



# FFY 2013 (Year 4) CAPER

This document is the City of Edmond's Federal Fiscal Year 2013 CPMP Consolidated Annual Performance and Evaluation Report (CAPER). The contract dates for this report are **October 1, 2013 to September 30, 2014**. This document includes the answers to the specific questions that grantees of the Community Development Block Grant and other programs must respond to in order to be compliant with the Consolidated Planning Regulations. This document, the required forms and the Financial Summary Report (PR26) will be submitted to HUD by December 31, 2014. Citizens may receive a copy during regular business hours at the City of Edmond CDBG Office, 10 S. Littler, Edmond, OK.



NOTE: As a HUD-designated entitlement community, the City of Edmond is not required to match the federal CDBG allocation. In addition, the City of Edmond does not receive a direct funding allocation from HUD for HOME Investment Partnership (HOME), the Emergency Shelter Grant (ESG), or Housing Opportunities for Persons with AIDS (HOPWA). That being the case, references to these programs is not included in the Consolidated Plan, Annual Action Plan or the CAPER.

## Introduction

The Consolidated Annual Performance and Evaluation Report (CAPER) provides the citizens, the City of Edmond and HUD the opportunity to assess the results and progress of programs funded by CDBG and evaluates performance against goals and objectives established in the 2010-2014 Consolidated Plan and 2013 Annual Action Plan.

For the 2013 Federal Fiscal Year, the 4<sup>th</sup> of the 5-year plan, Edmond was awarded \$384,483 in CDBG funds. Based on citizen input, local needs expressed by numerous social services, as well as housing, public transportation, and energy data collected by staff, the priorities, goals, strategies, activities, and services contained in the plan were designed to improve overall livability, with these 3 main objectives: *Accessibility, Connectivity and Sustainability*

These objectives are also intended to support the achievement of the stated vision in Edmond's 2013-2014 Strategic Plan: "Edmond will be a diverse and innovative hometown committed to excellence through leadership, balanced growth, and cooperation. These high standards will only be accomplished in full partnership with the community".

Some of the 2013 programs and projects exceeded projections for the number of people served. A total of \$274,807 was expended and more than 2722 people and/or households benefited, all of which met HUD's income guidelines. Staff also facilitated meetings with city leaders, non-profits, energy companies, downtown business owners, health experts, teachers and citizens to discuss short and long-term housing, transit, community development and wellness needs. As a result, partnerships and projects have been developed that will help meet those needs.

## FFY 2013 CDBG Action Plan Goals

This year's CDBG programs and projects were chosen based on citizen input, statistical data, and consultation with community based organizations, state agencies and city departments. The following table represents the goals and strategies identified in the 2010-2014 Consolidated Plan.

<b>GOAL #1</b>	<b><i>Eliminate barriers and improve access to affordable, safe, energy efficient and fair housing</i></b>
Strategies	<ul style="list-style-type: none"> <li>• Maintain current owner-occupied homes by providing owner-occupied housing rehabilitation               <ul style="list-style-type: none"> <li>○ Emergency residential home repairs</li> <li>○ Energy efficiency, weatherization and Energy Star Appliances</li> <li>○ Handicap accessibility</li> <li>○ Residential water conservation</li> </ul> </li> <li>• Expanding homeownership opportunities by providing down-payment and closing costs assistance, as well as free homebuyer education classes</li> <li>• Identify suitable land for the development of single and multi-family housing near downtown and transit</li> <li>• Identify private partners, including non-profits, to encourage the construction of senior housing and special needs housing</li> <li>• Provide residential code compliance assistance</li> <li>• Support Fair Housing and Equal Opportunity education for all residents</li> <li>• Continue to partner with UCO to offer Rental Housing Education Program</li> </ul>
<b>GOAL #2</b>	<b><i>Provide needed public and social services, especially for those with functional needs</i></b>
Strategies	<ul style="list-style-type: none"> <li>• Promote and ensure access to public transportation services</li> <li>• Fund programs that help low-income and at-risk children succeed in school</li> <li>• Provide nutritious meals to senior citizens and mobility limited residents</li> <li>• Assist uninsured or underinsured residents with prescriptions and/or lab costs</li> <li>• Promote Fair Housing, Equal Opportunity, and related education</li> <li>• Facilitate annual meetings with social service agencies, schools, health professionals, and faith-based organizations to document local needs and services available</li> </ul>
<b>GOAL #3</b>	<b><i>Address public infrastructure and multi-modal access to healthy foods, jobs, healthcare, recreation and education</i></b>
Strategies	<ul style="list-style-type: none"> <li>• Evaluate existing infrastructure for gaps which inhibit safety and accessibility for all users and mobility levels               <ul style="list-style-type: none"> <li>○ Encourage consideration of all ranges of mobility and ages of those who do not or cannot drive an automobile</li> <li>○ Encourage the incorporation of Complete Streets concepts which support greater connectivity and equitable transportation options</li> </ul> </li> <li>• Evaluate street lighting and signage for safe travel between homes, grocery stores, parks, schools and transit stops</li> <li>• Ensure access to public transportation through sidewalks, trails and/or bikeways</li> <li>• Support the installation of a community garden for residents to tend and use as a source of healthy fruits and vegetables</li> </ul>
<b>GOAL #4</b>	<b><i>Support neighborhood organization and community dialogue</i></b>
Strategies	<ul style="list-style-type: none"> <li>• Organize neighborhood forums at local parks which foster neighbor-to-neighbor communication. Topics could include:               <ul style="list-style-type: none"> <li>○ City services such as public transportation, recreation and energy audits</li> <li>○ Neighborhood issues such as safety and crime</li> <li>○ Personal/family issues such as budgeting, healthy marriages, parenting and nutrition.</li> </ul> </li> <li>• Host community dialogue sessions about local and regional issues such as</li> </ul>

