



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Meeting Agenda - Final

### Economic and Community Development Commission

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Wednesday, June 28, 2023

3:00 PM

Council Chambers

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The meeting is open for in-person attendance and will also be conducted through video conferencing.

To join the meeting click this link (or typing the URL in your web browser address bar):

<https://cityoflacrosse-org.zoom.us/j/83768127868?pwd=WUJpRkwzbWpHLOVvckhmRmdxMm5pZz09>

Meeting ID: 837 6812 7868; Passcode: ECDC23; Dial by your location +1-309-205-3325

The meeting can be viewed by visiting the Legislative Information Center

(<https://cityoflacrosse.legistar.com/Calendar.aspx>) and clicking on the "In Progress" video link to the far right in the meeting list.

If you wish to speak on an agenda item, arrive early to sign up before the meeting begins. If attending virtually and you wish to speak, contact the Department of Planning, Development and Assessment at the email or phone number below so we can provide you with the necessary information to join in.

Members of the public who would like to provide written comments on any agenda may do so by emailing [mcginniscaseyd@cityoflacrosse.org](mailto:mcginniscaseyd@cityoflacrosse.org), using a drop box outside of City Hall, or mailing the Department of Planning, Development and Assessment, 400 La Crosse Street, La Crosse WI 54601. Questions, call 608-789-7512

#### Call to Order

#### Roll Call

#### Approval of Minutes from the May 24, 2023 meeting.

#### Election of Officers

#### Agenda Items:

[23-0690](#)

Resolution approving an appropriation of the City's ARPA monies earmarked for childcare to go towards a second-year contract with The Parenting Place.

**Attachments:** [Resolution](#)

[ARPA Childcare Agreement: The Parenting Place, Year 2](#)

[The Parenting Place Report: Year 1](#)

[Staff Report](#)

- [23-0735](#) Review and approve the Sprinkler System Grant guidelines.  
**Attachments:** [Sprinkler Grant Program Guidelines](#)
- [23-0739](#) Action on Offer to Purchase 1223 9th St S  
**Attachments:** [23-0740 - Staff Report - Action on OTP 1223 9th St S.pdf](#)  
[IMG-6844.jpg](#)  
[IMG-6845.jpg](#)
- [23-0740](#) Action on Offer to Purchase 516 Caledonia St  
**Attachments:** [23-0740 - Staff Report - Action on OTP 516 Caledonia St.pdf](#)  
[IMG-6945.jpg](#)  
[IMG\\_2877.JPG](#)
- [23-0746](#) Presentation of the 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER).  
**Attachments:** [CAPER Report 2022.pdf](#)
- [23-0748](#) Public Hearing on 2022-2023 CAPER  
*Public Hearing*
- [23-0747](#) Consideration and Possible Action on proposal for Legal Services  
**Attachments:** [City of La Crosse - RFP Bid 04 23 \(002\).pdf](#)

## Adjournment

*Notice is further given that members of other governmental bodies may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.*

### NOTICE TO PERSONS WITH A DISABILITY

*Requests from persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (608) 789-7510 or send an email to [ADAcityclerk@cityoflacrosse.org](mailto:ADAcityclerk@cityoflacrosse.org), with as much advance notice as possible.*

### Economic and Community Development Commission Members:

**Mayor Mitch Reynolds, Chris Kahlow, Doug Happel, Colin Walsh, Linda Lee, Gina Miller, & Vicki Markussen.**



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0690

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**Agenda Date:** 7/6/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Finance & Personnel Committee

**File Type:** Resolution

Resolution approving an appropriation of the City's ARPA monies earmarked for childcare to go towards a second-year contract with The Parenting Place.

RESOLUTION

WHEREAS, the City was awarded American Rescue Plan Act (ARPA) funding from the U.S. Treasury; and

WHEREAS, the City Council passed a Resolution on January 13, 2022 appropriating some of these ARPA funds to promote healthy childhood environments through improvements in childcare, mitigation of health disparities, and improvement of living and recreation environments; and

WHEREAS, the City Council passed a Resolution on March 10, 2022 further specifying the funding amounts and uses for this initiative; and

WHEREAS, City staff has been continually engaged with multiple stakeholders and child care experts regarding the best usage of the City's ARPA monies allocated to address childcare, and in part due to the complexity of this issue and the ever-changing dynamics in play, the City recognized the need to have a dedicated entity to directly oversee the success of the City's childcare initiatives over the lifetime of the grant period for ARPA; and

WHEREAS, the City has identified The Parenting Place as the sole entity to oversee this project, and documented justification to meet the sole-source threshold, and part of that justification includes that there is "no other entity within La Crosse County that is doing this work: coordinating efforts of childcare, working directly with all providers, supporting parents and children, has complete familiarization and expertise of 'nuts & bolts' of childcare (licensing, financial resources and programs available, regulations, etc), and facilitates data collection and child care referrals"; and

WHEREAS, the City Council passed Resolution 22-0805 allocating \$350,000 of ARPA funds to The Parenting Place to facilitate the first year of a multi-year comprehensive initiative to improving the wholistic childcare industry for all in the City of La Crosse: parents, providers, childcare employees, community stakeholders, and children; and

WHEREAS, the first year of this initiative was successfully implemented.

NOW, THEREFORE , BE IT RESOLVED by the Common Council of the City of La Crosse to allocate \$400,000 of ARPA funds to The Parenting Place for the second year of facilitation of a multi-year comprehensive approach to improving the wholistic childcare industry for all in the City of La Crosse: parents, providers, childcare employees, community stakeholders, and children.

BE IT FURTHER RESOLVED that \$104,075 will come from the funds referred to as "increased capacity for efforts with childcare" and the remaining \$295,925 will come from the funds referred to as "support and grow the childcare industry" allocated via Resolution 22-0259.

BE IT FURTHER RESOLVED that this work will be carried out in compliance with all items include in the attached contract.

BE IT FURTHER RESOLVED that the Mayor and Director of Planning, Development and Assessment are hereby authorized to take any and all steps necessary to effectuate this resolution.

## 2023 ARPA GRANT PROGRAM AGREEMENT



**Contract Number: ARPA-The Parenting Place-2023-26**

THIS AGREEMENT, made and entered into this 18th day of July 2023, by and between the City of La Crosse, Wisconsin, a Wisconsin municipal corporation hereinafter referred to as "City" and The Parenting Place of La Crosse, its address at 1500 Green Bay St, WI 54601, a La Crosse corporation with its office at, La Crosse, Wisconsin, 54601 hereinafter referred to as "Subrecipient".

WHEREAS, the City was awarded American Rescue Plan Act (ARPA) funding from the U.S. Treasury; and

WHEREAS, the City Council passed a Resolution on January 13, 2022 appropriating some of these ARPA funds to promote healthy childhood environments through improvements in childcare, mitigation of health disparities, and improvement of living and recreation environments; and

WHEREAS, the City Council passed a Resolution on March 10, 2022 further specifying the funding amounts and uses for this initiative; and

WHEREAS, the City has documented justification for the Subrecipient to meet the sole-source threshold, and part of that justification includes that there is "no other entity within La Crosse County that is doing this work: coordinating efforts of childcare, working directly with all providers, supporting parents and children, has complete familiarization and expertise of "nuts & bolts" of childcare (licensing, financial resources and programs available, regulations, etc), and facilitates data collection and child care referrals"; and

WHEREAS, the Subrecipient has not received other funding for this need and there is no duplication of benefits from other sources; and

WHEREAS, as a result of that recommendation the City allocated \$350,000 of ARPA funds to the Subrecipient to facilitate the first year of a multi-year comprehensive initiative to improving the wholistic childcare industry for all in the City of La Crosse: parents, providers, childcare employees, community stakeholders, and children; and

WHEREAS, given the successful implementation of the first year of this initiative, the City will allocate an additional \$400,000 to the Subrecipient to facilitate the second year of work; and

WHEREAS, prior to advancing funds to the Subrecipient, the City of La Crosse desires certain assurances as more fully set forth herein.

NOW, THEREFORE, IT IS AGREED THAT:

1. **Scope of Work, Budget, Performance Goals, Timeline**
  - a. The City will grant to the Subrecipient a sum of \$400,000 from ARPA funds for the purpose of facilitating a multi-year comprehensive approach to improving the wholistic childcare industry for all in the City of La Crosse: parents, providers, childcare employees, community

## 2023 ARPA GRANT PROGRAM AGREEMENT



**Contract Number: ARPA-The Parenting Place-2023-26**

stakeholders, and children.

- b. Refer to Attachment A for the agreed upon Statement of Work, Budget, Performance Goals, and Timeline.
- c. This grant is made only for the purpose(s) outlined in Attachment A, must be used to support the Subrecipient's work in the City of La Crosse, and may not be expended for any other purpose without the City's prior written approval.

### 2. **Payment**

First half of payment shall be issued within 45 days after this agreement has been signed by both parties and fully executed. Second half of payment shall be issued within 45 days of receiving an impact report for the first 6 months and barring all other items in this Agreement are in compliance.

### 3. **Required Notification**

Subrecipient is required to provide the City with immediate written notification of: (1) any changes in its organization's tax-exempt status; (2) its inability to expend the grant for the purposes as awarded; or (3) any expenditure from this grant made for any purpose other than for which the grant was awarded.

Any portion of the grant not expended at the completion of the project and/or the end of the grant period must be returned immediately to the City. Subrecipient may seek prior written approval from the City to extend grant period and/or use remaining funds for a different need/purpose.

### 4. **Subrogation**

In consideration of the Subrecipient's funds from the City, the Subrecipient hereby assigns to the City all of its future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies of any type or coverage or under any reimbursement or relief program related to or administered by the Federal government or other program to the extent of proceeds paid to Subrecipient under this Agreement and that are determined in the sole discretion of the City to be a duplication of benefits ("DOB"). This shall be defined as financial assistance, available to the Subrecipient, that can be used to pay for the costs described in Attachment A and are to be paid for by this grant (ARPA).

Upon receiving any proceeds from other relief programs, federal funds, or loan programs for this Use of Funds, that were not already disclosed to the City, the Subrecipient agrees to immediately notify the City. If some or all of the proceeds are determined to be a DOB, the portion that is a DOB shall be paid to the City forthwith.

### 5. **Records and Reports**

- a. **Follow-up Reporting** - Subrecipient will provide records in accordance with all American

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Rescue Plan Act requirements through quarterly reporting requirements. Additionally, Subrecipient is expected to have met the items stated in Section 1, “Scope of Work, Budget, Performance Goals, Timeline”, by the end of the agreement and will provide updates on Performance Goals and the project overall in its quarterly reporting.

Subrecipient will meet with City staff on a monthly basis and attend the City’s Economic and Community Development Commission meetings quarterly to provide updates on the work associated with this award. Programs developed in association with “Financial Support tools to facilitate workforce recruitment” and “Supports to Businesses” referenced in the Budget will be brought before the ECDC for review and approval prior to implementation. Subrecipient will also complete an annual impact report to describe progress in achieving the purpose of the grant. The annual impact report is due once all the funds have been expended, and/or no later than 1 year from receipt of award check(s). It is recommended to include at least one success story with the impact report.

Subrecipient also agrees to provide any other additional information requested by the City pertaining to this grant.

If performance goals have not been met or quarterly and/or annual reporting is not completed, Subrecipient will have to provide evidence of factors beyond their reasonable control. Staffing issues will not be considered beyond their reasonable control. In the event that Subrecipient encounters factors beyond its control that interfere with the Subrecipient’s ability to perform under the contract, the City and Subrecipient shall work together to attempt to solve the issues that have arisen.

In the event, in the City’s opinion, that Subrecipient fails to provide sufficient documentation to satisfy the deficiency(s) in reporting and/or meeting performance goals, then the City may apply financial consequences which may include but are not limited to withholding future payment until the deficiency is resolved and/or require a total or partial refund of any grant funds if, in the City’s sole discretion, such action is necessary: (1) because Subrecipient has not fully complied with the terms and conditions of the grant; (2) lack of performance with grant results; (3) to protect the purpose and objectives of the grant; or (4) to comply with the requirements of any law or regulation applicable to Subrecipient, the City or the grant.

- b. **Financial Reporting**— The Subrecipient shall:
- i. Maintain an effective system of internal fiscal control and accountability for all ARPA funds and property acquired or improved with ARPA funds, and make sure the same are used solely for authorized purposes.
  - ii. Ensure that all costs shall be supported by properly executed payrolls, time records, invoices, vouchers or other official documentation, as evidence of the nature and propriety of the charges. All accounting documents pertaining in whole or in part to this



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Agreement shall be clearly identified and readily accessible.

iii. Inform the City concerning any funds allocated to the Subrecipient, that the Subrecipient anticipates will not be expended according to this Agreement.

c. **Data-** The Subrecipient shall maintain data demonstrating eligibility for funding. Such information shall be made available to the City, or their designees for review upon request.

### 6. **Uniform Administrative Requirements**

The Subrecipient will, to the maximum possible extent, ensure compliance with regulations regarding:

a. Office of Management and Budget (OMB) Uniform Guidance, "Cost Principles, Audit and Administrative Requirements for Federal Awards" (2 CFR Part 200), which establishes principles for determining costs of grants, contracts, and other agreements with nonprofit organizations. These regulations are applicable for determining acceptable/allowable costs of work performed by nonprofit organizations. For example, to be allowed under an award, costs must meet general criteria such as:

- i. Be reasonable for the performance of the award,
- ii. Be accorded consistent treatment,
- iii. Be determined in accordance with generally accepted accounting principles, and
- iv. Be adequately documented.

b. Office of Management and Budget (OMB) Uniform Guidance which, in part, provide that financial management systems operated by recipients of federal assistance will provide for accurate, current, reliable, and complete disclosure of financial and accounting records relating to the use of federal dollars.

All records will identify the source and application of funds for activities, and accounting records are to be made available for audit(s) at the City's direction to determine the fiscal integrity of financial transactions and performances. All future procurement transactions for supplies, equipment, construction, and other services, regardless of whether negotiated or advertised, will be conducted in a manner so as to provide maximum open and free competition.

The Subrecipient will give the U.S. Department of Treasury, the Comptroller General, the City of La Crosse, or any authorized representatives access to the right to examine all records and documents related to the grant. Such records will be maintained for a period of at least five (5) years after receipt of federal funds.

### 7. **Additional Federal Requirements**

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The Subrecipient will ensure compliance with regulations regarding:

### **A. Civil Rights**

#### **1. General Compliance**

Title VI and Title IX of the Civil Rights Act of 1964 (Public Law 88-352)(42 U.S.C. 2003d et seq.); and implementing regulations issued at 24 CFR Part 1; as amended by Executive Order 11375 and 12086, and implementing regulations at 41 CFR Chapter 60, which prohibits discrimination in any activity receiving federal financial assistance.

#### **2. Nondiscrimination**

Title VIII of the Civil Rights Act of 1968, (Public Law 90-284)(42 U.S.C. 3601 et seq.); as amended, which prohibits discrimination in housing on the grounds of race, color, religion, national origin, sex, disability, or familial status.

Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) which prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.

Section 504 of the Rehabilitation Act of 1973, (Public Law 93-112) as amended, and implementing regulations when published for effect. Said regulation provides for nondiscrimination based on disability in federally-assisted programs and activities.

### **B. Employment Restrictions**

#### **1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

### **C. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include, but are not limited to the following:

1. The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.

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2. No employee, officer or agent of the Subrecipient shall participate in the selection, the award or the administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

3. No covered persons who exercise or have exercised any functions or responsibilities with respect to ARPA-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the ARPA-assisted activity, or with respect to the proceeds from the ARPA-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the City, the Subrecipient, or any designated public agency.

**D. Anti-Lobbying.** The Subrecipient certifies that to the best of its knowledge and belief:

No federal-appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a federal contract, grant, loan, or cooperative agreement;

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying".

### 8. **Publicity**

The Subrecipient shall ensure recognition of the role of the City of La Crosse and Federal American Rescue Plan Act funding in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to the funding source.

The City may include information regarding this grant, including the amount and purpose of the grant and any other information or materials the Subrecipient provided about its organization,

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in its own publicity including, but not limited to: news releases, newsletters, annual reports and social media posts.

9. **Suspension and Termination**

The Subrecipient further agrees that this Agreement may be terminated or suspended in the event the Subrecipient fails to perform any of the conditions contained herein and that the City may take appropriate and corrective action in order to insure compliance with this Agreement, including withholding payments, re-allocating funds, an order to audit the Subrecipient’s books and records pertaining to its activities and the utilization of federal funds.

In the event of default or violation by the Subrecipient or the necessity of corrective action, the City will provide the Subrecipient, by written notice, a demand to cure default explaining the nature and extent of the default or violation. The Subrecipient will cure or remedy said violation or default within ten (10) days after receipt of said notice, unless a longer time is agreed upon by the parties, in writing. In case default or violation is not cured, and corrective action is not completed within ten (10) days or a longer time as may be agreed upon, this Agreement may be terminated, and the City may have whatever remedy is authorized pursuant to state, local, and federal laws, including return of any funds previously given to the Subrecipient.

10. **Independent Status**

Nothing contained herein, nor any act of the City, the Subrecipient, or any other party, will be deemed or construed by any party, or by any other third person, to create any relationship with third party Subrecipient, principal or agent, limited or general partnership, or joint venture, or of any association or relationship involving the City. The Subrecipient is at all times considered an independent agency and not an agency or branch of the City.

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IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals the day and year first above written.

CITY OF LA CROSSE, WISCONSIN

THE PARENTING PLACE

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Mitch Reynolds, Mayor

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Jodi Widuch, Executive Director

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Nikki Elsen, Clerk

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Amy Schanhofer, Board Chair



Contract Number: ARPA-The Parenting Place-2023-26

**Attachment A: Statement of Work, Budget, Performance Goals, Timeline**

**Scope of Work**

This project builds off of strategies developed in year one to retain the existing child care workforce and the corresponding number of child care slots in the City of La Crosse, and aims to increase capacity by staffing empty classrooms and expanding child care sites.

Year 2 strategies are designed to leverage the experience, programs, and connections of The Parenting Place to effectively coordinate child care capacity building efforts in the most efficient way possible. The Parenting Place facilitates several programs that support existing child care providers and that help prospective child care providers enter the field. These programs are the basis for a long-standing, trusted relationship with the child care community. In addition, The Parenting Place has a well-structured statewide communication network which allows the organization to be aware of legislative impacts, child care trends and related funding opportunities, positioning the agency as an informal coordinator of child care programs and relief efforts. The Child Care Development Coordinator position created by this funding has effectively managed efforts and resources to support child care recruitment, retention and expansion and has also made groundbreaking new relationships with businesses interested in supporting child care for their employees. Continuing this position is integral to the success of the program and viability of child care in La Crosse. Financial barriers still exist for business start-ups and individuals entering the field. City of La Crosse ARPA funding would also continue to allow financial barriers to be removed to support the retention and expansion of child care slots in the city.

The Child Care Development Coordinator would continue to assess child care needs and challenges, act as a connector and liaison in the community and identify and avoid duplication of efforts. Responsibilities include representing The Parenting Place and the City of La Crosse on local child care-focused committees, compiling existing child care data, designing inquiries for follow-up data needs, and facilitating identified recruitment, retention and expansion efforts. In addition, this role will continue work to further engage City of La Crosse employers in understanding the value of child care as a recruitment and retention tool, a driver of economic success, and also return on investment in early childhood.

**Workforce Recruitment**

Workforce continues to be the number one challenge in child care today. City of La Crosse ARPA funding would support efforts to attract and retain workers in the field and allow sites with under-utilized space to move back to full capacity. “Back to Capacity” grants would build off of the success in year one by exclusively targeting centers with empty classrooms due to staff shortages to provide financial incentives to attract new workers. Recruitment support would also include funding for new workers to complete required entry-level courses and professional development opportunities to ensure that the new workforce is well-positioned to face challenges often leading to burn-out. Professional development opportunities in the form of classes, learning cohorts, support groups and one-on-one coaching would be customized to meet the needs of City of La Crosse providers based on

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research by the Child Care Development Coordinator. Professional development topics would include serving children who exhibit challenging behaviors, expulsion reduction, and trauma informed care to address the evolving needs of the child care population identified through data collection efforts. Directors in busy child care centers struggle with the capacity to both manage a successful business and address the constant hiring and onboarding demands of the current work environment. Onboarding supports such as mentorship programs and shared universal onboarding curriculum would remove some of the burden on director workload and allow them to focus attention on more impactful business operations.

### **Business Start-up and Expansion**

Financial incentives made possible by ARPA funding in year two would support start-up of new child care businesses and expansion of existing businesses. Grants to support new or expanding businesses would be administered by the Child Care Development Coordinator and harmonized with other start-up funding sources to maximize impact. An overall goal of these efforts would be to continue to ensure equitable access to quality child care among income groups and other demographics, as well as geographic locations within the City of La Crosse. Work would expand to address transportation barriers, increase regulated slots that will accept Wisconsin Shares subsidy and eliminate geographic gaps as well as other strategies identified by the Child Care Development Coordinator.

### **Revenue Models to Support Retention**

The Child Care Development Coordinator would work closely with businesses to develop innovative, mutually beneficial programs to support child care and employee needs. This could include leveraging the success of the statewide Partner Up! program to develop a locally tailored business stipend program. This also could include creating an employee “off-boarding” program to encourage employees exiting the workforce due to child care expense to consider caring for other employee children. This program would support employers in providing financial assistance for employees starting a child care business and help design incentives for them to return once their children are in school.

### **Marketing Campaign**

Finally, retention would be further supported by efforts to rebrand child care as a respected profession rather than the stigmatized field it has become due to low wages and lack of understanding of the importance of early childhood education. Marketing efforts would highlight the considerable educational qualifications, economic importance and lifelong impact that quality child care has on the success of individuals as well as portray the field as a dynamic and fulfilling career choice. Marketing efforts would also be directed to the larger community to highlight the impact of child care on everyone, not just parents.

The strategies outlined in this proposal represent innovative and unique pilot strategies that will be trialed to determine the long-term sustainability of individual efforts. Careful and thorough data collection will be conducted to support future funding support for these programs. Assessment and

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Careful analysis of the success of programs/initiatives launched would reveal what works, what doesn't, and what is worth the investment. Future years would include a goal to identify sustainable sources of funding and/or revenue model as a responsibility of the Child Care Development Coordinator position.

### **Budget**

Staff Benefits & Compensation	\$76,319.00	Staff to implement program – year 1 of 4 years (includes wages and benefits for 1 FTE Coordinator position, limited data work and supervision/support)
Occupancy	\$7,200.00	Rent, communications, cleaning, depreciation
General Program Operations	\$7,500.00	\$625/month office supplies, copying/printing, postage, program supplies, dues/fees, risk insurance, audit
Mileage Reimbursement	\$1,456.00	Anticipated mileage reimbursement travel to providers, businesses, meetings
Professional Development	\$1,120.00	Training to increase skills and knowledge of staff
Administrative Compensation	\$10,480.00	Administrative and back office support
<b>Total Implementation</b>	<b>\$104,075.00</b>	
Financial Support to facilitate workforce recruitment	\$75,000.00	“Back to Capacity” Grants
	\$10,925.00	Professional Development Support
	\$15,000.00	Onboarding and mentorship programs
Start-up and Expansion Grants	\$60,000	Grants to support new businesses or expanding capacity of existing business
Supports to Businesses	\$100,000	Stipends to businesses to support employee child care cost
	\$15,000	Stipends to support employee “off-boarding” plan
Marketing Campaign	\$20,000	To promote child care as a profession and importance of child care
<b>Total Year 2 Project Cost</b>	<b>\$400,000.00</b>	

## 2023 ARPA GRANT PROGRAM AGREEMENT



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### **Performance Goals**

The overall goals for this work fall into four broad categories:

1. Financial support to facilitate **workforce recruitment**
2. **Start up and expansion** of child care businesses
3. **Pilot Revenue Models** to Support Child Care Business Retention
4. **Marketing campaign**

Year two deliverables are broadly defined as follows so that there is room to adjust to evolving needs identified by this project:

#### **1. Workforce Recruitment**

- Design and disseminate “Back to Capacity” grants to staff unutilized classrooms
- Support at least 2 centers in recruiting staff to re-open closed classrooms and utilize existing physical capacity
- Collect data regarding professional development need and offer programs to match demand
- Manage professional development stipends for entry-level training
- Research untapped demographics to increase child care pipeline and identify strategies for recruitment
- Develop streamlined onboarding support around required entry-level course work

#### **2. Start-up and Expansion**

- Facilitate data collection on child care need within the city
- Produce data reports to guide project planning and implementation
- Regularly attend local, state and national collaborations that impact or inform City of La Crosse child care
- Provide navigation services around support system and regulatory process for prospective family providers and new group centers
- Support at least 2 new family child care providers per year in achieving licensing or certification
- Support at least 1 new group center in achieving licensing per year
- Collect data on equitable distribution of child care availability (geographic, economic, etc.) and develop strategies to address disparities
- Research existing financial opportunities for child care start-up
- Develop a system of financial incentives to support new child care start-up sites while maximizing other supports

#### **3. Pilot Revenue Models**

- Develop a model stipend program for businesses to support employee child care cost
- Develop employee “Off-boarding” program to support businesses in cultivating child care options for other employees and retaining valuable staff members while raising children
- Support two businesses in encouraging exiting employees to open a child care business
- Engage with 10 city employers per year to present information on child care as a recruitment/retention tool and businesses as a consumer of child care.
- Research and use data collected to inform a sustainable revenue model (to be completed by the end of year 4)

#### **4. Marketing Campaign**

- Develop broad marketing materials and content aimed at prospective child care workers to promote the early care field as a career choice
- Develop broad marketing materials and content aimed at community to promote importance of child care



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- Facilitate data collection on reach and effectiveness of marketing efforts

**Timeline:**

July 15, 2023	Year two start date
By September 1, 2023	New round of start-up and expansion grants application period begins
By October 1, 2023	Marketing Campaign developed and rolled out
By December 31, 2023	Conduct year two baseline data collection Design and begin application period for “Back to Capacity” grants Develop employer stipend program Develop employee “off-boarding” program
January 1 – July 14, 2024	Market and support “Back to Capacity” grant application round Market and support employer stipend program Market and support “Off-boarding” program
By July 14, 2024	Support 2 new family child care providers in achieving regulation
By July 14, 2024	Begin supporting one new group center in achieving licensing
By July 14, 2024	Support 2 businesses in implementing an employee stipend program
By July 14, 2024	Support 2 businesses in implementing an “Off-boarding” program
Ongoing	Quarterly meetings, written narratives and data reports to City of La Crosse

## 2023 ARPA GRANT PROGRAM AGREEMENT



**Contract Number: ARPA-The Parenting Place-2023-26**

### **Attachment B. City of La Crosse Standard Contract Terms and Conditions**

These are subject to modification at any time by the City of La Crosse and the final agreement with the City will include other provisions not in this agreement. Successful applicant will agree to abide by the City's Standard Contract Terms and Conditions.

1. **DEFINITIONS.** In this section "Contracting Party" shall mean any party that is entering into this Agreement with the City of La Crosse. "La Crosse" shall mean the City of La Crosse. These definitions shall apply only to this document titled "Standard Terms and Conditions (Service Contracts)" and shall not replace, modify or supersede any definitions used in other sections of this Agreement.

2. **STANDARD OF PERFORMANCE.** Contracting Party agrees that the performance of the services, pursuant to the terms and conditions of this Agreement, shall be in a manner at least equal to the degree of care and skill ordinarily exercised by members of the same professions currently practicing under similar circumstances providing like services

3. **FULLY QUALIFIED.** Contracting Party represents that all personnel engaged in the performance of the services set forth in this Agreement shall be fully qualified and, if applicable, shall be authorized or permitted under all applicable state and local laws and any other applicable laws or regulations to perform the services.

4. **SCOPE OF SERVICES.** Contracting Party is required to perform, do and carryout in a timely and professional manner the services set forth in this Agreement. The Contracting Party is required to furnish all services and labor necessary as indicated in this Agreement. The scope of services to be performed shall include, those services set forth in this Agreement. La Crosse may from time to time request the Contracting Party to perform additional services which are not set forth in this Agreement. In the event that such a request is made, the performance of such services shall be subject to the terms, conditions and contingencies set forth in this Agreement.

5. **CHANGE OF SCOPE.** The scope of service set forth in this Agreement is based on facts known at the time of the execution of this Agreement. The scope of service may not be fully definable during initial phases, and as the project progresses, facts discovered may indicate that the scope must be redefined. If mutually agreed to in advance in writing, Contracting Party shall make changes, furnish necessary materials, and perform the work that La Crosse may require, without nullifying this Agreement, at a reasonable addition to, or reduction from, the total cost of the project. Under no circumstances shall Contracting Party make any changes, either as additions or deductions, without the written consent of La Crosse, and La Crosse shall not pay any extra charges made by Contracting Party that have not been agreed upon in advance and documented in writing.

6. **COMPENSATION.** Contracting Party will be compensated by La Crosse for the services provided under this Agreement and subject to the terms, conditions and contingences set forth herein. Payments to Contracting Party for services rendered under this Agreement will be based on itemized invoices submitted on a monthly basis by the Contracting Party to La Crosse. These invoices, unless lump sum, must be itemized to identify labor costs and the Contracting Party's direct expenses, including subcontractor and supplier costs. In addition, such invoices shall show the hours worked by the Contracting Party's staff and the amount of work completed as a percentage of the work to be performed. If payment is by lump sum, then only the percent complete will be invoiced. The final payment of the balance due the Contracting Party for the completed service shall be made upon completion and acceptance of the services performed by the Contracting Party under this Agreement. Without prejudice to any other right or remedy it may have, La Crosse reserves the right to setoff at any time any amount owing to it by Contracting Party against any amount payable by La Crosse to Contracting Party.

7. **TAXES, SOCIAL SECURITY, INSURANCE AND GOVERNMENT REPORTING.** Personal income tax payments, social security contributions, insurance and all other governmental reporting and contributions required as a consequence of the Contracting Party receiving payment under this Agreement shall be the sole responsibility of the Contracting Party.

8. **TERMINATION FOR CAUSE.** If, through its own fault, intentional misconduct, or the fault or intentional misconduct of its subcontractors, agents or volunteers, the Contracting Party shall fail to fulfill in a timely and proper manner its obligations

## 2023 ARPA GRANT PROGRAM AGREEMENT



### Contract Number: ARPA-The Parenting Place-2023-26

under this Agreement, or if the Contracting Party shall violate any of the covenants, agreements, or stipulations of this Agreement, both as determined by La Crosse in its sole discretion, La Crosse shall thereupon have the right to terminate this Agreement by giving written notice to the Contracting Party of such termination and specifying the effective date. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other deliverables performed by the Contracting Party under this Agreement for which compensation has been made shall, at the option of La Crosse, become the property of La Crosse. Notwithstanding the foregoing, the Contracting Party shall not be relieved of liability to La Crosse for damages sustained by La Crosse by virtue of the Contracting Party's intentional misconduct or negligent performance of this Agreement, and La Crosse may withhold any payments to the Contracting Party for the purpose of setoff until such time as the exact amount of damages due to La Crosse from the Contracting Party is determined. Use of incomplete or unfinished work is at the sole risk of La Crosse.

9. **TERMINATION FOR CONVENIENCE.** Either Party may terminate this Agreement for convenience at any time and for any reason by giving sixty (60) days written notice to the other Party of such termination. If this Agreement is terminated by La Crosse pursuant to this provision, Contracting Party will be paid an amount which bears the same ratio to the total compensation as the services actually performed and accepted by La Crosse bear to the total services of the Contracting Party covered by this Agreement, less payments for such services as were previously made. The value of the services rendered and delivered by Contracting Party will be determined by La Crosse.

10. **SAFETY.** Unless specifically included as a service to be provided under this Agreement, La Crosse specifically disclaims any authority or responsibility for general job site safety, or the safety of other persons or property. Except as otherwise provided in this Agreement, Contracting Party disclaims any authority or responsibility for general job site safety, or the safety of third-parties or their property.

11. **DELAYS.** If performance of Contracting Party's obligations under this Agreement is delayed through no fault of Contracting Party, Contracting Party shall be entitled to a reasonable extension of time as proposed by Contracting Party and as accepted or amended by La Crosse. If performance of La Crosse's obligations is delayed through no fault of La Crosse, La Crosse shall be entitled to an extension of time equal to the delay.

12. **USE OF LA CROSSE PROPERTY.** Any property belonging to La Crosse being provided for use by Contracting Party shall be used in a responsible manner and only for the purposes provided in this Agreement. No changes, alterations or additions shall be made to the property unless otherwise authorized by this Agreement.

13. **INSURANCE.** Unless otherwise specified in this Agreement, Contracting Party shall, at its sole expense, maintain in effect at all times during the Agreement, insurance coverage with limits not less than those set forth below with insurers and under forms of policies set forth below.

a. **Worker's Compensation and Employers Liability Insurance.** Contracting Party shall cover or insure under the applicable labor laws relating to worker's compensation insurance, all of their employees in accordance with the laws of the State of Wisconsin. Contracting Party shall provide statutory coverage for work related injuries and employer's liability insurance with limits of at least for employer's liability of one hundred thousand dollars (\$100,000.00) per each accident, one hundred thousand dollars (\$100,000.00) per each employee and five hundred thousand dollars (\$500,000.00) total policy limit.

b. **Commercial General Liability and Automobile Liability Insurance.** Contracting Party shall provide and maintain the following commercial general liability and automobile liability insurance:

i. Coverage for commercial general liability and automobile liability insurance shall, at a minimum, be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001).

2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any vehicle).

