

**NOTE: This is a
teleconference**



**AMENDED
7/30/2021**

**ROCK COUNTY HOUSING AUTHORITY MEETING
WEDNESDAY, August 4, 2021 – 9:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 828 6066 3867
PASSCODE: 530383**

Join Zoom Meeting

<https://us02web.zoom.us/j/82860663867?pwd=NzZRc0tJU1dZcHEvaGNpM1hySk9hdz09>

Meeting ID: 828 6066 3867

Passcode: 530383

One tap mobile

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Dial by your location

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Meeting ID: 828 6066 3867

Passcode: 530383

Join by SIP

89632449433@zoomcrc.com

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Tuesday, August 3, 2021. To submit a public comment use the following email: planning@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

AMENDED
7/30/2021



Agenda

ROCK COUNTY HOUSING AUTHORITY MEETING
WEDNESDAY, AUGUST 4, 2021 – 9:00 A.M.

CALL: 1-312-626-6799

MEETING ID: 828 6066 3867

PASSCODE: 530383

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Housing Authority Meeting held July 7, 2021
4. Citizen Participation, Communications and Announcements
5. **Possible Action Item:** Formal support of multi-jurisdiction letter sent to Rock County Court System encouraging change in the eviction procedures (draft is available)
6. **Possible Action Item** Formal support of Draft County Board Resolution Authorizing Financial Support to Fund a Study of Potential Options to Expand the Services Offered By the Rock County Housing Authority
7. ***Possible Action Item Formal support of Draft County Board Resolution Allocating American Rescue Plan Act Funding to Create a Landlord-Tenant Mediation Program and Provide for Tenant Legal Representation**
8. Status Update Regarding Goals in Analysis of Impediments to Fair Housing Document (2019)
9. Status of Outreach Efforts
10. Suggestions for Future Meeting Topics
11. Discuss Future Meeting Schedule and Venue
12. Adjournment

Future Meeting Dates

August 26th, 2021 (Possible Joint Meeting with P&D Committee)



Agenda

ROCK COUNTY HOUSING AUTHORITY MEETING WEDNESDAY, JULY 7, 2021 – 9:00 A.M. Meeting was teleconferenced using Zoom

The meeting of the Rock County Housing Authority Committee was called to order at 9:00 a.m. on Wednesday, July 7, 2021. Chair Schulz presided. Members present: Billy Bob Grahn, Chair Kathy Schulz, Jason Heidenreich, and Michelle Ponkauskas. QUORUM PRESENT.

ABSENT: Supervisor Shirley Williams – Excused for Jury Duty

Rock County Staff Present: Andrew Baker (Planning Director), Dana Sanwick (Office Coordinator).

1. Call to Order

Introduction of Members

Each member gave a short introduction of themselves and their background. In order of introduction: Supervisor/Chair Kathy Schulz, BillyBob Grahn, Jason Heidenreich, and Michelle Ponkauskas.

2. Adoption of Agenda

Moved by BillyBob Grahn, **Seconded** by Supervisor/Chair Schulz.
Approved (4-0)

3. **Action Item:** Approval of Minutes of the Housing Authority Meeting held June 2, 2021

Moved by Jason Heidenreich, **Seconded** by BillyBob Grahn.
Approved (4-0)

4. Citizen Participation, Communications and Announcements

5. **Possible Action Item:** Formal support of multi-jurisdiction letter sent to Rock County Court System encouraging change in the eviction procedures (if draft is available)
Tabled for now as letter is not available.

6. Continued Discussion Regarding the Role of Housing Authority in Rock County

A. Examples of Other County Housing Authority Formation and Current Activities

Andrew Baker reviewed his research regarding Housing Authorities in other Wisconsin counties. Roughly 10 counties have a Housing Authority. Three counties responded on how their Housing Authority was started and continues to be run. Suggestion from County Administrator Josh Smith is to have the Housing Authority request that the County Board fund hiring a consultant to develop the Housing Authority to meet the goals the Housing Authority wishes to do.

B. Overall Goals of the Housing Authority

Supervisor/Chair Kathy Schulz would like to make a recommendation regarding eviction and housing problems and move forward with drafting a resolution to obtain funding to provide resources to both tenants and landlords to stave off evictions.

BillyBob Grahn suggested requesting funding to hire a tenant resource officer for tenants and landlords to utilize.

Jason Heidenreich thinks the ideas above are good but reminded the committee that the Housing Authority is limited on what they can do. To implement the programs that are being suggested, changes in the authority the committee has needs to happen first.

Supervisor Kathy Schulz and Supervisor Shirley Williams have been working with County Administrator Josh Smith on a resolution to allocate some of the ARPA funds for eviction assistance.

BillyBob Grahn talked about ramping up the advertising to let the residents of Rock County know about the HOME funds available.

HOME fund ideas are to create different forgivable programs to help offset the cost of the total rehabilitation.

