

City of Franklin
City of Franklin
January 7, 2021 6:00 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 and approve recommendation to the council for FR-HR-10 and FR-HR-12 in the Owner Occupied Rehab Grant.
 - b. Discussion on FR-HR-08 for the Owner Occupied Rehab Grant.
4. Adjourn

WORK WRITE-UP

5-Year Forgivable Loan at 0% Interest

Applicant Number:	FR-HR-10	House Square Footage:	1,120
Level:	NA	Cost of Repairs:	\$25,000
Property Points:	61	Cost Per Square Foot:	\$22.32
Income/Grant Impact Points:	60		
Total Points	121		

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 install metal roof **(MRS)**
2. Add fill dirt along walls 1, 2, and 3 where needed for positive drainage, paying special attention to the north and south sides of the Front Porch **(MRS)**
3. Install foundation vents on walls 2 and 3 where the boards are currently propped against the house to prevent air / rodents from entering **(MRS)**
4. Replace gutters and downspouts with extensions to route water away from foundation **(MRS)**
5. Caulk or seal walls 1, 3, and 4 all around Front Porch and South Porch where porch walls and concrete meet the house walls and any gaps between the South Porch foundation and the patio / sidewalk **(MRS)**
6. *Wet-scrape and repaint soffit and fascia* **(MRS)** OR wrap fascia and install soffit – if funds available*
7. *Wet-scrape and repaint exterior walls* **(MRS)** OR install complete siding package – if funds available*
8. *Wet-scrape and repaint exterior wooden access panel on wall 1 north of the porch* **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-10

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9. Replace South Porch window A on wall 1, windows A and B on wall 3 and windows A, B, C, D, E, and F on wall 4 with Thermopane window inserts or close up some of the windows to be determined by homeowner and contractor **(MRS)**
10. *Wet-scrape and repaint exterior window casings and sills and door casings, replacing bad materials where needed* **(MRS)** OR wrap exterior window casings and sills and door casings – if funds available*
11. Replace South Porch exterior door on wall 1 **(Priority)** AND if funds available replace screen door with storm door
12. Install 14-SEER central air-conditioning unit **(Priority)**
13. Replace Kitchen two outlets on wall 1 and one outlet on wall 4 with GFCI outlets **(MRS)**
14. Replace Main Floor Bathroom outlet on wall 4 with GFCI outlet **(MRS)**
15. Secure / install Office Closet light fixture to ceiling **(MRS)**
16. Replace 3 fuse boxes with a new electrical panel **(MRS)**
17. Replace Basement exposed tube-and-knob wiring **(MRS)**
18. Install 3 battery-operated smoke detectors, with 1 inside Northeast Bedroom and 1 inside Southeast Bedroom on ceiling 15 inches in from privacy door, and 1 outside Northeast Bedroom **(MRS)**
19. Install 2 combination smoke / carbon monoxide detectors, with 1 outside Southeast Bedroom and 1 inside Basement Utility Room **(MRS)**
20. Install Basement dehumidifier that drains into a floor drain **(MRS)**
21. *Repair broken South Porch floor board by Basement Steps **(MRS)** AND wet-scrape and repaint floor* **(MRS if positive for LBP)** OR install permanent floor covering – if funds available if floor is positive or negative for LBP*
22. Install Basement Staircase handrail **(MRS)**
23. Replace Living / Dining Room exterior door on wall 1 – if funds available
24. Close up Basement Utility Room window A on wall 4 – if funds available
25. 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.**

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.

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WORK WRITE-UP

5-Year Forgivable Loan at 0% Interest

Applicant Number:	FR-HR-12	House Square Footage:	1,003
Level:	NA	Cost of Repairs:	\$25,000
Property Points:	86	Cost Per Square Foot:	\$24.93
Income/Grant Impact Points:	65		
Total Points	151		

