

CHARLES CITY HOUSING & REDEVELOPMENT AUTHORITY

AGENDA

September 21, 2017, 7:00 a.m.

at

501 Cedar Terrace South, Charles City, IA 50616

- I. Roll Call – Call Meeting to Order
- II. Public Comment
- III. Amend-Approve Minutes of August 17, 2017..... 1
- IV. Approval of Bills for September 2017..... 2
- V. Communications 3-8
 - 1. Capital Fund Program Update
 - 2. Rehab Update
 - 3. HUD Lawsuit Update
 - 4. Landlord Outreach
 - 5. Section 8 Funding/Utilization
 - 6. Monthly Rental Status Update
 - 7. End of Participation Tracker
- VI. Old Business
- VII. New Business
 - 1. Review Operating Reports 9-12
 - 2. Approve Sidewalk Repairs..... 13
 - 3. Approve Resolution 11-17 to Approve Payment Standards..... 14-18
 - 4. Approve Contract for Asbestos Removal..... 19
 - 5. Discuss Options for Camera System..... 20
 - 6. Approve Purchase of Pick-Up..... 21-25
- VIII. Executive Directors Report
- IX. Move to Adjourn

Next regular meeting scheduled for **Friday, October 20, 2017** at 7:00 a.m., CCHRA Office

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
August 17, 2017 at 7:00 a.m.

Members Present: Eric Miller, Stewart Coulson, Carol Tyler, and Jeremy Heyer (in attendance, but arrived late). Absent: Linda Klemesrud. Others present: Heidi Nielsen, staff.

Call to Order. Nielsen called the meeting to order at 7:04 a.m.

Public Comments. None

Amend-Approve Minutes of July 20, 2017. Tyler moved, Coulson seconded the motion to approve the minutes of July 20, 2017 as presented. Ayes: 3, Nays: 0. Motion carried.

Approval of Bills. Board members reviewed the revised bill listing, and Nielsen pointed out the non-routine payments. Miller moved, Coulson seconded the motion to approve payment of the revised bill listing totaling \$123,305.86. Ayes: 3, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed but no action was taken. (Board Chair Heyer arrived)

Old Business. None

New Business.

Review Financial Reports. The reports were reviewed and Nielsen reported that we are on track with the budget so far and that procedural changes and changes to the staffing at the police department will likely change the fees being charged by the City. No motion was necessary.

Approve Resolution 11-17 SEMAP Submission for FYE 06/30/2017. Nielsen reviewed the SEMAP Certification and the different indicators to be scored Miller motioned to approve the submission, with a second by Tyler. Ayes: Heyer, Miller, Coulson, Tyler. Nays: 0. Motion carried on roll call vote.

Director's Report. Nielsen discussed current developments concerning the upcoming Mayoral race and how there has been a lot of controversy and discussion on social media sites. The board discussed how to respond to the negativity and whether or not it would be beneficial. Nielsen also discussed was a report written about the origins of the Section 8 Program in Charles City. Miller requested a copy of the report. The report will be sent to all Board Members. Nielsen also informed the board about an organization called "Be the Bridge" and that she would be attending the meeting being held on Sunday, August 20, to answer any questions the group has.

Being no further business, Tyler moved, Coulson seconded the motion to adjourn. Ayes: 4. Nays: None. The meeting adjourned at 7:54 a.m.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

Charles City Housing
 Monthly Bill Listing
 September 2017

Customer	Description	Amount
Adam Wygle	meal reimbursement for HQS training	
Bluhms Cedar Valley Electric 2008	electrical repairs to security light NCT	218.00
Business Card	landscaping blocks, back up service	134.26
C.Naber & Associates	accounting fees	395.00
City of Charles City	water/sewer/URP/S8 inspections	3,551.81
Denise Holcomb	security deposit refund	200.00
Don's Repair	mower maintenance	60.98
HAPS	Sept. 1 HAPS	62,242.15
Hockenson Plumbing	plumbing maintenance fees for month	451.60
Iowa Department of Transportation	fuel	288.85
Iowa Legal Aid	purchase updated LL/Tenant law books	80.00
Iowa NAHRO	Heidi Training in October	175.00
Jendro Sanitation	trash service	622.00
John Deere Financial	maintenance supplies from Theisens	100.93
Lessin Supply Co.	maintenance parts	220.54
Marco, Inc.	contract fee for copies	102.57
Mid American Energy	electric/gas/URP	6,348.35
Nolts Custom Concrete LLC	cement repair work	5,160.00
On-Site Information Destruction	quarterly shredding fee	63.04
Perry Novak Electric	consulting/checking into transformer repairs	820.00
Pitney Bowes	meter lease	54.09
Plastic Recycling of Iowa Falls Inc.	new benches for the properties	1,815.00
Plunkett's Pest Control	fee to do extra treatment on a couple of apts.	160.00
Russ Bornstein	meal reimbursement for HQS training	
Sandy's Sign Shop	signs for new no smoking rule	540.00
Sara Reeder	security deposit refund	250.00
Schueth Ace Hardware	maintenance items for month	1,146.14
Sherwin Williams	paint and supplies	33.42
Staples Advantage	office supplies	63.83
Stock Glass	window repairs	588.66
Superior Lumber	maintenance items for month	198.91
Swartzrock Implement Co.	mower parts	215.28
T-J Service	oven/refrigerator maintenance	424.98
Trent Parker	computer support	220.00
US Cellular	cell phone service	91.54
Wells Fargo Vendor FIN Serv	copier lease	252.02
YARDI	criminal background checks	63.00
		87,351.95

REQUESTED ACTION: None - for your information only.

1. Capital Fund/Maintenance Update. HUD is instituting a new process of managing the CFP grants online. We just received notification that we are now able to enter the 2017 budgets into the new system. Then the system will spread the budget line items so we can draw down the funding. This is a new system for us, so time will tell how it will really work.
2. Rehab Update. We have gotten the scoring sheet from Iowa Economic Development Authority (IEDA) to identify the weakness in the 2017 rehab application. Basically, we were within a half a point from being awarded. The weak area was the income survey, because we were 29 surveys short. They, IEDA, have changed some of the income survey methodology which would allow us to use an entire Census Tract Block Group if the group met the minimum number of LMI households. The target area proposed for the 2017 grant is not entirely in the Census Tract so we would have to eliminate 4th and 5th avenues from the 2018 target area and include everything in the block group north of 9th avenue. Because the new target area consists of 76.35% of LMI families, we would automatically receive all points for that criteria and we would not be required to do an income survey. Some of the households in the block group are in the flood plain and outside of the City Limits. These households would not be eligible to participate. Adding all other properties would increase the number of owner-occupied households by approximately 50 homes. So when you take the number of homes in the original target area (219) and subtract the homes on 4th and 5th Avenues no longer in the target area (60) and add the eligible homes in the expanded target area (50), we end up with 209 owner-occupied properties. In addition to a change in the methodology for the income determination, IEDA has also changed the application deadline from January 2018 to May 4, 2018. The City Council will be considering approval of the 2018 grant application at the September 18th meeting. A copy of the map is attached as a reference to the new target area.
3. HUD Lawsuit Update. We have received notification from NAHRO and PHADA that HUD has declined to appeal the initial decision. So, they have sent an additional letter to the housing authorities who have expressed reluctance to join because of the potential impact on future funding. They explained that HUD would not be paying the damages and the settlements would have no effect on HUD's budget. The money for the judgements will be paid from the government's Judgement Fund, which was established for the payment of settlements and judgements against federal agencies.
4. Landlord Outreach. We held two meetings to reach out to area landlords in an effort to increase their utilization of the Section 8 program. We had six landlords come to the meetings and out of those six only two were new to the program and between the two, they only have three rental units. We will probably not gain any potential units for the program, but we were able to review the program requirements with them and the existing landlords. This also gave us the opportunity to find out from

the existing landlords if there was anything that they thought needed to be changed. The only complaint dealt with the Lead Based Paint Regulations.

