

JOINT COM DEV & FINANCE COMMITTEE MEETING MINUTES from MONDAY, OCTOBER 12TH, 2021 [meeting began at 6:00 P.M.]

CD PRESENT: Co-Chair Mitchell, Cerra, Jessie **ABSENT:** Callahan, Oswald

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

OTHERS PRESENT: Law Dir Deery, Safety Service Dir Brubaker, Mayor Whitfield, Finance Dir Pileski, Asst Dir Calvert, CD Director Scott, CD Manager Almobayyed, Communications Dir Showalter, Water Superintendent Jacob, Parks Director Reardon

1. Approval of the SEPTEMBER 27th, 2021 JOINT Community Development / Finance Meeting Minutes.

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

MOTION CARRIED

2. The matter of the PY 2022 Community Development Block Grant (CDBG)

Action Plan Update. *2nd ~ PUBLIC HEARING* [NO ACTION THIS EVENING]

Referred By: CD Director Scott and CD Manager Almobayyed

CD Dir Scott said this is the 2nd Public Hearing for the 2022 CDBG Annual Action Plan Update. They are not requesting any action this evening. Tonight is to advise of all of the funding requests that were received. And they will go over a sample of the Draft Budget. At the next Public Hearing they will go over the proposed budget and let the committee decide where the money should go for the 2022 Program Year.

The CD Department did receive multiple public service applications; Salvation Army: \$20,000, Spark Theater: \$8,475, Neighborhood Alliance: \$15,000, Save Our Children: \$16,500, Big Brothers/Big Sisters: \$8,000, Legal Aid Society: \$10,000, Horizon Education Centers: \$5,000, Lorain County Urban League: \$20,000, Elyria Mini Pioneers: \$10,000, Elyria Parks & Rec: \$40,000 ~ (Active People Program), Elyria Parks & Rec: \$8,500 ~ (Open Rec), Elyria Parks & Rec: \$10,000 ~ (Summer Camps), Good Knights of Lorain County: \$40,000. Good Knights application was submitted late. They did apply earlier this summer to request to use CDBG Covid dollars, however the program didn't meet the Covid guideline requirements.

There were also some requests for Public Facility Improvements; Elyria Parks & Rec is requesting \$115,000 for South Park Multi-Use Field, Elyria Engineering is requesting \$380,000 for the Rockfern Drainage Improvement Project, Generation House Family Homeless Shelter/Church of the Open Door is requesting \$23,800 for a new concrete drive for their facility located on Gateway Blvd.

Other considerations are; Administration at no more than 20% of the allocation and program income. They do have carryover from prior years. Housing Rehab Program which is an annual program that they fund and are looking to support a minimum of 15 emergency home repairs and the partial salaries of 5 staff members. CODE Enforcement in amount of \$129,240 for the 2022 program year and this would support 2 full-time code inspectors.

CD Manager Almobayyed went over the budget. She started with the first sheet which is all of the funding requests that they received and they are over by \$380,000. And are over \$98,000 in Public Services cap.

The Department put together some options for Council to consider and if this is excepted it would bring the amounts to where we need to be.

They would reduce the Rockfern drainage project from \$300,000 to \$100,000.

The driveway improvements for the Generation House is being considered by HUD to see if a drive is an eligible improvement.

They are able to fund all of the applications for Public Service if they move the Elyria Senior Programming into the CDBG Covid Funding. And also to move the Salvation Army Utility Assistance into CDBG Covid and also Neighborhood Alliance.

They will be doing a Substantial Amendment to the CDBG Covid money so that they can fund those items under that activity. They just need to increase those budgets by moving funds to be able to accommodate those applications.

There will be a reduction of the Save Our Children's budget from \$16,000 to \$10,000.

Just a note, they don't typically fund over \$10,000 and a note that The Urban League asked for \$20,000 for two years. And they reduced Good Knights budget from \$40,000 to \$10,000.

This budget will also be reviewed at the 3rd Public Hearing which is scheduled for Oct. 25th.

They will put the DRAFT Plan together and have it available for Public Comment for 30 days and will then bring all comments back to Committee before they request a final vote.

