



City of West Allis

Meeting Agenda

Community Development Authority

Tuesday, October 12, 2021

6:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. [21-0471](#) September 14, 2021 Draft Minutes

Attachments: [September 14, 2021 \(Draft Minutes\)](#)

D. NEW AND PREVIOUS MATTERS

2. [21-0472](#) Public Hearing on changes to the Section 8 Housing Choice Voucher Program Annual Plan

Attachments: [Notice of Public Hearing](#)

3. [21-0473](#) Resolution to consider approving the 2022 Public Housing Authority Annual Plan

Attachments: [2022 Annual PHA Plan](#)

[CDA Res 1395 - 2022 Public Housing Authority Annual Plan - 10-12-21](#)

4. [21-0474](#) Resolution to consider amending the 2021 Payment Standard for the Housing Choice Voucher Program

Attachments: [CDA Res 1396 - 2022 Payment Standard - Voucher Prg](#)

5. [21-0475](#) Resolution to approve amendments to the Section 8 Housing Choice Voucher Administrative Plan

Attachments: [8.18.21 Proposed Ch. 3 Changes - Denial of Assistance](#)

[8.18.21 Proposed Ch. 3 Changes](#)

[8.18.21 Proposed Ch. 4 Changes](#)

[8.18.21 Proposed Ch. 6 Changes](#)

[CDA Res 1397 - Amendments to the Section 8 Housing Choice Voucher Admin](#)

6. [21-0476](#) Resolution to consider a licensing and support renewal with MRI Software LLC in the amount of \$23,576.47 for the Section 8 Housing Choice Voucher Program
Attachments: [Happy INV-US-INV1260540](#)
[CDA Res 1398 - MRI Software LLC - \\$23,576.47 - Section 8](#)
7. [21-0477](#) Resolution to consider allocating Section 8 Housing Choice Voucher Covid Funds to Beloit Road Senior Housing Complex in the amount of \$15,400.06 for updating the Wi-Fi service
Attachments: [CDA Res 1399 - Sect 8 - Covid Funds - Beloit Rd \\$15,400.06 - Wi-Fi](#)
8. [21-0478](#) Resolution amending a contract with Ramboll Environ for providing professional environmental services for the property located at 6749 W. National Ave., which is located within the 68th & Mitchell St. Redevelopment Area (TID #14), in an amount not to exceed \$21,500
Attachments: [Ramboll Scope of Services 10-7-21](#)
[CDA Res 1400 - Case Closure Request - 6749 W National Ave. - 68 & Mitchell |](#)
9. [21-0479](#) Resolution to consider the submittal of a FY 2022 US EPA Brownfield Community Wide Assessment Grant application for \$500,000
Attachments: [Ramboll -Proposal FY22 EPA Grant Application](#)
[CDA Res No1401 - FY 2022 US EPA Brownfield Community Wide Assessment](#)
10. [21-0480](#) Resolution to consider authorizing and directing the Executive Director to enter into a contract amendment with Ramboll Environ for providing Grant Writing Services relative to the United States Environmental Protection Agency (USEPA) FY22 Brownfield Grants in an amount not to exceed \$4,500
Attachments: [Ramboll -Proposal FY22 EPA Grant Application](#)
[CDA Res 1402 -Ramboll - Grant Writing Services - EPA \(USEPA\) FY22 Brownf](#)
11. [21-0481](#) Discussion regarding the terms sheet between the Authority and the Mandel Group for the redevelopment of the Market development (South of National Avenue "SONA")
12. [21-0482](#) Discussion regarding redevelopment of 92nd and Greenfield Avenue (former St. Aloysius Church and School)
13. [21-0483](#) Discussion regarding 65th and Greenfield Avenue area
14. [21-0484](#) Discussion regarding proposed redevelopment at 85th and National Avenue

15. [21-0485](#) Consideration relative to Report on Redevelopment Initiatives:
- a. 84th & Greenfield/TIF Number Eleven
 - b. 68th & Mitchell (former Milwaukee Ductile Iron)/TIF Number Fourteen
 - c. The Market/TIF Number Fifteen
 - d. S. 70th St. & W. Washington St. Corporate Office Corridor Plan/TIF Number Sixteen
 - e. S. 102 St. and W. Lincoln Ave. – West Lincoln Corridor /TIF Number Seventeen
 - f. Hwy. 100 Corridor
 - g. Beloit Road Senior Housing Complex
 - h. W. National Ave. Corridor
 - i. 6610 W. Greenfield Ave.
 - j. Motor Castings Site – 1323 S. 65 St.
 - l. 116th & Morgan Ave.

For agenda items, 11, 12, 13, 14 the committee may convene in closed session pursuant to the provisions of Section 19.85(1)(e) of the state statutes for the purpose of deliberating the investing of public funds whenever competitive or bargaining reasons require a closed session. This committee may reconvene in open session after completion of the closed session to consider the balance of the agenda.

E. ADJOURNMENT



All meetings of the Community Development Authority are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NOTICE OF POSSIBLE QUORUM

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NON-DISCRIMINATION STATEMENT

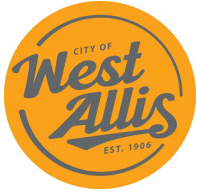
The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.