	the growing elderly population, regional transit, sustainability, economic development and health equity
<b>GOAL #5</b>	<b>Support small business development and expansion, commercial revitalization, and job creation</b>
Strategies	<ul style="list-style-type: none"> <li>• Continue working with the Edmond Economic Development Authority for business expansion and creation of jobs for low and moderate income persons.</li> <li>• Work with the Central Edmond Urban Development Board, Downtown Edmond Business Association, business owners, UCO and residents to support and implement the Downtown Edmond Master Plan             <ul style="list-style-type: none"> <li>○ Support the redevelopment of the areas identified as suitable for mixed-use, entertainment and transit-oriented development</li> <li>○ Support the construction of the pedestrian bridge, park-n-ride, and Citylink transfer center to be known as the Edmond Regional Multi-modal Transportation Center</li> </ul> </li> </ul>
<b>GOAL #6</b>	<b>Prevent and eliminate safety hazards and crime in the target area</b>
Strategies	<ul style="list-style-type: none"> <li>• Evaluate streets, sidewalks, lighting and signage for potential improvements that will prevent accidents</li> <li>• Ensure a line of communication exists between the neighborhoods and police</li> <li>• Maintain a healthy and safe urban forest by removing dead, dying or diseased trees which can harm residents and/or personal property</li> <li>• Support public awareness and enforcement of the city's property maintenance codes</li> </ul>

### Budget and Beneficiary Summary

Sources of 2013-2014 Funds:	FFY 2013 CDBG Allocation	\$384,483
	Previous year CDBG funds	<u>\$100,000</u>
	<b>Total Proposed Budget</b>	<b>\$484,483</b>

Summary of Allocations below:	Housing and Non-housing Funds	\$350,683
	Public Service Activities (15% max.)	\$ 57,000
	Program Administration (20% max.)	<u>\$ 76,800</u>
	<b>Total Allocated</b>	<b>\$484,483</b>

FFY 2013 Projects	Budgeted	Expended	Difference	Estimated Beneficiaries	Actual
<b>Housing Activities</b>					
Owner-Occupied Rehab	\$ 307,683	\$ 153,210	\$ 154,473	10 housing units	<b>11</b>
Homebuyer Assistance	\$ 15,000	\$ 5,000	\$ 10,000	3 homebuyers	<b>1</b>
<b>Neighborhood Activities</b>					
Neighborhoods Tree Program	\$ 8,000	\$ 9,675	\$ (1,675)	10 households	<b>9</b>
Demo & Code Compliance	\$ 20,000	\$ 0.00	\$ 20,000	3 households	<b>0</b>
<b>Public Services</b>					
Metro Fair Housing	\$ 12,000	\$ 12,000	\$ 0	50 people	<b>35</b>
UR Special Ministries, Inc.	\$ 18,000	\$ 18,000	\$ 0	1800 children	<b>1926</b>

Edmond Mobile Meals	\$ 8,000	\$ 8,000	\$ 0	150 senior/disabled	<b>325</b>
HOPE Center Transportation	\$ 3,500	\$ 500	\$ 3,000	525 people	<b>132</b>
HOPE Center Medical Services	\$ 3,500	\$ 128	\$ 3,372	210 people	<b>20</b>
Hope Center Rental Assist.	\$ 24,000	\$ 30,372	\$ (6,372)	300 Households	<b>263</b>
<b>Administration</b>					
General Administration	\$ 64,800	\$ 46,462	\$ 18,338	N/A	N/A
<b>TOTAL</b>	<b>\$484,483</b>	<b>\$283,347</b>	<b>\$ 201,136</b>	<b>3,061 people/HH</b>	<b>2722</b>

The combined Public Service expenditures were \$57,000.00, approximately 14.83%. The Administration expenditures were \$58,462.00 approximately 15.21%.