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ii. Contracting Party shall maintain limits no less than the following:

1. General Liability. Two million dollars (\$2,000,000.00) per occurrence (\$2,000,000.00 general aggregate if applicable) for bodily injury, personal injury and property damage.
2. Automobile Liability. Two million dollars (\$2,000,000.00) for bodily injury and property damage per occurrence covering all vehicles to be used in relationship to the Agreement.
3. Umbrella Liability. Five million dollars (\$5,000,000.00) following form excess of the primary General Liability, Automobile Liability and Employers Liability Coverage. Coverage is to duplicate the requirements as set forth herein.

i. Professional Liability Insurance. When Contracting Party renders professional services to La Crosse under the Agreement, Contracting Party shall provide and maintain two million dollars (\$2,000,000.00) of professional liability insurance. If such policy is a “claims made” policy, all renewals thereof during the life of the Agreement shall include “prior acts coverage” covering at all times all claims made with respect to Contracting Party’s work performed under the Agreement. This Professional Liability coverage must be kept in force for a period of six (6) years after the services have been accepted by the La Crosse.

d. Required Provisions. The general liability, umbrella liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

i. La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers are to be given additional insured status (via ISO endorsement CG 2010, CG 2033, or insurer’s equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of Contracting Party; products and completed operations of Contracting Party; premises occupied or used by Contracting Party; and vehicles owned, leased, hired or borrowed by Contracting Party. The coverage shall contain no special limitations on the scope of protection afforded to La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Except for the workers’ compensation policy, each insurance policy shall contain a waiver of subrogation endorsement in favor of La Crosse.

ii. For any claims related to this Agreement, Contracting Party’s insurance shall be primary insurance with respect to La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Any insurance, self-insurance, or other coverage maintained by La Crosse, its elected and appointed officers, officials, employees or authorized representatives or volunteers shall not contribute to the primary insurance.

iii. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to La Crosse, its elected and appointed officers, employees or authorized representatives or volunteers.

iv. Contracting Party’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

v. Coverage shall not be canceled by the insurance carrier or the Contracting Party, except after sixty (60) days (ten (10) days for non-payment of premium) prior written notice by U.S. mail has been given to La Crosse.

vi. Such liability insurance shall indemnify La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers against loss from liability imposed by law upon, or assumed under contract by, Contracting Party for damages on account of such bodily injury, (including death), property damage personal injury, completed operations, and products liability.

vii. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations. The automobile liability policy shall cover all owned, non-owned, and hired vehicles.

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viii. All of the insurance shall be provided on policy forms and through companies satisfactory to La Crosse, and shall have a minimum AM Best's rating of A- VIII.

e. Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be declared to and approved by La Crosse.

f. Evidences of Insurance. Prior to execution of the Agreement, Contracting Party shall file with La Crosse a certificate of insurance (Accord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this Agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that coverage includes or has been modified to include all required provisions as detailed herein.

g. Sub-Contractor. In the event that Contracting Party employ other contractors (sub-contractors) as part of this Agreement, it shall be the Contracting Party's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

h. Amendments. La Crosse may amend its requirements for insurance upon sixty (60) days written notice. Contracting Party shall procure updated insurance to comply with the new requirements of La Crosse if commercially available and at La Crosse's expense. Contracting Party may appeal any requirement to amend the insurance coverage to La Crosse's City Council who may, in its sole discretion, mutually agree to waive such changes.

14. INDEMNIFICATION. To the fullest extent allowable by law, Contracting Party hereby indemnifies and shall defend and hold harmless, at Contracting Party's expense, La Crosse, its elected and appointed officials, committee members, officers, employees, authorized representatives and volunteers ("La Crosse Indemnitees") from and against third party tort suits, actions, legal or administrative proceedings, claims, costs and expenses (including, without limitation, reasonable attorney and professional fees) to the extent caused by the negligent acts, errors or omissions of Contracting Party, its subcontractors or of anyone acting under its direction or control or on its behalf in the performance of this Agreement. Contracting Party's defense obligation shall not apply to professional liability claims. The aforesaid indemnity and hold harmless agreement shall not be applicable to any liability to the extent caused by La Crosse, its elected and appointed officials, officers, employees or authorized representatives, consultants, contractors or volunteers in the performance of this Agreement. Contracting Party's obligation to indemnify, defend and hold harmless shall not be restricted to insurance proceeds, if any, received by La Crosse, its elected and appointed officials, officers, employees, authorized representatives or volunteers. Nothing in this Agreement is intended or shall be construed to be a waiver or estoppel of La Crosse or its insurer (or otherwise affect or alter their ability) to rely upon the limitations, defenses and immunities contained within Wis. Stat. §§ 345.05 and 893.80, or other applicable law. To the extent that indemnification is available and enforceable against La Crosse, (a) La Crosse or its insurer shall not be liable in indemnity, contribution, or otherwise for an amount greater than the limits of liability of municipal claims established by applicable Wisconsin or federal law; and (b) La Crosse's obligations under this Agreement are further conditioned upon the following: (i) the indemnified party shall promptly notify La Crosse in writing of any such claims, demands, liabilities, damages, costs and expenses within ten (10) days of discovery; (ii) La Crosse shall have sole control of, and the indemnified party shall reasonably cooperate in all respects, in the defense of the claims, demands, liabilities, damages, costs and expenses and all related settlement negotiations; and (iii) the indemnified party shall not make any admission or disclosure or otherwise take any action prejudicial to La Crosse except as required by law. Neither party shall be liable for indirect, special, exemplary, consequential or incidental damages, including, without limitation, any damages for lost profits, revenue or business interruption. The parties represent that, as of the effective date, neither party has any notice or knowledge of any claims, demands, liabilities, damages, costs and expenses asserted or threatened by any third party with respect to the matters contemplated in this Agreement. This indemnity provision shall survive the termination or expiration of this Agreement.

15. NO PERSONAL LIABILITY. Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of either party have any personal liability arising out of this Agreement, unless an employee of the Contracting Party shall commit a criminal, fraudulent, malicious, or dishonest act which is excluded from Contracting Party's insurance coverage.

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16. Intentionally omitted.

17. **INDEPENDENT CONTRACTORS.** The parties, their employees, agents, volunteers, and representative shall be deemed independent contractors of each other and shall in no way be deemed as a result of this Agreement to be employees of the other. The parties, their employees, agents, volunteers, and representatives are not entitled to any of the benefits that the other provides for its employees. The parties shall not be considered joint agents, joint ventures, or partners.

18. **GOVERNING LAW.** This Agreement and all questions and issues arising in connection herewith shall be governed by and construed in accordance with the laws of the State of Wisconsin. Venue for any action arising out of or in any way related to this Agreement shall be exclusively in La Crosse County, Wisconsin. Each party waives its right to challenge venue.

19. **JURY TRIAL WAIVER.** The parties hereby waive their respective rights to a jury trial on any claim or cause of action based upon or arising from or otherwise related to this Agreement. This waiver of right to trial by jury is given knowingly and voluntarily by the parties and is intended to encompass individually each instance and each issue as to which the right to a trial by jury would otherwise accrue. Each party is hereby authorized to file a copy of this section in any proceeding as conclusive evidence of this waiver by the other party.

20. **NOTIFICATION.** Parties shall:

(1) As soon as possible and in any event within a reasonable period of time after the occurrence of any event of default by either party, notify the other Party in writing of such default and set forth the details thereof and the action which is being taken or proposed to be taken by defaulting party to cure or mitigate the default.

(2) Promptly notify the other Party of the commencement of any litigation or administrative proceeding that would cause any representation contained in this Agreement to be untrue.

(3) If related to the performance of services and work under this Agreement, notify the other Party, and provide copies, immediately, upon receipt, of any notice, pleading, citation, indictment, complaint, order or decree from any federal, state or local government agency or regulatory body, asserting or alleging a circumstance or condition that requires or may require a financial contribution by a Party or any guarantor or an investigation, clean-up, removal, remedial action or other response by or on the part of a Party or any guarantor under any environmental laws, rules, regulations, ordinances or which seeks damages or civil, criminal or punitive penalties from or against a Party or any guarantor for an alleged violation of any environmental laws, rules, regulations or ordinances.

21. **SEVERABILITY.** The provisions of this Agreement are severable. If any provision or part of this Agreement or the application thereof to any person or circumstance shall be held by a court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part thereof to other persons or circumstances shall not be affected thereby.

22. **ASSIGNMENT, SUBLET, AND TRANSFER.** A Party shall not assign, sublet, or transfer its interests or obligations under the provisions of this Agreement without the prior written consent of the other Party. This Agreement shall be binding on the heirs, successors, and permitted assigns of each party hereto. A Party shall provide not less than forty-five (45) days advance written notice of request to assign, sublet or transfer any services provided under this Agreement. The decision to allow an assignment by Contracting Party rests solely with La Crosse, in its discretion

23. **NO WAIVER.** The failure of any party to insist, in any one or more instance, upon performance of any of the terms, covenants, or conditions of this Agreement shall not be construed as a waiver, or relinquishment of the future performance of any such term, covenant, or condition by any other party hereto but the obligation of such other party with respect to such future performance shall continue in full force and effect.

24. **SUBCONTRACTING.** None of the services to be performed under this Agreement shall be subcontracted without the

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prior written approval of La Crosse. If any of the services are subcontracted, the performance of such services shall be specified by written contract and shall be subject to each provision of this Agreement. Contracting Party shall be as fully responsible to La Crosse for the acts and omissions of its subcontractors and of person either directly or indirectly employed by them, as it is for acts and omissions of persons directly employed by it.

25. **CONFLICTS OF INTEREST.** Contracting Party covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. Contracting Party further covenants that in the performance of this Agreement no person having any conflicting interest shall be employed. Any interest on the part of Contracting Party or its employee must be disclosed to La Crosse

26. **NON-DISCRIMINATION.** Pursuant to law, it is unlawful and Contracting Party agrees not to willfully refuse to employ, to discharge, or to discriminate against any person otherwise qualified because of race, color, religion, sex, sexual orientation, age, disability, national origin or ancestry, lawful source of income, marital status, creed, or familial status; not to discriminate for the same reason in regard to tenure, terms, or conditions of employment, not to deny promotion or increase in compensation solely for these reasons; not to adopt or enforce any employment policy which discriminates between employees on account of race, color, religion, sex, creed, age, disability, national origin or ancestry, lawful source of income, marital status or familial status; not to seek such information as to any employee as a condition of employment; not to penalize any employee or discriminate in the selection of personnel for training, solely on the basis of race, color, religion, sex, sexual orientation, age, disability, national origin or ancestry, lawful source of income, marital status, creed or familial status. Contracting Party shall include or cause to be included in each subcontract covering any of the services to be performed under this Agreement a provision similar to the above paragraph, together with a clause requiring such insertion in further subcontracts that may in turn be made.

27. **POLITICAL ACTIVITIES.** Contracting Party employees shall not engage in any political activities within the City of La Crosse while in performance of any and all services and work under this Agreement. This does not apply to periods of time in which employee is not at work, or is billing other than La Crosse for his/ her time.

28. **GOVERNMENTAL APPROVALS.** Contracting Party acknowledges that various of the specific undertakings of La Crosse described in this Agreement may require approvals from the City of La Crosse Council, City of La Crosse bodies, and/or other public bodies, some of which may require public hearings and other legal proceedings as conditions precedent thereto. Contracting Party further acknowledges that this Agreement is subject to appropriation by the La Crosse Common Council. La Crosse's obligation to perform under this Agreement is conditioned upon obtaining all such approvals in the manner required by law. La Crosse cannot assure that all such approvals will be obtained, however, it agrees to use good faith efforts to obtain such approvals on a timely basis. . 2

9. **ENTIRE AND SUPERSEDING AGREEMENT.** This writing, all Exhibits hereto, and the other documents and agreements referenced herein, constitute the entire Agreement between the parties with respect to the subject matter hereof, and all prior agreements, correspondences, discussions and understandings of the parties (whether written or oral) are merged herein and made a part hereof. To the extent that any terms and conditions contained in this Agreement, all Exhibits hereto, and the other documents and agreement referenced herein conflict with these Standard Terms and Conditions, the Standard Terms and Conditions shall take precedence.

30. **AMENDMENT.** This Agreement shall be amended only by formal written supplementary amendment. No oral amendment of this Agreement shall be given any effect. All amendments to this Agreement shall be in writing executed by both parties.

31. **IMPLEMENTATION SCHEDULE AND TIME OF THE ESSENCE.** Any and all phases and schedules which are the subject of approvals, or as set forth herein, shall be governed by the principle that modification or deviation from such schedules shall occur only upon approval of La Crosse or reasons of Force Majeure. Any phase or schedule that is determined to be "time of the essence" shall be specifically identified as such within the scope of services. The Mayor, or in the Mayor's absence, the Council President, shall have the ability to postpone any deadline listed herein, up to a maximum of ninety (90) days. If such delays cause additional cost, Contracting Party shall be reimbursed.

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32. **TIME COMPUTATION.** Any period of time described in this Agreement by reference to a number of days includes Saturdays, Sundays, and any state or national holidays. Any period of time described in this Agreement by reference to a number of business days does not include Saturdays, Sundays or any state or national holidays. If the date or last date to perform any act or to give any notices is a Saturday, Sunday or state or national holiday, that act or notice may be timely performed or given on the next succeeding day which is not a Saturday, Sunday or state or national holiday.

33. **NOTICES.** Any notice, demand, certificate or other communication under this Agreement shall be given in writing and deemed effective: a) when personally delivered; b) three (3) days after deposit within the United States Postal Service, postage prepaid, certified, return receipt requested; or c) one (1) business day after deposit with a nationally recognized overnight courier service, addressed by name and to the party or person intended as follows: To the City: Attn. City Clerk Copy to: Attn. City Attorney City of La Crosse City of La Crosse 400 La Crosse Street 400 La Crosse Street La Crosse, WI 54601 La Crosse, WI 54601 Contracting Party shall identify in writing and provide to La Crosse the contact person and address for notices under this Agreement.

34. Intentionally omitted.

35. **ACCESS TO RECORDS.** Contracting Party, at its sole expense, shall maintain books, records, documents and other evidence pertinent to this Agreement in accordance with accepted applicable professional practices. La Crosse, or any of its duly authorized representatives, shall have access, at no cost to La Crosse, to such books, records, documents, papers or any records, including electronic, of Contracting Party which are pertinent to the hourly rates of pay and reimbursable costs under this Agreement, for the purpose of making audits, examinations, excerpts and transcriptions. Once deliverables are provided to La Crosse, additional copies will be provided for a fee.

36. **PUBLIC RECORDS LAW.** Contracting Party understands and acknowledges that La Crosse is subject to the Public Records Law of the State of Wisconsin. As such, Contracting Party agrees to retain all records as defined by Wisconsin Statute § 19.32(2) applicable to this Agreement for a period of not less than seven (7) years after the termination or expiration of this Agreement. Contracting Party agrees to assist La Crosse in complying with any public records request that La Crosse receives pertaining to this Agreement. If the requested record is not within that which is required to be produced by statute or other authority, then Contracting Party may object, and La Crosse will reject the request. Contracting Party shall seek to intervene in any subsequent public records lawsuit, writ of mandamus, or other action against La Crosse seeking to compel disclosure in order to dispute disclosure of the requested record. Contracting Party shall also cooperate and provide assistance to La Crosse, at no cost, in the defense of such lawsuit, writ or other action. If the request is upheld by a court of law, then Contracting Party will produce the records or indemnify and hold harmless La Crosse Indemnitees from any liability, including without limitation, attorney fees related to or in any way arising from Contracting Party's actions or omissions which contribute to La Crosse's inability to comply with the Public Records Law. In the event that Contracting Party decides not to retain its records for a period of seven (7) years, then it shall provide written notice to La Crosse whereupon La Crosse shall take custody of said records assuming such records are not already maintained by La Crosse. This provision shall survive the termination of this Agreement.

37. **CONSTRUCTION.** This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument to be drafted. This agreement shall be deemed to have been drafted by the parties of equal bargaining strength. The captions appearing at the first of each numbered section of this Agreement are inserted and included solely for convenience but shall never be considered or given any effect in construing this Agreement with the duties, obligations, or liabilities of the respective hereto or in ascertaining intent, if any questions of intent should arise. All terms and words used in this Agreement, whether singular or plural and regardless of the gender thereof, shall be deemed to include any other number and any other gender as the context may require.

38. **NO THIRD-PARTY BENEFICIARY.** Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party.

39. **COMPLIANCE WITH LAW.** The parties shall comply in all material respects with applicable federal, state and local laws, regulations and ordinances.



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40. **FORCE MAJEURE.** Neither Party shall be responsible for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industrywide shortage of materials, or by any other cause not within the control of the party whose performance was interfered with, and which exercise of reasonable diligence, such party is unable to prevent, whether of the class of causes hereinabove enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause.

41. **GOOD STANDING.** Contracting Party affirms that it is a company duly formed and validly existing and in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business. Contracting Party is duly licensed or qualified to do business and is in good standing in the State of Wisconsin and in all other jurisdictions in which failure to do so would have a material adverse effect on its business or financial condition.

42. **AUTHORITY.** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

43. **EXECUTION OF AGREEMENT.** Contracting Party shall sign and execute this Agreement on or before sixty (60) days of its approval by the La Crosse Common Council, and Contracting Party's failure to do so will render the approval of the Agreement by the La Crosse Common Council null and void unless otherwise authorized.

44. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, all of which shall be considered but one and the same agreements and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

45. **SURVIVAL.** All express representations, indemnifications and limitations of liability included in this Agreement will survive its completion or termination.

46. **COMPLIANCE WITH LAW.** Contracting Party agrees to abide by applicable federal, state and local laws, regulations and ordinances, and all provisions of this Agreement.

47. **RELIANCE.** Contracting Party has the right to reasonably rely on information provided by or through La Crosse.

Revised: 06.21.19



# Child Care Development Project

CITY OF LA CROSSE ARPA FUNDING

| Year 1 | July 15, 2022- July 14, 2023



## Achievement of Performance Goals

### **1. CHILD CARE DEVELOPMENT COORDINATOR POSITION**

The Child Care Development Coordinator position was filled as of August 29, 2022 with existing Parenting Place staff member, Michelle Sampson, whose position with another program was being eliminated. This position has led the coordination and facilitation of efforts within the City of La Crosse to assess and reduce the child care shortage. Activities are as follows.

