

Executive Summary

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

1. Introduction

The City of Wauwatosa Annual Action Plan for the Community Development Block Grant Program (CDBG) is a comprehensive document that outlines goals to assist low/moderate income individuals through various programs and services throughout the program year. Each program and project funded with CDBG is designed to meet one of three major objectives (Decent Housing, Suitable Living Environment, or Economic Opportunity) and contribute accomplishments under one or more of three outcome categories (increase availability/accessibility, increase affordability, increase sustainability). The City of Wauwatosa is receiving a total of \$1,002,060 in new Community Development Block Grant (CDBG) funding in 2024. In addition to the annual allocation, there is the potential that some projects could be funded with carryover dollars from previous years, reallocated dollars or unspent funds from closed out projects. In addition, Milwaukee County HOME Consortium receives the City of Wauwatosa's share of the HOME funds and provides services with these funds on its behalf.

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.

Provide Services to Senior Citizens: Emphasis is placed on programs that improve the quality of life for Wauwatosa's senior population, which comprises approximately 17% of the total population. In particular, programs serve the needs of low income seniors.

Improve the quality of life for individuals with disabilities: CDBG funds support programs that offer services to low income individuals with disabilities.

Undertake improvements to public facilities: The City provides funds for implementation of eligible public facilities projects as needed.

Promote economic development: The City provides funds to businesses for eligible economic development projects when they create FTE jobs filled with low/moderate income individuals.

Promote equal opportunity in housing: A portion of Wauwatosa's CDBG funding supports The Metropolitan Milwaukee Fair Housing Council who, through its Fair Housing Project, works to ensure

that all people have equal access to housing opportunities and to eliminate unfair/illegal discrimination in the sale, rental, financing and insuring of housing. MMFHC provides counseling and investigative services to people who report possible violations of fair housing laws and conducts outreach and informational activities directed toward increasing public awareness of equal opportunity in housing.

Increase and improve affordable housing opportunities for LMI people: Another priority undertakes vital improvements to enhance the quality of life and safety of low income, elderly and disabled residents in subsidized residential care facilities. Priority will also be given to housing programs that perform rehabilitation improvements to low income homeowners and when applicable, provide funds for new subsidized housing units.

Provide quality planning projects and program administration: Planning studies that support economic development, housing and other relevant goals of the CDBG program will be undertaken as needed. Funds are also provided for staff time and training for program administration.

3. Evaluation of past performance

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

Projects that address suitable living and economic opportunity objectives consistently meet their goals assisting LMI populations. Programs that fall into the public service and public facilities/economic development categories, such as the programs that assist Wauwatosa's senior and disabled populations, rely on CDBG funding to continue offering quality services to the predominantly LMI populations they serve. Many of these programs apply for CDBG funds on an annual basis and as a result, city staff has been able to foster positive, close working relationships with the organizations that allow for effective communication and problem solving.

The City of Wauwatosa has a slightly more challenging time meeting the goals of the housing programs. Wauwatosa is almost completely built out, there is very little available land for residential development and vacancy rates (owner and rental) are consistently low – around 2%. In addition, the land values are high in Wauwatosa. The cost of existing housing units is dictated by market forces and new developments have followed market trends/rates as well. The NIMBY philosophy can result in resistance to multifamily housing construction in many areas of the community; political feasibility can be an obstacle to overcome for such projects but has improved in recent years. Discrimination in housing also likely plays a role. All of these issues act as impediments to affordable housing.

Wauwatosa will focus funds on supporting/enforcing fair housing initiatives/laws and rehabilitating/upgrading existing low income housing facilities and assisting affordable housing developments. Participation in the Milwaukee County HOME Consortium usually does not vary too much from year to year. The Section 8 Rent Assistance program has been and continues to essentially be closed to new participants; however the number of households residing in Wauwatosa as a result of the

program remains around 11 each year. The Home Repair Program has assisted over 240 households since 1990 and has been one of the more successful housing programs in Wauwatosa. Conversely, the Homebuyer Assistance Program has assisted only 13 households since 1992, 25 from 2014 -2017. The requirements of the program limit its use in Wauwatosa and homebuyer assistance has not been provided since 2017. Continued outreach for these programs will hopefully result in increased participation along with greater accountability of efforts from Milwaukee County.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Wauwatosa's Annual Action Plan citizen participation process took place at the end of 2023. Public input was gathered through a series of in-person community meetings. The meetings were publically noticed in the newspaper, on the City's website, social media. Invitations to attend the community meetings were emailed to area nonprofit groups.

