CDBG & HOME Annual Action Plan
Public Hearing
January 23, 2018
Purpose of the Annual Action Plan

• Implementation plan for 5-year Consolidated Plan.
  – Affordable housing
  – Homeless services
  – Public service support activities for low-moderate income

• Identifies specific activities the City will undertake in 12-month period to meet Consolidated Plan goals.

• Contains specific budget allocations to expend CDBG and HOME funds for the current program year.
Consolidated Plan Goals - Public Outreach

- Public Input Survey (552 responses) and CR Talks
- Interviews with key stakeholders and partner agencies
- Stakeholder Focus Group Meeting (28 agency participants)
- Open House-style Public Meeting (55 attendees)
- Survey and open houses promoted on Facebook, Twitter, and through guest editorial in the Gazette in addition to personal invitations sent to stakeholders.
- Media spots on local TV channels and radio stations.
Annual Funding

• Allocations not yet known for July 1, 2018 – June 30, 2019 program year.
• Budgeting estimated based on prior year allocations.

• CDBG – approximately $966,876
• HOME – approximately $266,364

• The City’s annual CDBG entitlement has decreased by approximately 31%, and HOME by 49% since 2010.
Funding Trends

CDBG

HOME
Examples of Eligible CDBG Activities

- Housing Rehabilitation
- Homebuyer Assistance
- Infrastructure improvements
- Public facility improvements
- Public services to special needs populations

- All activities must meet a National Objective:
  - Low/Moderate Income Benefit (Primary Objective)
  - Eliminate Slum/Blight
  - Urgent Need w/ no other funding source (ex. disaster)
## CDBG Percentage Recommendations

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
<th>Estimated Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>$966,876.00</td>
<td></td>
</tr>
<tr>
<td>Administration and Planning</td>
<td>20%*</td>
<td>$193,375.00</td>
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<tr>
<td>Public Service</td>
<td>15%*</td>
<td>$145,031.00</td>
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<tr>
<td>Housing</td>
<td>60%</td>
<td>$580,126.00</td>
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<tr>
<td>Other Eligible Community Needs</td>
<td>5%</td>
<td>$48,344.00</td>
</tr>
</tbody>
</table>

*Statutory Limitations*
Eligible HOME Activities

- Housing Rehabilitation
- Homebuyer Assistance
- Housing New Construction
- Tenant Based Rental Assistance

**Recommendation:** $75,000 prioritized for eligible activities carried out by a Community Housing Development Organization (CHDO).
Accomplishments – (July 1, 2016 – June 30, 2017)

• 35 homes received rehabilitation assistance;
• 2 new affordable homes were constructed;
• 54 unit senior rental facility received assistance;
• 33 homebuyers received down payment assistance;
• 1 non-profit facility improvement project began;
• 4,029 individuals received free health care services;
• 826 homeless individuals received shelter & case management;
• 327 individuals received transitional housing services;
• 139 youth received before/after school programming, mentoring and other services.
Current Year Funding – (July 1, 2017 – June 30, 2018)

City of Cedar Rapids
FY17 (July 1, 2017 - June 30, 2018)