5. Section 8 Funding/Utilization. See attachments

6. Monthly Rental Status Update.

Month of August 2017	Total Leased 8/1/17	New Leases	Removed Or Moved	Total Leased 9/1/17	Total on Waiting List	Offered Assistance	Removed
Terraces 132 Units	129	3	2	130	13	0	2
Morningside 16 Units	16	0	1	15	9	1	0
Section 8 197 Units	168	14	4	178	26	16	4

Declined Assistance (2) Over Income () Denied (1) Insufficient Address ()
 Did not attend Briefing/Information Not Returned (3) Criminal Background Check ()
 Voucher Expired (2) Purged ()
 Terminations: PH () S8 (1)

7. End of Participation Tracker. See attachment



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

413 16th Ave

**CITY OF CHARLES CITY
IOWA**

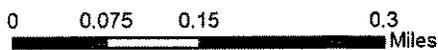
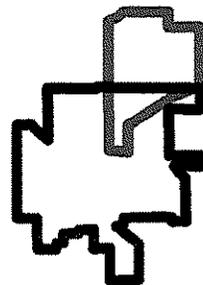
Prepared by:



North Iowa Area
Council of Governments
September 13, 2017

Legend

-  Address
-  Flood Zone
-  City Limits
-  Roads
-  Block Group 1, Ccnsus Tract 4804

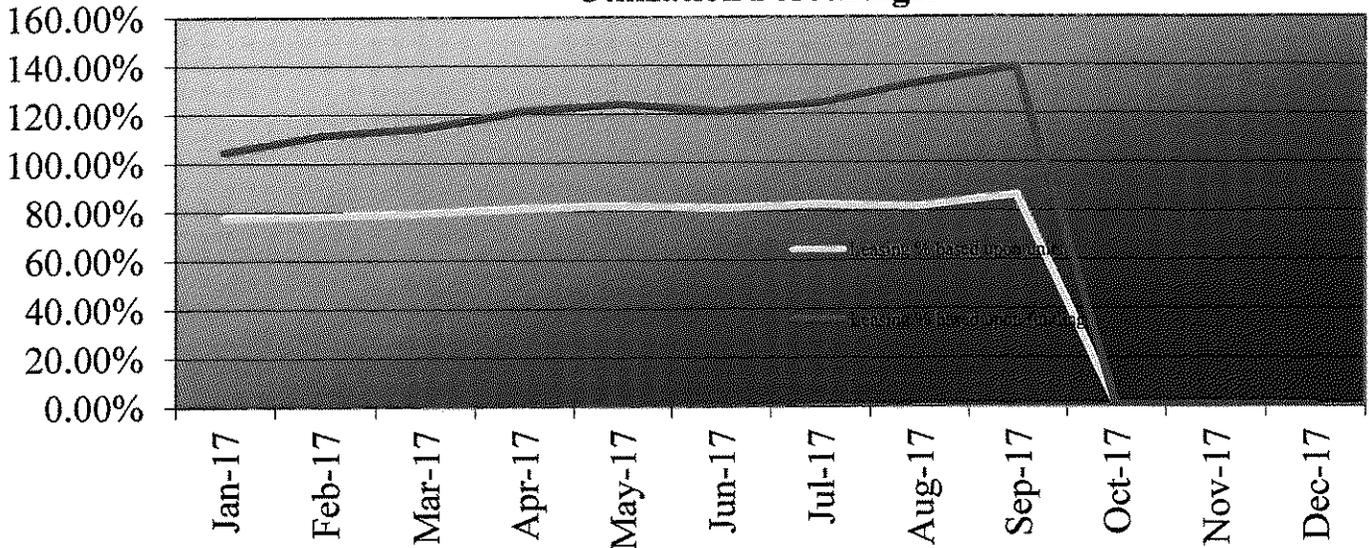


HCV HAP Spending Projection

1	A	B	C	D	E	F	G	H	I	J	K	L
HUD Held												
NRA												
PHA Name	Funds on Hand at PHA at End of Prior Month (HAP related, not administrative funds) beginning with 12/31/14	Number of Units Leased on the First of the Month	Plus: HUD Actual or Planned HAP Related Disbursements	Minus: HAP Expenses: Actuals from VMS and/or PHA projected	Disbursements minus Expenditures	VMS Reported Fraud Recovery and/or FSS Forfeitures	Estimated End of Month Balance (NRA): HAP funds on hand (includes Fraud Recovery and/or FSS forfeitures)	Beginning monthly HUD Held Balance starting 12/31/14	Plus: ALL Obligated HAP BA (including BA for prior period Tenant Protection vouchers)	Minus: HUD Actual or Planned HAP Related Disbursements		
PHA#	D		E	F	E-F	H	D+G+H	K	L	M		
7	CY 2016											
8	January	\$21,118	146	\$50,180	\$42,876	\$28,422	\$28,487	\$95,094	\$49,010	\$50,180		
9	February	\$28,487	149	\$39,175	\$46,671	\$20,991	\$21,108	\$93,924	\$49,010	\$39,175		
10	March	\$21,108	146	\$49,210	\$47,421	\$22,897	\$23,302	\$103,759	\$49,010	\$49,210		
11	April	\$23,302	146	\$45,452	\$49,301	\$19,453	\$20,429	\$103,559	\$49,010	\$45,452		
12	May	\$20,429	143	\$47,604	\$47,428	\$20,605	\$20,618	\$107,117	\$49,010	\$47,604		
13	June	\$20,618	150	\$27,244	\$47,889	-\$27	\$11	\$108,523	\$49,010	\$27,244		
14	July	\$11	143	\$47,604	\$45,821	\$1,794	\$1,843	\$130,289	\$49,010	\$47,604		
15	August	\$1,843	156	\$50,762	\$48,111	\$4,494	\$4,497	\$131,595	\$52,168	\$50,762		
16	September	\$4,497	156	\$51,537	\$47,333	\$8,701	\$8,927	\$133,101	\$52,170	\$51,537		
17	October	\$8,927	154	\$51,537	\$46,728	\$13,736	\$13,842	\$133,734	\$52,170	\$51,537		
18	November	\$13,842	159	\$47,999	\$48,794	\$13,047	\$13,254	\$134,367	\$52,170	\$47,999		
19	December	\$13,254	158	\$49,897	\$47,540	\$15,611	\$15,737	\$138,538	\$52,171	\$49,897		
20	Total			\$558,201	\$565,913	\$2,331			\$603,919	\$558,201		
21												
22	CY 2017											
23	January	\$15,737	161	\$51,440	\$48,998	\$18,179	\$18,274	\$140,812	\$46,815	\$51,440		
24	February	\$18,274	163	\$51,440	\$52,253	\$17,461	\$17,580	\$136,187	\$46,815	\$51,440		
25	March	\$17,580	165	\$52,930	\$53,610	\$16,900	\$17,327	\$131,562	\$46,815	\$52,930		
26	April	\$17,327	169	\$52,930	\$56,804	\$13,453	\$15,009	\$125,447	\$46,815	\$52,930		
27	May	\$15,009	171	\$52,930	\$58,157	\$9,782	\$9,844	\$119,332	\$46,815	\$52,930		
28	June	\$9,844	169	\$52,930	\$56,782	\$5,992	\$6,165	\$113,217	\$46,815	\$52,930		
29	July	\$6,165	172	\$40,226	\$58,340	-\$11,959	-\$11,934	\$107,102	\$46,815	\$40,226		
30	August	-\$11,934	170	\$55,382	\$52,196	-\$8,748	-\$8,623	\$113,691	\$46,815	\$55,382		
31	September	-\$8,623	180	\$73,887	\$65,264	\$0	\$0	\$95,124	\$46,815	\$73,887		
32	October	\$0		\$54,682		\$54,682	\$54,682	\$68,052	\$46,815	\$54,682		
33	November	\$54,682		\$54,682		\$109,364	\$109,364	\$60,185	\$46,815	\$54,682		
34	December	\$109,364		\$54,682		\$164,046	\$164,046	\$52,318	\$46,814	\$54,682		
35	Total			\$658,141	\$512,404	\$2,572			\$561,779	\$658,141		
36												

