

# 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/services throughout the program year. Each program/project funded with CDBG 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 the three categories of outcomes (increase availability/accessibility, increase affordability, increase sustainability).

The City of Wauwatosa is receiving a total of \$969,886 in new Community Development Block Grant (CDBG) funding in 2019. In addition to the annual allocation, some projects will be funded with carryover funds from previous years 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 20% 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 facilities. Priority will also be given to housing programs that perform improvements to low-income homeowners and assist low-income homebuyers.

**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 difficult 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 results in resistance to duplex/multi-family housing construction in many areas of the community and makes it challenging to secure approval from the Common Council for these types of projects; the political feasibility of affordable housing remains a barrier to such projects. Discrimination in housing also likely plays a role. All of these characteristics and issues act as impediments to affordable housing.

As a result of the impediments listed above, Wauwatosa will focus funds on supporting/enforcing fair housing initiatives/laws and rehabilitating/upgrading existing low-income housing facilities and assisting low-income homebuyers. Additionally, we will offer continued support of housing that ensures the

underserved low-income population living with HIV has housing and support options in Wauwatosa. Moving forward funds have been approved for housing rehab activities for LMI households.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

With the intention of increasing public involvement, Wauwatosa worked with Community Planning and Development Advisors, LLC (CPDA) to conduct focus groups and an on-line survey for stakeholders and possible beneficiaries. 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 focus groups.

The City emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Health, Engineering), and the Common Council. Additionally, these groups received an email with a link to the citizen survey that described the survey and its purpose. The same email was distributed to all email subscribers of the City's neighborhood group association. 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.

On June 26, 2013, the consultant (CPDA) conducted three focus groups. Facilitators used a nominal group technique developed by Andre Delbecq to help each group generate a series of responses to topic questions, clarify and consolidate the ideas, and rank them. The following questions were asked of each group: In your opinion, 1) What has the City done well in planning and administering its CDBG and HOME programs (strengths) over the last 5 years; 2) What were the weaknesses in the City's planning and administering of the CDBG and HOME programs over the last 5 years; 3) What could they do better and what should be the focus and priorities for the next 5-Year Con Plan?

A Milwaukee County Consolidated Plan Needs survey was conducted online during the months of July and August, 2013. The survey was accessible to the residents of the City of Wauwatosa online and was distributed through email. The survey consisted of 17 questions broken into the following categories:

- Demographic information
- Community needs assessment
- Public spending importance assessment

Citizens and other interested parties had the opportunity to comment on the citizen participation plan on October 24, 2017 and the Annual Action Plan from July 9, 2018 - August 9, 2018. Written comments submitted to the Community Development were also accepted. Notice was sent to the local newspaper and 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.

The highest rated strengths of the program were the City's a staff, who according to the group, were a pleasure to work with, provided timely responses to questions, and were flexible/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/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: decisions on how to address the need for a senior center; facilitate/encourage collaboration/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:**

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. Records of all the comments received and minutes from meetings where public comments were taken are kept on file at the City's Development Department.

### **7. Summary**

The City of Wauwatosa is receiving a total of \$969,886 in new Community Development Block Grant (CDBG) funding in 2019. In addition to the annual allocation, some projects will be funded with carryover funds from previous years or unspent funds from closed out projects.

**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 - Planning Divison
HOPWA Administrator		
HOME Administrator	WAUWATOSA	
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

The City of Wauwatosa is part of the Milwaukee County Consortium. Milwaukee County serves as the lead agency; Wauwatosa is participating member along with the City of West Allis.

**Consolidated Plan Public Contact Information**

City of Wauwatosa

Planning Division

7725 W North Avenue

Wauwatosa, WI 53213

414-479-8957

[www.wauwatosa.net](http://www.wauwatosa.net)

[tplanning@wauwatosa.net](mailto:tplanning@wauwatosa.net)

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

### **1. Introduction**

For PY 2019, Public Notices soliciting public input were placed on the City's website and distributed to community-based organizations. Public Notices for the Public Hearings were published in the official City newspaper, TosaNow. 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 was held on October 24, 2018 during a meeting with the CDBG Committee and a second Public Hearing was held on October 29, 2018 to present the recommended community development activities to the general public and to solicit feedback.

