



**LAKE COUNTY PLANNING & COMMUNITY DEVELOPMENT**

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MAY 11 2020

May 11, 2020

The Honorable G. Andrew Gardner  
Willoughby Hills City  
35405 Chardon Road  
Willoughby Hills, OH 44094

Re: Requalification of Urban County Status Request for Lake County

Dear Mayor Gardner:

The Board of Lake County Commissioners has been informed by the Columbus Office of the Department of Housing and Urban Development (HUD) that if the County is to retain its "urban county" status for the next three-year period (FY21, '22, '23) it must "re-qualify" as an urban county. This provides an opportunity for those communities that wish to participate in the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs to do so.

Your community and the County entered into a Cooperation Agreement for the Urban County Entitlement Program most recently in 2014 and was renewed in 2017.

**We are requesting that Communities renew the Cooperation Agreements formally by ordinance.** The ordinance to renew the Cooperation Agreement must be executed by the legislative authority and submitted to the County on or before **July 17, 2020** so that the County can provide a copy to HUD. Enclosed for your review is a Sample Ordinance which meets HUD requirements.

The Cooperation Agreement states that it will be automatically renewed unless your community notifies Lake County and HUD in writing by June 7, 2020 that it elects not to continue participating with the County during the FY'21 – '23 qualification period and that it is terminating the existing agreement at the end of the current period. HUD does not require any formal action on your part should you choose to continue to participate in the urban county so that Lake County can re-qualify as an urban county and continue to receive CDBG and HOME funding. Your decision to continue to be included in the urban county is binding for a period of three years.

The decision to continue to be included does not commit your community to receive CDBG and/or HOME funds. It merely allows the County to re-qualify and achieve "urban county" status for another three year period, thus allowing those communities, agencies and residents interested in actively participating in the CDBG and/or HOME programs to do so.

The Board of County Commissioners adopted a Resolution on April 2, 2020, authorizing the renewal of the current Cooperation Agreement with your community in order to facilitate HUD's deadline. Enclosed is a copy of said resolution.

Please contact me at (440) 350-2740 with any questions concerning the CDBG and/or HOME programs, the renewal of the Cooperation Agreement or the Ordinance. Since we have a tight deadline by which the ordinances renewing the agreements must be submitted to HUD, your earliest consideration is requested so that we may continue to receive these most important housing and community development funds in Lake County.

Sincerely,

A handwritten signature in cursive script, appearing to read "Rhea Benton".

Rhea Benton  
CDBG Manager

Encl(s).

CC: Gloria Majeski, Ex. Asst.



SAMPLE

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE (MAYOR, CIY MANAGER) OF \_\_\_\_\_ TO REAFFIRM THEIR COMMITMENT WITH THE LAKE COUNTY BOARD OF COMMISSIONERS TO PARTICIPATE IN THE URBAN ENTITLEMENT COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND FOR THE UTILIZATION OF FUNDS MADE AVAILABLE BY THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974 AS AMENDED, AND DECLARING AN EMERGENCY.

WHEREAS, the Housing and Community Development Act of 1974 as amended, provides an entitlement of funds for community development purposes for urban counties; and

WHEREAS, the (Mayor, City Manager, Administrator, etc.) and Council of the (City, Village) of \_\_\_\_\_ may desire the use of "CDBG Urban County Entitlement Funds" for needed public improvements in Lake County and its municipalities; and

WHEREAS, the County shall prepare Applications for FY2021, 2022 and 2023 CDBG Urban County Entitlement Funds pursuant to the aforementioned Act; and

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE (CITY, VILLAGE) OF \_\_\_\_\_, COUNTY OF LAKE, AND STATE OF OHIO:

Section 1. That the (Mayor, City Manager, Administrator, etc.) be and is hereby authorized to reaffirm their commitment with the Lake County Board of Commissioners from the first day of the 2021 program this year through and including the last day of the 2023 program year. Said Agreement shall authorize the County to undertake essential Community Development and Housing Assistance Plans and projects eligible under the Housing and Community Development Act of 1974, as amended.

Section 2. That the funds necessary for the purposes of this Ordinance authorized thereby shall be paid from "CDBG Urban County Entitlement Funds" under the Housing and Community Development Act of 1974, as amended.

Section 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of Council, and that all deliberation of this Council, and of any of its committees, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety, and welfare of the inhabitants of the community, and for the further reasons to permit the County to submit the documents at the earliest date possible in order to meet Federal deadlines for program eligibility to secure possible funding, wherefore this ordinance shall be in full force and take effect immediately upon its passage and approval by the (Mayor, City Manager, Administrator).

\_\_\_\_\_  
President of Council  
Date Passed: \_\_\_\_\_

Approved: \_\_\_\_\_  
(Mayor, City Manager)  
Date Approved: \_\_\_\_\_

Attest: \_\_\_\_\_ Clerk of Council