



Second Year Annual Action Plan 2016 – 2017

July 1, 2016 – June 30, 2017

—
Presented to the U.S. Department of Housing and Urban Development
Oklahoma City Field Office

PRESENTED BY:

Mayor: Dewey F. Bartlett Jr.

Tulsa City Council: G.T. Bynum, Jeannie Cue, Blake Ewing,
Karen Gilbert, Jack Henderson, Phil Lakin Jr., Connie Dodson,
David Patrick and Anna America



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Second Program Year Annual Action Plan

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SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted	OK403036 TULSA	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction: City of Tulsa		OK403036 TULSA	
Address: 175 E 2nd Street, Suite 480		Organizational DUNS: 78662251	
		Organizational Unit: City of Tulsa Oklahoma	
City: Tulsa	State: Oklahoma	Department: Finance	
Zip: 74103	Country: USA	Division: Grants Administration	
Employer Identification Number (EIN):		County: Tulsa	
73-6005470		Program Year Start Date: 7/01/2016	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		N/A	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant B-16-MC-40-0004	
CDBG Project Titles FY 2016 CDBG Program		Description of Areas Affected by CDBG Project(s) City of Tulsa, Oklahoma	
CDBG Grant Amount	Additional HUD Grant(s) Leveraged	Describe	
\$3,107,762			
Additional Federal Funds Leveraged		Additional State Funds Leveraged	
Locally Leveraged Funds		Grantee Funds Leveraged	
Anticipated Program Income	Other (Describe):		
\$459,483	\$454,380.35 (Prior Period Unspent Funds)		
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME M-16-MC-40-0202	
HOME Project Titles FY 2016 Home Program		Description of Areas Affected by HOME Project(s) City of Tulsa, Oklahoma	
HOME Grant Amount	Additional HUD Grant(s) Leveraged	Describe	
\$1,265,943			
Additional Federal Funds Leveraged		Additional State Funds Leveraged	

Locally Leveraged Funds	Grantee Funds Leveraged
Anticipated Program Income \$9,341	Other (Describe) \$822,322.35(Prior Period Unspent Funds)
Total Funds Leveraged for HOME-based Project(s)	

Housing Opportunities for People with AIDS 14.241 HOPWA
OKH16F002

HOPWA Project Titles FY 2016 HOPWA Program	Description of Areas Affected by HOPWA Project(s) City of Tulsa, Oklahoma
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HOPWA Grant Amount \$361,422	Additional HUD Grant(s) Leveraged	Describe
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Additional Federal Funds Leveraged	Additional State Funds Leveraged
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Locally Leveraged Funds	Grantee Funds Leveraged
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Anticipated Program Income	Other (Describe)
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Total Funds Leveraged for HOPWA-based Project(s)
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Emergency Shelter Grants Program 14.231 ESG
E-16-MC-40-0001

ESG Project Titles FY 2016 ESG Program	Description of Areas Affected by ESG Project(s) City of Tulsa, Oklahoma
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ESG Grant Amount \$283,807	Additional HUD Grant(s) Leveraged	Describe
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Additional Federal Funds Leveraged	Additional State Funds Leveraged
------------------------------------	----------------------------------

Locally Leveraged Funds	Grantee Funds Leveraged
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Anticipated Program Income	Other (Describe) \$31,758.28 (Prior Period Unspent Funds)
----------------------------	--

Total Funds Leveraged for ESG-based Project(s)
--

Congressional Districts of: OK-1 OK-1	Is application subject to review by state Executive Order 12372 Process?	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.	<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
	<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application

First Name: Gary	Middle Initial	Last Name: Hamer
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Title: Capital Planning & Interim Grants Division Manager	Phone: 918 596-7573	Fax: 918 699-3240
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Email: GHamer@cityoftulsa.org	Grantee Website : www.cityoftulsa.org	Other Contact:
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Signature of Authorized Representative	Date Signed
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Aloney F. Salttiff

MAY 10 2016

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

 APR 27 2016
Signature/Authorized Official Date

Mayor
Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2016, 2017, 2018 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

 APR 27 2016
Signature/Authorized Official Date


Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Almy F. Scutt / APR 27 2016
Signature/Authorized Official Date

MAYOR
Title

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

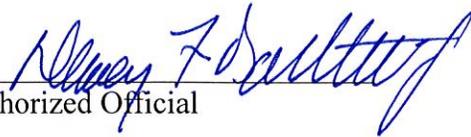
Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



Signature/Authorized Official

APR 27 2016

Date

MAYOR

Title

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Aloney F. Barltuff APR 27 2016
Signature/Authorized Official Date

MAYOR
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

City of Tulsa, 175 E 2nd Street, Tulsa, Tulsa County, Oklahoma, 74103

Check if there are workplaces on file that are not identified here.

This information with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Tulsa is pleased to submit its 2016 Program Year Annual Action Plan. This is the second year of the 2015-2019 Consolidated Plan. The Consolidated Plan is available at <https://www.cityoftulsa.org/media/419591/Consolidated%20Plan%20FINAL%2005.14.15.pdf> The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan.

2. Summary of the objectives and outcomes identified in the Plan

The overall outcome is to improve the quality of life of principally low and moderate income Tulsans, by creating suitable living environments, improving the availability of affordable housing and enhancing economic opportunities. The Annual Action Plan process identified the same overarching needs within the community, as identified in the Consolidated Plan. The following seven priority needs adopted are:

- Demolition of Substandard Housing
- Economic Development
- Homeless/Special Populations
- Housing Subsidies/Assistance
- Housing Acquisition, Construction & Rehabilitation
- Public Facilities and Infrastructure Improvements
- Public Services

The outcomes of addressing these needs will be measured by the increase in availability/accessibility, affordability and sustainability created by the programs and services provided throughout the course of the Consolidated Plan. By concentrating funds on a small number of specific needs, it is hoped that the main objective will be achieved and a greater number of principally low and moderate income persons will benefit from the available funding.

3. Evaluation of past performance

Over the course of the 2010-2014 Consolidated Plan, the City continued to improve its processes and delivery of services in addressing the housing, community development and economic development objectives identified. A complete and detailed year-end report has been written summarizing the result of activities that took place during the last year of the

2010-2014 Consolidated Plan. A copy of this report can be found at <https://www.cityoftulsa.org/community-programs/grants/plans-and-reports.aspx>.

Utilizing Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funds, the City of Tulsa has promoted Decent Housing, Suitable Living Environments, and Economic Opportunities. During 2010-2014 the City expended over \$47.7 million and:

- Assisted one hundred sixty-six thousand seven hundred and fifty-five (166,755) people through public service activities;
- Assisted one hundred forty-seven thousand eight hundred and nineteen (147,819) people through public facilities and improvement activities, including sidewalk installation and public parks improvements;
- Provided rental housing subsidies to six thousand five hundred and fifty-two (6,552) households;
- Provided shelter facilities to fifteen thousand one hundred and eighty-one (15,181) people;
- Created/retained three hundred and four (304) jobs;
- Rehabilitated one thousand two hundred and thirteen (1,213) household housing units;
- Added 70 multifamily rental units;
- Assisted two hundred and twenty-eight (228) first time homebuyers;
- Acquired three (3) multi-family rental properties;
- Carried out clearance and demolition activities on seven hundred and sixty-one (761) substandard structures; and
- Notified four thousand two hundred and six-nine (4,269) property owners of code violations.

4. Summary of citizen participation process and consultation process

The goals of the City's citizen participation process as it relates to the Consolidated Plan and Annual Action Plans are:

- To increase the involvement of low-income persons, residents of public housing, minority populations, non-English speaking persons and persons with special needs;
- To clarify roles and responsibilities enabling a variety of organizations to participate cooperatively in meeting the goals and objectives identified by the community; and
- To ensure that all citizens and organizations have an opportunity to participate in the evaluation of funded activities.

During the development of this Second Year Annual Action Plan, citizens were provided the following opportunities to participate in the process:

- Needs Assessment Public Hearing – September 9, 2015
- HUD Community Development Committee meeting to set priorities needs and goals – September 16 & 17, 2015

- HUD Community Development Committee meetings for recommendation of awards – February 10, 16, & 17, 2016
- Second Year Annual Action Plan comment period - March 15, 2016 through April 14, 2016.
- Second Year Annual Action Plan Public Hearing – April 13, 2016

5. Summary of public comments

During the needs assessment public hearing comments were received concerning:

- Education programs for school aged children, including after school programs, summer camps, and transitional living programs for homeless youths
- Mentoring, life skills education and job training for individuals released from prison
- Educational and training classes for adults
- Assistance to victims of abuse
- Benefits of homeownership
- Tulsa’s homeless population

No comments were received during the comment period for the draft Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments from the needs assessment public hearing were accepted and incorporated in the Second Year Annual Action Plan.

7. Summary

The City of Tulsa is looking forward to continuing to meet the underserved needs of the community and improving the quality of life of principally low and moderate income Tulsans. During the second year of the Five Year Consolidated Plan the funding has been awarded to twenty-nine (29) external agencies and two (2) City departments to conduct thirty-eight (38) activities. Total grant funds awarded, including administration, totals \$6,790,562.

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

Agency Role	Name	Department/Agency
Lead Agency	TULSA	
CDBG Administrator	TULSA	Finance - Grants Administration
HOPWA Administrator	TULSA	Finance - Grants Administration
HOME Administrator	TULSA	Finance - Grants Administration
ESG Administrator	TULSA	Finance - Grants Administration

Table 1 – Responsible Agencies

Narrative:

The City of Tulsa Finance Department Grants Administration is the lead entity responsible for preparing the Annual Plan and for the administration of the Community Development Block Grant (CDBG), the HOME Investment Partnership Program (HOME), Housing Opportunities for Persons With AIDS (HOPWA) and the Emergency Solutions Grant (ESG).

Consolidated Plan Public Contact Information

Questions or comments regarding the plan should be addressed to:

Gary Hamer, Capital Planning and Grants Manager
City of Tulsa, Grants Administration
175 E 2nd Street, Suite 480
Tulsa, OK 74103-3208
GrantsAdmin@cityoftulsa.org

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Tulsa Grants Administration is committed to working with local agencies and service providers to create solutions to best address the needs of the community. The entities which have provided input and insight into the 2016-2017 Annual Action plan are listed in the following sections.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Tulsa benefits from a strong and cohesive coalition of local government officials, service providers, lenders, and volunteers. These various groups coordinate effectively to avoid duplication of services and facilitate a delivery system that meets the needs of Tulsa's various populations.

The city continues a targeted public outreach effort to educate and engage the public in the annual planning and funding opportunities process. Activities include:

- Posting and advertising all public meetings with adequate advance notice to citizens for maximizing participation;
- Ensuring all public meetings and other forms of communication are accessible to people with disabilities and non-English speaking persons;
- Utilizing web-based communication tools to solicit input from citizens;
- Working with local service providers, INCOG, the Housing Authority of the City of Tulsa, local lenders, and others to leverage public and private resources;
- Coordinating resources and services for affordable and supportive housing, in conjunction with local service providers, housing officials, lending institutions, developers, and non-profit organizations, including the City's Continuum of Care;
- Conducting meetings with HOME and CDBG grantees;
- Meeting with funded agencies to discuss their programs, successes and challenges; and
- Providing on-going citizen participation opportunities in HUD Community Development Committee meetings.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Tulsa and the Tulsa City/County Continuum of Care (CoC) continuously work to develop an inclusive coordination and consultation process. Although it is still a work in progress, the focus remains to collaborate on all aspects of the Emergency Solutions Grant process including planning, funding, implementing and evaluating homeless assistance and prevention programs at the local level. One way coordination is accomplished is the

opportunity for CoC member agencies to provide input at public hearings, which is part of the City's Citizen Participation Plan. The City of Tulsa Grants Administration (GA) participates in monthly CoC meetings facilitated through the A Way Home for Tulsa (AWHFT) Governance Board. The A Way Home for Tulsa program is a community-wide initiative that provides a way for multiple local stakeholders to work together to create a systematic local strategy. The AWHFT board is also working with the City of Tulsa to develop continuum-wide program outcomes in order to monitor and evaluate CoC and ESG program performance, and to inform the stakeholders of City of Tulsa US Department of Housing and Urban Development (HUD) initiatives. Collaboration has been bolstered through recently adopted changes to the City's grant allocation process. In September 2015, the City of Tulsa passed Ordinance 23362 that outlines the grant process for the HUD grants received. Contained in the Ordinance is the requirement for the inclusion of a non-HUD funded CoC member to sit on the HUD Community Development Committee (CDC). The HUD CDC's responsibilities include the following duties, which play an important role in fulfilling the City's collaboration with the CoC:

- Receiving public input of needs.
- Receiving input from the CoC regarding homeless needs, priorities, goals, outcomes and evaluation measures.
- Consulting with the CoC regarding allocation of funds, developing performance standards, and evaluating outcomes of ESG assisted projects.

