

City of Franklin
City of Franklin
October 8, 2020 7:00 PM City Hall

A Copy of the "Open Meetings Act" is posted in the Council Room
This Agenda can be changed up to 24 hours prior to meeting time per open meeting law.

The Board may enter into closed session to discuss any matter on this agenda when it is determined by the council that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such an individual has not requested a public meeting, or as otherwise allowed by law. A closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session.

It is the intention of the Board to take up the items on the agenda in sequential order. However, the Board reserve the right to take up matters in a different order to accommodate the schedules of the board members, persons having items on the agenda, and the public.

1. Call Meeting to Order Roll Call
2. Verification of Open Meetings Notice
3. **Discussion and Action Items**
 - a. Discuss, Consider and Approve work write ups for OOR Housing Grant as presented.
 - FR-HR-06
 - FR-HR-09
4. Adjourn

WORK WRITE-UP
5-Year Forgivable Loan at 0% Interest

Applicant Number:	FR-HR-06	House Square Footage:	1,287
Level:	A	Cost of Repairs:	\$25,000
Property Points:	63	Cost Per Square Foot:	\$19.43
Income/Grant Impact Points:	75		
Total Points	138		

Housing Rehabilitation Specialist:

The home under consideration for the City of Franklin Reuse Housing Rehabilitation Program is structurally sound and will meet the Nebraska Department of Economic Development's (NDED) minimum rehabilitation standards upon completion of all repair items designated below as **MRS**, which stands for minimum rehab standard. It is estimated that, at a minimum, all MRS items can be completed with the loan amount to be provided for this project by the Franklin Housing Rehabilitation Program. Thus, it is determined to be economically feasible. In the event the cost of completion of the MRS designated items will exceed the loan amount to be provided through the Franklin Housing Rehabilitation Program and other financing is not in place, then the project will be deemed economically infeasible and the loan approval will be rescinded.

Once all MRS items are completed, any remaining housing program loan funds may be utilized for the repair items designated below as "priority."

The "if funds available" items are eligible expenses of the housing rehab program; however, they are lowest in priority and financial assistance in completing them will be provided only after all MRS and priority items have been addressed and if there are funds available.

Contractors must reference the Contractor Work Specifications document that has been provided to the homeowner prior to bid submission to ensure compliance with Program requirements.

Repairs:

1. Caulk exterior concrete front porch gap where it meets the foundation / wall along wall 1 **(MRS)**
2. Seal or caulk around patio where the concrete meets walls 3 and 4 of the house **(MRS)**
3. Install GFCI-protected exterior outlets on walls 1 and 3 – if funds available
4. Install Front Porch railings **(MRS)**
5. Install gutters and downspouts with extensions **(MRS – insurance is to cover this)**
6. Caulk or seal around exterior window casings on wall 1 **(MRS)**
7. Repair or replace leaking exterior faucet on wall 1 **(MRS)**
8. Seal or caulk concrete pad along wall 1 of the house where the faucet is located **(MRS)**
9. Replace Living Room storm door on wall 1 **(MRS)**
10. Install complete siding package on home, including the Sunroom exterior walls below the windows **(Priority)**
11. Install soffit and wrap fascia on all walls **(Priority)**

Continued...

Work Write-Up

Applicant Number: FR-HR-06

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12. Replace Kitchen outlet on wall 1, wall 2, and two outlets on wall 3 with GFCI outlets **(MRS)**
13. Separate Main Floor Bathroom light switches for fan and overhead light **(MRS)**
14. Vent Main Floor Bathroom exhaust fan to exterior of home **(MRS)**
15. Replace Upstairs Bathroom outlet on wall 4 with GFCI outlet **(MRS)**
16. Install Upstairs Bathroom exhaust fan and vent to exterior of home **(MRS)**
17. Install Garage permanent light fixture **(MRS)**
18. Replace Garage outlet by the washer with GFCI outlet **(MRS)**
19. Permanently wire Garage overhead door opener to eliminate extension cord **(MRS)**
20. Install Basement junction box covers on ceiling **(MRS)**
21. Install 4 battery-operated smoke detectors, with 1 inside Northeast Bedroom, 1 inside Southeast Bedroom, and 1 inside Southwest Bedroom on ceiling 15 inches in from privacy door and 1 outside Southeast Bedroom **(MRS)**
22. Install 2 combination smoke / carbon monoxide detectors, with 1 outside Northeast Bedroom and 1 in Basement **(MRS)**
23. Connect Upstairs Bathroom drain pipe to shower where old one rusted off and install shower unit **(MRS)**
24. Replace Upstairs Bathroom floor covering and if needed replace underlayment **(MRS)**
25. Replace Upstairs Bathroom sink and faucet **(MRS)** AND vanity if funds available
26. Seal Sunroom gaps between the bottom trim board on walls 3 and 4 and the plywood **(MRS)**
27. Install Basement Staircase handrail **(MRS)**
28. Seal / caulk Basement west wall where it is cracked above the retaining wall **(MRS)**
29. Wash / wipe down Basement wall boards and metal that are showing signs of mold **(MRS)**
30. Install Basement dehumidifier **(MRS)**
31. Repair Upstairs Bathroom walls **(Priority)**
32. Replace Upstairs Bathroom toilet stool with taller stool – if funds available
33. Move Sunroom south wall to south side of garage passage door on wall 3 – if funds available
34. Finish Sunroom interior walls with insulation, sheetrock, tape and bedding – if funds available
35. Install additional Sunroom outlets – if funds available
36. Replace Sunroom exterior door and storm door on wall 4 – if funds available
37. Any areas of deteriorated (interior/exterior) paint will be addressed as funds allow, and any paint chips on the ground will be addressed as needed. **(MRS)**

***Requires contractor with Lead-Safe Work Practices (LSWP) Training.**

Continued...

