

The Community Development Committee held a meeting on **Monday, March 11th, 2024** beginning at 6:00 P.M.

Committee Members Present: Callahan, Mitchell, Schneider, Oswald

Other Committee Members Present: Tollett, Davis, Siwierka, Cerra, Armstrong

Excused Absence: Lipian, Stewart

Administration and Department Heads Present: Mayor Brubaker, Safety Service Dir Pyanowski, Finance Dir Pileski, Asst Finance Dir Farrell, Law Dir Deery, Dir Calvert, Public Works Supt Conner, Community Development Dir Scott, Engineer Schneider, HR Dir Yousefi, Parks Dir Reardon, WWPC Supt Stewart, Fire Chief Pronesti and Police Chief Pelko

1. Approval of Community Development Mtg Minutes ~ February 12th, 2024.

Mr. Schneider moved and Mrs. Mitchell second to approve the said meeting minutes.

2. The matter of a PUBLIC HEARING for the renewal of placement of 160.94 acres of Farmland in an Agricultural District.

Referred By: Allen Grove, Grobe Realty

Chair Callahan read the 'Call to Public Hearing'.

You are hereby notified that a Public Hearing will be held on

Monday, March 11th, 2024 at 6:00 P.M. to consider the following:

The matter of an application for placement of 160.94 acres of Farmland in an Agricultural District as submitted by Allen Grobe of Grobe Realty.

Chair Callahan asked if there are there any proponents? (3 times)

There were none.

Chair Callahan asked if there are there any opponents? (3 times)

There were none.

Chair Callahan declared this public hearing has been held.

There were no questions from the committee and Chair asked for a motion.

Motion Made by Mrs. Mitchell and second by Mr. Oswald to authorize an ordinance for the 'said' Agricultural District.

MOTION CARRIES COMMITTEE REPORT WRITTEN

3. The matter of amending the Housing Beautification Program guidelines.

Referred By: Community Development Dir Scott

CD Director Scott began by saying the City did a pilot program last year, 'Spruce Up Elyria', also known as the 'Housing Beautification Program'. They expended about \$500,000 last year and assisted over 100 homes. The CD Dept reviewed the program and have made some proposed changes to the program guidelines. The proposed changes are;

1. Amend the poverty levels to 2024 determinations, there are income limits if you do not live in a QCT area.
2. Owner occupied only
3. More defined scope of work and cost estimates up front
4. Provide contractors a 30-day deadline to obtain necessary permits and licenses so they don't have a back-log of applications.
5. Provide homeowners a 30-day deadline to obtain those permits and licenses.
6. To amend the project completion date from 6 months to 30 days
7. Clarify special assessments on property taxes
8. Those that received funding in 2023 will not be eligible for the 2024 program, applicants will only receive assistance once
9. Clarify the structure is eligible for roofs
10. Add dilapidated structures and improvements that can be seen from the public right of way as an eligible improvement even if in rear yard.

Mr. Oswald asked about #6, the change of completion from 6 months to 30 days. He's not sure if that is realistic, as far as getting supplies and scheduling the work.

Dir Scott said it's so that there will not be a delay with the completion of projects. They could request an extension if needed, based on circumstances.

Mr. Oswald asked if the contractors receive anything in writing to let them know what the City expects of them and be ready to bid with their licenses?

Dir Scott said at the end of every calendar year, her department sends out a request to contractors they have on file, to remind them to renew their registration with the CD Dept. So, not only are they required to be licensed thru the Building Dept, they also have to be registered with CD and there are additional requirements that the department does check. With that being said, there should be a deadline on it, otherwise it could take a year or longer and the project could get delayed or never finished. They are funding this program thru ARPA and there is deadline to use those funds.

Mrs. Mitchell asked if there would be a penalty for projects that don't get completed in time?

Dir Scott said, no that have not considered that. It can be added into the guidelines if that is what council would want.

Mr. Schneider thanked Dir Scott and asked if most of the applications from last year were owner occupied?

Dir Scott said the majority were owner occupied, but there were a few landlords and some of those became tenant issues and the landlord had to be the applicant and the projects didn't get completed because of the tenant issues. That is why they decided to change the guidelines to owner occupied residents at this time.

Mrs. Davis asked if the ones leftover from last year will be carried over?

Dir Scott said that would have to be a discussion with the Law Dept. however, it would be the Department's recommendation to start with a clean slate.

Law Dir Deery concurs with Dir Scott, she thinks that each project year should be a clean slate and applicants should submit a new application, especially since the guidelines are changing and there may be some owner occupants who may find themselves eligible who weren't before and for other reasons that were pointed out.

Mrs. Siwierka agrees with all parameters. She asked what was the average expenditure last year?

Dir Scott said most projects were around \$5,000. She has a spread sheet of all the addresses which she will get out to the committee members. It will include the owner contribution, building permit fees, and additional information to report to council.

Mrs. Siwierka asked if sidewalk replacement would be considered for this?

Dir Scott said yes, those are an eligible project under this program guidelines.

Chair Callahan asked for a motion:

**Motion Made by Mrs. Mitchell and second by Mr. Oswald to authorize an ordinance for the 'said' amendments to the program guidelines, emergency clause is requested to get the program off the ground as soon as possible.
MOTION CARRIES COMMITTEE REPORT WRITTEN**

At this time, they will move into the JOINT Meeting and Chair Callahan asked Chair Tollett to call Finance Committee to order:

Chair Tollett called Finance to order at 6:20 for the JOINT Community Development and Finance Committee Meeting.

After the Joint Meeting, Chair Callahan asked for a motion to adjourn the Community Development portion of this evening's meetings.

**Motion moved by Mr. Schneider and seconded by Mr. Oswald to adjourn the Community Development portion of this evening's meeting at 6:30 P.M.
MOTION CARRIES**

The evening's meetings continued with the Finance Committee Meeting which began at 6:35 P.M.

*Respectfully Submitted by,
Colleen Rosado, Secretary/Administrative Assistant*