

BILL NO.: 5111

ORDINANCE NO.: _____

Introduced by: Assistant City Manager Fire Chief Linhardt

AN ORDINANCE AMENDING THE BERKELEY EXTERIOR HOUSING NEIGHBORHOOD STABILIZATION GRANT PROGRAM CHAPTER 510 (THE COUNCIL FINDS THAT AN EMERGENCY EXISTS AND DECLARES THAT PASSAGE OF THIS ORDINANCE IS NECESSARY FOR THE PRESERVATION OF THE WELFARE OF THE CITIZENS OF THE CITY OF BERKELEY.)

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 amends Chapter 510 the Berkeley Exterior Housing Neighborhood Stabilization Grant Program as follows:

- The eligible amount is three thousand dollars (\$3,000.00).
- The yearly application process will be developed by the Public Works Department and the approval of the Council.
- The drawing date for ten winners per ward will be decided each year by the Council.

Section 2. Effective Date: This Ordinance shall be in full force and effect from and after the date of its final passage by the City Council and approval pursuant to law.

Section 3. This Council does hereby find and declare that an emergency exists, which requires the immediate passage of this ordinance for the preservation of the welfare of the citizens of the City of Berkeley.

1st Reading this _____ day of _____ 2026

2nd Reading this _____ day of _____ 2026

3rd Reading, APPROVED and ADOPTED, this _____ day of _____ 2026

Rita Crawford-Graham, Mayor

ATTEST:

Deanna L. Jones, City Clerk

Final Roll Call:

Councilwoman Holmes	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Williams	Aye ___	Nay ___	Absent ___	Abstain ___
Councilman Hoskins	Aye ___	Nay ___	Absent ___	Abstain ___
Councilwoman Anthony	Aye ___	Nay ___	Absent ___	Abstain ___
Councilman Hindeleh	Aye ___	Nay ___	Absent ___	Abstain ___
Mayor Crawford-Graham	Aye ___	Nay ___	Absent ___	Abstain ___

Approved as to Form:
Phillip C. Boyd, City Attorney

NEIGHBORHOOD STABILIZATION PROGRAM GUIDELINES

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 **\$3,000.00** grant.
- B. The work will be for exterior repairs only.
- C. The yearly application process will be developed by the Public Works Department **and the approval of the Council.**
- D. **The drawing date for ten winners per ward will be decided each year by the Council.**
- E. Home owners must select contractor and provide the name to Public Works. Family contractors are not allowed to bid on work.
- F. A permit may be required, fee is exempt to the contractor.
- G. Owners cannot win more than once within a consecutive five-year period.
- H. A contractor cannot be a family member/ friend of the homeowner.
- I. Work must be performed by a "State of Missouri" Licensed Contractor.
- J. Work must be inspected and approved by Public Works Inspections Staff, before any money is paid directly to the contractor, up to the **\$3,000.**
- K. Multiple items can be approved for improvements that will not exceed the **\$3,000.**
- L. Homeowner must pay all funds that are in excess of **\$3,000** to the contractor before the city will release the **\$3,000** payment, with proof shown.
- M. Once approved, payment can take up to 30 days.

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
- C. Windows
- D. Roof
- E. Gutters & Downspouts
- F. Painting of Exterior House
 - a. Proper preparation is required
- G. Landscaping
- H. Porches and Decks
- I. Tree Removal
- J. Caulking and Wintering
- K. Overhang
- L. Tuck-pointing
- M. 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.