|Agenda Item | **cover sheet**

for consideration by the Apex Town Council

Item Type:	CONSENT AGENDA
Meeting Date:	February 14, 2023

Item Details

Presenter(s):   Shannon Cox, Long Range Planning Manager

Department(s):   Planning

Requested Motion

Motion to approve updates to the Apex Cares – Housing Rehabilitation Program Guidelines and motion to approve, and to authorize the Town Manager to sign and execute, the Agreement for Housing Rehabilitation Program Administration Services.

Approval Recommended?

Yes

Item Details

The Apex Cares Housing Rehabilitation Program requires updates to the current Program Guidelines and Agreement in order for the Town's partner, Rebuilding Together of the Triangle (RTT), to continue the Program for the 2023-2024 Fiscal Year. The updates and changes are based on the experience of RTT administering the program over the past year. Changes to the agreement with RTT include raising the fee from 15% to 18% of project hard costs (which are applied to a proposed higher cap reflected in the guidelines) and updated contractual provisions. Changes to the guidelines include: raising the funding cap per household within a 5-year period from $15,000 to $20,000; establishing a process to review exceptions to the cap on a case-by-case basis; updating reporting requirements; revising required documentation provided by applicants; clarifying and modifying eligible repairs to include certain appliances and exclude functioning systems and structures that are not critical to health, safety, or the efficient use of the home; and establishing a review process in the cases when applications are denied.

Attachments

- Attachment A: Updated Town of Apex Agreement for Housing Rehabilitation Program Administration Services
- Attachment B: Updated Apex Cares – Housing Rehabilitation Program Guidelines
- Attachment C: Current Town of Apex Agreement for Housing Rehabilitation Program Administration Services (showing tracked changes)
- Attachment D: Current Apex Cares – Housing Rehabilitation Program Guidelines (showing tracked changes)