Action: Moving forward with drafting a resolution to hire a consultant
Moved by BillyBob Grahn, **Seconded** by Supervisor/Chair Schulz.
Approved (4-0)

7. Status Update Regarding Goals in Analysis of Impediments to Fair Housing Document (2019)
8. Suggestions for Future Meeting Topics
9. Discuss Future Meeting Schedule
August 4, 2021 @ 9:00AM
10. Adjournment @ 10:25AM
Moved by BillyBob Grahn, **Seconded** by Michelle Ponkauskas.

Future Meeting Dates
August 4, 2021 @ 9:00AM

RESOLUTION NO. _

AGENDA NO.

DRAFT

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Kathy Schulz,
Housing Authority Chair
INITIATED BY



Andrew M Baker, Planning
Director
DRAFTED BY

Planning and Development
Committee
SUBMITTED BY

August 4, 2021
DATE DRAFTED

Authorizing Financial Support to Fund a Study of Potential Options to Expand the Services Offered By the Rock County Housing Authority

- 1 **WHEREAS**, the County of Rock has applied for and received Housing and Community Development
- 2 Grants from Federal and State Agencies since 1978 for housing rehabilitation, down payment and
- 3 emergency management assistance; and,
- 4
- 5 **WHEREAS**, the HOME Program Consortium, one source of Community Development funds, was
- 6 created in 2001 by the County with the Cities of Beloit and Janesville; and,
- 7
- 8 **WHEREAS**, it was determined by Corporation Counsel, based on State Attorney General opinion, that
- 9 counties do not have the legislative authority to administer HOME Consortium funds without the
- 10 utilization of a Housing Authority; and,
- 11
- 12 **WHEREAS**, The Rock County Housing Authority was established by Board Resolution in June 2004 via
- 13 authority found in 59.53(22) and 66.1201(4) Wis. Stats, to address unsafe inhabited dwellings, the shortage
- 14 of decent, safe and sanitary rental units for low and moderate income citizens and the shortage of affordable
- 15 dwellings available for those seeking to purchase a home; and,
- 16
- 17 **WHEREAS**, The Housing Authority consists of five members, including two County Board Supervisors,
- 18 but is not a subcommittee of the County Board, receives only minimal staff support and funding in the
- 19 Planning Department budget for conducting meetings, per diems and mileage, etc; and,
- 20
- 21 **WHEREAS**, the HOME program, including application review, contracting, project oversight and final
- 22 approval, is primarily managed by a third party consultant and funded through administrative dollars
- 23 available as via the HOME Consortium funds; and,
- 24
- 25 **WHEREAS**, the Housing Authority desires to explore additional the funding options available to expand
- 26 the housing related resources that the Authority can offer citizens in the County (based on the authority in
- 27 statutes), which can include, but is not limited to: rent/lease owned housing units, investigate living
- 28 conditions, acquire, rehab and sell property, construct new dwelling units for sale or rent; and,
- 29
- 30 **WHEREAS**, the Housing Authority would like a plan to be developed outlining options and a proposed
- 31 path to meet the long term goals. It has been determined that a consultant with expertise on these matters
- 32 would be the most cost efficient way to generate a plan; and,
- 33
- 34 **WHEREAS**, the Housing Authority has no funding to hire a consultant to complete this task.
- 35
- 36 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 37 this _____ day of _____, 20__ directs staff from the Planning Department to develop a
- 38 Request for Proposal (RFP) for professional services which summarizes the goal the Housing Authority to
- 39 expand, in various ways, the housing resources in the County and outlines deliverables expected (i.e. the
- 40 plan); and,
- 41
- 42 **HEREBY AUTHORIZES** providing funding to the Housing Authority not to exceed _____
- 43 dollars to contract for the professional services needed to develop the plan.
- 44
- 45 **BE IT FURTHER RESOLVED** a contract for profession services would be between the consultant and
- 46 the Housing Authority.

Authorizing Financial Support to Fund a Study of Potential Options to Expand the Services Offered By
the Rock County Housing Authority

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Respectfully submitted,

PLANNING & DEVELOPMENT COMMITTEE

Alan Sweeney, Chair

Wayne Gustina, Vice-Chair

J. Russell Podzilni

Wes Davis

Robert Potter

FISCAL NOTE:

/s/Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

/s/Josh Smith

Josh Smith
County Administrator

Authorizing Financial Support to Fund a Study of Potential Options to Expand the Services Offered By
the Rock County Housing Authority

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EXECUTIVE SUMMARY

This resolution authorizes providing funding to the Rock County Housing Authority to hire a consultant to develop a plan intend to address the desire of Authority members to expand the housing resources that are available to county citizens.

The Housing Authority was established in 2004 primarily to be the official administrator of HOME Consortium grant funds. It was determined at the time that the County as could not administer the funds directly. The Housing Authority, therefore, is not a subcommittee of the County Board, but does include two Board members and three citizens. Powers of the Housing Authority are authorized in 59.53(22) and 66.1201 Wisconsin Stats.