It is required that clients that sell their homes before the Five (5) mortgages is completed, pay back a pro-rated amount, which is known as Program Income (PI). PI for 2013 was \$21,861.83, which increases the funds for Public Services and Administration. There is no way of knowing how much PI funds, if any, will be available each year. Administrative funds pay a portion of the staff salary, office supplies, training, Metro Fair Housing Council and other costs associated with the program.

### Housing and Neighborhood Programs

Below is a description of each Edmond CDBG program and the goals as described in the FY 2013 Annual Action Plan, as well as their accomplishments and assessments.

- **Owner-Occupied Housing Rehabilitation (OOHR).** The purpose of Edmond’s CDBG OOHR Program is to rehabilitate homes to meet HUD’s Housing Quality Standards with emphasis placed on structural safety, sanitary conditions and energy efficiency. Every home that is rehabbed will receive a free energy audit and those findings will be addressed during the rehab of the home. The primary beneficiaries are low to moderate-income individuals and families. Only owner-occupied, single-family homes are eligible. Investment (rental) property is not eligible. The City of Edmond’s CDBG OOHR program is essentially the only housing rehabilitation program in Edmond. The funds are secured by a second mortgage that is filed at the Oklahoma County Courthouse for the amount expended on each home. Payback is not required unless the property owner sells or leases the property within a five-year period. This program also includes the Emergency Repair Program that assists homeowners by addressing a specific critical and urgent need in the home. Funds are also set aside to contract with a Housing Rehabilitation Specialist to conduct the home inspections, work write-ups and oversee the construction portion of the program. Minority and women-owned businesses are encouraged to bid on the projects. For safety purposes, all contractors are screened prior to receiving bid opportunities.
  - **Goal/Projection:** 10 homes rehabilitated
  - **Accomplishments:** This year, 11 homes were rehabilitated. All of which were emergency repairs. Four contractors completed the work. All of the owners were low income and 7 were female-headed households.
  - **Assessment:** Exceeded goal. The waiting list for full rehabilitation has gone down to about 2 years. Most have come in with an emergency before they came up on the list.
  
- **Homebuyer Assistance.** The purpose of this program is to assist homebuyers with down-payment and closing cost assistance, up to \$5,000, which will enable them to purchase a home in Edmond. The HBA program consists of various qualifying

requirements, such as income and ability to obtain a mortgage. First-time homebuyers are required to attend a homebuyer education class. Buyers are also required to put 1% down from their own accounts and have a professional home inspection conducted prior to closing. The assistance is secured by a forgivable second mortgage for a length of five-years. All recipients receive information on Lead-Based Paint hazards.

- **Goal/Projection:** 3 new homebuyers assisted, all of which set aside for Legacy Station (if construction is complete)
  - **Accomplishments:** This year, 1 homebuyer utilized the assistance. She was a first-time homebuyer.
  - **Assessment:** A little under the goal, with 1 Legacy Station home that was completed during this fiscal year. Despite a nationally lagging housing market, demand for affordable homes in Edmond continues to be high, especially for moderately-priced, workforce housing.
- **Neighborhoods Tree Program.** The purpose of this program is to maintain a healthy and safe urban forest. This is done by the trimming and removal of hazardous trees from the target area, as well as planting new trees. Hazardous trees not only pose a serious safety threat to people and homes, but if they are diseased, the diseases can be spread to other trees throughout the neighborhood. Given the value and cost of maintaining a healthy urban forest, this program has been set aside to assist property owners who cannot afford the tree trimming and/or removal. This program is available for owner-occupied residences as well as rental property, as long as the tenant meets the HUD income guidelines. The City's urban forestry office identified the hazardous trees and letters and applications were sent to the property owners. A certified Arborist was hired, through the competitive bid process by the city, to trim or remove the trees.
    - **Goal/Projection:** 9 Households
    - **Accomplishments:** 9 households were assisted. Removed 10 hazardous trees
    - **Assessment:** Met goal. 9 households were assisted. 6 of which were female head of household. Staff will continue to work with City Forester to identify needs and promote the program.
  - **Code Compliance Assistance.** The purpose of this program is to assist low to moderate-income residents who have dangerous structures such as old sheds, garages and fences that need to be removed. These dangerous structures are often attractive to children, criminal activity and can also be a harborage for vermin and insects. They are also eyesores for the entire neighborhood. In conjunction with the new Neighborhood Improvement Program, Edmond's Code Enforcement officers and residents will help locate and identify these structures. The property owners are contacted and if they are unable to comply because of financial or physical issues, contractors will be hired to remove the structures. This program does not include demolition of homes.
    - **Goal/Projection:** Remove 3 hazardous structures
    - **Accomplishments:** We did not have any applications for this service during the FY 2013.
    - **Assessment:** Staff will continue to work with Code Enforcement to market the program.

