

BRUNSWICK CITY ECONOMIC DEVELOPMENT COMMITTEE

Agenda MAY 20, 2024 6:30 PM

1. Discussion Items
 - (a) Motion to Excuse Councilman Hanek for Just Cause
 - (b) **RES. NO. 54-2024** - An emergency resolution authorizing the City Manager to enter into a partnership agreement with the City of Medina for application for the Program Year 2024 Community Housing Impact and Preservation Program Grant. - **1st Reading** (To be brought from Economic Development Committee, *Administration/Grant Aungst*)
2. General Discussion
3. Adjournment

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 5/20/2024

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Grant Aungst

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 54-2024** - An emergency resolution authorizing the City Manager to enter into a partnership agreement with the City of Medina for application for the Program Year 2024 Community Housing Impact and Preservation Program Grant. - **1st Reading** (To be brought from Economic Development Committee, *Administration/Grant Aungst*)

BACKGROUND: The Ohio Development Services Agency, Office of Community Development's filing guidelines for the Program Year (PY) 2024 Community Housing Impact and Preservation Program (CHIP) Grant encourages the partnership of communities by increasing the available funding for each partnering community by \$100,000.00. The above agency requires partnering communities to enter into a Partnership Agreement.

PURPOSE AND EXPLANATION: The City of Brunswick intends to partner with the City of Medina to maximize funds available to each community. Pursuant to the PY 2024 Partnership Agreement, the potential total grant award will be \$700,000.00. The City of Medina has been designated as the Grantee of the PY 2024 CHIP Grant to facilitate applying for, implementing, and administering Grant funds between the two partnering cities.

IMPLEMENTATION SCHEDULE: As soon as allowed by law.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: City of Brunswick local amount to include any available program income in the City of Brunswick's CHIP Home Fund. These funds will come from Account No. #133-2024-54100. Final program income funds to be earmarked for the CHIP grant will ultimately be dictated by the State of Ohio and subject to appropriation by the City Council. Program income funds generally change from month to month as events occur, interest is earned or when homes that previously received CHIP awards are sold, etc.

RECOMMENDED ACTION:

One Reading	Yes
Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?

It is requested to be adopted an emergency measure necessary for the immediate preservation of the public peace, property, health, safety, or welfare and for the additional reason that the PY 2024 CHIP Grant Application must be submitted by June 20, 2024.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 54-2024

BY: Mr. Lambert, Mr. Hanek, and Mr. Smith

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PARTNERSHIP AGREEMENT WITH THE CITY OF MEDINA FOR APPLICATION FOR THE PROGRAM YEAR 2024 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM GRANT.

WHEREAS: The Ohio Development Services Agency, Office of Community Development’s filing guidelines for the Program Year (“PY”) 2024 Community Housing Impact & Preservation Program (“CHIP”) Grant encourages the partnership of communities by increasing the available funding for each partnering community;

WHEREAS: The Ohio Development Services Agency, Office of Community Development requires partnering communities to enter into a Partnership Agreement;

WHEREAS: The City of Brunswick intends to partner with the City of Medina to maximize funds available to each community; and

WHEREAS: The City of Medina has been designated as the Grantee of the CHIP Grant to facilitate applying for, implementing and administering Grant funds between the partnering communities.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That the City Manager is hereby authorized, upon approval of the Law Director, to enter into a Partnership Agreement with the City of Medina for the PY 2024 CHIP Grant.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary as the Partnership Agreement must be submitted to the State of Ohio no later than June 20, 2024. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes or from the earliest time allowed by law.

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laura E. Timura, CMC

State of Ohio
PY2024 Community Housing Impact and Preservation (CHIP) Program
Partnership Agreement
Between the Cities of Medina and Brunswick, Ohio

WHEREAS, the City of Medina, OH will be submitting a PY2024 CHIP Grant Application to the Ohio Department of Development (ODOD) due *June 20, 2024*; and

WHEREAS, ODOD has determined that the Cities of Medina and Brunswick are eligible CHIP program “partner” participants for the PY2024 funding round enabling the City of Medina to apply for \$350,000 and City of Brunswick for \$350,000; for a total grant of \$700,000 for housing assistance to income eligible households; and

WHEREAS, without this partnership agreement, the City of Medina would have been eligible for only \$250,000 of CHIP Grant Funds; and

WHEREAS, the Cities of Medina/Brunswick Housing Advisory Committee at its *April 23, 2024*, meeting supported the continuation of the partnership arrangement between the Cities of Medina and Brunswick for the PY2024 CHIP Grant Application; and

WHEREAS, the Cities of Medina and Brunswick reviewed and approved the PY2024 CHIP Partnership arrangement; and

WHEREAS, the Cities of Medina and Brunswick agree to form a partnership for the purpose of applying for a PY2024 CHIP Grant Application; and

WHEREAS, the City of Medina has agreed to be the Grantee and fiscal agent for the entire PY2024 CHIP Grant and be responsible for the preparation of the PY2024 CHIP Application and for the administration of the grant in accordance with the CHIP rules and regulations as required by ODOD;

NOW, THEREFORE, the Cities of Medina and Brunswick do hereby agree to the following terms of this PY2024 CHIP Partnership Agreement:

1. That the City of Medina will be responsible for the preparation of the PY2024 CHIP Grant Application due *June 20, 2024*, which will include the partnership arrangement between the Cities of Medina and Brunswick as stipulated herein.
2. That the City of Medina will be the Grantee (recipient of the PY2024 CHIP Grant) and be responsible for the overall administration and implementation of said grant.
3. That this agreement will be in full force and effect for the duration of the PY2024 CHIP Grant Period which will be from December 1, 2024, until April 30, 2027.

