

JAN 23 2018 10:37 AM Ad

Louisville Metro Council City Agency Request
Neighborhood Development Fund (NDF)
■ Capital Infrastructure Fund (CIF)
Municipal Aid Program (MAP)
Paving Fund (PAV)

Primary Sponsor: David James

Amount: 12,500.00 **Date:** January 5, 2018

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):
California Neighborhood Plan - See Attachment
12,500 is from District 6 CIF account to District 6 NDF account, \$12,500 is from 107 Neighborhood Infrastructure and Safety Plan Match contained in the FY18 capitol budget (8101 502 8205 339271 821345), and \$50K is from Develop Louisville (1101 506 3330 333002 521301).

City Agency: Develop Louisville
Contact Person: Heather Plowman
Agency Phone: 574-2321

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose and have the attached documentation from the receiving department concerning the project/expenditure.

6  \$12,500.00 1-5-2018
District # Council Member Signature Amount Date

Approved by: _____
Appropriations Committee Chairman Date
Clerk's Office & OMB Use Only:
Request Amount: _____ Amended Amount: _____
Reference #: _____ To OMB: _____
Budget Revision #: _____
Account #: _____
To Project Manager: _____ Completion Date: _____
Actual Cost: _____ Funds Returned: _____

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Develop Louisville

Program/Project Name:

California Neighborhood Plan

Yes/No/NA

Request Form: Is the Request Signed by all Council Member(s) Appropriating Funding?

Yes

Request Form: If matching funds are to be used, are they disclosed with account numbers in the request form description?

Yes

Request Form: If matching funds are to be used, does the amount of the request exclude the matching fund amount?

Yes

Request Form: If other funds are to be used for this project, are they disclosed with account numbers in the request form description?

Yes

Funding Source: If CIF is being requested, does Metro Louisville own/will own the real estate, building or equipment? If not, the funding source is probably NDF.

NA

Funding Source: If CIF is being requested, does the project have a useful life of more than one year? If not, the funding source is probably NDF.

Yes

Ordinance Required: Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.

Yes

Ordinance Required: Is the request a transfer from NDF to cost center? If so, is the amount given for the fiscal year \$25,000 or less?

No

Supporting Documentation: Does the attachment include a valid estimate and description of cost?

Yes

Submitted by: Stacie Mitchell-Smith Date: 1-5-2018

CALIFORNIA GENERAL SPECIFICATIONS

Background

California is a neighborhood southwest of Downtown Louisville. While the exact boundary of the neighborhood is the subject of some dispute among residents, for purposes of the neighborhood plan described in this RFP, the boundaries shall be Broadway to the north, Oak Street to the south, 9th Street to the east, and 26th Street to the west (though residents' opinions of these boundaries vary slightly). Initially settled by German immigrants in the mid-1800s, many African Americans settled here following the Civil War. California has been the subject of several urban renewal projects in recent history and is now home to an estimated 6,539 people.

The population in the California neighborhood is 89.8% black or African American, 5.2% white, 2.7% two or more races, and 2.4% other. California's median age is 6 years younger than Jefferson County's median. The median household income is \$22,247 compared to the county median of \$46,298, with 46% of California's population living in poverty and an unemployment rate of 21%. Fifty-six percent (56%) of California renters are cost burdened by rent, meaning they spend more than 30% of their income on rent. The California neighborhood has a significantly higher percentage of vacant and abandoned properties (18%) than the Jefferson County average (2%).

(Source: "California Neighborhood Profile," Network Center for Community Change, 2014.)

The neighborhood encompasses twenty churches, three parks, and one elementary school. Notable properties include St. Stephen Church, Brown-Forman Corporation and Heaven Hill Distilleries. Neighborhood land use west of 15th Street is predominantly residential, while land use east of 15th Street is a mix of commercial and industrial uses.

