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Board of Commissioners

Documenter name: Kellie Morris

Agency: [Cuyahoga Metropolitan Housing Authority](#)

Date: Oct. 2, 2024

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Summary

- CHMA is making progress with the projects to provide more housing.
- CMHA has received awards for some residential programming.

Follow-Up Questions

- Is the application process different for certain types of CMHA housing (apartments, homes, etc.)?
- Do CMHA residents receive vouchers or credits to assist with the cost of utilities that lower the amount paid in rent to CMHA?
- Are the rental rates for all CMHA housing units dictated by ZIP code?

Notes

The meeting was opened on time by Chair Stephanie Y. Pope-Earley with two other commissioners present. Commissioner Joseph Black arrived late. All commissioners attended the meeting with the exception of Commissioner Robert E. Davis. Also in attendance was CEO Jeffery K. Patterson, Chief General Counsel Terry Billups, Executive Administrative Officer & Board Liaison Carla Haren and President of the [Progressive Action Council](#) Lillian Davis.

For more information about the board of commissioners, please visit:
https://www.cmha.net/about_us/board/index.php.

The [agenda](#) was followed as posted.

Pope-Earley announced that the following committee reports would be submitted to each board member for review:

- A. Safety Committee - Andrés González, chief of Police
- B. Personnel Committee - Ronaye Steele, director of Human Resources

- C. Resident Affairs Committee - Nadine D. Head, commissioner
- D. Finance Committee - Stephanie Y. Pope-Earley, chair
- E. WRRMC committee - Matthew Schmidt, director of Modernization and Development
- F. Audit Committee - Stephanie Y. Pope-Earley, Chair
- G. Progressive Action Council - Lillian Davis, PAC president

CEO report

Patterson opened with an announcement regarding the Oct. 1 ribbon cutting and groundbreaking for the \$25 million construction of 64 units as part of the Woodhill Choice project. It is scheduled for completion in 2025.

He also announced the Oct. 25 art in the community ceremony as well as the Oct. 29 date for the groundbreaking of the fourth and final phase of Sankofa Village. He also gave updates on projects for Carver Park and Wade Park renovations. His final remarks regarding properties was that the implementation of the new federal inspection standards has been delayed until Oct. 1, 2025.

Patterson reported on various job fairs attended by CMHA staff and residents. CMHA also won several awards from the [National Association of Housing and Redevelopment Officials](#) and the [Northern Ohio Apartment Association](#) for residential programming etc.

Lanette Crawford and Donald Butler were acknowledged as CMHA's employee and manager of the month, respectively.

Resolutions

There were nine resolutions presented under new business. All resolutions were adopted unanimously. The resolutions were as follows:

A. Resolution: This resolution authorizes and adopts changes to the Cuyahoga Metropolitan Housing Authority's Housing Choice Voucher Program Administrative Plan. The presenter, Dorivette Nolan, chief of Policy, Planning and Voucher Administration, explained that there will be vouchers for the unhoused population as well as participants of the [First Year Cleveland program](#). There were no questions from the board members.

B. Resolution: This resolution authorizes and adopts changes to the Cuyahoga Metropolitan Housing Authority Admissions and Continued Occupancy Policy.

Commissioner Black requested additional explanation, and Nolan explained this resolution is to align with U.S. Department of Housing and Urban Development (HUD) regulations, specifically changes to the [Housing Opportunity Through Modernization Act \(HOTMA\)](#). One proposed HOTMA change would increase rent for some tenants. Currently, medical expenses over 3% of a tenant's adjusted monthly income are deducted from their rent cost. This change – which Nolan later said [is being postponed](#) – would raise that threshold from 3% to 10%. There would be a phasing-in period. Additionally, Nolan said the region is now a “mandated small area, fair market rent area.” Rather than being able to choose from the higher of the full metropolitan area's fair market rent or that of the specific ZIP code for the amount of subsidy that goes to owners, they are restricted to using only the ZIP code's fair market rent.

