

**City of Cleveland Heights  
Citizens Advisory Committee  
September 4, 2018  
Council Chambers, Cleveland Heights City Hall**

MEMBERS PRESENT

Vetella Camper  
Kim DeNero-Ackroyd  
Bradley Eckert  
Cory Farmer  
Jonathan Goldman  
Christine Henry  
Allison McCallum  
Gretchen Mettler

Marian Morton  
T. Nadas  
Donalene Poduska  
Brittany Rabb  
Stephen Titchenal  
André Witt  
Parker Zabell

MEMBERS ABSENT

David Benson (exc.)  
Dawn Ellis (exc.)  
Robin Koslen (exc.)  
Gail Larson (exc.)

Menachem Lubling (exc.)  
Michelle Miller  
Margaret Vanderbilt (exc.)

STAFF PRESENT

Brian Iorio

CALL TO ORDER

Stephen Titchenal, Chair, called the meeting to order.

ROLL CALL

Secretary Cory Farmer called the roll. A quorum was present.

MINUTES

Minutes from the August 7, 2018 meeting were approved as presented. Minutes from the August 14, 2018 meeting were approved as amended.

STAFF REPORTS

Brian Iorio reviewed the July financial statement noting that there were no unusual expenditures. The budgets listed are accurate with the exception of program income. Program income was incorporated into the amended budgets in August. Mr. Iorio also expressed some concern about meeting our timeliness goal for 2018.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Stephen Titchenal asked that the subcommittees present their reports.

**FINANCE & ADMINISTRATION SUBCOMMITTEE**

Committee members: Gretchen Mettler (Chair); Alison McCallum, Cory Farmer (Committee Members)

<u>Year 45</u>	<u>Request</u>	<u>Committee's Recommendations</u>
CDBG Admin	\$158,000	\$158,000 (full)
Fair Housing	\$45,000	\$45,000 (full)
GIS	\$44,000	\$11,000 (proposed)
Future Hts Community Capacity Building	\$50,000	\$50,000 (full)
<u>Strategic Impact Opportunity</u>		
City of Cleveland Heights SIO (2019)	\$140,000	\$140,000 (full)
Cain Park Village Trailway Planning Study	\$20,000	\$20,000 (full)

**CDBG Administration**

Funding request: \$297,000

Recommendation: \$162,830 (full)

SIO

Funding request: \$160,000

Recommendation: \$160,000 (full)

The Department of HUD regulations and guidelines require that an entitlement community receiving CDBG funds provide administration for the general management of the funds, oversight and coordination of recipients, and regulatory reporting. The request of \$158,000 includes salaries and operating costs, including indirect costs, for CDBG administration. The subcommittee continues to be impressed with the outstanding professional administration of the block grant program. The request is slightly smaller than last year and is completely reliant on CDBG dollars. The subcommittee supports the full funding request of \$158,000 of the CDBG Administration.

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### **Fair Housing Activities**

Funding request: \$45,000

Recommendation: \$45,000 (Full)

Fair Housing Activities are a HUD requirement for CDBG funding. This request is larger than previously requested because all fair housing activities will be grouped together and activities that would apply separately and competitively for funds will now be contracted directly with the City through established City contracting procedures. This change allows flexibility in the budget, and works effectively to promote fair housing. The subcommittee supports the full funding request of \$45,000 of the Fair Housing Activities.

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### **Geographic Information System (GIS)**

Funding request: \$44,000

Recommendation: \$11,000 (Proposed partial)

The City of Cleveland Heights seeks to renew the GIS software (license) and support 50% of the salary of a full-time GIS Analyst. The software and staff person is needed to manage volumes of data, which will be used to support various city programs and activities. Effective management of such data, encourages synergy between City departments and its partners. The subcommittee recognizes that the technology serves not only the city and the community, but

has also created efficiencies and operational cost savings. The subcommittee has recommended in the past to provide seed money to realize the goals.

The subcommittee supports the City's GIS initiative and recommends half the funding provided last year in the amount of \$11,000. The subcommittee also recommends that the City and GIS analyze the cost savings GIS has afforded the city and next year be fully funded by the General Fund.

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### **FutureHeights (FH) Community Capacity Building**

Funding request: \$50,000

Recommendation: \$50,000 (full)

FutureHeights has as its goal the increased vitality of cohesive, strong, and actionable neighborhoods. It recognizes that Cleveland Heights's vitality continues to be challenged due to shifting demographics, the lingering effects of the housing crises, unemployment, increased poverty, decrease in home ownership with a shift to renting, and a misconception of increases in crime. FH sees Cleveland Heights as a prime contributor to the region's cultural intellectual scene, with thriving local businesses, attractive neighborhoods, strong connections with neighboring communities, and with strongly engaged citizens. FH is focusing on the assets of each neighborhood, through building up the leadership of individual neighborhoods so as to strengthen the entire city.

FH has initiated capacity building through facilitating the development of and strengthening of neighborhood groups, assisting these groups in developing neighborhood plans, prioritizing related issues, and identifying and supporting neighborhood leaders. This is done through organizing workshops, issue related gatherings, and responding to requests for assistance. FH has been very effective in engaging expert volunteers and academic research groups to supplement its small but productive staff. They are continuing to develop and apply tools to evaluate the effectiveness of their activities and measure outcomes.

The subcommittee supports FH Community Capacity Building in the amount of \$50,000 for CDBG Year 45.