Efforts to increase public involvement in development of the 2014-2018 Five-Year Consolidated Plan, the City of West Allis, City of Wauwatosa, and Milwaukee County contracted with Community Planning and Development Advisors, LLC (CPDA) to conduct focus groups and an on-line citizen survey for stakeholders, practitioners and possible beneficiaries involved with the CDBG and HOME programs.

Also, Wauwatosa and CPDA invited stakeholders from the City of Wauwatosa who represented the variety of groups, elected officials, and administrators involved in the City's community development program to participate in focus groups.

Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of Engineering), and the Common Council. Additionally, these groups and individuals received an email with a link to the citizen survey that described the survey and its purpose. The same email was distributed to all subscribers of the City's neighborhood group association. A press release with the survey link and purpose was sent to the Wauwatosa Patch and Wauwatosa NOW publications. The survey link was also posted on the City website homepage.

On June 26, 2013, the consultant CPDA conducted three focus groups. Facilitators used a nominal group technique developed by Andre Delbecq to help each group generate a series of responses to topic questions, clarify and consolidate the ideas, and then rank them. The following questions were asked of each group: In your opinion, 1) What has the City done well in planning and administering its CDBG and HOME programs (strengths) over the last 5 years; 2) What were the weaknesses in the City's planning and administering of the CDBG and HOME programs over the last 5 years; 3) What could they do better and what should be the focus and priorities for the next 5-Year Con Plan?

Summary of Results: 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, 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 who 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.

**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(I)).**

As a member of the Consortium, Wauwatosa works with The Milwaukee County Housing Division, which participates in several community groups to ensure coordination. The City is also an active, participating member in the Continuum of Care and attends meetings where numerous entities come together to address these issues in the community.

**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.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Metropolitan Milwaukee Fair Housing Council
	<b>Agency/Group/Organization Type</b>	Services - Housing Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	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
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.
2	<b>Agency/Group/Organization</b>	COMMON GROUND MINISTRY / ELENA'S HOUSE
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with HIV/AIDS Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.
3	<b>Agency/Group/Organization</b>	INTERFAITH SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

4	<b>Agency/Group/Organization</b>	TOSA COMMUNITY FOOD PANTRY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	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 Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

5	<b>Agency/Group/Organization</b>	Tosa Cares
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	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 Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.
6	<b>Agency/Group/Organization</b>	WWBIC
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Regional organization Business Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

7	<b>Agency/Group/Organization</b>	Community First, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	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
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

8	<b>Agency/Group/Organization</b>	Lutheran Home
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.
9	<b>Agency/Group/Organization</b>	Life Navigators
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Services-Employment Services - Victims Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.
10	<b>Agency/Group/Organization</b>	Easter Seals of SE Wisconsin
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Services-Employment Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

11	<b>Agency/Group/Organization</b>	Housing Resources Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wauwatosa emailed focus group invitations to 42 individuals and organizations, including the City's CDBG Committee, CDBG sub-recipients, relevant City Departments (e.g. Department of Health, Department of 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. Each annual plan cycle these groups are consulted with again and attend a public hearing on the needs and goals of the community.

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

All stakeholders and practitioners involved with community development activities within the City were provided an invitation to participate in the consultation process.

**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		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 increasing to ensure continued involvement of these players 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 Needs survey was conducted online during the months of July and August, 2013. The survey was accessible to the residents of the City of Wauwatosa on the City website, advertised in the local paper, and distributed through email. The survey consisted of 17 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
- 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 the Public Hearings were published in the official City newspaper, TosaNow. All CDBG Public Hearings are held in buildings which are handicap accessible to allow for access to elderly persons and persons with disabilities.

