

The JOINT CD and FINANCE Committee held a meeting on Monday, March 9th, 2026 beginning at 6:05 P.M.

FINANCE PRESENT: Chair Tollett, Cerra, Schneider, Van Wormer, Davis

COM DEV PRESENT: Chair Schneider, Mitchell, Rothgery, Doehne, Lipian

OTHERS PRESENT: Armstrong, Oswald

EXCUSED ABSENCE: None

OTHERS PRESENT: Law Dir Deery, Safety Svc Dir Pyanowski, Mayor Brubaker, Finance Dir Pileski, Engineer Schneider, Parks Dir Reardon, Public Works Supt Conner, CD Director A. Scott, CD Manager Almobayyed, Fire Chief Vargo

1. The matter of approval of meeting minutes from the JOINT Community Dev & Finance Committee Meeting, held on Feb. 23rd, 2026, and as circulated on Feb. 26th, 2026.

CD ~ Motion made by Mrs. Mitchell and seconded by Mr. Lipian to approve the said Joint Meeting Minutes.

Finance ~ Motion made by Mr. Cerra and seconded by Mr. Van Wormer to approve the said Joint Meeting Minutes.

MOTION CARRIES BY BOTH COMMITTEES

2. The matter of a PUBLIC HEARING, (first of three) for the PY 2026 Community Development Block Grant Action Plan and Analysis of Impediments to Fair Housing Choice Update.

Referred By: Community Development Director Scott

Dir Scott said this is the first of three Public Hearings for the upcoming CDBG annual action plan and the timeline. This hearing is to provide with an over of the CDBG program and the status of the current program year. This program is funded thru HUD. Eligible activities are housing rehab, code enforcement, public facility improvements, public service activities, planning administration. HUD requires that all CDBG activities meet one of the three national objectives. They cannot budget for more than 20% in Planning and Administration and no more that 15% in public service activities. As an update, the department recently submitted their annual report to HUD and they reported that we are compliant with all regulations. They are moving forward with housing rehabilitation for the current program year. Code enforcement funds have been expended and public service funds have been committed and partially committed. Public facility improvement activities are moving along. HUD has not announced the city's program year 2026 allocations, but they are estimating for it to be between \$700,000 to \$750,000. They are hoping to have that final number this spring before they approve the final plan.

They will have funding requests available beginning March 16th and they will need to be submitted to CD Dept. by April 16th. These are available to any non-profits and for any projects and they should reach out to the CD Dept.

The next Public Hearing is scheduled for April 27th and at that time they will present all of the funding requests that were received and a draft budget and then there will be a third public hearing where they will ask the committee to finalize a draft budget so they can put the plan

together and have it available for public comment for 30 days. As a reminder, the plan has to be submitted to HUD no later than August 16th. So, they are looking for final consideration by committees in July and council consideration in early August.

Chari Schneider read the Public Hearing Notice and asked for proponents (3 times), there were no other proponents and Chair Schneider asked for opponents (3 times) and there were no opponents.

Mrs. Mitchell asked how the applicants receive the applications?

Dir Scott said they have a list of various agencies that they have on file and they send an email notification out annually. The information will also be posted on the City's website or they can get those application at the CD Dept.

Chair Schneider declared this Public Hearing has been held.

3. The matter of the transfer of Real Property on Warden Ave. to the Elyria Community Investment Corporation for subsequent sale and possible development of the property.

Referred By: Administrative Legal Counsel Craig

Dir Pyanowski said they were approached by a company that has build on a couple of lots in partnership with the land bank and some other entities. They are building backfill housing. This will be a single-family home they are building. This is a lot where the property was demoed and they're usually in challenging neighborhoods. This company want to build on the lots they were able to acquire at a reasonable cost and they want to build back the community and turn it around for their business.

Mrs. Mitchell asked if this is in the same area where they just build the other three houses?

Dir Pyanowski said yes, they've built one single family and a duplex. The company is Excel Management.

Dir Deery said that ideally the concept is that we will return these to productive use and the city would no longer have to maintain them.

Mrs. Davis asked if we are selling these lots to this partner and not giving away?