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## **Strategic Impact Opportunity**

### **City of Cleveland Heights 2019 Strategic Impact Opportunity**

Funding request 140,000

Recommendation: \$140,000 (full)

The newly devised City of Cleveland Heights 2019 Strategic Impact Opportunity would allow the CDBG Director, using the application and award process of Year 46 to make awards to projects that will positively affect neighborhood physical appearance or stability of households. The call for proposals will be advertised. The Director will work with the applicants to support their project proposals to maximize innovation and impact. This process will allow projects that were previously unfunded to have a viable start and impact.

The subcommittee supports this Strategic Impact Opportunity proposal in the amount of \$140,000 for CDBG Year 45.

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### **City of Cleveland Heights Planning Department Cain Park Village Trailway Planning Study**

Funding request \$20,000

Recommendation \$20,000

The City of Cleveland Heights Planning Department Cain Park Village Trailway Planning Study will build on data from an August-September, 2018 NOACA staff study of South Taylor Road. The money requested would be to hire a consultant to lead the planning and design project. The plan is to analyze enhanced connectivity to park lands of the Cain Park Village, a LMI neighborhood that has been heavily affected by 2008 economic downturn.

The subcommittee support this proposal in the amount requested, \$20,000 for CDBG Year 45.

**NEIGHBORHOOD ACTIVITIES SUBCOMMITTEE**

**Committee Members:** Bradley Eckert (Chair), Robin Koslen (Vice-Chair), David Benson, Christine Henry, Marian Morton, Brittany Rabb

**Meeting Date(s):** 8/21/18 and 8/28/18

**Members Present:** All subcommittee members were present for both meetings

<b>Recommendation Table</b>			
<b>Applicant / Program or Project</b>	<b>Request</b>	<b>Recommendation</b>	<b>Vote (yes-no-abstain)</b>
City of Cleveland Heights – Office on Aging	\$25,000	<b>\$25,000</b>	6-0-0
Heights Emergency Food Center	\$25,510	<b>\$25,510</b>	6-0-0
Family Connections – Family School Connection	\$30,000	<b>\$20,000</b>	6-0-0
Open Doors Academy – Academic Programming	\$20,000	<b>\$20,000</b>	6-0-0
Heights Youth Club- Learning Place	\$35,000	<b>\$0</b>	6-0-0
Start Right CDC-Start Right Hunger Center	\$10,000	<b>\$7,500</b>	6-0-0
Gesher – The Benefit Center	\$12,000	<b>\$7,500</b>	4-2-0
Lake Erie Ink – Ink Spot After School Program	\$12,015	<b>\$12,015</b>	6-0-0
Bhutanese Community of Greater Cleveland	\$20,000	<b>\$8,000</b>	5-1-0
Central Bible Baptist Church – Seniors Resource Center	\$42,200	<b>\$5,000</b>	6-0-0
Family Connections – Parent Cafe [SIO]	\$5,000	<b>\$5,000</b>	6-0-0
Open Doors- Pathways at Cle Hts High [SIO]	\$20,000	<b>\$10,000</b>	6-0-0

**Applicant:** City of Cleveland Heights / Office on Aging

**Funding Request: \$25,000**

**Recommendation: \$25,000**

**Vote: 6-0-0**

**Program/Project Description:** The Cleveland Heights Office on Aging serves a vulnerable population in the community, elderly and frail elderly, who may be facing multiple challenges in their lives: mental or physical health concerns, loss of a spouse or partner, difficulty navigating or accessing social programs and services, and the general loss of sociability that can come with aging if supports are not in place. The social workers mitigate the effects of some of these issues by engaging meaningfully with seniors using best practices to offer resources, problem resolution, connect seniors with services, and meet other needs of these individuals so that they can age in their home if it is in their best interest to do so. The office also acts as a check on older adults to ensure that their living situation is safe; anything that can be done to ensure that all residents, regardless of age, are living in a healthy home is in the best interest of the city.

**Recommendation Rationale:** There remains increasing need of services provided by the Office on Aging due to a growing senior population in Cleveland Heights. In 2017, a total of 592 Cleveland Heights residents utilized services by the social workers in the city's Office on Aging. The subcommittee recognizes this office, and in particular the work by the two part-time social workers, provides a vital component to residents. It is difficult to place a value that these social workers provide for residents, whether it is through home visits, arranging transportation services, helping obtain assistance benefits, or connecting available community resources for residents. We recommend full funding of \$25,000 to continue the social workers in the Office of Aging.

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**Applicant: Heights Emergency Food Center**

**Funding Request: \$25,510**

**Recommendation: \$25,510**

**Vote: 6-0-0**

**Program/Project Description:** Founded in 1981 by the Heights Interfaith Council, Heights Emergency Food Center is Cleveland Heights' oldest and most

accessible food pantry, open four days a week and evenings on the last two Thursdays of the month. The center supplies families with a three-day supply of food once a month. Numbers of clients have remained steady, dependent, however, on external forces such as the economy and changes in state or federal law. The center's staff, including its new executive director Debby Shewitz, are all volunteers. The center's move to another space within the church, anticipated last year, is on hold as the congregation looks for a developer to downsize the church building and build homes on the periphery of the property. Most of its funds come from the federal government, channeled through the Food Bank and the Hunger Network. CBDG funds have always helped pay for rent and utilities at Disciples Christian Church, the center's home since its beginning. Last year, CAC was able to grant the center \$19,910. This year the center is requesting money for a one-time expense: a new commercial freezer/refrigerator. Their current unit is very old, and the center needs more refrigerator space because it is receiving and distributing more fresh produce in an effort to encourage healthy eating.

