in services. The following needs were identified in these meetings:

- Meeting 1: Housing and Homelessness
 - Need for additional workforce housing units
 - Need for affordable childcare
 - Need for Emergency, Transitional, and Supportive Housing (long-term and short-term)
 - Need for case management and advocacy services within housing and emergency shelters
 - Need for affordable homeownership opportunities and education, including credit repair and financial literacy programs
 - Need for specialized and accessible housing to address unique needs of special needs populations
 - Need for advocacy to change the definition of “homelessness”

- Meeting 2: Non-homeless Special Needs
 - Elderly, frail elderly, and persons with disabilities:
 - Need for transportation
 - Need for improved healthcare access
 - Need for more intensive and higher levels of services for persons with physical, mental and developmental disabilities
 - Need for dementia services
 - Need for social connection for homebound seniors
 - Persons experiencing AODA (alcohol and other drug addiction):
 - Need access to more intensive treatment options than currently available in the community
 - Need for sober living homes
 - Survivors of domestic violence:
 - Need for housing
 - Need for legal resources and advocacy
 - Need for transportation support
 - Veterans:
 - Need for transportation to access VA services not available in Beloit (primarily located in Madison and Milwaukee)
 - Residents with limited English proficiency
 - Need for more translators, Spanish-speaking providers, and targeted services
 - Need for culturally reflective mental health services

- Meeting 3: Community and Economic Development Needs
 - Need for affordable, quality childcare/early literacy programs

- Need for better access to transportation including walking, biking, vehicles and expanded public transportation to address existing gaps (nights, weekends)
- Need for future-ready skills including soft skills, life skills, computer literacy, and employment training
- Need for improvements to public facilities
- Need for resiliency planning in response to extreme weather events
- Need for access to micro-loans with reasonable interest rates to meet short-term, urgent needs
- Need to inventory and monitor vacant properties so they do not become nuisances for neighborhoods

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

- Hackett Neighborhood:

1. Neighborhood Revitalization Needs:

- Street resurfacing: Highland (between Hackett and Moore), Portland, Vernon
- Blacktop at Vernon Park
- Community garden on the west side
- Increasing homeownership, rent to own opportunities, and other pathways to build generational wealth
- Need for sports center or areas to play sports on the west side
- Create more housing, including shelter facilities for homeless children and teens
- New home construction on the west side
- Support for non-profit facility improvements on the west side

2. Resident Empowerment Needs:

- More youth programs on the west side, particularly programming at Vernon Park
- Increase awareness about resources available to residents
- Support non-profits located on and serving the west side, especially in the Hackett neighborhood
- Affordable childcare services
- Create neighborhood associations to increase resident involvement, help residents get to know their neighbors, and increase trust and safety
- Youth programs that allow/engage community service
- Need for housing which uses the “housing first” model and includes supportive services for homeless residents

3. Public Safety Needs:

- Improved street lighting and tree trimming/maintenance throughout west side of Beloit, particularly in Vernon Park
- Teen safety and engagement in Vernon Park
- More AODA services, including support networks (such as Narcotics Anonymous)
- Monitoring of nuisance properties and activities
- Increase feelings of safety for residents walking by addressing issues such as loitering, public drinking and drug use

- Merrill Neighborhood:

1. Neighborhood Revitalization Needs:

- Increase efforts to promote resources available for homeowners to improve their properties, including outreach efforts about the City’s Housing Rehab Loan Program
- Enhanced code enforcement, especially for vacant properties
- Educational opportunities related to homeownership and maintaining a home
- Outreach to landlords to help them have the skills and resources to improve their properties

2. Resident Empowerment Needs:

- Structured youth activities at Regina Dunkin Park, with focus on free or reduced cost programs
- Pair youth activities with Parks Department programming and facilities
- Increased outreach to residents about programs and activities available for youth
- Form neighborhood associations to help residents know their neighbors, and have a way to share neighborhood updates and information
- Enhance senior programs at Merrill Community Center