C. Resolution: This resolution authorizes and adopts the Cuyahoga Metropolitan Housing Authority's Public Housing Agency Plan and Capital Fund Program Annual Statement and Five-Year Action Plan for Fiscal Year 2025. Nolan explained that the new CMHA strategic plan has been drafted and is due to be submitted to HUD digitally by Oct. 17. The five-year plan will end in 2029. She said that CMHA has been required to prepare these plans for the last 26 years.

D. Resolution: This resolution was for authorization to award a contract for two years. The new contract between CMHA and Emphasys Computer Solutions for software licensing and historical record look-up is not to exceed \$294,616. It would end on Dec. 31, 2025. Claire Russ, chief of Agency Analytics, Inspections and Technology, answered questions from Commissioner Black regarding liabilities regarding the transfer of sensitive data and cyber security. Russ replied that the conversion had already been completed, but a transition plan will be needed for future data access.

E. Resolution: This resolution was to authorize the Cuyahoga Metropolitan Housing Authority to revise and replace the current Utility Allowance Schedules of Administrative Order 35.0 with new Utility Allowances Schedules. Bo Truett, director of Financial Services, explained that residents will see a “modest decrease” in allowances beginning Dec. 1, 2024. HUD requires CMHA to do this anytime there is a change within 10% of the utility market rates, Truett said. Commissioner Howard asked if residents will receive notifications. Truett said yes. Siemens currently holds a contract with CMHA to calculate utility consumption amounts. This resolution applies to individually metered properties, not ones where utilities are paid for by CMHA.

F. Resolution: This resolution was to authorize repairs for fire damage sustained to a unit and subsequent water damage on April 21. It allows 2045 Transformation, LLC to award a

contract to Anthony Flooring Company, LLC for the Fire Casualty Loss Repairs at Beachcrest B Apartments in an amount not to exceed \$128,000. Matthew Schmidt, director of Modernization and Development, presented the resolution.

G. Resolution: This resolution was presented by Schmidt. It is to remove and replace air conditioning units at Addison Square High Rise in an amount not to exceed \$264,239. It allows 2045 Transformation, LLC to award a contract to Automatic Mechanical Corp.

H. Resolution: This resolution, presented by Schmidt, authorizes the Cuyahoga Metropolitan Housing Authority to enter into agreements and execute documents with Cedar Redevelopment Phase IV LLC to construct 50 residential units at Cedar Redevelopment Phase IV with a transfer of assistance from Olde Cedar pursuant to the Rental Assistance Demonstration program.

I. Resolution: This resolution was to authorize the Cuyahoga Metropolitan Housing Authority to award a five-year contract to Calpine Energy Solutions, LLC. Calpine currently holds the contract. CMHA seeks to enter the agreement at this time to avoid a projected increase in the cost of electricity “supply and capacity.” The contract would be to provide retail electric services for the period beginning Jan. 1, 2026, for five years, in an amount not to exceed \$22,000,000. The presenter, Jeffrey Wade, chief of staff/special counsel to the CEO, said that the “capacity component” of electricity costs is projected to increase “ninefold.” He also said that the cost of utilities is among the three highest expenses for CMHA. He said that this resolution is simply an effort to aggregate costs.

There were no speakers for public comment. “If you would like to address the CMHA Board of Commissioners at an upcoming meeting, please complete and submit the [2024 Public Comment Form](#).” (Statement taken from the CMHA Board of Commissioners website.)

Executive Session

The board entered into Executive Session at approximately 5 p.m. and returned with one resolution for consideration at approximately 5:40 p.m. The board agreed unanimously to retain counsel to defend CMHA executives in litigation.

The meeting was adjourned at approximately 5:43 p.m. The next meeting is scheduled for Nov. 6.

If you believe anything in these notes is inaccurate, please email us at

clDOCUMENTERS@gmail.com with "Correction Request" in the subject line.