**Recommendation Rationale:** HEFC continues to excel as a well-run all-volunteer operation that provides valuable services to residents of our community. We remain impressed with the organization and support their request for full funding to not only maintain services, but also purchase a new freezer/refrigerator to expand the amount of food it can disperse.

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**Applicant:** *Family Connections/ Family School Connection*

**Funding Request:** \$30,000

**Recommendation:** \$20,000

**Vote:** 6-0-0

**Program/Project Description:** For 35 years, Family Connections has provided a broad array of services to Cleveland Heights children and their families. The Family School Connection program, which has been in place for nine years, is focused on the transition of children and families to kindergarten, which can be especially difficult for children with no pre-school experience. Family Connections has placed a part-time family liaison in all seven elementary schools throughout the Cleveland Heights-University Heights system, working directly with teachers and administrators to identify children that may need



additional support and resources to achieve literacy benchmarks throughout the first year of school. The Family School Connection program seeks to assist those individuals with activities that engage both families and children through five specific outreach components: Home Visiting, Kindergarten Kickoff, Classroom Support, ABC's of Kindergarten, Kindergarten Discovery, and Bridge to First Grade. In addition to working with students after school in the elementary schools, each of the participating children in the program participate in home visits twice per month. These visits are individualized educational opportunities for the family liaison to work with the child and family on literacy enrichment and promoting activities families can complete together to assist the child's education.

**Recommendation Rationale:** Hoping to continue their work in advancing literacy promotion and building strong family support for children in the CH-UH district, Family Connections requests funding for the family liaison staff at the six specific Cleveland Heights elementary schools. Given the importance of literacy and helping our students meet the educational goals of kindergarten, we support continued funding of their Family School Connection Program. Family Connections has a strong and successful history in Cleveland Heights and the subcommittee recognizes their continued effort at being a resource for children and parents in our community. We recommend funding at \$20,000, the same level they have received the previous two years of CDBG funding.

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**Applicant:** Open Doors Academy / *Academic and Enrichment Programming*

**Funding Request:** \$20,000

**Recommendation:** \$20,000

**Vote:** 6-0-0

**Program/Project Description:** Open Doors Academy (ODA) provides support services to low-and- moderate-income middle and high school students living in at-risk environments. In 2017, 80% of ODA students from Cleveland Heights were from LMI households, 96% were African American and 20% were students in an Individualized Education Plan. ODA bridges the gap between home and school and provides a network of support throughout the adolescent years. This support network impacts a child's academic performance and their overall social and emotional development. All of the activities that the ODA lists in its application

directly support their goal to support the students to achieve academic success, to strengthen their personal skills and give them opportunities to see what the world has to offer. Families must commit to supporting their child if they are enrolled in ODA.

ODA uses the funds they receive from CDBG for staffing at their middle school locations at Heights Middle School (Wiley), with separate campuses for Roxboro and Monticello Middle Schools. Programs will return to the separate middle school campuses next academic year. Of concern in consideration of continued funding for ODA is their recent loss of \$550,000 in grant funding from Cuyahoga County and \$400,000 from the state.

**Recommendation Rationale:** ODA is a program that fills a need in our neighborhoods for accessible, structured academic and emotional support for the Cleveland Heights middle school students. Every student in our district deserves access to explore all the opportunities this world has to offer—to be given hope for their future. ODA has a proven plan and deserves our full support. In Cleveland Heights, there is no greater need than supporting our youth. If they are engaged in a program like ODA, they have an opportunity to become independent, employed and successful in life. Given the termination of services by Heights Youth Club (HYC), ODA has availability to offer its after school services to students that were previously working with HYC. ODA is planning to extend an invitation to many of these students, which will hopefully provide limited interruption in ensuring that academic enrichment is available to students in our community. We recommend full funding of ODA’s programming for middle school students given their commitment to Cleveland Heights and their track record of success for students.

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**Applicant:** Heights Youth Club / *Project Learn/Learning Place*

**Funding Request:** \$35,000

**Recommendation:** \$0

**Vote:** 6-0-0

**Program/Project Description:** Heights Youth Club’s (HYC) mission is to provide a positive and safe environment for youth to learn and develop skills related to education, interpersonal growth, and community involvement. Its five core

areas are education and career, sports, fitness and recreation, character and leadership, arts, and healthy living. In 2018, HYC's partnership with Boys and Girls Club of Cleveland ended, leaving the organization in a state of transition. The organization is currently seeking to sell its building on Lee Road and use that money to pay down existing debt and begin a new chapter in a smaller space. The organization's current aim is to identify a new home and begin a new series of programming in 2019.

**Recommendation Rationale:** Heights Youth Club faces an uncertain future given its decision to sell its previous home on Lee Road. While the organization hopes to move into a new space at Fairmount Presbyterian Church and begin new operations next year, it is not clear what the organization's new budget will be or its new mission and level of programming. We recognize the difficulty the Board of HYC faces, but it is difficult to provide funding for activities and a budget that remain very much in limbo. Given that the organization does not provide transportation services, the club is also faced with development of a new outreach initiative to target students that reside in close proximity to their new physical home, most likely in the Fairfax/Roxboro neighborhoods. This neighborhood already has successful after school programming through Open Doors Academy, so caution must be taken to not duplicate efforts already existent in the community. We recommend holding off on funding for 2019, allowing the organization to finalize its new mission, physical space, and community outreach. We hope they will be able to utilize this time to complete the transition to a new and vibrant club and re-apply for funding next year.

