

**ORDINANCE NO. 2021-045**

**AN ORDINANCE APPROVING A REQUEST FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ASSISTANCE FOR FISCAL YEAR 2021 UNDER TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED, INCLUDING THE PY2021 ANNUAL ACTION PLAN AND AUTHORIZING THE EXECUTION AND FILING OF THE PY2021 ANNUAL ACTION PLAN, INCLUDING RELATED CERTIFICATIONS, AND UPON AWARDING OF THE GRANT, AUTHORIZING APPROPRIATION OF FUNDS AND DECLARING AN EMERGENCY.**

**WHEREAS**, under provisions of Title I of the Housing and Community Development Act of 1974, as amended (which title is hereinafter referred to as the "Act") and the regulations promulgated there under (24 CFR Parts 58 and 570, hereinafter referred to as the "Regulations"), the Secretary of the Department of Housing and Urban Development (hereinafter referred to as the "Secretary") is authorized to make grants to units of general local government to help finance community development programs (as that term is defined in the Act and Regulations); and

**WHEREAS**, the Secretary has notified the City of Kent of its eligibility to apply for HUD/CDBG funds in the amount of \$302,337 for Program Year 2021; and

**WHEREAS**, the City proposes to apply for such a grant for Program Year 2021 and has, in that connection and as required by and pursuant to the Act and Regulations, prepared its PY2021 Annual Action Plan marked Exhibit "A" and on file in the City Council office, which contains local objectives, identification of housing, homeless and non-housing community development priorities, a description of activities to be undertaken, a local community development budget, and certifications in the form of assurances; and

**WHEREAS**, this Council has duly reviewed and considered the PY2021 Annual Action Plan, as well as the comments and recommendations of the public and City administrative and planning officials.

**NOW, THEREFORE BE IT ORDAINED** by the Council of the City of Kent, Portage County, Ohio, that:

**SECTION 1.** This Council hereby finds and determines that the PY2021 Action Plan gives maximum feasible priority to activities which benefit low-to-moderate income persons or aids in the elimination or prevention of slum and blight and the PY2021 Action Plan includes those activities to be undertaken by the City with the funds provided for the 2021 Program Year that meet the housing and community development needs and objectives allowed by the Act and Regulations and identified in the City's 2020-2024 Five Year Consolidated Plan.

**SECTION 2.** That the City Manager, being the chief executive officer of the City as that term is defined in the Act and Regulations, is hereby designated as the authorized representative of the City to act in connection with the grant request and to provide such additional documentation or certifications as may be required by the Secretary or by other responsible agencies.

**SECTION 3.** That this Council hereby finds and determines that the City, in preparing its PY2021 Annual Action Plan, has complied with the applicable requirements of the Act and Regulations, and this Council hereby approves the PY2021 Annual Action Plan, together with all related documentation for submission to the Secretary.

**SECTION 4.** That this Council hereby directs that the City in carrying out the Program shall continue to comply with applicable requirements of the Act and Regulations and of other applicable laws, including, among others, requirements with respect to civil rights and anti-discrimination, citizen participation, relocation and land acquisition, environmental protection, cost accounting and administration, federal labor standards, flood control, conflicts of interest, political activity of employees, access to books and records and the requirements of giving maximum feasible priority to activities which will benefit low and moderate-income families or aid in the prevention or elimination of slums or blight, and this Council hereby authorizes the City Manager to execute and file with the Secretary certifications in such forms as the Secretary may prescribe, which will provide assurances concerning the foregoing matters, and concerning such other

matters as may be required by the Secretary in connection with carrying out the Community Development and Housing Program.

**SECTION 5.** That this Council hereby authorizes the City Manager to consent to assume the status of a responsible federal official under the National Environmental Policy Act of 1969, insofar as the provisions of such act apply to the Secretary's responsibilities for environmental review, decision making and action to be assumed and carried out by the City Manager and authorizes the City Manager to consent on behalf of the City to accept the jurisdiction of the Federal courts for the purpose of carrying out the program. The City Manager is authorized to execute and file requests for release of funds and related certifications and prepare and file such other documents and take such other actions in connection with the environmental review process as may be required by the Act, the Regulations, particularly the regulations contained in 24 CFR Part 58, and by the National Environmental Policy Act of 1969.

**SECTION 6.** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

**SECTION 7.** That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: May 19, 2021  
Date

Jerry T. Fiala  
Jerry T. Fiala  
Mayor and President of Council

EFFECTIVE: May 19, 2021  
Date

ATTEST: Amy Wilkens  
Amy Wilkens  
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. 2021-045 ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON May 19, 2021.

Amy Wilkens  
AMY WILKENS  
CLERK OF COUNCIL



# CITY OF KENT, OHIO

## DEPARTMENT OF COMMUNITY DEVELOPMENT

**Date:** February 23, 2021

**To:** Dave Ruller, City Manager

**Cc:** Bridget Susel, Community Development Director; Amy Wilkens, Clerk of Council, Patti Long, Assistant to the City Manager, PY2021 CDBG Action Plan File

**From:** Kathy Petsko, Grants & Neighborhood Program Coordinator

**Re:** PY2021 CDBG Funding & Project Recommendations

The City is preparing its funding request for the PY2021 Community Development Block Grant Program (CDBG). The funding request is submitted to the U.S. Department of Housing and Urban Development (HUD) on an annual basis and must include a list of proposed programs that will be implemented with CDBG funding during the year. The City's PY2021 CDBG allocation as determined by HUD, is estimated to be \$303,766. A total of six (6) project proposals were received this year seeking CDBG funding assistance and the total amount of funding requested was \$328,582. Based on a review of these proposals and in consideration of all applicable CDBG regulatory requirements, staff is recommending Council approval of the below projects and amounts at its May meeting. Formal approval in May allows time for a public comment period and a second public hearing to take place prior to authorization.