The results of these Community Development Block Grant Committee meetings and recommendations from the Housing Study were presented in public meetings to the Community Affairs Committee and Common Council.

In an effort to increase public involvement in the development of the Consolidated Plan, West Allis, Wauwatosa, and Milwaukee County contracted with Community Planning and Development Advisors, LLC (CPDA) to conduct focus groups and an online citizen survey for stakeholders, practitioners and possible beneficiaries involved with the CDBG and HOME programs.

Wauwatosa and CPDA invited stakeholders from the City who represented a variety of groups, elected officials, and administrators involved in the City's community development program to participate in a focus group. Email invitations were sent to 43 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City staff (e.g. Health, Engineering, Public Works, Fire and Police), and Common Council members. On November 14, 2019, the consultant (CPDA) facilitated the focus group using a group technique developed to help each individual generate a series of responses to topic questions and the group then clarified and consolidated the ideas. The following questions were asked of the group:

In your opinion:

- 1) What is there about the CDBG Housing/Public Service/Public Facility Improvements/Economic Development/Administration programs (such as: methods, processes, systems, approach, policies) that should continue or be left "as is" over the next five years?
- 2) What is there about the CDBG Housing/Public Service/Public Facility Improvements/Economic

Development/ Administration programs that should be changed (add, remove, revise, modify, correct, improve) over the next five years? Suggestions?

A Milwaukee County 2020 2024 Consolidated Plan Needs survey was conducted online during the months of October and November 2019. The survey was accessible to the residents of the City of Wauwatosa online and a press release with the survey link and purpose was sent to the Wauwatosa Patch and Wauwatosa NOW publication and posted on the City website.

The survey consisted of 33 questions broken into the following categories: Demographic Information; Community Needs Assessment; Funding Priority Assessment; Fair Housing Questionnaire. There were 30 responses from residents of the City of Wauwatosa. The activities identified as having the highest need for funding were Neighborhood Improvements (sidewalk, curb, street improvements, sidewalk accessibility improvements); Affordable Housing (Housing for Seniors, Disabled, Homeowners and Homebuyer Assistance); Rehabilitation of Housing (Accessibility Improvements for Disabled Persons); and Public Services (Transportation Services for Seniors, Mental Health Services, Substance Abuse Services). More than 50% of respondents thought discrimination in housing was an issue in their community, but 100% said they had not experienced discrimination.

Citizens and other interested parties had the opportunity to comment on the 5 Year Consolidated Plan between March 2, 2020 and April 4, 2020. Written comments submitted to the Development Department were also accepted. Notice of the hearing/comment period was noticed 30 days prior to submittal to HUD. Notice was sent to community organizations that may have an interest in the plan.

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.

Public Comments received during the series of public participation meetings are described in the meeting minutes which can be viewed as an attachment to this plan. There were not public comments received during the public review periods for the most recent Citizen Participation, CAPER, and Annual Plans.

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Summary of Consolidated Plan comments

The highest rated strengths of the program were the City's a staff, according to the group, they said they were a pleasure to work with, and they provided timely responses to questions and were flexible and helpful. The next rated strength was the application for funding, it was consistent from year to year and the reporting requirements of the program were clear and understandable.

The weaknesses of the program were: the housing priority has been difficult to address, not enough was

done over last 5 years; need to facilitate collaboration and communication between agencies that receive funding; need for more opportunity for agencies to market/inform each other about their programs; and more communication, in general, needed.

The focus/priorities for the next 5 years receiving the highest ranking were: make decisions on how to address the need for a senior center; facilitate/encourage collaboration and communication among agencies, have localized events in Wauwatosa; have training sessions for perspective applications each year and use rating criteria for review of applications.

Summary of Survey Results:

Three hundred and fifty five (335) residents of Milwaukee County accessed the survey with 79% (266) of those responding completing the survey. Fifty five (21%) survey respondents who specified their locality

indicated they live outside of Milwaukee County or in the City of Milwaukee. These respondents were filtered out of the analysis, as the City of Milwaukee and surrounding counties are not included in the Milwaukee County Consolidated Plan.

Housing/Community Needs: The respondents rated the following housing needs as 1) maintenance and upkeep of rental properties; 2) Home repairs for existing homeowners; 3) Actions to address abandoned vacant properties; 4) Affordable rental housing and 5) Increasing home ownership. Public Facility Improvements The facility improvement activity rated as having the highest need were to improve the condition of neighborhood parks and/or public spaces, next was to improve the condition of neighborhood/community facilities and then to increase the number of recreational facilities.