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**Applicant:** Start Right Community Development Corp / *Start Right Hunger Center*

**Funding Request:** \$10,000

**Recommendation:** \$7,500

**Vote:** 6-0-0

**Program/Project Description:** Start Right Community Development Corporation is requesting a total of \$10,000 for its hunger relief program. Start Right's hunger relief program provides a 3 day supply of food for over 100 households each month, in addition to providing free lunch for children for 7 weeks during summer. In addition to CDBG funding, Start Right seeks funding through church

donations and community contributions. Start Right CDC has lowered program costs by acquiring free and low-cost food items from the Cleveland Food Bank.

**Recommendation Rationale:** Previous allocations to Start Right were \$7,500, although last year's amount was increased to \$10,000 to help upgrade a freezer and purchase a conveyer belt for unloading of food. With no pending capital expenses at this time, the subcommittee felt comfortable with a recommendation of the group's previous allocations of \$7,500. Given that the hunger center is only open once per month (11-1 AM, 4th Saturday of the month), we feel this amount recognizes the food security needs that exist in our community and will allow them to maintain current operations for the next year.

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**Applicant: Gesher – The Benefit Center**

**Funding Request: \$12,000**

**Recommendation: \$7,500**

**Vote: 4-2-0**

**Program/Project Description:** Gesher was founded in 2013 to help low income Cleveland families access much needed support by eliminating cultural barriers to accessing and applying for assistance programs that target financial hardship. Its activities focus on providing all who seek services with trained benefit counselors who can advise about local, state and federal benefits for which they are eligible. These benefits include WIC (Women, Infant and Children), senior citizen health programs, HEAP (Home Energy Assistance Program), utility assistance, Medicaid eligibility, SNAP (Supplemental Nutrition Assistance Program), and weatherization programs. In 2017, Gesher served 336 unduplicated clients, 138 of whom live in Cleveland Heights. As many clients make multiple visits and include family members, the total duplicated visits in 2017 was 4035, of which 2024 were Cleveland Heights residents. Gesher recently moved its main office closer to Cleveland Heights at the intersection of Mayfield & Warrensville in South Euclid. It continues to also maintain an office inside Cleveland Chesed Center (a kosher food bank) in Cleveland Heights at 1898 S. Taylor.

**Recommendation Rationale:** The subcommittee feels that Gesher provides a valuable resource to our community, primarily through its mission to help

individuals attain resources through local, state, and federal programs. The organization serves a considerable number of Cleveland Heights residents and we recognize the need for assistance that many have regarding the variety of food, housing, and health benefits available. The number of individuals served by Gesher has increased since they started receiving CDBG funds three years ago. Four committee members recommended increased funding of \$7,500 and two committee members voted to support funding at previous year's level of \$5,000.

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**Applicant:** Lake Erie Ink / Ink Spot After School Program

**Funding Request:** \$12,015

**Recommendation:** \$12,015

**Vote:** 6-0-0

**Program/Project Description:** Lake Erie Ink seeks continued funding for its Noble Elementary School after school writing program. Lake Erie Ink works with fourth and fifth grade students twice each week at Noble. The organization also has recently added a once per week program for middle school students that previously participated in the elementary program. This is being offered at the combined Wiley campus and will transition to Monticello next academic year. Lake Erie Ink staff have created a structure and a safe place for students to attend to homework, socialize and most importantly engage in the process of writing. Participants engage in various writing genres with adult supervision, engage in all stages of the writing process and produce an anthology. There is no one typical Lake Erie Ink participant but many of the participants share some characteristics. They might be shy, creative, low, or high academic performers. The staff and volunteers at Lake Erie Ink have found that many student participants are dealing with huge personal traumas and that their writing work is a means of making sense and dealing with those problems.

**Recommendation Rationale:** Since 2011, Lake Erie Ink continues to provide a safe, creative, and educational opportunity for students after school. Their programs continue to operate at full capacity, highlighting the strong outreach of the organization and the valuable resource they provide for students. We support Lake Erie Ink's continuation of two days per week at Noble Elementary

and the addition of one day per week at Heights Middle School. We recommend full funding of \$12,015 to support these programs at our schools.

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**Applicant:** Bhutanese Community of Greater Cleveland / *Community Center*

**Funding Request:** \$20,000

**Recommendation:** \$8,000

**Vote:** 5-1-0

**Program/Project Description:** The Bhutanese Community of Greater Cleveland (BCGC) was founded in response to the acute need of refugees and immigrants (Nepali origin) in the Greater Cleveland area, beginning in 2017. BCGC is a non-profit community-based organization intending to provide assistance to all needy community members without discrimination of any kind. BCGC is committed to serving the community with the mission statement: "Unity in diversity is the Strength of Humanity." This organization focuses on case management; aiding educational development, health, and wellness; mental health; preserving culture, art, literature and language; and involvement and initiation of games and sports. BCGC provides a bridge to the Nepali community to ease the transition into American life.

**Recommendation Rationale:** With nearly 400 Bhutanese community members residing in our community, we recognize the unique challenges that refugees and immigrants face in securing housing, employment, transportation, and other essential resources. Building off the Bhutanese community's strong relationship with the Noble branch of Heights Libraries, the establishment of a community center in Noble would be another step forward in helping this group establish stronger roots in Cleveland Heights. They have a wide variety of programming planned from employment assistance and language learning to technology training and cultural celebration. The group is already working with city staff to locate a physical home in the Noble neighborhood and is planning fundraising events to support the myriad of programming. We recommend partial funding of this project at \$8,000 to cover the rent for the organization, allowing the group's fundraising to focus on its programming efforts.