City of West Allis

Meeting Minutes

Community Development Authority

Tuesday, September 14, 2021

6:30 PM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

B. ROLL CALL

Present 4 - Mr. Wayne Clark, Mr. Donald Nehmer, Ald. Kevin Haass, and Ald. Martin J. Weigel
Excused 3 - Ms. Karin M. Gale, Mr. Gerald C. Matter, and Mr. Jim Lisinski

Others Attending

Ald. Lajsic, Ald. Roadt
Kail Decker, City Attorney
Jason Kaczmarek, Finance Director/Comptroller
Ryan Spott, 111 E Kilbourn Ave, Suite 1400, Milwaukee, WI
Bob Monnat, Mandel Group

Staff

Patrick Schloss, Executive Director, Economic Development
Shaun Mueller, Economic Development, Development Project Manager

C. APPROVAL OF MINUTES

1. [21-0312](#) May 11, 2021 & July 8, 2021 Draft Minutes

Attachments: [May 11, 2021 \(Draft Minutes\)](#)
[July 8, 2021 \(Draft Minutes\)](#)

A motion was made by Ald. Haass, seconded by Ald. Weigel that this matter be Approved, motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

2. [21-0391](#) Resolution to approve amendment to the bylaws of the Community Development Authority of the City of West Allis to provide for an alternate member position.

Attachments: [CDA Res 1388 - Amendment to the Bylaws](#)
[CDA Res 1 - Adopt the By-Laws of the CDA of the COWA](#)
[Ordinance Creating the CDA #5655](#)
[CDA Res 1388 - Amendment to the Bylaws 9-14-21 - signed](#)

Patrick Schloss presented.

Ald. Weigel moved, seconded by Ald. Haass, that this matter was Approved., motion carried by the following vote:

Aye: 3 - Mr. Clark, Ald. Haass, and Ald. Weigel

No: 1 - Mr. Nehmer

3. [21-0392](#) Discussion relative to the Allis Yards Development within the S. 70th St. and W. Washington St. - TIF Number Sixteen.

This item was discussed in closed session.

This matter was Discussed.

4. [21-0393](#) Resolution to approve an Amendment Number 4 between West Quarter between West Quarter West, LLC ("WQW") and West Quarter East, LLC ("WQE", and collectively with WQW, the "Developer"), and the Community Development Authority of the City of West Allis.

Attachments: [CDA Res 1389- Cobalt - 4th Amendment to the Development Agreement](#)
[Fourth Amendment to Development Agreement](#)
[WSB - Allis Yards - Development Agreement Estoppel and Waiver](#)
[R-2019-0761 Signed Special Assessment Signed Agreement \(1-17-20\)](#)
[Res R-2021-0577 - SIGNED](#)
[1389-CDA- Cobalt - 4th Amendment to the Development Agreement \(9-14-21\) -signed](#)
[Fourth Amendment to Development Agreement Allis Yards FULLY EXECUTED 9-27-21](#)

Patrick Schloss presented.

Discussion ensued with questions being addressed by Patrick Schloss and Attorney Decker.

A motion was made by Ald. Haass, seconded by Ald. Weigel that this matter be Approved, motion carried unanimously.

5. [21-0394](#) Discussion regarding the Mandel Group proposed Phase II of The Market development (South of National Avenue "SONA").

Patrick Schloss presented.

Bob Monnat provided an update on the project and market rates.

Discussion ensued with questions being answered by staff.

This matter was Discussed on a Block Vote.

Passed The Block Vote

A motion was made by Ald. Weigel, seconded by Ald. Haass, to approve all the actions on items 5 & 6 on a Block Vote. The motion carried unanimously.

6. [21-0395](#) Resolution to approve an access agreement between the Authority and Mandel Group for the Phase II of The Market development (South of National Avenue "SONA").

Attachments: [CDA Res 1390- SONA - Mandel Phase II -Access Agreement](#)
[CDA Res 1390- SONA - Mandel Phase II -Access Agreement \(9-14-21\) - signed](#)

This matter was Approved on a Block Vote.

Passed The Block Vote

**A motion was made to approve all the actions on items 5 & 6 on a Block Vote.
The motion carried by the following vote:**

Aye: 4 - Mr. Clark, Mr. Nehmer, Ald. Haass, and Ald. Weigel

No: 0

7. [21-0396](#) Resolution to approve an extension to the Letter of Intent Agreement with WITICO Development Corporation, for property located at 6771 W. National Ave. and potentially portions of 67** W. Mitchell St. (Tax Key No. 453-0564-002 and portions of Tax Key No. 454-0251-001).

Attachments: [CDA Res 1391 - WITICO Dev Corp - Extension to the Letter of Intent Agreement](#)
[Letter of Intent - Development Agreement](#)
[WITICO - Request for Extension to Letter of Intent Agreement](#)
[Letter of Intent - 6771 Exhibit F](#)
[CDA Res 1391 -WITICO Dev Corp - Extension to the Letter of Intent Agreement 9-14-21 - signed](#)

Patrick Schloss presented with additional details being provided by Shaun Mueller.

Discussion ensued with questions being answered by staff.

A motion was made by Ald. Haass, seconded by Mr. Nehmer that this matter be Approved, motion carried unanimously.

8. [21-0397](#) Discussion regarding development area around 65th and Greenfield Avenue.

This matter was Discussed.

9. [21-0398](#) Discussion regarding redevelopment of 92nd and Greenfield Avenue.

This matter was Discussed.

10. [21-0399](#) Resolution to approve an amendment to a financial/real estate consulting services contract with S.B. Friedman Development Advisors in an amount not to exceed \$25,000.

Attachments: [CDA Res 1392- Amended Contract - SB Friedman - Consulting Services](#)
[SB Friedman - Scope of Services 8-11-21](#)
[CDA Res 1392- Amended Contract - SB Friedman - Consulting Services -signed](#)

Patrick Schloss presented.

Discussion ensued with questions being answered by staff.