Results of Public Hearing:

Ten different community organizations provided comment at the public hearings on the Consolidated Plan. Comments demonstrated the need for safe, affordable housing, especially for low income senior and disabled populations and public services to provide additional support. Emergency food and basic need supplies also are in demand and the agencies providing support have seen increased use over the years.

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

All comments were heard and accepted.

7. Summary

All comments were heard and accepted.

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
Lead Agency	WAUWATOSA	
CDBG Administrator	WAUWATOSA	Development Department - Economic Development
HOPWA Administrator		
HOME Administrator	WAUWATOSA	
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The Development Department at the City serves as the administrator the City’s CDBG funding. The Department is responsible for oversight and monitoring of CDBG funds, along with the various subrecipients of these funds, in addition to authoring and submitting required reports. All reimbursement requests are submitted to the Finance Department for processing and check issuance.

The development of the consolidated/annual plan is based on a collaborative process that included public meetings to solicit comments from interested groups and individuals, and input from the CDBG Committee, Common Council, and City staff. The general public and interested/current applicants and their constituents are invited to the public meetings and encouraged to provide comment on the plan. The organizations that have been selected to receive funds provide data and narrative information about their programs and services which are incorporated into the plan; the CDBG Committee is a group of volunteer citizens and an aldermanic representative who, along with information provided by City staff, determine the community needs that are prioritized and addressed in each annual plan. Their recommendation is approved by the City’s Financial Affairs Committee and Common Council.

Consolidated Plan Public Contact Information

Development Department

City of Wauwatosa

7725 W. North Avenue

Wauwatosa, WI 53213

414.479.8957

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

1. Introduction

In an effort to increase public involvement in the development of the 2020-2024 Five Year Consolidated Plan, the City of West Allis, the City of Wauwatosa, and Milwaukee County contracted with Community Planning and Development Advisors, LLC (CPDA) to conduct focus groups and an online citizen survey for stakeholders, practitioners and possible beneficiaries involved with the CDBG and HOME programs and a report was generated with questions and responses. The 30-day notice was published 3/4/2020 - 4/3/2020; the public meeting was 10/30/2019 and the focus group meeting was November 14, 2019.

The public meetings for the 2024 Annual Plan occurred on November 9, 2023 and December 14, 2023. Eleven community organizations submitted applications for program year 2024 and were reviewed by the CDBG Committee. The 30-day Annual Plan public comment period notice was May 22, 2024 - June 21, 2024; no comments were received.

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 organizations that have been selected to receive funds provide data and narrative information about their programs and services which are incorporated into the plan; the CDBG Committee is a group of volunteer citizens who, along with information provided by City staff, determine the community needs that are prioritized and addressed in the plan. This recommendation is approved by the City's Financial Affairs Committee and Common Council. The City staff member will foster a consistent relationship and increase communication with Milwaukee County and the administration of the City's HOME funds. Continued input will be solicited from the Wauwatosa Health Department. Staff, when appropriate and possible, will seek new avenues and partnerships with agencies for meeting/expanding underserved needs in the community. Staff maintains regular communication with subrecipients throughout the year.

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 is a member of the Continuum of Care (CoC), signs onto the NOFA application and attends COC monthly meetings to remain up to date on services that offered in the community. The City participated in the COC sponsored point in time homeless count and will continue to do so to track the population over time.

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 Development Director attends COC meetings and can provide input at this time.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Lutheran H0me
	Agency/Group/Organization Type	Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Department of Health & Public Works), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.
2	Agency/Group/Organization	Metropolitan Milwaukee Fair Housing Council
	Agency/Group/Organization Type	Service-Fair Housing

	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</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>The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Department of Health & Public Works), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.</p>
3	<p>Agency/Group/Organization</p>	<p>TOSA COMMUNITY FOOD PANTRY</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless</p>

	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</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>The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Department of Health & Public Works), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.</p>
4	<p>Agency/Group/Organization</p>	<p>Wauwatosa Health Department</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Health Health Agency Grantee Department</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Lead-based Paint Strategy</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Department of Health & Public Works), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.
5	Agency/Group/Organization	ERAs Senior Network, Inc
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Departments of Health & Public Works), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.

6	Agency/Group/Organization	WWBIC
	Agency/Group/Organization Type	Services-Education Services-Employment Community Development Financial Institution
	What section of the Plan was addressed by Consultation?	Market Analysis 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 City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Departments of Health & Engineering), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.
7	Agency/Group/Organization	Spectrum Community Impact
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Broadband service
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG subrecipients, relevant City Departments (e.g. Departments of Health & Engineering), and the Common Council for the purpose of getting their input into the community development focus/priorities for the next 5 year Con Plan.

