



Cover Memorandum/Staff Report

File #: 18-0391 CRA

Agenda Date: 7/9/2019

Item #: C.

TO: CRA Board of Commissioners
FROM: Elizabeth Burrows, Economic Development Manager
THROUGH: Renée A. Jadusingh, CRA Executive Director
DATE: July 9, 2019

CURB APPEAL GRANT - 131 NW 6TH AVENUE (GUNN)

Recommended Action:

Approve a Curb Appeal Grant for the property located at 131 NW 6th Avenue, in an amount not to exceed \$13,650.00.

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 131 NW 6th Avenue, owned by Ms. Phyllis Gunn. The City's Neighborhood Services Division that administers the program evaluated the property and has determined the home is in need of exterior painting and a new roof.

Pursuant to the City's procurement policy, City staff requested bids for the proposed project from qualified contractors and received three responses. The lowest responsive bid was from CJ Contracting, LLC, estimating a total project cost of \$13,000.00. 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 \$13,650.00, which includes a 5% contingency amount, as allowed by program guidelines.

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 #4 (Northwest Neighborhood) of the CRA District by directly funding improvements that will enhance the viability and aesthetics of an owner-occupied single-family home, thereby fostering increased neighborhood stabilization and the growth of 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:

\$13,650.00 allocated from General Ledger #7305 - Grant Programs - Curb Appeal Assistance Grant