## Public Service Programs

Edmond's CDBG Public Service Programs continue to be successful in meeting our community's needs. As shown in the tables below, despite significant decreases in CDBG Entitlement funding, Edmond's CDBG Public Service programs continue to assist more people each year.

- **UR Special Ministries, Inc. – Public Service Program.** UR Special is a self-esteem program that furnishes new clothing for "at-risk" children between the ages of 3 to 11.

Clothing was given to children on three occasions during the program year, Winter Holidays, Spring and Back-to-School. In addition to the CDBG funds, private donations to the program included cash and in-kind contributions.

- **Goal/Projection:** 1,800 children served
  - **Accomplishments:** In this fiscal year, 1,926 children were served.
  - **Assessment:** Exceeded program beneficiary goal. Program continues to be highly utilized and financially efficient.
- **The HOPE Center Bus Tickets and Gas Program – Public Service Program.** The objective of this program is to assist Hope Center clients who need bus tickets or \$5 gasoline cards to assist in their efforts to find and/or maintain employment, seek medical care and other local transportation needs. This is accomplished through a partnership with the City of Edmond, 7-11 Convenience Stores, Citylink, Metro Transit, and the HOPE Center of Edmond. The program distributes bus tickets (for Metro Transit only) to its clients that are collected by Metro Transit and billed to the HOPE Center at 50 cents each. The HOPE Center then invoiced the City of Edmond for the funds to pay Metro Transit. The HOPE Center also distributes the \$5 gas cards to qualified citizens then invoices the city for reimbursement.
    - **Goal/Projection:** 525 people served
    - **Accomplishments:** During this fiscal year, 132 persons utilized this service, all of which are extremely low-income.
    - **Assessment:** Well below projected amount due to the addition of Citylink, which is free public transportation. Leftover funds were transferred to the Rental Assistance program.
  - **The HOPE Center Rental Assistance – Public Service Program.** The City of Edmond set aside CDBG funds to assist the HOPE Center to prevent homelessness in providing a one time, emergency stipend to renters who have received an eviction notice or are moving from transitional housing, an emergency shelter or a medical facility.
    - **Goal/Projection:** 300 people served
    - **Accomplishments:** This year, 263 persons received rental assistance. All of which are low income.
    - **Assessment:** Was a little under the program beneficiary goal. Program continues to be in high demand as rental property keeps going higher.
  - **The HOPE Center Medical Services Program – Public Service Program.** CDBG funds were used to satisfy the needs of low-income persons who are either uninsured or underinsured and have no means to pay for prescriptions or lab costs. Towards the end of the program year, another local funding source was utilized to provide these services, so this afforded us the opportunity to divert some of this budget to the Hope Center’s Rental Assistance program, which is increasing in demand.
    - **Goal/Projection:** 210 people served
    - **Accomplishments:** This year, 20 people utilized this service. All are considered extremely low-income.
    - **Assessment:** The number of program beneficiaries was lower than projected. The agency has secured additional funding from another source which has proven to be very helpful in addressing the need for this service. The leftover funds were transferred to the Rental Assistance Program.
  - **Metro Fair Housing Services – Public Service Program.** The City of Edmond contracts with the Metropolitan Fair Housing Council of Greater Oklahoma City to provide fair housing services to Edmond residents. These services include mass dissemination of

fair housing and discrimination information, landlord-tenant mediation, education presentations, counseling, outreach and consulting. MFHC has trained staff who will investigate housing discrimination complaints. In addition, MFHC provides fair housing presentations in our city with special emphasis on our apartment complexes, our three local high schools and our real estate community. They also speak at homebuyer education classes and host legal seminars.

- **Goal/Projection:** 50 people
  - **Accomplishments:** This year there were 35 people utilized this program from receiving information over the phone, to attending more than a dozen fair housing and legal educational programs. MFHC joined city staff for the Renter’s Workshop at UCO and presented information about their agency, fair housing and tenant rights and responsibilities.
  - **Assessment:** Program continues to be effective and a great source of information for all residents, especially renters, as well as first-time homebuyers. Staff will continue to market the program, especially through education program.
- **Mobile Meals – Public Service Program.** The City of Edmond contracted with the Edmond Mobile Meals program to pay for nutritious meals and food containers. More than 300 volunteers prepare, package and deliver meals and smiles 5 days a week to the elderly, ill, disabled and homebound. Approximately 1000 meals are prepared and delivered each week.
    - **Goal/Projection:** 150 low to moderate-income people served
    - **Accomplishments:** 325 Edmond residents benefited from this program.
    - **Assessment:** Exceeded program beneficiary goal. Program continues to be in high demand and more funds are needed.