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

N/A

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	Milwaukee County	Both identify goals of economic development/employment, access to supportive services, and providing resources to safe, affordable housing as ways to prevent the risk of homelessness.

Table 3 - Other local / regional / federal planning efforts

Narrative

The Development Department at the City serves as the administrator the City’s CDBG funding and works closely with neighboring municipalities (West Allis, City of Milwaukee, Milwaukee County) through the consortium, collaborating through meetings/communications on shared issues such as the AI, and interacting at trainings/conferences. The City is a member of the Continuum of Care (CoC), signs onto the NOFA application and attends COC monthly meetings to remain up to date on services that offered in the community. The City participated in the COC sponsored point in time homeless count and will continue to do so to track the population over time. Development Department staff also attend and staff regular meetings of the Community Development Authority, which serves as the City's Housing Authority and approval body of CDBG Economic Development funds. Outreach and marketing efforts to businesses and industry are ensure continued involved of these participants in the development process. The City keeps abreast of activities at the State level through electronic communications and interaction at trainings and conference events.

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

A Milwaukee County Consolidated Plan Needs survey was conducted online during the months of October and November, 2019. The focus group meeting November 14, 2019. The 30-day notice was published 3/4/2020 - 4/3/2020.

The survey was accessible to the residents of the City of Wauwatosa online and was distributed through email. The survey consisted of 33 questions broken into the following categories:

Demographic information

Community needs assessment

Public spending importance assessment

Feedback regarding municipal changes, communication from City or County officials regarding CDBG and HOME programs, and recommendations for the use of public funds in Wauwatosa

Public Notices soliciting public input were placed on the City's website and distributed to community based organizations. Public Notices for Public Hearings are published in the official City newspaper and posted at City Hall, the Police Department and online in the meeting portal. All CDBG Public Hearings are held in buildings which are handicap accessible to allow for access to elderly persons and persons with disabilities. The first Public Hearing for PY 2024 was held on November 9, 2023 during a meeting with the Community Development Block Grant Committee and a second Public Hearing was held on December 14, 2023 to present the recommended community development activities to the general public and to solicit feedback.

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	Internet Outreach	Non-targeted/broad community	There were 30 responses from the City of Wauwatosa.	Comments provided generally fell into one of four groups: the need for services to assist the City's senior population, the need to assist activities that serve people with disabilities, the need for emergency relief services to help people in tough economic times, and the need to rehab housing units in order to maintain a quality housing supply. Each commentator iterated tight or declining budgets/resources for providing services coupled with an increased and/or growing demand for services.	All comments were accepted and considered in the development of the Con Plan.	

2	Public Meeting	Non-targeted/broad community	<p># residents of Milwaukee County accessed the survey with 79% (266) of those responding completing the survey. Fifty-five (21%) survey respondents who specified their locality indicated they live outside of Milwaukee County or in the City of Milwaukee. These respondents were filtered out of the analysis, as the City of Milwaukee and surrounding counties are not included in the Milwaukee County Consolidated Plan. Additionally, this analysis includes only survey respondents who</p>	<p>Comments provided generally fell into one of four groups: the need for services to assist the City's senior population, the need to assist activities that serve people with disabilities, the need for emergency relief services to help people in tough economic times, and the need to rehab housing units in order to maintain a quality housing supply. Each commenter iterated tight or declining budgets/resources for providing services coupled with an increased and/or growing demand for services. Housing/Community Needs: The respondents rated the following housing needs as 1) maintenance and upkeep of rental properties; 2) Home</p>	<p>All comments were accepted and considered in the development of the Con Plan.</p>	
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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)
			completed majority of the survey.	repairs for existing SA homeowners; 3) Actions to address abandoned vacant properties; 4) Affordable rental housing		

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Wauwatosa is receiving a total of **\$1,002,060** in new Community Development Block Grant (CDBG) funding in 2024. In addition to the annual allocation, some projects may be funded with carryover funds from previous years, reallocated funds or unspent funds from closed out projects. Minimal program income from the CDA revolving loan program is available for new economic development loans. Also, Milwaukee County HOME Consortium receives the City of Wauwatosa’s share of HOME funds and provides services with these funds on its behalf.

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	1,002,060	11,144	424,607	1,437,811	1,437,811	The City's annual allocation remains consistent from year to year.