The Homeless Management Information System (HMIS) lead agency, Community Service Council of Greater Tulsa, and the HMIS administrator participates in the AWHFT governance board meetings bringing forward HMIS data standards, policies and performance reports for review and approval. The administrator provides access to licenses, hands-on training and technical support to all of the ESG subrecipients and submits performance reports to the City of Tulsa for the ESG programs. The City of Tulsa and the HMIS lead have agreed to allocate three percent of the ESG funds each year to assist the HMIS lead in meeting the regulatory requirements with regard to data collection and mandatory reporting.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

A member of the CoC sits on the HUD Community Development Committee and provides input during the allocation process. To ensure compliance with the HEARTH Act changes, Grants Administration (GA) works closely with the local Continuum of Care and Emergency Solutions grant subrecipients. GA staff attends monthly CoC meetings to help establish ESG priorities, policies and performance standards.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	City of Tulsa Planning Department
	Agency/Group/Organization Type	Other Government – Local Grantee Department
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Strategy Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the needs assessment and provided data relating to City planning activities for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
2	Agency/Group/Organization	Housing Authority of the City of Tulsa
	Agency/Group/Organization Type	Public Housing Authority
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the needs assessment and provided data relating to public housing needs for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
3	Agency/Group/Organization	Car Care Clinic
	Agency/Group/Organization Type	Services - Transportation
	What section of the Plan was addressed by Consultation?	Non-housing Community Development

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The organization participated in the public hearing and provided data relating to public service’s needs, particularly transportation, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.</p>
<p>Agency/Group/Organization</p>	<p>Domestic Violence Intervention Services, Inc.</p>
<p>Agency/Group/Organization Type</p>	<p>Services – Victims of Domestic Violence</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs – Families with Children Non-housing Community Development Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The organization participated in the public hearing and provided data relating to domestic violence and other related issues for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.</p>
<p>Agency/Group/Organization</p>	<p>Community Action Project / Tulsa Children’s Coalition</p>
<p>Agency/Group/Organization Type</p>	<p>Services – Children Services – Education</p>
<p>What section of the Plan was addressed by Consultation?</p>	<p>Anti-poverty Strategy Non-housing Community Development</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The organization participated in the public hearing and provided data relating to children’s services and education, adult education and workforce training and English as a second language, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.</p>

Agency/Group/Organization	Mental Health Association Oklahoma
Agency/Group/Organization Type	Services – Persons with Disabilities Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided data relating to the needs of people suffering from various mental health issues, with an emphasis on the homeless population, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
Agency/Group/Organization	Youth Services of Tulsa, Inc.
Agency/Group/Organization Type	Housing Services – homeless
What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided data relating to housing and services for homeless youths for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
Agency/Group/Organization	The Salvation Army
Agency/Group/Organization Type	Services – homeless Regional Organization

What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization participated in the public hearing and provided data relating to housing and services for homeless for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
Agency/Group/Organization	Community Service Council of Greater Tulsa
Agency/Group/Organization Type	Services – Homeless Services – Fair housing Continuum of Care
What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing Community Development Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization provided data on homeless population to be taking in to account during the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Multiple Agencies were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Service Council of Greater Tulsa	The goals of the Strategic plan, concerning homeless services, are aimed to work in conjunction with the goals of the Continuum of Care plan.
PLANiTULSA, The City of Tulsa Comprehensive Plan	City of Tulsa	The City of Tulsa’s comprehensive plan is a long term plan for the City. The Consolidated Plan will aid the City in work towards the goals set regarding Housing / Economic Development
Oklahoma Long Range Transportation Plan	Oklahoma Department of Transportation	Both plans seek to improve transportation links within areas that are currently lacking services.
Housing Authority of the City of Tulsa Five-Year Annual Plan 2016 – 2010	Housing Authority of the City of Tulsa	Both plans seek to serve the needs of LMI residents concerning access to decent, suitable and affordable housing.

Table 3 – Other local / regional / federal planning efforts

Narrative (Optional):

Anticipated outcomes of the consultation include a more concise data-driven set of goals based on community needs, resulting in more low- and moderate-income persons being served throughout the course of the plan.

AP-12 Citizen Participation

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Citizen Participation Plan and Title 12 §800 of Tulsa Revised Ordinances (#23362) are the guiding documents that facilitate the process for the determination of needs, priorities, and allocation of HUD funds. The HUD Community Development Committee (CDC) receives citizen input and makes funding recommendations.

The CDC solicits public input regarding the long-term and short-term needs of the community to develop funding priorities. This committee consists of the following members who all have voting privileges: the nine (9) City Councilors and Mayor who shall serve ex-officio; five (5) residents of the City of Tulsa, designated by the City Council, three (3) of whom shall reside within a low to moderate income census tract, with no more than one representative from each Council district; one (1) representative from the Indian Nations Council of Governments (INCOG); one (1) representative from a financial institution; one (1) representative from the Continuum of Care; one (1) representative with grant allocation experience; and one (1) representative from the City of Tulsa Planning Department. The Mayor designates the member from a financial institution, the Continuum of Care, and the individual with grant allocation experience.

The priority needs for the City of Tulsa's 2015-2019 Consolidated Plan were determined through analysis of information gathered from a variety of sources and were approved by the Mayor and City Council on September 9, 2014 and September 11, 2014 respectively. In September 2015 the HUD CDC held a Needs Assessment Public Hearing to gather needs for the Second Year Annual Action Plan. During the meeting the HUD CDC were provided with updated information on the 2016 priority needs compiled by Grants Administration, and listened to the concerns of the public. Follow up HUD CDC meetings were held to discuss the comments received and to develop priorities for the 2016 Annual Action Plan. A list of 2016 needs and goals were presented to the Mayor and City Council and were approved on September 21, 2015 and October 08, 2015 respectively, and were included in the 2016 Request for Proposals released by Grants Administration at RFP workshops held on October 13 and 14, 2015.

An Annual Plan Timeline was published to ensure citizens were aware of the process including opportunities for participation. The following is a list of additional dates provided to citizens wishing to participate in the annual plan process;

- December 17, 2015 – RFP Training Workshop for application evaluators
- January 5 & 7, 2016 -- RFP Training Workshops for application evaluators
- January 22, 2016 – Review deadline
- January 30, 2016 – Submit scores to facilitator
- February 10, 2016 – Facilitator compiles scores / submits to HUD Community Development Committee (CDC)
- February 16-17, 2016 – CDC reviews and makes recommendations to Mayor for PY 2016 (15 days after receipt of scores – per ordinance)

- February 22, 2016 – Mayor submits recommendations to City Council for final decision making (10 business days after recommendations of the CDC – per ordinance)
- March 1, 2016 – Publish notification of Draft Plan Release
- March 15, 2016 – Draft Plan Released for 30-day comment period
- April 6, 2016 – Publish notification of Public Hearing
- April 13, 2016 – Annual Plan Public Hearing
- April 14, 2016 – Annual Plan Comment Period Ends
- April 14, 2016 – Mayor and City Council make final decisions

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted / broad community	Twenty-four (24) people attended the Needs Assessment Public Hearing in September 2015 to express needs of the community regarding HUD programs.	Speakers expressed the need for more transportation services, domestic violence services, educational programs, affordable housing, housing counseling, jobs, services for the homeless and special needs, and supportive services.	All comments were considered in the prioritization of needs process.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

On February 16, 2016 HUD released the 2016 funding allocations. Using the figures provided, calculations were made to estimate the total amount available during the course of the Consolidated Plan. As all funding sources are subject to annual Congressional appropriations, as well as potential changes in funding distribution formulas, these figures are subject to change.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources : \$	Total: \$		
CDBG	Public-Federal	Acquisition and New Construction of Housing Admin and Planning Economic Development Housing Rehabilitation Public Facilities and Infrastructure Improvements Public Services	3,107,762	1,184,483	454,380	4,746,625	11,818,686	PI includes estimated RL (\$725K)) for ED activity, and PI (\$ 459,483) realized but not allocated. Prior year includes \$454,380 in uncommitted carryover funds. Remainder includes estimated RL (2.175M) in ED activity

HOME	Public-Federal	Acquisition and New Construction of Housing Admin and Planning Housing Rehabilitation Housing Subsidies	1,265,943	9,341	822,322	2,097,606	3,803,504	PI is realized and must be allocated. Prior year includes \$822,322 in uncommitted carryover funds and Year 1 CHDO set aside. \$5,675 in Annual Allocation not awarded due to an increase funding in April 2016, after allocation process was completed.
HOPWA	Public-Federal	Emergency Shelter Housing Subsidies Public Services	361,422	0	0	361,422	1,084,266	
ESG	Public-Federal	Emergency Shelter Housing Subsidies	283,807	0	31,758	315,565	851,421	Prior year includes \$31,758 in uncommitted carryover funds

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The federal, state, and local resources available to address the needs identified in the plan include federal formula grant funds under CDBG, ESG, HOME, and HOPWA. The local Continuum of Care (CoC) also awards grant funds under the competitive McKinney-Vento Homeless Assistance Act. These funds will be leveraged with the City's general funds, various state and county resources, local nonprofit resources, and private foundation grants.

Public service projects will concentrate efforts to address the needs of families, children and youth in high risk populations consistent with the identified priority needs. Use of CDBG and ESG funds will leverage other nonprofit resources and private foundation funds to assist low-income households.

Physical improvements will use a combination of public funds, CDBG funds, City general funds, and nonprofit and private foundation funds to enhance selected projects.

HOME Match: The sources of matching contributions for HOME funds will be from developers and subrecipients' nonfederal contributions, the City and its CHDOs. The City requires developers, subrecipients and CHDOs to match up to 25% of award. First re-use CHDO proceeds, as regulated by HOME, are used as leverage to fund HOME activities. Banked match is available if organizations are not able to generate the required match. The City had \$9.3 million in available banked match as of July 1, 2015.

Emergency Solutions Grant Match: The jurisdiction will fulfill the ESG requirement of a matching contribution equal to the grant program funds. Each organization is required to provide matching funds equal to the amount of funds awarded. This stipulation is included in the written agreement. The City of Tulsa will provide in-kind administrative funds, as necessary, to match administrative funds received. Documentation of match is required when subrecipients submit the monthly request for funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable

Discussion:

The Expected Amount Available Reminder of ConPlan is an estimate of the funds expected to be received over the remaining three years of the Consolidated Plan. Estimates were calculated using the confirmed funding to be received during the second year of the Consolidated Plan plus expected program income.

The CDBG program income total includes an estimated \$725K in revolving loans funds received through economic development activities plus an additional \$459K in general program income. It is estimated that a similar amount of revolving loan funds will be received over the remaining three years and this is included in the Expected Amount Available Reminder of ConPlan total.

HOME prior year resources include CHDO Reserve funds that were not allocated in Year 1 due to lack of CHDO applications. Year 1

and Year 2 CHDO funds have been allocated in the second year of the Consolidated Plan. Additionally the expected amount of HOME funds available for the remainder of the Consolidated Plan includes \$5,675 in PY16 Annual Allocation. This amount was not awarded due to an increase funding in April 2016, that occurred after allocation process was completed.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Acquisition and New Construction of Housing	2015	2019	Affordable Housing	36 Street North Riverwood Crutchfield Southwest Tulsa	Housing Acquisition, Construction & Rehabilitation	HOME: \$825,000 CDBG: \$22,500	Rental units constructed: 13 Household Housing Unit Direct Financial Assistance to Homebuyers: 15 Households Assisted
2	Clearance and Demolition	2015	2019	Clearance or demolition of substandard structures and hazardous contaminants.	36 Street North Riverwood Crutchfield Southwest Tulsa	Demolition of Substandard Buildings	CDBG: \$386,512	Buildings Demolished: 60 Buildings
3	Economic Development	2015	2019	Non-Housing Community Development	36 Street North Riverwood Crutchfield Southwest Tulsa	Economic Development	CDBG: \$794,003	Jobs created/retained: 40 Jobs Businesses assisted: 30 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Emergency Shelter	2015	2019	Homeless	36 Street North Riverwood Crutchfield Southwest Tulsa	Homeless / Special Populations	ESG: \$170,284	Homeless Person Overnight Shelter: 2,660 Persons Assisted
5	Housing Rehabilitation	2015	2019	Affordable Housing	36 Street North Riverwood Crutchfield Southwest Tulsa	Housing Acquisition, Construction & Rehabilitation	CDBG: \$1,055,894 HOME: \$1,140,921	Rental units rehabilitated: 41 Household Housing Unit Homeowner Housing Rehabilitated: 327 Household Housing Unit
6	Public Facilities and Infrastructure Improvements	2015	2019	Non-Housing Community Development	Riverwood	Public Facilities and Infrastructure Improvements	CDBG: \$675,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7,519 Persons Assisted
7	Public Services	2015	2019	Non-Housing Community Development	36 Street North Riverwood Crutchfield Southwest Tulsa	Public Services	CDBG: \$466,164 HOPWA: \$67,934	Public service activities other than Low/Moderate Income Housing Benefit: 45,939 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Housing Subsidies	2015	2019	Affordable Housing	36 Street North Riverwood Crutchfield Southwest Tulsa	Housing Subsidies / Assistance	HOPWA: \$255,606 ESG: \$115,481	Tenant-based rental assistance / Rapid Rehousing: 135 Households Assisted Homelessness Prevention: 398 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Acquisition and New Construction of Housing
	Goal Description	Acquisition or new construction of affordable multi-family rental units with special consideration given to housing for seniors and the disabled. Down payment and closing cost assistance for first time homebuyers.
2	Goal Name	Clearance and Demolition
	Goal Description	Clearance or demolition of substandard structures and hazardous contaminants.
3	Goal Name	Economic Development
	Goal Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Up to 3 loans or grants specifically to benefit food security initiatives in underserved areas. Technical assistance and training for microenterprise activities.
4	Goal Name	Emergency Shelter
	Goal Description	Shelter operations and services, including food security initiatives, for the homeless and special populations.
5	Goal Name	Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied and/or rental housing.
6	Goal Name	Public Facilities and Infrastructure Improvements
	Goal Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers, parking facilities, building improvements and transportation infrastructure including but not limited to sidewalks, bus shelters and street lighting.
7	Goal Name	Public Services
	Goal Description	Crisis services for victims of children abuse and domestic violence, educational programs, employment training and placement services, senior services, services for homeless, shelter operations and services, transportation services, which include subsidies for fixed route services, and food security in underserved areas.
8	Goal Name	Housing Subsidies
	Goal Description	Rental housing subsidies will assist households become or remain housed.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Approximately nine hundred and forty-four (944) households will be assisted with affordable housing solutions during PY 2016. All funding streams will be utilized to achieve this goal.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Tulsa will provide activities that support one or more of the following projects during Program Year 2016.

Projects

#	Project Name
1	Administration
2	Acquisition and New Construction of Housing
3	Clearance and Demolition
4	Economic Development
5	ESG16 City of Tulsa
6	Housing Rehabilitation
7	Public Facilities and Infrastructure Improvements
8	Public Services
9	2016-2019 Tulsa Cares OKH16F002 (TC)

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priority needs for the City of Tulsa’s 2015-2019 Consolidated Plan were determined through analysis of information gathered from a variety of sources. Final priorities were approved in September 2014. In September 2015, a public hearing was held to invite additional comment on the designated priorities. Information received was reviewed by the HUD CDC and the 2016 priorities were finalized in September 2015. Priorities were included in the Request for Proposals issued in October 2015. Agencies were asked to identify which priority their program most closely related. During the evaluation phase, points were awarded to the applications that demonstrated the proposed projects tied to the priorities.

Most agencies do not have necessary funds to provide all services needed by the clients and have stated in their applications that, without HUD funds, the project or program may not be able to fully serve the client need.