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**Applicant:** Central Bible Baptist Church / *Neighborhood Senior Resource Center*

**Funding Request:** \$42,200

**Recommendation:** \$5,000

**Vote:** 6-0-0

**Program/Project Description:** Central Bible Baptist Church (CBBC) requests funds to open a center for seniors in the church's Noble neighborhood that will complement its other outreach programs. The congregation has already purchased a nearby home and is committed to its upkeep. The city will have to adapt the zoning to accommodate this new use. The center will sponsor classes on computer use, healthy eating, wellness, and crafting; it will also be a place for seniors to socialize. CAC funds would be used to hire two part-time staff and to purchase equipment and furnishings. When asked if the proposed center would duplicate services already provided by the Noble Library and the Cleveland Heights Senior Center, Director Constance Johnson responded that transportation to these locations is difficult for neighborhood seniors, who would be better served by a center closer to home.

**Recommendation Rationale:** We recognize the difficulty in transportation and accessibility for many residents in this neighborhood. CBBC's mission to focus on helping seniors in this section of the city is commendable; however, there remains much work ahead for this group. The hiring of staff, developing programming and courses, securing computers for its lab, and marketing its opportunities will take time and considerable effort. We were encouraged by the congregation's energy and ambition, and thus we recommended providing start-up funds to help get the center established in 2019.

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**Applicant:** Family Connections / *Parent Cafe*

**Funding Request:** \$5,000 [SIO]

**Recommendation:** \$5,000

**Vote:** 6-0-0

**Program/Project Description:** In the upcoming year, Family Connections aspires to add another opportunity for Cleveland Heights families: Parent Cafes. A

Parent Cafe is a gathering of parents, for parents and by parents. It is a parent education experience designed to create opportunities for parents to connect, share, and learn from each other in a space that appreciates that all parents have something to offer and have all that they need. Parent Cafes are driven by the knowledge that parents have to offer one another. They are guided by trained hosts, who lead small-group discussions and explore questions that really matter to them. Through these meaningful conversations, Family Connections hopes that parents are able to build protective factors that will have a positive impact on their families and the community. With the guidance of other local entities that have successfully implemented Parent Cafés and the research supporting this model, Family Connections is confident that their existing relationships with families in the community, and the families' relationships with each other, will only grow as a result of this effort. If awarded, the requested funding would go to materials (e.g., printing, dinner, bus tickets), and would fund marketing and personnel costs. Family Connections hopes to offer two Parent Cafes, and intends to recruit families from other services they offer, and from the general low-to-moderate income family population in Cleveland Heights as well.

**Recommendation Rationale:** Family Connections has a proven record of success in the Cleveland Heights community. We were excited about this new level of outreach aimed at parents in our city. Providing an open and safe space for idea exploration and networking can be a valuable tool to strengthen families and our community moving forward. We support Family Connection's \$5,000 request for implementation of this new opportunity and are excited to see its immediate and long-term impact moving forward.

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**Applicant:** *Open Doors Academy / Pathways to Independence at Cleveland Heights High School*

**Funding Request:** \$20,000 [SIO]

**Recommendation:** \$10,000

**Vote:** 6-0-0

**Program/Project Description:** Open Doors Academy has launched Pathways to Independence Program (PIP) at Cleveland Heights High School. ODA restructured its high school model prior to this school year in order to provide



increased support for scholars to identify career pathways. PIP began implementation in 2017 and is focused on the development of career pathways and essential skills necessary for self-sufficient adulthood. PIP consists of 3 core content areas: *College & Career Readiness (CCR)*, which includes ACT preparation sessions, career assessments, Individualized Success Plans, and weekly career development workshops; *Core Competencies to Adulthood*, which includes workshops on life skills typically not addressed in high school curriculum such as financial literacy, healthy relationships, time management, and conflict resolution; and *Global Education and Intercultural Fluency (GEIF)*, which includes lessons on gaining a deeper understanding of global citizenship and community building by engaging in problem-based projects that address societal issues like poverty, social inequality, human rights violations, and gender identity and social acceptance.

**Recommendation Rationale:** Open Doors Academy already has well established and successful programming at Roxboro and Monticello, and now they aim to continue that academic and personal support through all four years at Heights High. Last year, ODA launched its new high school program during the summer and this year is expanding it to daily programming during the academic year. The subcommittee remains impressed with ODA's commitment to educational programming for Cleveland Heights students and hopes that the new high school program will provide more stability, resources, counseling, and enrichment for our students as they focus on graduation, college, vocational education, and/or future employment. Given this will be the first full academic year for this program, we voted to provide partial funding at \$10,000. We hope this program will be just as successful as the middle school programming and look forward to reviewing the high school program outcomes over this next year.