	Unit Months Available	Unit Months Leased	Leasing % based upon units	HAP Revenue	HAP Funding Obligation	HAP Expenses Paid	Leasing % based upon funding	Per Unit HAP
Jan-17	208	161	77.40%	\$ 51,440.00	\$ 46,814	\$ 48,998	104.67%	\$ 304.34
Feb-17	208	163	78.37%	\$ 51,440.00	\$ 46,814	\$ 52,253	111.62%	\$ 320.57
Mar-17	208	165	79.33%	\$ 52,930.00	\$ 46,814	\$ 53,610	114.52%	\$ 324.91
Apr-17	208	169	81.25%	\$ 52,930.00	\$ 46,814	\$ 56,804	121.34%	\$ 336.12
May-17	208	171	82.21%	\$ 52,930.00	\$ 46,814	\$ 58,157	124.23%	\$ 340.10
Jun-17	208	169	81.25%	\$ 52,930.00	\$ 46,814	\$ 56,782	121.29%	\$ 335.99
Jul-17	208	172	82.69%	\$ 40,226.00	\$ 46,814	\$ 58,340	124.62%	\$ 339.19
Aug-17	208	170	81.73%	\$ 65,382.00	\$ 46,814	\$ 62,196	132.86%	\$ 365.86
Sep-17	208	180	86.54%	\$ 73,887.00	\$ 46,814	\$ 65,264	139.41%	\$ 362.58
Oct-17	208		0.00%		\$ 46,814		0.00%	
Nov-17	208		0.00%		\$ 46,815		0.00%	
Dec-17	208		0.00%		\$ 46,815		0.00%	
YTD	2,496	1,520	60.90%	\$ 494,095.00	\$ 561,770	\$ 512,404	91.21%	\$ 337.11

Utilization Percentages



NRA / Prog Reserve Balance (Excess HAP) as of 1/1/2017:	\$ 156,594		
HAP Funding YTD:	\$ 561,770		
HAP Expenditures YTD:	\$ 512,404	Current Year Funding:	49
HAP Revenue (Fraud, FSS Forfeits) YTD:	\$ 2,421		
Current Remaining NRA / Prog Reserve:	\$ 208,381		
Current Monthly Funding (a)	\$ 46,814	Current Year Funding and reserves:	206
Current Average HAP Payment (b)	\$ 337		
# of Units the Current Monthly Funding Would Support (a)/(b)	139		
# of Units Currently Leased	170		
Excess Units Leased, Current Month	31		
Current Year-to-Date Funding (a)	\$ 561,770		
Current Year-to-Date Average HAP Payment (b)	\$ 337		
# of Unit-Mos the Current Monthly Funding Supports (a)/(b)	1,666		
# of Unit-Mos Leased Year-to-Date	1,520		
Remaining Unit-Mos to Lease Year-to-Date	146		
Estimate of next years funding:			
YTD HAP expense	\$ 512,404		
Months remaining to date	3		

END OF PARTICIPATION
TRACKER
2017-2018

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTALS
LEFT IN GOOD STANDING	1	1	1										2
ZERO HAP	1												1
MUTUAL RESCISION	1												1
ANNUAL RE-EXAM SEARCHING	1	1											2
PORT-OUT ABSORBED			1										1
PORT-OUT SEARCHING	1		1										2
DECEASED													0
MOVED IN VIOLATION	1	2											3
EVICTED													0
UNAUTHORIZED LIVE-IN	1	1	1										3
VIOLATION OF FAMILY OBLIGATION													0
GAVE UP ASSISTANCE BEFORE 1 YEAR													0
FAILURE TO RENEW													0
FAILURE TO REPAY													0
FAILURE TO PROVIDE INFO													0
FAILURE TO FOLLOW THROUGH													0
FRAUD													0
UNREPORTED INCOME-2ND TIME													0
UTILITIES DISCONNECTED													0
CRIMINAL CONVICION													0
VOUCHER EXPIRED													0
VOUCHER REVOKED													0
LEASED W/NEW LANDLORD	1	1											2
TOTALS	4	8	5	0	17								
PUBLIC HOUSING													
LEFT IN GOOD STANDING	2	3											5
DECEASED													0
MOVED IN VIOLATION													0
TERMINATED FOR LEASE VIOLATIONS	1												1
EVICTED													0
UNAUTHORIZED LIVE-IN	1												1
FAILURE TO RENEW													0
FAILURE TO REPAY													0
FAILURE TO PROVIDE INFO													0
FAILURE TO FOLLOW THROUGH													0
CRIMINAL CONVICION													0
OTHER (moved to new unit)													0
UTILITIES DISCONNECTED													0
TOTALS	1	3	3	0	7								

MEETING DATE: 9/21/17

RE: Review Operating Reports

REQUESTED ACTION: Review monthly operating reports.

Comments: The August 2017 operating reports are attached for your review.

