# JOINT COMMUNITY DEVELOPMENT AND FINANCE COMMITTEE MEETING MINUTES MONDAY, JULY 26<sup>TH</sup>, 2021 beginning at 7:20 P.M.

CD PRESENT: Chair Callahan, Cerra, Oswald, Jessie, Absent: Mitchell

FINANCE PRESENT: Chair Stewart, Tollett, Baird, Jessie, Davis

**OTHERS PRESENT:** Law Dir Deery, Mayor Whitfield, Safety Service Dir Brubaker, Finance Dir Pileski, Asst Finance Dir Farrell, Building Official Farkas, Engineer Schneider, Asst Engineer McKillips, CD Director Scott, CD Manager Almobayyed, Asst Director Calvert, Councilpersons Keys and Simmons

1. Approval of the  $\_JUNE\ 28^{th},\ 2021$  JOINT Community Development / Finance Meeting Minutes

Moved by Mr. Cerra, second by Mrs. Davis to approve the above meeting minutes.

2. The matter of the Community Development Block Grant (CDBG) Consolidated Annual Action Plan Substantial Amendment.

#### \*PUBLIC HEARING\*

REFERRED BY: Mona Almobayyed

Chair Callahan read the call to the Public Hearing.

Ms. Almobayyed said this is for the neighborhood stabilization program. In order to transfer any current or future program income as we close out of this grant. Currently there are 6 properties that are owned by the City through that program. They are all vacant lots and price is set at \$500 a piece so that totals \$3,000. For future program income within the next 10 years. HUD has required the City to come up with a plan for what we would do with that money. It does have to stay in housing, because the NSP Program was a housing grant. It has to go to the CDBG Grant. They thought it should go into Housing Rehab. We had a comment period for 30 days and have not rec'd any public comment. The proposed changes were sent to HUD and they did accepted this. Chair Callahan asked if there were any proponents two more times. And he asked if there were any opponents three times and there were none.

Mr. Callahan declared this Public Hearing has been held.

#### COMMUNITY DEVELOPMENT COMMITTEE:

Mr. Cerra moved, second by Mrs. Mitchell to recommend an ordinance to authorize the transfer of current and future NSP Funds to CDBG Rehab Activity.

MOTION MADE COMMITTEE REPORT WRITTEN

#### FINANCE COMMITTEE:

Mrs. Davis moved, second by Mr. Tollett to recommend an ordinance to authorize the transfer of current and future NSP Funds to CDBG Rehab Activity.

MOTION MADE

COMMITTEE REPORT WRITTEN

### 3. The matter of the request for an exception to the City's Subordination Policy for CD Rehabilitation Loans (Taylor).

REFERRED BY: Director Scott

Mrs. Scott said Lizzie Taylor of 415 Michigan Ave. is requesting an exception to the City's subordination policy so that she can proceed with refinancing of her current mortgage. Her husband passed away in 2019. She is not taking any money out at closing. The Taylor's applied for the program in 2019 and the documents were signed in spring 2020. The City states that no subordinations will be granted where the total of mortgages and liens against the property would exceed 90 percent of the value of the property. In this case the it is a total of 95 percent. Ms. Taylor is current on her property taxes. CD recommends approving the waiver.

#### **COMMUNITY DEVELOPMENT COMMITTEE:**

Mrs. Mitchell moved, second by Mr. Cerra to recommend an ordinance to authorize the 'said' request to the City's Subordination Policy.

MOTION MADE COMMITTEE REPORT WRITTEN

#### FINANCE COMMITTEE:

Mr. Tollett moved, second by Mr. Baird to recommend an ordinance to authorize the 'said' request to the City's Subordination Policy.

MOTION MADE COMMITTEE REPORT WRITTEN

## 4. The matter of a Professional Services Contract with Joel Ratner Community Partnership, LLC for consulting services for the Elyria Community Development Corporation.

