



2014 Annual Action Plan

As required by the US Department of Housing and Urban Development, this document includes an Executive Summary and the Narrative Responses to Specific HUD Questions that Community Development Block Grant (CDBG) grantees are required to answer. This is the fifth year plan of the 2010-2014 Consolidated Community Development Plan. All required forms are attached. A copy may be picked up during regular business hours at the City of Edmond CDBG Office, 10 S. Littler, Edmond, OK.



Executive Summary

The City of Edmond Community Development Division within the Planning Department is responsible for the planning, administration, and close-out of all CDBG activities. The city contracts with local nonprofits to provide public service activities.

Generally, the city invests CDBG funds on a citywide basis. Funding priorities are determined by utilizing a collaborative community process, analysis of community data and federal program regulations. As required, all CDBG activities meet at least one of three national objectives: 1) benefit to low and moderate-income persons, 2) the elimination of slum and blight, and 3) urgent need.

To assure all interested parties' the opportunity to participate in the city's Consolidated Plan development, as well as the Annual Action Plan development, the city followed the council adopted "Citizen Participation Plan". The city advertised input sessions and the public hearing in the local paper, on the city-maintained website and through correspondence with various program partners and social service agencies. Additionally, Community Development staff receives input from the Citizen Participation Committee.

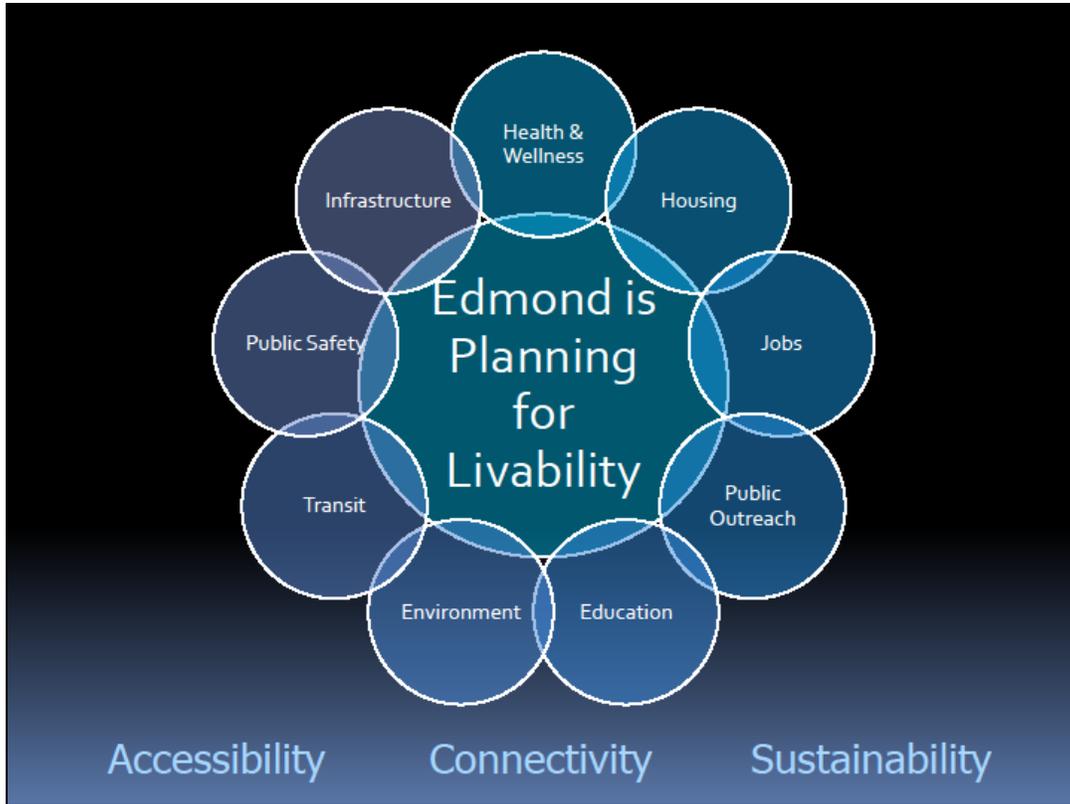
With declining funds, program efficiency is essential. The city continues its marketing and publicity for CDBG to raise public awareness and bring more attention to the program. Staff maintains a brochure as well as the website which offers easier access to program descriptions and applications for those with internet access. There is a three-year waiting list for housing rehabilitation.

For the 2014 Federal Fiscal Year, the 5th year of the 5-year plan, Edmond anticipates a CDBG allocation of \$379,783. 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 this plan are 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 2014-2015 Strategic Plan: "Edmond strives to 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."

These objectives are best illustrated in the following graphic.



