



HOUSING AUTHORITY
Minutes – April 3, 2024
Planning Department Conference Room
2nd Floor Rock County Courthouse
51 S Main St, Janesville, WI 53545
And Via ZOOM

Call to Order: Chair Schulz called the meeting of the Housing Authority of Rock County to order at 10:07 AM on Wednesday, April 3, 2024.

Members present in person: Chair Supervisor Kathy Schulz, Supervisor Bill Wilson, and Billy Bob Grahn.

Members present via ZOOM: Katie Udell and Badri Balur (until approximately 11:00 am).

Rock County Staff present: Ilana Eisenberg (Office Coordinator), Andrew Baker (Planning Director), and James Otterstein (Economic Development Manager).

Rock County Board member present via ZOOM: Chair Richard Bostwick (portion of meeting)

Adopt Agenda: Mr. Grahn made a motion to approve. Supervisor Wilson seconded the motion. ADOPTED

Approval of Minutes from Meeting Held March 6, 2024: Supervisor Wilson made a motion to approve. Ms. Udell seconded the motion. ADOPTED

Citizen Participation, Communications and Announcements: None

Follow up on Educational Presentation for County Board:

Supervisor Wilson began the discussion and was given positive feedback from his presentation. There were a number of housing related issues that were addressed and some of the Supervisors asked follow-up questions.

Strategy for County Budgeted Funds for Affordable Housing:
Final Determination of Housing Authority Priorities

The Housing Authority confirmed what was discussed at the last meeting; the goal is to construct as

many new units as possible for affordable housing. There was additional discussion of how costs involved could influence developers. Particularly the fact that, while costs are generally the same, affordable housing developments in the Dane County area have less of a financing gap than in Rock County because higher rents can be collected due to the higher median income. In other words, the low-to-moderate income level is higher in that region. This fact is why it is important to extra local incentives to offer affordable housing developers.

Determination of Ranking Criteria for Proposals

The discussion started with presenting the initial scoring matrix that is to be considered was created by Director Baker and James Otterstein (Economic Development Manager). This is the framework that will aid in the scoring of the at least dozen potential projects up for review. There are more projects looking for money than funds that are available. This will provide an answer either way depending on the end score. Discussion of focusing on the unit cost instead of on the entire project. Also discussed were factors such as number of bedrooms, new development vs. redevelopment, distance to employment centers, schedule for project, quality of construction, property management, etc. The City of Beloit TIF Housing Funds have alternate requirements. The timeline to commit and sign a contract of the ARPA funds needs to be before the end of 2024. There are a variety of points to be taken into consideration when qualifying each project. The Housing Authority Committee members discarded a few of the options to be graded, and modified and added categories that were thought to be of importance when deliberating if a project upholds the characteristics to have funds awarded. It is of high priority that projects accurately estimate a timeline when submitted. All the work to be completed needs to fall in order otherwise this process will not work. The primary locations where the funds could be needed are dominated by the City of Janesville and City of Beloit, but it is key to not discard other rural location projects. This is the crucial reason as to why this blind scoring system was created and would be followed by an interview process. The Housing Authority discussed and deliberated various factors and made final direction to staff. Staff will process each project based on the score sheet and contact the developers or municipality if there are questions. Based on all the scoring criteria, the determined sums of funds will be awarded to each project. There was discussion of a special meeting to authorize the final updated scoring matrix, should it deem needed to reverify that all the points discussed by the Housing Authority after staff has a chance to put the score sheet in action.

Proposed Schedule: Present Recommendation to Housing Authority on May 1st and Planning & Development Committee on May 9th

The potential project should be scored before the next meeting for the results to be presented before the committee. This may be adjusted depending on how the scoring goes, whether staff is able to get additional information from the project leads and the results of the County Board election (the next P&D meeting may not be on May 9th)

Motion to approve this action by Supervisor Wilson. Mr. Grahn seconded the motion. Passed unanimously. CARRIED

Adjournment:

Mr. Grahn made the motion to adjourn at 12:03 PM. Supervisor Wilson seconded the motion. ADOPTED

Next meeting: 05/01/2024 at 9:00AM

Respectfully submitted,
Ilana Eisenberg, Office Coordinator