GAP Recommendations for CDBG & HOME Entitlement Funding

<table>
<thead>
<tr>
<th>Agency</th>
<th>Project</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Affordable Housing Network Inc.</td>
<td>Wellington Heights Neighborhood Revitalization Initiative Phase V (CHDO)</td>
<td>75,000</td>
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<tr>
<td>Cedar Valley Habitat for Humanity</td>
<td>2018 CVHFH Homebuilding Program</td>
<td>73,848</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>First Time Homebuyer Program</td>
<td>90,880</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>HOME Administration</td>
<td>26,636</td>
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<tr>
<td></td>
<td><strong>Totals</strong></td>
<td><strong>266,364</strong></td>
</tr>
<tr>
<td><strong>CDBG</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aging Services</td>
<td>Chore Services</td>
<td>14,075</td>
</tr>
<tr>
<td>Area Substance Abuse Council</td>
<td>ASAC’s Heart of Iowa Flooring Project</td>
<td>26,086</td>
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<tr>
<td>Catherine McAuley Center</td>
<td>Enhancing Transitional Housing Services for Homeless Women</td>
<td>5,148</td>
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<tr>
<td>City of Cedar Rapids</td>
<td>Neighborhood Certification Program</td>
<td>18,000</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>CDBG Housing Services Administrative Overhead</td>
<td>81,601</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>CDBG Housing Services Administrative Staff Costs</td>
<td>98,817</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>CDBG Housing Services Service Delivery Staff Costs</td>
<td>376,326</td>
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<tr>
<td>City of Cedar Rapids Housing Services</td>
<td>CDBG Owner-Occupied Rehabilitation Program</td>
<td>210,440</td>
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<tr>
<td>Community Health Free Clinic</td>
<td>Wages for Specialized Staff</td>
<td>29,329</td>
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<tr>
<td>Hawkeye Area Community Action Program, Inc.</td>
<td>HACAP Transitional Housing</td>
<td>35,852</td>
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<tr>
<td>NTS, Horizons A Family Service Alliance</td>
<td>Nighttime Transportation: 2:00 - 6:00 AM</td>
<td>14,664</td>
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<tr>
<td>Olivet Neighborhood Mission</td>
<td>Olivet Neighborhood Mission Youth Programs</td>
<td>7,821</td>
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<tr>
<td>St. John of the Cross Catholic Worker House</td>
<td>CWH Kitchen Rehab</td>
<td>14,500</td>
</tr>
<tr>
<td>Tanner Place</td>
<td>Children of Promise</td>
<td>4,888</td>
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<tr>
<td>Waypoint Services</td>
<td>Waypoint Madge Phillips Case Management</td>
<td>19,553</td>
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<tr>
<td>Willis Dady Emergency Shelter</td>
<td>Case Management</td>
<td>9,776</td>
</tr>
<tr>
<td></td>
<td><strong>Totals</strong></td>
<td><strong>966,876</strong></td>
</tr>
</tbody>
</table>
Recognition & Best Practices:

• Cedar Rapids exceeds HUDs timeliness standards;
• Cedar Rapids exceeds HUD’s benefit standards;
• HUD’s feedback regarding Cedar Rapids’ last annual report characterized the City’s administration of the programs as “excellent.”
• The City’s Consolidated Plan consultant recommends Cedar Rapids’ public outreach as a model to other communities due to high level of public participation.
Public Hearing Purpose

- To consider housing & community development needs & priorities for upcoming program year.
- Feedback on program performance.
Tentative Next Steps:

• January 23, 2018 – Public Hearing
• February/March 2018 – Grants & Programs Committee review and recommendations.
• March 2018 – Draft plan available for review & comment
• April 24, 2018 – Public Hearing/City Council consideration of draft plan
• May 15, 2018 – Annual Action Plan due to HUD
Center Point Road, 29th Street to 32nd Street and 2018 Sanitary Sewer Service Replacement

January 23, 2018
Project Background

• Twelve street segments
• Projects include:
  • Concrete Replacement
  • Concrete patching; Curb and Gutter replacement
  • Asphalt surfacing
• Construction 2018 and 2019
Why Replace now?

- Orangeburg pipe life span 40 to 50 years
- Installed in 1950’s and 1960’s
- Replacement requirement consistent with Chapter 9 of the Cedar Rapids Municipal Code
- Infrastructure Committee Approved
- Increase useful life of street replacement and repairs
Key Facts

• Option to replace on their own prior to project
• 32 Parcels to be Assessed
• Range $2900 to $7,120
• Property owners can pay off the assessment when it is received or over 10 years.
• 7 of 9 Council members must vote for the approval of the Resolution of Necessity for it to pass
Council Options

- Adopt
- Adopt with Amendment
- Defer
- Abandon

Presented by:

Doug Wilson, P.E.
Paving for Progress Program Manager
d.wilson@cedar-rapids.org
2018 Curb Ramp Repair: Bid Package #1

January 23, 2018
Key Facts about Project

- Related to the Department of Justice Settlement Agreement
- Sidewalk reconstruction for compliance with the American with Disabilities Act
- 185 ramps located in the SW quadrant
Key Facts about Project

• Estimated construction cost = $756,000
• Bid Letting – January 24, 2018
• Construction scheduled for 2018
Elevator Repair Project
Parking Ramps at 3rd Avenue SE, 4th Avenue SE, and GTC
January 23, 2018
Key Facts about Project

• Repair or replacement of elevators in parking ramps to improve operation and efficiency
• Replacement of components for compliance with the American with Disabilities Act
• Complies with the maintenance agreement with ParkCR
Key Facts about Project

- Estimated construction cost = $1,111,000
- Bid Letting – January 31, 2018
- Construction scheduled for 2018
Key Facts about Project

• Extension of the existing paved multi-use path

• Includes retaining wall construction and signal improvements at Kirkwood Blvd SW and 66th Avenue SW
Key Facts about Project

• Estimated construction cost = $310,000
• Bid Letting – January 31, 2018
• Construction scheduled for 2018
J Avenue Plant Improvements – Phase II

Public Hearing 1/23/2018

Work Includes:

- Slide gate installation

- No. 3 softener mechanism replacement

- Train 3 clarifier / softener replacement

- New centrifuges

- Replacement of lime feed system

- Back Operations Building electrical upgrade

- Raw water line addition
Carbon dioxide feed additions
Centrifuge replacement
Electrical building
Softener/Clarifier train 3
Raw water line
Lime slaker system replacement
J Ave Phase II
<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
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<tbody>
<tr>
<td>Estimated Cost</td>
<td>$13,800,000</td>
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<tr>
<td>Pre-bid Meeting</td>
<td>January 23, 2018</td>
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<tr>
<td>Bid Opening</td>
<td>February 14, 2018</td>
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<tr>
<td>Construction</td>
<td>2018 – 2020</td>
</tr>
</tbody>
</table>

Utilities Dept. Staff recommends approval of the resolution

Presented by:

Steve Hershner
Utilities Director
s.hershner@cedar-rapids.org
Office: 286-5281
Cell: 538-1059
CEMAR Trail: Phase 1C
and
H Avenue NE & 16th Street NE from Oakland Road to D Avenue Report on Bids
Road and Utility Improvements

Scope of Work Includes:

• Mix of Concrete and Asphalt Road Construction
• Intersection Improvements
• Storm Sewer and Sanitary Sewer Work
• Water Main Replacement
• ADA Sidewalk Ramps
CEMAR Trail: Phase 1C and H Avenue NE and 16th Street NE from Oakland Road to D Avenue PCC Pavement with HMA Resurfacing and PCC Sidewalk/Trail  
Contract Number 3012175-02  
Bid Date: January 17, 2018

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>RATHJE CONSTRUCTION CO., MARION</td>
<td>$1,659,070.64</td>
</tr>
<tr>
<td>DAVE SCHMITT CONSTRUCTION. CO., INC., CEDAR RAPIDS</td>
<td>$1,679,580.20</td>
</tr>
<tr>
<td>RICKLEFS EXCAVATING, LTD., ANAMOSA</td>
<td>$1,748,032.45</td>
</tr>
<tr>
<td>PIRC-TOBIN CONSTRUCTION, INC., ALBURNETT</td>
<td>$1,795,408.85</td>
</tr>
<tr>
<td>TSCHIGGFRIE EXCAVATING CO., DUBUQUE</td>
<td>$1,886,055.17</td>
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<tr>
<td>LANGMAN CONSTRUCTION, INC., ROCK ISLAND, IL</td>
<td>$1,978,711.31</td>
</tr>
<tr>
<td>VIETH CONSTRUCTION CORPORATION, CEDAR FALLS</td>
<td>$2,232,655.72</td>
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</table>
CEMAR Trail: Phase 1C and H Avenue NE and 16th Street NE from Oakland Road to D Avenue PCC Pavement with HMA Resurfacing and PCC Sidewalk/Trail
Contract Number 3012175-02
Bid Date: January 17, 2018