GOAL #1	<i>Eliminate barriers and improve access to affordable, safe, energy efficient and fair housing</i>
Strategies	<ul style="list-style-type: none"> • Maintain current owner-occupied homes by providing owner-occupied housing rehabilitation <ul style="list-style-type: none"> ○ Emergency residential home repairs ○ Energy efficiency, weatherization and Energy Star Appliances ○ Handicap accessibility ○ Residential water conservation • Expanding homeownership opportunities by providing a free homebuyer education classes • Identify suitable land for the development of single and multi-family housing near downtown and transit • Identify private partners, including non-profits, to encourage the construction of senior housing and special needs housing • Provide residential code compliance assistance • Support Fair Housing and Equal Opportunity education for all residents
GOAL #2	<i>Provide needed public and social services, especially for those with functional needs</i>
Strategies	<ul style="list-style-type: none"> • Promote and ensure access to public transportation services • Fund programs that help low-income and at-risk children succeed in school • Provide nutritious meals to senior citizens and mobility limited residents • Assist uninsured or underinsured residents with prescriptions and/or lab costs • Promote Fair Housing, Equal Opportunity, and related education • Facilitate annual meetings with social service agencies, schools, health

	professionals, and faith-based organizations to document local needs and services available
GOAL #3	<i>Address public infrastructure and multi-modal access to healthy foods, jobs, healthcare, recreation and education</i>
Strategies	<ul style="list-style-type: none"> • Evaluate existing infrastructure for gaps which inhibit safety and accessibility for all users and mobility levels <ul style="list-style-type: none"> ◦ Encourage consideration of all ranges of mobility and ages of those who do not or cannot drive an automobile ◦ Encourage the incorporation of Complete Streets concepts which support greater connectivity and equitable transportation options • Evaluate street lighting and signage for safe travel between homes, grocery stores, parks, schools and transit stops • Ensure access to public transportation through sidewalks, trails and/or bikeways • Support the installation of a community garden for residents to tend and use as a source of healthy fruits and vegetables
GOAL #4	<i>Support neighborhood organization and community dialogue</i>
Strategies	<ul style="list-style-type: none"> • Organize neighborhood forums at local parks which foster neighbor-to-neighbor communication. Topics could include: <ul style="list-style-type: none"> ◦ City services such as public transportation, recreation and energy audits ◦ Neighborhood issues such as safety and crime ◦ Personal/family issues such as budgeting, healthy marriages, parenting and nutrition. • Host community dialogue sessions about local and regional issues such as the growing elderly population, regional transit, sustainability, economic development and health equity
GOAL #5	<i>Support small business development and expansion, commercial revitalization, and job creation</i>
Strategies	<ul style="list-style-type: none"> • Continue working with the Edmond Economic Development Authority for business expansion and creation of jobs for low and moderate income persons. • 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"> ◦ Support the redevelopment of the areas identified as suitable for mixed-use, entertainment and transit-oriented development ◦ 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
GOAL #6	<i>Prevent and eliminate safety hazards and crime in the target area</i>
Strategies	<ul style="list-style-type: none"> • Evaluate streets, sidewalks, lighting and signage for potential improvements that will prevent accidents • Ensure a line of communication exists between the neighborhoods and police • Maintain a healthy and safe urban forest by removing dead, dying or diseased trees which can harm residents and/or personal property • Support public awareness and enforcement of the city’s property maintenance codes

In 2014, Edmond’s CDBG priority needs are owner-occupied housing rehabilitation, transportation, senior services, rental assistance, medical services, food and clothing assistance, fair housing, landlord-tenant education and removal of dangerous structures and hazardous trees.

All CDBG program recipients must submit certifications and/or documentation to prove they meet the eligibility requirements for each respective CDBG program. Among other eligibility criteria, each applicant’s household income must be below the HUD-determined income limits, which are 80% of the median income of Oklahoma County.

Sources of 2014-2015 Funds:	FY 2014 CDBG Allocation	\$379,783
	Previous year CDBG funds	<u>\$100,000</u>
	Total Proposed Budget	\$479,783

Summary of Allocations below:	Housing and Non-housing Funds	\$346,859
	Public Service Activities (15% max.)	\$ 56,967
	Program Administration (20% max.)	<u>\$ 75,957</u>
	Total Allocated	\$479,783

Projects	Budget	Number of Beneficiaries
Housing Activities		
Housing Rehabilitation & Admin	\$303,859	10
Homebuyer Assistance	\$15,000	3
Non-Housing Activities		
Neighborwoods Tree Program	\$8,000	10
Demolition & Code Compliance	\$20,000	3
Public Services (15% max)		
UR Special Ministries, Inc.	\$18,000	1,800
Edmond Mobile Meals	\$8,000	200
HOPE Center Bus & Gas Cards	\$3,500	125
HOPE Center Medical Services	\$3,467	50
HOPE Center Rental Assistance	\$24,000	200
Administration (20% max)		
Fair Housing Administration	\$11,500	50
General Administration	\$64,457	N/A
TOTAL	\$479,783	2,451