Work Write-Up

Applicant Number: FR-HR-06

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House Wall Identification Guide: The exterior wall that faces the street for the home's address is labeled as Wall 1 of the house. Proceeding clockwise around the house, the remaining walls 2, 3, and 4, are labeled respectively. The interior room walls correspond to the exterior walls.

Component Location: If there is more than one of the same component type on a wall (for example, two windows), the components are considered alphabetically from left to right. So, if there are two windows on one wall, the window on the left is window A and the one on the right is window B.

Homeowner's Signature

Date

Housing Specialist

Date

Your signature(s) on this document indicates your acknowledgment of the need of the repairs listed above, and that you are aware that funds for you are limited to the amount stated above, regardless of whether or not all listed repairs can be paid for with this amount.

WORK WRITE-UP
5-Year Forgivable Loan at 0% Interest

Applicant Number:	FR-HR-09	House Square Footage:	1,002
Level:	A	Cost of Repairs:	\$25,000
Property Points:	68	Cost Per Square Foot:	\$24.95
Income/Grant Impact Points:	60		
Total Points	128		

Housing Rehabilitation Specialist:

The home under consideration for the City of Franklin Reuse Housing Rehabilitation Program is structurally sound and will meet the Nebraska Department of Economic Development's (NDED) minimum rehabilitation standards upon completion of all repair items designated below as **MRS**, which stands for minimum rehab standard. It is estimated that, at a minimum, all MRS items can be completed with the loan amount to be provided for this project by the Franklin Housing Rehabilitation Program. Thus, it is determined to be economically feasible. In the event the cost of completion of the MRS designated items will exceed the loan amount to be provided through the Franklin Housing Rehabilitation Program and other financing is not in place, then the project will be deemed economically infeasible and the loan approval will be rescinded.

Once all MRS items are completed, any remaining housing program loan funds may be utilized for the repair items designated below as "priority."

The "if funds available" items are eligible expenses of the housing rehab program; however, they are lowest in priority and financial assistance in completing them will be provided only after all MRS and priority items have been addressed and if there are funds available.

Contractors must reference the Contractor Work Specifications document that has been provided to the homeowner prior to bid submission to ensure compliance with Program requirements.

Repairs:

1. Tear off shingles and replace roofing **(MRS)**
2. Seal or caulk all gaps or cracks on exterior foundation **(MRS)**
3. Replace all rotten soffit and fascia boards, including the boards behind the gutters **(MRS)** AND install soffit and wrap fascia on all walls of home **(Priority)**
4. Replace Kitchen window A on wall 3 with full replacement window, including new exterior window casings and sill **(MRS)**
5. *Replace rotten exterior window casings and sills and door casings and wet-scrape and repaint* **(MRS)** AND wrap casings and sills* **(Priority)**
6. Install house numbers on front of home to be visible from road (minimum 4-inch height by 1/2-inch width) **(MRS)**
7. Install complete siding package on all walls of home **(Priority)**
8. Install gutters and downspout with extensions to route water away from home **(Priority)**
9. Replace Back Porch window A on wall 3 with Thermopane window insert **(MRS)**
10. Replace existing heater in Bathroom with gas heater that homeowner has purchased **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-09

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11. Replace gas furnace with 95% high-efficiency furnace and install ductwork OR install mini-split heat pump units **(MRS)**
12. Install 14-SEER central air-conditioning unit **(Priority – if mini-split heat pump units not installed)**
13. Upgrade electrical panel **(MRS – if required for HVAC)**
14. Replace Kitchen outlet on wall 2 with GFCI outlet and install missing outlet cover **(MRS)**
15. Replace Bathroom outlet on wall 4 with GFCI outlet **(MRS)**
16. Install Bathroom exhaust fan and vent to exterior **(MRS)**
17. Install missing Back Porch outlet covers on walls 3 and 4 **(MRS)** AND if funds available install one additional outlet
18. Replace Northeast Bedroom ceiling fan with fan that homeowner has purchased **(Priority)**
19. Install at least one additional Northeast Bedroom outlet – if funds available
20. Install at least two additional Southeast Bedroom outlets – if funds available
21. Install 1 battery-operated smoke detectors, with 1 inside Northeast Bedroom on ceiling 15 inches in from privacy door **(MRS)**
22. Install 1 combination smoke / carbon monoxide detector on Living Room ceiling between Northeast and Southeast Bedrooms **(MRS)**
23. Install water heater relief valve extension **(MRS)**
24. Repair Bathroom toilet stool that runs intermittently **(MRS)**
25. Install Back Porch weather stripping for exterior door on wall 4 **(MRS)**
26. Replace Kitchen floor covering – if funds available
27. Finish interior trim on Northeast Bedroom windows – if funds available
28. Finish interior trim on Southeast Bedroom window A on wall 1 and window A on wall 2 – if funds available
29. Repair Southeast Bedroom wall 1 or cover with sheetrock and tape, bed, and paint – if funds available
30. Replace Bathroom underlayment and floor covering – if funds available
31. Install new Bathroom shower unit – if funds available
32. Finish interior trim on Utility Room window A on wall 1 and window A on wall 2 – if funds available
33. Sheetrock, tape, bed, and paint Utility Room plaster walls – if funds available
34. Finish interior trim on Back Porch window A on wall 4 and door A on wall 4 – if funds available
35. Replace Back Porch floor covering – if funds available
36. Insulate attic to R-38 value – if funds available
37. Any areas of deteriorated (interior/exterior) paint will be addressed as funds allow, and any paint chips on the ground will be addressed as needed. **(MRS)**

***Requires contractor with Lead-Safe Work Practices (LSWP) Training.**

Continued...

Work Write-Up

Applicant Number: FR-HR-09

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