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**HOUSING & PRESERVATION SUBCOMMITTEE**

Committee Members: Gail Larson (Chair), T Nadas (Vice-Chair), Vetella Camper, Jonathan Goldman, Parker Zabell

**HRRC** Meeting Date: August 15, 2018

Members Present: Vetella Camper, Parker Zabell, Gail Larson

**HPO** Meeting Date: August 22, 2018

Members Present: Vetella Camper, Jonathan Goldman, T Nadas

<b>Recommendation Table</b>			
<b>Home Repair Resource Center (HRRC) Operations and Programs</b>	<b>Request</b>	<b>Recommendation</b>	<b>Vote (yes-no-abstain)</b>
HRRC: Operations	\$145,827	\$145,827	x-x-x
Housing Counselor (HRRC)	\$28,550	\$28,550	x-x-x
Home in the Heights(SIO) (HRRC)	\$45,000	\$45,000	x-x-x
<b>Housing Preservation Office (HPO)</b>			x-x-x
HPO: Operations	\$345,700	\$345,700	x-x-x
HPO: Paint Program	\$100,000	\$100,000	x-x-x
HPO: Violation Repair Program for Seniors	\$20,000	\$20,000	x-x-x
HPO: Nuisance Abatement	\$20,000	\$20,000	x-x-x
HPO: LMI Code Enforcement	\$55,000	\$55,000	x-x-x
Neighborhood Relations (HPO)	\$58,500	\$58,500	x-x-x
Strategic Home Repair(SIO)(HPO)	\$50,000	\$50,000	x-x-x

## **Applicant: Home Repair Resource Center – Operations and Programs**

**Funding Request: \$ 219,377 Total Request**

**Recommendation: \$ 219,377**

**Vote:** 5 in Favor of Full Funding

### **Program/Project Description:**

HRRC Operating Expenses. Pays staff salaries and overhead for organization to run the following programs;

--\$10,000 Financial Assistance Program: This is a program for Cleveland Heights owner occupants who need a repair that corrects health or safety issues and meets federal requirements. Clients also must meet federal LMI guidelines to qualify for ASSIST Incentive Grants which provide \$1,000 toward the cost of replacing any one of four major systems (roof, heating, masonry rebuild, or exterior painting).

--\$10,000 Deferred Loan Match: Clients must provide a "match" of personal funds or funds from other programs (HRRC can sometimes provide "gap funding" when programs like the County Lead Grant are not sufficient to cover all required work, which would otherwise mean that nothing could get accomplished). Counselors work with the clients to assess the best repair financing for their situation.

--\$8,000 Senior Home Stability Program: provides individualized consultations and educational workshops on all aspects of aging in place and home maintenance.

--\$500 for 0% Assist Benefit Program:

Home Repair Resource Center's Financial Assistance Program (FAP) makes financing necessary repairs more affordable and accessible for Cleveland Heights homeowner/occupants who meet federal LMI guidelines. CDBG-funded programs provide benefits that reduce payments on bank loans; assist with the extra costs of complying with lead regulations; and ensure sufficient staff expertise to counsel and administer benefit programs, all to assist Cleveland Heights homeowners to repair and maintain their homes. The homeowners HRRC serves with the FAP are, for the most part, in difficult financial situations and have no other home repair options.

For those homeowners who do not qualify for bank loans, HRRC is filling the gap with Incentive Grants and Deferred Loan Matches and funding from the previously funded Challenge program. HRRC is reaching out to the City of Cleveland Heights, other agencies and financial institutions to compile a list of resources that will give more residents a chance to purchase and keep a home. The values of the housing stock will increase and the neighborhoods of Cleveland Heights will continue to benefit greatly from the commitment of the staff at HRRC to our community.

HRRC Housing Counseling. Pays for one staff position for the program.

This position provides Counseling to the clients of HRRC. The staffer educates community residents on financing repairs, and provides Home Buyer Education to help prospective buyers make decisions that meet their family and budget needs. Individual Counseling and Group Education are available. This position is an integral part of the programs at HRRC that continue to benefit the clients and the community. Director Allen noted that "our operating expenses are on the rise due to the amount of training that is required for finances". HRRC has increased the number of housing counselors from 1 ½ to 2 positions.

HRRC Home in the Heights. Funds a new SIO targeted program for CDBG Year 45.

Home Repair Resource Center has created a subsidiary, Home in the Heights that will allow HRRC to re-establish its purchase/rehab program. HRRC plans to partner with the City of Cleveland Heights, the Cuyahoga County Land Bank and Financial institutions to leverage dollars to acquire and renovate homes, and attract homebuyers who want to be stakeholders in the Cleveland Heights community. HRRC staff will obtain a home from the Land Bank, partner with a local developer who will be carefully monitored for quality work and target sale of the property to LMI qualified potential home buyers. For the first year, 3 homes are projected for rehabilitation and sale. Proceeds from these sales will be leveraged for the next batch of targeted properties.

### **Recommendation Rationale:**

The Executive Director and the staff at HRRC are committed to improving the housing stock in Cleveland Heights and placing families in this community of affordable housing. Cleveland Heights has many homes that have been vacant and neglected. HRRC is working closely with the City, concerned

citizens and financial institutions to improve the neighborhoods by aiding new home buyers and helping current homeowners repair their homes to keep them safe and livable. The SIO request for funding for Home in the Heights is a great example of how HRRC and its partners are fulfilling the need to make homes affordable and livable for LMI buyers in Cleveland Heights.

The committee recommends full funding for this program.

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**Applicant: Housing Preservation Office**

**Funding Request: \$ 649,200 Includes All Programs in HPO applications**

**Recommendation: \$ 649,200**

**Vote: 5 in Favor of Full Funding**

**Program/Project Description:**

--\$345,700 HPO Operations/Staff: Salaries, benefits and operating expenses for housing office.