REFERRED BY: Assistant Director Calvert

Director Calvert began by saying that the City received a Grant from the Nord Family Foundation last year which was to be used towards the development of a Community Development Corporation. A portion of those funds were used to hire a consultant to assistant with that effort, which was Joel Ratner. With Mr. Ratner's guidance and expertise, a lot has been accomplished since we received that grant. A steering committee was formed and has met five times. A name, mission and vision have been selected for the organization as well as several working committees. Governance Committee, Events Committee, Downtown Development & Housing. One of the events is the 'Third Thursday' event which goes on throughout the Summer and is directly tied to the efforts of the Community Development Corporation. There is still work that needs to be done. We need go file papers to officially recognize the organization as a 501 c3, which is underway. There needs to be the establishment of a Board of Directors, with an initial meeting to be convened in early fall. There needs to be a continuation and planning of events to continue the activation for downtown, including beautification and real estate development projects. They need to discuss and evaluate the building stock and sophisticated capital stacks that need to be pulled together to make those efforts work, which is a good place where the CDC can really play a role in that. There was a housing subcommittee formed which was pulled together to take a look at what the housing needs throughout the entire City are and where the CDC can play a role in that. And the CDC will have to be staffed with employees to continue the effort. Their will need to be a staffing plan and a fundraising plan put in place to make sure that happens.

In the development of the CDC where we see ourselves and the amount of work that it will take to continue this effort, they are requesting Council to authorize an extension of Mr. Ratner's contract for the next 6 months at a rate not to exceed \$36,000.

Mr. Oswald said when the reason we were trying to get the CDC started and it was supposed to be a portion of his job. It's a matter of filling out paperwork and a matter of it being incorporated and it's all finished. The Board of Directors hasn't been set up yet, but the plans are there but for the last 6 months, those things haven't happened yet. So, the CDC isn't actually set up, is that correct?

Mayor Whitfield said that Mr. Oswald is wrong. He said a part of how the City approached this is that they could've just filled out a document and signed off and had a CDC on paper. But what they tried to do is a true Community Engagement process that Mr. Ratner is helping facilitate. We've engaged people who haven't been at the table and we're active, not just sitting in a room planning activities. The group through Mr. Ratner's leadership decided they didn't just want to fill out paperwork, they wanted to actively do things at the same time as developing the infrastructure. So they've been developing the organization from by-laws and board development and the other is being active in doing projects. The other organization is just a fiscal body to hold resources and we would need to have that anyway because of the time-line to get approval for the 501C3. And if we didn't have that we wouldn't have been able to get sponsors for the 3rd Thursday Event. The Mayor said that he believes it's on schedule, sometimes it takes at least a year, maybe longer.

Law Dir Deery said that she agrees with Mayor Whitfield about the Third Thursday's, which has been great for the community. She said she's been in a meeting with the administration and administrative Legal Counsel and we did express concerns for why the incorporation documentation had not been completed. And they did ask what the strategy was for not getting the ball rolling on the 501C3. She feels that it's unfair to state that it's wrong for a council member to ask why that hasn't been done. She appreciates that maybe Mr. Ratner has a different game plan in his experience and expertise. Ms. Deery feels that's a fair question... if Mr. Ratner was hired to be a consultant for the development of the Elyria Community Development Corporation and as of now, we still don't have a corporation.

Mayor Whitfield said there is a difference between the paperwork being filled out and developing a strong organization. We already have an agreement with McDonald Hopkins and we're going to utilize them to file the paperwork. He wanted to clarify the point brought up asking if we've been strung along by Mr. Ratner for the last few months and it's no, we haven't. Even if we had all the paperwork filed we still wouldn't have been strong enough to be it's own organization. It's still in it's infancy. It's right by the Nord Family Foundation in particular who's put \$65,000 into this and to make sure the City does it's part and incubating this so it can sustain.

Mrs. Mitchell asked what is the difference between the CIC and the CDC?

Mayor Whitfield said the CIC is set as a Land Bank but can also be used as an Economic Development engine to do loans to small businesses. We've used it for properties, to be able to control the development and to provide loans. The CIC Board is made up of The Mayor, Law Director, Finance Director, one Councilperson and two community people. It's an extension of us as a Government Body.

The CDC will be a true Community run organization that is independent of the City, but that partners with the City, but is independent and their focus is on activating downtown and including events in the downtown.

Another focus of the CDC will be assisting with historic redevelopment, along with other projects that they can assist with that will take place downtown. They've also looked at murals and activating other spaces. This is more community based.