RATHJE CONSTRUCTION CO., MARION $1,659,070.64
DAVE SCHMITT CONSTRUCTION. CO., INC., CEDAR RAPIDS $1,679,580.20
RICKLEFS EXCAVATING, LTD., ANAMOSA $1,748,032.45
PIRC-TOBIN CONSTRUCTION, INC., ALBURNETT $1,795,408.85
TSCHIGGFRIE EXCAVATING CO., DUBUQUE $1,886,055.17
LANGMAN CONSTRUCTION, INC., ROCK ISLAND, IL $1,978,711.31
VIETH CONSTRUCTION CORPORATION, CEDAR FALLS $2,232,655.72
REPORT ON BIDS:
Four bids were received on January 10, 2018 for the Kirkwood & 60th Avenue Booster Station Upgrades project (Contract No. 6250046-02).

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Office Location</th>
<th>Lump Sum Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>WRH, Inc.</td>
<td>Amana, IA</td>
<td>$925,000</td>
</tr>
<tr>
<td>Tricon General Construction</td>
<td>Cedar Rapids, IA</td>
<td>$1,010,000</td>
</tr>
<tr>
<td>Ricklefs Excavating</td>
<td>Anamosa, IA</td>
<td>$1,027,000</td>
</tr>
<tr>
<td>B.G. Brecke, Inc.</td>
<td>Cedar Rapids, IA</td>
<td>$1,259,483</td>
</tr>
</tbody>
</table>

The engineer’s opinion of probable cost for the construction of this project was $1,000,000.

A Notice of Public Hearing was approved by the City Council on November 28, 2017. A Notice to Bidders was posted as required by law and a Notice of Public Hearing was published on December 2, 2017. The public hearing was held December 19, 2017. A pre-bid meeting was held December 18, 2017 at the Water Division Administration Building.

The work is anticipated to begin in March 2018 and be completed in November 2018.

The Utilities Department – Water Division recommends awarding the contract to WRH, Inc. in the amount of $925,000.
Change Order No. 9 - Czech Village Utility Relocation – 16th Ave SW to Landfill
Construction Change Orders

- Normal part of construction process
- Each project has a contingency budgeted for potential change orders
- Can be owner or contractor-initiated
- Can result in increase or decrease in cost or construction schedule
- Many possible triggers for change orders:
  - Unknown or unforeseen site conditions
  - Material substitution
  - Owner requested change
  - Errors or omissions in contract documents
Change Order Approval Process

1. Change Order Request - Initiated by contractor or owner
2. Calculation of cost and schedule impact
3. Justification of cost and schedule impacts
4. Change order routed for approvals – multiple check points: Contractor, Contract Administrator, Construction Manager, City Engineer, Contracts Manager, City Manager, City Council
5. Work Change Directive – signed by City construction staff and Contractor
6. Change order incorporated into contract
Change Order History – Public Works Projects

• Completed projects bid since January 1, 2015
  • 156 projects
  • $142.3M total awarded contract value
  • $144.6M final contract value -1.4% increase
Czech Village Utility Relocation
16th Ave SW to Landfill
Previous Changes on this Project

- Previous Change Orders No. 1-8 = $1,524,935.85
- Majority (88%) of additional costs from Change Orders 1 - 8 came from:

**Change Order No. 3 ($755,690.01)**
**C Street SW and Bowling Street Intersection / A Street SW Sanitary Sewer Re-alignment**
- Additional deteriorated brick storm sewer needed to be removed and new box culvert extended
- Additional granular material required due to poor on-site soils
- Bike trail detour
- Portion of the materials required for the A Street SW sanitary sewer re-alignment
- Will result in future cost savings and reduced inconvenience for the traveling public on future C Street SW project