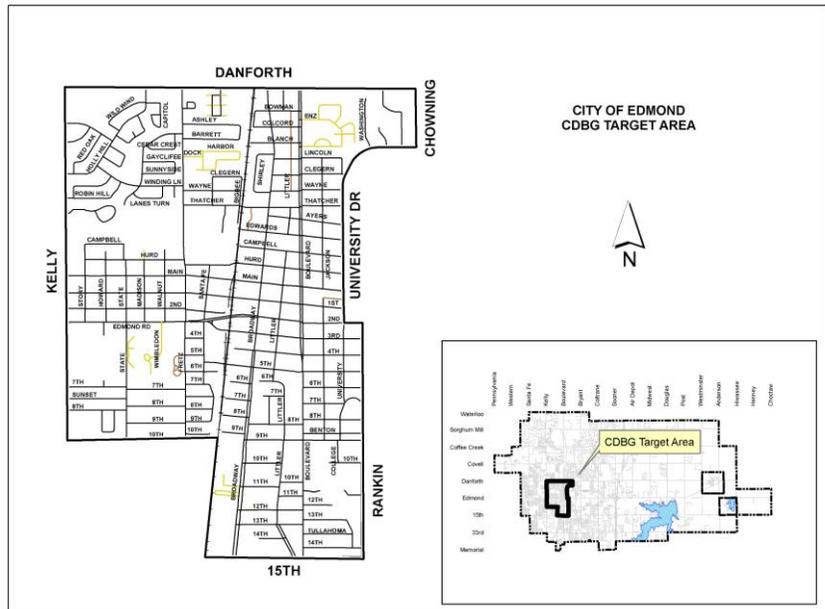
The city may reallocate reimbursements and resources contained in the plan based on considerations such as demand for assistance, timeliness of expenditure, and other programmatic considerations.

PLAN DEVELOPMENT

JURISDICTION GEOGRAPHIC AREAS

CDBG assistance is directed throughout the City of Edmond; however, the majority of CDBG activities and proposed beneficiaries are within the Census Tracts and/or Block Groups where 51% or more of the total households have low to moderate incomes. These Tracts and Block groups (Tracts: 108203, Block Groups 1, 2 and 3; 108208, Block Groups 1, 4 and 5; 108207, Block Groups 1, 2 and 3; 108204, Block Group 1; and 108201, Block Groups 1 and 4) compose the City’s CDBG target area, which will receive more than 70% of allocated funds. This area is roughly bounded by Danforth to 15th Street, and Kelly Avenue to Chowning (west of UCO Campus).

These Census Tracts and Block Groups encompass the west and north sides of the UCO campus and surround the downtown core. They also contain most of Edmond’s lowest property values, oldest homes and infrastructure, highest energy use per square foot and greatest potential for neighborhood revitalization and affordable housing construction. Much of these neighborhoods are owner-occupied; however encroachment by commercial and rental properties has caused a mix of uses and property maintenance concerns.



The area’s grid streets, diversity, workforce housing and proximity to schools, churches and services, make it one of the most desirable places for single-parents, senior citizens, individuals with disabilities and others who do not drive or own a car. Therefore many residents here rely on multiple modes of transportation, such as walking, bicycling or riding Edmond’s new, fare-free, public transportation service, Citylink.

Currently, there are no census tracts containing a compelling statistical increase in minority concentration. Edmond is a community with minorities living throughout rather than a concentrated area.

BASIS FOR ALLOCATING INVESTMENTS AND PRIORITY - The US Department of Housing and Urban Development defines the priority needs categories as follows:

High Priority: Activities to address this unmet need will be funded by the city with federal funds, either alone or in conjunction with the investment of other public or private funds.

Medium Priority: If funds are available, activities to address this unmet need may be funded by the locality with federal funds, either alone or in conjunction with the investment of other public or private funds.

Low Priority: The locality will not fund activities to address this unmet need. However, it will consider certifications of consistency for other entities’ applications for federal assistance.

The activities and programs in this plan reflect a broadening of current activities that support the overall goals of accessibility, connectivity and sustainability.

OBSTACLES IDENTIFIED - Obstacles to meeting underserved needs include:

- a. Sufficient funding for needed projects and staffing. Edmond does not receive a direct allocation of funds from other HUD formula grant programs (HOME, ESG and HOPWA). The development of the Plan considers the city's limited CDBG resources annually. These funds are divided among competing needs in housing, neighborhood revitalization, community development, supportive public services and economic development. Additionally, emergency housing rehabilitation projects are labor intensive and steeped in federal regulatory requirements that necessitate constant "hands-on" implementation by limited city staff.
- b. Availability of moderately priced housing units for residents to purchase or rent.
- c. Cost of owner-occupied housing requires significant subsidy to make housing affordable.
- d. Data on homeless and special needs populations.