A motion was made by Ald. Weigel, seconded by Ald. Haass that this matter be Approved, motion carried unanimously.

11. [21-0400](#)

Resolution to approve a National Avenue Commercial Corridor Code Compliance Forgivable Loan for the property at 8121 W. National Avenue – Flour Girl & Flame, LLC.

Attachments: [CDA Res 1393 - Nat'l Ave - Forgivable Loan - Flour Girl & Flame, LLC Forgivable Loan Agreement - 8121 W National Ave](#)
[CDA Res 1393 -Nat'l Ave - Forgivable Loan - Flour Girl & Flame, LLC \(9-14-21\) signed](#)

Patrick Schloss presented with additional information being provided by Shaun Mueller.

Discussion ensued with questions being answered by staff.

A motion was made by Ald. Haass, seconded by Ald. Weigel that this matter be Approved, motion carried unanimously.

12. [21-0402](#)

Resolution to approve a National Avenue Commercial Corridor Code Compliance Forgivable Loan 9242 W. National Avenue – National Properties LLC.

Attachments: [CDA Res 1394 - Nat'l Ave - Forgivable Loan - 9242 W National Ave - National Properties, LLC Forgivable Loan Agreement - 9242 W National Ave](#)
[CDA Res 1394 - Nat'l Ave Commercial Corridor Code Compliance Forgivable Loan - 9242 W National Ave - National Properties, LLC \(9-14-21\) signed](#)

Shaun Mueller presented.

Discussion ensued with questions being answered by staff.

The Resolution was amended, per staff recommendation to an amount of \$8,500. A motion was made by Ald. Weigel and seconded by Ald. Haass, to amend the Resolution.

A motion was made by Ald. Haass, seconded by Ald. Weigel that this matter be Approved as Amended, motion carried unanimously.

13. [21-0401](#) Consideration relative to Report on Redevelopment Initiatives:
- a. 84th & Greenfield/TIF Number Eleven
 - b. 68th & Mitchell (former Milwaukee Ductile Iron)/TIF Number Fourteen
 - c. The Market/TIF Number Fifteen
 - d. S. 70th St. & W. Washington St. Corporate Office Corridor Plan/TIF Number Sixteen
 - e. S. 102 St. and W. Lincoln Ave. – West Lincoln Corridor /TIF Number Seventeen
 - f. Hwy. 100 Corridor
 - g. Beloit Road Senior Housing Complex
 - h. W. National Ave. Corridor
 - i. 6610 W. Greenfield Ave.
 - j. Motor Castings Site – 1323 S. 65 St.
 - l. 116th & Morgan Ave.

This matter was Discussed.

At 7:27 p.m., a motion was made by Ald Haass, seconded by Ald. Weigel to go into closed session to discuss items, 3,4,5,7,8 and 9 on the agenda.

Following the discussion of these items in closed session, the committee reconvened in open session at 8:30 p.m.

E. ADJOURNMENT

There being no further business to come before the Authority a motion was made by Ald. Haas, seconded by Ald. Weigel to adjourn at 8:32 p.m.



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

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It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.

NOTICE OF PUBLIC HEARING
COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WEST ALLIS
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) SECTION 8
HOUSING CHOICE VOUCHER (HCV) PROGRAM
TUESDAY, OCTOBER 12, 2021 6:00 P.M.
SEEKING PUBLIC COMMENT AND CONSIDERATION OF CHANGES TO THE
COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WEST ALLIS' ANNUAL
PLAN

Notice is hereby given that the Community Development Authority of the City of West Allis ("CDA") will hold a meeting on Tuesday, October 12, 2021 at 6:00 p.m. or as soon thereafter as the matter may be heard, seeking public comment and consideration of proposed changes to the CDA's Annual Plan and Administrative Plan for the U.S. Department of Housing and Development's (HUD's) Section 8 Housing Choice Voucher (HCV) Program.

You may express your opinions in writing to the Community Development Authority prior to the meeting or orally at such public hearing.

The Annual Plan will be available for review on the City of West Allis website at www.westalliswi.gov under Housing. The Annual Plan will be submitted to HUD following the completion of a 45 day comment period.

Upon reasonable notice, the CDA will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the CDA.

Dated at West Allis, Wisconsin, this 19th day of August 2021.

/s/ Patrick Schloss
Executive Director

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.				
A.1	PHA Name: _____ PHA Code: _____ PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____ PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) _____ PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.				
	<input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
	Lead HA:				

B. Annual Plan.	
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission? Y N</p> <p> <input type="checkbox"/> <input type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs. <input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. <input type="checkbox"/> <input type="checkbox"/> Financial Resources. <input type="checkbox"/> <input type="checkbox"/> Rent Determination. <input type="checkbox"/> <input type="checkbox"/> Operation and Management. <input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures. <input type="checkbox"/> <input type="checkbox"/> Homeownership Programs. <input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. <input type="checkbox"/> <input type="checkbox"/> Substantial Deviation. <input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification. </p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit? Y N N/A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
B.4	<p>Civil Rights Certification</p> <p>Form HUD-50077 PHA Certifications of Compliance with the PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.5	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.6	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p>
B.7	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

B.2 New Activity. If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

Project-Based Vouchers (PBV). Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1395
DATE ADOPTED: October 12, 2021

Resolution to approve amendments to the Section 8 Housing Choice Voucher Administrative Plan

WHEREAS, the Community Development Authority of the City of West Allis (the "Authority") acts as the Public Housing Authority and administers the U.S. Department of Housing and Urban Development's (HUD's) Section 8 Housing Choice Voucher ("HCV") Program for the City of West Allis; and,

WHEREAS, the Authority is desirous of providing affordable housing and regulating policies and procedures in order to provide fair housing opportunities; and,

WHEREAS, the Authority approved the creation of the Resident Advisory Board (the "RAB") through Resolution No. 991 on May 14, 2013; and,

WHEREAS, significant amendments to the Administrative Plan must be reviewed by the RAB, who makes recommendations to the Authority; and,

WHEREAS, the RAB held a meeting on August 18, 2021 and recommended amendments to the Administrative Plan, hereby attached as Attachment A; and,

WHEREAS, the Authority hereby approves said attached amendments to the Administrative Plan.

