

O-056-22

Louisville Metro Council City Agency Request

- **Neighborhood Development Fund (NDF)**
- Capital Infrastructure Fund (CIF)**
- Municipal Aid Program (MAP)**
- Paving Fund (PAV)**

Primary Sponsor: Councilwoman Dr. Barbara Shanklin

Amount: \$25,000 **Date:** 02/11/2022

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):
 An ordinance appropriating \$25,000 from District 2 NDF, through Develop Louisville, to Metro Housing Resource Center for emergency home repairs for seniors and income qualified residents of Metro Council District 2.

City Agency: Develop Louisville/Office of Housing
Contact Person: Marilyn Harris, Director Develop Louisville
Agency Phone: (502) 574-3737

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.

<u>2</u>		<u>\$25,000</u>	<u>02/11/2022</u>
District #	Council Member Signature	Amount	Date

Approved by: _____
 Appropriations Committee Chairman Date

Clerk's Office & OMB Use Only:

Request Amount: _____ Amended Amount: _____
 Reference #: O-056-22 To OMB: _____
 Budget Revision #: _____
 Account #: _____
 To Project Manager: _____ Completion Date: _____
 Actual Cost: _____ Funds Returned: _____

Department/Project: Develop Louisville/Office of Housing
\$25,000 from D-2 NDF for emergency home repairs for seniors/income qualified residents of D-2.

Additional Signatures

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.

Council Member Signature and Amount

District 1	_____	\$ _____
District 2	_____	\$ _____
District 3	_____	\$ _____
District 4	_____	\$ _____
District 5	_____	\$ _____
District 6	_____	\$ _____
District 7	_____	\$ _____
District 8	_____	\$ _____
District 9	_____	\$ _____
District 10	_____	\$ _____
District 11	_____	\$ _____
District 12	_____	\$ _____
District 13	_____	\$ _____
District 14	_____	\$ _____
District 15	_____	\$ _____
District 16	_____	\$ _____
District 17	_____	\$ _____
District 18	_____	\$ _____
District 19	_____	\$ _____
District 20	_____	\$ _____
District 21	_____	\$ _____
District 22	_____	\$ _____
District 23	_____	\$ _____
District 24	_____	\$ _____
District 25	_____	\$ _____
District 26	_____	\$ _____

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Develop Louisville/Office of Housing

Program/Project Name: \$25,000 for emergency repairs for seniors/income qualified residents of D-2.

	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?	NA
Request Form: If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA
Request Form: If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	NA
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.	NA
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: _____ Caleb Howard _____

Date: 02/11/2022

Maddox, Norma P

From: Howard, Caleb A.
Sent: Friday, February 11, 2022 10:52 AM
To: Maddox, Norma P
Subject: FW: Metro Housing Resource Ordinance and NDF Packet

From: Shanklin, Barbara <Barbara.Shanklin@louisvilleky.gov>
Sent: Thursday, February 10, 2022 6:08 PM
To: Howard, Caleb A. <Caleb.Howard@louisvilleky.gov>; Harris, Marilyn S. <Marilyn.Harris@louisvilleky.gov>
Cc: OBrien, Jeff <Jeff.OBrien@louisvilleky.gov>; Harward, Sonya <Sonya.Harward@louisvilleky.gov>
Subject: Re: Metro Housing Resource Ordinance and NDF Packet

Caleb, has my permission to sign my name for approval to give Develop Louisville \$25,000 to Metro Housing. The money will be spent for minor repairs, and housing in district 2.

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From: Howard, Caleb A. <Caleb.Howard@louisvilleky.gov>
Sent: Thursday, February 10, 2022 2:31:36 PM
To: Harris, Marilyn S. <Marilyn.Harris@louisvilleky.gov>
Cc: OBrien, Jeff <Jeff.OBrien@louisvilleky.gov>; Harward, Sonya <Sonya.Harward@louisvilleky.gov>; Shanklin, Barbara <Barbara.Shanklin@louisvilleky.gov>
Subject: Re: Metro Housing Resource Ordinance and NDF Packet

Wonderful; thank you so much, Ms. Harris. I aim to try and get the NDF paperwork completed and submitted tomorrow!

