



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 22, 2026
SUBJECT: Authorize a Joint Administrative Agreement with Tarrant County for administration of Community Development Block Grant and approve participation in the Urban County Program for program years 2027-2029.
PRESENTER: Kristin James, Assistant Director of Neighborhood Services

SUMMARY:

This item authorizes the Joint Administrative Agreement between the City of North Richland Hills and Tarrant County for Program Years 2027-2029. The agreement provides for the administration of federal grant programs, including the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) Program. Approval of the agreement will allow Tarrant County to continue administering these programs on behalf of the City during the 2027-2029 program years.

GENERAL DESCRIPTION:

To continue receiving Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funding, Tarrant County must requalify as an Urban County for Program Years 2027-2029. Urban Counties are required to requalify every three years and must have a combined population of at least 200,000 residents in unincorporated areas and participating municipalities.

As part of the requalification process, Tarrant County must notify participating municipalities of their option to either remain in or withdraw from the Urban County designation. Current entitlement cities participating in the Urban County program include North Richland Hills, Euless, Grapevine, and Mansfield.

The Joint Administrative Agreement allows Tarrant County to continue administering the City's CDBG Program. As in previous years, Tarrant County will receive a 20% administrative fee for these services. In exchange, Tarrant County provides grant administration and compliance services required by the U.S. Department of Housing and Urban Development (HUD), including environmental reviews, income verification, reporting, monitoring, recordkeeping, and other federal program requirements. While the City retains authority over the selection of programs, projects, and allocation of funds,



Tarrant County is responsible for administering program activities and ensuring compliance with applicable federal, state, and local laws, as well as HUD regulations.

In order to remain eligible for participation in the Urban County program and continue receiving CDBG, HOME, and ESG funding opportunities through Tarrant County, the City Council must approve and execute a Joint Administrative Agreement every three years. Approval of this item will affirm the City's continued participation in the Urban County program and allow Tarrant County to continue administering these federal grant programs on behalf of North Richland Hills during the 2027-2029 qualification period.

RECOMMENDATION:

Authorize a Joint Administrative Agreement with Tarrant County for administration of Community Development Block Grant and approve participation in the Urban County Program for program years 2027-2029.