



**CITY OF MODESTO
HOUSING REHABILITATION LOAN COMMITTEE AGENDA
THURSDAY, May 6, 2021 1:00 PM
ROOM 3001
1010 TENTH STREET–MODESTO, CA**

The meeting will be held in conference room 3001, 1010 Tenth Street, Modesto, California, **but will not be physically open to the public.** In order to minimize the spread of the COVID-19 virus, this meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-29-20, which suspended certain requirements of the Brown Act and will not be physically open to the public. To participate in this meeting, you may observe virtually by Zoom Video Conferencing and Telephone.

Joining the Housing Rehabilitation Loan Committee meeting via Zoom

The City of Modesto is now offering the ability to view and participate in Housing Rehabilitation Loan Committee meetings via telephonic conferencing via “Zoom” video conferencing computer technology. The meeting may be accessed through the use of Zoom using one of the following options:

- Enter the following link into an Internet Browser
- <https://us02web.zoom.us/j/85617880073?pwd=bXFyeW1Lb1hZRTRFTlICV05VQlRSUT09>
- Enter the following link into an Internet Browser <https://zoom.us/> and using the Webinar ID 828 7999 4711, Pass Code 010218
- To use Zoom, please visit: <https://zoom.us/> and either sign-up for a free Zoom account or continue as a guest. Once you have downloaded the app onto your mobile device, joined from your web browser, or downloaded the Zoom software on your computer you will be ready for the upcoming Committee meeting.

Joining the Housing Rehabilitation Loan Committee meeting via Telephone

If you don't have a smart phone or computer to access the meeting via Zoom, you can participate by phone, by calling 1-877-853-5257 (Toll Free) or 1-888-475-4499 (Toll Free) and enter the Webinar ID 856 1788 0073, Pass Code 010218.

Providing Public Comment on Zoom and by Telephone

The Housing Rehabilitation Loan Committee Chair will open each public hearing item for public comment. Once the Chair has announced the public comment period, please do one of the following.

USING A COMPUTER OR SMART PHONE APP:

- Click on the “Raise Hand” feature in the webinar controls. This will notify City staff that you have raised your hand.
- City staff will unmute your microphone when it is your turn to provide public comment.
- A prompt will appear to confirm you would like to be unmuted and then you will be able to provide your comments.
- Once your public comment has ended, you will be muted again.

If you wish to submit a public comment in writing, please submit your comment, to the Recording Secretary at housing@modestogov.com prior to the start of the meeting. All comments will be shared with the Committee and placed in the record. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.

Please Note: In order to respond to COVID-19 the City will hold this meeting via teleconference pursuant to the Governor’s Executive Order N-29-20. Committee members may be calling in.

I. ROLL CALL

II. CONFLICT OF INTEREST DECLARATION

III. PUBLIC COMMENT PERIOD

Only interested persons in the audience may present these matters. Under State law, the Housing Rehabilitation Loan Committee may respond to matters being presented under the item only as follows:

- a) Briefly respond to statements made or questions raised.
- b) Ask a question for clarification
- c) Provide a reference to staff or other resources for factual information.
- d) Request staff to report back at a subsequent meeting.
- e) Finally, a Committee member or the Committee itself may take action to direct staff to place a matter of business on a future agenda.

IV. CONSENT ITEMS—Unless withdrawn from consent, items are approved at one time

Item 1 Consider approving minutes for the December 3, 2020 meeting.