#### **CHILD CARE SURVEY**

The Child Care Development Coordinator created and facilitated a child care survey to determine the current state of child care within the City of La Crosse with specific attention to child enrollment and staffing challenges. The resulting data report has been shared in the community and was used to determine grant and stipend amounts along with informing future work.

#### **COMMUNITY COLLABORATIONS AND ADVOCACY EFFORTS**

The Child Care Development Coordinator has joined various community collaboration meetings such as the W2 Steering Committee, state-wide Partner Up! meetings, and the Chamber of Commerce's Leadership La Crosse program. The Child Care Development Coordinator has also attended advocacy events and shared advocacy opportunities with local businesses and will co-present at an upcoming statewide conference for Human Resources professionals about the impact of child care on employee recruitment and retention.

#### **NAVIGATION SERVICES FOR NEW CHILD CARE PROGRAMS**

- Provided coaching and financial support to 1 group child care center to add 63 slots in the City of La Crosse (see "Start-Up Success Story" on page 4).
- Provided coaching and financial support to 1 family child care provider, adding 3 slots (which includes 3 children under the age of 2) in the City of La Crosse.

#### **BUSINESS AND COMMUNITY ENGAGEMENT**

##### **LOCAL CHILD CARE CONVERSATIONS**

The Child Care Development Coordinator has created and facilitated ongoing "Child Care Conversations" meetings with local businesses and community members to discuss innovative ways to support employees' needs while investing in child care. During these meetings, held in February and April so far, The Parenting Place has researched and shared different child care models that businesses in surrounding communities

have implemented. These meetings have consisted of individuals from a total of 10 business and community organizations.

#### INDIVIDUAL ENGAGEMENT MEETINGS

The Child Care Development Coordinator has engaged individually with local businesses and community members to discuss child care options and collaborate on child care needs in our community. During this time, The Child Care Development Coordinator has connected interested area businesses with others who are implementing various child care models and brainstormed innovative ways they could provide support. These meetings have consisted of individuals from 10 businesses and community organizations.

#### EMPLOYER CHILD CARE MODEL RESOURCE

The Child Care Development Coordinator is in the beginning stages of creating a resource for employers that lays out potential models that they can use to support their employees' child care needs. The Child Care Development Coordinator has used time during the "Child Care Conversations" meeting to learn the needs of local businesses and what information and supports they are looking for. The goal of this resource is for businesses to have the ability to look at a variety of models to determine the best option for their business.

## 2. RETENTION STRATEGIES

### RECRUITMENT AND RETENTION STIPENDS

The Child Care Development Coordinator designed and dispersed 27 recruitment and retention stipends in March 2023 to regulated child care providers within the City of La Crosse for a total of \$167,000.00. This included 8 group child care centers, 12 family child care providers, and 7 school age programs.

- o Maintain current staff wages: \$35,062.00 (30%)
- o Staff benefits: \$2,700 (2%)
- o Staff retention bonuses: \$72,398 (64%)
- o Professional development costs for both new and existing staff: \$2,282 (2%)
- o Recruitment bonuses and wage increase for new hires: \$857 (1%)

\*The above data is based on responses reported by May 31, 2023 (representing 68% of funding). Data will be updated when additional responses are received.

## Recruitment and Retention Impact Quotes:

Family Child Care Provider: *“It seems like every dime I earn goes back into maintaining the property or improvements to the child care to keep my business competitive to other homes. When there is a few extra dollars I want to squirrel every extra dollar away for future emergencies. This stipend I chose to put into retirement investments. I have not been able to invest much into retirement being a child care provider. The cost of maintaining my home far exceeds social security benefits.”*

## PROFESSIONAL DEVELOPMENT SUPPORT

The Child Care Development Coordinator helped to facilitate multiple professional development opportunities at The Parenting Place to support both potential child care providers and existing child care providers within The City of La Crosse. This includes the following trainings:

- 2 different required entry level trainings which included Introduction to the Child Care Profession and Skills and Strategies. Both were offered free of cost utilizing a Department of Children and Families funding source.
- Business practices for family child care providers (this training was created based off of the survey data collected) – coming June 2023
- Strengthening Families – which includes the mandated reporter training
- Pyramid Model (Supporting social and emotional competence in young children)

There were an additional 33 required health and safety trainings offered by The Parenting Place such as Abusive Head Trauma and CPR, along with trainings on curriculum, developmentally appropriate practice, health and nutrition, and many other topics.

## CHILD CARE RECOGNITION STRATEGIES

The Child Care Development Coordinator, along with fellow staff at The Parenting Place, planned and hosted a free child care appreciation event. Over 130 child care providers attended and were recognized for their achievements during a night of fun at Maple Grove Venues. This event included speakers from both the local and state level that shared their appreciation for the important work child care providers do and engaged financial support from businesses in La Crosse and surrounding communities.

## CHILD CARE PROVIDER UPDATES

The Child Care Development Coordinator provided quarterly updates to all existing child care providers within the City of La Crosse to share updates and request feedback. This included a scheduled evening event along with a newsletter that was sent to all regulated child care providers. The Child Care Development Coordinator

has also scheduled in-person meetings or phone calls with providers in The City of La Crosse to stay up-to-date on their needs.

### **3. START-UP AND EXPANSION STRATEGIES**

The Child Care Development Coordinator designed and distributed 2 rounds of child care start-up and expansion grants. This included a \$28,000 award to support the opening of a child care center in the City of La Crosse (see “Start-up Success Story” below) and \$920.27 to support a new in-home family child care provider.

#### **Retention Success Stories:**

##### **RED BALLOON CHILD CARE RE-OPENS CLOSED CLASSROOM**

When the COVID-19 pandemic hit in the spring of 2020 Red Balloon was forced to close 2 of their classrooms and reduce the capacity of 4 other classrooms by 50% due to staffing challenges and increased costs due to the pandemic. For nearly three years, the center was not able to re-open those classrooms due to staffing shortages. Then the center utilized City of La Crosse ARPA funding to support staff recruitment efforts. Due to this funding, the center was recently able to hire 3 assistant teacher qualified applicants and quickly move them into a teacher qualified position because they offered both a wage increase and a bonus for the completion of the required courses to obtain teacher qualifications. In May 2023, the center was finally able to re-open one of the classrooms and begin to fill another one of the classrooms that was operating at reduced capacity resulting in an increase of at least 10 slots in the City of La Crosse.

#### **Start-Up Success Story:**

##### **PRESCHOOL CHILD CARE**

In October of 2022 The Parenting Place was notified that a local child care center (not located within the City of La Crosse) was going to be closing their doors by the end of 2022 due to a lease ending. The Child Care Development Coordinator (Michelle Sampson) instantly reached out to the center and was able to begin providing supports immediately. The Director (Lisa Goodwin) explained that she was actively looking for a new location, but that was easier said than done. After touring many locations Lisa found a location with potential that was located within The City of La



Crosse. Michelle suggested that The Parenting Place's Pre-licensing Consultant also tour the building to give feedback on the construction that would need to be done to meet licensing requirements. During the tour, the current tenants (VARC Inc.) were at the tour and asked a few questions about child care. After the visit VARC reached out to Lisa to begin the conversation about a partnership. During this time, Michelle was invited (by a current parent at the child care center) to attend a parent meeting about finding child care. At this meeting, parents shared their fears and potential solutions for interim child care. Michelle provided insight into some of the legalities of caring for children both in-home and group child care settings. Michelle was also able to share resources on finding regulated child care and how The City of La Crosse ARPA funding could support the child care center moving forward in a new location.

After some conversations between The Director (Lisa Goodwin) and VARC, a partnership was formed! VARC acquired the child care center which allowed for an extensive remodel of the building to keep all 63 child care slots with the potential for additional slots in the future. This change also brought new opportunities such as benefits for employees along with the plan of creating an inclusive child care setting by caring for children with disabilities. The center received a start-up grant from The City of La Crosse ARPA funding for \$28,000.00 to help with the remodel. Michelle and the Pre-Licensing Consultant worked hand-in-hand with the center from beginning construction through the achievement of their license to provide input on space, materials, and connect them with other resources in the community. On Monday, May 8<sup>th</sup>, 2023 the child care center earned their child care license in their new space and they opened their doors on Monday, May 15<sup>th</sup>, 2023, adding 63 new slots in the City of La Crosse.

Attachment A: Contract Year-to-date Budget Comparison

Attachment B: Letter from Megan Tully of VARC, Inc.

Attachment C: Letter from Katie Green, Preschool Child Care Parent

Attachment D: Letter from Lisa Goodwin, Preschool Child Care

## Attachment A: Expenses through April 30, 2023

Expense	Budgeted	Actual through 4/30/2023	Notes
Staff Benefits & Compensation	\$ 72,954.00	\$53,739.32	Staff to implement program – year 1 of 4 years (includes wages and benefits for 1 FTE Coordinator position, limited data work and supervision/support)
Occupancy	\$ 2,047.00	\$5,784.43	Workspace and communication costs for staff (actual adjusted to include cleaning cost and depreciation)
Mileage Reimbursement	\$ 1,313.00	\$336.37	Mileage reimbursement for travel to providers, businesses, meetings
Professional Development	\$ 985.00	\$1014.51	Training to increase skills and knowledge of staff
Supplies	\$ 500.00	\$1007.65	Office supplies needed
Laptop	\$ 1,200.00	\$0	One time start-up cost for new staff
<b>Total Project Staff Cost</b>	<b>\$ 78,999.00</b>	<b>\$61,882.28</b>	<b>Total Project Staff Costs</b>
General Program Operations		\$5423.69	Added to capture copying/printing, postage, program supplies, dues/fees, risk insurance, audit
15% Administrative Costs	\$ 11,850.00	\$10,092.34	Administrative and back office support
<b>Total Implementation</b>	<b>\$ 90,849.00</b>	<b>\$77,398.31</b>	
Financial Support to child care businesses	\$ 183,000.00	\$167,000.00	Incentive to retain existing regulated child care providers thru bi-annual regulation maintenance awards
	\$ 37,500.00	\$0	Support expansion of existing regulated child care centers
	\$ 38,651.00	\$28,000.00	Start up support for new family child care and new child care center
<b>Total Year 1 Project Cost</b>	<b>\$ 350,000.00</b>	<b>\$272,398.31</b>	



# Attachment B

May 1, 2023

Dear Michelle,

I am writing to provide you with an update on our recent progress and exciting news regarding opening our daycare center.

We are pleased to share that we are scheduled for our State license review on May 8th. The Parenting Place has been instrumental in supporting our readiness for this appointment by providing us with pre-licensing services, consultation, access to resources, collaboration opportunities and additional funding options through the ARPA grant. This partnership has been and will continue to be invaluable in helping us build a strong foundation for success and create meaningful impact in our community.

As you know, it is common for funding to be a crucial factor in opening a daycare. The ARPA grant has been a much needed financial support in start-up costs associated with the remodel of our center to meet daycare licensing requirements.

We are grateful for the support of The Parenting Place and look forward to our continued collaboration with them to achieve our shared vision. We believe that our partnership will help us to be a top-choice daycare provider for the La Crosse community.

We would like to express our sincere appreciation to The Parenting Place for their support and for sharing our commitment to quality daycare providers. We are excited about the opportunities this partnership will bring and look forward to keeping you updated on our progress.

Thank you for your continued support.

Best regards,

Megan Tully

Director of Strategy, VARC



[www.varcinc.com](http://www.varcinc.com)

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**Juneau Division**

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**Monroe Division**

402 S. Black River St.  
Sparta, WI 54656  
Phone (608) 855-5008

## **Attachment C- Letter from Katie Green, Parent Preschool Childcare Center**

The Parenting Place is a critical resource in the La Crosse community. In October of this year, I got the news that our daycare center would be shutting down at the end of 2022 because they would no longer have a location. We have a 4, 2, and 1 year old who attend the Preschool Childcare Center, and this news was some of the most devastating news our family could receive. I was terrified, and my husband and I immediately started considering which one of us would have to quit our job and how we would afford our life if it came to that. My 4 year old has been thriving in the Pre-K program at Summit Environmental School, and we did not know how we would continue to provide transportation for him from daycare to 4K. 63 spots and 55 families were affected by this closure, and I was now tasked with finding daycare for three small children when there are waiting lists at most providers in the area.

Our daycare center provider and team desperately wanted to find a way to reopen and continue providing care for the children of the La Crosse area. The Parenting Place was instrumental in that process. The Parenting Place worked closely with our provider to help her find a new location and to support her and her staff with potential grant money to keep this center open and available for the families in La Crosse. We had a meeting with the staff, parents, the county, and the Parenting Place. The Parenting Place helped staff and families understand their options and support us through this tough time. They were also instrumental in helping our center to re-open in 2023. We are likely looking at less than a week of gap time between locations and service. They are an essential support for families, parents, providers, and employers in the La Crosse area.

Katie Green

Parent and Teacher at Central High School

## **Attachment D – Letter from Lisa Goodwin, Director of Preschool Child Care**

I started as the Director of the Preschool Childcare Center in 2012, and the Parenting Place has played a large role in helping me get to where I am today. When PCC joined Youngstar I didn't realize what an impact the Parenting Place would have on the way that I ran the Center. Not only with the consulting and trainings, but also just knowing that they were always there to help support me with anything that I would need.

After being located at the French Island location for 11 years and finding out that we would not be able to renew our lease, it became a very stressful time for me. I needed to find a place that our families and staff could relocate to. The Parenting place immediately jumped in and even started helping me look for a new location. They were there even if it meant just listening and giving support. The families of the Center played a large part as well. They started a parent group and held a meeting at the Center to brainstorm on how to keep us all together, and Michelle Sampson from the Parenting Place was there to help in any way she could. The Parents ended up working with some of our teachers to do a Nanny share, so they had care for their children and the teachers had an income while waiting for the transition.

Eventually a parent of the Center sent me a link for the VARC building, so my husband and I went to look at the building. After meeting with Liz Filter (the CEO of VARC) and Megan Tully (Director of Strategies of VARC) we went home and discussed things and decided that we wanted to put an offer in on the building, so we set up a time to meet with them again. Things took a surprising turn as I was approached with the idea of teaming up with VARC. After hearing the positive things that VARC had to offer our Staff and families, we went home to discuss things. Eventually we decided that teaming up with VARC would benefit everyone. VARC purchased PCC and I stayed on as the Director and we were able to keep the current staff.

The Parenting Place was there for me every step of the way, Michelle Sampson and Jan Burns came through the building and helped with ideas before construction and were there to help me through the licensing process as well. We are now licensed and have many of our families and staff back together and ready for a bright future!



# **CITY OF LA CROSSE**

**400 La Crosse Street  
La Crosse, Wisconsin 54601  
(608) 789-CITY  
[www.cityoflacrosse.org](http://www.cityoflacrosse.org)**

## LEGISLATION STAFF REPORT FOR COUNCIL

File ID            Caption

Staff/Department Responsible for Legislation

Requestor of Legislation

Location, if applicable

Summary/Purpose

Background

Fiscal Impact

Staff Recommendation



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0735

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**Agenda Date:**

**Version:** 1

**Status:** Agenda Ready

**In Control:** Economic and Community Development Commission

**File Type:** Review

**Agenda Number:**

# Sprinkler System Grants

## Fire Sprinkler Grant Program

### **SPRINKLER GRANT GOALS:**

The mission of this program is to increase fire safety, encourage residential development, assist in redeveloping under-utilized upper floors in the City of La Crosse's older buildings, and stimulate more mixed-use building in commercial buildings. This grant helps to provide financial support to carry out fire code enforcement and fire prevention measures for buildings within the city.

### **PROGRAM BENEFITS:**

This program will provide reimbursement grants up to a maximum amount of \$30,000, with a 50/50 match requirement. **All successful applicants must meet the program requirements and go through the approval process prior to beginning any work.** Preference will be given to historic buildings.

### **ELIGIBLE PROPERTIES AND SCOPE OF WORK:**

#### **Eligible Properties**

- Properties must be located within the City of La Crosse
- Buildings shall have been constructed 50 years ago or more
- Applicants must be property owners or building tenants obtaining written permission from the relevant property and/or land owner
- Project must meet all state and municipal codes
- Buildings are required by state or municipal code to install sprinkler systems
- Properties that have under-utilized and/or previously vacant spaces
- Located in a Qualified Census Tract or otherwise negatively impacted by the pandemic
- Are private and taxable

#### **Ineligible Properties**

- Properties with back taxes
- Building owners with back taxes on other properties
- Properties and/or Owners with outstanding citations/orders from Community Risk Management, unless this grant is being used to correct those violations
- Have any debt or municipal obligation due to the City

#### **Eligible Work & Expenses**

- Installation of sprinkler systems
- Alarm system and alarm system installation, in association with installation of sprinkler system

#### **Ineligible Work & Expenses**

- Fire safety community education programs
- Training on fire extinguishers
- Fire safety equipment that does not adhere to a fire service recognized standard
- Fire suppression equipment
- Fire-retardant house gels
- Kitchen suppression systems

## GRANT SELECTION CRITERIA:

### Buy Local

While not required, it is strongly recommended to hire local contractors and craftsmen to help support and strengthen the local economy.