NOW, THEREFORE, BE IT RESOLVED that the Community Development Authority of the City of West Allis hereby approves said amendments to the Public Housing Authority Administrative Plan relative to Asset requirements, hereby attached as Attachment A

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority

COMMUNITY DEVELOPMENT AUTHORITY
 CITY OF WEST ALLIS
 RESOLUTION NO: 1396
 DATE ADOPTED: October 12, 2021

Resolution to consider amending the 2021 Payment Standard for the Housing Choice Voucher Program

WHEREAS, the Section 8 Housing Choice Voucher Program provides rent assistance payments to individuals that are income eligible and based on established Fair Market Rents

WHEREAS, Housing and Urban Development (HU) have released revised FY 2021 Fair Market Rents based on all bedroom sizes

WHEREAS, HUD regulations allow a housing authority to provide rent assistance payment standards payments to 110% of the Fair Market Rents

WHEREAS, the Executive Director hereby recommends the payment standard be amended for the new FMR and to 110% of the FY 2021 Fair Market Rents accordingly.

Bed Room Size	2021 Fair Market Rents	2021 Payment Standard	Amendment 2021 Fair Market Rents	110% of 2021 FMR	Proposed 2021 Payment Standard
0	\$663	\$729	\$687	110%	\$755
1	\$803	\$883	\$827	110%	\$909
2	\$973	\$1,070	\$999	110%	\$1,098
3	\$1,242	\$1,366	\$1,269	110%	\$1,395
4	\$1,362	\$1,498	\$1,384	110%	\$1,522

NOW, THEREFORE, BE IT RESOLVED that the Community Development Authority, under federal Housing and Urban Development regulations, is authorized to establish the Payment Standard for the Housing Choice Voucher Program.

BE IT FURTHER RESOLVED that the Community Development Authority hereby authorizes the establishment of the amended 2021 Voucher Payment Standard based on the 2021 Fair Market Rents as stated above.

Approved: _____
 Patrick Schloss, Executive Director
 Community Development Authority



MEMORANDUM

TO: Resident Advisory Board
FROM: Mellena Hoppe
DATE: August 4, 2021
SUBJECT: Proposed Administrative Plan changes

Chapter 3

PART III: DENIAL OF ASSISTANCE

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ASSISTANCE

HUD permits, but does not require, the PHA to deny assistance for the reasons discussed in this section.

Criminal Activity [24 CFR 932.553]

Current:

PHA Policy

If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past three (3) years, the family will be denied assistance.

Evidence of such criminal activity includes, but is not limited to:

Any convictions and/or arrests for drug-related or violent criminal activity within the past 3 years.

Any record of eviction from public or privately-owned housing as a result of criminal activity within the past 3 years.

Proposed Change

PHA Policy

If any household member is currently engaged in, or has engaged in any of the following criminal activities, within the past five (5) years, the family will be denied assistance.

Evidence of such criminal activity includes, but is not limited to:



Any convictions and/or arrests for drug-related or violent criminal activity within the past 5 years.

Any record of eviction from public or privately-owned housing as a result of criminal activity within the past 5 years.



MEMORANDUM

TO: Resident Advisory Board
FROM: Mellena Hoppe
DATE: August 4, 2021
SUBJECT: Proposed Administrative Plan changes

Chapter 3

Eligibility

3.I.B FAMILY AND HOUSEHOLD [24 CFR 982.201(c), hud-50058 IB, p. 13]

Family

Current:

PHA Policy

Each family must identify the individuals to be included in the family at the time of application, and must update this information if the family's composition changes.

Proposed Change

PHA Policy

Each family must identify the individuals to be included in the family at the time of application. Additional family members, after family composition has been determined at program entrance, will be restricted to qualifying events (ie: birth, marriage or court order.)



MEMORANDUM

TO: Resident Advisory Board
FROM: Mellena Hoppe
DATE: August 4, 2021
SUBJECT: Proposed Administrative Plan changes

Chapter 4-III.C.Selection Method

Local Preferences [4 CFR 982.207; HCV p.4-16]

Define Wait List Preferences:

-Are you a resident of the City of West Allis?

Applicant must provide proof of residency, employment or full-time student status at time of application. Verification method will be utility bill, lease, pay stub, letter from college verifying attendance.

Is your family considered homeless as defined by HUD?

Housing Authority will use Homeless Management Information System as its form of verification. You must be homeless at time of application and at the time selected from the wait list.

Do you have a family member who is veteran or surviving spouse of a veteran?

Family member is defined in CFR 5.403. DD214 will be used to verify veteran status.

Is the Head of Household elderly (62 or older) or do you have a family member who is a person with disabilities as defined by HUD?

Elderly will be verified by birth certificate. Verification of a person with a disability will follow HUD's guidelines in CFR 5.403 and may require a letter from a knowledgeable professional source.