V. NEW BUSINESS

Item 2 Consider approving an additional \$50,000 Homeowner Rehabilitation Loan for a total of \$135,107 Homeowner Rehabilitation Loan and a \$10,000.00 Homeowner Rehabilitation Grant, for Emily Dunn for the property located at 1541 W Orangeburg Avenue, Modesto, CA 95350 and forwarding to Council for approval
Contact Info: Jessica Narayan, 577-5211, jnarayan@modestogov.com

Item 3 Consider approving a \$19,947.00 Homeowner Rehabilitation Grant, for Miriam Lemus for the property located at 2621 Prescott Road #258, Modesto, CA 95350

Item 4 Consider Election of Chair

Contact Info: Jessica Narayan, 577-5211, jnarayan@modestogov.com

Item 5 Consider Election of Vice-chair

Contact Info: Jessica Narayan, 577-5211, jnarayan@modestogov.com

VI. COMMENTS AND COMMITTEE REPORTS

VII. MATTERS TOO LATE FOR THE AGENDA

These may be presented by members of the HRLC and staff, upon determination by a majority vote that an emergency exists, as defined by State law, or by a 2/3 vote that: 1) there is a need to take immediate action, and 2) that the need for action came to the City's attention after the agenda was posted.

VIII. ADJOURNMENT

Copies of the agenda are on file in the office of the Community Development Division, Third Floor, 1010 Tenth Street, Modesto, California, and online at: <https://www.modestogov.com/800/Citizens-Housing-Community-Development-C>

ADA Access

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Citizen Housing & Community Development Recording Secretary at 209.577.5211. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. In accordance with the requirements of Title II of the Americans with Disabilities Act ("ADA") of 1990, the Fair Employment & Housing Act ("FEHA"), the Rehabilitation Act of 1973 (as amended), Government Code section 11135 and other applicable codes, the City of Modesto ("City") will not discriminate against individuals on the basis of disability in the City's services, programs, or activities. For more information, please visit the City of Modesto website at <https://www.modestogov.com/865/Americans-with-Disabilities-Act-ADA>

Posted pursuant to Government Code Section 54954.2 on _____5/3/2021__ at ___12:50__

By ___Erica Hunt___ on the bulletin board at Tenth Street place.



MINUTES
City of Modesto
HOUSING REHABILITATION LOAN COMMITTEE

Tenth Street Place, 1010 10th Street, Suite 3001
Modesto, California

Thursday, December 3, 2020

The meeting was called to order by Co -Chairperson Rhoda Yare at 12:08 p.m.

ROLL CALL

Members Present: Councilmember Kenoyer, James Liberto, Christina Kenney, Mary Ramirez, Sandra Wilson

Members Absent: Rhoda Yare, David Wright

Staff Present: Jessica Narayan, Trena Ochoa, Yesenia Carrasco, Heather Hynes

Public Present: None

DECLARATION OF CONFLICT OF INTEREST

PUBLIC COMMENT PERIOD

CONSENT ITEMS – UNLESS WITHDRAWN FROM CONSENT, ITEMS ARE APPROVED AT ONE TIME.

1. Consider approving minutes of the October 1, 2020 meeting.

ACTION: Motion (James Liberto, Sandra Wilson 3-0; Councilmember Kenoyer - Recused) approving the minutes of the October 1, 2020 meeting.

New Business

1. Consider approving a \$7,290.00 Homeowner Rehabilitation Grant, for Allen Cox and Lacreata Cox for the property located at 1500 Held Dr Space #112, Modesto, CA 95355.

ACTION: Motion (Mary Ramirez, James Liberto; 5-0) a \$7,290.00 Homeowner Rehabilitation Grant, for Allen Cox and Lacreata Cox for the property located at 1500 Held Dr Space #112, Modesto, CA 95355.

2. Consider approving a \$3,046.00 Homeowner Rehabilitation Grant, and a \$12,186.00 Homeowner Rehabilitation Loan for Penelope Sackett for the property located at 2404 Walnut Grove Way, Modesto, CA 95355.

ACTION: Motion (Sandra Wilson, Mary Ramirez; 5-0) a \$3,046.00 Homeowner Rehabilitation Grant, and a \$12,186.00 Homeowner Rehabilitation Loan for Penelope Sackett for the property located at 2404 Walnut Grove Way, Modesto, CA 95355.

