

MEMORANDUM

TO: Roger L. Stancil, Town Manager

FROM: Tina Vaughn, Housing Director
Kenneth C. Pennoyer, Business Management Director

SUBJECT: Enactment of a Project Ordinance for the 2009-2010 Capital Fund Program for Public Housing Renovations and Resident Services.

DATE: January 11, 2010

PURPOSE

Enactment of the attached project ordinance for the 2009-2010 Capital Fund Program in the amount of \$595,500. The project ordinance is based on a Capital Fund grant from the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND

On April 15, 2009 the Council approved a plan for use of the Capital Fund Program grant. The Council also authorized submittal of a plan for the 2009-2010 Capital Fund Program to the U.S. Department of Housing and Urban Development.

The plan includes renovation work in 15 public housing apartments at the South Roberson neighborhood and appliance replacement at the Eastwood neighborhood.

DISCUSSION

Proposed renovations and activities for the 2009-2010 Grant Funds as approved by the Council on April 15, 2009 include the following:

1. Renovation of apartments in the South Roberson public housing neighborhood

Proposed renovation work would include, but not be limited to, replacement of furnaces, installation of air conditioning, replacement of windows and screens, replacement of floor tiles, replacement of bathtub liners and surrounds, bathroom fixtures, plumbing and electrical upgrades, interior and exterior painting, replacement of interior and exterior doors, and landscaping. Energy Star products will be used for replacement of appliances, fixtures, equipment and systems.

The plumbing upgrades will include the installation of high-efficiency toilets as recommended in the study by the Mayor's Youth for a Sustainable Future. The installation of high-efficiency toilets has been included in all previous public housing renovations.

Allocation: \$457,950.

2. Replacement of Appliances at Eastwood and Caldwell/Church

Replace 32 refrigerators and stoves with Energy Star products at Eastwood. These appliances have passed their serviceable years and need to be replaced due to frequent maintenance work and major repairs.

Allocation: \$22,500.

3. Professional Services

Hire a construction manager to monitor and inspect the renovation work daily, prepare work records and interview workers as required by HUD. The cost for relocating families during the renovation process is also included.

Allocation: \$34,500

4. Section 504 Compliance

Hire an intern to assist with the preparation of quarterly reports to be submitted to HUD, review and update Housing policies to conform to Section 504/Americans with Disabilities Act regulations and assist with the processing of residents' requests for reasonable accommodations as required by HUD.

Allocation: \$19,000

5. Administrative Cost and Staff Training

This activity includes the administrative cost for coordinating and implementing the Capital Fund activities and training for maintenance staff.

Allocation: \$61,550

The total amount appropriated from the U. S. Department of Housing and Urban Development for the Capital Fund Program is \$595,500.

RECOMMENDATION

That the Council enact the attached Ordinance for the Capital Fund Program, consistent with the Program previously approved by the Council.

ATTACHMENTS

1. October 7, 2009 Letter from HUD (p. 5).
2. 2009-2010 Annual Statement for the Capital Fund Program (p. 6).