AP-38 Project Summary
Project Summary Information

1	Project Name	Administration
	Target Area	
	Goals Supported	Acquisition and New Construction of Housing Clearance and Demolition Economic Development Emergency Shelter Housing Rehabilitation Public Facilities and Infrastructure Improvements Public Services Housing Subsidies
	Needs Addressed	Demolition of Substandard Buildings Economic Development Homeless / Special Populations Housing Subsidies / Assistance Housing Acquisition, Construction & Rehabilitation Public Facilities and Infrastructure Improvements Public Services
	Funding	CDBG: \$621,552 HOPWA: \$10,842 HOME: \$126,028
	Description	Administration and planning of the HUD grant programs
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable.

	Planned Activities	The City of Tulsa will conduct planning and administration activities including, but not limited to, programmatic and fiscal oversight of all funded activities. The City receives 20% administration for CDBG, 10% for HOME and 3% for HOPWA.
2	Project Name	Acquisition and New Construction of Housing
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Acquisition and New Construction of Housing
	Needs Addressed	Housing Acquisition, Construction & Rehabilitation
	Funding	CDBG: \$22,500 HOME: \$825,000
	Description	Acquisition or new construction of affordable multi-family rental units with special consideration given to housing for seniors and the disabled. Down payment and closing cost assistance for first time homebuyers.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 10 senior/disabled senior families and an additional 3 LMI households will benefit from new construction activities. 15 households will benefit from down payment assistance.
	Location Description	New construction of Housing – 68 N. Lewis, Tulsa OK, 74110 6111 S. Yorktown Avenue, Tulsa, OK, 74136 Down Payment Assistance – City Wide

	Planned Activities	<p>Vintage Housing, Inc. will utilize \$500,000 in HOME funds to construct a new senior living complex consisting of forty (40) units of which ten (10) units will be designated as HOME units upon completion.</p> <p>Gorman Management Company will use \$250,000 in HOME funds towards the demolition and new construction of Pecan Creek, a forty eight (48) unit apartment complex, resulting in three (3) new HOME units</p> <p>Housing Partners of Tulsa will utilize \$75,000 in HOME and \$22,500 in CDBG funds to operate a down payment assistance program benefiting fifteen (15) first time homebuyers.</p>
3	Project Name	Clearance and Demolition
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Clearance and Demolition
	Needs Addressed	Demolition of Substandard Buildings
	Funding	CDBG: \$386,512
	Description	Clearance or demolition of substandard structures and hazardous contaminants.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Although no families will directly benefit from clearance and demolition activities, a number of neighborhoods will benefit from the demolition of 60 substandard buildings causing unnecessary slum and blight conditions.
	Location Description	Low and moderate income census tracts
	Planned Activities	The City of Tulsa Working in Neighborhoods Department will use \$386,512 to conduct Clearance and Demolition activities in low and moderate income census tracts in the city.

4	Project Name	Economic Development
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$1,519,003
	Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Up to 3 loans or grants specifically to benefit food security initiatives in underserved areas. Technical assistance and training for micro-enterprise activities.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Forty (40) jobs will be created through economic development activities. Thirty (30) businesses will receive technical assistance through a micro-enterprise program.
	Location Description	City Wide
	Planned Activities	Tulsa Economic Development Corporation (TEDC) will provide low interest loans to assist businesses in order to create and/or retain jobs. TEDC will receive \$754,003 of entitlement funds. It is estimated that TEDC will receive and utilize another \$725,000 in revolving loan program income. In addition, \$40,000 of entitlement funds was awarded to Route 66 Main Street to provide technical assistance to businesses.
5	Project Name	ESG16 City of Tulsa
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Emergency Shelter Housing Subsidies

	Needs Addressed	Homeless / Special Populations Housing Subsidies / Assistance
	Funding	ESG: \$ 315,565.28
	Description	Emergency Solutions Grant activities will be conducted by multiple agencies.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated two thousand six hundred sixty (2,660) persons will be provided with emergency shelter services. One hundred (100) households will be provided with Tenant Based Rental assistance and three hundred fifty (350) persons will be assisted with Homelessness Prevention services.
	Location Description	Not applicable
	Planned Activities	Domestic Violence Intervention Services will use \$55,141, Youth services of Tulsa will use \$42,571, Tulsa Day Center for the Homeless will use \$30,000, and Salvation Army will use \$42,571, to conduct shelter services. Tulsa Day Center for the Homeless will receive \$80,481.28 to provide Rapid Rehousing assistance. Restore Hope Ministries will receive \$35,000 to provide Homelessness Prevention services. The City of Tulsa will conduct planning and administration activities including, but not limited to, programmatic and fiscal oversight of all funded activities. The City receives 7.5% administration for ESG.
6	Project Name	Housing Rehabilitation
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa City wide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Acquisition, Construction & Rehabilitation

	Funding	CDBG: \$1,055,894 HOME: \$1,140,921
	Description	Rehabilitation of owner occupied and/or rental housing.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	An estimated three hundred and sixty-eight families (368) will benefit from the proposed activities. Three hundred twenty-seven (327) owner occupied homes and forty-one (41) rental units will receive rehabilitation services during the year.
	Location Description	City-Wide
	Planned Activities	The City of Tulsa Working in Neighborhoods Department will utilize \$300,000 in HOME and \$1,010,894 in CDBG funds for owner occupied housing rehabilitation. Area Councils for Community Action will use \$45,000 in CDBG funds for energy efficiency improvements and minor exterior rehabilitations. Mental Health Association Oklahoma will use \$840,921.38 in HOME funds to rehabilitate a multi-family rental complex.
7	Project Name	Public Facilities and Infrastructure Improvements
	Target Area	Riverwood
	Goals Supported	Public Facilities and Infrastructure Improvements
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$675,000
	Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers, parking facilities, building improvements and transportation infrastructure including but not limited to sidewalks, bus shelters and street lighting.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated total of seven thousand five hundred and nineteen (7,519) families will benefit from the proposed activities.

	Location Description	The Disney Early Childhood Center is located at 11610 E 25 th Street. Sidewalk installation will be conducted in census tracts 6, 68.03 and 87 all of which are designated as low income census tracts.
	Planned Activities	City of Tulsa Streets and Stormwater Department will utilize \$400,000 in CDBG funds to install sidewalks in low and moderate income areas. Tulsa Children's Coalition will use \$275,000 in CDBG funds to replace the aging inefficient HVAC system at the Disney Early Childhood Center.
8	Project Name	Public Services
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$466,164
	Description	Crisis services for victims of children abuse and domestic violence, educational programs, employment training and placement services, senior services, services for homeless, shelter operations and services, transportation services, which include subsidies for fixed route services, and food security in underserved areas.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated total of 45,839 persons will be served through public service activities.
	Location Description	City wide

	Planned Activities	<p>Eighteen agencies will use CDBG funds to conduct activities that will support public services.</p> <p>Community Action Project of Tulsa will use \$31,699 to provide services at Skelly Early Childhood Center. Child Abuse Network will use \$28,694 for their Multidisciplinary Team. Tulsans Operating in Unity Creating Hope (TOUCH) will use \$30,938 for the Zone afterschool program. Domestic Violence Intervention Services will use \$31,692 for court and legal advocacy services. Camp Fire Green Country will use \$31,563 for their Community Building Club program. Youth Services of Tulsa Inc. will use \$31,699 for their Transitional Living Program. Community Service Council will use \$31,699 for the 211 helpline service. Tulsa Housing Authority will use \$31,699 for their Think Safety program. Madison Strategies Group will use \$31,699 for their Transportation Connections WorkAdvance program. Legal Aid Services of Oklahoma will use \$16,300 to provide Homeless Legal Assistance. Resonance Center of Women Inc. will use \$25,631 for their Choosing to Change program. South Peoria Neighborhood Connection Foundation will use \$26,699 for the South Tulsa Community House program. Center of Employment Opportunity will use \$26,699 for their Employment Reentry Program. Youth at Heart will use \$10,679 to provide After School Education. Girl Scouts of Eastern Oklahoma will use \$13,349 for Community Outreach. Housing Partners of Tulsa will use \$22,127 to provide Housing Counseling services. Morton Comprehensive will use \$21,649 for transportation services. Car Care Clinic will use \$21,649 to provide auto repair for LMI Persons.</p>
9	Project Name	2016-2019 Tulsa Cares OKH16F002 (TC)
	Target Area	36 Street North Riverwood Crutchfield Southwest Tulsa
	Goals Supported	Public Services Housing Subsidies
	Needs Addressed	Homeless / Special Populations Housing Subsidies / Assistance Public Services
	Funding	HOPWA: \$350,580

Description	Provide housing and supportive services to low-income persons with HIV/AIDS.
Target Date	6/30/2017
Estimate the number and type of families that will benefit from the proposed activities	An estimated total of one hundred (100) individuals will be served with HOPWA assistance.
Location Description	City wide
Planned Activities	Tulsa CARES will utilize HOPWA funds totaling \$350,580 to provide TBRA, STRMU, permanent housing placements and support services to persons with HIV/AIDS.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

In the development of the Consolidated Plan, four target areas were defined and approved. These areas all suffered with high levels of poverty and unemployment, and with the exception of a small portion of the South West target area, all are occupied by LMI census tracts.

Geographic Distribution

Target Area	Percentage of Funds
36 th Street North Corridor	1%
Riverwood	11%
Crutchfield	0%
South West Tulsa	1%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Concentrating resources in specific geographies is necessary to adequately address the scale of needs and achieve short and long-term improvements to identified substandard conditions such as deteriorated housing and infrastructure, access to lead-based paint free housing, reconstruction, and overall revitalization. The City elects to focus activity in the areas of the city with the highest concentration of poverty, unemployment and greatest needs as a basis for allocating investments geographically with the jurisdiction. The result of geographical allocation of HUD funding is efficient and effective use of the funds to elevate and create more opportunities for areas where the need is the greatest.

Discussion

The percentages listed above only represent funded projects that will be located exclusively within the target areas. The geographic distribution of funds for funded projects involving activities such as homeowner rehabilitation and public services, where the location of services will vary during the year, will be included in the Consolidated Annual Performance and Evaluation Report (CAPER) due in September 2017.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will utilize CDBG, HOME, ESG and HOPWA funds to support the following affordable housing goals.

Non-homeless households:

- CDBG will support the rehabilitation of three hundred and eighteen (318) housing units.
- HOME will support seventy-six (78) housing units through homeowner/rental rehabilitation, new construction and down payment activities.
- ESG will support three hundred and fifty (350) individuals with homelessness prevention assistance.

Homeless individuals:

- ESG will support one hundred (100) individuals with Rapid Rehousing assistance.

Special-needs households:

- HOPWA will support ninety-eight (98) households with TBRA, STRUMU and Permanent Housing Placements.

Tulsa CARES will utilize HOPWA funds to support thirty-five (35) households with Tenant Based Rental Assistance and an additional forty-eighty (48) households with Short-Term Rent Mortgage or Utility Assistance. Permanent Housing Placement Services will be provided to 15 people. Rental assistance will be provided in the form of Rapid Rehousing and Homelessness Prevention with ESG funds managed by the Tulsa Day Center for the Homeless and Restore Hope Ministries respectively. A total of four hundred fifty (450) individuals will be served.

The rehabilitation of owner-occupied units will be funded with both CDBG and HOME. CDBG funds will provide homeowners up to \$5,000 to carryout energy conservation and other repairs to ensure safe and sanitary living conditions. HOME funds will provide loans up to \$35,000 for major repairs of owner-occupied housing. Three hundred eighteen (318) housing units will be supported with CDBG funds and nine (9) housing units will be supported with HOME. CDBG funds will be used for activity delivery costs for all rehabilitation programs.

CDBG and HOME funds will be used for acquisition of single-family units to assist fifteen (15) first-time homebuyers. CDBG funds will cover activity delivery costs and HOME funds will be used for down payment and closing costs to assist in the purchase of a home.

HOME funds will also be used towards the construction of a new forty (40) unit senior living development resulting in ten (10) HOME units, the demolition and new construction of a forty-eight (48) unit apartment complex resulting in three (3) HOME units, and the rehabilitation of an apartment complex resulting in forty-one (41) additional HOME units.

One Year Goals for the Number of Households to be Supported	
Homeless	100
Non-Homeless	746
Special-Needs	98
Total	944

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	548
The Production of New Units	13
Rehab of Existing Units	368
Acquisition of Existing Units	15
Total	944

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The number for Special-Needs is not duplicated in the other categories.

AP-60 Public Housing – 91.220(h)

Introduction

The City will continue to support public housing projects during the Consolidated Plan. One project has been funded during the second year and will address safety issues at a public housing complex, more detail is provided below.

Actions planned during the next year to address the needs to public housing

Tulsa Housing Authority was awarded thirty one thousand six-hundred ninety-nine dollars (\$31,699) towards their Think Safety program. This program will provide additional security, including roving foot patrol and guard shack coverage, at the Towne Square Apartments during the summer months. The added security will coordinate with Tulsa Housing Authority (THA) and local law enforcement agencies to identify crime patterns and prevent criminal activity. These activities will assist in crime prevention and awareness.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Tulsa Housing Authority (THA) provides Resource Centers at each of the nine (9) public housing family communities. A computer lab is furnished on-site with updated systems and high-speed internet access which can be used for job searches and other related activities. The resource centers are staffed by Service Coordinators that provide intake, assessment, planning, coordination and delivery of services that support economic development and self-sufficiency. The Service Coordinators identify barriers, such as transportation, childcare, and education, and offer programs that will enhance the resident's quality of life and prepare them to enter the workforce, thereby breaking the cycle of poverty. The Service Coordinators also provide information to the residents to assist them with pursuing homeownership.

THA utilizes a ROSS Service Coordinator grant that provides case management services to residents with a focus on employment, education and self-sufficiency. The case managers work with the residents to set goals pertaining to developing and maintaining a budget, childcare and obtaining health care. The case manager also encourages residents to take advantage of Housing Partners of Tulsa's financial literacy and first time homebuyer program.