**Beneficiary Breakdown by Race and Program**

Race	Housing Rehab	Homebuyer Asst	Hazard Trees	MFHC	UR Special	Edmond Mobile Meals	Hope Center Medical	Hope Center Transit	Code Compliance	Hope Center Rental Asst	Totals
White	10	1	8	16	409	279	14	56	0	123	916
Black	1			14	343	16	6	61		105	546
White Hispanic				3	756	5				17	778
Black Hispanic					148					4	152
Asian				1	63	1					65
American Indian			1		37	4		15		8	65
Hawaiian/Pacific Islander											
Amer. Indian & White					15	7					22
Asian & White					2						2
Black & White				4	54					3	61
Amer. Ind. & Black					32	13				2	47
Other/Multi					67					1	68
<b>Beneficiaries</b>	<b>11</b>	<b>1</b>	<b>9</b>	<b>35</b>	<b>1926</b>	<b>325</b>	<b>20</b>	<b>132</b>	<b>0</b>	<b>263</b>	<b>2722</b>

## **Additional Efforts to Address Obstacles**

Two areas that were identified in the 2011, 2012 and 2013 Action Plans that need enhanced evaluation and coordination are *affordable housing* and *public transportation* for Edmond's workforce and residents with special needs.

Progress is being made in developing partnerships to address Edmond's housing needs such as senior housing, infill development opportunities, energy efficiency, universal design, and rental property safety. Staff continues to meet with local builders, realtors, lenders, senior and social service providers, non-profit housing agencies, city management, city council members, and members of the CPC.

Citylink has become the primary form of transportation for hundreds of disabled residents and thousands of non-disabled residents to get to school, work, healthcare and other services. According to the 2012 Citylink Customer Survey, nearly half of the passengers earn less than \$10,000 a year, do not own a car and depend on transit to get to work every day.

## **Managing the Process**

The City of Edmond Community Development Division of the Planning Department is responsible for overseeing the development of the Five-Year Consolidated Plan and subsequent Annual Action Plans. This division is composed of 1 full-time employee who focus is on CDBG. The Planning Department has 2 employees that focus on the city's sustainability and transit programs. The Community Development Coordinator is responsible for managing and monitoring the CDBG Program.

All staff work together to ensure that all recipients meet HUD's low to moderate-income guidelines, as well as programmatic requirements. The CDBG Coordinator works closely with all contractors and performs annual audits of the agencies who receive public service funds. All public service funds directly benefit clients, not personnel or operational needs. The Finance Department and City Treasurer assist in accounting, preparing checks and oversight of reimbursement of funds from HUD via IDIS. Staff also participates in state and national meetings and trainings with other HUD entitlement cities and participating jurisdictions.

Up-to-date spreadsheets for all projects and expenditures are available at every regular Citizen Participation Committee meeting or when requested. The spreadsheets include the budgets, expenditures, location of project, HUD activity number and the date the funds were drawn from IDIS. Particular attention is given to protecting the privacy of each recipient, as required by the Privacy Act.

All of the above activities were professionally and ethically administered and closely monitored. Measures were taken to ensure that the funds were allocated and expended in accordance with HUD regulations and City of Edmond purchasing provisions. Staff attends training provided by HUD and the city when offered. Internal and external auditors audit the CDBG program each year.

## **Citizen Participation**

The key to a successful community development program is citizen participation. The City of Edmond CDBG Citizen Participation Committee was formed approximately 25 years ago. In accordance with the adopted Citizen Participation Plan, the CPC meets quarterly and recommends and oversees CDBG activities and expenditures. They also help ensure that the CDBG programs not only address the objectives and needs as stated in the annual action plan, but also that they are carried out in a fair, friendly and professional manner. Agendas and meeting notes are prepared by City staff and posted in accordance with the Open Meetings Laws.

To promote the program, press releases are published and the City of Edmond website offers applications and program information. Brochures are distributed at various places visible to many low to moderate-income residents, such as the library, the Hope Center and the Edmond Senior Center.

The posted and published public comment period is November 20, 2014 through December 8, 2014. The CPC will review this document at a Public Hearing on November 20, 2014 and the Edmond City Council will hold the last Public Hearing and approved it on December 8, 2014. This document was available for public review at the office of the Community Development Manager and via email. No comments were received during the comment period.