REVENUE & EXPENSE REPORT
CALENDAR 8/2017, FISCAL 2/2018

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
173-532-4300	INTEREST-PUBLIC HOUSING	40,000.00	3,521.24	7,783.34	19.46	32,216.66
173-532-4504	FRAUD-PUBLIC HOUSING	4,000.00	259.83	319.83	8.00	3,680.17
173-532-4506	DWELLING RENT-PUBLIC HOUSING	500,000.00	38,517.00	78,408.00	15.68	421,592.00
173-532-4507	EXCESS UTILITY-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-4508	CONTRIB-OTHER-PUBLIC HOUSING	12,000.00	601.50	1,136.00	9.47	10,864.00
173-532-4710	REIMBURSED EXP-PUBLIC HOUSING	2,000.00	95.32	262.70	13.14	1,737.30
173-532-4781	OPER SUBSIDY-PUBLIC HOUSING	220,000.00	15,422.00	30,030.00	13.65	189,970.00
	PUBLIC HOUSING TOTAL	778,000.00	58,416.89	117,939.87	15.16	660,060.13
173-910-4830	TRANSFER IN - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
173-532-6010	SALARY - PUBLIC HOUSING	88,802.00	6,974.82	14,208.67	16.00	74,593.33
173-532-6040	OVERTIME SALARY-PUBLIC HOUSING	2,000.00	.00	.00	.00	2,000.00
173-532-6070	LABOR/MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6110	FICA - PUBLIC HOUSING	6,947.00	460.06	937.03	13.49	6,009.97
173-532-6130	IPERS - PUBLIC HOUSING	8,109.00	622.88	1,268.89	15.65	6,840.11
173-532-6150	HEALTH INS - PUBLIC HOUSING	40,052.00	3,214.79	6,429.58	16.05	33,622.42
173-532-6151	LIFE INS - PUBLIC HOUSING	326.00	27.05	54.10	16.60	271.90
173-532-6160	WORK COMP - PUBLIC HOUSING	3,025.00	.00	.00	.00	3,025.00
173-532-6170	UNEMPLOYMENT - PUBLIC HOUSING	600.00	.00	.00	.00	600.00
173-532-6198	EMP BEN MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6199	EMPLOYEE BEN-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6230	STAFF TRAINING-PUBLIC HOUSING	5,000.00	175.00	175.00	3.50	4,825.00
173-532-6370	GAS - PUBLIC HOUSING	40,000.00	1,272.30	2,845.81	7.11	37,154.19
173-532-6371	UTILITIES - PUBLIC HOUSING	48,000.00	5,320.70	10,559.18	22.00	37,440.82
173-532-6374	WATER - PUBLIC HOUSING	19,000.00	1,714.93	3,304.16	17.39	15,695.84
173-532-6379	OTH UTIL-PUBLIC HOUSING -SEWER	25,000.00	1,926.60	3,668.69	14.67	21,331.31
173-532-6401	ACCOUNTING FEES-PUBLIC HOUSING	3,000.00	730.00	1,005.00	33.50	1,995.00
173-532-6408	TORT LIABILITY - PUBLIC HOUSING	35,000.00	.00	.00	.00	35,000.00
173-532-6411	LEGAL FEES - PUBLIC HOUSING	4,000.00	.00	.00	.00	4,000.00
173-532-6415	COPIER LEASE - PUBLIC HOUSING	3,100.00	252.02	504.04	16.26	2,595.96
173-532-6420	CONTRACT SERVICES - PUBLIC HOUSING	35,000.00	1,284.18	3,382.91	9.67	31,617.09
173-532-6441	TENANT SERVICES-PUBLIC HOUSING	2,000.00	.00	.00	.00	2,000.00
173-532-6442	PILOT-PUBLIC HOUSING	41,000.00	37,840.52	37,840.52	92.29	3,159.48
173-532-6490	OTHER PROFESSIONAL SERV	34,000.00	.00	34,000.00	100.00	.00
173-532-6516	REFUNDS-PUBLIC HOUSING	1,000.00	.00	10.00	1.00	990.00
173-532-6518	SUNDRY-OFF EXP-PUBLIC HOUSING	35,000.00	2,682.07	4,049.38	11.57	30,950.62
173-532-6599	MAINT MATERIALS-PUBLIC HOUSING	75,000.00	8,037.71	15,236.25	20.32	59,763.75
173-532-6725	CAP OUTLAY-EQUI-PUBLIC HOUSING	40,000.00	.00	15,000.00	37.50	25,000.00
173-532-6750	CAP IMPR BLDG-PUBLIC HOUSING	.00	.00	.00	.00	.00
	PUBLIC HOUSING TOTAL	594,961.00	72,535.63	154,479.21	25.96	440,481.79
173-536-6010	SALARY - PH MAINT	98,643.00	9,914.43	19,989.29	20.26	78,653.71
173-536-6040	OVERTIME SALARY - PH MAINT	5,000.00	162.25	690.03	13.80	4,309.97

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REVENUE & EXPENSE REPORT
CALENDAR 8/2017, FISCAL 2/2018

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
173-536-6110	FICA - PH MAINT	7,929.00	727.19	1,492.99	18.83	6,436.01
173-536-6130	IPERS - PH MAINT	8,899.00	901.06	1,844.69	20.73	7,054.31
173-536-6150	HEALTH INS - PH MAINT	36,750.00	2,203.63	4,407.26	11.99	32,342.74
173-536-6151	LIFE INS - PH MAINT	200.00	22.05	44.10	22.05	155.90
173-536-6160	WORK COMP - PH MAINT	2,181.00	.00	.00	.00	2,181.00
173-536-6170	UNEMPLOYMENT - PH MAINT	550.00	.00	.00	.00	550.00
173-536-6181	UNIFORM ALLOWANCE - PH MAINT	900.00	.00	450.00	50.00	450.00
173-536-6412	HEALTH SERVICES- PH MAINT	1,000.00	.00	.00	.00	1,000.00
	PUBLIC HOUSING MAINTENANC TOTA	162,052.00	13,930.61	28,918.36	17.85	133,133.64
173-910-6910	TRANSFER OUT - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	PUBLIC HOUSING TOTAL	20,987.00	28,049.35-	65,457.70-	311.90-	86,444.70

REVENUE & EXPENSE REPORT
CALENDAR 8/2017, FISCAL 2/2018

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
174-533-4300	INTEREST - SECTION 8	1,500.00	149.84	284.43	18.96	1,215.57
174-533-4440	STATE GRANT-SEC 8	.00	.00	.00	.00	.00
174-533-4504	FRAUD-SEC 8	5,000.00	249.00	299.00	5.98	4,701.00
174-533-4505	HUD CONTRIB-SEC 8	630,000.00	65,382.00	105,608.00	16.76	524,392.00
174-533-4509	ADMIN FEE/HTH-SEC 8	100,000.00	7,824.00	15,648.00	15.65	84,352.00
174-533-4710	REIMBURSED EXP-SEC 8	1,000.00	.00	.00	.00	1,000.00
174-533-4715	REFUNDS-SEC 8	1,000.00	.00	.00	.00	1,000.00
	SECTION 8 VOUCHER TOTAL	738,500.00	73,604.84	121,839.43	16.50	616,660.57
174-910-4830	TRANSFER IN - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
174-533-6010	SALARY - SEC 8	38,058.00	2,783.58	5,272.95	13.86	32,785.05
174-533-6040	OVERTIME SALARY - SECTION 8	1,000.00	.00	.00	.00	1,000.00
174-533-6110	FICA - SECTION 8	2,988.00	185.55	351.50	11.76	2,636.50
174-533-6130	IPERS -SECTION 8	3,488.00	248.56	470.84	13.50	3,017.16
174-533-6150	HEALTH INS - SECTION 8	17,165.00	1,377.77	2,755.54	16.05	14,409.46
174-533-6151	LIFE INS - SECTION 8	250.00	11.59	23.18	9.27	226.82
174-533-6160	WORK COMP - SECTION 8	2,035.00	.00	.00	.00	2,035.00
174-533-6170	UNEMPLOYMENT - SECTION 8	400.00	.00	.00	.00	400.00
174-533-6199	EMPLOYEE BEN-SEC 8	.00	.00	.00	.00	.00
174-533-6230	STAFF TRAINING - SECTION 8	1,500.00	.00	1,785.00	119.00	285.00-
174-533-6380	UTILITY ALLOT - SECTION 8	15,000.00	1,507.00	2,775.00	18.50	12,225.00
174-533-6401	ACCOUNTING FEES - SECTION 8	3,500.00	410.00	630.00	18.00	2,870.00
174-533-6411	LEGAL-SEC 8	1,000.00	.00	.00	.00	1,000.00
174-533-6420	CONTRACT SERVICES - SECTION 8	8,000.00	615.31	1,200.31	15.00	6,799.69
174-533-6423	SPECIAL SERVICE - SECTION 8	300.00	.00	.00	.00	300.00
174-533-6440	ENHANCED VOUCHER	16,000.00	1,670.00	3,563.00	22.27	12,437.00
174-533-6443	HOME OWNERSHIP VOUCHER	6,000.00	110.00-	714.00	11.90	5,286.00
174-533-6444	PORTABILITY VOUCHER	40,000.00	8,391.84	13,273.75	33.18	26,726.25
174-533-6445	HC VOUCHER PAY-SEC 8	503,000.00	48,939.00	96,209.00	19.13	406,791.00
174-533-6490	OTHER PROF SERVICES-SECTION 8	5,000.00	.00	5,000.00	100.00	.00
174-533-6516	REFUND INTEREST-SEC 8	.00	.00	.00	.00	.00
174-533-6518	SUNDRY-OFF EXP-SEC 8	4,000.00	635.10	693.11	17.33	3,306.89
	SECTION 8 VOUCHER TOTAL	668,684.00	66,665.30	134,717.18	20.15	533,966.82
174-910-6910	TRANSFER OUT - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	SECTION 8 VOUCHER TOTAL	69,816.00	6,939.54	12,877.75-	18.45-	82,693.75

