

Introduced by: City Manager Irvin

**AN ORDINANCE AMENDING THE BERKELEY EXTERIOR HOUSING NEIGHBORHOOD STABILIZATION GRANT PROGRAM FOR 2020**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BERKELEY, MISSOURI, AS FOLLOWS:**

- Section 1.** The City of Berkeley, Missouri hereby adopts the attached Berkeley Exterior Housing Neighborhood Stabilization Grant program.
- Section 2.** The program is open to all owner-occupied residents with a valid occupancy permits, excluding those who owned their property before 1980. Owner-occupies shall mean those occupying the single-family home as their primary resident.
- Section 3.** The program allows for Berkeley employees to qualify for the program.
- Section 4.** The program shall be available each year as funds are available. Only new applications will be taken, previous winners are not allowed to participate.
- Section 5.** The attached guidelines are hereby incorporated herein and made a part of this ordinance, as if fully set out herein.
- Section 6.** This Ordinance shall be in full force and effect upon its passage.

1st Reading this \_\_\_\_\_ day of \_\_\_\_\_ 2020

2nd Reading this \_\_\_\_\_ day of \_\_\_\_\_ 2020

3rd Reading, PASSED and APPROVED, this \_\_\_\_\_ **day of** \_\_\_\_\_ **2020**

\_\_\_\_\_  
Theodore Hoskins, Mayor

ATTEST:

\_\_\_\_\_  
Deanna L. Jones, City Clerk

\_\_\_\_\_  
Approved As To Form:  
Donnell Smith, City Attorney

Final Roll Call:

Mayor Hoskins	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Hoskins	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Mitchell	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Williams	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman-at-Large Greene	Aye ___	Nay ___	Absent ___	Abstain ___
Councilman Hindeleh	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Anthony	Aye ___	Nay ___	Absent ___	Abstain ___

## **NEIGHBORHOOD STABILIZATION PROGRAM GUIDELINES (2020)**

### **Purpose:**

- A. The purpose of the housing Neighborhood stabilization grant is to improve the appearance of the exterior housing stock in the City of Berkeley.
- B. Rehabilitation of exterior housing
  - 1. The grant is designed to remedy an existing exterior housing code violation or appearance improvement.
- C. This program is for all home owners, *including* employees

### **Policy:**

- A. Primary residents will be eligible for \$1000.00 grant.
- B. The work will be for exterior repairs only.
- C. The yearly application process will be developed by the Public Works Department.
- D. Home owners must select contractor and provide the name to Public Works
- E. A permit may be required, fee is exempt to the contractor.
- F. If the owner has won in previous years, owner cannot apply for five-years from the date of the initial award.
- G. A contractor cannot be a family member/ friend of the homeowner.
- H. Work must be performed by a "State of Missouri" Licensed Contractor.
- I. Work must be inspected and approved by Public Works Inspections Staff, before any money is paid directly to the contractor, up to the \$1,000.
- J. Multiple items can be approved for improvements that will not exceed the \$1,000.
- K. Homeowner must pay all funds that are in excess of \$1,000 to the contractor before the city will release the \$1,000 payment, with proof shown.

### **Eligible for Neighborhood Stabilization Grant:**

- 1. The house must be the primary residence of the applicant
- 2. The property must be located in the City of Berkeley
- 3. Inspection of internal dwelling is not required
- 4. Must be a single-family dwelling
- 5. Real estate taxes must be current
- 6. There will not be an income eligibility requirement
- 7. Must live in home as primary residence
- 8. Must provide proof of ownership through St Louis County Tax Office
- 9. Grant will be equally divided per Ward for each fiscal year

**Exterior Home Improvement Eligibility**

- A. Driveways and Walkways
- B. Exterior Doors
- A. Windows
- B. Roof
- C. Gutters & Downspouts
- D. Painting of Exterior House
  - 1. Proper preparation is required
- E. Landscaping
- F. Porches and Decks
- G. Tree Removal
- H. Caulking and Wintering
- I. Overhang
- J. Tuck-pointing
- K. Any item not listing above must be approved by the Council.

**Finance:**

- A. When funds are available, the council will budget annually.
- B. Approved payments are made directly to the contractor.
- C. Payment shall be made to the contractor within 7-14 days of submitting invoice
- D. The city will not make down payments – a purchase order shall secure payment to the contractor.