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

The individual organizations and programs that the City funds with CDBG money are able to leverage additional resources from the private and non-profit sector in order to fully implement their projects. Each organization that the city allocates CDBG funds to relies on other funding sources to operate and receives private donations or other grants.

The City of Wauwatosa only directly receives HUD funds from the CDBG Program and this program does not have any matching requirements.

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

The Wauwatosa Senior Center conducts operations out of City Hall and the Muellner Building located in Hart Park, which is a publicly owned land and a public building.

Discussion

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	Increase the supply of standard affordable housing	2020	2024	Affordable Housing	Wauwatosa CDBG Entitlement Jurisdiction	Housing	CDBG: \$247,960	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Provide Services to targeted populations	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Public Services	CDBG: \$67,398	Public service activities other than Low/Moderate Income Housing Benefit: 756 Persons Assisted
3	Improve/develop infrastructure	2020	2024	Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Public Infrastructure/Facilities	CDBG: \$446,290	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 650 Persons Assisted Rental units constructed: 50 Household Housing Unit
4	Develop economy and employment	2020	2024	Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Economic Development	CDBG: \$51,000	Jobs created/retained: 10 Jobs Businesses assisted: 5 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Provide strong program planning and administration	2020	2024	Administration	Wauwatosa CDBG Entitlement Jurisdiction	Administration and Planning	CDBG: \$158,412	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase the supply of standard affordable housing
	Goal Description	CDA funding to be used for housing rehab program or affordable unit development
2	Goal Name	Provide Services to targeted populations
	Goal Description	Public services include senior services (outreach & senior center) and support services for those with disabilities and their families.
3	Goal Name	Improve/develop infrastructure
	Goal Description	Public facility improvements to benefit LMI individuals.
4	Goal Name	Develop economy and employment
	Goal Description	Business support services.

5	Goal Name	Provide strong program planning and administration
	Goal Description	CDBG program administration and development of Wauwatosa Comprehensive Plan

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Wauwatosa 2024 Annual Action Plan (Action Plan) is the fifth Annual Action Plan of the Milwaukee County Consolidated Plan (2020-2024). The Consolidated Plan describes strategies that address the need for affordable housing, supportive housing for special needs populations, homeless shelters and prevention, economic development, infrastructure improvements, and public services in the Milwaukee County jurisdiction. This Action Plan presents programs, activities, and resources for Program Year 2024 (January 1, 2024 to December 31, 2024) that addresses the needs and objectives identified in the five-year Consolidated Plan for the City.

#	Project Name
1	Administration/Planning
2	Fair Housing
3	Senior Services
4	Services for the disabled
5	Emergency Food Services
6	Rehabilitation of Public Facilities
7	Affordable Housing
8	Economic Development

Table 7 – Project Information

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

AP-38 Project Summary
Project Summary Information

1	Project Name	Administration/Planning
	Target Area	
	Goals Supported	Provide strong program planning and administration
	Needs Addressed	Administration and Planning
	Funding	CDBG: \$158,412
	Description	Costs associated with administration of the CDBG program including salaries, training, and supplies. Funds used for planning studies to include an update to the City's Comprehensive Plan.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Staff salaries, training and supplies related to program administration. City Comprehensive Plan update.
2	Project Name	Fair Housing
	Target Area	
	Goals Supported	Provide Services to targeted populations
	Needs Addressed	Housing
	Funding	CDBG: \$42,000
	Description	Support organizations that affirmatively further fair housing throughout the community. Provide information, counseling, and investigative services and research/technical assistance to individuals, landlords and the City.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	100 clients served through fair housing enforcement, outreach, education, counseling.
	Location Description	
	Planned Activities	Provide information, counseling, and investigative services and research/technical assistance to individuals, landlords and the City.

3	Project Name	Senior Services
	Target Area	
	Goals Supported	Provide Services to targeted populations
	Needs Addressed	Public Services
	Funding	:
	Description	Provide services to programs that target senior populations.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	140 individuals will be served.
	Location Description	ERAS Senior Network, citywide
	Planned Activities	Outreach services for ERAS that include transportation, referral services and other resources for seniors.
4	Project Name	Services for the disabled
	Target Area	
	Goals Supported	Provide Services to targeted populations
	Needs Addressed	Public Services
	Funding	CDBG: \$33,199
	Description	Program support through funding salaries and supplies/materials for organizations that provide services to children and adults with intellectual and developmental disabilities (I/DD). Services include emergency services, supplies, crisis intervention, self-advocacy, self-determination, training and social services.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Life Navigators - 7203 W Center Street, Wauwatosa Vision Forward - 912 N Hawley Road, Milwaukee, at Municipal border with Wauwatosa (outreach and services provided to Wauwatosa residents).