### 1. City of Kent, Engineering Department – Walnut Street Reconstruction

This activity provides funding to assist with the design and full depth reconstruction of Walnut Street from Cherry Street to Dodge Street. The work involves new sidewalks, concrete curb and gutter, a waterline replacement and storm sewers to improve drainage along the roadway. This is a multi-year project and construction is scheduled for 2020 (Phase 1 – Cherry to Harris) and 2021 (Phase 2 – Harris to Dodge).

Funding Requested: \$170,000  
PY2020 CDBG Funding: \$160,000  
Phase I

**PY 2021 Funding Recommended: \$160,000**

**3. City of Kent, Police Department – Neighborhood Policing Program**

The Neighborhood Policing Program provides additional patrols and police visibility primarily in low-to-moderate income neighborhoods and in assisted housing complexes. The program has a goal of improving communication, trust and understanding between residents and the Police Department. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$18,000  
PY2020 CDBG Funding: \$18,000

**PY 2021 Funding Recommended: \$18,000**

**4. CAC of Portage County – Furnace Inspection/Targeted Replacement Program**

The applicant is requesting funding from the CDBG program to continue its “Kent Furnace Inspection/Targeted Replacement Program” that provides the services of furnace inspections, tune-ups, or the replacement of failing or inefficient furnaces and/or hot water tanks for low-to-moderate income Kent households.

Funding Requested: \$35,000  
PY2020 CDBG Funding: \$35,000

**PY 2021 Funding Recommended: \$35,000**

**5. Family & Community Services – Homeless Shelter Services**

The Homeless Shelter Services program provides services at Miller Community House an emergency homeless shelter. Funding helps pay for shelter nights spent by Kent residents including needed case management, counseling and housing placement. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$15,000  
PY2020 CDBG Funding: \$15,000

**PY 2021 Funding Recommended: \$15,000**

**6. Family & Community Services – HVAC Replacements at Safe Path & Currie Hall**

Family & Community Services is requesting CDBG funds to replace fourteen (14) aging heating and cooling units at two of their housing locations – Safe Path, a transitional housing facility for individuals and families experiencing domestic violence, and Currie Hall, a transitional housing facility for individuals experiencing homelessness. The project will benefit low- to moderate-income residents of the city of Kent.

Funding Requested: \$55,000.52  
PY2020 CDBG Funding: \$40,000  
Unprogrammed Prior Year Funds: \$10,000

**PY 2021 Funding Recommended: \$45,000**  
Unprogrammed Prior Year Funds: \$5,000

**7. Ohio Small Business Development Center – Small Business Counseling**

Funds will be used to provide one-to-one business counseling, as well as business workshops/training, to low- to moderate-income residents of the City of Kent.

Funding Requested: \$5,000                      **PY 2021 Funding Recommended: \$5,000**  
PY2020 CDBG Funding: \$5,000

**8. City of Kent, Community Development – Administration**

These funds are used to cover grant administration costs such as the cost of staff, supplies, advertising, postage, copying, travel costs for trainings, and other related costs. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: N/A                      **PY 2021 Funding Recommended: \$6,500**  
PY2020 CDBG Funding: \$6.766

**9. Fair Housing Consultant– Fair Housing Services**

These funds will be used to cover the cost associated with the provision of fair housing service. The consultant will provide counseling in the areas of housing discrimination and landlord-tenant issues. They'll investigate fair housing complaints and provide a variety of public education and outreach services in the City. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: \$19,000                      **PY 2021 Funding Recommended: \$19,000**  
PY2020 CDBG Funding: \$19,000

A spreadsheet summarizing the requested and recommended funding amounts has been attached for review. Copies of all submitted PY2021 CDBG proposals also are available for review at the Community Development Department.



**PY2021 CDBG Allocation (8-1-21 to 7-31-22)**

Applicant	Project	CDBG Request	2021 Funding Recommended	Funds Awarded in PY2020
CAC	Targeted Furnace Replacement	\$ 35,000	\$ 35,000	\$ 35,000
Engineering Department	Walnut St. Phase I and II	\$170,000	\$170,000	\$160,000
F&CS	HVAC Replacement	\$ 50,000	\$ 50,000	\$ 10,000
F&CS	Homeless Shelter Services	\$ 15,000	\$ 15,000	\$ 15,000
Kent Police Department	Neighborhood Policing	\$ 24,000	\$ 18,000	\$ 18,000
Ohio Small Business Dev. Center	Small Business Counseling	\$ 5,000	\$ 5,000	\$ -
Administration (2011-07)	Administration	\$	\$ 16,582	\$ 30,000
Fair Hsg Contact Serv. (2011-08)	Fair Housing	\$	\$ 19,000	\$ 19,000
<b>TOTAL</b>		<b>\$ 299,000</b>	<b>\$ 328,582</b>	
<b>Anticipated 2021 Allocation:</b>	<b>\$ 303,720</b>			
Public Service Cap (15%):	\$ 45,558		\$ 38,000	33000
Administration Cap (20%):	\$ 60,744		\$ 35,582	30766