

**MEETING DATE: June, 21 2021**

**ITEM: 10B and C**

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## **AGENDA ITEM SUMMARY**

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**Subject:** Award Rehab Contracts for 313 7<sup>th</sup> Avenue and 704 B street

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**Recommendation:** Consideration approval of Resolution No 75-21 and motion to approve extension for the 2018 rehab grant program

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**Background Summary:** We are ready to proceed with award of the final two rehabilitation projects funded under the 2018 CDBG Owner-Occupied Rehabilitation Program. The grants provide up to \$24,999 in hard costs of construction along with up to \$5,750 in lead hazard reduction activity and carrying costs. Three contractor walk-throughs/requests for bids were held between March and May 2021. The result of the three attempts was a single bid from one contractor for each of the projects, Matt Construction. Matt construction is a reputable contractor that has completed similar projects through other COGS.

**The scope of each project is outlined below:**

- **Smith – 304 9<sup>th</sup> Avenue:** The work to be performed on the exterior of house includes repairs a front porch leak, repairing damaged siding, replacement of several broken window, scraping and painting entire porch, installation of new gutters and downspouts, and rebuilding back steps and installing handrails where required. Work planned for the interior of the house includes scraping and painting window and door trim, repairing and painting some of the interior walls/ceilings, repairing cabinet doors, installation of smoke/co2 detectors, replacement floor covering, and correcting safety issues with steps leading to the basement along with correction of deficiencies with the plumbing and electrical systems.
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- **Rague – 207B 9th Avenue:** The work to be performed on the on the exterior of the home includes repair of stair treads and installation of handrails at entrances to the home. Interior work will include repair of cracked/damaged walls, removal of deteriorating wallpaper, scraping and repainting cabinets and window trim, replacement of bathroom fixtures and windows. The mechanical systems will be serviced and a new waterline from the meter to water heater installed. The homes current tube and knob electrical service will be upgraded and smoke alarm/co2 detectors will be installed.

**Additional Approvals Required:** The CDBG grant is set to expire in August of 2021. To complete the remaining two projects, the city will also need to request a time extension from IEDA along with a sole source procurement approval. Both items have been discussed with NIACOG and IEDA.

**RESOLUTION NO. 75-21**

**RESOLUTION APPROVING REHABILITATION ASSISTANCE  
FOR NICOLE SMITH, 304 9<sup>TH</sup> AVENUE AND JEAN RAGUE 207B 9<sup>TH</sup> AVENUE  
IN CONNECTION WITH THE CDBG HOUSING REHABILITATION PROGRAM**

WHEREAS, the City of Charles City, Iowa using federal financing assistance under the Community Development Act of 1974, as amended, has adopted policies for the administering of a project making available assistance to eligible recipients for the rehabilitation of residences in Charles City, Iowa, to meet the codes and ordinances thereof, and

WHEREAS, Nicole Smith has applied for and has been determined to be eligible for a rehabilitation grant to bring 304 9<sup>th</sup> Avenue into conformance with the Iowa Minimum Housing Quality Standards and local codes and ordinances of the City of Charles City and his application in the prescribed form is hereby approved.

WHEREAS, Jean Rague has applied for and has been determined to be eligible for a rehabilitation grant to bring 207B 9<sup>th</sup> Avenue into conformance with the Iowa Minimum Housing Quality Standards and local codes and ordinances of the City of Charles City and his application in the prescribed form is hereby approved.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Charles City, Iowa, meeting in regular session on this 21<sup>st</sup> Day of June 2021, that the application for rehabilitation assistance of Nicole Smith is approved in every respect and the Mayor and City Clerk are authorized and directed to execute said application for and on behalf of the City of Charles City, Iowa and to issue checks drawn on the appropriate fund in the sum of \$31,145 payable to Matt Construction, with \$24,999 of that sum subject to a 5-year forgivable lien recorded against the property.

BE IT ALSO RESOLVED, by the City Council of Charles City, Iowa, meeting in regular session on this 21<sup>st</sup> Day of June 2021, that the application for rehabilitation assistance of Jean Rague is approved in every respect and the Mayor and City Clerk are authorized and directed to execute said application for and on behalf of the City of Charles City, Iowa and to issue checks drawn on the appropriate fund in the sum of \$33,123 payable to Matt Construction, with \$24,999 of that sum subject to a 5-year forgivable lien recorded against the property.

COUNCIL MEMBER \_\_\_\_\_ moved the adoption of the foregoing Resolution.

COUNCIL MEMBER \_\_\_\_\_ seconded the motion to adopt, and on roll call the voting was as follows:

AYES:

NAYS:

Passed and approved this 21<sup>st</sup> Day of June 2021.

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Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk