

CITY OF SULTAN
SUB COMMITTEE
AGENDA ITEM COVER SHEET

Agenda Item #: Subcommittee

Date: May 27, 2010

SUBJECT: Community Development Block Grant (CDBG) Grant Program
Subcommittee members: Sarah Davenport-Smith, Kristina Blair and Jeffrey Beeler.

CONTACT PERSON: Donna Murphy Grants and Economic Development Coordinator

SUMMARY STATEMENT:

Snohomish County Community Development Block Grants (CDBG) for year 2011 Funding Cycle will be available for application in the third quarter of 2010.

The Community Development Block Grant (CDBG) program is authorized under Title I of the Housing and Community Development Act of 1974, as amended. The Entitlement Program is the portion of the CDBG Program that provides categorical block grant funds to metropolitan cities and urban counties. The Department of Housing and Urban Development (HUD) awards CDBG grants to entitlement communities to carry out affordable housing and community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. Snohomish County, in partnership with 18 cities and towns within the County through an interlocal agreement, receives CDBG funds on an entitlement basis as an Urban County Consortium. The County administers this funding on behalf of the Consortium through the Office of Housing, Homelessness and Community Development (OHHCD).

Eligible Activities:

CDBG funds can be used for a wide variety of projects, services, facilities and infrastructure:

- *Activities related to real property:* Acquisition, disposition, public facilities and infrastructure, clearance and demolition, rehabilitation, street and sewer improvements, homeownership assistance and housing for the homeless.
- *Rehabilitation Activities:* Acquisition for rehabilitation, energy improvements, removal of material and architectural barriers, code enforcement, historic preservation, lead based paint testing and abatement.
- *Public Services:* services for the homeless, drug intervention and domestic violence programs, basic health services, youth programs, child care, crime prevention and fair housing counseling.

Each eligible activity must meet one of three National Objectives:

- Benefit to low and moderate income persons
- Aid in the prevention or elimination of slums or blight
- Meet a need having a particular urgency such as earthquakes or flood disasters

Ineligible Activities:

Generally, the following activities are ineligible:

- Acquisition, construction or reconstruction of buildings for the general conduct of government
- Political activities
- Certain income payments
- Construction of new housing by units of general local government
- Purchase of equipment, furnishings and personal property
- Operating and maintenance expenses for public facilities
- Maintenance of publicly owned streets, parks, playgrounds and water/sewer facilities, etc.
- Staff salaries for operation of public works and facilities

Sultan CDBG Funded Projects:

- Osprey Park combination soccer/baseball field
- Osprey Park public restrooms
- Osprey Park playground equipment
- Reese Park soccer field, picnic shelters and trails improvements
- Sportsmen Park picnic shelter improvements
- Sultan Food Bank building improvements
- Sultan Boys and Girls Club covered basketball court and building improvements
- Light Guard Cross Walks
- Main Street Reconstruction
- Second Street Reconstruction

The average amount of grant funds dispersed countywide has been approximately \$1 million dollars. Staff recommends that the City not request more than \$250,000 unless the amount available countywide increases considerably.

Due to the staff recommended request of \$250,000 or less, staff is recommending the Subcommittee discuss the following Public Facilities and Infrastructure projects as possible applications for CDBG Grant funding.

1. 6th Street Waterline, from Main Street to Birch Avenue – Estimated cost: \$200,000 (for construction in 2012)
2. Safety improvements to 401 Main Street – Sultan Post Office Building, improvements to the upstairs, Sky Valley Historical Society Museum.
 - a. Attached is the Facility Assessment Study showing the improvements and level of need. Cost: \$121,100

There is no match requirement for this funding source.

Attachments:

CDBG Map of Eligibility – Primarily the downtown core of Sultan
City of Sultan Facility Assessment Study, July 2009

Low/Moderate Individual Income Percent by Block Group

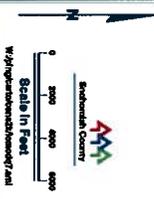
Source HUD - July 2003

-  Greater Than or Equal to 48.8 Percent Low/Moderate Income by Block Group
-  Incorporated City Area Where NOT Covered by Low/Moderate Designation
-  Census Tract Boundary
-  Block Group Boundary Colored Only if Census Tract Boundary Where It is Identical
-  Incorporated City Boundary

52109 Census Tract Number

Census Tract Number and Block Group Number (Combined), Low/Moderate Population, and Low/Moderate Percent Population. *

*In the Example to the left:
 The Top Line is the Census Tract Number (05180) Combined With the Block Group Number (051801) to the Last Digit of This Number.
 The Second Line is the Low/Moderate Population.
 The Third Line is the Low/Moderate Percent.
 The Bottom Line is the Low/Moderate Percent Operation by Block Group.