## **Monitoring**

The City of Edmond prides itself in trustworthy service. This is seen in all phases of services, especially in financial and programmatic reporting. Prior to project implementation, all housing and community development projects proposed for funding with CDBG resources are reviewed by the Community Development division for eligibility under the federal regulations, environmental review and to ensure consistency with the Council-adopted Consolidated Plan.

The Community Development Coordinator reviews all expenditures, applications, contracts and prepares up-to-date program financial reports. Staff also monitors performance in meeting goals and objectives set forth in the Consolidated Plan. Staff also meets with the Citizen Participation Committee to discuss performance, policies and expenditures.

The city's subrecipients have written agreements outlining CDBG program requirements and monitoring procedures. In order to receive funds, all subrecipients must submit signed income certifications for clients served, as well as a complete set of receipts and documentation. The Community Development Coordinator monitors the agencies annually to ensure all goals and requirements are successfully met.

In addition to Community Development staff, department head and CPC oversight, the city's finance and treasurer's offices play an active role in processing checks and approving IDIS draws. The city is also audited annually by a third-party accountant. CDBG staff participates in this audit by preparing reports and allowing the auditors to examine all files. The auditing agency has commended CDBG staff for compliance and record keeping.

## **Leveraging**

The City of Edmond encourages all of its public service recipients to seek leveraging funds. For example, in addition to CDBG funds, UR Special Ministries raises cash funds and in-kind contributions of approximately \$35,000. The City of Edmond provides them a facility to store and distribute the clothing. The in-kind participation in the program includes donated fabric and supplies and a local women's organization/sewing circle that provides approximately 50 outfits annually.

In addition to CDBG funds, Edmond Mobile Meals receives \$90,000 from various organizations, donations and fundraising events. They also have more than 300 volunteers. The City of Edmond allows them to prepare and distribute their meals from a city facility.

## **Affordable and Fair Housing**

The City of Edmond has chosen to address three major barriers to affordable housing: affordability for lower-income buyers, poor or deferred home maintenance and high development costs.

The city continues to offer its owner-occupied housing rehabilitation program. This program plays a key part in affordability because it allows an owner to stay in the home longer and decreases utility costs. Housing rehab extends the livability of a home, increases its energy efficiency and in some cases, makes the home more accessible.

In order to attract non-profit and for-profit development partners, as requested, the city considers various alternatives to help off-set the high cost of land associated with the development of affordable housing. The city provides a copy of the recent housing needs assessment, local ordinances, planning and zoning applications and assist and/or support them with applications for state and federal funds or tax credits. "Soft" public financing tools and/or deferring and/or forgiving a portion of hard development costs reduces long-term debt amounts that are passed on to low-income residents in the form of more affordable payments or rents.

There has been considerable construction of multi-family rental units, some of which are partially funded by the Low-Income Housing Tax Credit (LIHTC) program. According to the Oklahoma Housing Finance Agency, Edmond is behind only Oklahoma City and Tulsa in the number of subsidized housing units, including Section 8 and LIHTC housing in Oklahoma.

The City of Edmond is open to discussions with non-profits and private developers concerning future development plans that may address housing needs for low and moderate-income households. To date, these discussions have resulted in several new units aimed at the affordable market, both multi-family and single-family. The Edmond Plan, the comprehensive land use plan for the City, documents the need for affordable housing development.

In 2005, a housing needs assessment was completed and the homebuyer assistance program that assists homebuyers with downpayment and closing cost assistance were implemented. Efforts to expand affordable housing opportunities in Edmond were centered on not only the homebuyer assistance program, but also the housing rehabilitation program to repair housing units that are falling into disrepair. As stated previously, further efforts are underway to create partnerships that will lead to additional successful affordable housing opportunities.

Regarding Fair Housing, the city has hired a consultant to complete an Analysis of Impediments to Fair Housing. The analysis was completed in April 2012. The 2002 AI identified six impediments. Addressing each of these six impediments has been a high priority. Although every item noted in that report, such as market conditions and land costs are not easily remedied, this year's program included aggressive steps to address those impediments. Staff is confident that current initiatives will help us more clearly understand those conditions and it will help guide us in the areas that may or may not be effective through public policy.

**Affordable and Fair Housing Activities in 2012-2013:**

- The City of Edmond continues to utilize the services of the Metro Fair Housing Council to affirmatively further fair housing in Edmond. Edmond has used the Metro Fair Housing Council since 1992. Staff routinely forwards MFHC's contact information to customers who need advice or mediation.
- A total of 1 buyer, which was a first-time buyer, utilized the Homebuyer Assistance Program.
- Edmond offers the Renter Education Program, which is a partnership with the Metro Fair Housing Council of Greater OKC, the University of Central Oklahoma's UCOMMUTE Office and several city departments. The program educates renters, as well as landlords about Fair Housing and thier respective rights and responsibilities. It also includes contact information for housing discrimination and mediation services, a Safe Housing Checklist, public safety, renter's insurance information and city ordinances and services that are often utilized by local renters and landlords.

