



May 11, 2026
Special Meeting
7:45 PM

Cleveland Heights City Hall
Council Chambers
40 Severance Cir
Cleveland Heights, Ohio

AGENDA - CLEVELAND HEIGHTS CITY COUNCIL MEETING

- 1) Meeting called to order by Council President
- 2) Roll Call of Council Members
- 3) Excuse absent members
- 4) **LEGISLATION**

Note: The title for each piece of legislation contains a parenthetical reference to the Council Committee within which the subject matter of the legislation falls. Council Committees are abbreviated as follows: (AS)-Administrative Services; (COTW)-Committee of the Whole; (CRR)-Community Relations and Recreation; (F)-Finance; (HB)-Housing and Building; (MSES)-Municipal Services and Environmental Sustainability; (PD)-Planning and Development; (PSH)-Public Safety and Health. See Resolution 97-2022 for a list of Council Committee subject matter areas.

a. First Readings – Consideration of Adoption Requested

ORDINANCE NO. 099-2026(AS): First Reading. An Ordinance consenting to the Mayor's designation of an existing board, commission, or committee of the City to serve as the City's Housing Advisory Board, and the appointment of additional members if necessary, in accordance with Ohio Revised Code Chapter 176; and declaring the necessity that this legislation become immediately effective as an emergency measure.

Introduced by Mayor Petras

- 5) **Adjournment**

NEXT MEETING OF COUNCIL: DATE



Memorandum

To: City Council Members
From: Chris Heltzel, Deputy Law Director
Date: May 11, 2026
Re: Housing Advisory Board

Before a municipality expends moneys raised by taxation to provide, or assist in providing, housing pursuant to Section 16, Article VIII of the Ohio Constitution, R.C. Chapter 176.04 requires that the municipality do the following.

1. Establish *or designate* a housing advisory board pursuant to R.C. 176.01, or enter into an agreement with a contiguous or overlapping political subdivision for the services of their housing advisory board;
2. Thirty days prior to the approval of it by the legislative authority, submit to the housing advisory board a local comprehensive plan for the development and maintenance of affordable housing within the boundaries of the municipality; and
3. Submit to the housing advisory board a written description of a project's purposes to which the proceeds of the proposed general obligations or the moneys raised by taxation are proposed to be applied. The housing advisory board must have this description for at least 15 days before the legislative authority adopts the comprehensive plan.

Per R.C. 176.04(D), the housing advisory board shall advise (provide comments and recommendations to the legislative authority) as to: 1) the consistency of a project with the comprehensive plan, 2) the extent to which any project or may displace households that consequently may need relocation assistance, 3) the length of time for which a project will remain affordable to any targeted income group, and 4) the extent to which any lending program is available, in whole or in part, from private lenders upon reasonably equivalent terms and conditions.

Per R.C. 176.01, every housing advisory board shall include balanced representation of each of the following groups located within the political subdivisions served by the board:

1. Institutions that lend money for housing;
2. Nonprofit builders and developers of housing;
3. For-profit builders and developers of housing;
4. For-profit builders and developers of rental housing;
5. Real estate brokers licensed under R.C. Chapter 4735;
6. Other persons with professional knowledge regarding local housing needs and fair housing issues within the municipality;

7. Residents of areas of the municipality served by the board that could receive housing assistance from the municipality;
8. Any metropolitan housing authority operating within the municipality
9. Elected officials of the municipality; and
10. Other groups that the appointing authority determines necessary to provide balanced advice on housing plans and programs.

The Mayor, subject to the consent of Council, can either 1) appoint a housing advisory board, or 2) designate an existing board, commission, committee to serve as the housing advisory board, or contract with an adjoining or overlapping political subdivision for participation in their housing advisory board. If the Mayor chooses to designate an existing board, and if necessary to achieve the balance described above, the Mayor shall appoint additional members to serve with, or in an advisory capacity, when it meets as a housing advisory board. Then, within thirty days following its first meeting, the housing advisory board must notify the department of development in writing of the formation of the board and its initial members, then provide reports and information regarding the board's activities as the department may require.