	Planned Activities	
5	Project Name	Emergency Food Services
	Target Area	
	Goals Supported	Provide Services to targeted populations
	Needs Addressed	Public Services
	Funding	CDBG: \$7,099
	Description	Provide emergency food organizations with funds for the purchase of food and basic supplies.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	450 persons served
	Location Description	TOSA Cares - 12012 West North Avenue, Wauwatosa
	Planned Activities	
6	Project Name	Rehabilitation of Public Facilities
	Target Area	
	Goals Supported	Improve/develop infrastructure
	Needs Addressed	Public Infrastructure/Facilities
	Funding	CDBG: \$446,290
	Description	Funds support the renovation and upgrades to public facilities that provide nursing and special care to seniors and individuals with disabilities, including assisted living
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	370 individuals served
	Location Description	Lutheran Home - 7500 W North Ave, Wauwatosa Luther Manor - 4545 N 92 St, Wauwatosa Carmelite Ministry of St. Theresa - 1230 Kavanaugh Pl, Wauwatosa

	Planned Activities	Lutheran Home - Additional phase of window replacement project Luther Manor - Modernize resident safety and enhance independence Carmelite - Maintain and repair sprinkler system, windows/doors, and water damage remediation
7	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Increase the supply of standard affordable housing
	Needs Addressed	Housing
	Funding	CDBG: \$247,960
	Description	Funds will be used to provide assistance for affordable housing units.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	20 households will be assisted
	Location Description	
	Planned Activities	Funding for eligible site acquisition and soft costs related to affordable housing development and also to fund Home Rehabilitation program
8	Project Name	Economic Development
	Target Area	
	Goals Supported	Develop economy and employment
	Needs Addressed	Economic Development
	Funding	CDBG: \$40,000
	Description	Support for new or expanding small business through training, technical assistance and loans that create or retain jobs.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	30 individuals
	Location Description	WWBIC - 1533 N River Center Dr., Milwaukee Community Development Authority - 7725 W North Ave, Wauwatosa

	Planned Activities	WWBIC provides training and technical assistance. The City's Community Development Authority provides funds through its existing revolving loan program to new or expanding businesses that create new jobs filled by low/moderate income individuals.
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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

Funds are allocated to most directly serve the low/moderate income populations in the community.

Overall Wauwatosa’s population is approximately 80.9% white, 7.5% black/African American, 4.6% Asian and 7.0% other or two or more races. The highest minority concentrations occur in census tracts 903 (32.2%), 901 (26%), 1853 (21%), and 902 (20.9%).

Four census tracts have poverty levels exceeding 5% of the total population: census tracts 901 (5.1% below poverty level), 903 (6.0% below poverty level), 910 (5.9% below poverty level), and 912 (7.3% below poverty level). Two of these census tracts (901 and 903) coincide with areas that also have higher minority populations. Two of these tracts (901 and 912) have subsidized housing facilities located in the area, particularly low-income and senior housing.

Businesses that are approved for economic development loans or grants are geographically distributed throughout the city. The remaining 2024 projects are conducted by various organizations that have a specific location within the city (with the exception of the office of ERAS Senior Network, Vision Forward and WWBIC located in Waukesha and Milwaukee). All organizations serve Wauwatosa residents community-wide those who are LMI with their CDBG funds at the locations below:

- Community Development Authority 7725 W. North Avenue
- Life Navigators -7203 W. Center Street
- Vision Forward - 912 W Hawley Road, Milwaukee
- Tosa Cares - 12012 W. North Avenue
- Wauwatosa Senior Center - 7300 Chestnut Street
- Carmelite Ministry - 1230 Kavanaugh Pl
- Eras - 2607 N Granview Blvd Waukesha
- Wisconsin Women’s Business Initiative Corporation (WWBIC) – 2745 W MLK Drive, Milwaukee
- Lutheran Home - 7500 W North Avenue, Wauwatosa
- Luther Manor - 4545 N 92nd Street, Wauwatosa

Geographic Distribution

Target Area	Percentage of Funds
Wauwatosa CDBG Entitlement Jurisdiction	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Businesses that are approved for economic development loans or grants are geographically distributed throughout the city. Remaining projects are conducted by various organizations that have a specific location within the city. All organizations serve Wauwatosa residents community-wide, primarily those who are LMI.

Commercial districts and businesses are scattered throughout the city, but the main focus is on supporting businesses in the Village, Midtown and East North Avenue Corridor, districts where CDBG funds were used to complete redevelopment plans.