Dir Deery said that council is going to be asked to transfer the property to the CIC for them to negotiate the sale of the property.

Dir Pyanowski said the opportunity to get a new house build on a lot like this is a win for the community and the city.

Chair Schneider asked if this lot is a property tax abatement?

Dir Pyanowski said when the City owns it, the property is exempt from those taxes.

Mr. Oswald is in favor of this 100 percent.

No further discussion and Chair Schneider read the committee report and asked for a motion:

COMMUNITY DEVELOPMENT:

Motion made by Mr. Lipian and second by Mrs. Rothgery to authorize the transfer of the 'said' parcel to the CIC.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion:

FINANCE:

Motion made by Mrs. Davis and second by Mr. Cerra to authorize the transfer of the 'said' parcel to the CIC.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

4. The matter of the transfer of Real Property on West Bridge St. to the Elyria Community Improvement Corporation for subsequent sale and possible development of the property.

Referred By: Administrative Legal Counsel Craig

Dir Pyanowski said this is a pie shaped parcel that on one side abuts the road and on the other side it's along the RR Tracks and the third side it abuts a property which was purchased by a tree service company. The tree service company would purchase it on the condition they will fence in the entire property and they will use it to store tree trunks of trees they've removed and it will be a working area as they process trees. The City acquired this property from the land bank process and it's an odd shaped property.

There were no questions and Chair Schneider read the committee report and asked for a motion:

COMMUNITY DEVELOPMENT:

Motion made by Mrs. Mitchell and second by Mr. Lipian to authorize a ordinance authorizing the transfer of the 'said' parcel.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion:

FINANCE:

Motion made by Mr. Van Wormer and second by Mr. Cerra to authorize a ordinance authorizing the transfer of the 'said' parcel.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

5. The matter of the purchase of a vacant parcel located on Woodford Ave., PPN# 06-24-010-102-012 for a landscaping buffer for the new CMG Facility.

Referred By: Administrative Legal Counsel Craig

Dir Pyanowski said they come to committee for some lots they were purchasing along Woodford Ave. In some situations, you have a house on one lot and behind that there is a vacant lot and then the City property where the public works complex is. We have already purchased all of the vacant lots there and these are the last two we need to purchase. They had a hard time tracking down the owners, but in both cases, they are working through procedures that are necessary for these properties to transfer. They will use the entire strip there for buffer space and to move the fencing and to use for water retention.

There were no questions and Chair Schneider read the committee report and asked for a motion:

COMMUNITY DEVELOPMENT:

Motion made by Mrs. Mitchell and second by Mr. Lipian to authorize the Mayor to enter into a purchase agreement for the purchase and conveyance of the 'said' property.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion:

FINANCE:

Motion made by Mr. Van Wormer, second by Mr. Cerra to authorize the Mayor to enter into a purchase agreement for the purchase and conveyance of the 'said' property.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

6. The matter of the purchase of a vacant parcel located on Woodford Ave., PPN# 06-24-010-102-013, for a landscaping buffer for the new CMG Facility.

Referred By: Administrative Legal Counsel Craig

There were no questions and Chair Schneider read the committee report and asked for a motion:

COMMUNITY DEVELOPMENT:

Motion made by Mrs. Mitchell and second by Mrs. Rothgery to authorize the Mayor to enter into a purchase agreement for the purchase and conveyance of the 'said' property.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion:

FINANCE:

Motion made by Mrs. Davis, second by Mr. Van Wormer to authorize the Mayor to enter into a purchase agreement for the purchase and conveyance of the 'said' property.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

There is no further business to come before the Community Development Committee and Chair Schneider asked for a motion to adjourn Community Development.

Motion made by Mrs. Rothgery and second by Mrs. Mitchell to adjourn the Community Development Committee portion of this evening's meetings at 6:23 P.M.

MOTION CARRIES

The evening's meetings continued with Finance Committee which began at 6:22 P.M.

The Next Joint Meeting is scheduled for Monday, March 30th, 2026.

Respectfully Submitted by,
Colleen Rosado, Secretary/Administrative Assistant