Councilperson Mitchell clarified that CIC is an extension of the City and CDC is Community based. She asked what are we paying Mr. Ratner for?

Mayor Whitfield said we got a grant from Nord Family Foundation last year, for \$65,000 and we've made some commitments in that to establish the CDC organization. Mr. Ratner has been meeting with folks to talk about the idea. We need to re-educate residents on the purpose of this so we're spending time education the community about this. They've set up several committees to address the governance side of things. And to incubate this organization with hopes that a year from now they will have their own staff and have they're own board and will be a partner with the City, but they'll be their own entity, which is the goal.

Mrs. Mitchell asked what are we paying Mr. Ratner for?

Mayor Whitfield said Mr. Rather has been facilitating these dialogues and bringing his expertise to the building owners.

Law Director deery said it was brought to her attention that the CIC is it's own stand alone corporation, it's not part of the government of the municipality of the City. There are members of City government who are voting members, that is how it was set up by the law firm that created it's bylaws. But it is it's own independent corporation under the laws of the State. It can be sued independently and it's not an arm of the City. Ms. Deery clarified that this would be a 6-month extension at \$36,000. And if money hasn't been appropriated, they will need to know where the money will come from.

Chair Stewart wanted clarification on the money part of this. The Grant from the Nord Family Foundation was \$65,000 and what was the initial contract?

Dir Calvert answered saying that was just under \$49,000 for 6-months.

Chair Stewart said okay and now we're coming back for \$36,000 for another 6-months. He said he had reservations about this and he spoke to Mayor Whitfield and he spoke on the preparation of where they're at today. He said it's hard when we're trying to make decisions for the community and to grow it in the way we're trying to. At the same time we have to be sure everyone is held accountable and what's being developed and if we're not getting the results that we want then we need to make these decisions.

Finance Dir Pileski said that in the original contract it was said that we've been paying out of the General Fund, Miscellaneous General Government Department Operating and Maintenance Account and that's the account that he will continue to pay it from.

Mrs. Mitchell said that we're paying this gentleman \$85,000 for one year?

Mayor Whitfield said yes, if we complete this portion of this contract, it will be \$85.000.

Mrs. Mitchell said that Mr. Ratner is bringing the group together and providing guidance, giving directions. We've got 3<sup>rd</sup> Thursdays, which is great, but it's not \$85,000 worth?

Mayor Whitfield said \$65,000 of it isn't the City's money. We know that we pay for expertise.

Mrs. Mitchell said it would be helpful if every now and then we could hear from the consultants and it would give council a better understanding.

Mayor said that he will have Joel Ratner come to an upcoming meeting to give a presentation to everyone.

Councilperson Davis clarified that the \$65,000 was granted to the City from the Nord Center. She asked Finance Dir Pileski if the remaining \$20,000 is even available in the General Fund?

Mr. Pileski said yes, if everyone recalls the CARES Act money that we received last year, so we started 2021 with a healthy cast balance. It was anticipated that income tax revenues would be down the first part of this year, which they were, but it's starting to come back. He's confident that there is \$20,000 to spend on this.

#### **COMMUNITY DEVELOPMENT COMMITTEE:**

Mr. Cerra moved, second by Mrs. Mitchell to recommend an ordinance to enter into a contract for Professional Services with Joel Ratner Community Partnership, LLC for consulting services for the Elyria Community Development Corporation and not to exceed \$36,000.

NAY = 1 (Mr. Oswald)

MOTION MADE

**COMMITTEE REPORT WRITTEN** 

#### **FINANCE COMMITTEE:**

Mr. Tollett moved, second by Mr. Baird to recommend an ordinance to enter into a contract for Professional Services with Joel Ratner Community Partnership, LLC for consulting services for the Elyria Community Development Corporation and not to exceed \$36,000.

**MOTION MADE** 

**COMMITTEE REPORT WRITTEN** 

Mr. Cerra moved and second by Mr. Jessie to adjourn this evening's Community Development portion of the Meeting at 7:55 P.M. MOTION CARRIED

Respectfully submitted by,

Colleen Rosado, Council Clerk Secretary

(Committee Meeting was attended by Secretary Rosado ~ Meeting Minutes were transcribed by Secretary Rosado)