Sincerely,

Name
Title

Enclosures

CC:



MEMORANDUM

TO: Resident Advisory Board
FROM: Mellena Hoppe
DATE: August 4, 2021
SUBJECT: Proposed Administrative Plan changes

Chapter 6

PART III: CALCULATING FAMILY SHARE AND PHA SUBSIDY

6-III.A. OVERVIEW OF RENT AND SUBSIDY CALCULATIONS

Minimum rent [24 CFR 6.630]

Current:

PHA Policy

The minimum rent for this locality is \$50

Proposed Change:

PHA Policy

The minimum rent for this locality is \$0

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1397
DATE ADOPTED: October 12, 2021

Resolution to approve amendments to the Section 8 Housing Choice Voucher Administrative Plan

WHEREAS, the Community Development Authority of the City of West Allis (the "Authority") acts as the Public Housing Authority and administers the U.S. Department of Housing and Urban Development's (HUD's) Section 8 Housing Choice Voucher ("HCV") Program for the City of West Allis; and,

WHEREAS, the Authority is desirous of providing affordable housing and regulating policies and procedures in order to provide fair housing opportunities; and,

WHEREAS, the Authority approved the creation of the Resident Advisory Board (the "RAB") through Resolution No. 991 on May 14, 2013; and,

WHEREAS, significant amendments to the Administrative Plan must be reviewed by the RAB, who makes recommendations to the Authority; and,

WHEREAS, the RAB held a meeting on August 18, 2021 and recommended amendments to the Administrative Plan, hereby attached as Attachment A; and,

WHEREAS, the Authority hereby approves said attached amendments to the Administrative Plan.

NOW, THEREFORE, BE IT RESOLVED that the Community Development Authority of the City of West Allis hereby approves said amendments to the Public Housing Authority Administrative Plan relative to Asset requirements, hereby attached as Attachment A

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority



MRI Software LLC
 28925 Fountain Pkwy
 Solon, OH 44139
 FEIN 27-1499609
 Tel 1 (800) 321-8770 | mrisoftware.com/us/



INVOICE

Invoice To:
City of West Allis Housing
City of West Allis Housing
 7525 West Greenfield Avenue
 West Allis, WI 53214
 United States

Invoice Number: US-INV1260540
Client ID: X577999
Invoice Date: 09/30/2021
Due Date: 01/01/2022
Opportunity ID:
P.O. Number:

If you have questions about this invoice, please contact us by emailing MRIAR@mrisoftware.com. Please reference your Invoice Number **US-INV1260540** & Client ID **X577999**.

Period	Description	Memo	Qty	Price	Amount (USD)
01/01/2022 - 12/31/2022		Annual Subscription Renewal	1	18,980.99	\$18,980.99
01/01/2022 - 12/31/2022		Annual SaaS Renewal	1	3,842.10	\$3,842.10
01/01/2022 - 12/31/2022		Annual Configuration Maintenance Agreement Renewal	1	753.38	\$753.38
SUBTOTAL					\$23,576.47
SALES TAX					\$0.00
TOTAL					\$23,576.47

Don't forget to ask us about our new payment portal to better assist you! See the email for a list of new features.

Past Due Balances (USD) as of Invoice Date Above					
1-30	31-60	61-90	91-120	121+	Total Past Due
-100.00	0.00	0.00	0.00	0.00	-100.00

Please remit below portion with your check payment



Payment For:
 City of West Allis Housing
 City of West Allis Housing

Remit To:
 MRI Software, LLC
 29596 Network Place
 Chicago, IL 60673-1295

Invoice Number: US-INV1260540
Client ID: X577999
Invoice Date: 09/30/2021
Amount Due: \$23,576.47
Due Date: 01/01/2022

For Electronic Payments

Account Name: MRI Software LLC
Bank Name: JPMorgan Chase
Account #: 200323605
Routing # for Wire: 021000021
Routing # for ACH: 044000037
Bank Address: 4 New York Plaza, Floor 15
 New York, NY 10004

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1398
DATE ADOPTED: October 12, 2021

Resolution to consider a licensing and support renewal with MRI Software in the amount of \$23,576.47 for the Section 8 Housing Choice Voucher Program

WHEREAS, the Section 8 program selected Happy Software (Now called MRI) in 2006 for the operating and reporting system; and,

WHEREAS, Happy Software, Inc.'s licensing and support agreement expires December 31, 2021 and must be renewed to administer the Section 8 program.

NOW, THEREFORE BE IT RESOLVED, by the Authority as follows:

1. That Happy Software, Inc. provides an operating and reporting system for the City of West Allis Section 8 Housing Choice Voucher Program.

2. That the Executive Director of the Community Development Authority, its designee, be and is hereby authorized and directed to execute and deliver a contract with Happy Software, Inc., hereby attached and made a part hereof.

3. That the sum of \$23,576.47 be and hereby appropriated from the Section 8 Housing Choice Voucher Administrative Funds.

4. That the City Attorney be and is hereby authorized to make such non-substantive changes, modifications, additions and deletions to and from the various provisions of the Contract, including any and all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1399
DATE ADOPTED: October 12, 2021

Resolution to consider allocating Section 8 Housing Choice Voucher Covid Funds to Beloit Road Senior Housing Complex in the amount of \$15,400.06 for updating the Wi-Fi service.