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REQUESTED ACTION: Approve repair work on sidewalks.

Comments: We have most of the sidewalks and the cracks repaired. There have been some additional sidewalks identified that will require repair. There is an area of curb that is broken and missing some pieces and a sidewalk adjacent to a patio slab with needs to be raised at South Cedar Terrace. There is also some work at North Cedar Terrace where the trees roots have raised the sidewalks.

We had gotten a quote for the repairs from the contractor who had done the other work and we felt that the quote for some of the work was too high. His per square foot quote was excessively high for two of the areas. Due to a lack of availability and quotes from other contractors, we made temporary repairs to the areas at SCT. We scheduled the work with him for the sidewalk at NCT. The quote for this work was within the industry standards and was a dollar per square foot less than the other work he did for us. The quote for the work at NCT totaled \$5,850.00. We asked that he try to complete the work prior to September 21st.

We also noticed that a lot of the expansion joints had separated and created a fairly large gap. We obtained quotes from three different contractors and the costs per linear foot were comparable. However, only one of them could complete the work prior to our inspection. His cost per linear foot was slightly higher than the quotes from the other two companies, but we felt that it was important to get the work done sooner than the other two companies would be available. The gaps have been filled and the total on that job amounted to \$5,391.

There is still some money in the budget to cover these expenses.

REQUESTED ACTION: Move to approve Resolution No. 11-17 Section 8 Payment Standards.

Comments: HUD has published the new Fair Market Rents that we use to determine the Payment standards for the Section 8 Voucher program. The Payment standards are used to calculate our portion of the rent to the owner. Participants also use the Payment standard as a guide to determine if a unit will meet the guidelines. The monthly rent plus the utility allowance, or gross rent, needs to be close to the payment standard in order for the unit to be approved.

The payment standards can be set between 90% - 110% of the Fair Market Rents. Allowing flexibility for agencies to determine the amount of the payment standard serves several purposes:

- 1) Does not cause a financial hardship on participants by paying rents too high. In some areas, adopting the 90% concept of the Standards could cause families to pay rents so high that it is a financial burden. Although the program already has a requirement that does not permit families to pay more than 40% of their income for rent at initial lease up, it is not meant that all participants face that dilemma as a result of low payment standards and high rental market. It is intended to provide some flexibility for families to have a broader selection of available housing.
- 2) Does not substantially limit participants access to safe, decent housing. If the payment standards are set too low in a community where the rents are high, families would have to select the least desirable housing units available. Such as units that may barely pass the inspection requirements. It is not the intent of this program for participants to live in the worst housing, nor is it intended that they live in the best housing.
- 3) Does not cause a financial burden on the housing agency. The rental market and the financial condition of the local Section 8 program requires discretion for the local agency to determine the appropriate Payment standards for the area.

Another criteria used in determining the appropriate Payment standard is to compare the Payment standards to the rent of unsubsidized units. We do not want the rents for units on the Section 8 program to set the standard throughout the community (especially in driving the rents higher).

In consideration of the statements above, we are proposing maintaining the current Payment standards at the following levels:

0 bedroom	1 bedroom	2 bedroom	3 bedroom	4 bedroom
425	500	625	825	850

The attached table shows the current payment standard compared to the new Fair Market Rents and the new proposed Standards. and shows the allowable range between 90% - 110% of the Fair Market Rents and the percentages of the proposed Standards. The table also shows the low and high gross rents currently being paid by program participants, the median rent, and average.

Payment Standards vs Fair Market Rents
PS vs FMR

	0 bedroom 1 bedroom 2 bedroom 3 bedroom 4 bedroom				
Current PS	425	500	625	825	850
Current Percentage of New FMR	91.40%	96.15%	96.15%	93.54%	96.05%
Proposed PS	425	500	625	825	850
Current Percentage of New FMR	91.40%	96.15%	96.15%	93.54%	96.05%
New FMRs Effective 10/16	465	520	650	882	885
90% of new FMR / minimum for PS	419	468	585	794	797
110% of new FMR / maximum for PS	512	572	715	970	974
Current Gross Rents					
Low	325	360	433	525	812
Median	440	482	591	785	809
High	440	571	773	937	940
Average	430	472	581	765	883

Effective December 1, 2017



FY 2018 FAIR MARKET RENT DOCUMENTATION SYSTEM

The Final FY 2018 FMRs for All Bedroom Sizes

Final FY 2018 FMRs By Unit Bedrooms					
Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2018 FMR	\$465	\$520	\$650	\$882	\$885
FY 2017 FMR	\$448	\$512	\$630	\$865	\$868

Floyd County, IA is a non-metropolitan county.

Fair Market Rent Calculation Methodology

Show/Hide Methodology Narrative

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. 2011-2015 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area are used as the new basis for FY2018 provided the estimate is statistically reliable. For FY2018, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2011-2015 5-year, HUD checks whether the area has had at least minimally reliable estimate in any of the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2018 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, the estimate State for the area's corresponding metropolitan area (if applicable) or State non-metropolitan area is used as the basis for FY2018.

2. HUD calculates a recent mover adjustment factor by comparing a 2015 1-year 40th percentile recent mover 2-bedroom rent to the 2011-2015 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.
3. HUD calculates the appropriate recent mover adjustment factor between the 5-year data and the 1-year data and applies this to the 5-year base rent estimate.

RESOLUTION NO. 11-17

SECTION 8 VOUCHER PAYMENT STANDARDS

Charles City Housing and Redevelopment Authority

WHEREAS, the Charles City Housing and Redevelopment Authority provides housing for low income families through various programs which are funded primarily through agreements with the United States Department of Housing and Urban Development; and

WHEREAS, the Department of Housing and Urban Development has published the Fair Market Rents (FMR) to be effective October 1, 2017 and requested all housing agencies to implement them as required by program regulations; and

WHEREAS, the Department of Housing and Urban Development requires Payment Standards for the Section 8 Voucher program to be within 90% – 110% of the published FMRs it is necessary for this agency to make adjustments to the Payment Standards; and

WHEREAS, the Charles City Housing and Redevelopment Authority Board has been presented the new FMRs and supporting documentation for determination of the new Payment Standards;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Charles City Housing and Redevelopment Authority that the Authority approves the following Payment Standards effective October 1, 2017:

0 bedroom	1 bedroom	2 bedroom	3 bedroom	4 bedroom
425	500	625	825	850

PASSED AND APPROVED BY THE CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY ON THIS 21ST DAY OF SEPTEMBER 2017.