Proposed: 05/11/2026

ORDINANCE NO. 099-2026(AS), *First Reading*

By Mayor Petras

An Ordinance consenting to the Mayor's designation of an existing board, commission, or committee of the City to serve as the City's Housing Advisory Board, and the appointment of additional members if necessary. In accordance with Ohio Revised Code Chapter 176; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, the City of Cleveland Heights, Ohio ("City") has historically contracted with the Home Repair Resource Center ("HRRC") to administer a down payment assistance program ("DPA Program"), which was funded exclusively through federal grants;

WHEREAS, through passage of Resolution No. 236-2024, this Council authorized a subaward of One Hundred Fifty Thousand Dollars (\$150,000) from funds awarded to the City under the American Rescue Plan Act of 2021 ("ARPA") to continue funding of the DPA Program;

WHEREAS, through passage of Ordinance No. 218-2024, this Council appropriated a portion of the City's ARPA award for the payment of eligible employee salaries, and earmarked the General Fund monies previously appropriated for that purpose to, in part, continue several of the City's ARPA programs beyond the ARPA expenditure deadline of December 31, 2026;

WHEREAS, through passage of Resolution No. 137-2025, this Council authorized the Mayor to execute a contract with HRRC for the purpose of supplementing the DPA Program funding with an additional Six Hundred Thousand Dollars (\$600,000) of the earmarked General Fund monies;

WHEREAS, Ohio Revised Code Section 176.04 provides, in part, that no municipal corporation shall expend moneys raised by taxation to provide, or assist in providing, housing until the legislative authority of the municipal corporation has approved a comprehensive plan for the development and maintenance of affordable housing within the boundaries and a written description of the purposes to which the moneys raised by taxation are proposed to be applied ("Housing Plan");

WHEREAS, the Housing Plan must first be reviewed by a Housing Advisory Board, which shall incorporate its comments and recommendations before submitting the Housing Plan to the legislative authority;

WHEREAS, Ohio Revised Code Section 176.01 requires a legislative authority to consent to a mayor's designation of an existing board to serve as a Housing

ORDINANCE NO. 099-2026(AS)

Advisory Board and the appointment of additional members when necessary to achieve the balanced representation required by R.C. 176.01(C).

WHEREAS, this Council established the Community Reinvestment Area Housing Council ("Housing Council") through the adoption of Ordinance No. 77-2018.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cleveland Heights, State of Ohio that:

SECTION 1. This Council hereby consents to the Mayor's designation of the Housing Council to serve as the City's Housing Advisory Board, and the Mayor's appointment of additional members, if necessary, for the purpose of achieving the balanced representation required by R.C. 176.01(C), provided that any additional members shall not be considered part of the Housing Council and shall be appointed no later than May 15, 2026.

SECTION 2. The Housing Advisory Board shall perform all duties and functions enumerated by, and in accordance with, R.C. Chapter 176, and all meetings of the Housing Advisory Board shall be noticed and conducted separately from any meetings of the Housing Council.

SECTION 3. The Director of Planning shall submit a Housing Plan to the Housing Advisory Board not later than May 15, 2026, and the Housing Advisory Board shall submit all comments and recommendations to Council not later than June 8, 2026.

SECTION 4. Members of the Housing Advisory Board shall serve without compensation.

SECTION 5. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 6. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights, or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 7. It is necessary that this Ordinance become immediately effective as an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the City by limiting the interruption of services under the program beyond what is necessary. Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Ordinance shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and

ORDINANCE NO. 099-2026(AS)

be in force from and after the earliest time allowed by law.

TONY CUDA
President of Council

ADDIE BALESTER
Clerk of Council

PASSED:

Presented to Mayor: _____ Approved: _____

JIM PETRAS
Mayor