**Change Order No. 4 ($611,938.20)**
**A Street SW Sanitary Sewer Re-alignment**
- Re-alignment of 42” sanitary sewer through future levee
- Will simplify construction on future levee phase and result in a cost savings on future levee contract
- Will result in a change order that will reduce the current contract value
Previous Changes on this Project

Change Order No. 3
Previous Changes on this Project

Change Order No. 3 & No. 4
Today’s Agenda
Czech Village Utility Relocation – 16\textsuperscript{th} Ave SW to Landfill

• Change Order No. 9 – $30,247
  • Additional Seeding (additional 4.99 acres) - $19,960
  • Removal of Watermain (additional 292 linear feet) - $5,256
  • Adjustment of multiple unit bid items - $5,031
    ▪ Additional curb and gutter
    ▪ Additional 5’x5’ manhole
    ▪ Additional sign remove and reinstall
Questions?

Presented by:

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City Engineer  
n.kampman@Cedar-Rapids.org  
319-286-5802

Justin Holland  
Engineering Construction Manager  
j.holland@Cedar-Rapids.org  
319-286-5802
Consideration of a Final Plat for “La Hacienda Stradt Addition”

1525 Hollywood Boulevard NE

January 23, 2018
Zoning Map
Neighborhood Statistics

Becker’s 3rd to the west – 122 lots
Elmcrest to the east – 99 lots
Wright Elementary to the north
Hickory Woods and POS #564 to the south – 7 lots
Total 228 lots with average area of 0.17 acre and 39% hard surfacing
Neighborhood zoning is R-3
Neighborhood area – 70 acres
New plat area 6 lots and 0.89 acre
Adds 3% to total neighborhood lots and 1% to the total developed area
Existing lots 1950s-60s era
ITE Trip Generation – 432 AM peak hour trips from the neighborhood, school and daycare. New development adds 5 peak hour trips (+1%)
Soil types C and D, poorly drained
Water table 12-72”
On Site Storm Water Management
Storm Water Master Plan
McLoud Run Watershed
Traffic Concerns
Tree Mitigation (Zoning Code)

TREES:
TREES 36" DBH TO BE REMOVED - 1
4 REPLACEMENT TREES
TREES 25" TO 35" DBH TO BE REMOVED - 1
3 REPLACEMENT TREES
TREES 20" TO 24" DBH TO BE REMOVED - 10
20 REPLACEMENT TREES
TREES 5" TO 14" DBH TO BE REMOVED - 6
6 REPLACEMENT TREES
TOTAL
33 REPLACEMENT TREES

<table>
<thead>
<tr>
<th>QTY</th>
<th>ID</th>
<th>DESCRIPTION</th>
<th>MIN. SIZE</th>
<th>ROOT</th>
<th>SPACING</th>
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<tbody>
<tr>
<td>7</td>
<td>ELM</td>
<td>ELM</td>
<td>2&quot; DBH</td>
<td>BB</td>
<td>SEE PLAN</td>
<td>NURSERY MATCHED, QUALITY SPECIMEN</td>
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<tr>
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<td>MAPLE, SUGAR</td>
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<td>6</td>
<td>SY</td>
<td>SYCAMORE</td>
<td>2&quot; DBH</td>
<td>BB</td>
<td>SEE PLAN</td>
<td>NURSERY MATCHED, QUALITY SPECIMEN</td>
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<tr>
<td>6</td>
<td>DR</td>
<td>DAWN REDWOOD</td>
<td>2&quot; DBH</td>
<td>BB</td>
<td>SEE PLAN</td>
<td>NURSERY MATCHED, QUALITY SPECIMEN</td>
</tr>
</tbody>
</table>
Next Steps

• Site and building plans for individual lots will be submitted for Building Permit issuance.
• Inspect lots prior to Certificates of Occupancy.

