DATE: April 03, 2020

TO: Steve Ehlmann, County Executive
    Joann Leykam, Director of Administration

CC: Ardita Roark, County Counselor

FROM: Michael Hurlbert, AICP, Director of Community Development

RE: 2020 CDBG Annual Action Plan

I am submitting the following items for your review. If it is acceptable, I request this item be forwarded to the County Council’s Office in order to be placed on the April 27, 2020 County Council agenda.

1. Approval of the 2020 Annual Action Plan and Authorization for the County Executive to sign various certifications in conjunction with such plan, pursuant to the U.S. Department of Housing and Urban Development requirements to receive 2020 Community Development Block Grant (CDBG) funds and to authorize the County Executive to execute the 2019 annual funding agreement.

St. Charles County is the responsible agency for the St. Charles Urban County, a cooperative arrangement allowing eight jurisdictions (the City of St. Peters, City of St Charles, City of Lake St. Louis, City of Cottleville, City of Wentzville, City of Weldon Spring, City of New Melle, City of St. Paul 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).

The City of St. Charles joined the St. Charles Urban County by ordinance 17-055 and relinquished its entitlement status beginning January 1, 2018. Before joining to the St Charles Urban County, the City of St. Charles was receiving grant funds directly from HUD and operating its own separate CDBG-funded programs as a separate CDBG entitlement community. In 2019, the Urban County and the City of St Charles received $1,074,952 in CDBG funds collectively. Since The allocations to entitlement jurisdictions are largely dictated by Congress’ annual budget, meaning that funding levels are subject to change each year. The 2020 budget would be $1,098,142.

In 2020, the Urban County is planning to program $1,098,142 in CDBG funds, plus roughly $30,000 in program income. In the likely event that actual funding differs from the estimated
$1,098,142. administrative expenses, transportation services, and the Home Improvement Loan Program would be adjusted accordingly in compliance with HUD rules.

To receive Community Development Block Grant (CDBG) funds, HUD requires that jurisdictions such as the St. Charles Urban County prepare an Annual Action Plan, which provides a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used to address the priority needs and specific goals identified by the Consolidated Plan. The Annual Action Plan identifies the funding amount for various activities planned for 2020.

The Annual Action Plan must conform to the broader goals identified in the adopted Consolidated Plan. St. Charles County’s Consolidated Plan is a component of the St. Louis HOME Consortium with St. Louis County acting as the lead agency. The attached Annual Action Plan for St. Charles Urban County is consistent with the 2016-2020 Consolidated Plan.

Public Participation

A public hearing to identify needs, comments on proposed area of funding, and proposed activities was held on June 21, 2019. The plan has also been available for a 30-day public comment period which expired on July 21, 2019. All comments received and responses are included in the plan.

2020 Annual Plan Summary

The programs proposed in the Annual Action Plan can be broadly categorized in the areas of Neighborhood Stability, including housing rehabilitation, and Public Services, which provides transportation assistance for the elderly or disabled, rent/utility assistance for homelessness prevention. Administration, public services and the neighborhood stability programs comprise 15%, 15% and 70% of 2018 CDBG funding respectively. (HUD rules provide a maximum 20% of funding for administration, and a maximum 15% for public services).

The following summarizes the various activities included in the Annual Plan for FY2018 that fit within one of the two major program areas previously discussed.

SUMMARY OF 2020 CDBG ANNUAL ACTION PLAN
Proposed Programs, Recipients and Funding Amounts

Urban County Administration

Administrative expenses in preparing HUD required activities and administering the County’s CDBG programs. Administrative expenses are 15% of overall funding, which is estimated as $161,242.8. For administering Urban County programs, the City of St. Charles will receive 13% of overall funding with the remaining 2% going to St. Charles County.

St. Charles Urban County: $21,413.8
City of St Charles: $143,307.5
**Home Improvement Loan Program** Sec 570.202(a) (1)

Provides home improvement loans up to $10,000 as a 0% interest, 5-year forgivable loan to qualifying residents eligible based on income, age and disability. The maximum family income cannot exceed low income limits as published in the most current version of the St. Louis, MO-IL HMFA income limits table. Further priority to funding approval will be given to those having family income levels at the very low or lower income ranges as mentioned on the above table. Eligible improvements are restricted to exterior repair and maintenance to include exterior painting, exterior walls and trim, roof repair and replacement, repair to porches and steps, repair to exterior foundation walls, flashing and guttering, window and door replacements, and structural repairs. Site improvements include repair of driveways and sidewalks. HVAC repair and replacement if the system is determined obsolete due to age and is being replaced by a higher efficiency system. Septic system repairs and replacements and lateral sewer line repairs. Weatherization projects to include windows, doors and installation and exterior handicapped accessibility improvements are also allowed.

*Note: The City of St. Peters’ and the City of St Charles’ programs may differ in some aspects of the above description.*

St. Charles Urban County: $240,697.5

City of St Charles: $141,001.9 (plus code enforcement of 70,000, admin of $97,000)

City of St. Peters: $159,000 (plus rehab admin of $1,000)

**Homelessness Prevention Program** (Sec 570.201(e))

Provides temporary assistance for rent and utility payments to prevent homelessness. This program is classified as a public service which HUD limits in total to 15% of funding.

St. Charles Urban County: $25,000

**Rental Rehab/Development Program**

Provides financial assistance to acquire and provide affordable rental housing for seniors, the disabled and veterans.

St. Charles Urban County: $60,000

**Transportation Program** (Sec. 570.201(e))

Provides trips to medical appointments, shopping and essential services for qualifying residents due to age, income, or disabilities and lack access to a vehicle or are unable to drive. This program is classified as a public service which HUD limits in total to 15% of funding.

St. Charles Urban County: $54,721.3

City of St Charles: $10,000

City of St. Peters: $28,500
**Community Services** Sec 570.201(e)

Provides lawn mowing assistance to residents based on age, income and disability. The program runs April-October. This program is classified as a public service which HUD limits in total to 15% of funding.

City of St. Peters: $1,500

**Senior Services**

Provides meals to homebound St. Peters residents through Meals on Wheels program. This program is classified as a public service which HUD limits in total to 15% of funding.

City of St. Peters: $10,000
City of St Charles: $10,000

**Continuum of Care and HIMS Coordinated Entry**

Supports the Continuum of Care Collaborative Grants for addressing the needs of homeless, and support for the coordinated entry of homeless persons into the Homeless Information Management System, (HMIS), and support for the annual Point-In-Time-Homeless Count. This program is classified as a public service which HUD limits in total to 15% of funding.

City of St Charles: $25,000