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. Add fill dirt along wall 1, east of the exterior door, for positive drainage away from home **(MRS)**
2. Install gutters, downspouts, and downspout extensions **(MRS)**
3. Replace exterior siding on the west half of wall 1 and north third of wall 2 outside the Front Porch (siding used to close-in front porch) **(MRS)**
4. *Replace bad soffit and fascia materials on wall 3 and wet-scrape and repaint soffit and fascia on all walls* **(MRS)** OR if funds available install soffit and wrap fascia on all walls*
5. *Wet-scrape and repaint exterior window casings and sills and door casings, replacing bad materials on wall 2 windows* **(MRS)** OR if funds available wrap exterior door and window casings and window sills*
6. *Replace Living Room window A on wall 1, window A on wall 2, and window A on wall 3; Kitchen window A on wall 3 and window A on wall 4; Northeast Bedroom window A on wall 1 and window A on wall 4; Dining Room window A on wall 3; North Center Bedroom window A on wall 1; and Bathroom window A on wall 4 (unless tub/shower surround is installed and homeowner wishes to remove/cover the Bathroom window) with Thermopane window inserts* **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-12

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7. Replace Utility Room window A on wall 2 with Thermopane window insert **(Priority)**
8. Replace Front Porch storm windows A and B on wall 1 and storm window A on wall 2 with Thermopane window inserts **(Priority)**
9. Install Living Room weather stripping around wall-1 exterior door **(MRS)**
10. Install Dining Room weather stripping around wall-3 exterior door **(MRS)** OR replace exterior door **(Priority)**
11. Remove, repair, or replace Dining Room screen door on wall 3 **(MRS)**
12. Replace mercury-containing thermostat on wall 1 in Kitchen **(MRS)**
13. Replace Kitchen outlet on wall 4 with GFCI outlet **(MRS)**
14. Install Kitchen light fixture on ceiling where wires are exposed **(MRS)**
15. Install one additional North Center Bedroom outlet **(MRS)**
16. Install North Center Bedroom missing outlet covers and switch plates after walls are finished **(MRS)**
17. Replace Bathroom outlet on wall 3 with GFCI outlet **(MRS)**
18. Remove Front Porch abandoned light fixture and wiring on wall 3 **(MRS)**
19. Upgrade electrical service to 200-Amp **(Priority)**
20. Install 3 battery-operated smoke detectors, with 1 inside Northeast Bedroom on ceiling 15 inches in from privacy door, 1 inside North Center Bedroom on ceiling 15 inches in from door opening A on wall 4, and 1 in Living Room outside North Center Bedroom on the ceiling 12-15 inches from door opening **(MRS)**
21. Install 2 combination smoke / carbon monoxide detectors, with 1 in Hallway between Northeast and North Center Bedrooms and 1 in Basement / Crawl Space **(MRS)**
22. Install water heater relief valve extension **(MRS)** OR replace with minimum 30-gallon gas water heater **(Priority)**
23. Repair Kitchen plaster on wall 2 **(MRS)** OR if funds available sheetrock, tape and bed wall 2
24. Finish installing North Center Bedroom sheetrock on rest of wall 2 and all of walls 3 and 4 and tape and bed **(MRS)**
25. Seal Front Porch wall 4 above the curio cabinet and repair wall 4 north of the curio cabinet where the siding is broken / missing **(MRS)**
26. *Wet-scrape and repaint Front Porch ceiling* **(MRS)**
27. Repair or replace Front Porch door threshold on wall 1 to exterior **(MRS)**
28. Install Basement Staircase handrail **(MRS)**
29. Insulate attic to R38 value **(Priority)**
30. Replace Kitchen faucet and sprayer – if funds available
31. Replace North Center Bedroom floor covering – if funds available
32. Install Bathroom shower unit kit with tub surround – if funds available
33. Install 95% high-efficiency gas mini-split units – if funds available

Continued...

Work Write-Up

Applicant Number: FR-HR-12

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- 34. Replace Front Porch floor covering – if funds available
- 35. 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.**

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-08	House Square Footage:	1,825
Level:	A	Cost of Repairs:	\$48,530*
Property Points:	94	Cost Per Square Foot:	\$26.59
Income/Grant Impact Points:	70		
Total Points	164		

*Note that this estimated cost does not include any expenses related to furnace, water heater, or central air conditioning replacement, which were requested by this homeowner. In addition, it is expected that more windows may need to be replaced if a Lead-Based Paint Inspection was completed on this home requiring all deteriorated paint to be stabilized.

Housing Rehabilitation Specialist:

The home under consideration for the City of Franklin Reuse Housing Rehabilitation Program is structurally sound but will NOT be able to meet the Nebraska Department of Economic Development's (NDED) minimum rehabilitation standards designated below as **MRS**, as all MRS items canNOT be completed within the loan amount to be provided for this project by the Franklin Housing Rehabilitation Program. Thus, it is determined to be economically infeasible. In the event the cost of completion of the MRS designated items exceeds 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 this project must be denied.