Thank you again,



Caleb Howard
Legislative Assistant to
Councilwoman Dr. Barbara Shanklin
District 2
Louisville Metro Council

On Feb 10, 2022, at 2:30 PM, Harris, Marilyn S. <Marilyn.Harris@louisvilleky.gov> wrote:

Yes we accept, no problem!

Marilyn S. Harris
Director, Develop Louisville
444 S. 5th Street, Suite 300
Louisville, KY 40202

(502)574-3737

Email: Marilyn.Harris@louisvilleky.gov

<image002.jpg>

NTN! No Thanks Necessary! Please help reduce e-mail overload! No need to respond with a thanks!

From: Howard, Caleb A. <Caleb.Howard@louisvilleky.gov>
Sent: Thursday, February 10, 2022 2:04 PM
To: OBrien, Jeff <Jeff.OBrien@louisvilleky.gov>
Cc: Harward, Sonya <Sonya.Harward@louisvilleky.gov>; Shanklin, Barbara <Barbara.Shanklin@louisvilleky.gov>; Harris, Marilyn S. <Marilyn.Harris@louisvilleky.gov>
Subject: Re: Metro Housing Resource Ordinance and NDF Packet

Thank you, Mr. O'Brien. I will look out for Ms. Harris' response!

Thanks again,

<image003.png>

Caleb Howard
Legislative Assistant to
Councilwoman Dr. Barbara Shanklin
District 2
Louisville Metro Council

On Feb 10, 2022, at 2:00 PM, OBrien, Jeff <Jeff.OBrien@louisvilleky.gov> wrote:

Hi Caleb –

I'm copying Marilyn Harris. She is the Director of Develop Louisville now and can speak to the department's willingness to administer the funds. I'm sure it's not an issue, but will let her make that decision.

Thank you,

Jeff

Jeff O'Brien, Chief
LOUISVILLE FORWARD
Ph. 502.574.1354

From: Howard, Caleb A. <Caleb.Howard@louisvilleky.gov>
Sent: Thursday, February 10, 2022 12:09 PM
To: Harward, Sonya <Sonya.Harward@louisvilleky.gov>; Shanklin, Barbara <Barbara.Shanklin@louisvilleky.gov>; OBrien, Jeff <Jeff.OBrien@louisvilleky.gov>
Subject: Metro Housing Resource Ordinance and NDF Packet

Sonya, thank you for sending this along; I am going to try and get downtown tomorrow morning and get our's submitted.

Mr. O'Brien, Dr. Shanklin is wanting to move \$25,000 of our district's NDF, through Develop Louisville, to Metro Housing Resource Center for emergency repairs for seniors and income qualified residents of Metro Council district 2. The attached documentation that Sonya from the Clerks Office sent me is what we did last year (the paperwork was filed via D-5 last year), and CW Shanklin still has constituents that need help in this area. Can you please respond to this email accepting the funds, assuming everything looks all right to you? I intend on utilizing D-5's applicable supporting documentation for the NDF I intend to submit tomorrow, unless the application has changed.

Dr. Shanklin, assuming Mr. O'Brien is willing to accept this funding, will you please respond to this email with your permission to sign off on the NDF paperwork?

Thank you all for your help,

<image001.png>

Caleb Howard
Legislative Assistant to
Councilwoman Dr. Barbara Shanklin
District 2
Louisville Metro Council

On Feb 10, 2022, at 11:57 AM, Harward, Sonya
<Sonya.Harward@louisvilleky.gov> wrote:

Here is the ordinance and packet submitted last February.

Thanks,
Sonya

<image003.jpg>

Sonya Harward

Louisville Metro Council Clerk

601 W. Jefferson Street, Ste. 103
Louisville, KY 40202
(502)574-2704 (direct)
(502)574-3902 (ofc)
(502)500-5440 (cell)

<O-056-21 V.1 021121 NDF for Emergency Repair Program.docx><O-056-21 Supporting Documents DL.pdf>

Council Member by District

- Jessica Green—District One
- *Keisha Dorsey—District Three
- Donna Purvis—District Five
- *David James—District Six
- * Inactive

The Metro Council Member Sponsored Programs have as a primary focus the health and safety conditions of homes owned and occupied by families living in a specified council district.

