



## Cover Memorandum/Staff Report

File #: 18-0244 CRA

Agenda Date: 2/12/2019

Item #:

**TO:** CRA Board of Commissioners  
**FROM:** Elizabeth Burrows, Economic Development Manager  
**THROUGH:** Jeff Costello, CRA Executive Director  
**DATE:** February 12, 2019

### **CURB APPEAL GRANT - 425 SW 3<sup>rd</sup> STREET (JONES)**

#### **Recommended Action:**

Approve a Curb Appeal Grant for the property located at 425 SW 3<sup>rd</sup> Street, for an amount not to exceed \$15,000.00.

#### **Background:**

The Curb Appeal Grant Program, originally established by the CRA in 2007, helps to enhance the aesthetics of the Northwest and Southwest residential neighborhoods by facilitating minor cosmetic improvements to single-family homes and duplexes. The program funds a variety of improvements, such as roof repair and replacement, landscaping, irrigation, exterior painting, and driveway improvements, with a maximum possible grant award of \$15,000.

Attached is a Curb Appeal Grant proposal for the property located at 425 SW 3<sup>rd</sup> Street, owned by Ms. Precious Jones. The City's Neighborhood Services Division that administers the program evaluated the property and has determined the home is in need of exterior painting, a new irrigation system, and new landscaping.

Pursuant to the City's procurement policy, City staff requested bids for the proposed project from qualified contractors. The lowest responsive bid was submitted by CJ Contracting, LLC, estimating a total project cost of \$15,000.00. Because the homeowner is eligible for a Curb Appeal grant at the 100% funding level, the City is requesting a Curb Appeal Grant from the CRA in the amount of \$15,000.00, which is the maximum award possible allowed by program guidelines. The included 5% contingency amount, calculated at \$750, will be funded separately by Neighborhood Services.

If approved, the selected contractor will complete the specified improvements to the satisfaction of City staff, and payment will be issued after the work is approved by a final inspection. Staff recommends approval of the requested Curb Appeal grant, as it will help further the CRA mission by eliminating blighted conditions in Sub-Area #8 (Southwest Neighborhood) of the CRA District by directly funding improvements that will enhance the viability and aesthetics of an owner-occupied single-family home, thereby furthering neighborhood stabilization and enhancing the tax base.

Attachments: Exhibit A - Location Map; Exhibit B - Quote Information Sheet & Contractor Quote Proposal; Exhibit C - Photos of Existing Conditions

#### **CRA Attorney Review:**

N/A

#### **Finance Review:**

N/A

**Funding Source/Financial Impact:**

\$15,000.00 allocated from General Ledger #7305 - Grant Programs - Curb Appeal Assistance Grant

**Timing of Request:**

N/A