

**JOINT COM DEV & FINANCE COMMITTEE MEETING MINUTES from  
MONDAY, APRIL 11<sup>TH</sup>, 2022 [meeting began at 6:06 P.M.]**

**FINANCE PRESENT:** Chair Stewart, Tollett, Cerra, Davis, Schneider

**CD PRESENT:** Chair Callahan, Mitchell, Lipian, Oswald, Schneider

**OTHERS PRESENT:** Law Dir Deery, Safety Service Dir Brubaker, Mayor Whitfield, Finance Dir Pileski, Asst Finance Dir Farrell, Parks Dir Reardon, Asst Dir Calvert, Engineer McKillips, Police Chief Pelko, CD Dir Scott, Council Members Simmons & Corbin

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**This is a JOINT Meeting of the Community Development Committee and the Finance Committee of Elyria City Council. Chair Callahan called Community Development to order and Chair Stewart called Finance to order at 6:06 P.M.**

**1. Approval of the Joint Meeting Minutes ~ March 14<sup>th</sup> and March 28<sup>th</sup> 2022.**

**Moved by Mr. Cerra, Seconded by Mrs. Mitchell to approve the above listed Joint Meeting Minutes.**

**2. The matter of a request to release a Community Development Rehabilitation Lien on property located at 131 Parmely.**

Referred By: Community Development Director A. Scott

Director Scott said the property owner was Willa Duvall and she is now deceased.

Mrs. Duvall entered into multiple rehab loans through the CDBG Program between 1991 and 1998. The property was never probated and her daughter Kimberly Duvall has been living in this home. In 2011 she entered into an agreement to pay off these liens. Ms. Duvall has had financial hardships over the years and the liens have not been able to be paid off. There is about \$11,000 remaining of the \$19,500 that was owed. Ms. Duvall has requested forgiveness of these liens.

Director Scott said Community Development recommends amending the agreement to withhold the repayment of these liens at zero percent interest. If and when Ms. Duvall would sell the property or transfer ownership, the remaining balance would be due at that time. Or at that time arrangements could be made with the way our current program is set up and the liens would be forgiven.

Mr. Schneider asked if these liens are all at different interest rates?

Director Scott said the current program is set up at zero percent interest.

Back in the early and mid 1990's, the program was set up to where liens would be placed on the property and they would remain on the property until it transferred ownership.

The current CDBG Program is set up that it's 20 percent declining balance every year and after five years it's completely forgiven.

Chair Callahan said there are two options on this matter. We can amend the agreement to withhold re-payment at zero percent interest until the time the property is sold or transferred or we can completely forgive the 'said' lien.

Mr. Oswald made a motion that we don't forgive the lien and for it to be paid off once the house is transferred and the city would receive repayment at that time.

Law Dir Deery said what CD is recommending is that we would amend the current agreement, and there would be no payments required. The lien would be amended to what the current balance is which is around \$11,000 which would become due and payable upon the transfer of the property.

**COMMUNITY DEVELOPMENT:**

**Mr. Oswald moved, second by Mrs. Mitchell to authorize an ordinance to amend the 'said' CDBG agreement.**

**MOTION CARRIED COMMITTEE REPORT WRITTEN**

**FINANCE:**

**Mr. Tollett moved, second by Mr. Schneider to authorize an ordinance to amend the 'said' CDBG agreement.**

**MOTION CARRIED COMMITTEE REPORT WRITTEN**

**3. The matter of establishing a lease for the Safety Town Program to be held at RAPHA Academy [Old Northwood School].**

Referred By: Parks & Rec Director Reardon

Parks Dir Reardon said she has been working on this matter with Law Dir Breunig to establish a lease with RAPHA. She is hoping to have a draft ready to send to Mrs. Gilmore (owner of RAPHA). They are hoping to have it ready to present to full Council very soon. The program will use 3 classrooms and the gymnasium. They will also use the fenced area at the back of the property. The Parks Department will maintain the areas that are being used and will mow the grass in the back of the building.

Mr. Tollett asked if we have to provide insurance rider to cover the City for the Safety Town Program?

Dir Reardon said since we partner with Kiwanis on this, Kiwanis provides the insurance certificate for the fenced in area, the shed and the classrooms.

Mr. Oswald asked if we are paying anything for the use of this?

Dir Reardon said we have paid \$1.00, but, if Mrs. Gilmore agrees, we will allow up to 20 RAPHA students to be in Safety Town each year, at no cost. That is the proposed offer.

**COMMUNITY DEVELOPMENT COMMITTEE:**

**Mr. Schneider moved, second by Mr. Oswald to authorize an ordinance authorizing a Lease for the Safety Town Program at RAPHA Academy.**

**MOTION CARRIED COMMITTEE REPORT WRITTEN**

**FINANCE COMMITTEE:**

**Mr. Tollett moved, second by Mrs. Davis to authorize an ordinance authorizing a Lease for the Safety Town Program at RAPHA Academy.**

**MOTION CARRIED COMMITTEE REPORT WRITTEN**

**Mr. Schneider moved and second by Mr. Oswald to adjourn this evening's Community Development portion of the Meeting at 6:20 P.M.**

**MOTION CARRIED**

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

*Respectfully submitted by,  
Colleen M. Rosado,  
Council Clerk Secretary/Administrative Assistant*

CMR/