--\$100,000 Paint Program: LMI owner-occupants age 62+ or disabled eligible for a grant of up to \$3500 for labor and paint. A licensed Lead Paint contractor must be used.

--\$20,000 Violation Repair: Assists senior or disabled homeowners with violation repair.

--\$20,000 Nuisance Abatement: Pays for demolition or other abatement at nuisance properties.

--\$55,000 LMI Code Enforcement: Comprehensive inspection of 100% LMI housing stock.

--\$58,500 Neighborhood Relations Program: City representative works in LMI areas addressing problems that affect the quality of life in our neighborhoods. Please Note: This program is funded through Public Service Activities, which is subject to a funding cap.

--\$50,000 Strategic Home Repair: This is a new program to serve LMI residents living in SIO targeted areas of Cleveland Heights to assist them with paint and violation repairs.

The **Housing Preservation Office** staff is responsible for providing Cleveland Heights residents crucial CDBG programs to help LMI families and seniors and disabled to be able to afford to stay in their homes. The services the HPO staff manages to assist these residents are the Paint and Violation Repair Programs. LMI Code Enforcement inspects properties in LMI areas to identify properties that need repairs and make certain the homeowner complies with any citation that may be written. New software and tablets for the field inspectors via a county grant to the First Suburbs Consortium will enhance the efficiency of the department. Nuisance Abatement is applied when the HPO staff determine a home is beyond repair.

A staff member is assigned to **Neighborhood Relations**. This staff member works with the police and City staff and the neighborhoods to identify residents that are creating unsafe and/or unacceptable situations that are impacting the residents who dwell around the location. The objective is to make sure all residents live in safe, functional and healthy areas, especially those designated as LMI. 9610 households were served last year.

HPO is requesting CDBG funds to expand the Paint and Violation Repair programs to **Strategic Impact Opportunity (SIO)** areas to give more income eligible Cleveland Heights residents the benefit of these services. The HPO director plans to reach out to the newly targeted areas to advise residents of this opportunity.

**Rationale for committee recommendation:**

The work that is done by the HPO continues to enhance the goal of making Cleveland Heights housing stock affordable for new home buyers and livable and safe for current homeowners. HPO staff are working closely with the HRRC, Future Heights, nearby municipalities, the County, the Land Bank and financial institutions to address the neglected properties which are causing property values to decline. New software tools are being implemented to give staff the ability to identify areas of need and areas where improvement has been made. This department is vital to the health and welfare of all Cleveland Heights residents.

*The committee recommends full funding for this program.*

**COMMERCIAL AREAS SUBCOMMITTEE**

**Committee Members:** Donalene Poduska, chair; Kim DeNero-Ackroyd, vice chair; Dawn Ellis; André Witt

**Meeting Date:** Thursday, August 23, 2018 with all members present

<b><u>Appliant/Program or Project YR 45</u></b>	<b><u>Request</u></b>	<b><u>Recommendation</u></b>	<b><u>Vote</u></b>
City of Cleveland Heights – 2019 ADA Ramp Construction	\$200,000	\$200,000	4-0
Cedar-Taylor Development Association -Streetscape	\$20,000	\$10,000	4-0
Future Heights – Cedar-Lee Mini-Park	\$15,000	\$15,000	4-0
Severance Tower Local Advisory Council Board -Vegetable and Flower Gardens	\$10,800	\$10,800	4-0
City of Cleveland Heights – Economic Development Programs	\$401,200	\$301,000	4-0

**Name of Applicant and Program:** City of Cleveland Heights –2019 ADA Curb Ramp Construction

**Funding Request:** \$200,000

**Subcommittee Recommendation:** \$200,000

**Subcommittee Vote:** 4-0

**Project Description:** The project consists of the removal and replacement of curb ramps throughout the city to transition the existing non-compliant curb ramps to ramps that are compliant with the Americans with Disabilities Act. There are approximately 900 curb ramps in the city needing to be replaced. When using federal dollars on major streets, the project has been addressed. The Complete Streets Policy passed by City Council requires that the practice be extended to local streets. Six-inch thick concrete will be used for the curb ramps. Cast iron detectable warning plates will be used instead of continuing to use the composite truncated domes. Ramps will be replaced on the streets being resurfaced as well as the worst ramps in the city. Mayfield Road will have ramps completed as a part of the Mayfield Signalization Program.

**Recommendation Rationale:** ADA Compliance is an important need for our community. This is a project that must be done. We need to improve the accessibility to persons with special needs. Our sidewalks should be available to everyone, including those with disabilities and special needs.

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**Name of Applicant and Project:** Cedar-Taylor Development Association Streetscape

**Funding Request:** \$20,000

**Subcommittee Recommendation:** \$10,000

**Subcommittee Vote:** 4-0

**Project Description:** The Cedar-Taylor Development Association is requesting \$20,000 for continuation of streetscape improvements and enhancements. They are looking into additional lighting in order to make a more visible neighborhood. There are 50 businesses on both sides (Cleveland Heights and University Heights); 60% are in Cleveland Heights. Twenty to twenty-five businesses have contributed over the years; there are no dues. The feedback on the improvements that have been done in the past has been positive. The merchants really like the plantings the most but are also happy with the signage in the neighborhood.

**Recommendation Rationale:** The Cedar-Taylor Development Association seems to still be working on the 2014 streetscape plan. They are looking into additional lighting. Since there was not a more definitive plan given for the \$20,00 request, we recommend \$10,00 for the lighting elements.