Presented by:

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David Houg
Development Services Specialist
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Rental Unit Registration Fee

January 2018
Program Overview

• Purpose: Ensure rental housing is safe, well maintained, up to code, and meets quality of life standards

• Includes:
  • Housing inspections on rental facilities
  • Landlord training class
Housing Team

• Staff
  • 4 Housing Inspectors
  • 1 Chief Housing Inspector

• Responsibilities:
  • Regular rental inspections and any necessary re-inspections
  • Address tenant complaints
  • Final inspections
Program Numbers

- Housing Inspectors: 5
- Registered landlords: 2,000+
- Annual inspections: 5,800 – 6,100
- Rental properties in CR: 19,400+
- Annual program costs: $600,000
Fee Structure

• Landlords currently pay an annual rental unit registration fee on each property they own
• These funds cover approx. 50% of program costs
• General Fund covers the other 50% of program costs, or about $300,000 annually
• Fee structure has not been updated since 2010
• Long-term goal: Program moves toward greater self-sufficiency
## Current and Proposed Rates

<table>
<thead>
<tr>
<th></th>
<th>CURRENT RATE</th>
<th>NEW RATE</th>
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</thead>
<tbody>
<tr>
<td>Single Unit Duplex/Condo</td>
<td>$30 annually</td>
<td>$38 annually</td>
</tr>
<tr>
<td>Multi-Family Structure</td>
<td>$25 annually + $8/unit</td>
<td>$30 annually + $10/unit</td>
</tr>
</tbody>
</table>
Single-Family (Duplex/Condo)

<table>
<thead>
<tr>
<th>CURRENT RATE</th>
<th>PROPOSED RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30 annually</td>
<td>$38 annually</td>
</tr>
</tbody>
</table>

For the majority of landlords, the new fee structure will mean an increase of $8 annually.
## Multi-Family

<table>
<thead>
<tr>
<th>CURRENT RATE</th>
<th>PROPOSED RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25 annually + $8/unit</td>
<td>$30 annually + $10/unit</td>
</tr>
<tr>
<td>Example of 4-unit structure:</td>
<td>Example of 4-unit structure:</td>
</tr>
<tr>
<td>One, multi-family structure with 4 units</td>
<td>One, multi-family structure with 4 units</td>
</tr>
<tr>
<td>with 4 units = $57</td>
<td>with 4 units = $70</td>
</tr>
<tr>
<td>($25 annual fee, plus $8 for each of the</td>
<td>($30 annual fee, plus $10 for each of the</td>
</tr>
<tr>
<td>four units)</td>
<td>four units)</td>
</tr>
</tbody>
</table>

*This is the equivalent of an additional $13 per year for the entire 4-unit structure*
How this Compares Statewide
Number of Rental Units

*Graphs developed based on surveys and staff interviews, and presented as comparatively as possible.*
Number of Housing Inspectors

*Graphs developed based on surveys and staff interviews, and presented as comparatively as possible*
Single-Family Inspection Fee

*Graphs developed based on surveys and staff interviews, and presented as comparatively as possible*
Multi-Family Inspection Fee

*Graphs developed based on surveys and staff interviews, and presented as comparatively as possible.*
Outreach to Registered Landlords

• Direct Mail
  • Letter issued December 27, 2017
• Email
  • Issued week of January 1, 2018
• Landlords of Linn County · January 1, 2018
• Developers Council · January 17, 2018
• 3 Open Houses
  • Tues, Jan 9 · 9:00 a.m. to 10:30 a.m.
  • Wed, Jan 10 · 12:00 p.m. to 1:30 p.m.
  • Fri, Jan 12 · 2:00 p.m. to 3:30 p.m.
Timeline

- City Council: January 23, 2018
- New fees take effect: July 1, 2018
Thank You

Questions?

Presented by:

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John Riggs
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319-286-5981