### Applicant Checklist

Applicants should make sure to have all items in the list below included in their submission

- Fire Sprinkler Grant Application Form
- Design plan drawing(s) to scale
- Electronic photos with a key plan illustrating existing conditions
- Contractor's Opinion of Probable Cost/Estimate
- Anticipated work start and completion date

### How To Apply

- After confirming eligibility, the scope of work must be defined. This will require retaining the services of a professional for the design plan and could also include a Contractor to assist in preparing the "Opinion of Probable Cost."
- Fill out all required information on the application form and return to the Planning Dept. Please provide current contact information. If an area does not apply to your project simply write "N/A".
- The "Opinion of Probable Cost" shall list the work to be performed. A minimum of a 10% construction contingency to help cover unforeseen conditions may also be included.
- Submit electronic photographs depicting the existing conditions. (Please keep in mind that photos taken at the same location after project completion will be required prior to final disbursement of funds.)
- For further questions, contact Julie Emslie, Economic Development Administrator:  
[emsliej@cityoflacrosse.org](mailto:emsliej@cityoflacrosse.org), 608-789-7393

### Process for Award of Funds

- After the complete submittal has been received, it will be reviewed by City staff from Planning, CRM, and Engineering/Public Works.
- Applications are reviewed monthly after the 15<sup>th</sup> of the month. In order to be reviewed in any given month, complete applications must be received by the 1<sup>st</sup> of that month.
- Applicants will be notified if their project is "Conditionally Approved" or "Denied" by the 5<sup>th</sup> of the following month their project was reviewed. Applicants who are conditionally approved may receive items requiring action on their part.
- Portions of work on the project utilizing these funds can only begin after receiving a written Conditional Approval from the City.
- When all construction work is **COMPLETE**, request a Reimbursement Form from City Planning staff. All receipts and invoices paid in full must also be submitted (invoices should have an itemized breakdown of work done and show the cost of each item) with the completed Reimbursement Form. City staff will conduct a final inspection.
- After final review, if the completed project has met the requirements and a W-9 is completed, the City will release funding to the applicant.

### Other Program Specifics

- Grants will require a 50% match requirement from the applicant for the eligible work and expenses. For every dollar of grant funds used, at least one additional dollar must be paid toward the project from another source of funding.
- Applications with a residential component will be given priority.
- Grant award amounts are based on a per tax parcel basis.

- All photos, drawings and other documents shall be able to be used by the City for marketing and advertising purposes without any compensation to the Owner or other parties involved.
- Work that does not conform to the proposal submitted, reviewed and approved may be partially or totally rejected.
- Work done that does not comply with all State and Municipal codes will be rejected.
- Work on the project shall commence within 6 months. Projects not completed within 12 months of the date on conditional approval may have part or all of the funding denied. The property is required to be utilized within 6 months of project completion.
- Grant amounts may be reduced at the time of conditional approval due to insufficient funds being available.
- This grant and application process does not preclude or eliminate the City's Design Review process.

For questions and more information:

Julie Emslie, Economic Development Administrator (608) 789-7393 [emslij@cityoflacrosse.org](mailto:emslij@cityoflacrosse.org)





# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0739

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**Agenda Date:** 6/28/2023

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**In Control:** Planning & Development

**File Type:** General Item

**Agenda Number:**



# ***CITY OF LA CROSSE***

400 La Crosse Street  
La Crosse, Wisconsin 54601  
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## **LEGISLATION STAFF REPORT FOR COUNCIL**

File ID                      Caption

Staff/Department Responsible for Legislation

Requestor of Legislation

Location, if applicable

Summary/Purpose

Background

Fiscal Impact

Staff Recommendation







# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0740

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**Agenda Date:** 6/28/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Planning & Development

**File Type:** General Item

**Agenda Number:**



# ***CITY OF LA CROSSE***

400 La Crosse Street  
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[www.cityoflacrosse.org](http://www.cityoflacrosse.org)

## **LEGISLATION STAFF REPORT FOR COUNCIL**

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Staff/Department Responsible for Legislation

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Background

Fiscal Impact

Staff Recommendation









# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0746

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**Agenda Date:** 6/28/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Economic and Community Development Commission

**File Type:** General Item

**Agenda Number:**

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

#### **Neighborhood Revitalization**

- “ The City sold 3 homes, built in partnership with Western Technical College and Central HS. These homes will add about \$900,000 in tax base.
- “ Western and Central students helped build these City homes and invested over 1215 hours and gained critical trade skills. 80% of the Western graduates are working in the trades.
- “ The City incentivized 11 households to make significant repairs to their home, which equated to approximately \$286,797. 4 of the homes were located in the City’s NRSAs. The housing rehabilitation program and the Lead Safe Homes program ensure households are living decent, safe and sanitary homes. The housing rehabilitation program also assists households make their homes more energy efficient and allow elderly individuals to age in place.
- “ 301 property issues were identified by the City’s Chronic Nuisance Technician. The implementation of this program has resulted in landlords investing in their properties, through both property maintenance/repair and better property management practices.

#### **Affordable Housing**

City staff worked very diligently with developers to apply to for WHEDA tax credits in this last year. One project was awarded tax credits in 2022 and it includes 120 units of affordable housing including 100 units for seniors and 20 units families. The family units are 3 bedroom units. This project will break ground this calendar year and CDBG funds will be utilized in assisting this project. In addition, the 2023 WHEDA tax credit announcement was made in May 2023 and a 62 unit mixed use (including 13 targeted to households exiting homelessness, 39 affordable and 10 market rate units) was approved and CDBG funds will be utilized in this project as well.

#### **Economic Development**

WWBIC provided technical assistance to 91 micro-enterprise businesses. Couleecap launched a new retail incubator Collective on Main, to provide opportunities with reduced barriers for low-income, BIPGM (Black, Indigenous or People of the Global Majority)-owned, and women-owned entrepreneurs to successfully develop their businesses.

**Alleviate Poverty and Prevent Homelessness.**

Through its partner agencies, the City assisted **809** people to access emergency shelter or find housing. An additional **4456** youth and families received services (youth mentoring, access to fresh food, child abuse prevention, domestic violence, child care, Finding Home, etc.).

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administer CDBG/HOME Program	Administration	CDBG: \$ / HOME: \$ / CDBG-CV: \$	Other	Other	1	1	100.00%	1	1	100.00%
Alleviate poverty and increase self-reliance.	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8000	8409	105.11%	1685	4326	256.74%

Alleviate poverty and increase self-reliance.	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	110		50	51	102.00%
Alleviate poverty and increase self-reliance.	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	138		54	79	146.30%
Alleviate poverty and increase self-reliance.	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	0	1129		0	0	
Alleviate poverty and increase self-reliance.	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		50	51	102.00%
Child Care	Child Care	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	275	537	195.27%			

Child Care	Child Care	CDBG: \$/ CARES Act CV2 Funds: \$/ CDBG- CV: \$	Businesses assisted	Businesses Assisted	5	3	60.00%			
Code Enforcement	Code Enforcement	CDBG: \$/ HOME: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	400	1538	384.50%			
Covid-19 Emergency Response	Non-Housing Community Development	CARES Act CV2 Funds: \$	Other	Other	75	0	0.00%			
Improve Neighborhood Livability for Families	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	10794				
Improve Neighborhood Livability for Families	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	10000	0	0.00%			
Improve Neighborhood Livability for Families	Non-Housing Community Development	CDBG: \$	Other	Other	4	0	0.00%			

Increase affordable housing	Affordable Housing Homeless	CDBG: \$	Rental units constructed	Household Housing Unit	150	0	0.00%	40	0	0.00%
Increase affordable housing	Affordable Housing Homeless	CDBG: \$	Housing for Homeless added	Household Housing Unit	35	0	0.00%			
Increase affordable housing	Affordable Housing Homeless	CDBG: \$	Other	Other	1	0	0.00%			
Increase economic opportunities	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Jobs created/retained	Jobs	100	69	69.00%			
Increase economic opportunities	Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Businesses assisted	Businesses Assisted	100	280	280.00%	82	109	132.93%
Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	269				

Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	505		110	236	214.55%
Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	100	38	38.00%	0	0	
Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	3000	1429	47.63%	336	573	170.54%

Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Prevent and end homelessness	Homeless	CDBG: \$ / CARES Act CV2 Funds: \$ / CDBG-CV: \$	Homelessness Prevention	Persons Assisted	500	48	9.60%			
Repair aging housing infrastructure	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	25	0	0.00%			
Repair aging housing infrastructure	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	75	32	42.67%	15	8	53.33%
Replace or rehab dilapidated housing structures	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	15	10	66.67%	2	3	150.00%



Replace or rehab dilapidated housing structures	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%			
Replace or rehab dilapidated housing structures	Affordable Housing	CDBG: \$ / HOME: \$	Buildings Demolished	Buildings	15	6	40.00%			
Replace or rehab dilapidated housing structures	Affordable Housing	CDBG: \$ / HOME: \$	Other	Other	5	0	0.00%			

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

In 2022, the City of La Crosse invested \$1,724,726 in affordable housing, neighborhood revitalization, and economic development through Community Block Grant and HOME funded programs. The City earned \$720,843 in program income through repayments and sale of replacement housing homes. These funds leveraged an additional \$2,609,525 in funding from private, local or other federal funds. \$1.51 was leveraged for every dollar of HUD funds expended.

Due to lack of rental properties and rental rates, many households desire to become homeowners. The City sold 3 affordable homes through the Replacement Housing Program. These homes had anywhere from 8-10 applications for potential buyers. The City's Housing Rehabilitation program continues to have challenges due to workforce shortages. It is difficult to find available contractors in general, and fewer that desire to do rehabilitation work. This is why the City's Replacement housing program is so critically important because it provides job training for future

construction related trades in our community. This program trains approximately 40-60 students and about 80% of the students will seek employment with local businesses.

Like many Cities, households experiencing homelessness is an ongoing crisis. The Point In Time count last summer identified 243 people experiencing homelessness in the city. In addition, the La Crosse School District has reported an additional 100 families with school aged children without a stable residence. The City continues to utilize CDBG funding to provide case management, street outreach and shelter support.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	4,159	1
Black or African American	567	0
Asian	161	11
American Indian or American Native	43	0
Native Hawaiian or Other Pacific Islander	92	0
<b>Total</b>	<b>5,022</b>	<b>12</b>
Hispanic	186	0
Not Hispanic	4,873	12

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

In addition, the city served 20 American Indian & White, 6 Asian & White, 24 Black African American, and 274 Other Multi Racial Individuals.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,489,504	1,180,937
HOME	public - federal	543,789	

Table 3 - Resources Made Available

### Narrative

The HOME program received \$271,627 of Program Income and CDBG program received \$465,742 in Program Income. In addition, the city continues to look for opportunities to leverage these funds with other federal, state and local funding.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide Area	41		Nature of activities make it difficult to limit to one part of the city.
Northside Neighborhood Revitalization Strategy Area	41	2	
Southside Neighborhood Revitalization Strategy Area	18	2	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The housing rehabilitation program competed 8 projects with CDBG funding. Two of these projects were in the Southside NRSA and 2 in the Northside NRSA. Of the rehabilitation funding, 18% was utilized in the Northside NRSA and 33% in the Southside NRSA.

It is very difficult to track the poverty alleviation and homelessness assistance funding to a geographical area since these households are more transient. These households can often be found in a few of our parks downtown which is a part of our Southside NRSA. But because they don't have a specific address it makes is very difficult to track a location. Therefore more funds are committed to NRSA's then is demonstrated in this chart.

## Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

For every dollar of CDBG/HOME funds expended, the City leveraged \$1.51 of private, state or local fundings for a total of \$2,609,525.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	172,579
2. Match contributed during current Federal fiscal year	121,650
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	294,229
4. Match liability for current Federal fiscal year	39,154
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	255,075

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1316 5th Ave S	03/31/2023	0	0	0	0	40,290	0	0
1320 5th Ave S	03/31/2023	0	0	0	0	42,420	0	0
1508 Liberty St	03/31/2023	0	0	0	0	13,320	0	0
1701 Prospect Ave	03/31/2023	0	0	0	0	25,620	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**



## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	515	51
Number of Non-Homeless households to be provided affordable housing units	32	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>547</b>	<b>51</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	75	0
Number of households supported through The Production of New Units	25	3
Number of households supported through Rehab of Existing Units	15	8
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>115</b>	<b>11</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

City staff worked very dilligently with developers to apply for WHEDA tax credits in this last year. One project was awarded tax credits in 2022 and it includes 120 units of affordable housing including 100 units for seniors and 20 units for families. The family units are 3 bedroom units. This project will break ground this calendar year and CDBG funds will be utilized in assisting this project. In addition, the 2023 WHEDA tax credit announcement was made in May 2023 and a 62 unit mixed use (including 13 targeted to households exiting homelessness, 39 affordable and 10 market rate units) was approved and CDBG

funds will be utilized in this project as well. This project is expected to break ground in the spring of 2024. Without tax credits these projects are virtually impossible to cash flow so it is critical that we stay vigilant in pursuing these funding opportunities.

The housing rehabilitation program fell short of its goal of assisting 15 households with housing rehabilitation. The rehab program together served 11 households between CDBG and Lead Safe Home funds. The city is still experiencing a labor shortage and without more skilled trades in the workforce we will likely continue to struggle.

**Discuss how these outcomes will impact future annual action plans.**

The city is very excited about adding housing units in the River Point District. This district is anticipated to add over 800 additional units in the next 5 years. This will begin to help relieve pressure on the overall housing market, especially the rental market. The city will continue to find ways to incentive and assist low-to-moderate income households find and secure decent, safe and affordable housing. The city has launched a new program to provide landlords with some confidence in ensuring rent is paid and any damages are covered if they rent to people exiting homelessness.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	20	0
Low-income	15	0
Moderate-income	16	0
<b>Total</b>	<b>51</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The city continues to work with La Crosse County, local hospitals, schools, businesses and non-profits in partnership to improve this beautiful city for all residents.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City awarded funding to Independent Living Resources, Catholic Charities Warming Center, New Horizon and the YWCA-Ruth Housing.

Independent Living Resources - The Outreach team provides street outreach activities that connect people who are living on the streets, camping in unauthorized places or otherwise living in places not meant for human habitation to any necessary services- emergency medical or mental health services, assistance with accessing local shelter programs, help with housing search and placement programs, as well as help accessing basic needs support programs such as Food Share, Medical Assistance applications, WAFER, etc. These programs reached 236 individuals.

ILR: "Recently while providing outreach at Houska Park, one of the Homeless Outreach staff was approached by a resident of the park stating that she knows someone who is interested in going to Ruth House. The staff and the resident met with another woman at the park who had been sober for 3 weeks because she wanted to leave the park. The ILR staff coordinated the move with Ruth House staff to do intake, move her belongings to a safe area, and provide transportation to Ruth House. In less than a week the consumer had done intake with the ADRC to establish Family Care with Inclusa and was looking for employment. The staff supported the consumer in her endeavors with all of this and is currently on a very promising path to permanent housing."

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Catholic Charities Warming Center - The La Crosse Warming Center gives shelter to homeless adult men and women in La Crosse and allows them to come inside and stay warm during the winter months (November through April) during night hours. All guests at the center are treated with dignity and respect in a safe and warm environment. The center is open 7 days a week, including holidays, and can currently accommodate up to 34 individuals each night. In cases of extreme weather, the kitchen area of the center is opened to accommodate a few additional people. A warm meal is provided each evening as well as breakfast in the morning. 454 individuals were served by the warming center.

Warming Center: "We have a gentleman, by the name of Lucas, that has been presenting as homeless

from the onset of the season. Lucas does admit to being an active heroin user, when he first came through our doors of the Catholic Charities La Crosse Warming Center this season. Thankfully, within the first 2 months of our doors opening, he has been able to find a sense of security, community, and accountability that has fostered him into maintaining sobriety for 30 days. He attests to this being the longest that he has been clean in several years. He states that he knows that the staff of the Warming Center are "waiting" for him arrive each evening, and he has taken upon himself to be a beacon of hope and light for others staying in the shelter as well."

YWCA- Ruth House -Since 2005 Ruth House has provided emergency shelter to homeless women transitioning out of substance abuse treatment and/or homeless women still actively engaged in local (La Crosse) treatment. Ruth House implements gender-specific programming, provide one-on-one case management weekly, focuses on maintaining sobriety, accessing mainstream resources, and obtaining safe, permanent housing. Biweekly house meetings address household challenges and foster an environment of collective peer support, and working closely with other area housing agencies, shares community measurements, communication, and engagement.

Ruth House: "Our biggest success this past quarter was assisting "Susie" with housing and overcome the large barriers that prohibited her from doing this alone. Susie came to Ruth House with a recent eviction due to her AODA issues, active criminal charges that stemmed from fleeing a domestic violence situation. We were able to collaborate with Susie's care team to obtain an accurate back story to Susie's most recent struggles. With this, we were able to sit down with Susie, provide solid and comprehensive case management, and assist her in writing appeal letters for housing. With the aid of Ruth House staff, Susie's denial for PHA rental properties was overturned and she has the possibility of permanent, affordable housing."

The Ruth House served 30 individuals and New Horizon's served 89.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Boys and Girls Club - BGCGL programming is designed around three core pillars: academic success, character and leadership development and healthy lifestyles. While working with youth, staff are able to build relationships that help foster positive growth within our members. Now more than ever, youth need mental health and academic support. BGCGL is currently operating as an in-person academic resource center, focusing on serving high risk youth. This program not only helps keep kids on track with their academics but also provides the necessary support for kids' overall wellbeing.