Technical Information

Neighborhood plans are intended to address the planning needs and policy goals of the citizens of the neighborhood plan area. They must be prepared in accordance with Chapter 161 (Neighborhood Plans) of the Louisville Metro Code of Ordinances. The following are mandatory sections of Neighborhood plans:

- 1) Introduction – a description of the neighborhood background, purpose of plan, overview of the planning process, and map showing neighborhood boundaries.
- 2) Vision Statement – a concise statement that describes the image of the neighborhood in the future, in terms of both values and assets.
- 3) Neighborhood Identity – a description of the neighborhood as it presently exists, including history, demographics, existing conditions, and defining characteristics.
- 4) Land Use/Community Form – an explanation of the existing pattern of major public and private land uses; proposal for future patterns of land use to preserve or improve its general character.

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- 5) Mobility – a transportation section, including a description of all existing and projected modes of transportation.
- 6) Plan Implementation – recommendations set forth in the neighborhood plan, with implementation responsibility and time frame articulated
- 7) Executive Summary – a brief restatement of the vision statement and recommendations defined within each plan section, in a summary format, that is consistent with the comprehensive plan. This section is adopted as an amendment to the comprehensive plan, Cornerstone 2020.

The Neighborhood Plan may also contain sections relating to other areas of concern to the neighborhood. These sections may include, but are not limited to: Housing; Economic Development; Environmental Resources; Community Facilities and Services; Parks, Open Space, and Recreation; Urban Design/Special District; and Historic Preservation.

A Neighborhood Advisory Group is appointed by the Mayor, with concurrence of the Metro Council member in which the neighborhood is located. The Neighborhood Advisory Group, which consists of 7 to 15 neighborhood stakeholders, participates in the development of the plan. The role of the Advisory Group includes working with the Metro team and consultant to identify neighborhood issues, find ways to engage residents, and provide input on plan content and recommendations. The Neighborhood Advisory Group, under the leadership of the Louisville Metro staff and its consultant, will regularly conduct meetings as the guiding process to develop the plan.

After a draft neighborhood plan has been prepared as prescribed in the Neighborhood Plan Ordinance, a neighborhood public meeting must be held to discuss the plan and accept public comments. Following that, the Louisville Metro Planning Commission shall hold a public hearing and make a recommendation to Metro Council on the plan. The Metro Council has final adoption authority of the plan, as well as adoption of the plan's Executive Summary as an amendment to Cornerstone 2020.

Vision Louisville Goals

The Neighborhood Plan should replicate the goals established in Vision Louisville, a city-wide visioning process, and reflect the ambitions of the neighborhood and greater community. These include:

Sustainability - Showcase sustainable planning and building technologies that demonstrate outstanding environmental values.

Economy - Provide and attract local retail/commercial opportunities that serve the needs in both products and price points, of neighborhood residents.

Livability - Create inclusive mixed-income housing options.

Connectivity - Create a distinctly walkable, well-connected, multi-modal community.

Creativity - Allocate space for community activities and organizations as well as for

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educational opportunities.

Health - Provide accessible green and open spaces with opportunities for recreation, reflection, and relaxation.

Authenticity - Reflect the unique character and history of the surrounding neighborhoods in the design.

In addition to these goals, 'Equity' will be added as an 8th goal, to ensure the needs of all residents are addressed in the neighborhood planning process.

Preliminary Neighborhood Scoping Session

On January 13, 2017, the Office of Advanced Planning, along with Metro Councilman David James's office, led a scoping session with approximately 15 California residents for input on neighborhood strengths, weaknesses, opportunities and threats. The following provides a broad summary of these citizens' thoughts on what things to *Preserve, Add, Remove* and *Keep out* in the California neighborhood:

Preserve: Grocery stores; schools and daycares; historic places and properties; residential houses; local parks and businesses; and community-serving places, such as the police substation in Victory Park, African American Heritage Center, California Center, and Boys & Girls Club.

Add: Amenities such as "eat-in" restaurants and businesses/groceries that promote healthier choices; community festivals and activities; investments to create jobs and support economic development and revitalization; support and empowerment tools to promote healthy lifestyles, peace, and education; homeownership, parenting, computer literacy and drug addiction programs; more community centers, community gardens, and farmers markets; increased safety and security.