Since the establishment, the resources made available by the Authority have primarily been associated with the HOME Consortium eligible projects, i.e. rental rehab, single family home rehab and down payment assistance, all of which are applicable to low to moderate income citizens. The program is currently managed by a third-party consultant funded by the administrative dollars available through the grant program.

The Authority would like to expand housing resources available in the County beyond HOME eligible projects to address other needs, such as a shortage of low income housing. There are other State and Federal funding sources available, but navigating the options to come up with the best solution to the goals of the Authority would be best done by a private consultant with expertise on these matter. The Authority has no budget and no funds available and therefore requests that the County Board authorize a one-time payment to the Authority to proceed with an RFP and ultimately hiring of a consultant to complete a plan.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Kathy Schulz and
Supervisor Shirley Williams
INITIATED BY



Josh Smith
DRAFTED BY

Planning & Development Committee
SUBMITTED BY

June 7, 2021
DATE DRAFTED

**Allocating American Rescue Plan Act Funding to Create a Landlord-Tenant
Mediation Program and Provide for Tenant Legal Representation**

- 1 **WHEREAS**, the COVID-19 pandemic has had a negative effect on some individuals and families,
- 2 including through job loss, and has exacerbated the difficulties of certain low-income individuals who
- 3 were already facing economic challenges; and,
- 4
- 5 **WHEREAS**, eviction moratoria and other measures to keep household utilities operating that were put in
- 6 place during the pandemic have kept many individuals and families safely in their homes, but the final
- 7 eviction moratorium issued by the Centers for Disease Control has expired; and
- 8
- 9 **WHEREAS**, when this moratorium is removed, many individuals and families will have months' worth
- 10 of back-rent due without the ability to pay, which will likely lead to the commencement of eviction
- 11 proceedings; and,
- 12
- 13 **WHEREAS**, many landlords have not received rent payments while eviction moratoria have been in
- 14 place, creating hardships for these business owners, who will legally be entitled to seek such past-due
- 15 and future rent from tenants; and,
- 16
- 17 **WHEREAS**, statistics indicate that low-income and otherwise disadvantaged populations, who are more
- 18 likely to face eviction, have also been less likely to have received a COVID-19 vaccine, creating a
- 19 situation in which evictions may displace individuals into shared housing, shelters, or homelessness and
- 20 thereby increase the likelihood of spreading COVID-19; and
- 21
- 22 **WHEREAS**, the American Rescue Plan Act (ARPA) has provided funding that can be utilized to
- 23 address housing-related emergencies created or exacerbated by the COVID-19 pandemic; and
- 24
- 25 **WHEREAS**, while several community agencies may have sufficient funding currently from ARPA,
- 26 Community Development Block Grant (CDBG), and/or other sources for eviction and utility aid, there
- 27 may be a longer term need to address these issues with ARPA funding if currently available funds run
- 28 out; and
- 29
- 30 **WHEREAS**, a current gap in the system is the absence of a program through which disputes between
- 31 landlords and tenants can be mediated before the court system orders an eviction, particularly as both
- 32 landlords and tenants may not have the necessary legal knowledge to result in the best outcomes for both
- 33 without third-party support; and
- 34
- 35 **WHEREAS**, tenants, in particular, lack the resources necessary for representation in an eviction
- 36 proceeding in court, putting them at a disadvantage; and
- 37
- 38 **WHEREAS**, Legal Action of Wisconsin can provide landlord-tenant mediation services and legal
- 39 representation services for low-income individuals; and
- 40
- 41 **WHEREAS**, Everyone Cooperating to Help Others (ECHO) has expressed interest in providing an in-
- 42 kind donation of office space to support staff from Legal Action who are operating this program; and
- 43
- 44 **WHEREAS**, there is a need for a long-term strategy to address homelessness, transitional housing, and
- 45 affordable housing, all of which have been exacerbated by the COVID-19 pandemic that will require
- 46 future efforts of the County Board and that will be coming forward in subsequent resolution(s).
- 47

48 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
49 assembled this _____ day of _____, 2021, does hereby allocate a total of \$444,000
50 (\$130,000 annually, including a prorated amount for 2021) of American Rescue Plan Act funding
51 through 2024 to contract with Legal Action of Wisconsin to operate a landlord-tenant mediation
52 program, through which those facing imminent eviction, and/or landlords with tenants unable to pay their
53 rent, can utilize a neutral third-party to help resolve disputes as an alternative to eviction. This funding
54 would provide for \$100,000 annually for a full-time attorney and \$30,000 annually for a part-time
55 administrative assistant/outreach specialist, and would include all funding needed to support the work of
56 those positions, such as wages, benefits, supplies, and equipment.

57
58 **BE IT FURTHER RESOLVED**, this funding would also be utilized by Legal Action to provide legal
59 representation in court to Rock County tenants facing eviction who qualify under Legal Action's income
60 eligibility guidelines, which are typically that a client's gross income is less than 125% of the federal
61 government's poverty level.
62

**Allocating American Rescue Plan Act Funding to Create a Landlord-Tenant Mediation Program
and Provide for Tenant Legal Representation**

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Respectfully submitted,

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