

HOUSING ASSISTANCE BOARD (HAB) MINUTES

Campbell Meeting Room: Fort Smith Public Library – Main Branch

Thursday, February 6th, 2020 – Noon

- I. Mr. Mike Jacimore opened the Housing Assistance Board meeting, and requested the roll call. On roll call, the following board members were present: Karen Wuthrich, Jim Harris, Mike Jacimore, and Teresa Jones. The city staff members present were David Smith and Afton Kimberling. Mr. Smith welcomed and introduced Ms. Keley Simpson as a new guest/citizen to sit in the Housing Assistance Board Meeting.
- II. Mr. Jacimore called for the vote on the minutes from the October 3rd, 2019, meeting to be read and approved. Ms. Wuthrich motioned, seconded by Mr. Rose, to approve the minutes. The minutes were approved four in favor and zero opposed.
- III. Mr. Jacimore turned the meeting over to Mr. David Smith to begin the process of going through the agenda, which consisted of five housing assistance projects. The housing assistance projects included: pictures, descriptions of projects, contractor awarded for low bid, grant and loan amounts, and discussion or questions about the projects.
 - A. **Project # 18-042:** electric rewire, of three bids received, the lowest bid was submitted by Jergins Contracting for \$9,000.00. This project is in addition to the project approved by the HAB last October for bathroom rehabilitation and doors for \$3,100.00. It was during the rehab that faulty dangerous wiring was discovered and must be replaced.
 - B. **Project # 19-002:** in October she received emergency HVAC replacement of a non-functioning HVAC system, work was done by Baker Brothers H&A for \$3,047.21. She at that time was also asking for assistance to replace her back door and also that she was getting water damage to the siding on her house due to the “splash back” of rain falling from the non-guttered rooflines, bids were opened 2/5/20 for that work and the lowest bid of four was submitted by Jergins Contracting for \$2,600.00 bringing the project total to \$5,647.21.
 - C. **Project # 19-004:** electric rewire, ceiling repairs, HVAC change-out and soffit & fascia repair. The lowest bid of four was submitted by Jergins Contracting for \$21,050.00. Staff is asking for the full \$15,000.00 grant amount and approval for a loan of the remaining \$6,050.00 barring the need for any change orders that may be required.
 - D. **Project 19-007:** ramp replacement, electric rewire, bathroom rehab (including the sanitary leak), new furnace installation and porch repairs. The lowest bid of four was submitted by Connelly Brothers Construction for \$13,100.00 Staff is asking for the full \$15,000.00 grant amount.
 - E. **Project # 19-009:** ramp, electric rewire, bathroom rehab, foundation repair. Of the four bids received, Jergins Contracting submitted the low bid of \$24,970.00. Staff is asking for the full \$15,000.00 grant amount and approval for a loan for the remaining \$9,070.00.

IV. Discussion/Grant Approval

After Mr. Smith was able to answer all the questions by the board members, Ms. Wuthrich made a motion to approve the grants and loans for each of the projects for the work to be accomplished, Mr. Rose seconded the motion. The vote ruled four in favor and zero opposed.

V. Adjournment

Ms. Simpson asked a question leading into the discussion of additional help and funding for clients that are in the Long Term Flood Recovery Group. There being no further items to discuss, Ms. Wuthrich made a motion to adjourn. Mr. Rose seconded the motion and the vote approved four in favor and zero opposed.

Approved: _____

Date: _____