Public housing residents are also encouraged to enroll in the Family Self-Sufficiency (FSS) Program. This program provides community support and resources to assist families with becoming self-sufficient. The Family Self-Sufficiency Coordinator meets with the interested resident and if selected for the program, the participant establishes a set of goals, such as employment or homeownership. Monthly meetings are held to assess progress and assist the participant with any barriers in reaching their stated goals. An incentive of the FSS is an escrow account; as the family's income increases, contributions are made to the escrow account on the family's behalf. Once the family is determined "Self-Sufficient" by meeting their goals and moving out of public housing, the money in the escrow account is paid to the participant. No conditions are imposed on the use of the money, but the family is encouraged to pursue

homeownership. Information regarding Homebuyer Education Programs is provided to the family.

In addition to providing programming and activities to the residents, the Service Coordinators work closely with property managers and residents regarding community service hours as mandated by HUD. The Service Coordinators, together with the residents, develop a work plan to meet the required hours – whether it is through activities on-site or with another organization in Tulsa. Residents must track their community service time and have a time log signed by the resident and the Service Coordinator or an agency representative who facilitated the activity.

Residents of THA communities are actively involved in the planning and development of programs for their communities. Each community is encouraged to establish a Resident Association which meets monthly to discuss areas of concern and plan events and activities for their communities. Each association has a set of by-laws, which they have voted on and approved, that outlines how the association will operate. Training involving job duties, parliamentary procedures, communication and financial bookkeeping is provided to all Resident Association officers.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Housing Authority of the City of Tulsa is not designated as troubled.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Rental Assistance will be provided in the form of Rapid Rehousing and Homelessness Prevention with ESG funds to be managed by the Tulsa Day Center for the Homeless and Restore Hope Ministries respectively. A total of four hundred fifty (450) individuals will be provided with financial assistance and services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Although the City is not directly providing HUD funds towards reaching out to persons experiencing homelessness within the City of Tulsa, street outreach programs organized by faith-based and non-profit organizations are available to unsheltered individuals. Some of these groups target specific populations such as unaccompanied youth and street gang members. Youth Services of Tulsa's street outreach program includes services such as referrals and information, assistance obtaining identification, and options for employment and shelter. Youth Services Drop-In Center offers youth, ages 16 – 24, a place to get a meal, shower, wash clothes, etc. Multiple shelters are available to individuals, families and youth which offer case management services to address the needs of homeless persons.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Tulsa is providing ESG and CDBG funds to four (4) emergency shelters to assist with shelter services and operations. The non-profit agencies receiving funds include Domestic Violence Intervention Services, The Salvation Army (Tulsa Headquarters), Tulsa Day Center for the Homeless and Youth Services of Tulsa. Each shelter provides varying services or targets a specific population to avoid duplication of efforts in the community. Specialized assistance is provided to youth, victims of domestic violence and families with children. In addition to providing a safe place to stay, the shelters provide services in the form of case management, child care, counseling, safety planning for victims of domestic violence, medical services, life skills classes, parenting and relationship skills classes, therapeutic exercise classes and services to meet basic personal needs.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Tulsa Day Center for the Homeless will use funds to assist homeless individuals and families obtain housing through a Rapid Rehousing program. The program is designed to help

individuals and families move as quickly as possible into permanent housing with a combination of rental assistance and housing relocation and stabilization services to aid each client in regaining stability.

Restore Hope Ministries will use funds for Homelessness Prevention by providing rent subsidies and other assistance so individuals and families have affordable access to safe and sanitary shelter.

Through a coordinated referral and application process Youth Services of Tulsa (YST) assists unaccompanied, homeless youth ages 17-24, move quickly out of homelessness and into transitional housing. While in housing, case management services are provided to increase personal, social, educational and occupational skills needed to transition into adulthood. Youth are also connected with mental health services and other YST and community services to ensure their needs are met and housing is sustained over time.

Mental Health Association Oklahoma will use HOME funds to rehabilitate Altamont Apartments. At least thirty-three units at this location are set aside for individuals experiencing homelessness that also experience mental disabilities. The apartments also prevent homelessness with 8 additional supportive housing units for individuals with disabilities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Tulsa awarded funds to two programs that assist individuals being discharged from correctional facilities. The Center for Employment Opportunities will provide men and women that were formerly incarcerated and reside in North Tulsa with life skills education, transitional jobs, permanent job placement assistance, and retention services. Resonance Center for Women will provide incarcerated and formerly incarcerated females in relapse prevention education, job readiness training, domestic violence, and education among other life skills training. Both projects work toward preventing individuals from becoming homeless after discharge.

There are a variety of efforts undertaken by the City of Tulsa and CoC member organizations to prevent homelessness. There are five primary preventative services offered by various provider organizations:

- Mortgage assistance
- Rental assistance
- Utilities assistance
- Counseling/advocacy
- Legal assistance

Each service is designed to assist families remain housed by offering services and support during times of financial or legal difficulty. HOPWA funds will be provided for homelessness prevention to individuals diagnosed with HIV/AIDS and their families in the form of short-term rent, mortgage and utility assistance, tenant-based rental assistance, permanent housing placement and supportive services. CDBG funds will be used to assist homeless persons to obtain income and identification papers necessary to rent housing and find employment. The Homeless Legal Assistance Project will also provide legal advice to homeless persons and will represent individuals in court facing immediate eviction.

Because individuals and families who are being discharged from publically funded institutions or systems of care are at a high risk of becoming homeless or returning to homelessness, the CoC plans to place an emphasis on discharge planning with coordination of housing services. State statutes require that all publicly funded institutions, including mental health, corrections, health care and the foster care system, have discharge planning in place. Locally, the Tulsa Center for Behavioral Health (TCBH) is subject to discharge planning protocols mandated by the Oklahoma Board of Mental Health and Substance Abuse Services to ensure that individuals exiting TCBH are not discharged into the shelter system or street. Community Service Council of Greater Tulsa hosts a local Prisoner Reentry Initiative addressing system barriers to reintegration and operates The Tulsa Reentry One-Stop that provides employment, housing placement and retention services.

Discussion

The City of Tulsa and homeless services providers, including the HUD Continuum of Care, are committed to providing solutions and serving the needs of individuals experiencing homelessness. All parties are working towards Zero:2016, a nationwide campaign to end veteran homelessness and chronic homelessness in Tulsa.

AP-70 HOPWA Goals - 91.220 (I)(3)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	48
Tenant-based rental assistance	35
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	83

AP-75 Barriers to affordable housing – 91.220(j)

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Tulsa, like many western cities, is not a high-density city. For over 40 years, Tulsa has relied on a zoning code that favors low-density, suburban-style development. A lack of housing diversity combined with the need to own and maintain a personal vehicle, present a substantial barrier to affordable housing. In recent years, the City has taken substantial steps to eliminate this barrier.

An overhaul of the City of Tulsa Zoning Code has been approved and went into effect on January 1, 2016. Several features of the Code will work in combination to support Comprehensive Plan objectives for increased housing density in select areas. Indirectly and over time, the Code will support transit and walkability. A combination of direct actions that make affordable housing in prime locations feasible, and indirect influences that decrease dependence on private cars, will help to remove barriers to affordable housing in Tulsa.

Some of the key features in Tulsa's new Zoning Code:

- A new zoning district allowing smaller, single-family lots, cottage clusters, multi-unit houses, and zero-lot-line homes.
- New mixed use zoning districts that will allow the creation of new owner and rental housing in desirable locations close to jobs, goods, and services.
- Reduced and/or eliminated off-street parking requirements that will allow for higher development densities. Included in parking regulations are mandatory bicycle parking for new development.
- Increased flexibility in general, allowing for straightforward implementation of new housing options including tiny houses, off-site constructed permanent housing, and mixed-income development.

Consistent with PLANiTULSA, these districts are designed to work in consort with other initiatives to increase density, transit, walkable urban districts, and diverse housing opportunities throughout the City. These new zoning tools are expected to be popular choices in areas throughout the City that are seeking redevelopment and revitalization options.

Market forces driving new demand for housing in close-in parts of Tulsa are just now emerging. The City believes that with these new tools in place, we should be able to keep pace with demand and avoid displacement of persons and families who require affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The City will use CDBG, ESG, HOME and HOPWA funds to provide a variety of services within the City of Tulsa. The sections below address specific projects funded. A complete list of activities by funding by source is included in Appendix A.

Actions planned to address obstacles to meeting underserved needs

For PY 2016, the City of Tulsa will provide funds to twenty-nine (29) external agencies and two (2) City departments to conduct thirty-eight (38) activities. By awarding a variety of agencies and multiple activities, the City is attempting to address obstacles to meeting the underserved needs of the community.

The City of Tulsa plans to serve forty-nine thousand and forty nine (49,049) people with CDBG public services, ESG and HOPWA funds. Broken down by funding source, CDBG public services will account for forty-five thousand, eight hundred and thirty-nine (45,839), Emergency Solutions will account for three thousand one hundred and ten (3,110) people, and HOPWA will serve one hundred (100) people.

Two public facility improvements activities will benefit seven thousand five hundred and nineteen (7,519) people and will meet the low to moderate income clientele national objective. The City of Tulsa's Streets and Stormwater Department will install new sidewalks in low and moderate income areas. The other project will involve the rehabilitation of an Early Childhood Education Center HVAC system and other needed upgrades.

Through an economic development activity for small business loans, forty (40) jobs will be created of which at least fifty-one percent (51%) will be for low to moderate income persons. The CDBG funds are used to provide loans to businesses normally excluded from the economic mainstream. Additionally through a micro enterprise program, thirty (30) businesses will be provided with technical assistance.

The City of Tulsa's Working in Neighborhoods Department will use CDBG funds to conduct a clearance and demolition activity in low to moderate income census tracts within the city.

Actions planned to foster and maintain affordable housing

The City of Tulsa has awarded funding that will foster and maintain affordable housing. Two (2) agencies will provide owner occupied housing rehabilitation projects for three hundred and twenty-seven (327) homeowners. HOME and CDBG funds will assist homeowners in making emergency repairs or other necessary repairs to bring homes into code compliance, ensure safe and sanitary living conditions and improve energy efficiency.

HOME funds will be used for the construction of one new forty (40) unit development and the demolition and new construction of one existing apartment complex resulting in thirteen (13) HOME units.

Additionally, HOME funds will be used to rehabilitate one apartment complex resulting in an additional forty-one (41) HOME units.

HOME and CDBG funds will also be used to provide down payment assistance to approximately fifteen (15) first time home buyers.

Actions planned to reduce lead-based paint hazards

The City of Tulsa ensures that inspections for lead-based paint (LBP) hazards will occur, as required, for all funded housing activities. Proper notifications will be provided regarding lead-based paint hazards. All housing units constructed prior to 1978 will be tested for LBP by a certified LBP inspector or Risk Assessor. If LBP is detected, all covered renovations will follow HUDs Lead Safe Housing Rules and be performed by certified firms using certified renovators and other trained workers.

Actions planned to reduce the number of poverty-level families

The City identified priorities that will encompass services that assist in breaking the cycle of poverty. Eighteen (18) proposals were received for public service activities. All of the proposals received have been awarded funding and will serve the following needs in an attempt to reduce the number of poverty level-families:

- Education programs for school aged children, including after school programs, summer camps, and transitional living programs for homeless youths
- Mentoring, life skills education and job training for individuals released from prison
- Educational and training classes for adults
- Assistance to victims of abuse
- Transportation assistance
- Housing counselling

Actions planned to develop institutional structure

The City of Tulsa's HUD Community Development Committee brings together residents from low to moderate income areas of the city, and representatives from financial institutions, the Continuum of Care, the City's Planning Department, the Indian Nations Council of Governments, and City Councilors to assess and recommend funding programs to address the City's priority needs. The members of this committee learn from non-profit organizations, the community, and faith-based organizations as to where there might be gaps that can be filled with needed funding. In addition to HUD funding, The Tulsa Area United Way and other Tulsa philanthropic organizations provide leverage so that as many of those in need as possible are served.

Actions planned to enhance coordination between public and private housing and social service agencies

Tulsa benefits from a strong and cohesive coalition of local government officials, service providers, lenders, and volunteers. These various groups coordinate effectively to avoid duplication of services and facilitate a delivery system which meets the needs of Tulsa's various populations. The City continues a targeted public outreach effort to educate and engage the public.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

The second year of the Five Year Consolidated Plan will see twenty-nine (29) external agencies and two (2) City departments conducting thirty-eight (38) activities totaling \$6,010,855 in grant funding.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	459,483
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	459,483

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	75.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Tulsa does not use any form of assistance that is not described in Section 92.205(b).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City of Tulsa homeownership program activity uses the recapture provisions of 24 CFR 92.254(a)(4)(ii). It is believed this process is the closest to normal market approaches to financing, the easiest for borrowers to understand, enables the deed restriction requirements of the alternative option to be avoided (which we believe constitutes a barrier to private financing participation), and better enables HOME funds to be marketed in coordination with other private lending. An ongoing homeownership assistance activity has been the City's goal and is in keeping with the basic HOME program descriptions.

A purchaser of a property may apply for and be provided HOME assistance subject to the property and said buyer meeting HOME program eligibility criteria, a written agreement to comply with program terms and conditions, and the availability of funds. Mortgages include the "principal residence" requirement of the program during the affordability period, failure of which will constitute a default of the second mortgage.

The recapture option is a mechanism to recapture all or a portion of the direct HOME subsidy if the HOME recipient decides to sell the house within the affordability period at whatever price the market will bear. Forgiveness will be tied to the length of time the homebuyer has occupied the home in relation to the period of affordability and the net proceeds of the sale. The affordability period is based on the amount of HOME funds provided for the property and is forgiven as designated in the Grants Administration's HOME policies and procedures. Calculations for the recapture include the HOME Investment, the Homebuyer Investment, and the Net Proceeds. These are defined as:

1. HOME Investment is all HOME funds contributed to the unit and any direct subsidies consisting of any financial assistance that reduces the purchase price from fair market value to an affordable price, or otherwise subsidizes the purchase;
2. Homebuyer Investment consists of the portion of initial down payment paid by the homebuyer combined with the value of any capital improvements made with the homebuyer funds; and
3. Net Proceeds are the sales price minus closing costs and any non-HOME loan repayments. To allow low-income homebuyers to retain some equity in their property should they need to sell, the City of Tulsa recaptures HOME funds using the following steps:

a) Reduction during affordability period. The HOME investment amount to be recaptured will be reduced on a prorated basis for the time the homeowner has owned and occupied the housing measured against the required affordability period;

b) Owner investment returned first. From the net proceeds of the sale, the homebuyer may recover their entire investment before the HOME investment is recaptured; and

c) Shared Net Proceeds. If the net proceeds are not sufficient to recapture the full HOME investment (or a reduced amount according to the time the homeowner occupied the home), plus enable the homeowner to recover the amount of their down payment and any capital improvement investment made since purchase, the net proceeds will be divided proportionally. The formula used will be HOME Investment multiplied by Net Proceeds divided by HOME Investment plus Homeowner Investment equals HOME Recapture.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The administration of homebuyer programs includes thoroughly informing each potential homebuyer of all the requirements under the HOME Program. This will ensure they understand what is required through the affordability period and the recapture provisions if they sell the property prior to the expiration of the affordability period. This information is included in the Homebuyer Written Agreement and explained verbally by a housing counselor. In addition, a Second Mortgage is executed at closing and is not released until after the affordability period has expired. Provisions in these documents include the following criteria, which are verified annually until the end of the affordability period:

- Principle Residence
- Current on Mortgage, Taxes, and Insurance
- Upkeep of Property (no code violations from the City of Tulsa)

All organizations that administer the program for the City are required to keep an inventory of all properties that remain under the affordability period. This information is submitted to Grants Administration at the end of each program year.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Tulsa does not use HOME funds to refinance existing debt.

