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DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Senior Home Repair Program Contract Renewal, Fiscal Year 2026-27

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve renewal of the Senior Home Repair Program agreement with Humboldt Senior Resource Center, Inc. for fiscal year 2026-27 in an amount not to exceed \$1,500, and authorize the City Manager to execute the agreement. HSRC has provided a conforming certificate of insurance and additional insured endorsement.

BACKGROUND

The Senior Home Repair Program provides minor home repair services to income-eligible residents aged 60 and older living within Rio Dell city limits. Repairs are capped at \$300 per household per fiscal year. Eligible services are listed in Appendix A of the agreement and include grab bars, trip hazard and railing repair, minor plumbing and electrical work, and smoke and carbon monoxide detectors.

Council first authorized the program in FY 2024-25 at \$5,000 and renewed it in FY 2025-26 at a reduced \$2,500 based on actual utilization. Humboldt Senior Resource Center (HSRC) has now submitted its FY 2025-26 program report and proposes renewal for FY 2026-27 at a further reduced \$1,500. The reduction was proposed by HSRC based on its own review of prior year trends.

DISCUSSION

Fiscal Year 2025-26 Results

HSRC served four Rio Dell households. All four projects were completed: leaking faucets, a broken window, a grab bar installation, and soft bathroom flooring from water damage. All fell within the approved scope and all households met income eligibility. Median time from intake to completion was 15 days.

Total program cost was \$938.20. The City paid \$841.70 and one client contributed \$96.50. City expenditure equaled 33.7 percent of the \$2,500 authorization. Average City cost per household was \$210.43.

The \$300 per household cap was tested for the first time and held. The window repair totaled \$396.50. The City paid the \$300 maximum and the client covered the \$96.50 balance.

Two-Year History

	FY 2024-25	FY 2025-26
Households served	6	4
Not-to-exceed amount	\$5,000	\$2,500
City expenditure	\$1,096.85	\$841.70
Utilization	21.9%	33.7%
Average City cost per household	\$182.81	\$210.43

Across two years the program has served ten households at a combined cost to the City of \$1,938.55, which is less than a single year's authorization in either year.

FUNDING

The \$1,500 is accommodated within the adopted FY 2026-27 General Fund appropriation for contracts and professional services in the General Government department. No budget adjustment is required.

NEXT STEPS

HSRC has provided a certificate of insurance and additional insured endorsement evidencing \$1,000,000 commercial general liability coverage effective through the fiscal year term, naming the City of Rio Dell as an additional insured as required under Section 7. All conditions for execution have been satisfied. Upon Council approval, staff will execute the agreement and will return to Council with the FY 2026-27 program report at year end.

ATTACHMENTS

1. Draft FY 2026-27 Agreement for Professional Services with Humboldt Senior Resource Center, Inc.
2. HSRC Senior Home Repair Program Report, FY 2025-26 (client information redacted)