- Expand bi-lingual outreach efforts to better engage Spanish-speaking residents in community events and meetings
 - Expand healthcare literacy and financial literacy classes
3. Public Safety Needs:
- Residents would like to see officers out walking in the neighborhood to engage more with residents
 - Improved traffic control, particularly at the corner of White and Madison (WI DOT currently evaluating)
 - Neighborhood walkability, particularly on Wisconsin Ave

The City also conducted interviews, listening sessions, and attended community events to obtain additional feedback, with priority results shown below:

- Affordable rental and homeownership opportunities
- Accessible housing for seniors and adults with disabilities
- Expanded hours and flexibility for public transportation services
- Transportation assistance to access specialized services not located in Beloit
- Health and mental health care for residents without health insurance
- Advocacy and resource navigation services for special needs populations (adults with disabilities, residents with limited English proficiency, unaccompanied homeless youth)
- Bi-lingual and culturally reflective mental health services
- Opportunities for seniors to remain engaged and socially connected
- Positive outlets and activities for youth
- Training for essential job skills to help residents obtain higher paying jobs, and help employers better recruit and retain employees

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

- Affordable housing for rent and sale
- Emergency homeless shelters
- Neglected/abused children centers and services
- Education and youth services
- Health services
- Job creation/retention
- Employment training
- Technical assistance for small businesses
- Fair Housing trainings for landlords/property managers
- Fair Housing trainings for residents

Key Issues

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

1. Public Service Programs which focus on comprehensive case management strategies, with priority given to neighborhood stabilization activities, housing assistance, education in life skills, employment training, health and mental health care access, transportation, youth programs, senior services and programs, programs which offer bi-lingual services and outreach to better serve Latino residents, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation
4. Housing Activities (Direct Homeownership Assistance/Down-payment and closing cost assistance)
5. Economic Development Activities, with priority given to job creation/retention, employment training, and technical assistance for small businesses and micro-enterprise businesses
6. Program Administration
7. Fair Housing

Eligible CDBG project categories are also attached for your information.

Conformance with Strategic Plan

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

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

Sustainability

If applicable, briefly comment on the 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 giving the community an opportunity to give input on funding priorities. This will allow the City Council to set funding priorities that are in the best interest of the health and well-being of our residents.

Action Required/Recommendation

Staff recommends approval of the attached resolution.

Fiscal Note/Budget Impact

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

Attachments

Eligible CDBG Projects list, Resolution 2024-06 Recommending 2025 Community Development Block Grant Local Funding Priorities, Attachment A to the resolution

Eligible CDBG Projects

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLUTION 2024-06

**RECOMMENDING APPROVAL OF THE 2025 COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) LOCAL FUNDING PRIORITIES**

WHEREAS, the City of Beloit will be allocating Community Development Block Grant (CDBG) funds to eligible projects for 2025, and

WHEREAS, a list of eligible types of CDBG projects is included in Attachment A to the resolution, and

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

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

NOW THEREFORE BE IT RESOLVED, that the 2025 CDBG local funding priorities are recommended to the City Council as shown on Attachment B.

Adopted this 26th day of June, 2024.

Community Development Authority

Michelle Bullock, Chairperson

ATTEST:

Julie Christensen, Executive Director

Attachment A
To CDA RESOLUTION 2024-06
RECOMMENDING 2025 COMMUNITY DEVELOPMENT BLOCK GRANT
LOCAL FUNDING PRIORITIES
(6-26-2024)

1. Public Service Programs which focus on comprehensive case management strategies, with priority given to neighborhood stabilization activities, housing assistance, education in life skills, employment training, health and mental health care access, transportation, youth programs, senior services and programs, programs which offer bi-lingual services and outreach to better serve Latino residents, and activities which meet one of the NRSA objectives.
2. Code Enforcement
3. Housing Rehabilitation
4. Housing Activities (Direct Homeownership Assistance/Down-payment and closing cost assistance)
5. Economic Development Activities, with priority given to job creation/retention, employment training, and technical assistance for small businesses and micro-enterprise businesses
6. Program Administration
7. Fair Housing