



DATE: June 17, 2021

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

CC: Ardita Roark, County Counselor

FROM: Michael Hurlbert, AICP, Director of Community Development

RE: 2021-2025 Consolidated Plan and 2021 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 to be placed on the July 12, 2021 County Council agenda.

- An ordinance (1) authorizing submittal of a CDBG 2021-2025 Consolidated Plan and a 2021 Annual Action Plan to the U.S. Department of Housing and Urban Development through the St. Louis HOME Consortium, (2) authorizing the County Executive to sign related documents, and (3) authorizing the County Executive to accept \$1,122,662 in FY2021 CDBG funds.

St. Charles County is the responsible agency for the St. Charles Urban County, a cooperative arrangement allowing eight jurisdictions to collectively receive Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development (HUD). The Urban County is currently composed of the City of St. Charles, City of St. Peters, City of Lake St. Louis, City of Cottleville, City of Wentzville, City of St. Paul, City of Weldon Spring, City of New Melle, and unincorporated St. Charles County. Additionally, the City of Dardenne Prairie intends to pursue joining the Urban County beginning January 1, 2022.

HUD requires that the St. Charles Urban County coordinate its programs through the St. Louis HOME Consortium. The Consortium is composed of St. Louis County, St. Charles County, Jefferson County, the City of O'Fallon, and the City of Florissant. St. Louis County is the designated lead agency, and St. Charles County requests HUD approval through St. Louis County.

To receive CDBG funds, HUD requires that each jurisdiction prepare a five-year Consolidated Plan and a constituent one-year Annual Action Plan. St. Charles County's Consolidated Plan ends in FY2020, and both the 2021-2025 Consolidated Plan and 2021 Annual Action Plan must be submitted to HUD by August 16, 2021 in order to remain eligible.

The attached Consolidated Plan and Annual Action Plan have been prepared based on the recommendations of the [Analysis of Impediments to Fair Housing Choice study](#) which is required by HUD. The Analysis of Impediments, prepared for the HOME Consortium in 2020-2021 by a private consulting firm, offers a factual basis for ensuring fair housing throughout the HOME Consortium, including in St. Charles County.

This five-year plan and the first-year action plan cover programs determined to best address needs identified during the planning process. In order to address identified needs and to concentrate the Community Development Block Grant funds in a few areas of primary concern over the next five years, the plan focuses on providing programs in the following areas: Home Improvement, Code Enforcement, Affordable Rental Development/Rehabilitation, Rehabilitation Administration, General Administration, Public Services (Transportation Services, Meals on Wheels, Continuum of Care and Homeless Management Information System Support, Homelessness Prevention – Rent/Utility Assistance Services, General Community Services, and Lawn Mowing Services)

For FY2021, HUD has allocated **\$1,122,662** in CDBG funds to the St. Charles Urban County.

Public Participation

St. Charles County gathers input about community needs on a continual basis by engaging with community partners such as not-for-profit developers and housing and social service agencies. Such engagement includes participation on the St. Charles County Housing Team, Tri County Continuum of Care, focus group discussions with convening organizations such as the Community Council of St. Charles County, and online surveys. Also, preparation of the Analysis of Impediments included a community engagement process that was helpful in preparing the Consolidated Plan and Annual Action Plan.

Additionally, the Urban County carries out specified public participation activities required by its Citizen Participation Plan. The County's Citizen Participation Plan includes a requirement for formally advertised public hearings to seek public input on needs, proposed projects, funding priorities, and activities. Two public hearings will be held on June 18, 2021 at the Tri County Continuum of Care meeting and at the July 12, 2021 County Council meeting.

2021 Annual Action 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 2021 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 2021 Annual Plan that fit within one of the two major program areas previously discussed.

SUMMARY OF 2021 CDBG ANNUAL ACTION PLAN

Proposed Programs, Recipients and Funding Amounts

Urban County Administration

Overall 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 \$165,950. 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 County:	\$21,890
City of St Charles:	\$146,510

Home Improvement 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. Limited grants are also available to address improvements such as construction of wheelchair ramps and urgent code compliance. 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 include exterior repair and maintenance such as 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. Interior improvements include upgrades such as electrical, plumbing, walls, etc. 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. Also code enforcement in dedicated block groups with the City of St. Charles as well as direct expenses to administer the home improvement program.

St. Charles Urban County: \$539,867

City of St. Peters: \$166,000

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 income-qualified households with an emphasis on seniors, the disabled, and veterans.

St. Charles Urban County: \$80,000

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: \$67,375

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: \$2,520

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

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.

Urban County: \$25,000

Urban County Community Services - General

Provides a variety of community services via the non-profit agencies serving the St. Charles Urban County for qualifying residents. The applications will be accepted through Community Assistance Board. This program is classified as a public service which HUD limits in total to 15% of funding.

Urban County: \$10,000