



City Hall | 1209 6th Street | Nevada, IA 50201-0530
 p. (515) 382-5466 | f. (515) 382-4502

MEMORANDUM

TO: Mayor and City Council
FROM: Lucas Battani, Finance Director / Assistant City Administrator
DATE: August 4, 2026
RE: Neighborhood Improvement Incentive Program: Reimbursement Request, 516 4th Street

The City has received a completed application for reimbursement under the Neighborhood Improvement Incentive Program (NIIP) from property owners Steve and Kim Sampson for the demolition of the house and garage at 516 4th Street. The structures were destroyed by fire and subsequently demolished; the lot has since been rebuilt.

A note on timing: the applicants submitted an application in 2022, when the demolition was completed and paid for, but the city did not process it. The city's Building Inspector at the time does not recall why the application was not processed, but staff found a record that we received the application. The project met the program's purpose of removing a fire-damaged structure and improving the neighborhood. The applicants also rebuilt the home at their own expense, a cost the program does not cover. Staff has confirmed the project meets the program requirements, and this reimbursement would honor that original, timely application.

Documentation on file. The applicants provided the contractor's written quote and invoices from Keith Cooper & Sons, Inc., along with copies of both canceled checks (front and back) showing payment cleared to the contractor. Before-and-after photographs of the property are also included. The demolition scope consists of two line items, house (\$10,325.00) and garage (\$2,500.00), for a total eligible demolition cost of **\$12,825.00**. The contractor's quote also included a separate basement-and-earthwork line for the new-home rebuild, which is not demolition and is excluded from the eligible cost.

Eligible Reimbursement

Eligible demolition cost (house + garage)	\$12,825.00
Program match rate	50%
Program maximum	\$10,000.00
Eligible reimbursement (lesser of 50% or maximum)	\$6,412.50

Funding. This reimbursement would be paid from the City's dedicated Demolition fund, which has \$40,000.00 budgeted for FY2027. Payment of \$6,412.50 would leave \$33,587.50 available in that line for the fiscal year.

Recommendation. Staff recommends that the Council approve reimbursement of **\$6,412.50** to Steve and Kim Sampson under the Neighborhood Improvement Incentive Program, payable from the FY2027

Demolition fund. Supporting documentation (the completed application, contractor quote and invoices, proof of payment, and before-and-after photographs) is attached for your review.

Sincerely,



LUCAS BATTANI, FINANCE DIRECTOR/ASSISTANT CITY ADMINISTRATOR
CITY OF NEVADA, IOWA

City of Nevada

Neighborhood Improvement Incentive Program 2026 – 2027 Application

Overview

Purpose:

The purpose of this grant program is to assist organizations, residents, and business owners within the City of Nevada in strengthening their neighborhood appearances, promoting the area to visitors, and improving the quality of life.

Eligible Applicants:

- Eligible applicants are property owners of residential or commercial property in the city limits of Nevada who are committed to improving neighborhoods, promoting the area, and improving quality of life.

Eligible Projects to be Considered for Funding:

- Projects that demolish a residential home or commercial structure, including capping utilities, grading and seeding the area, and for the City to acquire property. The intent of this program is to award home structures or commercial buildings, not outbuildings.

Options:

- A. Maintain ownership** – demolish the structure, including capping utilities, grading, and seeding the area. Grants will be awarded on a minimum 50/50 cash match basis. Also, grants are set up on a reimbursement basis and payable upon completion of the project. The maximum request is \$10,000; the minimum request is \$500.00.
 - B. Transfer property to City** – costs to the City cover title opinion, transfer of deed, and any other legal costs for the City to acquire the property. The property owner makes an offer of a gift of property to the City.
- Projects must be completed within the fiscal year of which the project is approved and funds awarded.
- Before and after pictures are required for funding.
- Work is done by a licensed professional who is permitted and inspected to do such work.
- No more than \$20,000 awarded to a single property owner each fiscal year
- Maximum funds awarded for the NIIP Program are the amount in the budget for each fiscal year

Grant Application Process:

- Written bid(s) for each expense must be attached to your application
- Proof of payment shall be provided before the grant is disbursed
- The City Administrator and the Building and Zoning Official will make final recommendations to the City Council regarding which projects should be funded. **For More Information/Questions:**

Contact the City Administrator, Finance Director, or Building and Zoning Official at 515-382-5466.

Applicant Information

Organization Name: Steve Sampson Construction & Rental Project Name: Demo/Rebuild 516 4th

Street, Nevada, Iowa

Contact Person: Steve and or Kim Sampson

Mailing Address: _____

City, State, Zip: Nevada, Iowa, 50201

Daytime Phone Number: _____

Fax: NA

E-mail: _____

Total Project Cost: \$ 12,825.00 Demo of House and Garage

Amount requesting from this grant program: \$ 6,412.50 to \$10,000 as applicable

Project Address: 516 4th Street, Nevada, Iowa, 50201

Project Description: 516 4th Street Nevada - Demolition of House and Garage Structures (Due to Fire 100% Destroying)

STAFF NOTE: BEFORE AND AFTER

Before-and-after photographs of 516 4th Street. The home was destroyed by fire, the fire-damaged house and garage were demolished under this project, and the property has since been rebuilt.