Emergency Solutions Grant (ESG) Reference 91.220(I)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

The written standards for providing ESG assistance are included in Appendix D.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The common assessment and referral system developed by the Continuum of Care known as A Way Home for Tulsa ("CoC" or "Continuum" or "AWH4T") in conjunction with local ESG-funded programs' input, was created to assess the needs of homeless individuals and families or those at-risk of homelessness and match those needs to the most appropriate housing or service alternatives. All CoC- and ESG-funded programs are required to utilize the CoC common assessment system. If attempts at diversion or prevention do not solve a person's or family's housing problem when initially presenting to the homeless service provider and the participant has been homeless no more than one hundred eighty-one (181) cumulative days (or stays) the intake staff at the "no wrong door" point of entry can then proceed with an interview of the participant to ascertain the best immediate housing options within the Continuum. The Vulnerability Index & Service Prioritization Decision Assistance Tool ("VI-SPDAT") will be utilized as part of the initial screening process to gather enough information concerning the stability and acuity of the presenting individual. The interviewer will ask the participant a series of questions from the VI-SPDAT that are designed to identify the conditions affecting the individual's ability to secure or maintain housing. Information regarding such domains as housing history/status, physical health, mental health, substance abuse and other general risk factors will be gathered to assemble the risk profile necessary to assess the participant's vulnerability and level of need. All information from the participant will be self-reported, although surveyors conducting the interviews can also register their own impressions of the presenting participant's condition on the VI-SPDAT. Should the participant refuse to answer the questions posed in the VI-SPDAT, the interviewer will note that fact in HMIS. The intake staff will then have the discretion to do either one of the following:

- Complete the surveyor observation questions contained within the VI-SPDAT without participant input
- Refer the participant to another homeless service provider
- Elect to initiate an intervention.

Should the presenting participant(s) be fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking, the non-victim service providers in the Continuum will refer the victim to an appropriate shelter program that

specifically targets such groups. Until the protection of one of these organizations can be assured, special care will be taken to ensure that the victim is afforded a secure environment within the intake provider's organization and that the security of the participant's identity and privacy are given special consideration. This could include reserving a private area within the accepting agency's location or the creation of a special track within the assessment framework that is specifically designed for domestic violence victims.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations) will be allocated.

The HUD grant selections are made through a joint process adopted by the Tulsa City Council and Mayor in which applications are accepted from non-profit agencies serving within the corporate limits of the City of Tulsa. Through public meetings the HUD Community Development Committee determines the needs of the community, sets the funding priorities, and reviews the community development plan. Applications are created based on the priority needs determined by the committee and grant guidelines. After evaluators score the applications a facilitator presents the scores to the HUD Community Development Committee (CDC) for review. The HUD CDC submits funding recommendations to the Mayor and City Council for approval. A member of the Continuum of Care is appointed by the Mayor to serve on the HUD Community Development Committee for the award of ESG funds as well as the other HUD funds.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

As part of the written agreement, subrecipients are required to provide for the participation of a homeless individual or formerly homeless individual in a policy-making function within the organization. This may include involvement of a homeless or formerly homeless person on the Board of Directors or similar entity that considers and sets policy or makes decisions for the organization. In addition, a Participant Advisory Committee actively participates in the monthly CoC meetings.

5. Describe performance standards for evaluating ESG.

The City of Tulsa contractually holds subrecipients responsible for meeting benchmarks established for each grant activity. The City works closely with the subrecipient and Continuum of Care to further develop performance standards and evaluate the outcomes. The City of Tulsa presents the outcomes to the CoC on a quarterly basis.

The following performance standards will be used to ensure the success and effectiveness of the ESG program.

1. Shorten time spent homeless - Shifting the focus of the ESG program from shelter operations to rapid rehousing, especially for families, is the primary goal. The recommended benchmark to evaluate this standard is: 70% of families assisted will be re-housed within 45 days or less and 30% within 60 days.

2. Reduce returns to homelessness - A demonstration of effectively reducing housing barriers is whether people assisted later return to the system as homeless. The recommended benchmark to evaluate this standard is: 70% of families will remain housed for at least 6 months.

The current evaluation system in place requires organizations to report program participant demographics into HMIS.

Appendix A

Resolution

(Published In the Tulsa World
April 23, 2016)
RESOLUTION 19718

A RESOLUTION BY THE CITY OF TULSA, OKLAHOMA, APPROVING THE ANNUAL ACTION PLAN AND PROJECTED USE OF FUNDS BEGINNING JULY 1, 2016, TO BE FUNDED BY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS, HOME INVESTMENT PARTNERSHIP ACT (HOME) FUNDS, EMERGENCY SOLUTIONS GRANT (ESG) FUNDS, HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) FUNDS; AUTHORIZING THE MAYOR TO SUBMIT A FINAL STATEMENT AND TO SIGN ALL ASSURANCES, UNDERSTANDINGS, AND CONTRACTS ASSOCIATED WITH SAID GRANTS FROM THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, AND IN ACCORDANCE WITH ALL REQUIREMENTS; AND DECLARING AN EMERGENCY.

WHEREAS, during three (3) public meetings, from February 10, 2016 to February 17, 2016, the Housing and Urban Development (HUD) Community Development Committee of the City of Tulsa (a committee formed by Ordinance #23362 to recommend funding allocations) performed a review of the specific agency requests for Housing and Urban Development (HUD) funds available to the City of Tulsa; and

WHEREAS, a draft annual plan was made available from March 15, 2016 through April 14, 2016 for public comments regarding the needs, priorities and proposed use of the HUD grant funds available to the City of Tulsa; and

WHEREAS, the HUD Community Development Committee held a public hearing on April 13, 2016, wherein it received comments regarding the proposed agency requests for HUD grant funds available to the City of Tulsa; and

WHEREAS, at four (4) public meetings of the City Council of the City of Tulsa, from March 10, 2016 to April 14, 2016, the Council reviewed the recommendations of the City of Tulsa's Housing and Urban Development Community Development Committee and the Mayor as well as the specific monetary amounts recommended for each program and project for the period beginning July 1, 2016; and

WHEREAS, the City Council and the Mayor of the City of Tulsa now desire to establish and make a final determination of specific programs and projects as well as the specific monetary amounts to be funded by the HUD grants; and

WHEREAS, the City Council of the City of Tulsa approves, and desires to authorize the Mayor of the City of Tulsa to execute and submit, the Annual Action Plan, including funding allocations for the HUD grant programs, for the period beginning July 1, 2016.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AND THE MAYOR OF THE CITY OF TULSA, OKLAHOMA:

Section 1: That the specific programs and projects, as well as the specific monetary amounts applicable to each, which will be funded for the period commencing July 1, 2016 by CDBG funds available to the City of Tulsa, under applicable federal laws, shall be and hereby are designated as follows:

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ALLOCATIONS—
PROGRAM YEAR 2016**

Agency	Project/Activity/Program	Funding
Area Council for Community Action (ACCA)	Housing Energy Conservation	\$45,000
Camp Fire USA Green Country	Community Building Clubs	\$31,563
Car Care Clinic, Inc.	Auto Repair for LMI Person	\$21,649
Center for Employment Opportunity	North Tulsa Employment Re-Entry Program	\$26,699
Child Abuse Network (CAN)	Child Abuse Multidisciplinary Team	\$28,694
City of Tulsa – Streets and Stormwater	Sidewalks	\$400,000
City of Tulsa - Working in Neighborhoods	Emergency Repair Program	\$835,894
City of Tulsa – Working in Neighborhoods	Homeowner Rehabilitation Program Activity Delivery	\$175,000.35
City of Tulsa - Working in Neighborhoods	Demolition Program	\$386,512
Community Action Project (CAP)	Skelly Early Childhood Center	\$31,699
Community Service Council	2-1-1 Helpline	\$31,699
Domestic Violence Intervention Services	Court and Legal Advocacy	\$31,692
Girl Scouts of Eastern Oklahoma	GSEOK Community Outreach	\$13,349
Housing Partners of Tulsa	Down Payment Assistance Activity Delivery	\$22,500
Housing Partners of Tulsa	Housing Counseling	\$22,127
Legal Aid Services of Oklahoma	Homeless Legal Assistance	\$16,300
Madison Strategies Group	Transportation Connections Work Advance	\$31,699
Morton Comprehensive Health Services, Inc.	Morton Transportation	\$21,649
Resonance Center for Women	Choosing to Change	\$25,631
South Peoria Neighborhood Connection	South Tulsa Community House	\$26,699
Tulsa Children's Coalition (TCC)	HVAC Replacement at Disney Center	\$275,000
Tulsa Economic Development Corporation	CDBG Small Business Loan Fund	\$754,003
Tulsa Housing Authority	Think Safety	\$31,699
Tulsa Route 66 Main Street	Tulsa Route 66 Microenterprise Program	\$40,000
Tulsans Operating in Unity Creating Hope, Inc. (TOUCH)	The Zone	\$30,938
Youth At Heart	After School Education	\$10,679

Youth Services of Tulsa, Inc.	Transitional Living Program	\$31,699
CDBG Project/Program Costs		\$3,400,073.35
Administration		\$621,552
Total CDBG		\$4,021,625.35

Section 2: That the specific programs and projects, as well as the specific monetary amounts applicable to each, which will be funded for the period commencing July 1, 2016 by the HOME, ESG, and HOPWA grant funds available to the City of Tulsa, under applicable federal laws, shall be and hereby are designated as follows:

**HOME INVESTMENT PARTNERSHIP (HOME) GRANT ALLOCATIONS—
PROGRAM YEAR 2016**

Agency	Project/Activity/Program	Funding
City of Tulsa – Working in Neighborhoods	Homeowner Rehabilitation Program	\$300,000
Gorman MGMT	Pecan Creek	\$250,000
Housing Partners of Tulsa	Down Payment Assistance	\$75,000
Mental Health Oklahoma	Altamont Apartments	\$840,921.38
Vintage Housing, Inc.	Whittier Heights	\$500,000
HOME Project/Program Costs		\$1,965,921.38
Administration		\$126,028
TOTAL HOME		\$2,091,949.38

**EMERGENCY SOLUTIONS GRANT (ESG) ALLOCATIONS—
PROGRAM YEAR 2016**

Agency	Project/Activity/Program	Funding
Domestic Violence Intervention Services	Emergency Shelter Utilities	\$55,142
Restore Hope Ministries	Homeless Prevention Initiative	\$35,000
Salvation Army	Emergency Homeless Shelter Feeding and Lodging	\$42,571
Tulsa Day Center for the Homeless	Emergency Rapid Rehousing	\$80,481.28
Tulsa Day Center for the Homeless	Emergency Shelter Operations	\$30,000
Youth Services of Tulsa, Inc.	Adolescent Emergency Shelter	\$42,571
ESG Project/Program Costs		\$285,765.28
HMIS - Community Service Council		\$8,515
Administration		\$21,285
Total ESG		\$315,565.28

**HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) GRANT
ALLOCATIONS—PROGRAM YEAR 2016**

Agency	Project/Activity/Program	Funding
HIV Resource Consortium, Inc. dba Tulsa Cares	Housing Program	\$350,580
HOPWA Project/Program Costs		\$350,580
Administration		\$10,842
TOTAL HOPWA		\$361,422

Section 3: That the above programs and projects, and the specific funding amounts indicated for each, shall not be subject to any contingency, except that all are contingent upon approval by the United States Department of Housing and Urban Development of the Annual Action Plan for the City of Tulsa, Oklahoma, for the award of HUD grant funds for the period beginning July 1, 2016, for the total cost listed in Sections 1 and 2, above.

Section 4: In the event additional HOME funds become available, Mental Health Association of Oklahoma shall receive an increased award up to the full amount of requested funding for Altamont Apartments rehabilitation. The total award shall not exceed \$972,403.

Section 5: All programs and projects, and the specific funding amounts indicated are subject to and contingent upon compliance with all federal, state, and municipal laws and regulations.

Section 6: That the Mayor of the City of Tulsa, Oklahoma is hereby acknowledged to be the authorized chief executive and administrative officer of the City of Tulsa, Oklahoma, a municipal corporation, and is directed to act in connection with the foregoing provisions of this Resolution with regard to executing and submitting any documents necessary for and associated with the City of Tulsa's Annual Action Plan, including funding requests for HUD grant funds.

Section 7: That an emergency is hereby declared to exist for the preservation of the public peace, health, safety and welfare, by reason whereof this Resolution shall take effect immediately from and after its adoption and approval.

APR 14 2016

ADOPTED by the Council: _____

Date

APR 14 2016

ADOPTED as an emergency measure: _____

Date

Jeanne C.

Chain of the Council

OFFICE OF THE MAYOR

Received by the Mayor: _____, at _____

Date

Time

Dewey F. Bartlett, Jr., Mayor

By: _____

Secretary

APPROVED by the Mayor of the City of Tulsa, Oklahoma, this ____ day of
APR 18 2016, 2016.

Dewey F. Bartlett, Jr.