WHEREAS, the Community Development Authority of the City of West Allis (CDA) has a Section 8 Housing Choice Voucher Program that is supported by a grant from Housing and Urban Development (HUD) to provide rent assistance to low income individuals and veterans in order to obtain quality affordable housing; and,

WHEREAS, the Section 8 Housing Choice Voucher Program is managed by the Community Development Authority of the City of West Allis and functions as the Housing Authority and as a result of the impacts of the national pandemic, implemented service delivery changes for participants and explored ideas on how to best meet participant and program needs with the implementation of the new Customer Service Center at City Hall; and,

WHEREAS, the Section 8 Housing Choice Voucher Program receives a fee for servicing each participant of the Voucher Program and has successfully operated with an Administrative Fee surplus and has formed an Administrative Fee Reserve Fund that can be used only for Section 8 service or administrative purposes; and,

WHEREAS, Beloit Road Senior Housing Complex is privately owned affordable apartment complex that the CDA maintains a small percentage of ownership and management responsibilities; and,

WHEREAS, the City provided project based vouchers to the complex when structuring the tax credit revitalization of the property in order to align the rents with the current market and to provide broader financial support to preserve the affordability of the complex; and,

WHEREAS the CDA received over \$143,094 in Section 8 COVID funds

WHEREAS, the use of Section 8 COVID funds to update the WI-FI will provide for tenants to consult with doctors, order prescriptions, etc.

WHEREAS, the estimated cost to update the WI-FI is \$15,400.06 and eligible for Cares Act funds; and,

WHEREAS, the Executive Director recommends the support for the Wi-Fi grade.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority of the City of West Allis that \$15,400.06 be allocated from the Section 8 Housing Choice Voucher Covid Funds to Beloit Road Senior Housing Complex for updating the Wi-Fi service.

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority

Sent Via Email

Mr. Patrick Schloss
Community Development Authority of the City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

**REQUEST FOR CHANGE ORDER FOR ADDITIONAL ENVIRONMENTAL SERVICES
RELATED TO THE PROPERTY LOCATED AT 6749/6751 WEST NATIONAL
AVENUE AND ADJACENT PARCELS IN WEST ALLIS, WISCONSIN**

Dear Mr. Schloss:

October 7, 2021

In response to your recent request, Ramboll US Consulting, Inc. (Ramboll) is hereby providing the Community Development Authority (CDA) of the City of West Allis with this change order to provide additional environmental consulting services related to the property located at 6749/6751 West National Avenue in West Allis, Wisconsin (the "site" or "property"). The property consists of one 0.98-acre parcel, occupied by an approximate 12,000-square foot, one-story building. The property is proposed for redevelopment along with the adjacent vacant lot to the north (6737 W. National Avenue) and a portion of the vacant lot to the south (part of the former MDI Parcel 3).

Ramboll
234 West Florida Street
Fifth Floor
Milwaukee, WI 53204
USA

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F +1 414 837 3608
www.ramboll.com

The scope of work for this change order includes:

Ref. 1690006591

- Additional revisions to the NR 700 Case Closure Request, per WDNR's request prior to obtaining WDNR approval of said request.
- Preparation and submittal of a separate Post-Closure Modification (PCM) request for the former Perfect Screw Products site, which will incorporate information on the proposed redevelopment, as requested by WDNR.
- Coordination of the disposal of contaminated materials generated during modification of the existing cap.
- Observation and documentation of the management of contaminated materials and cap placement. This work is to be coordinated with the property owner and their contractors and is assumed to take no more than 10 field days.
- A final documentation report will be prepared, after completion of the soil management and cap construction, for submittal to the WDNR.

The scope of services described herein will be completed on a time and materials basis in accordance with the Master Contract with the CDA, dated November 10, 2016. The total estimated cost to complete the scope of services is \$21,500 and will be completed as a change order to Ramboll project No. 1690006591. This

includes the WDNR review fee for the PCM and approximately 10 days field oversight, which is dependent on the development schedule. Additional services or field oversight time will be considered out of scope and will result in additional costs that will be billed on a time and materials basis, in accordance with the unit rates that are attached to this change order and incorporated into the Master Contract.

Thank you for opportunity to be of service. If you find this scope of services acceptable, please provide a Proceed Order, using the CDA's Standard procedure and attaching this letter. If you have any questions or need further information, please contact us.

Yours sincerely,



Donna M. Volk, PG, CPG
Managing Consultant

D 262 901 3504
dvolk@ramboll.com



Jeanne M. Tarvin, PG, CPG
Managing Principal

D 262 901 0085
jtarvin@ramboll.com

Ramboll Environ US Corporation 2016 Rate Schedule West Allis Community Development Authority US\$	
Principal	185
Principal Consultant	165
Manager 10	150
Manager 9	135
Manager 8	120
Sr. Assoc. 7	115
Sr. Assoc. 6B	110
Assoc. 6	100
Assoc. 5	90
Assoc. 4	85
Assoc. 3	70
Drafting	75
Support	55

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS, WISCONSIN
RESOLUTION NO. 1400
DATE ADOPTED: October 12, 2021

Resolution amending a contract with Ramboll Environ for providing professional environmental services for the property located at 6749 W. National Ave., which is located within the 68th & Mitchell St. Redevelopment Area (TID #14), in an amount not to exceed \$21,500.