Mr. Stewart asked if everyone is in compliance with the funds they received from last year and up to date?

Ms. Almobayyed said that many are in compliance and many of the sub-recipients beneficiary amounts went down and some didn't spend their entire amounts but they were granted flexibility because of Covid. So they weren't expected to meet those numbers in 2020.

Mrs. Davis asked if Good Knights filed their application late?

Mrs. Scott said, yes, they did file late.

They submitted for the CDBG Covid funds in June and it turned out that that project wasn't eligible for the Covid funds and it was recommended to them to apply for the 2022 CDBG Funding and the application did come in late. It's up to Council if they choose to fund this organization or not.

Chair Mitchell asked if Good Knights were aware of the deadline?

Mrs. Scott said the deadlines are listed on the applications.

Law Dir Deery wanted to state for the record that these are the Community Development Dept's recommendations and it's ultimately the Committee's decision on whether to allow this late application, and ultimately Council as a whole.

Mr. Cerra said that there was some conversation going on between Good Knights and the CD Department. Mr. Cerra didn't realize they had come in late with their application.

Chair Mitchell said that it was agreed as this process was getting going that we were not going to accept any late applications.

Chair Mitchell read the Public Hearing Notice. And asked for proponents.

1. Attorney Melanie Shakarian ~ Dir of Development at the Legal Aid Society of Cleveland. Their organization is serves the residents of Elyria and they are appreciative of the budgeted line item of \$10,000 for this organization. With this grant of \$10,000 they anticipate that they will help more than 500 Elyria residents access shelter, safety and economic justice through the legal system. Through this time of covid they've seen an increase in requests for their help with eviction and other economic justice issues. Ms. Shakarian thanked the Committee for considering this line item for Legal Aid.

2. Holly Brinda ~ President/CEO Big Brothers-Big Sisters of Lorain County. This organization has been serving children in Lorain County for 27 years and are affiliated with Big Brothers/Big Sisters of America and an evidence based program and top mentoring program in the US. Children who receive their professionally monitored one-on-one volunteer services have wonderful outcomes. Those children who receive this service have less risky behavior, better school attendance and make better life choices and more likely to graduate.

What they've heard post-covid is that educators and parents and the workplace are very concerned about high school students and a number of them who are falling thru the cracks and not prepared for life after high school. Research shows that kids who don't have a caring adult in their lives and don't have help navigating don't do well and can take up to 5 years to settle into a career after highschool. They've decided to create a program called 'Big Futures'. They'll be serving under-served teens starting in 9th grade with working or retired adult mentors helping teens envision plan and realize success after highschool. They will also help teens who need support exploring trade school, college and entering the workforce or joining the military. They will receive a mentor, a match support specialist and support from community partners including the effective leadership academy, LCCC, LCJVS, Elyria & Lorain highschools, etc. They are asking for \$8,000 to fund a component of this \$75,000 pilot program. This is a social and emotional learning career rate readiness component which will be delivered by members of the effective leadership academy and will focus on skills needed in the real world. They will start with 20 9th graders in Elyria and 20 9th graders in Lorain and they're making the same request to the City of Lorain.

Chair Mitchell asked 3 more times if there were any more proponents, there were no more. Then she asked 3 times if there were any opponents, there were none. Chair Mitchell declared that this Public Hearing has been held.

3. The matter of a request for an exception to the City's Subordination Policy for a CD Rehabilitation Loan (Peggy Oster).

Referred By: Community Development Director Scott

CD Director Scott said that Peggy Oster had submitted a request for an exception to this policy so she may proceed with the refinancing of her home. She had work completed thru the CHIP Program in August of 2021. According to the City policy that no subordinations will be granted where the total of all existing and proposed mortgages and liens against the property would exceed 90% of the value. The appraised property is valued at \$150,000 and the total liens on the property would equal 98% of the value of the home therefore a waiver is being requested. The homeowner is not taking any cash out on this transaction.

After CD reviewed this request, they recommend approval of this request.

COMMUNITY DEVELOPMENT:

Motion was made by Mr. Cerra and second by Mrs. Mitchell to authorize the approval of the 'said' request.