Mayor

ATTEST:

M. A. King

City Clerk



APPROVED:

Janice Hudson 4/19/16

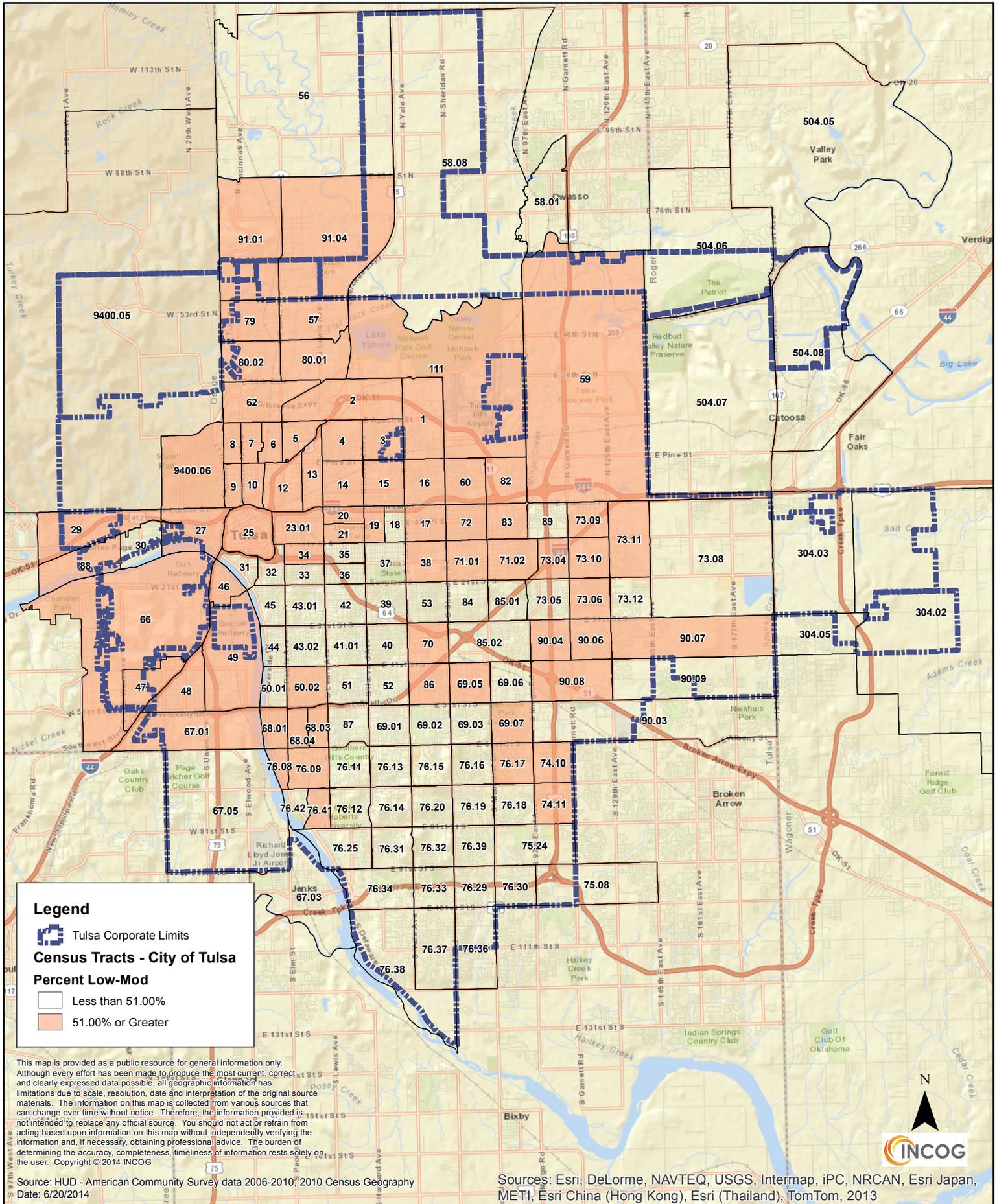
City Attorney

Appendix B

Maps

City of Tulsa Low-Mod Census Tracts

Updated 2014



Legend

-  Tulsa Corporate Limits
- Census Tracts - City of Tulsa**
- Percent Low-Mod**
-  Less than 51.00%
-  51.00% or Greater

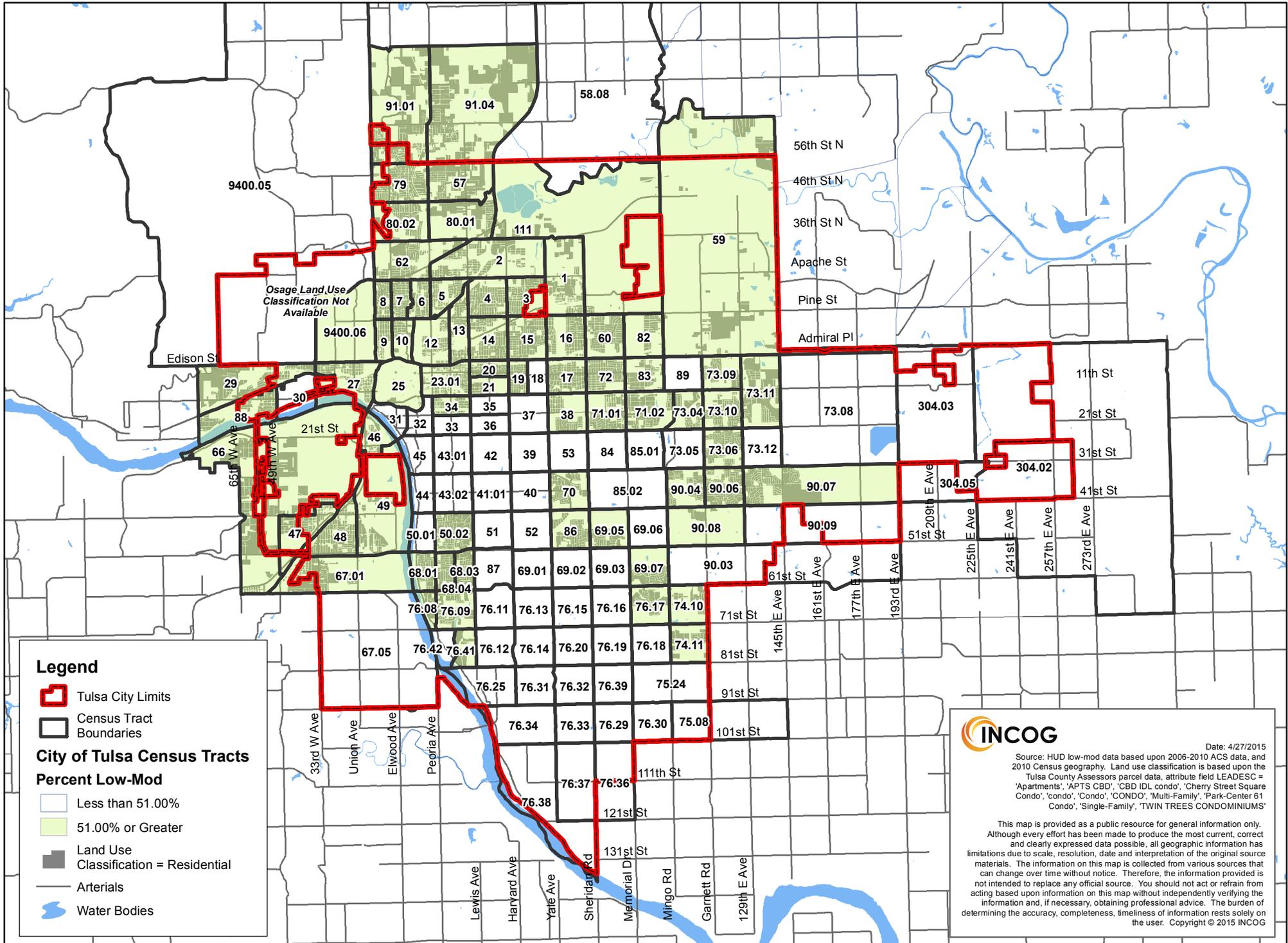
This map is provided as a public resource for general information only. Although every effort has been made to produce the most current, correct and clearly expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. The information on this map is collected from various sources that can change over time without notice. Therefore, the information provided is not intended to replace any official source. You should not act or refrain from acting based upon information on this map without independently verifying the information and, if necessary, obtaining professional advice. The burden of determining the accuracy, completeness, timeliness of information rests solely on the user. Copyright © 2014 INCOG

Source: HUD - American Community Survey data 2006-2010, 2010 Census Geography
Date: 6/20/2014

Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, iPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013



City of Tulsa Low-Mod Census Tracts with Residential Land Use



Legend

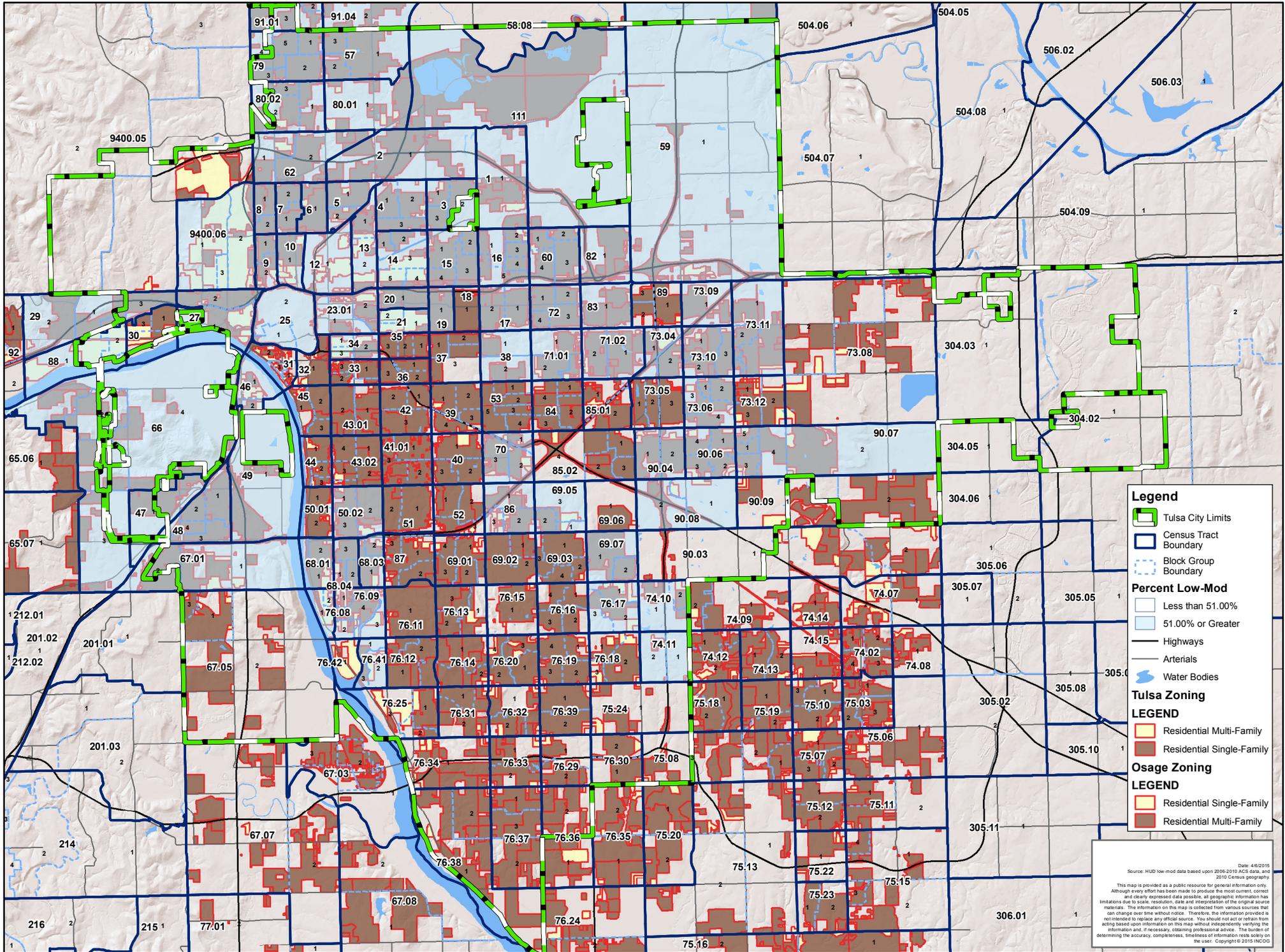
- Tulsa City Limits
- Census Tract Boundaries
- City of Tulsa Census Tracts**
- Percent Low-Mod**
- Less than 51.00%
- 51.00% or Greater
- Land Use Classification = Residential
- Arterials
- Water Bodies

INCOG Date: 4/27/2015

Source: HUD low-mod data based upon 2006-2010 ACS data, and 2010 Census geography. Land use classification is based upon the Tulsa County Assessors parcel data, attribute field LEADESC = 'Apartments', 'APTS CBD', 'CBD IDL condo', 'Cherry Street Square Condo', 'Condo', 'CONDO', 'Multi-Family', 'Park-Center 61 Condo', 'Single-Family', 'TWIN TREES CONDOMINIUMS'

This map is provided as a public resource for general information only. Although every effort has been made to produce the most current, correct and clearly expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. The information on this map is collected from various sources that can change over time without notice. Therefore, the information provided is not intended to replace any official source. You should not act or refrain from acting based upon information on this map without independently verifying the information and, if necessary, obtaining professional advice. The burden of determining the accuracy, completeness, timeliness of information rests solely on the user. Copyright © 2015 INCOG

City of Tulsa Residential Zoning with Low-Mod Census Tracts and Census Tract and Block Group Boundaries



Date: 4/6/2015
 Source: HUD low-mod data based upon 2006-2010 ACS data, and 2010 Census geography.
 This map is provided as a public resource for general information only. Although every effort has been made to produce the most current, correct and clearly expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. The information on this map is collected from various sources that can change over time without notice. Therefore, the information provided is not intended to replace any official source. You should not act or refrain from acting based upon information on this map without independently verifying the information and, if necessary, obtaining professional advice. The burden of determining the accuracy, completeness, timeliness of information rests solely on the user. Copyright © 2015 INCOG