COMMITTEE COMMENTS & REPORTS

None

MATTERS TOO LATE FOR THE AGENDA

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:35p.m. by Councilmember Kenoyer.

Respectfully submitted and approved by,

Jessica Narayan, Community Development Manager
Community and Economic Development Department



CITY OF MODESTO
COMMITTEE AGENDA REPORT

DATE OF MEETING:
May 6, 2021

Date: April 8, 2020

TO: Housing Rehabilitation Loan Committee

THROUGH: Jessica Hill, Community Development Manager

SUBJECT: Homeowner Rehabilitation Grant and Housing Rehabilitation Loan for 1541 W Orangeburg Avenue, Modesto, CA 95350 (Emily Dunn)

CONTACT: Jessica Hill, Community Development Manager
jhill@modestogov.com, 577-5321

DESCRIPTION:

Consider approving an additional \$50,000 Homeowner Rehabilitation Loan for a total of \$135,107 Homeowner Rehabilitation Loan and a \$10,000.00 Homeowner Rehabilitation Grant, for Emily Dunn for the property located at 1541 W Orangeburg Avenue, Modesto, CA 95350 and forwarding to Council for approval.

STRATEGIC PLAN ELEMENT:

This item supports the City of Modesto's 2020-2025 Strategic Plan Goal C - Develop Homelessness and Housing Plan.

BACKGROUND:

The Homeowner Rehabilitation Loan Program is designed to repair or eliminate health and safety hazards in residential properties for qualifying low income households whose income is 80% or below the Area Median Income. Eligible improvements include roofing, weatherization, heating and cooling systems, plumbing, electrical, ramps, handrails and widening of doorways. Financial assistance is available in the form of low interest loans, secured by Deeds of Trust and recorded against equity qualifying owner-occupied properties. The Housing Rehabilitation Loan Committee (HRLC) is authorized to approve loans up to \$49,999; loans in excess of \$49,999 require City Council approval.

The Homeowner Rehabilitation Grant Program is designed to address health and safety concerns in residential properties for qualifying low income households whose income is 80% or below the Area Median Income. Eligible Improvements include upgrading or replacement of heating, ventilating and air conditioning systems; replacement of windows, water heaters, doors, fans; insulation, and leaking roofs. Financial assistance is available in the form of a grant with a maximum award of \$10,000 for owner occupied single-family residential units and \$20,000 for Modular Homes.

Technical assistance is provided for both programs and includes preparation of work specifications, preparation and review of cost estimates, bidding assistance and coordination

with local contractor(s) to ensure work is completed pursuant to applicable Federal & State regulations.

On September 3, HRLC approved a \$91,562 Homeowner Rehabilitation Loan and a \$10,000 Homeowner Rehabilitation Grant, for Emily Dunn for the property located at 1541 W Orangeburg Avenue, Modesto, CA 95350 and forwarding to Council for approval.

DISCUSSION:

On November 4, 2020 Modesto City Council Resolution No. 2020-458 approved an \$85,107 Homeowner Rehabilitation Loan and a \$10,000 Homeowner Rehabilitation Grant, for Emily Dunn for the property located at 1541 W Orangeburg Avenue, Modesto, CA 95350 and authorizing the City Manager to execute the agreements.

On January 13, 2021 a Notice to Proceed was issued to Zack's Handyman & Construction for the project located at 1541 W. Orangeburg Ave began. During the course of the project it was determined that all plumbing lines inclusive of secondaries were corroded and rusted and required replacement. Portions of the original lines were encased in concrete requiring new lines to be ran in lieu of replacement. The roof pitch is required to be increased in order to meet allowance for composition shingles. A secondary electrical service panel and increased outlet heights would be needed in order to meet all Building Code and Health and Safety requirements.

This request is for approval of an additional \$50,000.00 Homeowner Rehabilitation Loan, for Emily Dunn for the property located at 1541 W. Orangeburg Ave, Modesto CA 95350 to complete the necessary health and safety repairs

A more detailed breakdown of the project improvements and corresponding costs are provided in the Homeowner Rehabilitation Program Summary Sheet, provided as **Attachment A**.