MOTION CARRIED

COMMITTEE REPORT WRITTEN

FINANCE:

Motion was made by Mr. Baird and second by Mr. Tollett to authorize the approval of the 'said' request.

MOTION CARRIED

COMMITTEE REPORT WRITTEN

4. The matter of a Resolution supporting a Grant Proposal Application to the Nord Family Foundation for the Elyria Community Development Foundation.

Referred By: Asst Dir of Economic Development Calvert

Asst Dir Calvert said the City has been working with a group of community volunteers since early 2020 to form a Community Development Corporation which was initially funded by a grant from the Nord Family Foundation. The City has applied for a second grant from the Nord Family Foundation to continue support for what is now known as the Elyria Community Partnership ~ City of Elyria Community Development Corporation.

They are requesting that City Council pass a Resolution of Support which will strengthen this application which will be reviewed later this month. This resolution will state that City Council supports the incorporation of the CDC and the additional funding request. It will also acknowledge and support the City's opportunity to work with the CDC to access resources and efficiencies in the development of neighborhoods throughout Elyria. Mr. Joel Ratner is here to update the Committee on the progress of this community partnership.

Ms. Calvert emphasized that this is a critical time in the organization's development. Elyria will be the 1st community in Lorain County to support a community development organization which will allow us to seek funds, partnerships and community engagements. The passage of this resolution will demonstrate the City's commitment to that effort.

Joel Ratner, 23376 Slyman Blvd., Cleveland. He is the principal of his business called Joel Ratner Community Partnership and he was originally hired to help the City create a Community Development Corporation. They have made progress on this. The organization has been incorporated according to laws and secretary of state of Ohio. They are currently seeking 501 C3 status with the IRS. They have had 2 board meetings and representatives from the board are in attendance. They have opened a bank account with Comstar and have several thousand dollars in the account and they have been issued an EIN number and they have insurance for the directors and for the events. The 3rd Thursday events were a success. They are currently preparing a memo to explain the impact if these events. There are more events requested in partnership with the library and the arts council and a winter festival in February. They are working on public art activities and housing development repair and potentially rehab.

The board has elected 4 officers and Mike Griffin is the Chair of the Board, Board Members are Maggie Rivera, Jackie Noga, Secretary and Dave Judiski, Treasurer. Other board members are Dan Martin, Jack Baird, Amber Dahl and Mayor Whitfield and Dawn Calvert are ex-official board members. They are still in a board development phase and will be adding additional members/stakeholders which could be residents or business owners. According to their by-laws they will be seeking an ex-official Council member once Mr. Baird retires from his position on Council. They are looking to develop a website as well as to do some planning. Mr. Ratner is looking forward to continued partnership.

Mr. Stewart asked if the board members that will join will be voting members?

Mr. Ratner said they would be full voting board members. The by-laws that have been passed call for up to 15 board members.

Mr. Tollett asked if the organization would be able to give a monthly update to City Council to keep them informed.

Mr. Ratner said that he would be happy to create a brief monthly report and he would be happy to come to the committee meetings to present updates and answer any questions.

Chair Stewart asked if there are other City's that have established this Community Development Corporation?

Mr. Ratner said that he would be happy to arrange to visit other cities that have a Community Development Corporation. The City of Lakewood has a very strong CDC and they are called Lakewood Alive. Another good one is in Old Brooklyn, they have a dynamic leader.

Chair Mitchell agreed that Third Thursday was awesome. It was good to see Elyria come alive!

Mr. Ratner introduced Andrea Repko, who is part of the paid team and she is the one who put those events together.

Chair Mitchell asked Dir Culvert to explain more about this grant.

Dir Calvert said this grant is to continue the operations, the 2nd phase and to really put together a strategic plan, to complete the board, to continue the work under Joel's leadership, where we can get this to be an independent moving organization.

The grant request is for \$100,000. There is an expectation that the City would also financially support the organization, which would depend on how much was awarded.

There will be options and it will be up to City Council on how they would want to fund that, moving forward.