Remove: Crime (gun violence, gangs, drug trafficking); blighted and abandoned properties; trash/litter/debris, and undesirable uses, such as liquor stores.

Keep Out: More crime, guns and drug dealers; undesirable commercial uses (low-end stores, too many night clubs and bars); and illegal housing uses (crack houses, half-way houses, overcrowded housing).

Scope of Work

The consultant shall work under the supervision of the Office of Advanced Planning/Develop Louisville to complete and deliver the following scope of services:

Task 1 – Define plan timetable/scope and neighborhood existing conditions

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- 1.1 Document neighborhood demographics, history, and existing conditions, including data and information related to land use, transportation, housing, historic resources, economic development, community facilities, and environmental resources.
- 1.2 Working with the Louisville Metro team, produce a detailed plan and timetable for the plan. A concise process is expected to maintain enthusiasm and momentum for the plan. Workshops/charrettes are preferable to monthly meetings.

Deliverables: The consultant team will create a plan timetable, compile data and produce maps and supporting documentation. These products will be presented to the Advisory Group and will lead to the development of the Neighborhood Identity section of the plan. PowerPoints and handout materials should be provided.

Task 2 – Define and develop a community engagement plan, leading into the Advisory Group process.

- 2.1 Consult, interview, and engage key neighborhood leaders and active neighborhood groups to gather input on process, engagement, and issues.
- 2.2 Facilitate consensus building of key neighborhood leaders and groups to unify community support for the plan.
- 2.3 Educate the community on the purpose and process of neighborhood planning; potentially develop a neighborhood subcommittee structure.
- 2.4 Engage appropriate Louisville Metro agencies (e.g. Safe Neighborhoods, Public Works, Metro Parks, Planning and Design, Housing, etc.) in the planning process.

Deliverables: The consultant team will create a detailed plan for community engagement of key neighborhood leaders and groups, preceding the core Advisory Group and public process. This will include interviews and potentially joint forums of neighborhood groups to build consensus on the planning process. A strong presentation and/or other products should be developed as educational tools on the value and importance of the neighborhood plan. PowerPoints, fliers, and other handout materials should be created.

Task 3 – Develop neighborhood vision and plan Goals and Objectives

- 3.1 Working with the Advisory Group, engage the neighborhood in a SWOT analysis/visioning process to define the desired future of California.
- 3.2 Based on visioning process, develop goals and objectives for the neighborhood plan.

Deliverables: The consultant team will design and implement a creative process to engage the neighborhood in envisioning the future of California. This should include at least one charrette, neighborhood public meetings, and other appropriate community engagement exercises and events, at which a PowerPoint presentation, maps, exercises,

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and other visuals may be used to gather input from participants. The products of this task will include a formal Vision Statement and Goals and Objectives.

Task 4 – Develop neighborhood plan components

- 4.1 Develop a Land Use/Community Form component, which examines the land uses, zoning, and form/character of uses in the neighborhood. This includes analysis of residential, commercial, industrial, and institutional land uses, and recommendations on inconsistent uses and desired future uses/patterns of uses.
- 4.2 Develop a Mobility component, which analyzes and makes recommendations about transportation modes and facilities within the neighborhood
- 4.3 Create optional plan components that the process determines are necessary. Additional plan components are expected for this plan.

Deliverables: The consultant team will lead meetings with the Advisory Group, schedule and lead at least one major charrette/community workshop, and conduct meetings/events with other neighborhood stakeholders to develop and compose of the Land Use/Community Form, Mobility, and other optional plan components. The consultant shall prepare PowerPoints, mapping exercises, or other products necessary to engage the neighborhood to develop the plan components.