FISCAL IMPACTS:

The Homeowner Rehabilitation Program is funded through the Community Development Block Grant Revolving Loan Fund, and Community Development Block Grant Entitlement Fund. Sufficient funds are available to fund the requested project.

CEQA/NEPA REQUIREMENTS:

As per the National Environmental Policy Act (NEPA) and as required by the U.S. Department of Housing and Urban Development, an environmental review is being prepared and completed. Funds will be released to the lowest responsive contractor only after the NEPA Environmental Review has been completed by the Environmental Review Specialist.

RECOMMENDED COMMITTEE ACTION:

Consider approving an additional \$50,000 Homeowner Rehabilitation Loan for a total of \$135,107 Homeowner Rehabilitation Loan and a \$10,000.00 Homeowner Rehabilitation Grant, for Emily Dunn for the property located at 1541 W Orangeburg Avenue, Modesto, CA 95350 and forwarding to Council for approval.

Prepared By: _____
Trena Ochoa, Housing Rehabilitation Supervisor

Approved By: _____
Jessica Hill, Community Development Manager

Attachments:
A. Homeowner Rehabilitation Program Summary Sheet

ATTACHMENT A

Homeowner Rehabilitation Program Summary Sheet - Updated 4/26/2021 1541 W Orangeburg Avenue

Finance Items:

Area Median Income: 35%
Back End Debt Ratio: 2%

Property Information:

SFR;2 Bdrm(s): 1; Bath(s): 1 Living Area: 1,216 sq ft ; Unit Age: 1949

PROPOSAL DETAIL				
Description	Award	Change Order/Increase	Project Total	Reasoning
building permit	\$ 1,000.00		\$ 1,000.00	
lead clearance report	\$ 800.00		\$ 800.00	
HVAC	\$ 14,784.00		\$ 14,784.00	
drywall patch	\$ 850.00		\$ 850.00	
GFI	\$ 285.00		\$ 285.00	
tree removal and concrete/step repair	\$ 3,950.00	\$ 3,605.00	\$ 8,950.00	additional concrete work inclusive of City sidewalk
rewire ground electrical	\$ 8,500.00	\$ 825.00	\$ 9,325.00	hall fixture and switch/drywall repair to bring outlets to code height
replace front porch prime and paint	\$ 2,800.00	\$ 850.00	\$ 3,650.00	all posts repair and tie down
stucco	\$ 9,800.00	\$ 7,245.00	\$ 17,045.00	custom color/exterior trim paint/exterior vent replacement
windows custom includes sills	\$ 13,500.00	\$ 2,865.00	\$ 16,365.00	scrape, prime, and paint exterior window trim/termite damage repair upstairs window frame
new sewer line from house to alley	\$ 6,750.00	\$ 4,016.00	\$ 10,766.00	trenchless sewer replacement/hydraulic pipe burst/resin and bladder liner/grind and hydro scrub/section encased in concrete
plumbing inspection/repair	\$ 1,250.00	\$ 26,144.00	\$ 27,394.00	inspection recommendation replace all lines inclusive of secondaries rerun new lines old lines encased in concrete slab/new vent/showerhead
tear off and re-roof includes porch	\$ 20,648.00	\$ 4,450.00	\$ 25,098.00	new pitch and dryrot damage repair
CHANGE ORDER TOTAL		\$ 50,000.00		
	\$ 84,917.00		\$ 136,312.00	Proposed Rehab Work
12% of estimated project cost	\$ 10,190.00		\$ 8,795.00	Contingency
	\$ 95,107.00		\$ 145,107.00	Total Project Cost
20% total cost of project or cap	\$ 10,000.00		\$ 10,000.00	GRANT
Remaining cost	\$ 85,107.00		\$ 135,107.00	LOAN

* Contingency is for any unforeseen issues. If not utilized contingency amount is applied back to the deferred loan or grant amount. Costs in excess of 15% of the HRLC approved amount must be brought back to HRLC for approval consideration.