Boys and Girls Club: "We continue to see so many successes with our southside members. Specifically, a

3rd grade member attending the Mathy Club started off the year struggling with several behaviors. This member was facing daily consequences for physical aggression, disrespect and disruption. This member was able to get signed up to work with our Youth and Family Service Specialist. This member now participates in a skills group and a compassion group. He shows kindness and respect towards staff and members and has built positive relationships with those around him. He goes out of his way to show that he is doing his job within the Club and has become a leader for his peers.”

Family and Children’s Center; Stepping Stones - Stepping Stones is a Child Advocacy Center of Family & Children’s Center in the city of La Crosse. The two primary components within Stepping Stones includes the Forensic Interview and the Family Advocacy (FA). The Forensic Interviewer (FI) is responsible for conducting the fact finding question and answer session with the alleged victim of abuse for the purpose of an investigation. The FA is responsible for meeting with the non-offending caregiver at the time of the interview and includes: an assessment of needs and safety, information and referral to community resources, information regarding crime victim rights, education regarding the investigation, prosecution and treatment, emotional/crisis support, and helps start the process for healing and recovery for all involved. This is done through mental health options and support referrals. The advocacy services continue for the family from the onset of an investigation through case disposition or until services are no longer needed. The FA is an integral and vital part of the multidisciplinary team (MDT) as this role serves as a liaison between the family and the MDT. The MDT has representatives from local disciplines that have a role in investigating Child Abuse and Vulnerable Adult Abuse cases.

Stepping Stones: “A mother and daughter were assaulted by mother's boyfriend some time ago. The daughter received a Forensic Interview here at Stepping Stones and the mom started working with our Family Advocate. Both mother and daughter were very traumatized by the situation and the prospect of testifying in Court was completely overwhelming. Through the support of our Family Advocate, support services were started and the healing began. The Advocate continued to support the mother daughter team, and when it came time this past quarter to finally go to Court, they were able to be present, give testimony, and see justice.”

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Couleecap Inc Supportive Housing - Couleecap's Supportive Housing Programs (Housing First and Housing First II Programs) provide leasing, housing, and extensive supportive services to individuals and families who are chronically homeless in La Crosse. Most people were living on the streets or in local shelters prior to entering Couleecap's Permanent Supportive Housing Programs. The primary goals of the Supportive Housing Programs are to move people from homelessness to self-sufficiency. Case

managers meet with participants at least weekly to address areas such as money management/budgeting, tenant/landlord relationships, parenting, apartment upkeep, employment, mental health treatment and other barriers to self-sufficiency and stable housing.

Couleecap Supportive Housing: “Matt, who has struggled for several years with sobriety, was able to pursue treatment now that he has housing through our PSH program. Matt expressed that for the first time in years he is at a place to address his sobriety and he finally feels like he has the support he needs to be successful. While treatment for any addiction can be a difficult path, but Matt is thankful for the support he receives from his Case Manager, who helped Matt to connect with treatment services, who worked with Matt to sign the appropriate paperwork and submit the correct documents, and who helped to arrange transportation.”

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City is not a PHA. The City provides funding to Couleecap and La Crosse Area Family Collaborative (LAFC) who provide supportive services to tenants located in the housing authority. The LAFC utilized CDBG funding which supported The Hintgen-Huber Pilot Project (a La Crosse Housing Authority neighborhood), which was in place the past two years, to continue. The dramatic success of the pilot has created an environment impossible to walk away from. A flood of community concerns necessitated an innovative response. Neighborhood residents and families of the Huber Homes development joined forces with program partners to combine the effective models of community action, neighborhood social work, afterschool programming and neighborhood policing, all with a direct linkage to Hintgen Elementary School and the City Housing Authority. A neighborhood social worker (NSW), was embedded in the neighborhood, a neighborhood team was formed consisting of the NSW, school personnel, neighborhood resource officers (NRO) and other providers, a shuttered community center was reopened for community gatherings and daily after school programming was offered at the center. This project supported the 125 residents of Huber Homes (singles, elderly, families and children) and expanded to also support the 269 children, and their households/families, that attend Hintgen Elementary School. Supports provided year round include; holistic case management providing mental health navigation, resources, support and advocacy, afterschool and summer programming for kids, neighborhood policing, community center events and programming, tenant rights, and integration with schools and the Housing Authority.

This project has seen many significant impacts including a 58% reduction in school office discipline, 70% of neighborhood children participating in afterschool programming, 33% reduction in student truancy, 80% reduction in Child Protective Referrals, and a decrease in police calls and arrests. Because of these successes, this model will be duplicated in another PHA neighborhood in PY 2023.

Program staff also meet with the PHA staff annual and work together to identify gaps in services to individuals and families.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

Our partner Agencies offer financial education courses such as money smart, budgeting, and credit counseling. Some also offer homebuyer education courses and down payment assistance programs. One Partner that has been funded with CDBG funds has even taken this a step further and guarantee's a mortgage loan upon graduation from the program "Finding Home."

### **Actions taken to provide assistance to troubled PHAs**

The La Crosse Housing Authority is not a troubled PHA.

### **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The City formed a formal Racial Equity Team that is focused on addressing barriers in obtaining housing assistance and employment, participation in recreational programs and economic opportunities.

The City is currently updating its Comprehensive Plan that includes a review of housing needs in our community. In addition, the city is planning to conduct a housing study in PY 2023 that will include a review of barriers including: identifying and examining potential barriers to zoning ordinance and/or other policies governing housing development, perform a land suitability assessment to identify potential housing sites and compile a list of funding/financial options aimed at addressing the identified housing needs and gaps.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City created an Affordable Housing Revolving Loan Program with tax increment financing, CDBG and American Rescue Plan Act funds to assist covering the gap on low income housing credit projects and other affordable housing developments. Program staff have also been working very closely with developers to attract and score well on WHEDA tax applications.

The City is currently assessing the needs of the community through its Comprehensive Plan update. This is an in-depth plan that will review zoning ordinances, multifamily design requirements, off street parking requirements, growth limitations and much more. Once the plan is complete the city will begin to take action steps to address any barriers.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City operates a Lead Safe Homes program with funding from Wisconsin Department of Health Services. The City completed 4 lead safe homes projects in program year 2022. This program also assists in providing training for certified Lead Abatement personnel. The City intends to continue this program and maximize our financial ability to make homes lead-safe.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Hunger Task Force, Kane Street Garden - The community garden will plant and grow fruits and vegetables, utilize the Hunger Task Force food warehouse for additional food items, and offer free distribution three times a week during harvest season. The Garden Coordinator and the Garden Educator served over 1100 recipients with free produce and education related to growing skills,



mulching, composting, food safety and nutrition, and safe food handling. Additional lessons were taught in the new ADA Accessible area, reaching primarily disabled individuals.

WAFER - WAFER's "Food Distribution Outreach" (FDO) program is pre-packed standard food package delivery to homebound seniors aged 60+ and food package selection (utilizing the "client choice model" in non-pandemic circumstances) via the Mobile Food Pantry (MFP) for people living in the City of La Crosse and brought directly to them. The MFP is a distinctive and cutting-edge vehicle designed like a brick and mortar food pantry, but on wheels. The MFP carries all contents of the standard food package like dry goods, but also carries fresh and frozen items such as dairy, meat, and produce in freezers and coolers.

WAFER: "VW and husband are both over the age of 60 and participate in the package delivery program. They live in a second floor apartment with no elevator serving their floor, and they are both disabled. VW told WAFER staff that she is unable to get up the stairs carrying groceries. WAFER volunteers deliver the food package (canned goods, dairy items, baked goods, meat, and produce) directly to their second floor door."

#### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City continues to support the La Crosse Area Family Collaborative (providing neighborhood social workers to housing authority residents and families) and Coulee Collaborative to End Homelessness (the system of coordinated care entry). The efforts to address homelessness in La Crosse continue to be a priority. The City hired the first Homeless Services Coordinator in 2021 to advance the city's efforts to ending homelessness. This position is responsible for collaborating with public, private, non-profit, philanthropic, social service agencies, jail and criminal support staff, faith based, healthcare, and veterans' services, and community volunteers to help end homelessness. It will also coordinate, track, and build upon outcomes to prevent homelessness and achieve functional zero on all subpopulations. In addition, the REACH center was opened to assist with housing navigation, homeless prevention, mental/AODA support, healthcare, and violence prevention all in one location.

#### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The Coulee Collaborative to End Homelessness (CCEH) is encouraging landlords to collaborate and take part on working to end homelessness. The CCEH developed a landlord liaison position that is provide social services and assist in accessing supportive services for tenants who are struggling to maintain housing. The liaison will be responsible to reach out to landlords and educate them on how they can assist their tenants. The landlords will also be encouraged to accept Section-8 Housing Vouchers, knowing that they will be working with a Social Worker to overcome their barriers.

The City's Homeless Service Coordinator also oversees a Landlord Mitigation Program to increase the number of rental opportunities for individuals/families who are currently experiencing homelessness

within the city. This program is designed to reduce risk to landlords who agree to rent to clients who may have a poor rental history and/or other barriers that may traditionally be considered grounds to decline a rental application.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

**Impediment 1: Affordable Housing Needs Disproportionately Affect Protected Classes:** The City launched an Affordable Housing Revolving Loan Fund Program, which will provide developers a subsidy for their affordable housing units. This program started with Tax Increment Financing funds and was expanded in December 2022 to include CDBG and ARPA funding. Currently 2 projects have been approved for funding for a total of \$3 million to create 182 units of housing. These 2 projects are expected to break ground in late 2023 and early 2024.

**Impediment 2: Regional Mobility Options are limited:** Discuss campaign with stakeholders and Housing Authorities to recruit people into the Housing Choice Voucher Program. CCEH hired a Landlord Liaison that will assist with this. As City and County comprehensive plans and other local or regional transportation plans are in the process of being developed. The City's Bicycle Pedestrian Plan was approved and bike share stations were installed throughout the Downtown/University area of La Crosse. Expansion of this program is in the works.

**Impediment 3: Poor rental housing conditions limit access to quality housing:**The City used CDBG Funds to hire a chronic nuisance technician. This has resulted in landlords investing in their properties, through both property maintenance/repair and better property management practices. The Chronic Nuisance Technician has also created relationships with Landlords and Property Management Companies that leads to compliance in all of the rental properties they manage, not just the Nuisance Properties. They have also been able provide resources to landlords on property management, social services for tenants and tenant supportive services.

**Impediment 4: Accessible Housing for People with Disabilities is in Short Supply:**Consider opportunities to incentivize construction of new accessible housing units for people with disabilities. The City of La Crosse continues to support large-scale projects to support housing that is ADA accessible. The City's Housing Rehabilitation Program has addressed accessible needs for homeowners.

**Impediment 5: Racial Disparities Exist in Access to Homeownership:** The City' Racial Equity committee completed an internal and external survey around equity. One of the largest identified needs from the external survey was around better communication and lack of materials in languages other than English. Currently the committee is reviewing options to increase materials in other languages. Another large need supported by the external survey was around housing. Interesting though, this was a very split topic. Either the people who need housing see it as a top priority or the people who don't need housing don't see it as an issue at all. Finally, the third identified need was ensuring the public is aware of services the city and community offer. Those services range from computer/internet access at the

local libraries to food insecurity and organizations like WAFER.

The City allocated funding to Marine Credit Union Foundation that will employ an individual that work towards Increasing Homeownership Diversity and providing Financial Literacy Counseling to Diverse Groups. Altra Federal Credit Union has also developed a Diversity Committee to educate their employees in racial disparities and formulate solutions to educate diverse groups in homeownership, financial literacy, credit counseling, etc.

A Fair Housing brochure was mailed to every address within the city to education landlords, tenants and the general public on fair housing and addressed steps people can take if they feel they have been discriminated against.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City's Finance Department hires an independent auditor, annually, to review the internal CDBG/HOME programs. Projects funded through CDBG are subject to monitoring. All sub-recipients, including public service and business assistance/technical assistance are monitored regularly through the quarterly reporting and financial invoicing per the contract. Each report provides the number of clients assisted and a narrative of the activity for the reporting period. Staff review these reports to ensure the grantee is on target to meet their goals as well as work with each one to ensure proper financial documentation is being maintained. Staff also conducted one on-site monitoring visit selected through the risk analysis.

Coulecap and WWBIC specifically provide supports to micro-entrepreneurs and minority & women owned businesses. WWBIC provided technical assistance to 91 micro-enterprise businesses. Coulecap launched a new retail incubator Collective on Main, to provide opportunities with reduced barriers for low-income, BIPGM (Black, Indigenous or People of the Global Majority)-owned, and women-owned entrepreneurs to successfully develop their businesses.

The housing rehabilitation program continues to market opportunities for all contractors to work in the program including minority businesses.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City publishes an advertisement in the newspaper to inform citizens that the CAPER is available to the public for their review and comments for 15-days. The CAPER is also published on the City's Website and presented to the Economic and Community Development Commission for their Review. The Economic and Community Development Commission meeting is also noticed to the Public and the area media outlets. All CDBG/HOME grantees are invited to the meeting and provided with the agenda and access to the report. Meetings are held both in-person and virtually to encourage maximum participation.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City finished its ConPlan for 2020-2024. This revealed many of the same objectives as previous years but with a slightly different goal. The City will continue its efforts to address housing quality and affordability by continuing our current efforts and by developing a regional affordable housing plan. Economic Development was also a priority; however, specifically relating to Staff retention for and access to affordable child care/ early learning centers. Grants have been issued to Child Care Businesses to ensure that they were able to retain employees during COVID. Staff is also on the Preschool Development Group that is focuses on increasing the number of child care facilities in the County.

The City’s Community Development Administrator has been addressing issues around ending homelessness in La Crosse. With the deployment of COVID Funding and the American Recovery Plan Funds, the City continues to prioritize these needs within the community.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 24 CFR 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

No rental inspections required during this reporting period.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

The City of La Crosse advertises its homes for sale on the multiple listing service as well as the City's website. Staff ensure agencies that provide homebuyer education and down payment assistance who are regularly working with potential homebuyers are aware when a HOME funded new construction is available for purchase. Staff also continue to build relationships with local realtors and financial institutions to help them understand the programs and opportunities available within the city.

### **Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

The City of La Crosse completed 3 new construction projects in this reporting year. The program expended \$271,627 in HOME program income to subsidize single-family owner-occupied projects and for program administration.

### **Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)**

*Staff worked very closely with developers to secure WHEDA tax credits and are very excited for the opportunity to see 2 projects funded in the last 2 rounds of funding for a total of 182 new units of housing.*

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	8	3	0	0	0
Total Labor Hours	1,958				
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 14 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	1				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.	1				
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**Table 15 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

Contractor's recruit through the greater La Crosse County area. Contractors also reach out to the 2 housing program graduates from Western Technical College and Central High School. Due to worker shortage in the trades, contractors struggle to find any available work force.