WHEREAS, the Community Development Authority of the City of West Allis (“Authority”) established the boundaries and approved a Redevelopment Plan for the 68th & Mitchell Redevelopment Area on April 8, 2014 and a Tax Incremental District for the 68th & Mitchell Area on October 14, 2014 (collectively referred to as the “Plans”); and,

WHEREAS, the Plans were approved by the Common Council of the City of West Allis respectively on May 6, 2014 and November 3, 2014; and,

WHEREAS, properties formerly owned by Milwaukee Ductile Iron and located in the vicinity of S. 68 St. and W. Mitchell St. are part of the 68th & Mitchell Redevelopment Area; and,

WHEREAS, the Authority and Common Council also approved a Tax Incremental District Plan for 68th & Mitchell, respectively on October 14, 2014 and November 3, 2014, which budgeted for environmental clean-up and acquisition, in which environmental investigation is required prior to acquisition; and,

WHEREAS, said property has the potential for increased property value via the means of redevelopment of light industrial, commercial, residential or mixed-use development, after the extent of environmental contamination is established through an environmental Site Investigation; and,

WHEREAS, on November 8, 2016 through Resolution No. 1211, the Authority approved entering into a master professional environmental services contract with Ramboll Environ, for providing professional environmental services for various redevelopment and blight-related projects located within the City of West Allis; and,

WHEREAS, Additional revision to the NR 700 Case Closure Request, per WDNR’s request prior to obtaining WDNR approval of said request, preparation and submittal of a separate Post-Closure Modification (PCM) request for the former Perfect Screw Products site, coordination of the disposal of contaminated materials generated during modification of the existing cap, final documentation report prepared after completion of the soil management and cap construction, for submittal to the WDNR; and

WHEREAS, the Economic Development Program staff estimates additional NR 700 Case Closure Request on the former Milwaukee Ductile Iron properties to not exceed \$21,500.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority (“Authority”) of the City of West Allis as follows:

1. That the Executive Director, or his designee, be and is hereby authorized and directed to execute and deliver the aforesaid contract with an environmental consultant to conduct additional environmental Site Investigation on the former Milwaukee Ductile Iron property located at 6749 W. National Avenue located within the 68th & Mitchell Redevelopment Area, on behalf of the Authority.
2. That the need for additional Environmental Site Investigation, Phase I & II on the former Milwaukee Ductile Iron properties is necessary in order to foster the redevelopment of light industrial, commercial, residential or mixed-use development within the 68th & Mitchell Redevelopment Area.
3. That the sum of up to \$21,500 be and is hereby appropriated from Tax Incremental

District Number Fourteen – 68th & Mitchell.

4. That the City Attorney be and is hereby authorized to make such non-substantive changes, modifications, additions and deletions to and from the various provisions of the Contract, including any and all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority



Sent Via Email: pschloss@westalliswi.gov

Mr. Patrick Schloss
Community Development Authority of the City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

PROPOSAL FOR GRANT WRITING SERVICES RELATED TO THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FY22 BROWNFIELD ASSESSMENT GRANT

Dear Mr. Schloss:

Per your request, Ramboll US Corporation (Ramboll) is pleased to submit this proposal to the Community Development Authority of the City of West Allis (CDA) for grant writing services related to the United States Environmental Protection Agency (USEPA) FY22 Brownfield Grants (Grant). This scope of services will be completed under the Master Contract with the CDA, dated November 10, 2016.

October 6, 2021

SCOPE OF SERVICES

Ramboll will provide the lead role in preparing a USEPA FY22 Brownfield Assessment Grant Application which is due to the USEPA on or before December 1, 2021. We understand that we will be preparing a Community-Wide Assessment Grant application for up to \$500,000.

Ramboll
234 W. Florida Street
Fifth Floor
Milwaukee, WI 53204
USA

T +1 414 837 3607
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www.ramboll.com

The general process we will use for preparing and securing this Grant is as follows:

Ref. P2722-21294

- The City's priorities for this grant will be discussed and determined at a meeting scheduled for October 7, 2021.
- The CDA's tasks will be to: 1) request a review by the Kansas State Technical Assistance to Brownfields (TAB); 2) identify the CDA's ability to leverage other funds; 3) provide status on planning activities within the City; and 4) provide financial information such as audit findings and programmatic capability.
- The CDA has agreed to submit the final grant application via the federal Grants.gov system by COB on December 1, 2021. Note that the electronic submission of the application must be made by the Authorized Organization Representative (AOR) who is registered with www.grants.gov and is authorized to sign applications for federal assistance.
- Ramboll staff will request a letter of acknowledgement from the Wisconsin Department of Natural Resources (WDNR).
- Ramboll will prepare an initial draft of the Grant Applications for the CDA's review and input on November 10, 2021, pending timely receipt of information

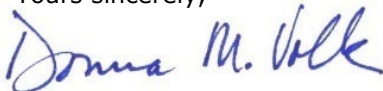
from the CDA. Edits and additional input can be incorporated by November 15, 2021 at which time a draft application will be submitted to Kansas State TAB for their review. Final Grant Applications incorporating the appropriate information and supporting documentation will be prepared by Ramboll for submittal to the USEPA by CDA.

FEE SCHEDULE AND GENERAL TERMS AND CONDITIONS

Ramboll will provide these grant writing services for \$4,500 on a time and materials basis using the attached fee schedule. The work will be completed in accordance with the terms and conditions of the Master Contract, dated November 10, 2016. If you find this proposal acceptable, please provide a Proceed Order, using the CDA’s standard procedure and referencing this proposal.

Thank you for the opportunity to be of service. If you have any questions or need further information, please contact us.

Yours sincerely,



Donna M. Volk, PG, CPG
Senior Manager

D 262.901.3504
dvolk@ramboll.com



Jeanne M. Tarvin, PG, CPG
Principal

D 262.901.0085
jtarvin@ramboll.com

COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1401
DATE ADOPTED: October 12, 2021

Resolution to consider the submittal of a FY 2022 UD EPA Brownfield Community -Wide Environmental Assessment Grant application for \$500,000.