Allocations for the remaining projects are focused on serving LMI populations and are geographically distributed throughout the community. Seniors and people with disabilities represent a significant portion of the city's population living below the poverty level, so priorities have been assigned for allocating investments to activities that reach these populations in the community.

Discussion

Again, funds are allocated to most directly serve the low/moderate income populations in the community. Projects and activities that serve LMI populations are given priority.

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

Introduction

Wauwatosa works to affirmatively further fair housing in conjunction with Milwaukee & Waukesha Counties and the cities of West Allis and Milwaukee. The Analysis of Impediments was updated in 2020.

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

Wauwatosa completed a City-wide comprehensive Housing Study in 2016 that investigated affordability and policy issues and this study was updated in 2023 to better reflect current conditions to inform policy decisions moving forward. Recommendations from the 2023 Housing Study will be incorporated into CDBG funding strategies and program goals. Recommendations from the updated AI will also be prioritized and undertaken.

Discussion

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

Introduction

Each of the programs and activities described in this Plan is designed to meet one of three major objectives (Decent Housing, Suitable Living Environment, or Economic Opportunity) and to contribute accomplishments under one or more of three categories of outcomes (increase availability/accessibility, increase affordability, increase sustainability).

Actions planned to address obstacles to meeting underserved needs

Actions include the funding of Wauwatosa's Housing Rehabilitation Program.. CDBG funds will also be used for soft costs/ site improvements of subsidized housing developments. CDBG funding will be available for activities/services to improve/maintain the quality of life and personal well-being of Wauwatosa's senior population. The city will continue to provide assistance for the continued operation of family support and crisis intervention services for persons with disabilities to improve health, safety and work/life experiences.

Actions planned to foster and maintain affordable housing

Wauwatosa will support the rehabilitation/renovation of housing units that are in great need of repairs and to home repairs for LMI households through the Housing Rehabilitation Program. In addition, the City of Wauwatosa will continue to support programs that provide services that create affordable housing options for the clients they serve. In addition, the use of CDBG funds for housing unit rehabilitation projects will be promoted and encouraged when possible, in order to create more affordable housing options in the city. Outreach, technical assistance and additional support will be offered to projects that include affordable housing components.

Actions planned to reduce lead-based paint hazards

Wauwatosa's Human Health Hazard Ordinance authorizes the Wauwatosa Health Department to issue orders to abate lead hazards in homes where a lead-poisoned child resided. The lead certified health department staff conducts investigations and follow-up inspections to verify the hazard, write clean-up orders and determine compliance by the date specified on the orders. Citations will be issued if clean-up is not completed when ordered.

Grants are available to LMI households as part of the Health Department's weatherization grant program. Priority is given to those with greatest need and with young children residing in the home and

to daycares.

Actions planned to reduce the number of poverty-level families

Housing: The City of Wauwatosa will continue to support and coordinate with the Milwaukee County Home Consortium to provide home repair grants/loans, rental assistance and first-time homebuyers assistance to Wauwatosa families in order to relieve these financial burdens for LMI families. Assistance to other housing programs for housing rehab activities maintain available and safe housing units while covering the cost burden for LMI households/people. In addition, the City will continue to uphold and enforce zoning ordinances that maintain small-size residential lots and allow for high-density, multi-family developments that can more easily accommodate LMI households.

Economic Development: The City will administer grants and low-interest loans to businesses for the purpose of job creation for LMI individuals, thereby working to alleviate poverty for these people.

Public/Social Services: The City provides CDBG funds to non-profit organizations that provide emergency food assistance to those in need, alleviating some of the burden of obtaining this basic need so families can focus resources on other needs.

Actions planned to develop institutional structure

To develop institutional structure, planning staff will continue to administer CDBG program duties and enhance coordination with the various institutions with which it works – City government, HUD, subrecipients and community groups and citizens. Further actions will be taken to refine the structure of annual application, reporting and monitoring processes, such as updating and creating forms/checklists/timelines/notices and distributing timely information to all relevant entities. Actions to clarify and streamline processes will provide an organized, defined institutional structure. Staff also maintains a procedures reference manual that defines the various components and structure of the CDBG program.

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

The City staff will foster a consistent relationship and increase communication with Milwaukee County and the administration of the City's HOME funds. Continued input will be solicited from the Wauwatosa Health Department. Staff, when appropriate and possible, will seek new avenues and partnerships with agencies for meeting/expanding underserved needs in the community. Staff maintains regular

communication with subrecipients throughout the year.