# Attachment

## PR 26

	Office of Community Planning and Development U.S. Department of Housing and Urban Development Integrated Disbursement and Information System PR26 - CDBG Financial Summary Report Program Year 2022 LA CROSSE , WI	DATE: 06-01-23 TIME: 17:28 PAGE: 1
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**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	859,504.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	465,742.18
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,325,246.18

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	872,689.27
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	872,689.27
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	308,248.15
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,180,937.42
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	144,308.76

**PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	872,689.27
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	872,689.27
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	276,102.84
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(37,587.22)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	238,515.62
32 ENTITLEMENT GRANT	859,504.00
33 PRIOR YEAR PROGRAM INCOME	730,605.05
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,590,109.05
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.00%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	308,248.15
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(204,113.08)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	104,135.07
42 ENTITLEMENT GRANT	859,504.00
43 CURRENT YEAR PROGRAM INCOME	465,742.18
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,325,246.18
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	7.86%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Target Area Type	Drawn Amount
2020	12	3164	6648365	529 Winnebago St CHDO	12	LWH	Strategy area	\$50,412.00
<b>Total</b>								<b>\$50,412.00</b>

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2020	5	3172	6648365	Couleeap Supportive Housing	03T	LWC	\$12,411.77	
2022	5	3206	6701103	Catholic Charities Warming Center	03T	LWC	\$4,941.49	
2022	5	3206	6762249	Catholic Charities Warming Center	03T	LWC	\$15,058.51	
2022	5	3224	6721696	Independent Living Resources	03T	LWC	\$3,367.65	
2022	5	3224	6726430	Independent Living Resources	03T	LWC	\$14,026.55	
2022	5	3224	6762249	Independent Living Resources	03T	LWC	\$7,605.44	
2022	6	3207	6701103	Couleeap Supportive Housing	03T	LWC	\$1,462.23	
2022	6	3207	6721696	Couleeap Supportive Housing	03T	LWC	\$1,051.63	
2022	6	3207	6762249	Couleeap Supportive Housing	03T	LWC	\$22,486.14	
2022	6	3208	6701103	La Crosse County Family Collaborative	03T	LWC	\$6,333.00	
2022	6	3208	6762249	La Crosse County Family Collaborative	03T	LWC	\$16,667.00	
							<b>03T Matrix Code</b>	<b>\$107,411.41</b>
2021	3	3184	6648365	1709 29th St S	04	LWH	\$1,213.48	
2021	3	3184	6701145	1709 29th St S	04	LWH	\$31,689.00	
2022	2	3221	6701145	1701 Prospect St	04	LWH	\$57,454.41	
							<b>04 Matrix Code</b>	<b>\$90,356.89</b>
2022	6	3225	6762249	WAFER	05A	LWC	\$15,000.00	
							<b>05A Matrix Code</b>	<b>\$15,000.00</b>
2020	6	3102	6648365	Big Brothers Big Sisters At Youth Mentoring	05D	LWC	\$10,000.00	
2022	6	3205	6701103	Boys and Girls Club	05D	LWC	\$19,696.33	
2022	6	3205	6726430	Boys and Girls Club	05D	LWC	\$5,303.67	
							<b>05D Matrix Code</b>	<b>\$35,000.00</b>
2022	5	3213	6701103	YWCA Ruth House	05F	LWC	\$6,443.58	
2022	5	3213	6762249	YWCA Ruth House	05F	LWC	\$14,318.92	
							<b>05F Matrix Code</b>	<b>\$20,762.50</b>
2022	5	3210	6721696	New Horizons Shelter and Outreach Centers, Inc	05G	LWC	\$6,553.00	
2022	5	3210	6762249	New Horizons Shelter and Outreach Centers, Inc	05G	LWC	\$18,447.00	
							<b>05G Matrix Code</b>	<b>\$25,000.00</b>
2022	6	3211	6701103	Stepping Stones (Family and Children's Center)	05N	LWC	\$7,927.16	
2022	6	3211	6726430	Stepping Stones (Family and Children's Center)	05N	LWC	\$3,803.48	
2022	6	3211	6762249	Stepping Stones (Family and Children's Center)	05N	LWC	\$3,269.36	
							<b>05N Matrix Code</b>	<b>\$15,000.00</b>
2021	7	3174	6648365	Marine CU Homebuyer Downpayment Assistance	05R	LWH	\$12,412.95	
2022	6	3209	6762249	Marine CU Homebuyer Downpayment Assistance	05R	LWH	\$21,515.88	
							<b>05R Matrix Code</b>	<b>\$33,928.93</b>
2022	6	3212	6701103	Kane Street Garden	05W	LWC	\$7,465.00	
2022	6	3212	6721696	Kane Street Garden	05W	LWC	\$13,352.00	
2022	6	3212	6762249	Kane Street Garden	05W	LWC	\$3,183.00	
							<b>05W Matrix Code</b>	<b>\$24,000.00</b>
2020	12	3164	6648365	529 Winnebago St CHDO	12	LWH	\$50,412.00	
							<b>12 Matrix Code</b>	<b>\$50,412.00</b>
2021	3	3190	6726519	1508 Liberty St - Construction	13B	LWH	\$147,000.00	
							<b>13B Matrix Code</b>	<b>\$147,000.00</b>
2021	2	3165	6648365	Housing Rehabilitation	14A	LWH	\$20,991.30	
2021	2	3165	6701199	Housing Rehabilitation	14A	LWH	\$76,200.04	
2021	2	3165	6721709	Housing Rehabilitation	14A	LWH	\$26,946.06	
2021	2	3165	6726438	Housing Rehabilitation	14A	LWH	\$150.04	
2021	2	3165	6762254	Housing Rehabilitation	14A	LWH	\$40,693.07	
							<b>14A Matrix Code</b>	<b>\$164,980.51</b>
2021	2	3166	6701199	Housing Rehabilitation Administration	14H	LWH	\$33,979.14	



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	2	3166	6721709	Housing Rehabilitation Administration	14H	LWH	\$17,987.19
2021	2	3166	6726438	Housing Rehabilitation Administration	14H	LWH	\$297.69
2021	2	3166	6762254	Housing Rehabilitation Administration	14H	LWH	\$20,321.56
					<b>14H</b>	<b>Matrix Code</b>	<b>\$72,585.58</b>
2022	2	3220	6701145	Replacement Housing Project Delivery (2022)	14J	LWH	\$62.79
2022	2	3220	6726440	Replacement Housing Project Delivery (2022)	14J	LWH	\$60.00
2022	2	3220	6762258	Replacement Housing Project Delivery (2022)	14J	LWH	\$447.50
					<b>14J</b>	<b>Matrix Code</b>	<b>\$600.29</b>
2019	8	3071	6648365	Chronic Nuisance Technician	15	LMA	\$2,857.41
2019	8	3071	6701103	Chronic Nuisance Technician	15	LMA	\$9,699.39
2019	8	3071	6721696	Chronic Nuisance Technician	15	LMA	\$4,272.28
					<b>15</b>	<b>Matrix Code</b>	<b>\$16,829.08</b>
2020	13	3189	6701108	Burn Boot Camp - State Rd	18A	LNU	\$2,741.67
					<b>18A</b>	<b>Matrix Code</b>	<b>\$2,741.67</b>
2021	5	3182	6648365	Wisconsin Women's Business Initiative Corporation	18B	LMCSV	\$1,546.91
2022	4	3214	6762249	CouleeCap, Inc. Micro Development	18B	LMCSV	\$10,482.31
2022	4	3215	6762249	Wisconsin Women's Business Initiative Corporation	18B	LMCSV	\$35,000.00
					<b>18B</b>	<b>Matrix Code</b>	<b>\$47,039.22</b>
2021	5	3200	6701120	MOBA - SmashTyme	18C	LNCMC	\$1,441.10
2021	5	3201	6701120	MOBA - Your True Essence	18C	LMA	\$1,222.71
2021	5	3201	6721703	MOBA - Your True Essence	18C	LMA	\$1,377.38
					<b>18C</b>	<b>Matrix Code</b>	<b>\$4,041.19</b>
<b>Total</b>							<b>\$872,689.27</b>

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2020	5	3172	6648365	No	CouleeCap Supportive Housing	B21MC550004	EN	03T	LWC	\$12,411.77
2022	5	3206	6701103	No	Catholic Charities Warming Center	B22MC550004	EN	03T	LWC	\$4,941.49
2022	5	3206	6762249	No	Catholic Charities Warming Center	B22MC550004	EN	03T	LWC	\$15,058.51
2022	5	3224	6721696	Yes	Independent Living Resources	B22MC550004	EN	03T	LWC	\$3,367.65
2022	5	3224	6726430	Yes	Independent Living Resources	B22MC550004	EN	03T	LWC	\$14,026.55
2022	5	3224	6762249	Yes	Independent Living Resources	B22MC550004	EN	03T	LWC	\$7,605.44
2022	6	3207	6701103	No	CouleeCap Supportive Housing	B22MC550004	EN	03T	LWC	\$1,462.23
2022	6	3207	6721696	No	CouleeCap Supportive Housing	B22MC550004	EN	03T	LWC	\$1,051.63
2022	6	3207	6762249	No	CouleeCap Supportive Housing	B22MC550004	EN	03T	LWC	\$22,496.14
2022	6	3208	6701103	No	La Crosse County Family Collaborative	B22MC550004	EN	03T	LWC	\$8,333.00
2022	6	3208	6762249	No	La Crosse County Family Collaborative	B22MC550004	EN	03T	LWC	\$16,667.00
								<b>03T</b>	<b>Matrix Code</b>	<b>\$107,411.41</b>
2022	6	3225	6762249	No	WAPER	B22MC550004	EN	05A	LWC	\$15,000.00
								<b>05A</b>	<b>Matrix Code</b>	<b>\$15,000.00</b>
2020	6	3102	6648365	No	Big Brothers Big Sisters At Youth Mentoring	B20MC550004	EN	05D	LWC	\$10,000.00
2022	6	3205	6701103	No	Boys and Girls Club	B22MC550004	EN	05D	LWC	\$19,696.33
2022	6	3205	6726430	No	Boys and Girls Club	B22MC550004	EN	05D	LWC	\$5,303.67
								<b>05D</b>	<b>Matrix Code</b>	<b>\$35,000.00</b>
2022	5	3213	6701103	No	YWCA Ruth House	B21MC550004	EN	05F	LWC	\$2,762.50
2022	5	3213	6701103	No	YWCA Ruth House	B22MC550004	EN	05F	LWC	\$3,681.08
2022	5	3213	6762249	No	YWCA Ruth House	B22MC550004	EN	05F	LWC	\$14,318.92
								<b>05F</b>	<b>Matrix Code</b>	<b>\$20,762.50</b>
2022	5	3210	6721696	No	New Horizons Shelter and Outreach Centers, Inc	B22MC550004	EN	05G	LWC	\$6,553.00
2022	5	3210	6762249	No	New Horizons Shelter and Outreach Centers, Inc	B22MC550004	EN	05G	LWC	\$18,447.00
								<b>05G</b>	<b>Matrix Code</b>	<b>\$25,000.00</b>
2022	6	3211	6701103	No	Stepping Stones (Family and Children's Center)	B22MC550004	EN	05N	LWC	\$7,927.16
2022	6	3211	6726430	No	Stepping Stones (Family and Children's Center)	B22MC550004	EN	05N	LWC	\$3,803.48
2022	6	3211	6762249	No	Stepping Stones (Family and Children's Center)	B22MC550004	EN	05N	LWC	\$3,269.36
								<b>05N</b>	<b>Matrix Code</b>	<b>\$15,000.00</b>
2021	7	3174	6648365	No	Marine CU Homebuyer Downpayment Assistance	B21MC550004	EN	05R	LWH	\$12,412.95
2022	6	3209	6762249	No	Marine CU Homebuyer Downpayment Assistance	B22MC550004	EN	05R	LWH	\$21,515.88
								<b>05R</b>	<b>Matrix Code</b>	<b>\$33,928.83</b>
2022	6	3212	6701103	No	Kane Street Garden	B22MC550004	EN	05W	LWC	\$7,465.00
2022	6	3212	6721696	No	Kane Street Garden	B22MC550004	EN	05W	LWC	\$13,352.00
2022	6	3212	6762249	No	Kane Street Garden	B22MC550004	EN	05W	LWC	\$3,183.00
								<b>05W</b>	<b>Matrix Code</b>	<b>\$24,000.00</b>
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$251,103.20
				Yes	Activity to prevent, prepare for, and respond to Coronavirus					\$24,999.64



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Activity Name Coronavirus	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
<b>Total</b>									<b>\$276,102.84</b>

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	8	3181	6721700	Planning (A & E)	20		\$5,600.00
2021	8	3181	6726430	Planning (A & E)	20		\$4,160.00
2021	8	3186	6648365	Comprehensive Plan	20		\$4,675.59
2021	8	3186	6701103	Comprehensive Plan	20		\$45,324.41
							<b>\$59,760.00</b>
2021	8	3173	6648365	CDBG/HOME Administration	21A	Matrix Code	\$1,379.50
2021	8	3173	6701103	CDBG/HOME Administration	21A		\$92,919.51
2021	8	3173	6726430	CDBG/HOME Administration	21A		\$90,054.07
2022	7	3217	6721696	CDBG/HOME Administration	21A		\$954.50
2022	7	3217	6726430	CDBG/HOME Administration	21A		\$17,994.80
2022	7	3217	6762346	CDBG/HOME Administration	21A		\$85,185.77
							<b>\$248,488.15</b>
<b>Total</b>							<b>\$308,248.15</b>

## PR 26 Adjustments

### PR26 Adjustments

The following adjustments were made to the PR26.

1. Reduced Public Service by \$37,587.22. The following activities were funded by different program years:
  - Activity 3172 for \$12,411.77 – Funded with 2020 allocation.
  - Activity 3102 for \$10,000 – Funded with 2020 allocation.
  - Activity 3174 for \$12,412.95 – Funded with 2021 allocation.
  - Activity 3213 for \$2762.50 – Funded with 2021 allocation.
2. Reduced Administrative funds by \$204,113.08. The following activities were funded by different program years:
  - Activity 3181 for \$9,760 for planning activities – Funded with 2021 allocation.
  - Activity 3186 for \$50,000 for planning activities – Funded with 2021 allocation.
  - Activity 3173 for administration – Funded with 2021 allocation.

# PR 26 CDBG CV



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG-CV Financial Summary Report  
 LA CROSSE , WI

DATE: 06-01-23  
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 PAGE: 1

<b>PART I: SUMMARY OF CDBG-CV RESOURCES</b>	
01 CDBG-CV GRANT	802,382.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL CDBG-CV FUNDS AWARDED	802,382.00
<b>PART II: SUMMARY OF CDBG-CV EXPENDITURES</b>	
05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	755,578.47
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	46,693.67
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	802,272.14
09 UNEXPENDED BALANCE (LINE 04 - LINE8 )	109.86
<b>PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT</b>	
10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	701,078.47
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	701,078.47
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	755,578.47
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	92.79%
<b>PART IV: PUBLIC SERVICE (PS) CALCULATIONS</b>	
16 DISBURSED IN IDIS FOR PUBLIC SERVICES	508,745.18
17 CDBG-CV GRANT	802,382.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	63.40%
<b>PART V: PLANNING AND ADMINISTRATION (PA) CAP</b>	
19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	46,693.67
20 CDBG-CV GRANT	802,382.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	5.82%



**LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount		
2020	3	3089	6441630	Cannabiz Depot (Business Relief Grant)	18A	LMASA	\$3,200.00		
			6445566	Cannabiz Depot (Business Relief Grant)	18A	LMASA	\$800.00		
			6441630	Charlotte's Bridal and Formal Wear (Business Relief Grant)	18A	LMJ	\$5,000.00		
			3091	6445566	Performance Elite Gymnastics (Small Business Relief)	18A	LMJ	\$7,000.00	
			3092	6441630	Amanda's Dance Academy	18A	LMJ	\$3,000.00	
			3093	6441630	Snap Fitness (Business Relief Grant)	18A	LMJ	\$5,000.00	
			3095	6441630	Bodega Brew Pub (Business Relief Grant)	18A	LMJ	\$8,000.00	
			3096	6441630	Piggys and Uno Venti (Small Business Relief Grant)	18A	LMJ	\$17,791.97	
				6445566	Piggys and Uno Venti (Small Business Relief Grant)	18A	LMJ	\$408.03	
				6487265	Piggys and Uno Venti (Small Business Relief Grant)	18A	LMJ	\$1,800.00	
			3097	6441630	JavaVino (Small Business Relief Grant)	18A	LMJ	\$10,500.00	
				6648373	JavaVino (Small Business Relief Grant)	18A	LMJ	\$4,500.00	
			3098	6441630	North Country Steak Buffet	18A	LMJ	\$15,000.00	
			3099	6441630	Bottom's Up Tavern	18A	LMJ	\$3,000.00	
			3104	6441630	Balanced Bodywork Massage	18A	LMJ	\$4,000.00	
				6648373	Balanced Bodywork Massage	18A	LMJ	\$1,000.00	
				6445566	Fayze's (Small Business Relief Grant)	18A	LMJ	\$25,000.00	
			3106	6441630	Country Inn and Suites (Small Business Relief Grant)	18A	LMJ	\$7,000.00	
			3115	6445566	Dublin Square (Small Business Relief Grant)	18A	LMJ	\$8,400.00	
				6487265	Dublin Square (Small Business Relief Grant)	18A	LMJ	\$1,600.00	
			3118	6441630	Jimmy's North Star (Small Business Relief Grant)	18A	LMJ	\$4,200.00	
				6445566	Jimmy's North Star (Small Business Relief Grant)	18A	LMJ	\$800.00	
			3119	6441630	King Street Kitchen (Small Business Relief Grant)	18A	LMJ	\$9,986.84	
				6504949	King Street Kitchen (Small Business Relief Grant)	18A	LMJ	\$13.16	
			3120	6441630	Sprout Childcare (Small Business Relief Grant)	18A	LMJ	\$15,000.00	
			3121	6441630	Stratton Cleaning Services	18A	LMJ	\$2,120.62	
				6445566	Stratton Cleaning Services	18A	LMJ	\$2,879.38	
			3124	6441630	Quality Inn and Suites (Small Business Relief Grant)	18A	LMJ	\$7,000.00	
			3171	6701108	WWBIC - Small Business Relief	18A	LMJ	\$12,411.25	
			13	3189	6701108	Bum Boot Camp - State Rd	18A	LMJ	\$4,758.33
				3192	6638062	Cannabiz Depot	19C	LMJ	\$7,500.00
	3194	6638062	Fitting Knit	18C	LMCMC	\$2,700.42			
	3195	6638062	Handmade Natural Beauty	18C	LMCMC	\$4,050.00			
	3196	6701108	Meringue LLC	18A	LMJ	\$7,500.00			
	3197	6701108	Mueller Photography	18A	LMJ	\$4,077.00			
	3198	6638062	Rejuvenate Nail Waxing and Skin Care Studio LLC	18C	LMCMC	\$1,366.00			
	3199	6638062	Serve You Right	18C	LMCMC	\$5,637.00			