City Amendment Update 08/16/04

Snohomish County (including all territory of independent cities) is currently a member of the AAV. AAV is a voluntary association of local governments in the Puget Sound region. The AAV provides a forum for the exchange of information and ideas, and for the development of common policies and procedures. The AAV also provides a forum for the development of common policies and procedures. The AAV also provides a forum for the development of common policies and procedures.

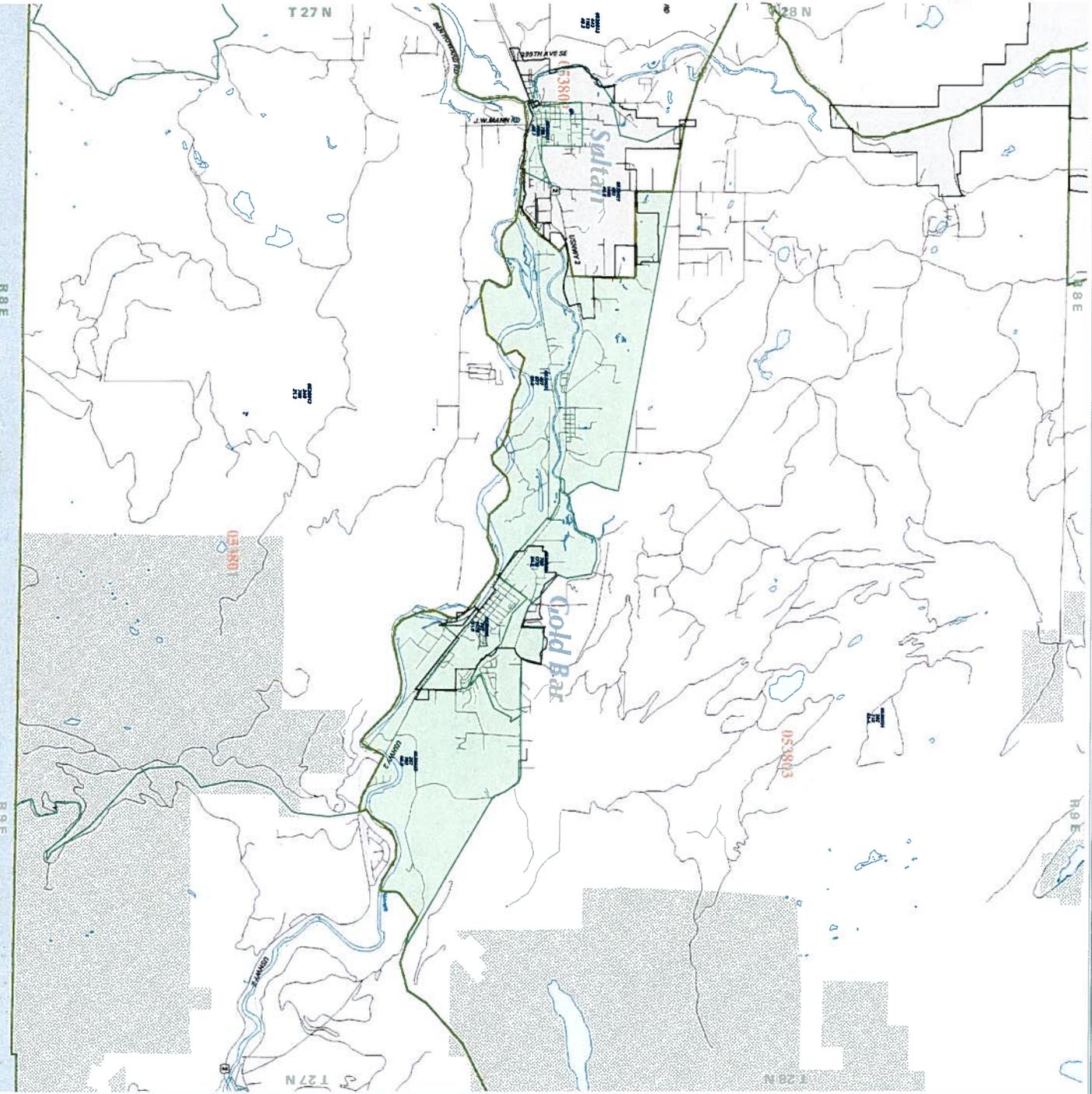


EXHIBIT # 1
 FACILITY ANALYSIS MATRIX

	Site			Exterior Bldg				Interior Bldg						Mechanical			Electrical					Energy & Water (6)				Occupancy	Days	Hours				
	Landscaping	Parking Lot	Drives/Access	Walk Areas	Foundation	Wall Covering	Doors	Windows	Roof	Floors	Walls	Ceiling	Toilet Rm.	Existing Stairs	HVAC	Pumbing	Fire Sprinkler	Controls	Power	Lighting	Fire Alarm	Security	Comm	Envelope	Energy EU(1)				Fixtures	Water WU(2)	Area (sq ft)	People (Qty)
City Hall	1	3	3	1	4	2	2	4	2	3	1	1	1	5	2	1	0	1	1	4	1	1	1	1	1	62	1	(5)	12,044	30	M-F	8 am - 5 pm
Library	1	3	3	1	4	2	2	4	1	1	1	1	4	2	1	0	1	1	4	1	1	1	1	1		1						
Council Chamber	1	3	3	1	4	2	3	4	2	4	1	1	1	1	2	1	0	1	4	1	1	1	1	1		1						
Visitor Center	1	3	2	1	1	1	1	2	1	1	1	1	1	1	1	1	0	1	3	1	0	1	1	2	81	1	(5)	1,736	5	M-F	8 am - 5 pm	
Post Office	4	4	2	1	3	4	4	4	3	4	5	4	1	3	4	3	0	2	5	4	1	1	1	2	20 (3)	2	(5)	8,220	10	Tue (Museum)	11am - 2 pm?	
Museum																																