Other Sources fo Funding- The City of Edmond utilizes CDBG funds as its primary source for housing and public service programming. Edmond no longer receives a HOME entitlement, ESG, Section 8 or other federal funds for housing. Outside of CDBG and federal programming, the city provides assistance to residents in the form of utility bill assistance, free home energy audits and has budgeted funds to assist numerous social service agencies that assist lower income residents. One of the most notable services that the City of Edmond offers is free public transportation for all residents, including paratransit service. Another example is throughout the CDBG Target Area, Edmond has spent millions of dollars installing accessible sidewalks to link neighborhoods and schools, making park improvements, installing walking trails, replacing old water and sewer lines and will soon have completed a major downtown redevelopment project. In addition, the city has successfully implemented a program to assist residents who are unable to comply with local code enforcement ordinances by organizing local volunteers to help the residents.

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. The Community Development Coordinator is responsible for administering and monitoring the CDBG Program. A Rehabilitation Specialist is on-contract and paid for with Rehabilitation Administrative funds.

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.

Edmond's Citizen Participation Committee was formed approximately 23 years ago. Members of the CPC represent a cross section of community residents familiar with needs of neighborhoods, low income populations and/or providers of direct supportive services to children, elderly, disabled, and homeless in Edmond.

The CPC's purposes are program oversight and to encourage public input in the design, implementation and use of CDBG resources. Staff provides and the committee reviews CDBG expenditure spreadsheets at meetings. Jointly, the CPC and staff ensure low-moderate income residents remain the overriding focus of the Plan and use of public resources.

In the development of the Consolidated and Action Plans, significant aspects of Edmond's planning process are:

- Encouraging citizen participation by advertising informal input sessions and public hearings in the local newspaper, on the city-maintained website and notification to various program partners and social service agencies.
- Gathering input on an on-going basis from the CPC and other city departments.
- Securing an independent third party to conduct a comprehensive housing needs assessment to determine Edmond's current housing conditions, both single and multi-family.
- Conducting discussions with public and private entities that provide housing assistance, health services, social services and educational services to identify unmet needs within the city limits.
- Public comment period regarding the Draft Plan.
- Public hearing to present Draft Plan to City Council for consideration and approval.

As required by 24 CFR Part 91.100, the following groups were consulted for details on local services and needs:

Housing: Consulted with public and private agencies that provide assisted housing. Edmond has eight nursing homes, one center serving the mentally retarded, an adult day care center, four assisted living centers, four independent living centers and one continuum of care facility. Also met with representatives of Turning Point Ministries, of which build homes for lower-income families. Approximately 2 affordable homes are planned for construction in the coming year. With regards to Section 8 rental assistance, this is administered by the Oklahoma Housing Finance Agency.

Social and Health Services: HOPE for Families, Inc. is Edmond's primary social service organization. It operates the HOPE Center of Edmond, HOPE Center Clinic, and Edmond Family Services. Most services are at full capacity.

Homeless: Consulted with Oklahoma County's Homeless Alliance and the HOPE Center. Their comments are noted in the Homeless Needs section of the Consolidated Plan. There is not a significant homeless population in Edmond; however, more research should be done to verify emergency shelter needs are being met, such as domestic violence.

Lead Based Paint: Consulted with the Oklahoma Childhood Lead Poisoning Prevention Program Coordinator, Oklahoma State Department of Health on elevated blood lead levels (ebll). The rate of ebll in children tested is low. Several years ago, with grant funds from the U.S. Conference of Mayors, Edmond partnered with the Oklahoma Institute for Child Advocacy Hispanic Childhood Lead Poisoning Prevention Project to expand lead paint outreach and education to low-income families and pregnant women.

Adjacent Government: Units of general local government adjacent to Edmond are Oklahoma City, Guthrie, and Arcadia. The City of Edmond meets with these governments and other metro-area communities on a regular basis.

State-non-housing: Requested and reviewed the State of Oklahoma Consolidated Plan regarding non-housing activities and funding sources. Submitted copy of the non-housing community development plan to the State.

County: Provided copy of the non-housing community development plan to Oklahoma County.

Metro Planning Agencies: Edmond participates in a voluntary association of city, town, and county governments within the central Oklahoma area. The Association of Central Oklahoma Governments (ACOG) purpose is to aid local governments in planning for common needs, cooperating for mutual benefit and coordinating for sound regional development.

HOPWA: Edmond does not receive a HOPWA formula allocation. The Oklahoma State Department of Health HIV/STD Service was contacted for HIV/AIDS prevalence data for Edmond. Because of confidentiality concerns, the State restricts releasing data specific to the city when there are two or fewer cases. Therefore, the only data available is county or state wide.

Public Housing Comprehensive Grant Program: The Oklahoma Housing Finance Agency serves as Edmond's public housing authority and does not participate in a HUD approved Comprehensive Grant Program.