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

REQUESTED ACTION: Approve contract for asbestos removal with Asbestrol, Inc.

Comments: We have tested the old tiles and mastic for the all three sites and have found that the tile and mastic at South Cedar Terrace contain asbestos, just the tile at North Cedar Terrace contains asbestos, and nothing at Morningside contains asbestos. Because of this, we looked at certifying our staff to do asbestos remediation or contract with a company for the remediation. We decided that it would be best to leave it to the professionals. It reduces our liability, not to mention the cost of certification, and annual recertification training, disposal, etc.

A request for proposals was sent to seven contractors. We got proposals from three, with the following proposed costs:

Company	Location	Cost/Sq.Ft. Tile only	Cost/Sq.Ft. Tile and Mastic	Time Required for Completion
Advanced Environmental	Waterloo	\$7.00	\$8.00	20 days
REW Services, Corp.	Des Moines	\$4.00	\$5.80	14 days
Asbestrol, Inc	Austin, MN	\$3.25	\$5.49	5 days

Asbestrol, Inc. appears to have presented the best proposal. They are the lowest cost, they have the best response time, we have worked with them before on the rehab projects, and they are not on HUD barred or ineligible listing. We plan to contract with them for a period of two years, with the option of an additional two-year renewal. This work will be paid out of the operating budget.

The apartments are approximately 450 square feet, but not all apartments have the old tile and not all apartments have the old tile in every room. This makes it difficult to predict and budget for the removal. The work will be scheduled with them as the apartments turn over. So, the number of apartments each year will depend on the vacancy rate and whether the tile has already been replaced. Once the tile and/or mastic have been properly removed and the apartments cleaned, our maintenance employees will install the replacement tile.

We chose to wait to replace the tile as the apartments turn-over because it will be less expensive in the end. If we were to do all of them at once, we would have pack up the resident's belongings and find a place to store their things, and find short term housing for all the residents. There are just too many variables and costs associated with doing all the apartments at one time. We would realize some cost savings having them done at the same time, but we don't think that it would be enough to offset the costs of relocating the residents.

REQUESTED ACTION: Discuss options for managing the security cameras.

Comments: We have been having some difficulty managing the different camera systems that we use. The main issue is the means of retrieving video from the DVR at Morningside. Currently we are using radios placed that go from the office to the PD, to the Courthouse, and end at the tower at Morningside. If any of the radios loses connection the entire system will not work. The reason there are so many radios is because they require a line of sight, and with the trees and other elevations this was the only path. We used to send the signals to the high school, then to the police department. It seemed to work better, but when they put the new roof on the school, they didn't want the radios re-installed on the buildings.

We went with the radios to avoid a monthly service fee. However, they have not been reliable enough and since the beginning of the summer, we have been experiencing multiple outages every day. We had the radios looked at and the technology has progressed beyond the capabilities of the existing radios. It has been time consuming to constantly re-log into the system each day. We contacted Mediacom to see how much the monthly charge would be to use cable to transmit the video. They quoted approximately \$150 a month, isn't reasonable. We have Mediacom internet here at the office and are not charged a monthly fee because of the franchise agreement with the city. When I asked about the fee being waived no one either at Mediacom or the city could tell me if this would be an option. They were supposed to research it and get back with us and we are still waiting.

We also have our portable camera that we have used at the Terraces. We have an arrangement with one of the local installers. Lately they have not been responsive and available when we need assistance. Due to this, we contacted someone else to give us some other options. He said that there is a different internet service that we could subscribe to that would only cost between \$30-\$40 a month. I asked him for a proposal to provide us with support with our camera systems. We don't have the proposal yet. However, there needs to be some initial discussion to determine which route to take and how much we are willing to spend.

REQUESTED ACTION: Approve purchase of pickup from Stivers Ford.

Comments: To provide a better option for a second maintenance vehicle, we plan to purchase a new pickup truck and sell the Nitro. The city has expressed interest in purchasing the Nitro from us. We still haven't agreed on a sale price for the Nitro. It should sell from a private party for around \$7,000 to \$8,000.

In addition to a new truck we plan to purchase an additional snow plow. Our existing truck and plow are eight years old and the plow has been repaired multiple times. Last year, there was one snowstorm that the plow was broken and we did not have a snow plow to clear the parking lots and the City was not able to help. Fortunately, we have the skid loader, or we would have had to hire someone to clear the lots.

We will be piggy backing onto the State Vehicle Contracts for the purchase of the new truck. The truck being purchased is a 2017 Ford F250, ¾ ton, extended cab, V8 at a cost of \$27,628 from Stivers Ford in Des Moines. We also contacted Mike Molstead Motors to see if they could provide us with a vehicle for the state pricing and they said that they cannot come down on price enough to be competitive with the state contract pricing. The total price may change slightly depending on delivery and licensing fees.

There are adequate funds (\$40,000) budgeted in the current year to cover the cost of the truck in addition to the plow.