Task 5 – Develop implementation plan

- 5.1 Create the implementation chapter of the plan that defines recommendations for all plan components. A recommendation table should be developed, with categories of recommendations, as defined in Chapter 161 of the Louisville Metro Code of Ordinances. This includes recommendations related to Cornerstone 2020/Land Development Code; Capital Improvements/Infrastructure; and Policy/Programmatic. The recommendation table should define the steps to achieving goals and objectives, timeframe, and implementation partners.
- 5.2 Define a few (2-3) short-term actionable goals/projects with high visibility to ensure a “quick win” resulting from the plan.
- 5.3 Develop a detailed work plan/strategy for achieving implementation. Applicable funding sources should be identified and strategies should be developed focusing on how recommendations can be accomplished.

Deliverables: The consultant team will develop an implementation strategy within the plan document, including a concise recommendation table and a work plan/strategy for achieving implementation. The plan must contain specific implementation recommendations regarding policies, projects, potential funding mechanisms, implementation partners, timeframes, etc.

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Implementation plan must include at least one significant, high-visibility project; with details outlined for quick execution.

Task 6 – Develop Final Report/Executive Summary and Adopt Plan

- 6.1 Compile all relevant documentation and study materials into a concise final draft report and executive summary.
- 6.2 Assist Louisville Metro Government staff with the neighborhood plan adoption and area-wide rezoning.

Deliverables: The consultant team will deliver a Final Report/Executive Summary with all relevant documentation and study materials. The consultant shall provide color copies of the draft plan for the Planning Commission approval process. The consultant team shall make any required revisions, resulting from the adoption process. An electronic copy of the Final Plan along with three hard color copies, will be provided. PowerPoint presentations, large format renderings, and other exhibits necessary for the public hearing/approval process will be provided. The consultant team will attend and present at all required California neighborhood public meetings, Planning Committee of the Planning Commission meetings, and Planning Commission public hearing meetings.

Compensation

The compensation for this project shall not exceed a lump-sum fee of \$75,000 for all services outlined in this proposal. This amount includes direct expenses for printing, mileage, photography, presentation boards, and renderings. Monthly invoices shall be submitted to the project manager for approval, detailing the work/services completed and percentage of work completed. Not less than 25% of the budget shall be reserved for the development of the plan document and the adoption process, as outlined in Task 6.

Schedule

The schedule to complete this project is anticipated to take 9 to 12 months.

Required Submittals

Proposals submitted must include:

- Firm Description
- List of Key Staff Assigned to Project and Project Team Organization
- Summary of Qualifications of Key Staff
- List/Description of Relevant Projects Completed by Firm/Key Staff

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- Detailed Description of Project Approach, including the community engagement process, visioning process, innovative methods/approach envisioned for the plan, and projected report format
- List of Five (5) References

Bell, LaTonya J.

From: Plowman, Heather L
Sent: Monday, January 08, 2018 1:29 PM
To: Bell, LaTonya J.; Smith, Wanda M
Cc: Stenberg, Beth
Subject: RE: California Neighborhood Plan RFP

Yes, we agree to accept \$12,500 in District 6 CIF funds for the California Neighborhood Plan.

From: Bell, LaTonya J.
Sent: Monday, January 8, 2018 1:22 PM
To: Smith, Wanda M; Plowman, Heather L
Cc: Stenberg, Beth
Subject: RE: California Neighborhood Plan RFP

Please be mindful that Beth referenced \$12,500 in CIF funds, not NDF funds.

So, Heather please confirm that you are agreeing to the CIF funds. Thanks.

From: Smith, Wanda M
Sent: Monday, January 08, 2018 1:18 PM
To: Plowman, Heather L
Cc: Bell, LaTonya J.
Subject: Re: California Neighborhood Plan RFP

Thank you

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From: Plowman, Heather L
Sent: Monday, January 8, 2018 1:17:08 PM
To: Smith, Wanda M
Cc: Bell, LaTonya J.
Subject: FW: California Neighborhood Plan RFP

* Per our phone conversation, Develop Louisville agrees to accept \$12,500 in NDF from District 6 to assist in the cost of the California Neighborhood Plan.

