

**JOINT COMMUNITY DEVELOPMENT AND
FINANCE COMMITTEE MEETING MINUTES
MONDAY, AUGUST 30TH, 2021 beginning at 6:24 P.M.**

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

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

OTHERS PRESENT: Law Dir Deery, Safety Service Dir Brubaker, Asst Safety Service Dir Williams, Finance Dir Pileski, Asst Finance Dir Farrell, Building Official Farkas, Asst Law Dir Breunig, Engineer Schneider, WWPC Superintendent Korzan, Water Superintendent Jacob, CD Director Scott, CD Manager Almobayyed, CD Dept. Day, Parks & Rec Dir Reardon, HR Dir Yousefi, Judge Bennett, Councilpersons Keys

1. Approval of the JULY 26th, 2021 JOINT Community Development / Finance Meeting Minutes

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

2. The matter of the PY 2022 Community Development Block Grant (CDBG) Action Plan Update. *PUBLIC HEARING* [NO ACTION THIS EVENING]

REFERRED BY: CD Director Scott and Mngr Almobayyed

Chair Callahan read the 'Call To Public Hearing' notice.

Chair Callahan asked for proponents:

Director Scott said this is the first of [3] Public Hearings for the City's Formula Year 2022 CDBG Program, 2020-2024 Consolidated Plan and Analysis of Impediments to Fair Housing Choice Update for 2022.

The Eligible activities include; acquisition, rehabilitation, code enforcement, removal of architectural barriers, economic development activities, public service, public facility and infrastructure improvements and administration and planning.

The final allocation has not been set for 2022 as yet, so for budgeting purposes we will be using our 2021 allocation of \$766,751.

Ms. Scott gave an update on the 2021 allocations from HUD in July. Currently, the City has expended and or encumbered 16% in Administration, 0% in Public Facilities-Storm Water which is in process and anticipated to be completed by the end of this year, 30% in Housing Rehabilitation, 26% in Code Enforcement and 98% in Public Service Activities.

The City completed it's annual report to HUD and HUD indicated that the City continues to perform in a timely manner. We meet our program thresholds. We were under our public service cap of 15% for service and 20% for administration. The amount of funding for the prior year program resulted in the minimum 70% Low to Moderate Income benefit. The City's anticipated program income was set at \$35,000. The difference did not surpass the \$25,000 allowable difference and was found acceptable by HUD.

Dir Scott's office has mailed out funding requests to various organizations and they will be posted on the City Website. Those funding requests are due October 1st at 12:00 noon. There will be a Informational Meeting on September 8th at 5:00 P.M. for anyone who is interested in applying.

At that time they will go over the application and answer any questions.

The next Public Hearing is scheduled at the Joint CD/Finance Meeting on October 12th, at that point we will discuss any funding requests that are received. The third Public hearing will be held on October 25th at the Joint CD/Finance Meeting and at that point, they will go over the budget on an excel spread sheet and the committee can discuss how they want to spend the funds. After that meeting they will put the plan out for a 30-day public comment period, which will be from October 29th thru November 29th. At the Joint CD/Finance Committee Meeting on November 29th she will inform the committee of any comments that were received. And at that time budget amendments can be made and then they will ask for Committee Consideration at that time so that it can go to the Full Council Meeting on December 6, 2021. Then the plan is due to HUD no later than January 15th, 2022.

Chair Callahan asked if there any questions from anyone on the panel.

Mrs. Mitchell made a comment, she said that every year they say that they are not going to take any late applications and we mean it this time, for real.

Chair Callahan asked 3 more times for proponents and there were none.

Chair Callahan asked 3 time if there are any opponents and there were none.

Chair Callahan declared that this Public Hearing has been held.

3. The matter of a renewal of the Horizon Education Center Agreement with East Recreation Center. (*Standing Referral*)

REFERRED BY: Parks & Rec Director Reardon

Parks Dir Reardon said this a renewal of the same agreement that was put in place last year. There are no changes. They will follow the same calendar as the schools. They want to have the option to start at noon, if the school district goes back to virtual learning. They will offer their after-school education program. Dir Reardon said their plan is to bring back the open rec program and have the recreation side of it there. Those two programs worked really well together in 2019, pre-covid.

Mr. Jessie thanked Ms. Reardon saying when this came up a year and a half ago they had an issue with it because they didn't have anyone in place to be in charge. And he thanked her and the Parks staff for all they do.

Chair Stewart asked what the monthly rent that is charged for the use of this Rec Center?