For annual plan PY 2019, the first Public Hearing was held on October 24, 2018 during a meeting with the Community Development Block Grant Committee and a second Public Hearing was held on October 29, 2018 to present the recommended community development activities to the general public and to solicit feedback. This input sets the direction for goal-setting and priority projects.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (if applicable)</b>
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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)
1	Public Hearing	Non-targeted/broad community	<p>Ten individuals attend the public open house on October 9, 2013 to provide input on community activities. They represented organizations working in the community that have received or intend to apply to received CDBG funding to assist LMI populations in the City. For annual plan PY 2016, the first Public Hearing was held on September 14th, 2015 during a meeting with the Community Development Block Grant Committee and a second Public Hearing was held on September 21, 2015 to present the Action Plan to the community. The 2019 community development activities to the</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.</p>	<p>All comments were accepted and considered in the development of the Con Plan and Annual Plan.</p>	22

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Wauwatosa receives an annual allocation of CDBG funding from HUD that remains fairly consistent from year to year. In addition, the WRLF has program income from economic development loans that can be allocated to make additional loans. If there are remaining funds from completed projects from previous years, those funds can be reallocated to existing projects or applied to a current year project for an approved organization.

#### 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	969,886	30,000	0	999,886	0	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**

Other than CDBG funds, federal funds such as HOME and Section 8 are allocated to Milwaukee County who in turn administers these funds on behalf Wauwatosa and other municipalities in the county. The City also received Federal Brownfield Assessment funds to assist businesses/property owners in redevelopment projects.

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 the Muellner Building located in Hart Park, which is a publicly owned land and a public building.

**Discussion**

Services and programs are targeted to LMI people/households City-wide.

## 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	2014	2018	Affordable Housing	Wauwatosa CDBG Entitlement Jurisdiction	Housing	CDBG: \$311,919	Homeowner Housing Rehabilitated: 30 Household Housing Unit
2	Provide services to targeted populations	2014	2018	Non-Homeless Special Needs Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Public Services	CDBG: \$139,689	Public service activities other than Low/Moderate Income Housing Benefit: 9000 Persons Assisted
3	Improve/develop infrastructure	2014	2018	Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Public Infrastructure/Facilities	CDBG: \$309,662	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 770 Persons Assisted
4	Develop economy and employment	2014	2018	Non-Housing Community Development	Wauwatosa CDBG Entitlement Jurisdiction	Economic Development	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted 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	2014	2018	Administration	Wauwatosa CDBG Entitlement Jurisdiction	Administration and Planning	CDBG: \$178,616	Other: 1 Other

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Increase the supply of standard affordable housing
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Provide services to targeted populations
	<b>Goal Description</b>	
3	<b>Goal Name</b>	Improve/develop infrastructure
	<b>Goal Description</b>	
4	<b>Goal Name</b>	Develop economy and employment
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Provide strong program planning and administration
	<b>Goal Description</b>	



## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The City's CDBG program focuses on serving LMI populations in need of supportive and housing services. Overall activities are conducted city-wide and there is an emphasis places on services for seniors and people with disabilities, housing rehabilitation programs, and economic development activities that create jobs. As an entitlement community, Wauwatosa receives approximately the same annual CDBG allocation. While meeting goals to provide services is accomplished each year, it is more difficult to meet housing goals that necessitate overcoming obstacles to affordable housing. Economic development activities have been successful in recent years as well and the City will continue to plan for such activities moving forward.