CITY OF MODESTO
COMMITTEE AGENDA REPORT

DATE OF MEETING:
May 6, 2021

Date: April 19, 2020

TO: Housing Rehabilitation Loan Committee

THROUGH: Jessica Hill, Community Development Manager

SUBJECT: Housing Rehabilitation Grant for 2621 Prescott Road #258, Modesto, CA 95350
(Miriam Lemus)

CONTACT: Jessica Hill, Community Development Manager
jhill@modestogov.com, 577-5321

DESCRIPTION:

Consider approving a \$19,947.00 Homeowner Rehabilitation Grant, for Miriam Lemus for the property located at 2621 Prescott Road #258, Modesto, CA 95350.

STRATEGIC PLAN ELEMENT:

This item supports the City of Modesto's 2020-2025 Strategic Plan Goal C - Develop Homelessness and Housing Plan.

BACKGROUND:

The Homeowner Rehabilitation Loan Program is designed to repair or eliminate health and safety hazards in residential properties for qualifying low income households whose income is 80% or below the Area Median Income. Eligible improvements include roofing, weatherization, heating and cooling systems, plumbing, electrical, ramps, handrails and widening of doorways. Financial assistance is available in the form of low interest loans, secured by Deeds of Trust and recorded against equity qualifying owner-occupied properties. The Housing Rehabilitation Loan Committee (HRLC) is authorized to approve loans up to \$49,999; loans in excess of \$49,999 require City Council approval.

The Homeowner Rehabilitation Grant Program is designed to address health and safety concerns in residential properties for qualifying low income households whose income is 80% or below the Area Median Income. Eligible Improvements include upgrading or replacement of heating, ventilating and air conditioning systems; replacement of windows, water heaters, doors, fans; insulation, and leaking roofs. Financial assistance is available in the form of a grant with a maximum award of \$10,000 for owner occupied single-family residential units and \$20,000 for Modular Homes.

Technical assistance is provided for both programs and includes preparation of work specifications, preparation and review of cost estimates, bidding assistance and coordination with local contractor(s) to ensure work is completed pursuant to applicable Federal & State regulations.

DISCUSSION:

On March 25, 2021 , staff received an application from Miriam Lemus (Homeowner). Eligibility was completed and approved by the Housing Financial Specialist on April 8, 2021.

On April 14, 2021 staff met with Miriam Lemus to a conduct housing quality standard inspection of the property located at 2621 Prescott Rd #258, Modesto, CA 95350. The inspection found health and safety related items in need of repair and/or replacements such as replacement of the roof, electrical circuit, flooring, releveling home, and placement of smoke and carbon detectors.

A more detailed breakdown of the project improvements and corresponding costs are provided in the Homeowner Rehabilitation Program Summary Sheet, provided as **Attachment A**.

FISCAL IMPACTS:

The Homeowner Rehabilitation Program is funded through the Community Development Block Grant Revolving Loan Fund, and Community Development Block Grant Entitlement Fund. Sufficient funds are available to fund the requested project.

CEQA/NEPA REQUIREMENTS:

As per the National Environmental Policy Act (NEPA) and as required by the U.S. Department of Housing and Urban Development, an environmental review is being prepared and completed. Funds will be released to the lowest responsive contractor only after the NEPA Environmental Review has been completed by the Environmental Review Specialist.

RECOMMENDED COMMITTEE ACTION:

Consider approving a \$19,947.00 Homeowner Rehabilitation Grant, for Miriam Lemus for the property located at 2621 Prescott Road #258, Modesto, CA 95350.

Prepared By:

Trena Ochoa, Housing Rehabilitation Supervisor

Approved By:

Jessica Hill, Community Development Manager

Attachments:

A. Homeowner Rehabilitation Program Summary Sheet

