



# Pinellas County

## Staff Report

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### **Subject:**

Community Development Block Grant Program Memorandum of Understanding between the Pinellas County Housing and Community Development Department and the Pinellas County Department of Building and Development Review Services for code enforcement activities in Central Lealman.

### **Recommended Action:**

Approval of the Memorandum of Understanding (MOU) by the Director of Housing and Community Development and the Director of the Building and Development Review Services Departments for the expenditure of Community Development Block Grant (CDBG) funds for code enforcement activities in Central Lealman.

- The purpose of the MOU is to ensure each department is aware of the pertinent regulations associated with the approved use of CDBG funds for the implementation and administration of the Target Area Code Enforcement Program in Central Lealman.
- Funding for code enforcement activities will cover the salary and benefits for one dedicated full-time, certified code enforcement officer to deliver pro-active code enforcement benefitting approximately 8,901 households within the Central Lealman Target Area.
- The Central Lealman Target Area, an area bounded by 34th Street, 62nd Avenue North, 49th Street and 40th Avenue North, is a locally designated low- and moderate-income target area.

### **Strategic Plan:**

Ensure Public Health, Safety, and Welfare

2.1 Provide planning, coordination, prevention, and protective services to ensure a safe and secure community

Foster Continual Economic Growth and Vitality

4.2 Invest in communities that need the most

Deliver First Class Services to the Public and Our Customers

5.1 Maximize partner relationships and public outreach

### **Summary:**

This action will memorialize an awareness between the Housing and Community Development and Building and Development Review Services Departments of the pertinent regulations associated with the approved use of CDBG funds.

### **Background Information:**

Pinellas County receives CDBG funds from the U.S. Department of Housing and Urban Development (HUD) under Title 1 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et seq.) to provide housing, public services, community development and other assistance to eligible beneficiaries, in accordance with Part 570 of Title 24 of the Code of Federal

Regulations (CFR). The CDBG Program is administered by the HCD Department.

On July 13, 2021, the Board of County Commissioners (Board) executed Resolution 21-47 approving Pinellas County's Fiscal Year 2021-2022 Action Plan. As part of the Action Plan, the Board approved CDBG funding for Target Area Code Enforcement, specifically for the salary and benefits of one dedicated full-time, certified code enforcement officer to deliver pro-active code enforcement within the boundaries of Central Lealman, in an amount not to exceed \$80,750.00. The Central Lealman Target Area, an area bounded by 34th Street, 62nd Avenue North, 49th Street and 40th Avenue North, is a locally designated low- and moderate-income target area.

Pinellas County received \$2,551,626.00 in CDBG funding for FY22. Funding is to be used to improve neighborhoods, provide decent housing, and create new economic opportunities, with a special focus on serving low- and moderate-income persons.

The CDBG Notice of Funding Availability (NOFA) and application cycle was advertised in the Tampa Bay Times, The Weekly Challenger, La Gaceta and Tre Magazine, posted on the Community Development website, and emailed to nonprofit agencies and local municipalities.

The competitive application process began on February 4, 2021, with applications being due March 5, 2021. Applications were reviewed for funding eligibility and scored by Community Development Division staff. Funding recommendations are based on staff ranking of eligible activities and eligible expenses.

**Fiscal Impact:**

The total amount of funding for code enforcement activities is not to exceed \$80,750.00. Funding for this Agreement is included in the County's FY22 Adopted Budget for CDBG funds.

**Delegated Authority:**

Authority for the Director of Building and Development Review Services to sign this MOU is granted per Appendix D of the Pinellas County Code, Section 22-276, and Resolution 21-47 further delegates authority to the Housing and Community Development Director.

**Staff Member Responsible:**

Carol Stricklin, Director, Housing and Community Development  
Blake Lyon, Director, Building and Development Review Services

**Partners:**

U.S. Department of Housing and Urban Development

**Attachments:**

Community Development Block Grant Program Memorandum of Understanding  
2021-2022 Funding Recommendations  
Resolution No. 21-47