#	Project Name
1	Economic Development
2	Senior Services
3	Program Administration & Planning
4	Housing
5	Fair Housing
6	Emergency Food Services
7	Rehab of Public Facilities
8	Services for people with HIV/AIDS
9	Services for people with disabilities

Table 7 – Project Information

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

Allocations 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 are assigned for allocating investments to activities that reach these populations in the community. Commercial districts and businesses are scattered throughout the city. Economic development strategies are identified in order to fund activities and initiatives that create/retain LMI jobs and promote economic development in business districts.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide services to targeted populations Develop economy and employment
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Provide loans (and limited grants) to new or expanding businesses that retain or create jobs filled by low/moderate income individuals. Funding and approvals are administered by the Community Development Authority. WWBIC provides training and technical assistance for entrepreneurs and prospective entrepreneurs.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 LMI individuals
	<b>Location Description</b>	1533 N. River Center Drive,
<b>Planned Activities</b>	Provide forgivable loans to businesses that create new jobs filled with 51% LMI individuals.  Provide training and technical assistances to entrepreneurs and prospective entrepreneurs.	
<b>2</b>	<b>Project Name</b>	Senior Services
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide services to targeted populations
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$112,089
	<b>Description</b>	Provide services to target populations but funding program operations and administration of non-profits that serve seniors in the community.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	335 LMI senior individuals

	<b>Location Description</b>	Senior Center, 7300 West Chestnut Street, Wauwatosa 53213 City-wide, Wauwatosa
	<b>Planned Activities</b>	Provide funds to the senior center and Interfaith organizations to offer quality of life services for seniors.
<b>3</b>	<b>Project Name</b>	Program Administration & Planning
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide strong program planning and administration
	<b>Needs Addressed</b>	Administration and Planning
	<b>Funding</b>	CDBG: \$141,886
	<b>Description</b>	Funds cover staff salaries for administering the CDBG Program, training / conferences, and planning studies.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Funds used to cover staff costs for program administration and training; planning studies.
<b>4</b>	<b>Project Name</b>	Housing
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Increase the supply of standard affordable housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$311,919
	<b>Description</b>	Programs provide housing services, rehab projects and home buyer assistance to LMI households.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Up to 30 LMI owner-occupied households.
	<b>Location Description</b>	City-wide Wauwatosa
	<b>Planned Activities</b>	Homeowner rehab program for emergency and accessibility rehab work.



5	<b>Project Name</b>	Fair Housing
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide strong program planning and administration
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$36,730
	<b>Description</b>	Funds support organizations that affirmatively further fair housing in the community.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 clients. Unknown estimate of LMI clients at time of application. Mandated program to ensure fair housing compliance.
	<b>Location Description</b>	Wauwatosa
	<b>Planned Activities</b>	Provide services that affirmatively further fair housing in the community.
6	<b>Project Name</b>	Emergency Food Services
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide services to targeted populations
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$12,600
	<b>Description</b>	Support organizations that supply emergency food and basic needs supplies to low income individuals and families.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Provide funds to the Food Pantry and Tosa Cares to purchase emergency food supplies for LMI households.
7	<b>Project Name</b>	Rehab of Public Facilities
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Improve/develop infrastructure

	<b>Needs Addressed</b>	Public Infrastructure/Facilities
	<b>Funding</b>	CDBG: \$201,662
	<b>Description</b>	Funds are used to rehab buildings that support LMI populations the community including seniors and people with disabilities.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	131 LMI individuals 113 LMI individuals
	<b>Location Description</b>	Lutheran Home - 7500 W. North Avenue, Wauwatosa Luther Manor - 4545 N 92nd Street, Wauwatosa
	<b>Planned Activities</b>	Infrastructure improvements to health facilities that serve seniors and people with disabilities.
<b>8</b>	<b>Project Name</b>	Services for people with HIV/AIDS
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide services to targeted populations
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provide services to individuals living with HIV/AIDS that include housing services, meals/food pantry, support groups, and social activities.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	28 LMI individuals
	<b>Location Description</b>	624 N. 103rd Street, Wauwatosa
	<b>Planned Activities</b>	Elena's House is a transitional, end of life home for people living with HIV/AIDS.
<b>9</b>	<b>Project Name</b>	Services for people with disabilities
	<b>Target Area</b>	Wauwatosa CDBG Entitlement Jurisdiction
	<b>Goals Supported</b>	Provide services to targeted populations

<b>Needs Addressed</b>	Public Infrastructure/Facilities
<b>Funding</b>	CDBG: \$17,662
<b>Description</b>	Funds to support Life Navigators, serving families and individuals with disabilities.
<b>Target Date</b>	12/31/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 LMI individuals
<b>Location Description</b>	Life Navigators - 7203 W. Center Street, Wauwatosa
<b>Planned Activities</b>	Building improvements specifically for the Consumer & Family Resource Room.