In addition to the above consultations, data for the consolidated plan was gathered from the following sources: 2000 Census; 2000 Comprehensive Housing Affordability Strategy (CHAS); 2005 Housing Market Analysis of Edmond; Claritas, Inc.; and, interviews with various professionals working in specific community and economic development areas.

ACTIONS TO ENHANCE COORDINATION

- a. Convene forums with housing, transportation and social service agencies.
- b. Provide funding opportunity information to community and faith based partners.
- c. Recommend clients call the new 2-1-1 system to connect with local social services.
- d. Include phone numbers for local services on the city's webpage and brochure.

Citizen Participation

Citizen participation is essential to the success of Edmond's CDBG program. In addition to Citizen Participation Committee meetings, the city hosted a public input session. This forum provides an opportunity for interested citizens to ask questions and offer ideas about the city's community and economic development needs and the design and use of CDBG resources. The other purpose of the public input sessions is to provide information about Edmond's CDBG Program, such as eligibility requirements, current activities, eligible activities, the Consolidated Plan process, contents of the Five Year Consolidated Plan and results of previous years' Action Plans.

Summary of Citizen Participation Process

June 29, 2014 - CPC Meeting and Public Services held a meeting to collect comments and suggestions for city's CDBG funding. Presented the Draft priorities for the plans. No comments were received.

July 8, 2014 - Notices of the Comment Period were posted at Edmond City Hall and the Planning & Public Works Building. The Notice announced the public comment period and final public hearing dates for the Annual Action Plan. Citizens were encouraged to contact city staff for information or to provide comments on or before August 11, 2014. Staff also sent the Notices to local newspapers, placed it on the website, www.edmondok.com, community-based social service providers.

July 24, 2014 - CPC Meeting and Public Hearing was held to collect comments and suggestions for city's CDBG 2014 Annual Action Plan. Presented Draft Annual Action Plan. No comments were received.

August 11, 2014- The Final Draft of the FY 2014 Annual Action Plan was presented as a Public Hearing to the Edmond City Council. This process afforded all interested parties an opportunity to provide input and suggestions before the Plans' consideration and adoption by the Edmond City Council.

Summary of Comments Received During the Consolidated Planning Process - Through the public input sessions, Citizen Participation Committee meetings and formal Public Hearings for the Five-Year Consolidated Plan, the following needs, suggestions and comments were received.

Many will be incorporated into CDBG actions plans, while others may not be eligible for CDBG. The city recognizes that additional sources of funds and partners may be necessary.

1. Accessible sidewalks to connect to schools, transit stops, parks and downtown
2. Housing rehab, including handicap accessibility, weatherization and energy efficiency improvements (incl. geothermal heat pumps)
3. Homebuyer assistance & education
4. Traffic calming on Main between Fretz & Kelly – traffic circle or intersection bump-outs at Chitwood Park
5. Land use protection from further commercial development in single-family neighborhoods (protect workforce housing”)
6. Install or connect to trails along creeks and streams
7. Install signs which ID CDBG-funded projects
8. Water conservation pilot project using rain barrels
9. Create “bum-a-bike” program connecting neighborhood parks to the transit transfer center, utilizing retro-style bikes with baskets and 3-wheels.
10. Organize neighborhood educational events at Chitwood Park Pavilion featuring subjects such as financial counseling, nutrition, tree planting & pruning, weatherization, bike safety or introducing new programs around Edmond. This would be a tool in introducing neighbors and possibly building neighborhood organizations within the target area, since HOA’s don’t typically exist in older neighborhoods.
11. Replace old water and sewer lines where needed
12. Continue funding existing public service agencies that are the most successful in meeting needs and stretching the funds – HOPE Center, UR Special, Edmond Mobile Meals, and Metro Fair Housing.
13. Remove hazardous trees and plant new street trees
14. Install vegetable and wild-flower Community Garden at Chitwood Park
15. Add street lighting throughout, as needed
16. Step up code enforcement and provide code compliance assistance as needed
17. Create a through street from Hurd or Campbell to Kelly to alleviate bus and school traffic dangers in neighborhood
18. Create a transit-oriented development plan from Thatcher to 6th and Fretz to Boulevard, including housing, transfer center, pedestrian bridge, sidewalks, etc.
19. Create a community development or redevelopment authority to aide in incentivizing new affordable housing and economic development opportunities
20. Install more street signs, such as “Children At Play”
21. Install bike sharrows and lanes on streets with appropriate widths

As mentioned above, over the past 4 years, staff has collaborated with Dr. Diane Rudebock and her Introduction to Community Health class at UCO to perform in-depth livability analysis. To date, dozens of Edmond neighborhoods have been evaluated, most of which are within the CDBG Target Area. As a final semester project, the students divide into groups and are provided a “scenario” whose point of view they are asked to evaluate the neighborhood. The scenario is typically someone with a physical or mental health-related impediment, such as wheelchair-bound, visual impairment or severe depression. Some scenarios may have a personal challenge, such as someone who doesn’t own a car or a grandmother raising her grandchildren. Each group must determine if the person in their scenario could live in that neighborhood and if not, what improvements are necessary in order for them to live there comfortably and healthy. The students formally present their findings with photos and slides which describe neighborhood demographics, accessibility problems, infrastructure needs, nearby services, schools, transit, housing conditions and assets in each neighborhood.

