



MEMORANDUM

TO: Chairman and Members of the County Council
Steve Ehlmann, County Executive

FROM: Michael Hurlbert, AICP, Director of Community Development

SUBJECT: Items for October 25, 2021 County Council Meeting: CDBG agreements with the City of St. Charles

DATE: September 30, 2021

SUMMARY

The purpose of this bill is to authorize the County Executive to sign Community Development Block Grant (CDBG) agreement with the City of St. Charles in anticipation of the U.S. Department of Housing and Urban Development (HUD) releasing 2021 CDBG funds. The City of St. Charles joined the St. Charles Urban County beginning January 1, 2018, and by the City of St. Charles joining the Urban County, the Urban County's revenue rose from about \$656,116 in 2017 to \$1,112,491 in 2018. Urban County's 2021 revenue is \$1,122,662.

BACKGROUND

St. Charles County is the responsible agency for the St. Charles Urban County, a cooperative arrangement allowing nine jurisdictions (the City of St Charles, City of St. Peters, City of Lake St. Louis, City of Cottleville, City of Wentzville, City of Weldon Spring, City of New Melle and Unincorporated St. Charles County) to collectively receive Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development (HUD). Since June 1, 2017, the City of St. Charles has been administering CDBG programs on behalf of the Urban County.

For the City of St Charles to continue administering St Charles Urban County CDBG programs, the following agreement must be signed by St Charles County and City of St. Charles:

- **2021 Program Administration Agreement:** a one-year agreement to administer the Urban County's CDBG program reflecting the Urban County's 2021 Annual Action Plan. A related Professional Administrative Services agreement between the City and County remains in effect through Dec 31, 2021 and it will be automatically renewed for 2022.

Pursuant to the agreement between the County and the City of St Charles in forming the Urban County (authorized in 2017 by ordinance 17-055), the City of St Charles receives CDBG funding for city programs in a mutually agreed amount as set in 2021 Annual Action Plan (AAP) (authorized in 2021 by ordinance 21-064). Based upon funding allotments for 2021, City of St Charles will receive a total amount of \$243,510 (\$146,510 of general administration and 97,000 for Urban County Home Improvement Loan Program administration).

The City's programs (home improvement forgivable loans to income qualifying owners, code enforcement services to eligible residents, transportation assistance to those who are elderly, disabled, or low income who are unable to drive or do not have a vehicle, senior services (Meals on Wheels) to eligible residents of the City and the Coordinated Entry assistance for homeless County residents) are combined with Urban County programs as defined in AAP 2021 and therefore, no subrecipient agreement will be required.

RECOMMENDATION

County staff requests that the County Council approve the attached bill authorizing the County Executive to execute the 2021 Program Administration Agreement to cover the period of January 1, 2021 to December 31, 2021 (EXHIBIT A)