Appendix C

Target Areas

City of Tulsa 2015-19 Consolidated Plan - 36th Street North Target Area

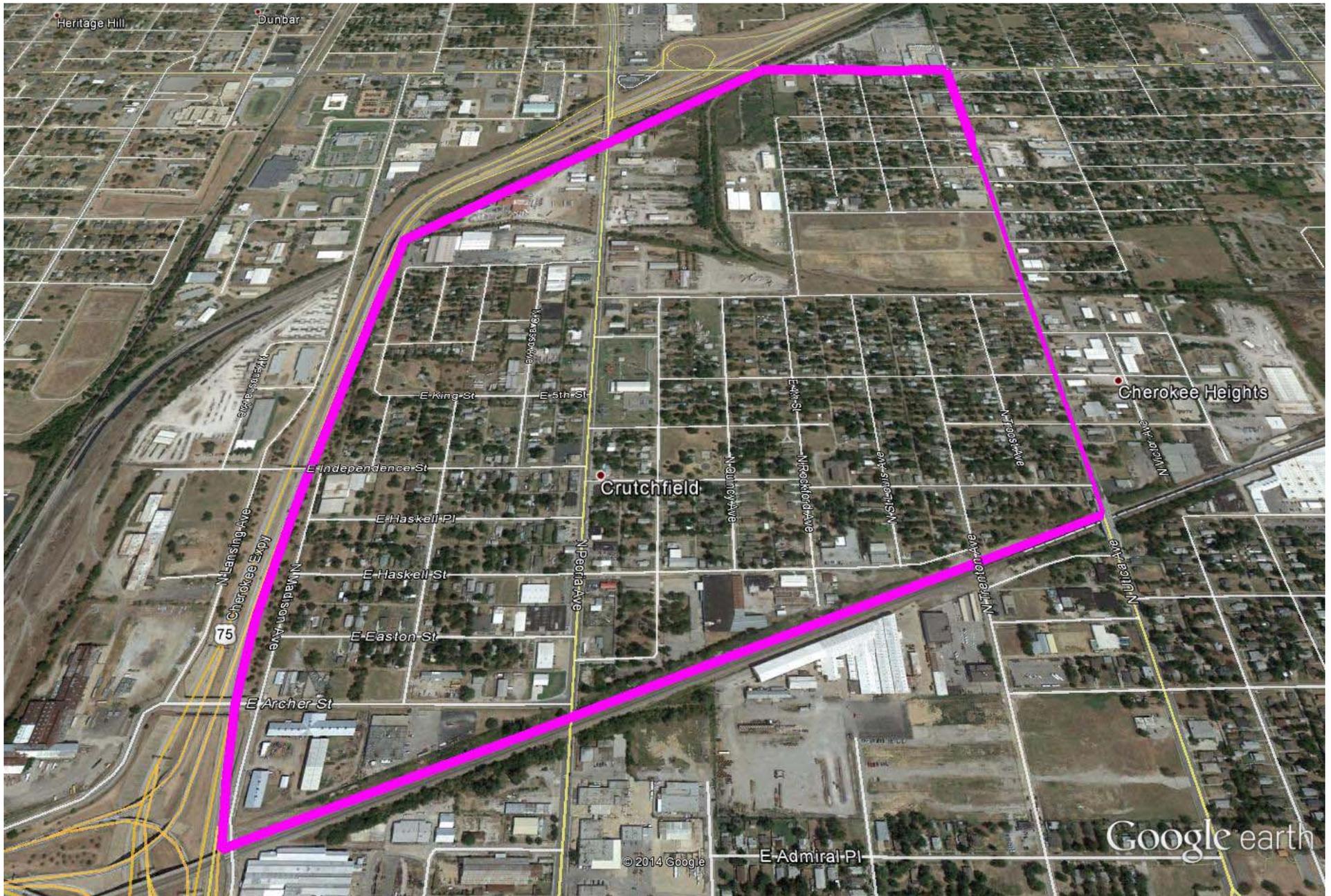


This map is provided as a guide for general information only. Although every effort has been made to produce the most accurately expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. Therefore, the information provided is not intended to replace any official sources. 2015-19 Target areas are based upon the corresponding City of Tulsa Small Area Plan. You should not act or refrain from acting based upon information on this map without independently verifying the information. The burden of determining the accuracy of information rests solely on the user.

36th Street North Corridor Boundary Description

Beginning at the Center ROW line of the Gilcrease Expressway and north Martin Luther King Jr. Blvd. thence north approximately 1410' to a point on the center line of north Martin Luther King Jr. Blvd.; Thence west approx. 640' along the City of Tulsa detention property; thence northwesterly along the COT ownership line to the south ROW line of 36th St. N.; thence west along the south ROW of 36th St. N approx.. 490'; thence southwesterly on a curve 1288.75' to the Osage County line; thence north along the Osage County line approx. 3813' to a point on the Osage County line; thence southeast approx. 2713' to the northwest corner of the Westview Office Complex LLC property; thence east approx. 503' to the west ROW line of north Martin Luther King Jr. Blvd.; thence northerly along the West ROW line of Martin Luther King Jr. Blvd. to the center line of Flat Rock Creek; thence easterly along the midline of Flat Rock Creek to the center line north Peoria Ave.; thence north along the center line of north Peoria Ave. approx. 658'; thence east approx. 1800' to the northeast corner of COT property; thence south approx. 216'; thence east approx. 666'; thence north approx. 805'; thence east 400'; thence south approx. 323'; thence east approx. 919.76'; thence south approx. 304'; thence east approx. 1270' to the west ROW line of Lewis Ave.; thence south approx. 828'; thence southwesterly 401.04'; thence south 220'; thence west approx. 931'; thence south approx. 1983' to the center line of 36th Street North; thence continuing on south from the center line of 36th Street North 1124' to the north ROW line of Mohawk Boulevard; thence southwesterly approx. 440' along the north ROW line of east Mohawk Boulevard; thence west approx. 1600'; thence south approx. 830' to the north ROW line of east Mohawk Boulevard; thence westerly along the north ROW line of east Mohawk Boulevard 1100' to a point being the projected center line of 31st Street North; thence west approx. 840' to the center line of north Peoria Avenue; thence south on the center line of Peoria Avenue approx. 530' to the center line of the Gilcrease Expressway; thence westerly along the center line of the Gilcrease Expressway to the center of Martin Luther King Jr. Blvd. also being the Point of Beginning.

City of Tulsa 2015-19 Consolidated Plan - Crutchfield Target Area

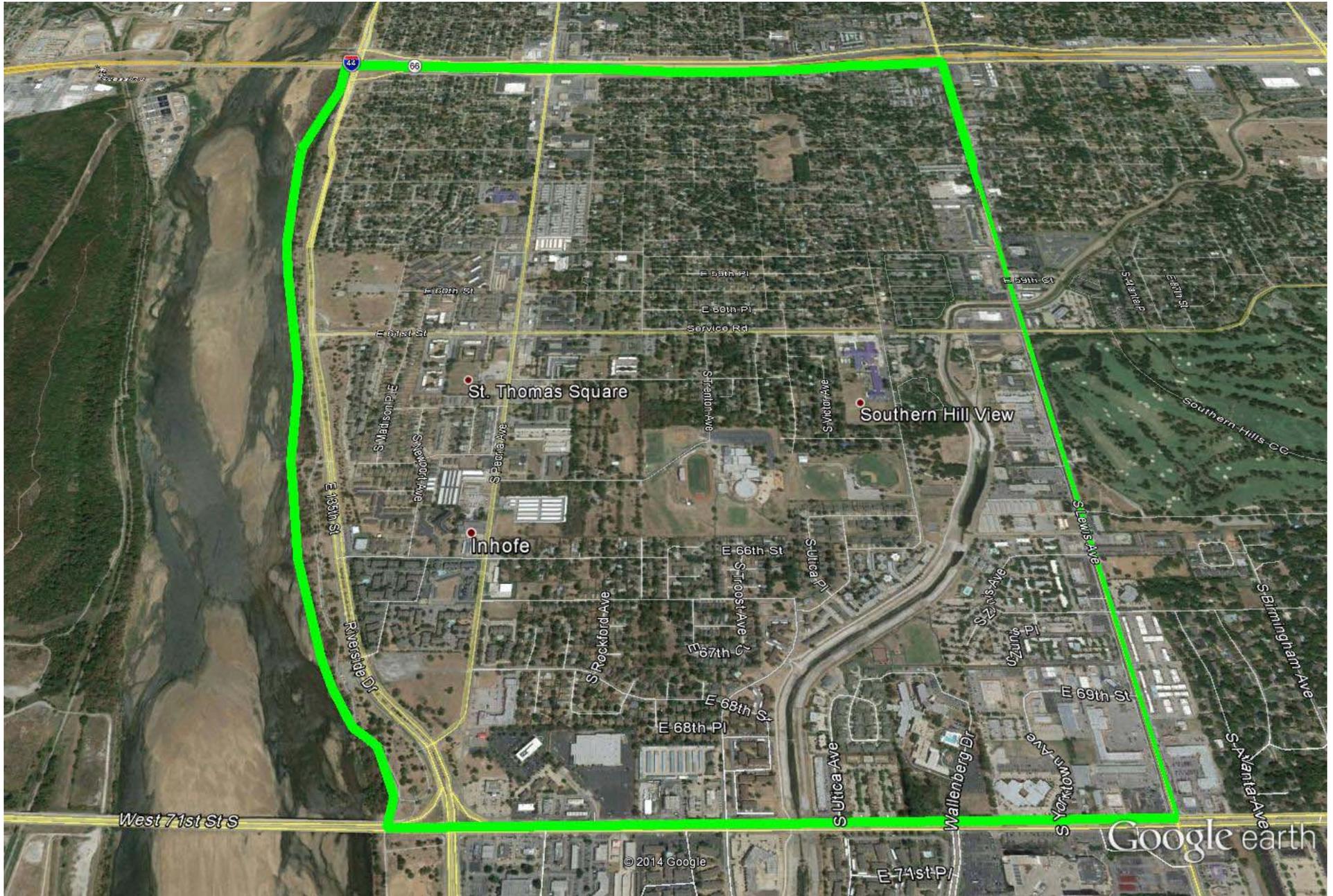


This map is provided as a guide for general information only. Although every effort has been made to produce the most accurately expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. Therefore, the information provided is not intended to replace any official sources. 2015-19 Target areas are based upon the corresponding City of Tulsa Small Area Plan. You should not act or refrain from acting based upon information on this map without independently verifying the information. The burden of determining the accuracy of information rests solely on the user

Crutchfield Boundary Description

The area's southern boundary is the Burlington Northern /Sante Fe Railroad Tracks; the eastern boundary is Utica Avenue; the northern boundary is Pine Street and the western boundary is I-75 North.

City of Tulsa 2015-19 Consolidated Plan - Riverwood Target Area

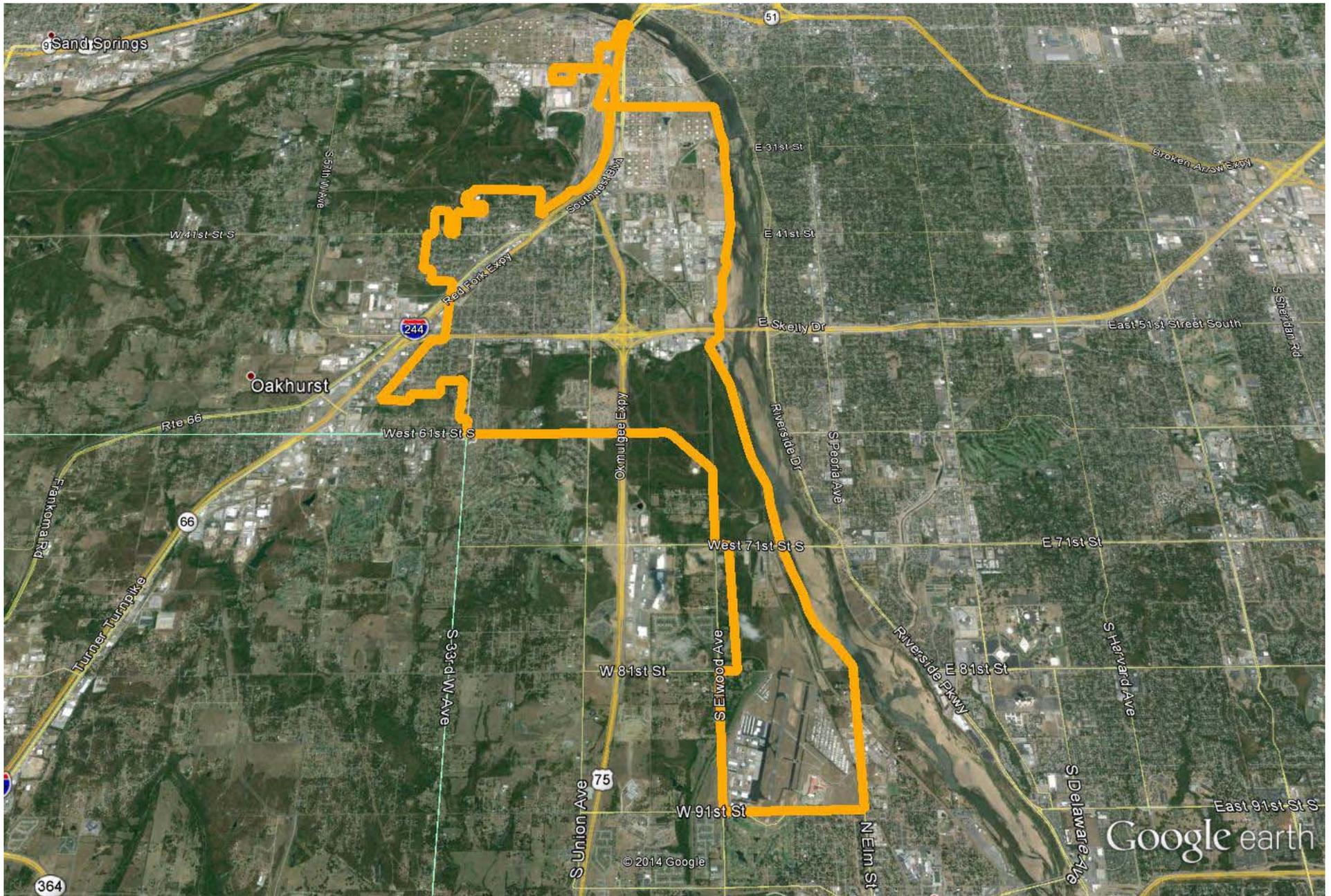


This map is provided as a guide for general information only. Although every effort has been made to produce the most accurately expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. Therefore, the information provided is not intended to replace any official sources. 2015-19 Target areas are based upon the corresponding City of Tulsa Small Area Plan. You should not act or refrain from acting based upon information on this map without independently verifying the information. The burden of determining the accuracy of information rests solely on the user.