BEFORE



Structure fire, February 2022



Fire-damaged house prior to demolition

AFTER



Property rebuilt (rebuild at owners' expense; not covered by the program)

STAFF NOTE — CONTRACTOR QUOTE

This is the contractor's original bid (Keith Cooper & Sons, Inc., June 23, 2022) for the 516 4th Street project. Only the demolition line items are eligible under the program:

- Demolish existing house \$10,325.00
- Demolish garage \$2,500.00
- Eligible demolition total \$12,825.00

The third line item (dig new basement/footings and grade yard — \$8,553.00) is earthwork for the new-home rebuild, not demolition, and is excluded from the eligible cost.

Keith Cooper & Sons, Inc.

819 Lincoln Way, Suite E

Ames, IA 50010

Office: (515) 232-3456 Fax: (515) 232-7198

Email: coopdigs@gmail.com

Quote

Quoted By: Kent Cooper

Phone: (515) 291-3855

To: Steve Sampson

516 4th Street

Nevada, Iowa

Date: June 23, 2022

Job: House Demolition and Earthwork

Terms: Payment due on receipt of invoice

PROPOSAL

		<u>OUR PRICE</u>
1. Demolish existing house	\$	10,325.00
2. Demolish garage		2,500.00
3. Dig new basement, footings and grade yard for new house- Includes haul off of excess dirt		8,553.00

Note: 20% deposit is required to start work

TOTAL \$ 21,378.00**EXCLUSIONS**

1. Removal of or working around concrete, foundations, tanks, site drainage systems/tile runs, unlocated utilities, or other obstructions hidden from view or not on plans
2. Traffic Control
3. Erosion control (SWPP)
4. Bracing or shoring
5. Engineering, testing or staking
6. Rework of existing utilities at connection point
7. No more than 1 hour of exploratory digging

If you have any questions regarding this quote, please contact Kent Cooper at (515) 291-3855

Thank you for the opportunity to quote this work.

STAFF NOTE — PROOF OF PAYMENT

Proof of payment. Copies of the two canceled checks the property owners issued to the contractor, obtained from their credit union. Together they total \$18,378.00 paid to Keith Cooper & Sons, Inc. The reverse of each check is endorsed "For Deposit Only — Keith Cooper and Sons, Inc." and shows the bank's clearing stamp. Account and routing numbers have been redacted.

Check #3270 — \$4,275.60 (20% deposit), dated June 24, 2022

KIM OR STEPHEN SAMPSON RENTAL ACCOUNT 741 WESTWOOD DRIVE NEVADA, IA 50201 PH. 515 [REDACTED]		3270 72-7259/2739
DATE <u>6/24/22</u>		
PAY TO THE ORDER OF <u>COOPER EXCAVATOR</u>		\$ <u>4,275.60</u>
<u>FOUR THOUSAND TWO HUNDRED AND SEVENTY FIVE AND 60/100</u>		Security features included. Details on back.
RIVER VALLEY CREDIT UNION Ames, IA • Nevada, IA		
MEMO <u>[REDACTED]</u>		MP

TRADITIONAL GREEN

Check #3288 — \$14,102.40 (balance), dated October 10, 2022

KIM OR STEPHEN SAMPSON RENTAL ACCOUNT 741 WESTWOOD DRIVE NEVADA, IA 50201 PH. 515 [REDACTED]		3288 72-7259/2739
DATE <u>10/10/22</u>		
PAY TO THE ORDER OF <u>KEITH COOPER & SONS INC.</u>		\$ <u>14,102.40</u>
<u>FOURTEEN THOUSAND ONE HUNDRED AND TWO AND 40/100</u>		Security features included. Details on back.
RIVER VALLEY CREDIT UNION Ames, IA • Nevada, IA		
MEMO <u>SIG 4th St David</u>		MP

TRADITIONAL GREEN

Keith Cooper & Sons, Inc.
 909 Brookridge Ave
 Ames, IA 50010
 515-232-3456

Statement

DATE

10/31/2022

Steve Sampson
 741 Westwood Dr.
 Nevada, IA 50201

AMOUNT DUE

					AMOUNT DUE
DATE	DESCRIPTION			AMOUNT	BALANCE
05/31/2022	Balance forward				0.00
	516 4th St. Nevada-Sampson House Demo-				
06/24/2022	INV #80882. 20% downpayment			4,275.60	4,275.60
06/24/2022	PMT #3270. Steve Sampson			-4,275.60	0.00
07/13/2022	INV #81008.			0.00	0.00
08/05/2022	INV #80883.			14,102.40	14,102.40
08/05/2022	INV #81138.			3,000.00	17,102.40
10/13/2022	PMT #3288. Steve Sampson			-14,102.40	3,000.00
10/13/2022	CREDMEM #81488.			-3,000.00	0.00

INVOICE

Keith Cooper & Sons, Inc.
 909 Brookridge
 Ames, IA 50010
 515-232-3456
 billing@cooperdigs.com

DATE	NO.
8/5/2022	81138

Steve Sampson
 741 Westwood Dr.
 Nevada, IA 50201

LOCATION AND/OR WORK DESCRIPTION	
Steve Sampson 516 4th St. Nevada, IA	
P.O. #	TERMS
	Due upon receipt

DATE	DESCRIPTION	MACHINE	QTY	RATE	AMOUNT
8/5/2022	Remainder of bill amount-backfilling			3,000.00	3,000.00
Finance charge will be applied to any invoices at a rate of 1.5% with a minimum charge of \$50.00 if payment is not received within 30 days of invoice date.				Total	\$3,000.00