TRUCK - Heavy Pickup												
Group #	Contract/ Proposal #	Contract Expire Date	Make	Model	Size	Description	Body Code	EE3 Engine	Alt. Engine Available?	Dealer	Price	Dept.
HPU 1.0	17178	11/7/17	Ford	F250	3/4 Ton	Std Cab, 8 Ft Body, 4X2, V-8 Engine, 9,950 GVWR, 4,200 payload, 22,500 towing cap.	F2A	Yes	No	Dewey Ford	\$22,971.42	DAS
HPU 1.0	17177	11/7/17	RAM	2500	3/4 Ton	Std Cab, 8 Ft Body, 4X4, V-8 Engine, 10,000 GVWR, 4,480 payload, 13,150 towing cap.	D2L62	No	No	Stew Hansens	\$22,618.00	DAS
HPU 2.0	17179	11/7/17	Ford	F250	3/4 Ton	Std Cab, 8 Ft Body, 4X4, V-8 Engine, 10,000 GVWR, 3,880 payload, 12,900 towing cap.	F2B	Yes	V8 Diesel	Stew Ford	\$25,625.00	DAS
HPU 2.0	17177	11/7/17	RAM	2500	3/4 Ton	Std Cab, 8 Ft Body, 4X4, V-8 Engine, 10,000 GVWR, 4,480 payload, 13,150 towing cap.	D2L62	No	V6 Diesel	Stew Hansens	\$26,021.00	DAS
HPU 3.0	17177	11/7/17	RAM	3500	1 Ton	Std Cab, 8 Ft Body, 4X4, V-8 Engine, 10,400 GVWR, 3,940 payload, 15,970 towing cap.	D2B152	No	V8 Gas Base V6 Diesel	Stew Hansens	\$25,990.00	DAS
HPU 3.0	17179	11/7/17	Ford	F350	1 Ton	Std Cab, 8 Ft Body, 4X4, V-8 Engine, 10,300 GVWR, 4,830 payload, 12,600 towing cap.	F3B	Yes	V8 Diesel	Stew Ford	\$27,456.00	DAS
HPU 4.0	17178	11/7/17	Ford	F350	1 Ton	Std Cab, 8 Ft Body, 4X2, V-8 Engine, 14,000 GVWR, 3,375 payload, 13,100 towing cap.	F3C	Yes	V8 Diesel	Dewey Ford	\$26,246.42	DAS
HPU 4.0	17177	11/7/17	RAM	3500	1 Ton	Std Cab, 8 Ft Body, 4X2, DRW, V-8 Engine, 13,800 GVWR, 7,390 payload, 16,520 towing cap.	D2B162	No	V6 Diesel	Stew Hansens	\$25,717.00	DAS
HPU 5.0	17178	11/7/17	Ford	F350	1 Ton	Std Cab, 8 Ft Body, 4X4, DRW, V-8 Engine, 14,000 GVWR, 7,160 payload, 12,700 towing cap.	F3D	Yes	V8 Diesel	Dewey Ford	\$29,190.42	DAS
HPU 5.0	17176	11/7/17	Chevrolet	Silverado 3500	1 Ton	Std Cab, 8 Ft Body, 4X4, DRW, V-8 Engine, 13,400 GVWR, 6,723 payload, 23,200 towing cap.	CK3590B	Yes	V8 Diesel	Karl Chevrolet	\$28,228.08	DAS
HPU 6.0	17178	11/7/17	Chevrolet	Silverado 2500	3/4 Ton	Ext. Cab, 6-1/2 Ft Body, 4X4, V-8 Engine, 9,500 GVWR min, 3,094 payload, 14,900 towing cap.	CK2575B	Yes	V8 Diesel	Karl Chevrolet	\$28,438.55	DAS
HPU 6.0	17179	11/7/17	Ford	F250	3/4 Ton	Ext. Cab, 6-1/2 Ft Body, 4X4, V-8 Engine, 10,000 GVWR min, 4,000 payload, 12,600 towing cap.	X2B	Yes	V8 Diesel	Stew Ford	\$27,628.00	DAS
HPU 7.0	17179	11/7/17	Ford	F250	3/4 Ton	Ext. Cab, 8 Ft Body, 4X4, V-8 Engine, 10,000 GVWR, 3,910 payload, 12,500 towing cap.	X2B	Yes	V8 Diesel	Stew Ford	\$27,650.00	DAS
HPU 7.0	17176	11/7/17	Chevrolet	Silverado 2500	3/4 Ton	Ext. Cab, 8 Ft Body, 4X4, V-8 Engine, 9,500 GVWR, 2,986 payload, 14,200 towing cap.	CK2595B	Yes	V6 Diesel	Karl Chevrolet	\$28,354.57	DAS
HPU 8.0	17179	11/7/17	Ford	F350	1 Ton	Ext. Cab, 6-1/2 Ft Body, 4X4, V-8 Engine, 10,400 GVWR, 5,390 payload, 12,400 towing cap.	X3B	Yes	V8 Diesel	Stew Ford	\$29,688.00	DAS
HPU 9.0	17176	11/7/17	Chevrolet	Silverado 3500	1 Ton	Ext. Cab, 8 Ft Body, 4X4, DRW, V-8 Engine, 13,025 GVWR, 5,955 payload, 22,800 towing cap.	CK3595B	Yes	V8 Diesel	Karl Chevrolet	\$30,284.46	DAS
HPU 10.0	17180	11/7/17	Ford	F250	3/4 Ton	Crew Cab, 6-1/2 Ft Body, 4X4, V-8 Diesel Engine, 10,000 GVWR, 3,522 payload, 13,000 towing cap.	W2B	No	V8 Gas E85	Charles Gabus Ford	\$37,993.50 delivery to DAS \$37,994.00 other locations plus delivery	DAS
HPU 10.0	17178	11/7/17	Chevrolet	Silverado 2500	3/4 Ton	Crew Cab, 6-1/2 Ft Body, 4X4, V-8 Diesel Engine, 10,000 GVWR, 2,942 payload, 14,000 towing cap.	CK2574B	No	V8 Gas E85	Karl Chevrolet	\$37,412.13	DAS
HPU 10.0	17177	11/7/17	RAM	2500	3/4 Ton	Crew Cab, 6-1/2 Ft Body, 4X4, V-8 Diesel Engine, 10,000 GVWR, 2,380 payload, 17,200 towing cap.	D2L91	No	V8 Gas	Stew Hansens	\$35,219.00	DAS
HPU 11.0	17180	11/7/17	Ford	F350	1 Ton	Crew Cab, 6-1/2 Ft Body, 4X4, V-8 Diesel Engine, 11,500 GVWR, 3,785 payload, 19,000 towing cap.	W3B	No	V8 Gas E85	Charles Gabus Ford	\$40,427.50 delivery to DAS \$40,428.00 other locations plus delivery	DAS
HPU 11.0	17176	11/7/17	Chevrolet	Silverado 3500	1 Ton	Crew Cab, 6-1/2 Ft Body, 4X4, V-8 Diesel Engine, 11,200 GVWR, 4,080 payload, 17,200 towing cap.	CK3574B	No	V8 Gas E85	Karl Chevrolet	\$39,100.80	DAS
HPU 12.0	17178	11/7/17	Ford	F350	1 Ton	Crew Cab, 8 Ft Body, 4X2, DRW, V-8 Diesel Engine, 14,000 GVWR, 6,990 payload, 14,000 towing cap.	W3C	No	V8 Gas E85	Dewey Ford	\$37,943.50	DAS
HPU 12.0	17176	11/7/17	Chevrolet	Silverado 3500	1 Ton	Crew Cab, 8 Ft Body, 4X2, DRW, V-8 Diesel Engine, 13,025 GVWR, 6,111 payload, 22,900 towing cap.	CC3594B	No	V8 Gas E85	Karl Chevrolet	\$37,167.44	DAS
HPU 13.0	17180	11/7/17	Ford	F350	1 Ton	Crew Cab, 8 Ft Body, 4X4, DRW, V-8 Diesel Engine, 14,000 GVWR, 5,881 payload, 16,600 towing cap.	W3D	No	V8 Gas E85	Charles Gabus Ford	\$40,997.50 delivery to DAS \$40,998.00 other locations plus delivery	DAS
HPU 13.0	17177	11/7/17	RAM	3500	1 Ton	Ext. Cab, 8 Ft Body, 4X4, DRW, V-8 Diesel Engine, 14,000 GVWR, 5,830 payload, 18,660 towing cap.	D2B192	No	V8 Gas	Stew Hansens	\$39,004.00	DAS

TRUCK- Medium Duty Chassis Cab (3500/350 Series)												
Group #	Contract/ Proposal #	Contract Expire Date	Make	Model	Size	Description	Body Code	EE3 Engine	Alt. Engine Available?	Dealer	Price	Dept.
HPU 14.0	17178	11/7/17	Ford	F350	1 Ton	Std Cab, 60 inch CA, 4X4, DRW, V-8 Engine, 14,000 GVWR, 12,900 towing cap.	F3H	Yes	V8 Diesel	Stew Ford	\$29,468.00	DAS
HPU 14.0	17177	11/7/17	RAM	F350	1 Ton	Std Cab, 60 inch CA, 4X4, DRW, V-8 Engine, 13,500 GVWR, 7,120 payload, 16,079 towing cap.	D0B163	No	V6 Diesel	Stew Hansens	\$25,618.00	DAS
HPU 15.0	17179	11/7/17	Ford	F350	1 Ton	Std Cab, 84 inch CA, 4X4, DRW, V-8 Engine, 14,000 GVWR, 16,400 towing cap.	F3H	Yes	V8 Diesel	Stew Ford	\$29,599.00	DAS
HPU 15.0	17177	11/7/17	RAM	3500	1 Ton	Std Cab, 84 inch CA, 4X4, DRW, V-8 Engine, 13,500 GVWR, 6,990 payload, 21,000 towing cap.	D0B164	No	V6 Diesel	Stew Hansens	\$23,790.00	DAS
HPU 16.0	17178	11/7/17	Ford	F350	1 Ton	Ext. Cab, 60 inch CA, 4X4, DRW, V-8 Engine, 14,000 GVWR, 7,220 payload, 16,100 towing cap.	X3H	Yes	V8 Diesel	Dewey Ford	\$32,208.56	DAS
HPU 16.0	17177	11/7/17	RAM	3500	1 Ton	Ext. Cab, 80 inch CA, 4X4, DRW, V-8 Engine, 13,500 GVWR, 6,600 payload, 18,950 towing cap.	D0B193	No	V6 Diesel	Stew Hansens	\$28,958.00	DAS