Office of Community Planning and Development  
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DATE: 06-01-23  
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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	13	3202	6701108	Java Vino	18A	LMJ	\$7,500.00
		3204	6701108	Dublin Square	18A	LMJ	\$7,500.00
	14	3147	6445563	Catholic Charities Covid-19	03T	LMC	\$3,068.25
			6485780	Catholic Charities Covid-19	03T	LMC	\$9,116.00
			6503875	Catholic Charities Covid-19	03T	LMC	\$8,973.04
			6578578	Catholic Charities Covid-19	03T	LMC	\$19,639.44
			6587684	Catholic Charities Covid-19	03T	LMC	\$19,976.95
			6638062	Catholic Charities Covid-19	03T	LMC	\$19,134.66
		3148	6503875	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$16,430.82
			6578578	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$31,009.89
			6638062	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$13,703.51
			6648373	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$14,046.13
			6721712	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$4,809.65
		3149	6445563	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$5,079.58
			6485780	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$17,948.39
			6503875	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$8,989.69
			6578578	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$13,489.75
			6638062	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$41,776.72
			6721712	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$11,336.99
		3151	6609261	Salvation Army Covid-19 Sheltering	03T	LMC	\$3,742.00
		3158	6485780	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$68,630.00
			6505226	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$24,510.71
			6609261	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$6,859.29
	15	3140	6485780	Heaven Steps Child Care	05L	LMC	\$18,000.00
		3141	6445563	Jeri's Little Gems	18C	LMCMC	\$1,833.29
		3142	6445563	Kuddles 'N Kisses Day Care	05L	LMC	\$2,000.00
		3143	6445563	Little Angels Daycare	05L	LMC	\$4,997.67
			6503875	Little Angels Daycare	05L	LMC	\$3,002.33
		3145	6445563	Sonshine Family Childcare	18C	LMC	\$1,964.72
			6485780	Sonshine Family Childcare	18C	LMC	\$35.28
		3146	6445563	Sunshine Family Daycare	18C	LMC	\$2,000.00
		3159	6485780	Boys and Girls Club School-Age Care Covid-19	05D	LMC	\$14,432.03
		3160	6503875	YMCA School-Age Care Northside Elementary Covid-19	05L	LMC	\$24,000.00
	16	3150	6445563	Kane Street Community Garden Victory Garden	05W	LMA	\$8,618.36
		3154	6445563	VICTORY GARDENS - HAMILTON & YMCA	05W	LMA	\$3,923.33
		3161	6638062	WAFER Senior Share and Mobile Pantry Program Covid-19	05A	LMC	\$15,000.00
<b>Total</b>							<b>\$701,078.47</b>

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	14	3147	6445563	Catholic Charities Covid-19	03T	LMC	\$3,068.25
			6485780	Catholic Charities Covid-19	03T	LMC	\$9,116.00
			6503875	Catholic Charities Covid-19	03T	LMC	\$8,973.04
			6578578	Catholic Charities Covid-19	03T	LMC	\$19,639.44
			6587684	Catholic Charities Covid-19	03T	LMC	\$19,976.95
			6638062	Catholic Charities Covid-19	03T	LMC	\$19,134.66
		3148	6503875	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$16,430.82
			6578578	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$31,009.89
			6638062	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$13,703.51
			6648373	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$14,046.13
			6721712	CouleeCap Covid-19 Rapid Rehousing	03T	LMC	\$4,809.65
		3149	6445563	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$5,079.58
			6485780	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$17,948.39
			6503875	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$8,989.69
			6578578	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$13,489.75
			6638062	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$41,776.72
			6721712	Independent Living Resources Covid-19 Outreach Services	03T	LMC	\$11,336.99
		3151	6609261	Salvation Army Covid-19 Sheltering	03T	LMC	\$3,742.00





Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2020	14	3158	6485780	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$68,630.00	
			6505226	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$24,510.71	
			6609261	Salvation Army- Family Hotel- Covid-19	03T	LMC	\$6,859.29	
	15	3129	6445563	YMCA Child Care Grant	05L	URG	\$15,000.00	
			3138	6445563	Children of the Lord Day Care	05L	URG	\$15,000.00
			3139	6445563	Coulee Children's Center Child Care Grant	05L	URG	\$15,000.00
			3140	6485780	Heaven Steps Child Care	05L	LMC	\$18,000.00
			3142	6445563	Kuddles 'N Kisses Day Care	05L	LMC	\$2,000.00
			3143	6445563	Little Angels Daycare	05L	LMC	\$4,997.67
				6503875	Little Angels Daycare	05L	LMC	\$3,002.33
			3144	6445563	Red Balloon Early Learning Center	05L	URG	\$4,273.00
				6485780	Red Balloon Early Learning Center	05L	URG	\$3,227.00
			3159	6485780	Boys and Girls Club School-Age Care Covid-19	05D	LMC	\$14,432.03
			3160	6503875	YMCA School-Age Care Northside Elementary Covid-19	05L	LMC	\$24,000.00
			16	3150	6445563	Kane Street Community Garden Victory Garden	05W	LMA
	3154	6445563			VICTORY GARDENS - HAMILTON & YMCA	05W	LMA	\$3,923.33
	3161	6638062			WAFER Senior Share and Mobile Pantry Program Covid-19	05A	LMC	\$15,000.00
	<b>Total</b>						<b>\$508,745.18</b>	

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	7	3100	6445563	CV Funding Admin	21A		\$17,446.31
			6485780	CV Funding Admin	21A		\$26,433.60
			6609261	CV Funding Admin	21A		\$1,742.88
			6638062	CV Funding Admin	21A		\$952.20
			6762266	CV Funding Admin	21A		\$118.68
			<b>Total</b>				

# Legal Publication

## \*\*\* Proof of Publication \*\*\*

Lee Enterprises Proof of Publication Affidavit

Retain this portion for your records.  
Please do not remit payment until you receive your advertising invoice.

Mall to:

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LINZI WASHTOCK  
400 LA CROSSE ST 3RD FLOOR  
LA CROSSE WI 54601

ORDER NUMBER 122089

STATE OF WISCONSIN

La Crosse County

} ss.

*Arlene Staff*

being duly sworn, doth depose and say that he (she) is an authorized representative of Lee Enterprises, publishers of

LA CROSSE TRIBUNE

a newspaper, at La Crosse, the seat of government of said State and that an advertisement of which the annexed is a true copy, taken from said paper, was published therein on the dates listed below.

JUN 05 2023

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

(Signed) *Arlene Staff*  
(Title) Principal Clerk

*[Signature]*

Notary Public, Wisconsin

My Commission expires

Section: Legals

Category: 0001 Wisconsin Legals

PUBLISHED ON: 06/02/2023



TOTAL AD COST: 80.93  
FILED ON: 6/5/2023

CITY OF LACROSSE  
2022 CAPER  
PUBLIC NOTICE OF AVAILABILITY - CONSOLIDATED ANNUAL PERFORMANCE REPORT (2022) City of La Crosse, Wisconsin  
On June 29, 2023, the City of La Crosse will submit its 2022 Consolidated Annual Performance Report to the Department of Housing and Urban Development. The report describes the accomplishments of the Consolidated Plan that covers the period April 1, 2022 to March 31, 2023. The report provides information about all activities that were undertaken with Community Development Block Grant and HOME funds during the program year.  
The CAPER will be available for review in the following City of La Crosse locations: Planning Department, 400 La Crosse Street and on the City's website at: <https://www.cityoflacrosse.org/city-government/departmental/community-development-and-housing/community-development-block-grant/caper-0>. The public comment period for this CAPER will be open from June 2, 2023 - June 19, 2023. Please submit comments through our website above or by submitting written comments to:  
City of La Crosse  
Attn: Community Development - CAPER  
400 La Crosse Street  
La Crosse WI 54601  
There will be a public hearing concerning this report on June 28 at 3 PM in the Council Chambers at City Hall, located at 400 La Crosse Street, La Crosse, WI or via video conferencing by joining the meeting at <https://cityoflacrosse-09.zoom.us/j/8376812789?pwd=Ti1hNSM0NW9lYjg2M1FEMGFZWUNqUTB5>. Meeting ID: 837 6812 7968 Passcode: F0DC23 Dial by your location +1 309 206 3325 US.  
The meeting room is handicapped accessible. Persons needing additional accommodations should contact Michele McGinnis Casey at 608-784-7382 or by email at [micginniscasey@cityoflacrosse.org](mailto:micginniscasey@cityoflacrosse.org).  
6/2 LAC 122089 WNA:LP



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0748

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**Agenda Date:** 6/28/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Economic and Community Development Commission

**File Type:** General Item

**Agenda Number:**



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0747

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**Agenda Date:** 6/28/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Economic and Community Development Commission

**File Type:** General Item

**Agenda Number:**

**CITY OF LA CROSSE  
RESPONSE – RFP BID PROPOSAL**

TO: Diane McGinnis Casey, Community Development Manager  
Samantha Johnson, RFP Coordinator  
Re: RFP Services  
400 La Crosse St  
La Crosse, WI 54601

Subject: Response to RFP AL-RFP-2023-001: City of La Crosse (the “City”) Legal Services

Dear Ms. McGinnis,

On behalf of Assurity Legal LLC, primarily by Atty. Ryan Richard Seib, Esq. (“I”, “We”, the “Firm”), I am pleased to submit my proposal in response to the Request for Proposal (RFP) AL-RFP-2023-001 for providing legal services related to the creation of forms and templates to be used in the City’s Housing Rehabilitation and Replacement Housing programs on behalf of the City of La Crosse, Wisconsin. With my extensive experience in property and contract enforcement and deep knowledge of the local landscape, I believe I am well-equipped to provide the City with high-quality legal support and representation.

**Qualifications and Experience:**

I am a licensed attorney in the state of Wisconsin, with more than eight years of experience practicing law in the areas of property and housing enforcement, land use, and zoning. I have successfully represented hundreds of both both property developers, owners and property users as clients, including statewide businesses and property owners, in cases involving code enforcement, property disputes, and other related matters.

Throughout my career, I have demonstrated a strong commitment to upholding and enforcing property contracts, regulations and standards, ensuring that property and housing options are properly equipped with demonstrated protections and enforcement options. I am familiar with the City's zoning and housing code, and have a proven track record of successfully navigating the local legal systems.

Attached below as Exhibit A is my resume for your reference. I am a dual-licensed Wisconsin and Illinois attorney. I am also licensed as a Wisconsin real estate Title Agent, and real estate Broker. The attorney who will be handling this matter directly with the City on behalf of the firm is myself, Atty. Ryan Richard Seib.

**Proposed Approach and Methodology:**

My proposal includes addressing each of the following requirements of the City:

1. Review and provide recommendations regarding current document templates and forms for the City’s Housing Rehabilitation and Replacement Housing Programs, funded by the US Department of Housing and Urban Development (HUD); and
2. Create various forms, documents and templates for the City’s Programs; and
3. Review Program objectives and provide recommendations to increase efficiency, management, oversight, compliance and enforcement.

My approach to providing legal services for the City of La Crosse will involve the following key steps:

1. Conducting a thorough review of the City's property and housing development code to identify any areas requiring clarification or improvement.
2. Conducting a further review of current standards as applied for existing and past TIF, CDBG, HOME funds, and other applicable state and federal regulations as applied to the City’s existing or planned projects and program, including the current and likely revised Comprehensive Plan.
3. Collaborating with City staff to develop and implement effective enforcement of all desired policies and procedures.

\* \* \* \* \*

4. Providing ongoing legal advice and support to City staff, including the Planning, Development and Assessment Department and City Attorney's Office.
5. Drafting and reviewing all necessary legal documents to enforce applicable codes, policies and procedures, including complaints, citations, and orders.
6. Representing the City in administrative hearings and judicial proceedings related to property maintenance enforcement.

I am deeply committed to providing exceptionally prompt and timely assistance to the City regarding absolutely every and all unexpected problems. I carry a mobile phone with me at all times, which receives any calls to the firm number (which are not otherwise routed). My mobile connection also provides email, text and internet access. In addition, I carry a small laptop with me for any extended absences from my regular office. I have internet access through a secure mobile hotspot to protect the absolute confidentiality of the City.

**Fee Structure and Cost Estimate:**

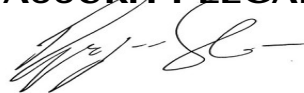
My proposed fee structure is based on an hourly rate of \$100 for legal services related to the above services. I anticipate that the total cost for providing these services over a two month period will be approximately \$2,500, depending on the specific needs and requirements of the City.

**Conflict of Interest and Involvements:**

I am willing to complete a conflict of interest form. However, I have no personal relationships with any City Staff or appointed or elected officers to my knowledge, with a single exception. I am an appointed member of the City's Aviation Board as of last year. I was appointed by Mayor Reynolds as a citizen appointee to that board.

I appreciate the opportunity to submit my proposal for the City of La Crosse Legal Services RFP. I am confident that my experience and commitment to excellence make me the ideal candidate for this important work. If you require any further information or clarification, please feel free to contact me at (608) 501-2759 or [ryan@assuritylegal.com](mailto:ryan@assuritylegal.com).

Very Sincerely,  
**ASSURITY LEGAL LLC**



Ryan R. Seib  
 Attorney at law, WI SBN #1101054  
 IL ADRC # 6334584

2809 Fish Hatchery Road  
 Suite 201  
 Madison, WI 53713  
 Tel: (608) 501-2759  
 Fax: (608) 856-8022  
 Email: [ryan@assuritylegal.com](mailto:ryan@assuritylegal.com)

Encl. Resume of Atty. Seib

**EXHIBIT A****RYAN R SEIB**

(608) 797-5053 | Ryan@AssurityLegal.com  
 706 7th Street South, La Crosse, Wisconsin

**WORK EXPERIENCE**

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**Attorney-Principal** 2015 – Present

Assurity Legal LLC, Wisconsin

Owner and Managing Attorney; -principally outside business counsel, real estate, contract, business planning, and aviation law.

- Principal attorney regularly handling transactions for multimillion dollar commercial property.
- Representative/Advocate in transactions of business operations with attached real estate.
- Representative/Advocate for real estate professionals, lenders, real estate investors, businesses.
- Representative/Advocate to enforce real estate contracts; handle title issues; land disputes; development of land and improvement uses; TIF, credits and lending matters.
- Structuring agreements, partnerships and groups throughout Wisconsin and Illinois.
- Negotiate transactions from leases to acquisition; oversee due diligence.

**Managing Attorney** 2019 – Present

Badger Title Company LLC, Wisconsin

- Owner and manager of law-firm-attached real estate title insurance company; finalized over 200 real estate transactions through 2022 totaling more than 30 million dollars. Underwriting title for real estate projects for engineering firms, banks, mortgage brokers, real estate agents, and Wisconsin Department of Transportation.
- Stewart Title Guaranty Company Agent.

**EDUCATION**

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**Loyola University Chicago School of Law**, J.D., June 2014

Health, Tax and Commercial Law; Annals of Health Law Journal, Junior Editor;  
 Federal Tax Attorney for Low Income Taxpayer Clinic, managed both ongoing and new cases;  
 Phi Alpha Delta; Intellectual Property Society; National and local Student Bar Association.

**University of Wisconsin-Madison**, B.A., December 2009

Chancellor's List; Internship in journalism and also for a US House Representative; Sierra Club scholarship; Student Newspaper Editor and Writer; CISCO computer Networking Academy.

**RELATED SCHOLARSHIP**

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**Book: Commercial Real Estate Transactions in Wisconsin** (3rd Ed. 2021-22), author, two chapters: *10. Closing Issues and Documents*, and *9. Tax Strategies*, published by the State Bar of Wisconsin PINNACLE, ISBN: 978-1-57862-623-6, June 2022.

## **CERTIFICATIONS AND VOLUNTARY PROFESSIONAL ACTIVITIES**

---

**WI Attorney** (No. 1101054); **Illinois Attorney** (No. 6334584); **Real Estate Title Agent** (WI No. 19170734, IL 07/18/22); Real Estate Broker License (Wisconsin No. 58627-90, inactive).

**City of La Crosse, Aviation Board Member**

Superintend the City of La Crosse Regional Airport budget, directors, and staff. Appointed October 2022.

**City of Fitchburg, Wisconsin Chamber of Commerce Board of Directors**

Oversee and direct the operational staff of City chamber and Wisconsin Statute Section 66 Tourism Entity.

**Lawyer Pilot's Bar Association Member**

Active in aviation organization for legal professionals who practice aviation law and are certified pilots.

**Aircraft Owners and Pilots Association**

Advise aviation businesses, pilots, and mechanics on legal matters including transactions, tax planning, and insurance. Passionate local counsel aviation to Wisconsin pilots, businesses, and flying clubs.

**Small Claims and Legal Aid Clinic Volunteer Attorney**

Volunteer attorney at the Dane County Courthouse to answer questions about the small claims process, filing, or pursuing matters before the courts. Through 2022.

**Legal Action of Wisconsin Volunteer Attorney**

Pro bono legal assistance in real estate and other areas of law.

**Civil Air Patrol, Senior Member; Former Wing Finance Officer**

1st Lieutenant. State of Illinois headquarters CAP—official auxiliary of the US Air Force. Inactive.

## **LEGAL PRESENTATIONS AND SEMINARS**

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**Business Drafting Essentials: LLC/Partnership Agreements, Shareholder Agreements, and Common Contracts**, National Business Institute; November 2022.

**Title Objection Letters and Responses**, National Business Institute, June 2022.

**Asset Purchase Agreements: Drafting & Negotiation Techniques**, National Business Institute; March 2022, May 2021, September 2020, December 2019, September 2018.

**Advanced Business Contracts**, National Business Institute; November 2022 and December 2018.

**The Title Search Process: Step-by-Step**, National Business Institute, October 2019.

**Advanced Real Estate for Paralegals**, National Business Institute, August 2019.

**Assisting Clients with Real Estate Transfers**, Legal Action of Wisconsin in Madison, October 2017.