

MEMORANDUM

Date: December 7, 2024
To: Chairman Kevin Mosher and Members of the Caddo Mills EDC
From: John R. Hubbard, Ph.D., CEcD
SUBJECT: **Discuss and consider payment to Galaxy Contractors, LLC for building improvements at 2404 2nd Street.**

The work needed to bring the EDC house on 2nd Street to code, based on the invoice provided, includes the following:

1. **Structural Repairs:**
 - Replace four posts on the front porch.
2. **Exterior Improvements:**
 - Paint the entire exterior of the house (calculated based on square footage of the house).
3. **Electrical Work:**
 - Replace an outdoor electrical outlet post and remount the box.
4. **Interior Enhancements and Code Updates:**
 - Install new light bulbs throughout the interior and exterior, ensuring they are all matching in color.
 - Add a door stop on the front door, replace a broken door stop plate, and install a blank wall plate by the front door.
 - Install a new ventilation fan in the bathroom.
 - Install new smoke detectors throughout the house to comply with current code requirements (labor only; materials donated).

The total cost for these updates is \$3,017.50 and has been allocated in the FY2024-25 Caddo Mills EDC Budget.