



LODI CITY COUNCIL
Carnegie Forum
305 West Pine Street, Lodi

"SHIRTSLEEVE" SESSION

Date: August 26, 2008

Time: 7:00 a.m.

For information regarding this Agenda please contact:

Randi Johl

City Clerk

Telephone: (209) 333-6702

NOTE: All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 24 hours prior to the meeting date.

Informal Informational Meeting

A. Roll Call by City Clerk

B. Topic(s)

B-1 Presentation Regarding Residential Paint Up – Fix Up Program (CD)

C. Comments by Public on Non-Agenda Items

D. Adjournment

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

Randi Johl
City Clerk



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Presentation Regarding Residential Paint Up – Fix Up Program

MEETING DATE: August 26, 2008

PREPARED BY: Community Development Department

RECOMMENDED ACTION: Receive a presentation on the proposed Residential Paint Up – Fix Up Program.

BACKGROUND INFORMATION: Redevelopment Agencies are mandated to set-aside 20% of the tax increment revenue into a Housing Fund for programs and projects that increase, improve, and preserve the supply of low and moderate-income housing within the community.

Staff has researched and prepared draft guidelines for the first such program, a Paint Up – Fix Up Grant Program that would be implemented, subsequent to Council approval, in the 2009/10 FY. The eligibility requirements and the general provisions of how the program would operate are based upon criteria culled from a number of similar programs that have been successful in jurisdictions throughout California.

In the course of preparing the elements of this program, Staff has considered alternatives or options that will be called out in special bullet points throughout the course of this staff report and during the presentation in order to provide opportunity for the Council to consider and comment on. This program was presented before the Lodi Improvement Committee and their comments and suggestions will be noted as well.

Program Guidelines

This proposed program would provide grants of up to \$10,000 to low- to moderate-income seniors, handicapped and families, who own and occupy their home and need financial assistance to make minor exterior repairs and improvements.

Eligibility

Income eligibility requirements would be based upon both family size and total annual household income for Very Low-, Low-, Median-, and Moderate-income households (Income limits are attached as Exhibit A). Applicants who qualify under the Very Low-income category would not be required to contribute any matching funds to participate in the grant program. All other income categories would be required to provide either a 20% match, for residents within the Community Improvement Project Area, or a 50% match if they reside outside of the Project Area. The Redevelopment Agency has approved, as allowed by law, expenditure of low and moderate income funds anywhere within the city.

- There was some comment from the Lodi Improvement Committee that the income limits should only be for low-income and below, thereby eliminating median- and moderate-income

APPROVED: _____
Blair King, City Manager

households. In comparison to those similar programs in other jurisdictions, the majority do extend the eligibility to the moderate-income level. As stated previously, the entire purpose of the mandated 20% Housing set-aside is to benefit low- to moderate-income housing, so it is well within the guidelines and purpose of the program.

Eligible properties would be any owner-occupied, single-family residence or duplex (half-plex) where there is a legitimate need for improvements.

- Some jurisdictions do allow tenant-occupied dwelling units to participate, but require a greater matching contribution from landlords and even go so far as to record some form of deed restrictions on the property. The consensus from the Lodi Improvement Committee is that a program of this nature should be limited to owner-occupied properties.
- Most all other similar programs also include mobile homes as eligible dwellings. While limited in number within Lodi, this may be worth consideration from Council.

Eligible Improvements

The Program would only cover the following exterior property improvements, with the understanding that Building Code/Housing Code compliance and safety repairs will have a priority over other improvements.

- Prep and paint the exterior and trim of the dwelling,
- Minor exterior repair to stucco and repair/replacement of minor damage to wood siding,
- Replacement of windows and window frames,
- Replacement of exterior doors, door hardware and deadbolts, including garage doors,
- Repair/Replacement of roofs (40 year warrantee minimum).
- Installation of ramps and handrails for handicapped.
- Installation of new fencing within the front yard setback.
- Landscaping improvements such as sod, tree plantings and irrigation systems (automatic watering systems required).
- Driveway/walkway replacement.

Application Requirements

Applications would be accepted on a first-come, first-served basis.

- Staff did consider whether some preference should be given to properties that are subject to a code enforcement action.