Discussion

Program Specific Requirements

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

Introduction

Wauwatosa will receive \$1,002,060 in CDBG funds in 2024. Additionally, program income from the revolving loan fund will be available for new loans. The majority of funds will be allocated to serve LMI populations through public service activities (capped at 15%) and housing and economic development activities. Approximately 20% of funds will be expended for program administration, planning, and fair housing activities.

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	17,000
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:	17,000

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.	80.00%

Discussion

Program Income comes from payments made on the revolving loan fund and will be used to make future loans that create jobs for LMI individuals.

Attachments

for Community land trust / homeowners down payment program for low-moderate income families.

ADJOURNMENT

The meeting adjourned at 06:31 PM

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to clerk@wauwatosa.net, with as much advance notice as possible.



Wauwatosa, WI
Community Development Block Grant
Committee
Meeting Minutes - Final

7725 W. North Avenue
Wauwatosa, WI 53213

Thursday, December 14, 2023

6:00 PM

Committee Room #1

CALL TO ORDER

Meeting Called to Order 6:02 PM

ROLL CALL

Chair Kate Venne

Also Present: Karl Schreiber, Maranda Moton-Weston

Present 7 Member Monica Bence
Member Marybeth Budisch
Member Linda Ertel
Member David Frazer
Member William Kopka
Aldersperson Sean Lowe
Member Kate Venne
Excused 1 Member Lita Mallett

1. Public Comment on Goals/Objectives of Proposed 2024 Annual Plan & Community Funding Priorities for 2024 CDBG Projects

The following individuals attended the meeting and spoke on behalf of the organizations requesting 2024 CDBG funding:

JoAnn Walsh- Tosa Cares

Tosa Cares provides gap services such as emergency food and clothing for families and individuals but not limited to diapers, school supplies, and person hygiene products. Tosa cares is a volunteer run organization that helped 261 families in 2022 and more recently 312 families were helped in 2023 with more than 35 more families/individuals on the waitlist. Funding will assist in half of the distribution of a cycle (Cycle every 8 weeks)

Jaelyn Borchardt- Vision Forward

Vision Forward provides adult vision rehabilitation services for people who are blind and visually impaired. Funding will go towards staff salaries.

Christina Knudson- WWBIC

Wisconsin Women's Business Initiative Corporation (WWBIC) provides no cost training, technical assistance, and on-going support for small businesses, and prospective entrepreneurs in Tosa. Funding will assist in covering operational cost.

Jeffrey Robb, Sister Rose, and Sister Gabriela- Carmelite Ministry of St. Teresa
Carmelites serves persons with individuals with intellectual disabilities. All clients that the Sisters serve are LMI. Funding will be used for a public activity center and sprinkler system brought up to code.




Mark Rose and Kathy Cavers- Lutheran Home
Lutheran Home houses elderly individuals who have experienced a substantial physical or mental decline and cannot safely live on their own. Funding will be used for and window replacement throughout the facility in resident rooms and public spaces. More than 75% of the clients living in the Lutheran Home receives Title 19.

Megan Wanke- MMFHC
Metropolitan Milwaukee Fair Housing Council (MMFHC) continues to provide fair housing information, counseling, investigative services, enforcement and training to tenants. Two(2) free to the public fair housing seminars are conducted for Tosa each year. The fair housing component is a HUD requirement for each grant year.

Vicki Wachniak- Life Navigators
Life Navigators assist individuals with developmental disabilities and their families in securing the support and resources necessary to live and work safely and as independently as possible. Funding will support staff with salaries and other operational costs.

APPROVAL OF FUNDING RECOMMENDATIONS FOR 2024 CDBG PROGRAM YEAR

This was approved.

1. Planning & Administration 
RESULT: APPROVED
MOVER: Sean Lowe
SECONDER: Marybeth Budisch
Aye: 7 Bence, Budisch, Ertel, Frazer, Kopka, Lowe, and Venne
Excused: 1 Mallett
2. Public Facilities, Economic Development, & Rehabilitation 
RESULT: APPROVED
MOVER: Sean Lowe
SECONDER: David Frazer
Aye: 7 Bence, Budisch, Ertel, Frazer, Kopka, Lowe, and Venne
Excused: 1 Mallett
3. Public Service Programs 
RESULT: APPROVED
MOVER: William Kopka
SECONDER: Linda Ertel

Aye: 7 Bence, Budisch, Ertel, Frazer, Kopka, Lowe, and Venne

Excused: 1 Mallett

ADJOURNMENT

Meeting adjourned 7:50 PM

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