Chair Mitchell asked that if we receive a grant for, say, \$100,000, would the City need to match that amount?

Dir Calvert said that is the way the grant application was written, but that won't be finalized until the grant is accepted.

Chair Stewart asked if the City would be participants as far as through a funding mechanism through economic development source that would be one funding source, private donations and/or fund-raising to kind of make up that difference to get to the City's match?

Dir Calvert said the CDC's have a variety of revenue streams like most non-profits. There's earned revenue, potential to partner with the City and earn program income thru any grant programs or economic development funds that are available. There are opportunities to use ARP dollars to help support some aspect of the work that's going to be done by the CDC. So there are options and the expectation is that the City would match some of those grant funds and the CDC would also seek other revenues.

Mrs. Davis asked if this money is going to be used for salaries or to help the Community?

Dir Calvert said whether it's the grant funds or City match, staff is going to be paid for this organization to be successful. That is yet to be determined by the board of directors what that staffing arrangement will be. It would be the goal of everyone to make sure the bulk of the funding goes for programming.

Chair Mitchell asked when the deadline is?

Dir. Calvert said that the application has already been submitted and it will be reviewed later in October.

Dir Deery said the application has been submitted and there will be, like last year, should the City be awarded the grant, then there will be legislation to accept it and at that time the City would be bound. What the committee is being asked to consider this evening is a resolution to strengthen our application, basically a written show of support for the concept of the project.

COMMUNITY DEVELOPMENT:

Motion was made by Mr. Cerra and second by Mr. Jessie to authorize the approval of the 'said' resolution of support.

MOTION CARRIED COMMITTEE REPORT WRITTEN

FINANCE:

Motion was made by Mr. Tollett and second by Mrs. Davis to authorize the approval of the 'said' resolution of support.

MOTION CARRIED COMMITTEE REPORT WRITTEN

5. The matter of a Request for a Liquor License Transfer for the location of 1063 Broad St., Permit Classes: C1, C2, D6 and D8. (Elyria Liquor & Beverage)

Referred by: Ohio Division of Liquor Control

(This location is zoned Business General and Liquor Sales are Permitted).

Dir Brubaker said this has been reviewed with the Police Dept. It's just a simple transfer from one owner to another. There have been no issues with this establishment. It's the liquor store next to Wolfey's.

Mr. Cerra made a motion that the City Does NOT request a Hearing and that motion was second by Mr. Jessie.

MOTION CARRIED

6. The matter of allowing the Elyria Community Partnership to hold their annual Garford Arts Festival to take place in Pioneer Plaza on October 23rd, 2021.

Referred by: Parks Director Reardon

Parks Director Reardon said this is another event through the Elyria Community Organization and they would like to use Pioneer Plaza for their event. This was supported by the Parks Board on Sept. 23rd. It's general use of the plaza, they're going to have a band, art displayed, art sales and it will take place on Oct. 23rd.

Chair Mitchell said the pre-pandemic event was held on Kerstetter Way and it was really nice. She asked if Pioneer Plaza will be large enough to hold this event?

Andrea Repko explained that this event has relocated due to the demolition of the building on Kerstetter Way. They wanted to keep this event downtown and their will be opportunity to engage with local businesses. They will close Broad Street for this event, from East Ave. to Washington Ave. Letters have been sent to all the business so they can get engaged with this. There will be a band that will perform, which will be in front of 341 Broad St. and the parking lot behind Pioneer Plaza. Vendors and food trucks will line up on Broad St.

COMMUNITY DEVELOPMENT:

Motion was made by Mr. Cerra and second by Mr. Jessie to authorize the approval of the 'said' request.

MOTION CARRIED

COMMITTEE REPORT WRITTEN

FINANCE:

Motion was made by Mr. Tollett and second by Mrs. Davis to authorize the approval of the 'said' request.

MOTION CARRIED

COMMITTEE REPORT WRITTEN

Mr. Cerra moved and second by Mr. Jessie to adjourn this evening's Community Development portion of the Meeting at 6:55 P.M.

MOTION CARRIED

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

Respectfully submitted by,

Colleen Rosado, Council Clerk Secretary

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