4. That this agreement cannot be withdrawn or terminated by any parties while it remains in effect.
5. That through this partnership agreement, the City of Medina is eligible to apply for \$700,000 of CHIP Grant Funds that may include Federal Community Development Block Grant (CDBG) and HOME Investment Partnership Program Funds (HOME) and State of Ohio Housing Trust Fund (OHTF) monies to fund private owner rehabilitation loans, home repair grants, and Tenant-Based Rental Assistance (see planned budget - final numbers to be determined by ODOD based on available funding).
6. That for the PY2024 CHIP Grant, the City of Medina CHIP Program Policies and Procedures Manual will be utilized for the administration of the grant.
7. As required by ODOD, the Cities of Medina and Brunswick will use respective CHIP Program Income as leverage/in conjunction with the PY2024 City of Medina CHIP Grant Application and program if funded.
8. That the City of Medina agrees to retain and track the use of CHIP Program Income deriving from said Grant and use it to fund CHIP-eligible housing activities in both Cities of Medina and Brunswick, throughout the Medina/Brunswick CHIP Service Area.
9. That the City of Medina will provide copies of the ODOD CHIP status reports to the City of Brunswick, as requested, and provide updates on program status throughout the grant period.
10. That the City of Medina will be the repository of all applicable PY2024 CHIP program records for monitoring purposes and agrees to retain all applicable records for the required time period from the date of grant completion, currently three years.
11. That the Cities of Medina and Brunswick agree to take actions necessary to assure compliance with the certifications required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights of 1964, the Fair Housing Act, Section 109 of the Housing and Community Development Act of 1974 and other applicable laws.
12. That the Cities of Medina and Brunswick agree that CHIP funds are prohibited for activities that do not affirmatively further fair housing within their own jurisdiction or that impede the Grantee's actions to comply with its fair housing certification. Noncompliance can, in turn, provide cause for funding sanctions or other remedial actions by the State of Ohio or U.S. Department of Housing and Urban Development (HUD).

13. That the Cities of Medina and Brunswick do designate Kleinfelder, Inc. and its CHIP staff to be Representatives of the Local Public Agency (LPA) and that staff may be responsible for executing certain necessary CHIP contract documentation used for Private Rehabilitation and Home Repair, including, but not limited to, the HOME Written Agreement.

14. CHIP GRANT FUNDS PARTNERSHIP PY2024 PLANNED BUDGET

The CHIP grant funds will be budgeted and distributed between the two partners, the Cities of Medina and Brunswick, for use in respective jurisdiction service areas. The Cities’ CHIP service areas extend to the respective corporation limits. The budget amounts shown in the table below will be in effect for an initial period of nine (9) months, unless other arrangements are approved by both Cities, after which any remaining unspent grant funds will be available and expended throughout the partnering jurisdictions CHIP Program Service Area regardless of the original program budget.

PY2024 CHIP Activities Planned Budget
(Includes \$5,328.69 from City of Brunswick HOME Program Income)

Partnering Jurisdiction	Activity	Activity Budget	Outcomes
City of Medina	Private Owner Rehabilitation	\$231,960	3
	Home Repair - Owner	\$90,000	3
City of Brunswick	Private Owner Rehabilitation	\$163,368	2
	Home Repair - Owner	\$120,000	4
Within Cities of Medina and Brunswick (TBD)	Tenant-Based Rental Assistance (TBRA)	\$16,000	10
TOTAL		\$621,328 <i>(\$616,000 CHIP & \$5,328 PI)</i>	22

THE UNDERSIGNED REPRESENTATIVES OF THIS PY2024 CHIP PARTNERSHIP AGREEMENT HEREBY AGREE TO THE ABOVE-STATED TERMS AND CONDITIONS ON RESPECTIVE DATES SET FORTH ON SIGNATORY PAGES.

SEE SIGNATORY PAGES.

**SIGNATORY: PY2024 CHIP PARTNERSHIP AGREEMENT
CITY OF MEDINA, OHIO**

Mayor Dennis Hanwell
City of Medina, OH

Witness

Date: _____

Legal Form and Sufficiency

This PY2024 CHIP Partnership Agreement has been reviewed by the legal counsel of the City of Medina. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law. This Agreement provides full legal authority for the City of Medina, as the PY2024 CHIP Grantee.

Approved as to Form and Sufficiency:

City Attorney

Date: _____

**SIGNATORY: PY2024 CHIP PARTNERSHIP AGREEMENT
CITY OF BRUNSWICK, OHIO**

Carl DeForest
City Manager
City of Brunswick, OH

Witness

Date: _____

Legal Form and Sufficiency

This PY2024 CHIP Partnership Agreement has been reviewed by the legal counsel of the City of Brunswick. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law.

Approved as to Form and Sufficiency:

City Attorney

Date: _____