



## **MINUTES**

**CUYAHOGA COUNTY COMMUNITY DEVELOPMENT & HOUSING  
COMMITTEE MEETING  
MONDAY, APRIL 28, 2025  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
10:00 AM**

### **1. CALL TO ORDER**

**Vice Chairman Jones called the meeting to order at 10:05 a.m.**

### **2. ROLL CALL**

**Mr. Jones asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Jones, Kelly and Schleper were in attendance and a quorum was determined. Committee member Simon arrived after the roll call was taken. Committee Chairman Houser was absent.**

### **3. PUBLIC COMMENT**

**There were no public comments given.**

### **4. APPROVAL OF MINUTES FROM THE MARCH 31, 2025 MEETING**

**A motion was made by Mr. Kelly, seconded by Mr. Schleper, and approved by unanimous vote to approve the minutes from the March 31, 2025 meeting.**

### **5. MATTERS REFERRED TO COMMITTEE**

- a) R2025-0162: A Resolution authorizing a contract with CHN Housing Capital in the amount not-to-exceed \$872,431.00 for administration of the Down Payment Assistance Program to eligible homebuyers in Cuyahoga Urban County communities and the City of Parma for the period 5/1/2025 – 4/30/2027; authorizing the County Executive to execute Contract No. 5141 and all other documents consistent with said

award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

**Ms. Kellie Glenn, Administrator for the Department of Housing and Community Development, addressed the Committee regarding Resolution No. R2025-0162. Discussion ensued.**

**Committee members asked questions of Ms. Glenn pertaining to the item, which she answered accordingly.**

**On a motion by Mr. Kelly with a second by Mr. Schleper, Resolution No. R2025-0162 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- b) O2025-0001: An Ordinance amending Section 714.02(E) of the Cuyahoga County Code to prioritize municipal corporations and townships in Cuyahoga County when evaluating applications to the Cuyahoga County Community Development Supplemental Grant ("CDSG") Program.

**There was no legislative action taken on Ordinance No. O2025-0001.**

#### **6. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

#### **7. ADJOURNMENT**

**With no further business to discuss, Vice Chairman Jones adjourned the meeting at 10:12 a.m., without objection.**