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 on part of roof that has not been replaced yet and replace roof, replacing bad sheeting where needed **(MRS)**
2. Add fill dirt along walls 1, 2, and 3 for positive drainage away from home **(MRS)**
3. Remove volunteer trees from along wall 3 **(MRS)**
4. Repair and replace any deteriorated wood and rebuild bad wrap-around Front Porch materials **(MRS)**
5. Replace gutters and downspouts installing downspout extensions to route water away from home **(MRS)**
6. Replace damaged vinyl siding on walls 1 and 2 **(MRS)**
7. *Wet-scrape and repaint soffit and fascia on all walls* **(MRS)** OR install soffit and wrap fascia – if funds available*
8. *Wet-scrape and repaint exterior window casings and sills and door casings* **(MRS)** OR wrap exterior window casings and sills and door casings*
9. Caulk or seal around all holes in exterior siding for pipes, faucets, electrical conduits or other areas on all walls **(MRS)**
10. Secure Living Room outlet on right side of wall 3 **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-08

Page Two...

11. Cap off and cover or remove Living Room light fixture wiring from ceiling **(MRS)**
12. Replace Living Room window A on wall 1 and window A on wall 2; Dining Room windows A, B, and C on wall 2; Kitchen window A on wall 3; Utility Room window A on wall 3; Main Floor North Bedroom window A on wall 4; Upstairs East Bedroom window A on wall 1; Southwest Storeroom window A on wall 3; and Upstairs Library window A on wall 3; with Thermopane window inserts – if funds available
13. Repair Living Room water-damaged ceiling or repaint with Kilz-type product if ceiling substrate is not damaged and repair hole on left side of wall 4 **(MRS)**
14. Replace Kitchen outlet on wall 3 and outlet on wall 4 with GFCI outlets **(MRS)**
15. Repair or replace Kitchen doorknob on door A located on wall 3 **(MRS)**
16. Repair Kitchen leak underneath sink **(MRS)**
17. Install 3 battery-operated smoke detectors, with 1 inside Main Floor North Bedroom, 1 inside Main Floor South Bedroom, and 1 inside Upstairs East Bedroom on ceiling 15 inches in from privacy door **(MRS)**
18. Install 3 combination smoke / carbon monoxide detectors, with 1 outside Main Floor North Bedroom, 1 outside Upstairs East Bedroom, and 1 in Basement **(MRS)**
19. Install Dining Room permanent light fixture **(MRS)**
20. Repair Dining Room ceiling water-damaged and moldy ceiling **(MRS)**
21. Repair Hallway water-damaged ceiling by Bathroom **(MRS)**
22. Replace Utility Room outlet on wall 4 with GFCI outlet and install 220-watt outlet for dryer on wall 4, and cover unused outlet box with plate cover on wall 4 **(MRS)**
23. Replace Utility Room broken light switch on wall 1 by the door **(MRS)**
24. Re-install Utility Room exterior door on wall 3, repairing door frame / jambs as needed and weather strip around door, including underneath the door **(MRS)**
OR replace with pre-hung exterior door – if funds available
25. Repair or replace Utility Room wall vent to properly vent dryer to exterior **(MRS)**
26. Repair, replace, or remove Main Floor North Bedroom broken light fixture on wall 1 **(MRS)**
27. Repair North Bedroom missing / broken panels and install missing door knob for privacy door on wall 2 and closet door on wall 1 **(MRS)**
28. Repair or sheetrock, tape, bed, and paint Main Floor North Bedroom walls 1 and 2 at the diagonal junction **(MRS)**
29. Secure Upstairs East Bedroom switch power supply to wall **(MRS)**
30. Plane bottom of Upstairs East Bedroom door so it doesn't hit the floor and secure door hinges to the jamb **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-08

Page Three...