WHEREAS, the Community Development Authority of the City of West Allis's (the "Authority") mission is the redevelopment of brownfield properties within the City of West Allis in order to foster tax base growth, create employment opportunities, and provide for new housing choices; and,

WHEREAS, the U.S. EPA Brownfield Grant program is a competitive grant application program to provide funds to investigate or clean-up various brownfield sites; and,

WHEREAS, under this resolution, the Authority will seek U.S. EPA funding of up to \$500,000 for a Community-Wide Environmental Assessment Grant; and,

WHEREAS, there is no match requirement of the Community-Wide Environmental Assessment Grant; and,

WHEREAS, the Executive Director recommends the submittal of said grant application to support the investigation costs associated with the future redevelopment, community-wide.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority of the City of West Allis as follows:

1. That the Executive Director, or his designee, is hereby authorized and directed to apply for, accept if awarded, and carry out all necessary grant actions and requirements of a U.S. EPA \$500,000 Community-Wide Environmental Assessment Grant.
2. That the Executive Director, or his designee, is hereby authorized and directed to enter into all necessary contract requirements with the U.S. EPA for the aforesaid grants.
3. That the City Attorney be and is hereby authorized to make such non-substantive changes, modifications, additions and deletions to and from the various provisions of the U.S. EPA Grant Contract, including any and all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority



Sent Via Email: pschloss@westalliswi.gov

Mr. Patrick Schloss
Community Development Authority of the City of West Allis
7525 W. Greenfield Avenue
West Allis, WI 53214

PROPOSAL FOR GRANT WRITING SERVICES RELATED TO THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FY22 BROWNFIELD ASSESSMENT GRANT

Dear Mr. Schloss:

Per your request, Ramboll US Corporation (Ramboll) is pleased to submit this proposal to the Community Development Authority of the City of West Allis (CDA) for grant writing services related to the United States Environmental Protection Agency (USEPA) FY22 Brownfield Grants (Grant). This scope of services will be completed under the Master Contract with the CDA, dated November 10, 2016.

October 6, 2021

SCOPE OF SERVICES

Ramboll will provide the lead role in preparing a USEPA FY22 Brownfield Assessment Grant Application which is due to the USEPA on or before December 1, 2021. We understand that we will be preparing a Community-Wide Assessment Grant application for up to \$500,000.

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Fifth Floor
Milwaukee, WI 53204
USA

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F +1 414 837 3608
www.ramboll.com

The general process we will use for preparing and securing this Grant is as follows:

Ref. P2722-21294

- The City's priorities for this grant will be discussed and determined at a meeting scheduled for October 7, 2021.
- The CDA's tasks will be to: 1) request a review by the Kansas State Technical Assistance to Brownfields (TAB); 2) identify the CDA's ability to leverage other funds; 3) provide status on planning activities within the City; and 4) provide financial information such as audit findings and programmatic capability.
- The CDA has agreed to submit the final grant application via the federal Grants.gov system by COB on December 1, 2021. Note that the electronic submission of the application must be made by the Authorized Organization Representative (AOR) who is registered with www.grants.gov and is authorized to sign applications for federal assistance.
- Ramboll staff will request a letter of acknowledgement from the Wisconsin Department of Natural Resources (WDNR).
- Ramboll will prepare an initial draft of the Grant Applications for the CDA's review and input on November 10, 2021, pending timely receipt of information

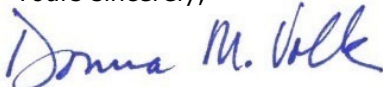
from the CDA. Edits and additional input can be incorporated by November 15, 2021 at which time a draft application will be submitted to Kansas State TAB for their review. Final Grant Applications incorporating the appropriate information and supporting documentation will be prepared by Ramboll for submittal to the USEPA by CDA.

FEE SCHEDULE AND GENERAL TERMS AND CONDITIONS

Ramboll will provide these grant writing services for \$4,500 on a time and materials basis using the attached fee schedule. The work will be completed in accordance with the terms and conditions of the Master Contract, dated November 10, 2016. If you find this proposal acceptable, please provide a Proceed Order, using the CDA’s standard procedure and referencing this proposal.

Thank you for the opportunity to be of service. If you have any questions or need further information, please contact us.

Yours sincerely,



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COMMUNITY DEVELOPMENT AUTHORITY
CITY OF WEST ALLIS
RESOLUTION NO: 1402
DATE ADOPTED: October 12, 2021

Resolution to consider authorizing and directing the Executive Director to enter into a contract amendment with Ramboll Environ for providing Grant Writing Services relative to the United States Environmental Protection Agency (USEPA) FY22 Brownfield Grants in an amount not to exceed \$4,500.

WHEREAS, the Community Development Authority of the City of West Allis (the "Authority"), by the Department of Development, has received numerous grants and loans from the U.S. EPA and WIDNR for various properties and redevelopment projects; and,

WHEREAS, the City of West Allis and the Community Development Authority share the mission in addressing brownfield sites that are blighted, environmentally impacted, and underutilized properties through redevelopment; and,

WHEREAS, the Authority has reviewed the proposal/scope of services submitted by Ramboll, for Grant Writing Services related to the application for the USEPA FY21 Brownfield Assessment Grant Application.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority of the City of West Allis as follows:

1. That the Executive Director or its designee, be and is hereby authorized and directed to enter into a contract with Ramboll for providing the preparation of an application for the USEPA FY22 Brownfield Grant.
2. That the sum of up to \$4,900 be and is hereby appropriated for retaining the services of Ramboll for the preparation of an application for the USEPA FY22 Brownfield Assessment Grant, and to be funded through (ED FIRE).

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby authorized to make any substantive changes, modifications, additions and deletions to and from the various consulting Contract documents, including but not limited to all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

Approved: _____
Patrick Schloss, Executive Director
Community Development Authority