Police Station	4	4	4	5	1	1	5	1	2	2	4	1	1	1	2	1	0	1	1	1	1	1	1	2	129	1	(5)	2,445	8	M-F	24-hrs	
Public Works Shop	4	5	5	1	2	4	4	4	2	3	2	4	5	2	3	0	5	5	4	4	1	2	5	52 (4)	2	(5)	2,958	2	Tue	8 am - 5 pm		
Boys & Girls 2 story	3	4	4	4	1	2	5	2	1	5	2	2	4	3	5	2	4	(7)	2	3	4	4	1	2	46 (4)	2	(5)	5,460	15	M-F	8 am - 5 pm (9)	
Public Works	3	4	4	4	0	2	5	2	1	3	2	2	4	3	5																	
Boys & Girls 1 story	3	4	4	5	4	5	1	4	4	4	4	4	2	5	1	2	0	1	4	4	4	1	2	2	18 (4),(8)	1	(5)	1,200	12	M-F	8 am - 5 pm	
Food Bank	4	4	2	1	4	4	5	3	4	4	5	4	4	4	4	2	0	2	3	4	4	4	2	2	(5)	2	(5)	2,944	15	M-F	8 am - 5 pm	
Record Storage	4	4	2	0	4	4	2	4	4	4	3	5	3	5																		

Notes:

1. EUI = Energy Use Index (kbtu/sq ft-yr)
2. WUI = Water Use Index (gal/sq ft-yr)
3. EUI is for Museum only.
4. EUI is estimated, due to shared electrical meter
5. Utility information not available
6. EUI and WUI based on 2007-2009 utility bill data
7. 4-grade is exclusive of Municipal Office area. B&B portion of building is a 2
8. EUI excludes gas used to heat the building.
9. It is assumed that building operations are reduced further during the school yr.

KEY

Critical/Immediate Need	5	Life safety/code/welfare issues.
Significant	4	Repair/Maintenance issues need to be addressed w/in 1 years
Important	3	Repair/Maintenance issues need to be addressed w/in 2 years
Necessary	2	Repair/Maintenance issues need to be addressed w/in 5 years
On-Going Maintenance	1	On-Going Maintenance Issues
No System	0	Not applicable