31. Install Main Floor South Bedroom 3 additional outlets on wall 1 and two additional outlets on wall 3 and install missing outlet cover on right side of wall 3 **(MRS)**
32. Replace Main Floor South Bedroom broken glass in window A on wall 4 **(MRS)**
OR replace with Thermopane window insert – if funds available
33. Remove Main Floor South Bedroom chimney access from ceiling and cover opening **(MRS)**
34. Repair ceiling off of wall 4 outside of Main Floor South Bedroom after roof has been repaired and install 1 combination smoke / carbon monoxide detector after repaired **(MRS)**
35. Clean mold from Main Floor Bathroom ceiling and paint with Kilz-type product **(MRS)**
36. Repair Main Floor Bathroom wall 1 water damage from bathtub **(MRS)**
37. Replace Main Floor Bathroom water-damaged underlayment and floor covering after plumbing repairs **(MRS)**
38. Replace Main Floor Bathroom wax ring for toilet stool or repair leaking toilet stool as needed **(MRS)**
39. Install Main Floor Bathroom proper plumbing lines under sink to faucet **(MRS)**
40. Replace Main Floor Bathroom bathtub drain line so tub can drain and replace leaking faucet **(MRS)**
41. Remove Main Floor Bathroom caulking around bathtub between tub and surround and re-caulk and repair any source of water leaking that caused floor and wall damage **(MRS)**
42. Replace Main Floor Bathroom exhaust fan and vent to exterior if not already vented to exterior **(MRS)**
43. Replace Upstairs Bathroom light fixture with one that has no outlet **(MRS)**
44. Replace Upstairs Bathroom outlet on wall 1 with GFCI outlet **(MRS)**
45. *Replace Upstairs Bathroom window A on wall 2 with Thermopane window insert* **(MRS)**
46. Replace Upstairs Bathroom flooring and underlayment if not salvageable after plumbing repairs **(MRS)**
47. Repair Upstairs Bathroom leaking toilet or replace if needed **(MRS)**
48. Replace Upstairs Bathroom water lines and drain as needed for sink **(MRS)**
49. Verify that Upstairs Bathroom exhaust fan is vented to exterior **(MRS)**
50. Replace Upstairs Bathroom doorknob on privacy door on wall 4 **(MRS)**
51. Secure Front Entry light fixture to ceiling or replace fixture **(MRS)**
52. Seal around Front Entry fixed lead-glass window A on wall 4 and repair glass where bowed out or replace if this cannot be repaired **(MRS)**
53. Repair Front Entry walls 1 and 2, sealing cracks on wall 1, repair wall 3 in staircase on right and left sides, and install sheetrock on wall 4 where it is missing and damaged **(MRS)**

Continued...

Work Write-Up

Applicant Number: FR-HR-08

Page Four...

54. Install Front Entry transition strip between hardwood floor and linoleum to prevent tripping **(MRS)**
55. Repair Front Entry door jambs, repair or replace doorknob, and install interior right trim for exterior door opening on wall 1 or if not repairable replace with pre-hung exterior door **(MRS)**
56. Replace Front Entry storm door handle and pneumatic door cylinder **(MRS)**
57. Remove Southwest Storeroom wires hanging from ceiling or install permanent light fixture **(MRS)**
58. Inspect Southwest Storeroom outlets and repair as needed to bring to Code **(MRS)**
59. Repair Southwest Storeroom patio door on wall 1 to prevent leaking air **(MRS)**
OR replace patio door – if funds available
60. Repair or sheetrock, tape, bed, and paint Upstairs Library wall 4 by the wall-1 door **(MRS)**
61. *Wet-scrape and repaint interior and exterior components of Basement Window A on wall 2 and window A on wall 4* **(MRS)** OR replace with Thermopane window inserts – if funds available
62. Repair Basement walls 2, 3, and 4 **(MRS)**
63. Install Basement Staircase handrail **(MRS)**

The following items were verbally requested by the homeowner and will be required if this homeowner wants to go all electric. The costs for these items were not included with the above cost estimate.

64. Replace furnace with high-efficiency electrical furnace **(Priority)**
65. Replace central air-conditioning unit with 14-SEER unit **(Priority)**
66. Replace gas water heater with electric water heater **(Priority)**
67. Install new 200-amp electrical service to home **(MRS if home is to be converted to all electric)**
68. Replace electrical panel box **(MRS if home is to be converted to all electric)**

The above cost estimate does not include stabilizing any areas of deteriorated (interior / exterior) lead-based paint or cleaning up any paint chips around exterior of home, since a lead-based paint inspection has not been completed on this home, but any deteriorated lead-based paint would need to be stabilized, including clean up any of any paint chips, and would only add to the above cost estimate. (MRS)

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

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.

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Work Write-Up

Applicant Number: FR-HR-08

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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
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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.