- Staff continued to work closely with Turning Point Ministries to complete Legacy Station, which consists of the construction of 12 energy efficient homes in the CDBG target area. Recovery Act funds were utilized for the infrastructure which was installed in the summer of 2010. Each home is LEED certified and will help stabilize an area in downtown Edmond. Some of the homes are handicap accessible. Legacy Station is adjacent to public services, UCO and public transportation.
- Turing Point Ministries has started on another area, Heritage Village, in the CDBG target area, which will have more than 20 energy efficient homes in it. It is located in an area adjacent to public transportation and within walking distance of the downtown area. The infrastructure is underway down.
- Continued the owner-occupied housing rehabilitation program. The waiting list for assistance is approximately 2 years long. However, emergencies can be addressed immediately and with the Federal funding cuts we are doing more emergency rehabs than full rehabs.
- City staff continues to assist developers of affordable housing who plan to utilize the Oklahoma Housing Finance Agency's Low Income Housing Tax Credit (LIHTC) program.
- The City of Edmond continues to partner with Neighborhood Housing Services of OKC to offer free homebuyer education classes. All first-time homebuyers who utilized the city's homebuyer assistance program must attend one of the classes.
- Staff maintains a colorful CDBG brochure and updates the city's website, both of which list each CDBG program, including information and the phone number for MFHC.

### **Lead-based Paint Hazard**

Edmond's CDBG Program distributes printed materials regarding the dangers and hazards of lead paint to all households receiving owner occupied rehabilitation assistance as well as the general public. Local realtors working with qualified homebuyers participating in the City's down payment assistance program also distribute written lead paint hazard materials.

All existing dwellings constructed prior to 1978 receiving CDBG assistance undergo an assessment to determine the presence of lead-paint. The city utilizes State Certified Lead-Based Paint Risk Assessors. Any CDBG-assisted dwellings determined to contain lead paint receive appropriate abatement measures using contractors licensed and certified to mitigate lead paint hazards.

CDBG assisted households with children 6 years of age and under are required to undergo blood lead screening to determine their level of lead exposure and results are subsequently reported to the Oklahoma State Department of Health. The city coordinates its affordable housing activities with the agency's Childhood Lead Poisoning Prevention Program by asking households with children 6 years or younger to complete the Lead Exposure Risk Assessment Questionnaire in order to further identify children that may need to receive blood lead level testing.

### **Public Housing & Section 8 Rental Housing**

Edmond does not have any public housing units located within the city's boundaries. However, by supporting private sector development of affordable rental units, Edmond Provides low income housing without the financial responsibility associated with long-term ownership and operation of rental property. This public/private partnership has resulted in outside investment in the community and contributed to the community's overall attractiveness to persons of all income strata. In communities without public housing agencies, the Oklahoma Housing Finance Agency serves as the local public housing authority. OHFA, a public trust of the state, administers Section 8 rental assistance, HOME Program resources, HOPWA, single family mortgage revenue bonds, Homeless Transitional Housing Pilot Program and Section 42 Low Income Housing Tax Credits.

**Low Income Housing Tax Credits (LIHTC)** - OHFA's most current data (June 2012) for Edmond indicates there are 7 privately owned and operated Section 42 LIHTC rental

developments within the community. Collectively these properties provide the community with 825 rental units affordable to very low-income persons and families. Three of these properties (273 units) are restricted to occupancy by very low-income elderly households.

**Section 8 Rental Housing** - As of June, 2012, there are 501 active Section 8 Program participants living in privately owned and managed rental dwellings in Edmond and 437 applicants on the wait list to receive rental assistance. There are 3 apartment residential communities specifically for the elderly that offer units with Section 202 assistance.

OHFA does not own rental property assets. Instead this Board-governed organization provides competitive financial assistance to individuals, nonprofits, units of local government, Indian tribes, for-profit development enterprises and mortgage finance companies. The demand for OHFA's menu of financial resources across the state routinely outstrips the amount of funding the organization has available for distribution. It is not uncommon for OHFA's Section 8 rental assistance waiting list to reach as many as 15,000 persons or its development assistance programs to receive as much as four times the financial demand vs. funds available.

The city also encourages those who are completing the Section 8 Self-Sufficiency program to utilize the CDBG Homebuyer Assistance Program if they purchase a home in Edmond.

## Homeless Prevention

Currently in Edmond, the Hope Center of Edmond is the key agency in assisting homeless persons. They report very few and assist them by finding temporary housing and services such as utility, food, medical, counseling, transportation and clothing assistance as needed. Upon request, some are taken to well-established homeless, youth or domestic violence shelters in Oklahoma City. Metropolitan Fair Housing Services are contacted to provide education, advice and/or mediation for landlord-tenant and discrimination complaints.