EXHIBIT # 3

MAINTENANCE & IMPROVEMENT MATRIX

BUILDING: Post Office and Museum

City of Sultan

Facility Assessment Study

Date: July 2009

Key Deficiencies	Type					Category					Est. Cost	Notes	
	5	4	3	2	1	A	B	C	D	E			
Update and Maintain planting areas and landscape		4							D			\$600.00	
Repaint exterior wood and trim					1				D			\$4,000.00	
Replace fascia boards and gable siding with fiber cement siding		4							D			\$7,500.00	[1]
Replace exterior egress doors and interior door to P.O. with appropriate doors and door hardware		4				A	B					\$10,000.00	[2]
Sealant maintenance on exteriors of windows		4							D			\$1,200.00	
Install sill flashing at base of windows				2					D			\$3,200.00	
Replace gutters & maintain metal roof & flashings		4							D			\$7,000.00	
Reconfigure gutter system over loading dock to stop efflorescence		4							D			Included above	
Repaint interior walls		4							D			\$5,000.00	
Replace/repair roof over loading dock (rot)		4							D			\$2,000.00	
Remodel women's restroom - ADA		4					B	C				\$5,000.00	
Replace restroom lavatory faucet with ADA type		4										\$100.00	
Asbestos survey needed	5					A			D			\$8,000.00	[3]
If used, replace kitchen appliances (museum)					1				D				
Replace all egress doors with appropriate accessible doors and door hardware (museum)	5					A	B					\$2,000.00	
Bring exterior egress stairs up to code, remove planter bed at base of North stair (museum)	5					A	B					\$16,000.00	
Repair/replace interior window trim (museum)					1				D			\$300.00	
Replace ceiling in emp. only room	5					A			D			\$3,000.00	
Repair earthquake damage @ top of stairs				2					D			\$1,500.00	
Replace exist. furnace with two new furnaces		4							D	E		\$35,000.00	
Install electric resistance force air curtain @ back door		4							D	E		\$2,000.00	
Replace exhaust fans w/in 5 years			3						D			\$1,000.00	
Add ceiling exhaust fan to Janitor closet		4					B		D			\$1,000.00	
Install window A/C unit (museum)		4							D	E		\$300.00	
Replace old thermostat		4							D	E		\$200.00	
Inspect and evaluate cond. of underground sewer svst.			3						D			\$3,000.00	
Replace water heater			3				B					\$3,500.00	
Replace all galv. Pipe with copper			3				B					\$20,000.00	
T/P relief from water heaters moved to conspicuous			3				B					\$500.00	
Relocate vent riser adj. to w/c in women's restroom			3				B					\$2,000.00	
Backflow prevention			3				B					\$2,500.00	
Backflow prevention (museum)			3				B					\$2,500.00	
Critical Electrical Conduit Repairs	5					A						\$1,500.00	
Replace elect. Service & dist. Equipment			3				B					\$28,000.00	[4]
Install new branch circuits & convenience outlets in post office spaces		4						C				\$3,000.00	
Replace lavatory receptacles with GFCI	5						B					\$200.00	
Replace interior luminaires	5						B					\$5,000.00	
Install automatic occupancy-sensing controls	5						B					\$1,000.00	
Replace lighting in museum	5						B		E			\$4,000.00	
Replace exist. time clock control	5						B					\$500.00	

TYPE KEY		
Critical Immediate Need	5	Life safety/code/welfare issues.
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Necessary	2	Repair/Maintenance Issues need to be addressed w/in 5 years
On-Going Maintenance	1	On-Going Maintenance Issues

CATEGORY KEY		
Life Safety	A	Immediate need for safety of occupants
Code	B	Not to code/city regulation standards
Functional Need	C	Building design/functional need
Maintenance	D	Needed to keep building current
Thermal Comfort	E	Occupant Comfort

NOTES:
1. \$5/SF x 1000 SF plus trim
2. \$2000 per door leaf for aluminum storefronts
3. Survey only. Could necessitate major abatement \$\$
4. Factors in consolidation of 1-phase and 3-phase services into a single 3-phase service & distribution system

Post Office



Exterior of Post Office –
Repainting of brick on a regular schedule is recommended.

