MEMORANDUM

TO: Steve Ehlmann, County Executive
FROM: Michael Hurlbert, AICP, Director of Community Development
CC: Ardita Roark, County Counselor

SUBJECT: Items for the June 8, 2020 County Council meeting: (1) a public hearing to amend the County’s Consolidated Plan and 2019 Annual Action Plan, and (2) a bill to approve CDBG plans and accept CDBG-CV funding in the amount of $646,001

DATE: May 14, 2020

The Community Development Department hereby submits two items to be placed on the June 8, 2020 County Council Agenda.

- A public hearing to receive final comments on amending the County’s CDBG Consolidated Plan (2016 – 2020) and CDBG 2019 Annual Action Plan, and

The purpose of these amendments is to accept and program supplemental Community Development Block Grant (CDBG-CV) funding from the U.S. Department of Housing and Urban Development (HUD) made available through the Coronavirus Aid, Relief and Economic Security Act (CARES Act). The St. Charles Urban County will receive $646,001 in CDBG-CV funding.
**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 St. Paul, 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). The Urban County was allocated **$1,074,952** in FY2019 CDBG funds and the County’s 2019 Annual Action plan was approved by the County Council through Council Ordinance No. 19-042.

The U.S. Department of Housing and Urban Development has notified the County that it will receive an additional allocation of Community Development Block Grant (CDBG-CV) funds in the amount of **$646,001** to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Donald J. Trump on March 27, 2020.

**Public Comment Period and Process**

The CARES Act affords jurisdictions such as St. Charles County the latitude to adopt CDBG plans and programs with compressed timelines and alternative means for public input such as remote participation. A revised CDBG Citizen Participation Plan has been placed on the County Council’s May 27, 2020 consent agenda and which will allow public comment periods as short as five days when responding to declared disasters and states of emergency. The County is holding a public comment period on these plan amendments through **June 1, 2020**. Public participation is to include an online survey shared with governmental jurisdictions, not-for-profit agencies, housing providers, businesses, and others. Additionally, two public service convening organizations – the Community Council of St. Charles County and the Tri-County Continuum of Care – have assisted the County in identifying increased community needs due to COVID-19. The County Council is asked to hold a formal public hearing at its June 8, 2020 meeting to
finalize public comments on the proposed use of CDBG-CV funds and amendments to CDBG plans.

**Major Amendments to the Urban County’s Five-Year Consolidated Plan and 2019 Annual Action Plan**

Major amendments proposed through the attached bill would program $646,001 in CDBG-CV funds to be received by the Urban County. The programs proposed in the amendments can be broadly categorized in the areas of public services (80% of funding: $516,801) and administration (20% of funding: $129,200). Approval of the attached bill would add the following programs to both the Consolidated Plan and 2019 Annual Action Plan:

<table>
<thead>
<tr>
<th>Urban County CDBG-CV Programs/Activities</th>
<th>Total Allocation Percentage (%)</th>
<th>Total Allocation Amount ($)</th>
<th>Public Services Allocation Percentage (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CV - Administration</td>
<td>20%</td>
<td>$129,200</td>
<td></td>
</tr>
<tr>
<td>CV - Public Services</td>
<td>80%</td>
<td>$516,801</td>
<td>100%</td>
</tr>
<tr>
<td>Hotel/Motel Sheltering</td>
<td>10%</td>
<td>$64,600</td>
<td>12.5%</td>
</tr>
<tr>
<td>Rent, Mortgage, Utility Assistance</td>
<td>40%</td>
<td>$258,401</td>
<td>50.0%</td>
</tr>
<tr>
<td>Coordinated Entry Support</td>
<td>20%</td>
<td>$129,200</td>
<td>25.0%</td>
</tr>
<tr>
<td>Food Assistance</td>
<td>10%</td>
<td>$64,600</td>
<td>12.5%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$646,001</strong></td>
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- **CV - Public Services – Hotel/Motel Sheltering Program**: Interim sheltering of the homeless who are medically fragile or highly vulnerable, and for persons impacted by COVID-19, with support to secure permanent housing. The program is
to be administered through Coordinated Entry assessments around disaster relief and/or COVID-19. ($64,600)

- **CV - Public Services - Rent, Mortgage, Utility Assistance Program**: Includes household rent, mortgage or utility assistance up to three months to reduce foreclosures, evictions, utility shutoffs, and to prevent dislocation and homelessness. Collaborative efforts with experienced service providers such as Sts. Joachim and Ann Care Service and Northeast Community Action Corporation (NECAC) may include rapid re-housing. ($258,401)

- **CV - Public Services - Coordinated Entry Program**: Provides additional financial support for the Coordinated Entry Program over the next few years to increase the Program’s capacity to serve County residents who are homeless or at risk of homelessness. Funding would allow the hiring of additional case managers or similar needs to keep up with demand due to COVID-19 impact. ($129,200)

- **CV - Public Services - Food Assistance Program**: Provides funding to eligible agencies for food pantries and similar programs to serve County residents needing food and other essential household items. ($64,600)

**Minor Amendment to the 2019 Annual Action Plan**

To respond to an urgent need to shelter homeless County residents needing isolation due to COVID-19, the County recently contracted with the Community Council of St. Charles County in the amount of $35,000. The Community Council has now providing transportation and temporary shelter for County residents experiencing homelessness and needing to isolate due to COVID-19. Funding was reallocated within existing CDBG 2019 Annual Action Plan programs and in accordance with the County’s CDBG Citizen Participation Plan requirements. No action by the County Council is necessary in this regard, but the Community Development Department wants to inform the County Council that this pressing social service has been funded.

The Community Development Department respectfully submits the attached ordinance for the County Council’s consideration and approval.