## **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**

Businesses that are approved for economic development loans or grants are geographically distributed throughout the city. The remaining 2018 projects are conducted by various organizations that have a specific location within the city (with the exception of the office of Community First and WWBIC located in Milwaukee). All organizations serve Wauwatosa residents community-wide, along with some non-residents as well, and primarily 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
- Elena's House - 624 N. 103rd Street
- Interfaith – 1529 Wauwatosa Avenue
- Tosa Cares - 12012 W. North Avenue
- Tosa Food Pantry - 7474 Harwood Avenue
- Wauwatosa Senior Center - 7300 Chestnut Street
- The Lutheran Home – 7500 W North Avenue
- Luther Manor - 4545 N 92nd Street
- Wisconsin Women’s Business Initiative Corporation (WWBIC) – 2745 W MLK Drive, Milwaukee
- Community First - 3942 W Lisbon, Milwaukee, WI 53208

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Wauwatosa CDBG Entitlement Jurisdiction	100

**Table 8 - Geographic Distribution**

## **Rationale for the priorities for allocating investments geographically**

Commercial districts and businesses are scattered throughout the city, but the main focus is on supporting business in the Village and North Avenue Corridor, districts where CDBG funds were used to complete redevelopment plans. The City completed a similar study for the the midtown section of the North Avenue Corridor economic development strategies will be identified in order to fund activities and initiatives that create/retain LMI jobs and promote economic development. The City's Economic Development Division, along with WWBIC, will use CDBG funds to assist businesses throughout the City that hire LMI employees.

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**

As eligible projects arise, infrastructure activities will be undertaken in the city's LMAs; none are scheduled or funded in 2019.



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

### **Introduction**

Wauwatosa works to affirmatively further fair housing in conjunction with the Metropolitan Milwaukee Fair Housing Council and will be undertaking an updated Analysis of Impediments with other entities in the County in 2019. Work in underway.

### **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. Recommendations from the study will be incorporated into CDBG funding strategies and program goals. Recommendations from the updated AI will also be prioritized and undertaken.

### **Discussion**

In addition, the city provides continued support to Elena's House, a transitional living facility for LMI people with HIV / AIDS. In 2019, CDBG funds will also be used for renovation/rehabilitation, accessibility modifications and code compliance updates for single-family home improvements for low-income households through the Community First organization.

## **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 Milwaukee County Home Consortium's Home Repair Loan, Rent Assistance, and First-Time Homebuyers programs, along with conducting outreach and distributing information and data about the number of people who access these programs. In addition, the city will offer funding to provide a transitional living facility for LMI people with HIV / AIDS. CDBG funds will also be used for renovation/rehabilitation of subsidized housing developments. CDBG funding will be available for funding a senior center and other 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 subsidized housing units that are in great need of repairs and to home repairs for LMI households through the Health Department and Community First programs. 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 is also creating and maintaining 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**

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## Program Specific Requirements

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

#### Introduction

Wauwatosa will receive \$976,933 in CDBG funds in 2018. 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	30,000
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
<b>Total Program Income:</b>	<b>30,000</b>

#### 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**

In 2019, the only allocated funds that will not directly serve LMI populations are those set aside for program administration and fair housing activities (although some people served by MMFHC may be LMI) that fall under the 20% Administration cap. Program income from the revolving loan fund will be available for new economic development loans in 2019.