Staff conducts another similar project each year with the Edmond Chamber of Commerce “Leadership Edmond” class made up of local business professionals. The class divides into groups and is provided similar scenarios as the UCO students, and were also provided a limited income

and asked to live day-to-day with no cell phone, internet or car. They were asked to find local resources, such as medical, housing, utility and daycare assistance – all of which are common challenges for low-income people.

Following these two studies, staff shares the findings with pertinent departments, appropriate social service agencies and neighborhood associations to see what can be addressed. Staff presented the findings to the CPC during the development of the Five-Year Consolidated Plan and agreed that some of the issues discussed should be part of this document. The results also contributed to the decision to focus on livability and the 3 plan objectives, which are accessibility, connectivity and sustainability.

Summary of Efforts to Broaden Public Participation - Although it is difficult to notify all residents, the City of Edmond utilizes many available avenues to encourage citizen participation. Citizens are encouraged throughout the year to attend monthly meetings, contact city staff for information and provide input. Notices are sent to all of the public service providers, including those who serve minority and non-English speaking persons, and persons with disabilities. Press releases and legals are published regularly in local newspapers and the information is also posted on the city's web page www.edmondok.com.

Explanation of Comments Not Accepted

All public comments are encouraged and accepted.

Institutional Structure

During the course of the year, Community Development staff will take the following actions to develop and enhance its institutional structure.

- ↳ Convene forums with community and faith-based subrecipients to identify gaps in housing, transportation and public service delivery, especially those specific to special needs populations.
- ↳ Continue public awareness on Edmond's housing needs and available programs.
- ↳ Continue to attend HUD and other sponsored training on Housing, Transportation, Sustainability, Community and Economic Development.
- ↳ Identify and pursue resources to leverage CDBG sponsored activities.

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.

Staff prepares all expenditures, applications, contracts and 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 with their invoices for payment. The Community Development Coordinator monitors the agencies 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.

HOUSING

During this plan year, the City of Edmond plans to administer the following high-priority housing programs:

Owner-Occupied Housing Rehabilitation

The objective of the CDBG Owner-Occupied Housing Rehabilitation (OOHR) Program is to rehabilitate homes to meet basic HUD and City building codes, with emphasis placed on structural safety, accessibility, sanitary conditions and energy efficiency. Applicants are placed on a first-come, first-served waiting list. The beneficiaries are low to moderate-income individuals and families. The homes will also be tested for Lead-Based Paint. If LBP exists, it will be abated. Only owner-occupied, single-family homes are eligible. Investment (rental) property is not eligible. 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 urgent need in the home and handicap accessibility. A **Reconstruction Program** is also available for demolition and reconstruction of a housing unit on the same lot. **Weatherization** may be offered as well, for both owner-occupied and rental property.

In rare cases, if reconstruction is deemed unfeasible, funds from this budget may be utilized for **Housing Acquisition**, which means CDBG funds would be used to purchase a different home for the applicant. In this case, the Citizen Participation Committee will approve the project and its parameters. A plan and budget amendment request will be submitted to the City Council and HUD for approval before proceeding.

Public Housing Needs

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 30, 2013, there were 396 active Section 8 Program participants living in privately owned and managed rental dwellings in Edmond and 260 applicants on the wait list to receive rental assistance. There are two apartment residential communities specifically for the elderly that offer 154 units and there are two for families with 248 units with the Project-Based Section 8 rental assistance from HUD.

There are 440 units for the Low Income Housing Tax Credit (Section 42 of IRC) for families and 274 for elderly.

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 11,600 persons or its development assistance programs to receive as much as four times the financial demand vs. funds available.

Barriers to Affordable 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.

To lessen the negative effects of Edmond's high cost housing market, the city will use its CDBG funds to close homebuyers' affordability gaps. By providing down-payment assistance to income eligible homebuyers, the city can reduce total mortgage debt and monthly mortgage payments making homeownership more feasible.

The city will continue 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 will consider various alternatives to help off-set the high cost of land associated with the development of affordable housing. The city will provide 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.

Lead-based Paint

Due to privacy laws at the State Department of Health, Edmond did not receive data linking income and age of housing to the incidence of lead-based paint. The chart below indicates that 1,855 units built prior to 1978 may contain lead-based paint.

