

**CITY OF HAMMOND**  
**ORDINANCE No. \_\_\_\_\_**

**An Ordinance to Amend the Code of Ordinances to create a special fund designated as the  
Hammond Housing Trust Fund to create homeownership and neighborhood stability**

**BE IT ORDAINED** by the City Council of Hammond, Louisiana, that the Code of ordinances be amended to add Sections 17.8.1 through 17.8-6 to create the Hammond Housing Trust Fund as follows:

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Hammond Housing Trust Fund (HHTF)

**Sec. 17.8-1. Created.**

There is hereby created a special fund designated as the Hammond Housing Trust Fund (hereinafter "HHTF"), into which shall be deposited sume appropriated by the Council and all proceeds of the sale of real property as determined by the Council and reused for low to moderate (LMI) income homeownership; and any other funds designated by lawful authority for deposit in the HHTF.

**Sec. 17.8-2. Appropriations.**

Appropriations from the proceeds of HHTF shall be used primarily to create homeownership and neighborhood stability in the following manner:

- (1) Provide financing and other assistance for homeownership opportunities for LMI families and individuals in new or existing structures;
- (2) Promote neighborhood stability by eliminating blightand vacancy via remediation and rehabilitation;
- (3) Provide financing and other assistance for safe, affordable rental housing, provided that rental properties assisted with the proceeds of this fund shall be rented to low- and moderate-income persons/families for a minimum of ten years after receipt of assistance from this fund, and that developments comply with the regulations of the HHTFZoning Ordinance.

**Sec. 17.8-3. Neighborhood housing advisory committee (Advisory Committee).**

- (a) City funds shall be shall be allocated to the HHTF to cover all start up costs and first two (2) years of operational costs. The mayor will appoint a part-time Executive Director, subject to City Council approval, to be the CEO of the HHTF. In addition a neighborhood housing advisory committee (advisory committee) will be established to assist the HHTF with carrying out its mandated duties.
- (b) Appointment. The advisory committee shall be appointed as follows:

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- (1) The advisory committee will consist of two (2) representatives from the community, two (2) representatives from the Mayor's office and one (1) representative from the City Council. The advisory committee along with CEO will advise the mayor and city council periodically of ongoing operations by the HHTF.

All of the advisory committee members shall be electors of and domiciled in the city of Hammond. Three (3) appointees shall be selected from nominations from the city council. Each councilmember shall submit the name of one (1) nominee for appointment by the city council. Two (2) nominees shall be the exclusive appointees of the mayor.

- (2) Each appointee shall possess expertise or experience in one of the following areas: fair housing, community development, architecture and preservation, sustainable development, regional and neighborhood level housing and neighborhood data, smart growth, populations with special needs, and community and housing development finance. The mayor and city council shall ensure through their appointments, that all areas of issue expertise are represented on the advisory committee.
  - (3) The terms of the committee and members appointed thereto shall be for two (2) years with the initial term ending on December 31 of the year following the initial appointment, and each committee member may be reappointed to the committee in subsequent years. Any vacancy on the committee shall be filled in the manner of the initial appointment and shall be for the remainder of the unexpired term.
- (c) Members of the advisory committee shall adhere to the requirements of the Code of Ethics of the City of Hammond and the Code of Ethics of the State of Louisiana.

**Sec. 17.8-4. Committee duties.**

- (a) The advisory committee shall advise the mayor and city council by making recommendations to the Executive Director based on the city's housing and growth needs and any needs caused by a declared disaster. (federal, state or city)
- (b) The advisory committee will assist with prioritize funding amounts designed to address gaps in the city's housing needs for low and moderate income persons and families or those with special needs with a focus on homeownership, first.
- (c) The advisory committee shall receive and review updates on applications submitted to purchase lots and/or request funds from organizations or individuals interested in creating homeownership for LMI projects.
- (d) The advisory committee shall be informed and afford comment on proposed projects to address such needs and shall verify the amounts of money to be used for each project.
- (e) The recommendations for prioritized funding amounts and specific projects shall be updated annually by the Executive Director with input from the advisory committee and submitted to the mayor, and the city council for their approval and implementation.

**Sec. 17.8-5. Submission of recommendations.**

- (a) Prior to submitting its recommendations to the mayor and the city council, the advisory committee shall conduct at least one public hearing, which shall be advertised in the official journal and noticed in accordance with law to receive input and comments from the general

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public and other interested parties. No later than March 1 of each year, a copy of the minutes from the public hearing shall be submitted to the mayor and the clerk of the council.

- (b) The recommendations for the following year developed by the Executive Director with input from the advisory committee shall be submitted to the mayor and the clerk of council on or before April 1 of each year.
- (c) Upon receipt of the recommendations, the Mayor may modify, change or amend the recommendations in whole or in part. However, the mayor shall submit his/her final recommendations to the clerk of the council no later than June 1 of each year, and the City Council shall consider the recommendations in the city budget in accordance with the City Home Rule Charter.
- (d) If the mayor fails or neglects to submit final recommendations to the clerk of council on or before June 1 of each year, the city council may formally adopt as the final recommendations those submitted by the Executive Director under subpart (b) of this section.

**Sec. 17.8-6. City council action.**

Upon receipt of recommendations from the mayor or from the Executive Director under the provisions of this ordinance, the city council shall accept, approve, amend or reject the recommendations submitted. The city council shall approve and adopt recommendations for the following year as submitted or as amended via motion in accordance with applicable law.

The city council shall approve HHTF disbursements in accordance with the provisions in the Home Rule Charter.

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The above and foregoing ordinance having being duly submitted to the Hammond City Council in writing; introduced at a public meeting on \_\_\_\_\_, **2022** of the Hammond City Council and discussed at a public meeting held on \_\_\_\_\_, **2022**; after motion and second was submitted to the official vote of the Hammond City Council.

On motion by Councilman \_\_\_\_\_ and Second by Councilman \_\_\_\_\_ the foregoing ordinance was hereby declared adopted on \_\_\_\_\_, **2022** by the following roll call vote:

**Votes: Councilman Wells ( ), Councilman DiVittorio ( ), Councilman Andrews ( ), Councilwoman Gonzales ( ), Councilman Andrews ( ).**

**WHEREFORE** the above and foregoing ordinance was declared duly adopted on the \_\_\_\_ **day** of \_\_\_\_\_, **2022** , at Hammond, Tangipahoa Parish, Louisiana.

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**Kip Andrews**  
**President, Hammond City Council**

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**Honorable Pete Panepinto**  
**Mayor, City of Hammond**

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**Lisa Cockerham, Clerk**  
**Hammond City Council**