TRUCK- Medium Duty Chassis Cab (4500/450 to 6500/650 Series)												
Group #	Contract/ Proposal #	Contract Expire Date	Make	Model	Size	Description	Body Code	EE3 Engine	Alt. Engine Available?	Dealer	Price	Dept.
Group L 12.1	17097	11/7/17	RAM	4500	Class 5	Std Cab, 4X2, DRW, V-8 Engine, 16,500 GVWR, 18,290 towing cap.	DP4164			Stew Hansens	\$30,407.00	DAS
Group L 12.1	17099	11/7/17	Ford	F450	Class 5	Std Cab, 4X2, DRW, V-10 Engine, 16,500 GVWR, 16,000 towing cap.	F4G			Dewey Ford	\$31,690.88	DAS
Group M 13.1	17097	11/7/17	RAM	4500	Class 5	Std Cab, 4X4, DRW, V-8 Engine, 16,500 GVWR, 18,470 towing cap.	DP9164			Stew Hansens	\$33,443.00	DAS
Group M 13.1	17099	11/7/17	Ford	F450	Class 5	Std Cab, 4X4, DRW, V-10 Engine, 16,500 GVWR, 16,000 towing cap.	F4H			Dewey Ford	\$34,208.38	DAS
Group N 14.1	17097	11/7/17	RAM	4500	Class 5	Crew Cab, 4X4, DRW, V-8 Engine, 16,500 GVWR, 18,290 towing cap.	DP9194			Stew Hansens	\$35,175.00	DAS
Group N 14.1	17099	11/7/17	Ford	F450	Class 5	Crew Cab, 4X4, DRW, V-10 Engine, 16,500 GVWR, 16,000 towing cap.	W4H			Dewey Ford	\$37,857.88	DAS
Group O 15.1	17097	11/7/17	RAM	5500	Class 5	Std Cab, 4X2, DRW, V-8 Engine, 18,000 GVWR, 18,890 towing cap.	DP5194			Stew Hansens	\$31,148.00	DAS
Group O 15.1	17099	11/7/17	Ford	F550	Class 5	Std Cab, 4X2, DRW, V-10 Engine, 18,000 GVWR, 18,500 towing cap.	F5G			Dewey Ford	\$31,755.88	DAS
Group P 16.1	17097	11/7/17	RAM	5500	Class 5	Std Cab, 4X4, DRW, V-8 Engine, 18,000 GVWR, 18,450 towing cap.	DP0194			Stew Hansens	\$33,884.00	DAS
Group P 16.1	17099	11/7/17	Ford	F550	Class 5	Std Cab, 4X4, DRW, V-10 Engine, 18,000 GVWR, 18,000 towing cap.	F5H			Dewey Ford	\$35,300.88	DAS
Group Q 17.1	17097	11/7/17	RAM	5500	Class 5	Crew Cab, 4X4, DRW, V-8 Engine, 18,000 GVWR, 17,900 towing cap.	DP0194			Stew Hansens	\$37,016.00	DAS
Group Q 17.1	17099	11/7/17	Ford	F550	Class 5	Crew Cab, 4X4, DRW, V-10 Engine, 18,000 GVWR, 18,000 towing cap.	W5H			Dewey Ford	\$38,957.88	DAS
Group R 18.1	17101	11/7/17	Ford	F650	Class 7	Crew Cab, 4X2, DRW, V-10 Engine, 26,000 GVWR, 35,000 GVWR	X6A			Stew Ford	\$49,210.00	DAS



Iowa Department of Administrative Services

[Back to List](#)

Contract Information

Contract Information

Number	17179
Product/Service	2017 Trucks, Vans & SUVs -Stivers Ford
Contact Name	Nancy Wheelock
Contact Email	Nancy.Wheelock@iowa.gov
Contact Phone Number	(515) 725-2268

Description

Description

Departments

All State Agencies
Other Governmental Entities

Awarded To

Vendor Name	ED STIVERS FORD
Vendor Alias DBA	Stivers Ford
Vendor Address 1	1450 E Hickman Rd
Vendor Address 2	
City/State/Zip	WAUKEE, IA 50263-8310
Vendor Contact Name	Ron Reese
Vendor Contact Email	rreese@stiversfordia.com
Vendor Contact Phone Number	(515) 987-3697
Vendor Contact Phone Extension	1100
Vendor Contact Other Number	

**Vendor Contact Fax
Number**

Documents/Attachments

<u>Vehicle Specifications Terms and Conditions.docx</u>	4/20/2017 12:10:45 PM	—
<u>MA17179 Contract for Signature - Stivers.pdf</u>	4/20/2017 12:10:45 PM	—

Payment Terms & Free On Board

Payment Term	Net 60
Free On Board	FOB Dest, Freight Prepaid



STATE OF IOWA
MASTER AGREEMENT
 Contract Declaration and Execution

MA 005

17179

EFFECTIVE BEGIN DATE: 11-08-2016

EXPIRATION DATE: 11-07-2017

PAGE: 3 of 8

LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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Moines, IA.

Price for vehicles not delivered to DAS is \$27,456.00 plus any additional cost per mile delivery charges.

The deliver cost is limited to a fee of \$3.00 per mile (one way) anywhere else in Iowa.

Price may vary depending on the options selected for a vehicle.

3	0.00000	EA	072	\$ 0.000000
				\$ 0.000000

REF DOC:

REF VNDR LN:

REF COMM LN:

REF TYPE: FINAL

TRUCKS (Incl. Diesel, Gasoline, Electric, Hybrid, and Altern
 HPU Group 6 - Ext. Cab F250 Heavy Pickup 4X4 Short Box

Ford F250 Ext. Cab 4X4 Short Box Pickup with V8 FFV Engine per DAS specifications.

Make: Ford
 Model: F250
 Exact Model: X2B
 Trim: XL
 Exact Trim: 600A
 Engine: 996
 Transmission: 44S
 Payload Capacity: 4,000 lbs.
 Towing Capacity: 12,600 lbs.
 GVWR: 10,000 lbs.

Bid Price is: \$27,628.00 delivered to DAS Fleet Services in Des Moines, IA.

Price for vehicles not delivered to DAS is \$27,628.00 plus any additional cost per mile delivery charges.

The deliver cost is limited to a fee of \$3.00 per mile (one way) anywhere else in Iowa.

Price may vary depending on the options selected for a vehicle.

4	0.00000	EA	072	\$ 0.000000
				\$ 0.000000

REF DOC:

REF VNDR LN:

REF COMM LN:

REF TYPE: FINAL

TRUCKS (Incl. Diesel, Gasoline, Electric, Hybrid, and Altern
 HPU Group 7 - Ext. Cab F250 Heavy Pickup 4X4 Long Box

Ford F250 Ext. Cab 4X4 Long Box Pickup with V8 FFV Engine per DAS specifications.

Make: Ford
 Model: F250