Heather Plowman

Executive Administrator
Division of Operational Support
Develop Louisville
LOUISVILLE FORWARD
444 South Fifth Street, Suite 500
(502)574-2321

<https://louisvilleky.gov/government/develop-louisville>



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From: Bell, LaTonya J.
Sent: Friday, January 5, 2018 10:41 AM
To: Smith, Wanda M
Cc: Stenberg, Beth; James, David A; Plowman, Heather L
Subject: RE: California Neighborhood Plan RFP

Per our discussion this morning, please prepare the Louisville Metro Council City Agency Request - CIF form for \$12,500 along with including the required supporting documentation. Also, within the description section of the form please reference \$12,500 is from District 6' CIF account, \$12,500 is from the Project 107 Neighborhood Infrastructure and Safety Plan Match contained in the FY18 capital budget (8101 502 8205 339271 821345), and \$50K is from Develop Louisville (1101-506-3330-333002-521301).

If possible, please submit the CIF form and supporting documentation to the Clerk's Office prior to next Monday's New Business deadline.

Thank you,

LaTonya

From: Bell, LaTonya J.
Sent: Thursday, January 04, 2018 4:26 PM
To: Plowman, Heather L
Cc: Stenberg, Beth; Smith, Wanda M; James, David A
Subject: RE: California Neighborhood Plan RFP

Thank you!

From: Plowman, Heather L
Sent: Thursday, January 04, 2018 10:27 AM
To: Bell, LaTonya J.
Cc: Stenberg, Beth; Smith, Wanda M; James, David A
Subject: RE: California Neighborhood Plan RFP

The funds for the Develop Louisville portion are coming from 1101-506-3330-333002-521301.

From: Bell, LaTonya J.
Sent: Thursday, January 4, 2018 10:24 AM
To: Plowman, Heather L
Cc: Stenberg, Beth; Smith, Wanda M; James, David A
Subject: RE: California Neighborhood Plan RFP

Good morning,

On behalf of District 6, please provide us with the account number for the \$50K that Develop Louisville is providing?

Thank you,

LaTonya

From: Stenberg, Beth
Sent: Thursday, December 28, 2017 9:16 PM
To: Smith, Wanda M; James, David A
Cc: Bell, LaTonya J.; Plowman, Heather L
Subject: RE: California Neighborhood Plan RFP

I know we talked about it and I checked again. It was not earmarked in the FY18 capital budget with the 3 other projects coming from that match fund. Unless we prepared an ordinance between July 1 and now, it has not been done. Let me check the ordinances done to be sure one more time. Your memory is probably better than mine now days...

From: Smith, Wanda M
Sent: Thursday, December 28, 2017 9:01 PM
To: Stenberg, Beth; James, David A
Cc: Bell, LaTonya J.; Plowman, Heather L
Subject: Re: California Neighborhood Plan RFP

As I recall, it was there along with the other projects

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From: Stenberg, Beth
Sent: Thursday, December 28, 2017 8:58:32 PM
To: Smith, Wanda M; James, David A
Cc: Bell, LaTonya J.; Plowman, Heather L
Subject: RE: California Neighborhood Plan RFP

I know we talked about it, but you used all your CIF in the FY18 budget for 3 other projects (see CIF report for details). This will go through Appropriations Committee, not budget committee.

From: Smith, Wanda M
Sent: Thursday, December 28, 2017 8:57 PM
To: Stenberg, Beth; James, David A
Cc: Bell, LaTonya J.; Plowman, Heather L
Subject: Re: California Neighborhood Plan RFP

I thought it was done as a part of the FY18 budget. If not I will make sure that it is done upon my return. Had I known prior to the last budget committee I would have had it completed prior to the last meeting. Thank you.

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From: Stenberg, Beth
Sent: Thursday, December 28, 2017 8:47:25 PM
To: James, David A
Cc: Smith, Wanda M; Bell, LaTonya J.; Plowman, Heather L
Subject: RE: California Neighborhood Plan RFP

David, I checked the CIF requests since July 1 and you have not requested this funding.

There is match funding still available, but to use it you must request \$12,500 from D6 CIF and reference the \$12,500 from the Project 107 Neighborhood Infrastructure and Safety Plan Match contained in the FY18 capital budget (8101 502 8205 339271 821345) as well as the \$50K Develop Louisville is providing (I do not have this account number – Heather Plowman can provide it for you.