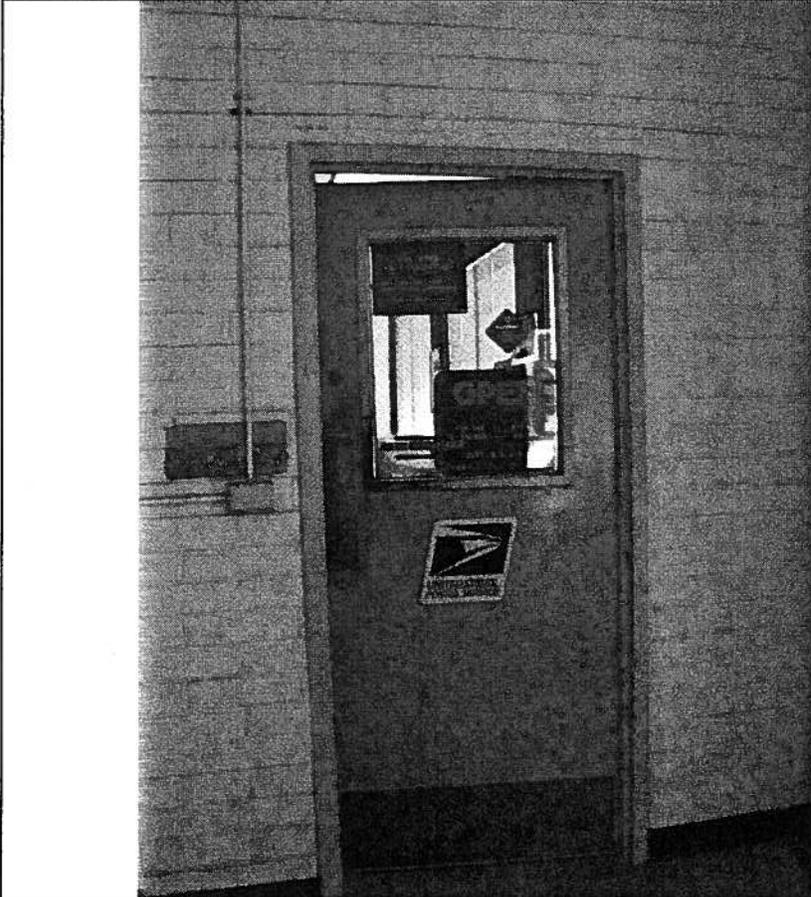


Fascia board has some rot, wood siding is peeling and needs repainting, gutters are in bad condition and need replacing. Multiple locations of bad roof joints – could cause water intrusion.

**City of Sultan
Facilities Assessment
July 24, 2009**

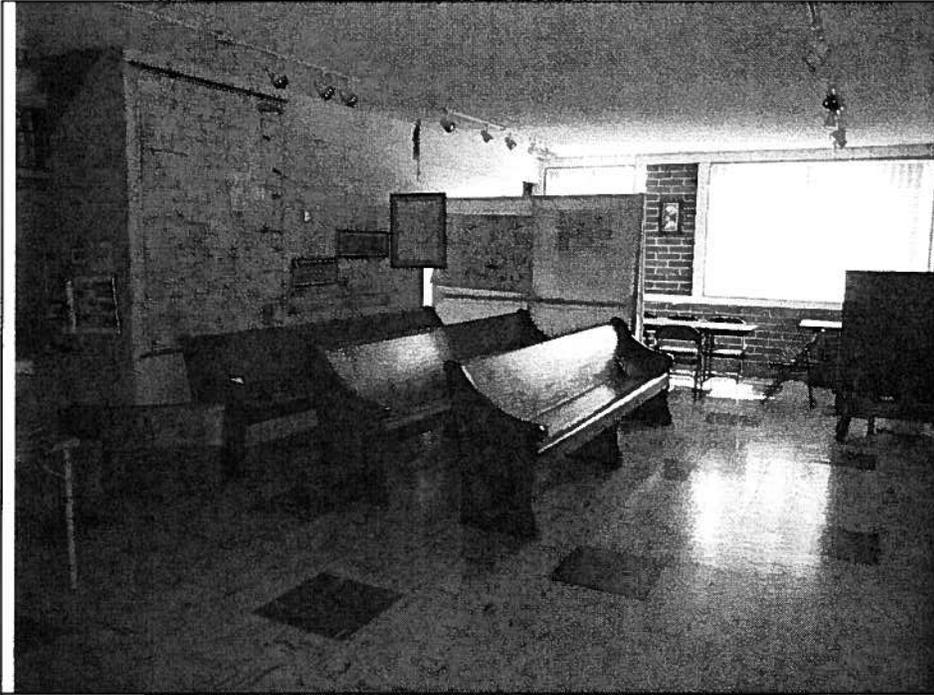


Multiple places in the ceiling like this, showing water damage.