The Metro Housing Resource Center administers the following council member sponsored *Grant Programs*.

- **Emergency Repair** (up to \$3,500 /+)

- **Security Light** (\$475)



\$500)

- **Exterior Paint** (up to



Program Description

Emergency Repair- \$3,500 for some cases \$4,500

Repair/replacement: of Electrical, Furnace, Water Heater, Plumbing, addresses handicapped accessibility when no other option is available. Air conditioning may be repaired. A new central unit may be installed only if medically necessary by Physician Referral. This program runs year round (when funds are available) and generally makes one repair/replacement per household per year, including qualifying code enforcement violations. (Call for more details)

Security Light -\$475

Designed to provide better visibility to homeowner-occupants. The objective of the (SL) program is to provide more lighting in areas known for high crime or other suspicious activity, in order to help minimize such events. This is a one-time grant.

Exterior Paint -Up to \$500

The objective of the PP is to promote a sense of neighborhood identity, responsibility, pride, and property maintenance. The goal is to improve the exterior façade and/or remedy qualifying code enforcement violations. This program runs from April 1st to October 1st. *Applications are taken from March 1st to September 30th*, not less than every three years.

All Programs Depend on Available Funding

Guidelines to Qualify:

- Currently own and living in the home for at least 2 years. (Home must be livable and occupied)
- At or below 80% area median income

To be Certified the Homeowner must Provide:

- Proof of income for everybody living in the house (Social Security, Pension, Food Stamps, etc.)
- A copy of your recorded Deed
- Picture Identification
- Still working: 2 most recent pay stubs and a copy of your latest Tax Return
- Complete application and answer disclosure questions regarding primary residence, status of mortgage, homeowners insurance, other property you own, and plans to sell

APPLICATIONS ARE TAKEN

Monday - Thursday
10:00 a.m. to 2:00 p.m.
Or
By Special Appointment



Metro Housing Resource Center, Inc

To all homeowners seeking assistance through the Council Member Sponsored - Emergency Repair, Exterior Paint and Security Light Programs. NOTE: None of the Contractors performing work under this program are employed by The Metro Housing Resource Center, Inc. (MHRC). Contractors are paid from funds the Council Member over your District has giving MHRC to pay those who meets Metro Government guidelines and are qualified to be paid with Metro dollars. MHRC only certifies the homeowners and validates the repairs, then report it to Metro Government each quarter. (Please read, but do not sign if you do not understand)

YOUR APPLICATION

With your signature, you are acknowledging that you have provided all of the requested information and the information is correct and true. You acknowledge, that your repair/s will not be based on when your application was filled out, but all repairs are based on the severity of the repair/s needed and the availability of funds. Due to the fact the programs are funded by the Council Member, you must live in that Council Member's District so you need to know your District and Council Member.

EMERGENCY REPAIR PROGRAM

This program is not a remodeling, rehab, cosmetic or maintenance program. It addresses only what would be considerate a life threaten or severe health hazard emergency and some code violations. The inspector from Metro Housing Resource Center, Inc (MHRC) will come to your property for an inspection to see if the repair/s or replacement qualifies under the program. The Contractor assigned will only repair/replace what the inspector has instructed him to do. (Anything outside the scope of the instructed repairs/replacement will be between you and the contractor not MHRC). MHRC has set the ceiling of \$3,500 to assist you toward the repairs/replacement; (in some cases more depending on the situation), anything over the amount slated for your repair/s becomes your responsibility. This does not mean that once you qualify for the program \$3,500/+ is set aside for you , it means that we can assist you up to that amount for what need to be done based on the inspection. A year after the repair/s or replacement are completed you can reapply again.

EXTERIOR PAINT PROGRAM

This program will supply all the materials you will need up to \$500, labor and equipment is your responsibility. Paint will be matched as close as possible to the existing color, (requested color change will not be approved). You have three months from the time you receive your paint to have the paint applied. If you cannot meet your deadline, you must call our office to let us know.

SECURITY LIGHT PROGRAM

This is a dusk to dawn light that is controlled by a sensor located on top of the light not a wall switch. 90 days after installation the maintenance for the light becomes your responsibility.

I have read and understand the above, my information is correct and true and I have not been coerced to sign this document.

Homeowner

Date

MHRC

Date