Let me know if you have any other questions.

Beth

From: James, David A
Sent: Friday, December 22, 2017 2:13 PM
To: Stenberg, Beth
Cc: Smith, Wanda M
Subject: Fwd: California Neighborhood Plan RFP

Greetings,

Following up to see if we got the D6 and Matching Funds transferred?

Thanks,

David

Sent from my iPhone

Begin forwarded message:

From: "Bilitski, Deborah" <Deborah.Bilitski@louisvilleky.gov>
Date: December 22, 2017 at 12:50:46 EST
To: "Baker, Kendal" <Kendal.Baker@louisvilleky.gov>, "Smith, Wanda M" <Wanda.Smith@louisvilleky.gov>, "James, David A" <David.James@louisvilleky.gov>
Cc: "Milliken, Gretchen P" <Gretchen.Milliken@louisvilleky.gov>, "OBrien, Jeff" <Jeff.OBrien@louisvilleky.gov>, "Plowman, Heather L" <Heather.Plowman@louisvilleky.gov>, "Robinson, Justin A" <Justin.Robinson@louisvilleky.gov>, "Henry, Kim" <Kim.Henry@louisvilleky.gov>
Subject: RE: California Neighborhood Plan RFP

Following up, it does not appear the funds have been transferred yet. We went ahead and set it up under the Advanced Planning Prof Services cost center in order to keep the process rolling, but will need the D-6 funds to be transferred as soon as council is back up and running in 2018. Appreciate everyone's cooperation and assistance. Happy holidays!!

Deborah

From: Bilitski, Deborah
Sent: Friday, December 22, 2017 12:12 PM
To: Baker, Kendal; Smith, Wanda M; James, David A
Cc: Milliken, Gretchen P; OBrien, Jeff (Jeff.OBrien@louisvilleky.gov); Plowman, Heather L (Heather.Plowman@louisvilleky.gov); Robinson, Justin A; Henry, Kim
Subject: RE: California Neighborhood Plan RFP

All, did Council transfer the \$25k to Dev Lou for the California Plan? I don't see it in our Leap report. Thanks!

From: Baker, Kendal
Sent: Friday, August 18, 2017 2:57 PM
To: Smith, Wanda M; James, David A
Cc: Bilitski, Deborah; Milliken, Gretchen P
Subject: California Neighborhood Plan RFP

Wanda/CM James:

The RFP for the California Neighborhood Plan is submitted to Purchasing and will hopefully be published by the end of next week. I will keep you updated on that.

As I understand it, Develop Louisville is funding \$50K and your office is funding \$25K. Purchasing will want to verify funding. Are you planning to initiate a resolution to transfer funds to Dev Lou for the California neighborhood plan? Also, I am going to move ahead with requesting the Mayor's office to create a link in Granicus for proposed Advisory Group members to sign up online. The Mayor's office will ask for a list of these potential Advisory Group members. Do you have the current list for the Advisory Group? You can advise the Advisory Group about the link to submit their applications, once it is ready. I'll also let you know, when that's completed.

Let me know if you have any questions about any of this.

Thanks so much!
Ken

Kendal R. Baker, AICP
Planning Manager, Advanced Planning
Develop Louisville
LOUISVILLE FORWARD
Metro Development Center
444 S. Fifth Street, Suite 600
Louisville, KY 40202-4313
[502-574-5822](tel:502-574-5822)
Email: kendal.baker@louisvilleky.gov

www.louisvilleky.gov/developlouisville



OFFICE OF
**ADVANCED
PLANNING**
A Division of Develop Louisville

Bell, LaTonya J.

From: James, David A
Sent: Monday, January 08, 2018 2:04 PM
To: Helton, Jessamyn
Cc: Bell, LaTonya J.; Smith, Wanda M
Subject: California Neighborhood Plan NDF/CIF

Greetings,

Wanda has permission to sign the documents for this project .

Thanks,

David

Sent from my iPhone