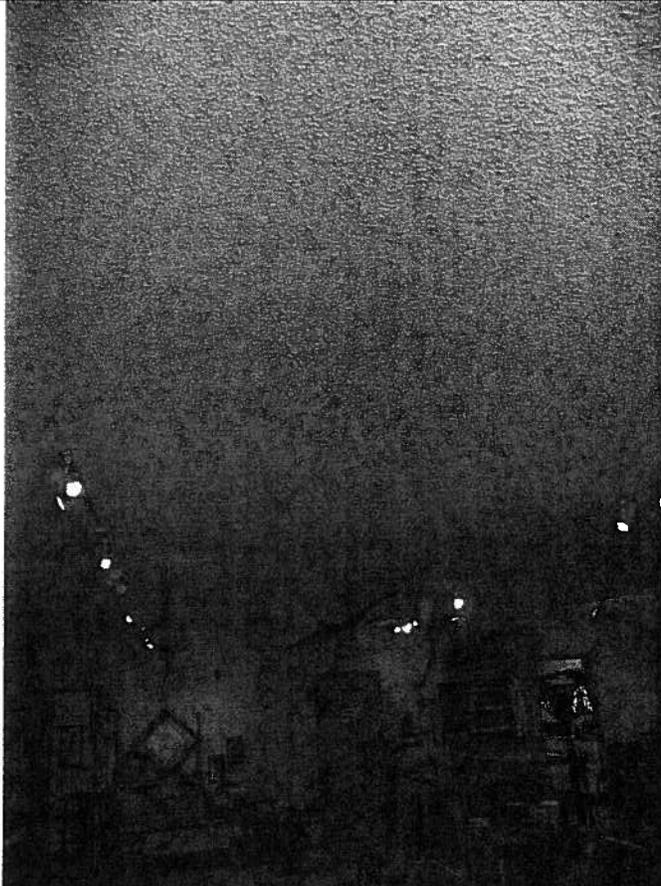


Interior walls need repainting. Interior doors are in bad shape and inappropriate for their location. Exterior door replacement recommended.

**City of Sultan
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July 24, 2009**

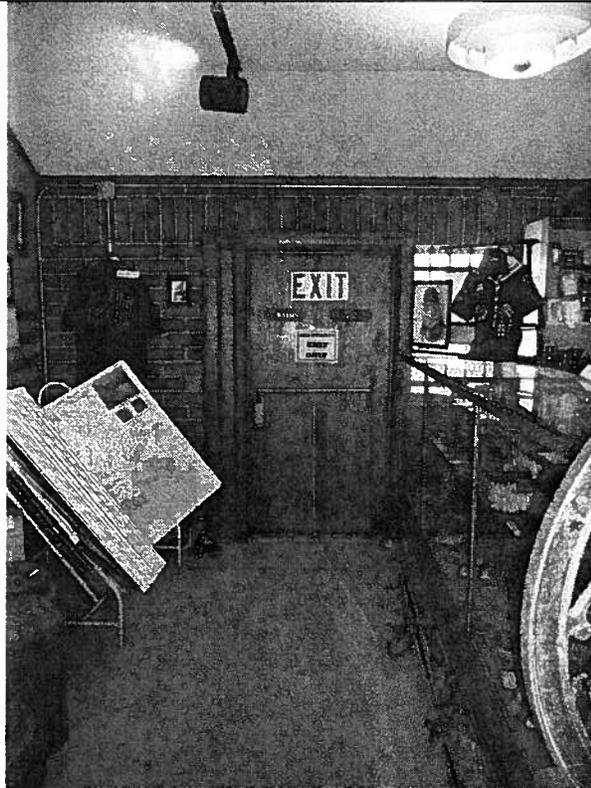


Museum floors appear to be 9x9 vinyl tiles.



Main ceiling texture needs to be checked.

**City of Sultan
Facilities Assessment
July 24, 2009**



Emergency exit doors. There are two exit doors, both which are about 6'-6" tall. Neither door has appropriate panic hardware (the door pictured had hardware that is mounted upside down). Both exits' stairways are unsafe and one ends in a planter bed. This space does not have sufficient emergency egress and needs to be updated.



Exterior windows. South side of building is missing screens. Interior wood frames are splitting and cracking – could be due to moisture. Need to be fixed or replaced.



Ceiling in storage room is bowing. Could be water damage from the roof leaking.



Restroom is large enough to be ADA but is not. Missing grab bars, carpet causes an unsmooth surface, sink is not accessible. Wall finish needs to be updated and completed – multiple areas missing wall finish.

**City of Sultan
Facilities Assessment
July 24, 2009**



Exit stairs are not accessible. Chair lift is old fashioned. Railing has residential brackets and is missing the extensions at top and bottom.



Exterior emergency exit stairs that deposit into planter. Risers are not an accessible surface; railings are gapped and not accessible. It is a dangerous route for evacuation.