Year Built	Number of Units in Edmond	National Percentage Containing Lead	Number of Units
Prior to 1940	1118	68%	760
1950 to 1959	906	43%	389
1960 to 1978	8,834	8%	706
Total	10,858	17%	1855

The estimate is based on applying the results of the U.S. Department of Housing and Urban Development's "National Survey of Lead and Allergens in Housing Final Report" dated April 18, 2001 to the City's housing stock built prior to 1978. This survey determined the percentage of homes containing lead paint by year of dwelling construction; 68% of the homes built before

1940 contain lead-based paint; 43% built between 1940 and 1959 contain lead; and, 8% built from 1960 to 1978. Given the number of homes that have been rehabbed through CDBG and private investment, according to lead-abatement contractors, the estimate is likely less than 1800 units.

According to the State Department of Health, a total of 23 children residing in Edmond had elevated blood levels prior to 2005. The city was not provided 2005-2008 data. Only one child was reported having an elevated blood level in 2009-2010. Most of the elevated levels have been found in zip codes with older neighborhoods.

Actions Proposed to Evaluate and Reduce Lead-based Paint Hazards - In the years since the federal government's ban on the use of lead-based paint, the City has developed and implemented lead paint evaluation and mitigation policies. In turn, these polices were incorporated into the City's CDBG and other federally assisted affordable housing programs.

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. All contractors performing rehabilitation working in Edmond's CDBG Program are 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 will coordinate its affordable housing activities with the Oklahoma State Department of Health'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.

HOME/American Dream Downpayment Initiative (ADDI)

The City of Edmond does not receive HOME nor ADDI program funds at this time. However, the city will once again offer the CDBG Homebuyer Assistance Program.

Specific Homeless Prevention Elements

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
- The HOPE Center will be offering CDBG Rental Assistance to provide emergency, one-time assistance to prevent homelessness and/or eviction.

HOMELESS PREVENTION: Edmond is prioritizing homeless and prevention activities by offering rental payment assistance, utility bill assistance, 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, school supplies and clothing to children. Additionally, the city will monitor any new LIHTC developments to identify if any units are set-aside for the homeless.

DISCHARGE COORDINATION POLICY: Edmond does not receive McKinney-Vento Homeless Assistance Act Emergency Shelter Grant, Supportive Housing, Shelter Plus Care or Section 8 Single Room Occupancy Program funding and, therefore, does not have a need to develop a Discharge Coordination Policy.

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.

SPECIAL NEEDS HOUSING: USHUD defines special needs populations as a household of one or more persons that includes persons with mobility impairments or disabilities (i.e. mental, physical, developmental, persons with HIV/AIDS and their families) or persons with alcohol or other drug addiction that may require housing with supportive services.

The city's ordinances and CDBG and public service programs reflect the city's priority for serving special needs populations. The city has adopted and enforces ordinances for new housing and all other construction projects to ensure there is appropriate accessibility to physically disabled residents. Residents with special needs are encouraged to contact the city for eligibility information or to suggest programs that may be needed.

Edmond has several civic, social agencies and an active religious community to help these residents (Boy's Ranch Town, Citizens Caring for Children, Edmond Association for Retarded Citizens, Edmond Senior Citizens Center, Edmond Task Force for Youth, and HOPE Center). Many faiths are represented in the city's churches and religious organizations which have varied programs for all stages of life. Counseling, support groups, preschools, and Mother's Day Out programs are also available.

Although some sources of funding have been steadily declining while local needs are increasing, the city expects agencies currently serving this population will continue to receive funding from their respective resources. CDBG staff will forward information and grant opportunity announcements and encourage and support other organizations' pursuit of competitive state,

federal and private resources to address housing, transportation, public services and community development needs of special needs populations.

COMMUNITY DEVELOPMENT

Edmond's non-housing, community development programs consist of two categories, Neighborhood Preservation and Public Services. The priorities for these programs include keeping older neighborhoods safe and clean and meeting the day-to-day needs of our poorest residents by partnering with local non-profits. Since 2003, Public Service program usage has more than tripled.

Edmond strives towards pro-active community development. This means that maintenance and preventative measures are taken to avoid serious neighborhood blight and impoverishing conditions. Much of those needs are met outside of CDBG programming. For example, throughout the CDBG Target Area, Edmond has spent millions of dollars installing accessible sidewalks to link neighborhoods and schools, making park improvements, installing walking trails, replacing old water and sewer lines and is about to complete a major downtown redevelopment project. In addition, the city is improving public transit and has successfully implemented a program to assist residents who are unable to comply with local code enforcement ordinances by organizing local volunteers to help the residents.

Neighborhood Preservation Programs: **Code Compliance Assistance**

The objective 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 will be 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 with active utilities or occupants within the last 2 years.

