

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: June 9, 2016

SUBJECT: ADOH Contract #302-16

SUBMITTING DEPARTMENT: Community Development Department

PREPARED BY: Carmen Ogden, Planner, for Richard T. Parker, Community Development Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: none

SUMMARY/BACKGROUND: With the approval of Resolution No. 1940 on December 3, 2015 the Town Council authorized staff to apply for \$250,000 in HOME funds to continue the Owner Occupied Housing Rehabilitation program. On May 17, 2016, the Community Development Department was notified that the Arizona Department of Housing (ADOH) has reserved the maximum award of \$375,000 for rehabilitation services, plus an additional \$37,500 in administrative expenses, for a total award amount of \$412,500.

Council is being now being asked to authorize the Mayor to sign the contract between The Town of Prescott Valley and ADOH, and authorize staff to take all steps necessary to execute the program including any and all payments required under the program which will be awarded according to the Town procurement standards.

OPTIONS ANALYSIS: Council may authorize the Mayor to sign ADOH Contract and authorize staff to take all steps necessary to execute the program, or decline to authorize the Mayor to sign ADOH Contract 302-16.

ACTION OPTION: Motion to approve ADOH Contract #302-16 for \$412,500 in HOME and HTF funds with the Arizona Department of Housing. **VOTE.**

RECOMMENDATION: Staff recommends that the Council authorize the Mayor to sign the contract between ADOH and the Town. Failure to do so would result in the loss of funding.

FISCAL ANALYSIS: Of the total \$412,500 award, \$375,000 will be directed to rehabilitation of substandard housing and \$37,500 will be used to offset the expense of administering the program. Goods and materials purchased for use in rehabilitation projects also provides TPT income to the Town.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____