**SOURCES OF FUNDS:** The City of Edmond utilizes CDBG as the primary source of funds to prevent homelessness. As needed, the City of Edmond intends to:

- Research HUD and other homeless program funds that may be used by the local nonprofits to provide services to the homeless.
- Examine accessing the city's pro rata share of funds set-aside by HUD under the Continuum of Care and the State's HOME Investment Partnerships Program.

**HOMELESSNESS:** Edmond's strategy to address and end homelessness is to:

- Continue to support Metropolitan Fair Housing Services in educating local landlords, apartment owners, property managers and tenants about the Fair Housing Act and the Landlord Tenant Act.
- Monitor the level of homelessness, chronic homelessness, and at-risk populations and their needs. If needed, a strategy to eliminate chronic homelessness will be developed.
- Support local applications for state and federal homeless and at-risk funding
- Link the HOPE Center of Edmond to the city's existing Section 42 LIHTC developments containing units dedicated to serving homeless under their Regulatory Agreements with the OHFA

**HOMELESS PREVENTION:** Edmond is prioritizing homeless and prevention activities by offering Fair Housing and landlord-tenant education, counseling and mediation, owner occupied rehabilitation, homeownership assistance, and public service programs that provide transportation, nutritious meals to homebound residents, prescription drug and medical lab assistance, rental assistance and clothing to children. Additionally, the city will monitor any new LIHTC developments to identify if any units are set-aside for the homeless.

**HOUSING OPPORTUNITIES FOR PEOPLE WITH AIDS:** Edmond does not receive HOPWA funds. In Oklahoma, OHFA administers the HOPWA Program. Each year, in collaboration with state agencies, community-based organizations and the Oklahoma HIV Treatment and Care Consortium, the agency develops a state plan that guides the use of HOPWA funds across Oklahoma. That plan, published and incorporated into the State of Oklahoma's Consolidated Plan, describes the activities to be undertaken with HOPWA funds, the priority needs of persons living with HIV/AIDS, the state's service goals, funds allocation process and roles of OHFA and its selected program administrators.

### **Anti-Displacement and Relocation**

No 2012 CDBG projects resulted in displacement or relocation of program recipients. All programs are in accordance with the city's Anti-Displacement and Relocation Plan.

### **Low/Mod Job Activities**

No new economic development or job creation activities were undertaken this program year with CDBG funds. Currently, the Edmond Economic Development Authority administered the repayment of a previous economic development loan. Those funds will be reallocated to housing programs.

### **Antipoverty Strategy**

Although the city's rate of poverty is less relative to the state and nation, its negative effects on families and individuals is unacceptable. To reduce the incidence of poverty within the community and improve living conditions, Edmond strives to take a leadership role in facilitating and supporting partnerships amongst service providers and promote projects that increase access to transit for employment, school and healthcare. All of Edmond's CDBG programs have helped accomplish this goal. The addition of Citylink in July 2009 has provided much needed access to employment and education, which are essential to self-sufficiency.

### **Roadblocks to Success**

A decrease in federal entitlement funds has had a negative impact on many cities, including Edmond. These cuts change the way a city must forecast and plan for future problems then find creative ways to finance solutions.

Locally the high demand for programs such as the owner-occupied housing rehabilitation program has resulted in a two-year waiting list. The City of Edmond is concerned that with the growing need and the decreasing CDBG funds, this wait will result in seriously deteriorated, unsafe homes and neighborhoods. There is also concern that people will be underserved by public services should the agencies (i.e. subrecipients) run out of funds. Staff continues to look into community partnerships and alternative funding sources to help address the community's needs.

### **Conclusion**

The City of Edmond is greatly appreciative of the support it receives from its residents, its Citizens Participation Committee, its public service agencies, and the US Department of Housing and Urban Development. The local HUD office in Oklahoma City has been very helpful, professional and timely in its advice and dissemination of information.

This year's programs benefited more than 2,722 low to moderate-income Edmond residents. With fear of continued budget cuts, special attention was given to performance management and ensuring all programs are as effective and efficient as possible. Great strides were also made in researching Edmond's community development, transit and housing needs as well as developing affordable housing partnerships.

While this CDBG program year addressed the objectives presented in the 2010-2014 Consolidated Plan and the Annual Action Plan, the extent of the needs identified are too large to be resolved in a single program year. These needs are persistent and can only be addressed with consistent funding and the continued support of non-profit and community partners. The City of Edmond is committed to making sure these needs, as well as others identified, are met successfully. -END-