Dir Reardon said they pay \$2,475 per month.

COMMUNITY DEVELOPMENT COMMITTEE:

Mr. Cerra moved, second by Mr. Jessie to recommend an ordinance to authorize the 'Said' Renewal Lease Agreement.

MOTION MADE COMMITTEE REPORT WRITTEN

FINANCE COMMITTEE:

Mr. Tollett moved, second by Mrs. Davis to recommend an ordinance to authorize the 'Said' Renewal Lease Agreement.

MOTION MADE COMMITTEE REPORT WRITTEN

4. The matter of a Establishing an Agreement with the Boys & Girls Club to utilize the South Recreation Center for an After-school Program. (Standing Referral)

REFERRED BY: Parks & Rec Director Reardon

Parks Dir Reardon said this is a request by The Boys & Girls Club to use South Rec Center for a program similar to Horizon. It would be similar, they would follow the school year calendar. This organization typically goes more toward teens where as Horizon is K thru 8th grade. The program will take place M - F from 2:00 - 5:00. The Boys & Girls Club is asking that there be no cost for their use of the Rec Center. In the past, they've used the building and we've utilized their Summer Food Program and they have done summer basketball camps for us as part of our summer camp programs.

Law Dir Deery said that if this is approved at no charge we would recommend that this be at least a use agreement with a nominal fee of a dollar, so that it's not considered a donation.

Mr. Stewart asked about the Trade-off with the organization for the food program.

Dir Reardon said that they did speak to them on this concern and it came down to staffing issues. And with that inconsistency with food and that when they went with the school district program. Not to say that we wouldn't give them another chance. And they had discussions about other things that they could do. Possibly they could bring other things to the table, as far as programming that the City could utilize.

Chair Stewart agrees with that. It's another way of extending that partnership and with an understanding that there's a little bit more effort on their part to make things happen and we can re-evaluate at the end of this contract to see if we can re-visit that.

Mr. Baird agreed with the Law Dir that we need to have some kind of remuneration, whether it's a dollar otherwise it's not a good contract.

COMMUNITY DEVELOPMENT COMMITTEE:

Mr. Cerra moved, second by Mrs. Mitchell to recommend an ordinance to authorize the 'Said' Lease Agreement.

MOTION MADE

COMMITTEE REPORT WRITTEN

FINANCE COMMITTEE:

Mr. Tollett moved, second by Mrs. Davis to recommend an ordinance to authorize the 'Said' Lease Agreement.

MOTION MADE

COMMITTEE REPORT WRITTEN

5. The matter of Amending the Exchange Agreement with Elyria City Schools to include an additional parcel of property to be transferred from the City to the School District. [Standing Referral]

REFERRED BY: Asst. Law Director Breunig

Asst Law Dir Breunig said this matter is a continuation of our schools agreement the exchange agreement, a clean-up. This was set-up as a staggered closing so as each school was being no longer used for school purposes it would transfer to the City. At the end of this whole process, the City property being transferred to schools would be the last one. The Title Company just recently did the title work and it was determined that because of the legal description and parcels read, that we are giving this parcel to the School District.

It's the parcel at the Northwood Campus on Abbe Road and it's the ravine property just north of the school. It's not park property, it's not being used for any City purposes. Because the legal description describes three individual parcels, it would be a lot simpler and less expensive for us to not have to go through a survey process which would take additional weeks to just donate these additional two parcels to the School District as opposed to the one we had originally that way all 3 parcels covered under the one legal description would be transferred to the schools. Again, the City is not using it for anything, this is just to fulfill our contractual obligations under that exchange agreement.

There were no questions and Chair Callahan asked for a motion.

COMMUNITY DEVELOPMENT COMMITTEE:

Mr. Jessie moved, second by Mr. Cerra to recommend an ordinance to authorize amending ordinance 2020-61 to include the 'said' parcels to be transferred to the School District.

MOTION MADE

COMMITTEE REPORT WRITTEN

FINANCE COMMITTEE:

Mrs. Davis moved, second by Mr. Tollett to recommend an ordinance to authorize amending ordinance 2020-61 to include the 'said' parcels to be transferred to the School District.

MOTION MADE

COMMITTEE REPORT WRITTEN

Mr. Jessie moved and second by Mrs. Mitchell to adjourn this evening's Community Development portion of the Meeting at 6:45 P.M.

MOTION CARRIED

[The evening's meetings continued with the Finance Committee Meeting].

Respectfully submitted by,

Colleen Rosado, Council Clerk Secretary

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