Neighborhoods Tree Program

The objective of this program is to maintain a healthy and safe urban forest. This is done by trimming and/or removing hazardous trees, as well as planting new trees. With the help of the City's Urban Forestry office, last year, CDBG paid for the removal of more than 20 hazardous trees in the Edmond CDBG Target Area. Hazardous trees not only pose a serious safety threat to people and homes, but when diseased can spread to otherwise healthy 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.

Public Service Programs:

UR Special Ministries, Inc. Clothing Assistance Program

The objective of this program is to build the self-esteem of "at-risk" children between the ages of 3 to 10, by furnishing new clothing. Clothing is given to boys and girls on three occasions during the program year, at Back-to-School, Winter, and Spring. Qualifying children receive an entire outfit, including a dress, shirt, pants, shoes, socks, shoes, underwear, pajamas and coats. Most of the clothing is



purchased at or donated by local stores, but the dresses are made by volunteering seamstresses. In addition the CDBG funds, UR Special receives private donations and in-kind contributions.

The HOPE Center Transportation Program

The objective of this program is to assist Hope Center clients who need 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 HOPE Center of Edmond and 7-11 Convenience Stores.

The HOPE Center Medical Services Program

The objective of this program is to assist qualifying persons who are either uninsured or underinsured and have no means to pay for prescriptions or lab costs. A local pathology lab and a local pharmacy assist qualifying applicants and the Hope Center of Edmond pays for the lab costs and prescriptions with CDBG funds. Most recipients are children and expectant mothers.

The HOPE Center Rental Assistance Program

The objective for this program is to prevent homelessness by assisting the HOPE Center 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. Priority may be given to those with children or elderly in the home.

Edmond Mobile Meals

The objective for this program is to assist Edmond Mobile Meals in providing affordable, nutritious meals to Edmond’s homebound senior citizens and disabled residents. Volunteers deliver the meals 5 days a week to the clients' homes. The funds will be used for food supplies and food containers. More than 190 meals are delivered per day currently. Due to growth of the senior population, it is expected that demand for this program will increase dramatically in the next 2 to 10 years.

Metro Fair Housing Services

In accordance with Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) and the Oklahoma Fair Housing Act, another high-priority housing goal is to ensure all Edmond residents have access to housing regardless of age, race, color, national origin, sex, familial status, disability and religion.

The City of Edmond contracts with the Metropolitan Fair Housing Council of Greater Oklahoma City to provide fair housing services, landlord-tenant education and mediation to Edmond residents. These services include mass dissemination of fair housing and discrimination information, education presentations, counseling, outreach and consulting. MFHC has trained, professional and legal staff that investigate housing discrimination and



landlord-tenant complaints. In addition, MFHC provides fair housing presentations in Edmond with special emphasis on apartment complexes, property managers, university students, local high schools, real estate professionals and homebuyer education classes. The MFHC has also offered its services to assist the City of Edmond and the University of Central Oklahoma with a new Rental Education Program which began Fall 2008.

Economic Development

The City of Edmond supports the development and expansion of local employment opportunities. The city will specifically support local applications, particularly economic development efforts, for activities that benefit low-moderate income residents.

The Edmond Economic Development Authority has received CDBG funding from the city in past years and presently maintains the CDBG Revolving Loan Fund. Several loans have been made to Edmond companies for business expansion and creation of jobs for low and moderate income persons. The most recent loan was paid in full September 2009.

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, Edmond's goal is to improve the conditions in which low-income people live and support partnerships among providers of service to low-income people.

Housing and Community Development Programs proposed by the city to support these antipoverty goals, include:

- Owner-Occupied Housing Rehabilitation
- Homebuyer Assistance
- Neighborwoods Program
- Code Compliance
- For Children, UR Special Clothing Assistance Program and HOPE Center Back To School Supplies
- Public Transportation to employment and education
- Medical Services Program
- Edmond Mobile Meals
- Renter Assistance Program
- Consumer education about fair housing, discrimination, landlord-tenant relations and rights, housing counseling, and homeownership
- Support efforts towards job growth and economic development opportunities

Edmond's policy is to work with local community based organizations to address poverty. The city strives to network with service providers, state agencies and community organizations to expand job opportunities and facilitate a cohesive antipoverty assistance network. Affordable housing production and preservation efforts will be coordinated and marketed through CDBG Subrecipients and community and faith-based organizations.

Several social agencies in Edmond and Oklahoma County presently assist the homeless and persons/households that are below the poverty level. These organizations include Boy's Ranch Town, Citizens Caring for Children, Turning Point Ministries, Edmond Association for Retarded Citizens, Edmond Guidance Center, Edmond Community Hospice, Edmond Senior Citizens Center, Edmond Task Force for Youth, Edmond Youth Council, Project Read, Community Action Agency of Oklahoma City/Oklahoma and Canadian Counties, and HOPE Center of Edmond (primary social service agency for the city). Each group has a targeted specific population segments within the city.

-END OF NARRATIVE RESPONSES FOR ACTION PLAN DOCUMENT-