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**Name of Applicant and Project:** Future Heights – Cedar-Lee Mini-Park Placemaking Project

**Funding Request:** \$15,000

**Subcommittee Recommendation:** \$15,000

**Subcommittee Vote:** 4-0



**Project Description:** Future Heights will lead the transformation of an under-realized public right-of-way into a welcoming and public gathering space for the Cedar-Lee Business District. The project will have two phases: phase I: engagements, visioning, and interim improvements; phase II: permanent improvements. There have been cleanups and plantings make an attractive landscape. Future Heights has agreed to assume responsibility for the site. In addition, in 2017 a group of residents organized Friends of Cedar-Lee Mini-Park. It started with 7 and this year increased to 17. The water line goes down the middle of the park and needs relocation for the desired water fountain. Additional seating is wanted, including some for people with physical difficulties. Tables such as café-type would be good for socializing. There needs to be a bike rack. The City should be considering the major repair, or even better, replacement of the steps from the parking lot into the mini-park and improving the ramp.

**Recommendation Rationale:** There are improvements in the looks of the mini-park. A Future Heights volunteer will lead the effort with assistance from the Future Heights staff. The subcommittee believes that there is leadership to oversee the project with volunteers helping. The city of Cleveland Heights and the Cedar-Lee Special Improvements District have given enthusiastic support. The \$15,000 will be used wisely as more improvements are made to the mini-park.

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**Name of Applicant and Project:** Severance Tower Local Advisory Board – Residents Vegetable Gardens, Flower Gardens, and Patio Improvement

**Funding Request:** \$10,800

**Subcommittee Recommendation:** \$10,800

**Subcommittee Vote:** 4-0

**Project Description:** The Severance Tower Local Advisory Board is a volunteer board made up from residents who live in the building. The building houses seniors or residents with disabilities. The residents have a community garden of about 15 box beds at ground level. They want to raise the beds up to 3 to 3.5 feet tall so that residents don't have to bend over. It would make it safe for those in wheelchairs or walkers; they wouldn't be falling. Residents in wheelchairs could go right up to them as could those in walkers. Even those not

having to use mobility assistance would find it easier to garden. They would also like to improve their flower planters; some who don't grow vegetables, but use the beds have expressed interest in using planters. They would like to increase the variety of vegetables/plants that they grow. They have been trying to educate residents about healthy eating. To protect their plants, they would like to get some deer fencing. They also need something that can be put down after it rains so that wheelchairs and walkers don't get stuck in the mud and others have safer "ground" on which to walk. They would also like to have some benches/chairs for those who come out of their units to enjoy being outdoors and to socialize. It has been a small, dedicated group working on this project, but they hope to increase participation.

**Recommendation Rationale:** The subcommittee is enthusiastic about this project and didn't hesitate to recommend funding the request in full. Funds have been cut for transportation. At least, during the growing season, the residents are able to have fresh vegetables/produce. Good decisions have been made on what to plant and what they would like to add to the gardens. The project will improve the quality of life for those residents who are low-to-moderate income in addition to being seniors. The subcommittee would like to see City staff give the group some guidance on approaching businesses for assistance in the project.

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**Name of Applicant and Project:** City of Cleveland Heights Economic Development Programs

**Funding Request:** \$401,200

\$140,200	Economic Development Administration
\$11,000	Storefront Consultants
\$125,000	Storefront Renovation Loans
\$125,000	Storefront Renovation Rebates

**Subcommittee Recommendation:** \$301,200 (reducing Storefront Renovation Loans and Rebates to \$75,000 each)

**Subcommittee Vote:** 4-0

**Project Description:** The funds for Economic Development Administration help support the day-by-day administration of City staff related to economic development programs on a 50/50 cost share with the City. The Storefront Renovation Loans, Storefront Renovation Rebates, and the Storefront consultants are 100% supported by CDBG funding.

The Economic Development Program's mission is to coordinate and implement a comprehensive plan that manages and supports the social, economic, and physical development and re-development of the City. Using CDBG funds the Department is charged with the removal of slum and blight from the City's commercial districts as well as facilitating the creation of jobs for low-to-moderate income people.

The Department is requesting funds for consultants who provide free design services for storefronts being renovated. The Department is also requesting additional funding for storefront renovation loans and rebates for possible new projects.

**Subcommittee Rationale:** The subcommittee sees the value in the Economic Development Department having two full-time economic development staff plus assistance from the Planning Department staff to coordinate storefront renovation projects. Thus, we recommend full funding of \$140,200 for Economic Development Administration and \$11,000 for Storefront Consultants.

The subcommittee has concerns about how storefront renovation loans and rebates are granted. What criteria are used to determine which projects will be assisted? How is abuse of program prevented? The subcommittee would like to see more governance and guidance given on the loans and rebates. We do not want these programs taken advantage of just because they are available. We want the programs to be used for those who really need the assistance as they strive to meet the needs of Cleveland Heights residents and are investing in our community. The subcommittee recommends \$25,000 for the Storefront Renovation Loans and \$25,000 for Storefront Renovation Rebates.

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CAC was reminded that the next meeting will be on Thursday, September 13<sup>th</sup> at 7:00 p.m. in the Executive Conference Room. The committee will make their final recommendations at that time.

Chairman Titchenal thanked the subcommittees for their reports.

With no further business to discuss, the meeting was adjourned at 9:30 p.m.

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Stephen Titchenal, Chair

Cory Farmer, Secretary