Applicants will need to provide the following documentation for all persons on title and anyone over the age of 18 that resides within the dwelling:

- Proof of income in the form of two (2) months pay stubs,
- Proof of ownership in the form of a grant deed, a deed of trust, or property tax bill,
- Proof of assets in the form of six (6) recent checking account statements,
- Most recent savings, money market and/or CD statement,
- Social Security Card,
- Most recent Federal and State Tax Returns with W-2 form(s);
- The City will reserve the right to require additional documentation as necessary to verify total household income, such as a Statement of Benefits from the Social Security Administration, Child Support Order from the Court, etc.

A preliminary draft of the Grant Application for this program is attached as Exhibit B.

Program Procedures

Subsequent to confirming the applicant's income eligibility, Staff would then physically inspect the home/property to determine the scope of eligible repairs. Applicants who meet all program criteria will be provided a Letter of Approval and a list of Program-approved contractors/vendors. Along with the Letter of Approval, applicants will receive a Notice to Contractors for the Applicants to use when they obtain at least three estimates.

The Notice to Contractors provides instructions on what repairs have been approved and the acceptable format for estimate submittals. If the Applicant chooses to seek estimates from their own contractors/vendors, they must provide at least one bid from a Program-approved contractor.

If the applicant chooses to directly engage their own contractor/vendor, the applicant may use any contractor of their choice as long as they hold the appropriate professional licenses, appropriate insurance coverage/bonding and a City Business License. Any contractor that is not on the Program-approved list will need to be approved by Program Staff prior to receiving authorization to proceed.

Regardless of whether the Applicant agrees to proceed with a Program-approved vendor/contractor or their own, the City will pay the vendor/contractor directly for all approved work once the work has been completed, inspected and approved. The applicant will not have any financial responsibility other than the amount needed to meet any match requirements. The Applicant will need to provide those matching funds prior to engaging the vendor/contractor.

Under either contractor selection method, payment shall not be made for substandard work or materials. Individual projects will be financially closed subsequent to Program Staff's approval of the work performed and the affected applicant signing an Acceptance and Approval of Completed Work.

Based upon the comments received from Council at this presentation, Staff will bring formal program guidelines back before the City Council for review and adoption.

FUNDING: 2009/10 Redevelopment Housing Program Fund

Joseph Wood
Community Improvement Manager

Attachments

Exhibit A

Income Qualification Limits

Source: State of California Housing and Community Development 2008 Income Levels

Table A - Very Low Income

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$21,450	\$24,500	\$27,600	\$30,650	\$33,100	\$35,550	\$38,000	\$40,450

Table B - Low Income

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$34,350	\$39,250	\$44,150	\$49,050	\$52,950	\$56,900	\$60,800	\$64,750

Table C - Median Income

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$42,900	\$49,000	\$55,200	\$61,300	\$66,200	\$71,100	\$76,000	\$80,900

Table D - Moderate Income

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$51,500	\$58,900	\$66,200	\$73,600	\$79,500	\$85,400	\$91,300	\$97,200

Exhibit B

Paint Up – Fix Up Grant Program Application (Draft)

SECTION 1 – APPLICANT INFORMATION

Applicant Name: _____
Last First M.I.

Applicant Address: _____
Number Street

Applicant Phone: _____
Home Work

SECTION 2 – INCOME INFORMATION

List everyone in the family and others living with you and the current gross monthly income (before taxes) received by each. Include wages, social security, disability, retirement, child support, alimony, income from investments, etc.

Name of Resident	Age	Gross Monthly Income	Source of Income
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Total # of Residents at this Address: _____ Total Gross Monthly Income: _____

List all assets held by each person listed above:

SECTION 3 – PROPERTY INFORMATION

How long have you owned this property? _____

How many bedrooms in the home? _____

Proposed home improvements: Paint Exterior Siding/Stucco Repair Windows Doors

Roof Ramps/Handrails Fencing Landscaping Driveway/Walkways

Other: _____

The City of Lodi will seek recovery of any funds paid under this program to any person whose application contained false or incomplete information.

I certify under penalty of perjury that the above information is true and correct.

Signature

Date