Riverwood Boundary Description

The Riverwood Neighborhood area boundaries are 51st street to the north, 71 Street to the south, the Arkansas River to the west and Lewis Avenue to the east.

City of Tulsa 2015-19 Consolidated Plan - Southwest Tulsa Target Area



This map is provided as a guide for general information only. Although every effort has been made to produce the most accurately expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. Therefore, the information provided is not intended to replace any official sources. 2015-19 Target areas are based upon the corresponding City of Tulsa Small Area Plan. You should not act or refrain from acting based upon information on this map without independently verifying the information. The burden of determining the accuracy of information rests solely on the user

Southwest Tulsa Boundary Description

Beginning at a point east of US Highway 75 and the west bank of the Arkansas River thence south along US Highway 75 approx. 5750' to the center of W. 25th St.; Thence east approx. 5000' to the Arkansas River; Thence southeasterly approx. 27,800' following the Arkansas River to a point approx. 600' north of N Elm St.; Thence south approx. 5,400' to the center of W 91st St.; Thence west approx. 5,250' to the center of S Elwood Ave.; Thence north approx. 5,250' to the center of 81st St. South; Thence east approx. 600'; Thence North and parallel to South Elwood Ave. to center of 71st St.; Thence west approx. 600' to center of S Elwood Ave.; Thence North along center line of S Elwood Ave. turns northeast into West 61st St. and continuing on the center line of West 61st St. to center line of 33rd West Ave.; Thence north along center line of 33rd West Ave. to W 59th St.; Thence West along center line of W 59th St. approx. 380'; Thence north and parallel to 33rd West Ave. approx. 3,300'; Thence west and parallel to W 57th St. to center line of S 37th West Ave.; Thence south along center line of S 37th West Ave. to W 57th St.; Thence west along center line of W 57th St. to S 41st West Ave; Thence South and parallel to 42nd W Ave. approx. 325'; Thence west along center line of W 57th place to boundary of the TSU Railroad; Thence northeasterly along the boundary of the TSU Railroad to the center line of E 114th St.; Thence East long the center of E 114th St. to S 37th West Ave.; Then north approx. 3,150'; Thence west approx. 1000' thence north along center of S 40th West Ave. approx. 650'; Thence west to center of S 41st West Ave.; Thence north to center of W 41st St.; Thence east approx. 350' along center of W 41st St.; Thence North approx. 1,350': Thence east approx. 650'; Thence South approx. 1,350 to center line of W 41st St.; Thence east approx. 400' along center of W 41st St.; Thence North approx. 1,350'; Thence east approx. 1,250'; Thence north approx. 450'; Thence west approx. 1,000'; Thence north approx. 570'; Thence east approx. 330'; Thence north approx. 320'; Thence east approx. 3,350'; Thence south approx. 1550' to west-side boundary of the BNSF Railroad; Thence northeasterly approx. 2,100' along west-side boundary of the BNSF railroad; Thence east approx. 400' to east-side boundary of BNSF Railroad; Thence northeasterly approx. 5,800 along the east-side boundary of the BNSF railroad; Thence west approx. 750' to west-side boundary of the BNSF Railroad. Then north approx. 2,650' along the west-side boundary of the BNSF Rail Road; Then west approx. 1900' to center of S Yukon Ave.; Thence South approx. 900'; Thence west approx. 1,000'; Thence north approx. 900' to the center of W 21st St.; Thence east to the center of E 27th St.; Thence north to the center of W 17th St.; Thence east approx. 825' to west-side boundary of the BNSF Railroad; Thence north along west side boundary of BNSF Railroad to the west bank of the Arkansas River.

Appendix D

ESG Written Standards

City of Tulsa, Grants Administration

Written Standards for Provision of Emergency Solutions Grant Assistance

In accordance with the Emergency Solutions Grant (ESG) program authorized by subtitle B of title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371-11378) the City of Tulsa implements the following written standards for the provision of ESG assistance. These standards must be consistently applied by ESG subrecipients to all participants served in ESG funded programs, as applicable.

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▪ Evaluating Individuals' or Families' Eligibility for Assistance	2
▪ Local Coordination of Shelters and Service Providers	3
▪ Determining and Prioritizing Eligibility Based on Local Characteristics	3
▪ Determination of Participant's Share of Costs	4
▪ Determination of Participant's Length of Time for Rental Assistance	4
▪ Determination of Housing Stabilization and/or Relocation Type, Amount & Duration	4

Coordinated (or common) Assessment and Referral System

The coordinated (or common) assessment and referral system developed by the Tulsa County/Broken Arrow Continuum of Care (CoC or Continuum) known as A Way Home for Tulsa (AWH4T), was created with input from the City of Tulsa Grants Administration Division to assess the needs of individuals and families experiencing homelessness or those at risk of homelessness in an effort to connect them to the most appropriate housing and/or service alternatives. All CoC- and ESG-funded programs that serve individuals or families experiencing homelessness are required to utilize the CoC coordinated assessment and referral system.

If attempts at diversion or prevention do not solve a person's or family's housing problem when initially presenting to the service provider and the participant has been homeless no more than one hundred eighty-one (181) cumulative days (or stays) the intake staff at the "no wrong door" point of entry can then proceed with an interview of the participant to ascertain the best immediate housing options within the Continuum. The Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT) will be utilized for single adults as part of the initial screening process to gather enough information concerning the stability and acuity of the presenting individual (see Attachment A). The interviewer will ask the participant a series of questions from the VI-SPDAT that are designed to identify the conditions affecting the individual's ability to secure or maintain housing. Information regarding such domains as housing history/status, physical health, mental health, substance abuse and other general risk factors will be gathered to assemble the risk profile necessary to assess the participant's vulnerability and level of need. Information gathered from the participant(s) will be self-reported, although surveyors conducting interviews can also register their own impressions of the presenting participant's condition on the VI-SPDAT. Should the participant refuse to answer a question, the interviewer will note that fact in the Homeless Management Information System (HMIS) notes field.

The intake staff will then have the discretion to do either one of the following:

- Complete the surveyor observation questions contained within the VI-SPDAT without participant input.
- Refer the participant to an alternate homeless service provider.
- Elect to initiate an intervention.

Should the presenting participant(s) be fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking to a non-victim service provider the participant(s) will be referred to an appropriate shelter program that specifically targets such populations. Special care will be taken to ensure that the participant(s) is afforded a secure environment within the intake provider's organization and that the security of the participant's identity and privacy are given special consideration. This could include reserving a private area within the accepting organization's location or the creation of a special track within the assessment framework that is specifically designed for victims.

Evaluating Individuals or Families Eligible for Assistance

Eligibility to receive assistance under all ESG-funded programs will be based on the guidelines outlined by the Department of Housing and Urban Development (HUD), initially by determining if the individual or family qualifies as "homeless" as defined in the HEARTH Act of 2009, SEC. 103, or as "at-risk of homelessness", as applicable for the services being provided. Evaluation and eligibility policies and procedures are developed in accordance with the Continuum's common assessment requirements set forth under SEC 578.7(a)(8) of HUD's Interim Rule and 576.400(d).

Individuals or families receiving homelessness prevention assistance are required to be re-evaluated for eligibility and type and amount of assistance at least every 3 months and annually for those receiving rapid re-housing assistance. The re-evaluation should establish, at minimum: (1) the participant's annual income does not exceed 30% AMI; and (2) the participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.

The standard for calculating annual income under 24 CFR 5.609 must be used when determining the annual income of an individual or family.. During evaluation participants will be assisted in obtaining the appropriate supportive services and other Federal, State, local, and private assistance available in obtaining housing stability.

When determining eligibility for short- and medium-term rental assistance no program participant who is receiving tenant-based rental assistance, or living in a housing unit receiving project-based rental assistance or operating assistance, through other public sources is eligible, except for a one-time payment of rental arrears on the tenant's portion of the rent.

Local Coordination of Shelters and Service Providers

The CoC network of providers serving individuals and families experiencing homelessness and those "at-risk" of homelessness will provide coordinated services that minimize any duplication of services in order to serve the most participants as possible.

Tulsa's Homeless Services Network and Continuum members meet regularly to discuss issues such as evolving trends, challenges, and funding fluctuations in an effort to facilitate coordination between local service providers and shelters. A program called "Fresh Start", created to assist coordination between local shelters, public officials, faith-based organizations and other entities that interact with individuals

and families experiencing homelessness, also meet regularly to discuss specific cases and share information necessary to aid the homeless and those at-risk of homelessness. In addition, the Continuum and the City of Tulsa will, to the maximum extent practicable, coordinate and integrate information with outside organizations that provide similar services or mainstream support within the community.

Determining & Prioritizing Eligibility Based on Local Characteristics

ESG grant recipients and/or CoC members will carefully assess how their own program resources can best be used to prevent and end homelessness. Information gained from HUD's Homeless Management Information System (HMIS) data, staffs' observations, available funding streams, and a community-wide assessment of the need for and availability of interventions to serve individuals and families experiencing homelessness will be used to inform these assessment efforts. Assistance may be provided for those program participants who meet the Rapid Rehousing (RRH) eligibility criteria under the HEARTH definition of homeless. Homeless support services are offered to all other program participants that are at-risk of homelessness.

Rapid re-housing assistance will serve only program participants who meet the criteria under paragraph (1) of the "homeless" definition. Homelessness prevention will serve only program participants that meet the criteria under the "at-risk of homelessness" definition, or the homeless definition paragraphs (2), (3), or (4).

Rapid re-housing and homelessness prevention assistance will be provided in accordance with the housing relocation and stabilization services requirements in 24 CFR 576.105, or the short- and medium-term rental assistance requirements in 24 CFR 576.106. No financial assistance may be provided to a household for a purpose and time period supported by another public source.

Homeless individuals and families that are identified as belonging to special populations, such as domestic violence victims, youth or veterans, etc., will be provided additional assistance at local emergency shelters with programs specifically created to serve them. Those shelters that serve these populations will prioritize the delivery of services based on the particular needs of the specific population being served, as outlined in those organizations' policies.

ESG grant recipients and CoC network members will work together to establish standard criteria for prioritization based on the local characteristics in the Tulsa area. The ESG recipient and CoC supports the Housing First philosophy for its RRH programs, as identified in Opening Doors: the Federal Strategic Plan to End Homelessness, in that, it considers it a priority to connect people to housing with the resources necessary to sustain housing and to facilitate the Tulsa community's accomplishment of its goal to ending homelessness, reducing emergency shelter stays, limiting recidivism and documenting outcomes.

A review of the participant's needs may result in one of the following possible outcomes:

- Shelter stay - a short-term stay (usually overnight) with minimal support services or financial assistance
- Transitional housing- Housing, the purpose of which is to facilitate the movement of individuals and families experiencing homelessness to permanent housing within twenty-four (24) months. To be qualified for Transitional Housing, program participants must have signed a lease or occupancy agreement with the HUD-funded organization that is for a term of at least one month and that ends in twenty-four (24) months. The lease or agreement cannot be extended without HUD approval.

- Rapid Rehousing - CoC funds may be used to provide supportive services and short-term and/or medium-term tenant-based rental assistance to help an individual or family, with or without disabilities, experiencing homelessness move as quickly as possible into permanent housing and achieve stability in housing. RRH project participants must meet with a case manager not less than once per month, as set forth in the Interim Rule's 24 CFR 578.37(a)(1)(ii)(F), except where prohibited by the Violence Against Women Act ("VAWA") and the Family Violence Prevention and Services Act ("FVPSA"). A full range of supportive services can be provided for up to six (6) months after the rental assistance stops. Although program participants may receive short-term or medium-term rental assistance under the HUD CoC programs that match the time frames set forth in the ESG programs, the supportive services available to program participants receiving RRH assistance under the CoC program are not limited to housing relocation and stabilization services as they are in the ESG program.
- Permanent supportive housing - While the term "permanent housing" means community-based housing without a designated length of stay and includes both permanent supportive housing (PSH) and rapid re-housing, PSH is housing in which supportive services are provided to assist homeless persons with a disability to live independently. And, just as for permanent housing, the PSH program participant must be the tenant on a lease or sub-lease for a term of at least one year (renewable in at least monthly increments) and the lease may only be terminable for cause. The chronically homeless within these populations will always be given priority.

Determination of Participant's Share of Costs

The City will work closely with the ESG grant recipient to determine what portion of rent and utility costs, if any, the program participant will be required to pay. Fee structures are based on challenges associated with homelessness in Tulsa, availability of resources within the community, and the existing housing and economic conditions. Rental assistance programs may use a fixed amount of assistance per person to enable the funds to serve the maximum number of individuals/families.

Determination of Participant's Length of Time for Rental Assistance

Subject to program funding availability, participants eligible for homelessness prevention and rapid re-housing rental assistance may receive assistance for a maximum of 24 months of assistance in a three year period.

Short-term assistance may be used for up to 3 months rent and medium-term assistance is may be used for more than 3 months rent, but no more than 24 months rent. Rental arrears may be paid for up to 6 months rent, including any late fees on those arrears. Guidelines to determine changes in assistance amounts over time will be establish in conjunction with the subrecipient(s) administering the program. Project-based participants must have a lease that is for a period of 1-year, regardless of the length of rental assistance.

Determination of Housing Stabilization and/or Relocation Type, Amount and Duration

Subject to program funding availability, participants eligible for homeless support services and RRH rental assistance may receive assistance for a maximum of twenty-four (24) months in a three (3) year period. Short-term assistance may be used for up to three (3) months' rent and medium-term assistance may be used for no more than twenty-four (24) months' rent. Accrued rental arrearages for ESG-funded programs may be paid for up to six (6) months' worth of rent, including any late fees on those arrearages. Guidelines to determine changes in assistance amounts that may become necessary over time will be

established in conjunction with the homeless service providers administering the program. Tenant- and project-based rental assistance are allowed for ESG programs while only tenant-based programs are allowed under CoC programs. Tenant-based participants must have a lease that is for a period of at least one year, regardless of the length of rental assistance, which is renewable for a minimum term of one month and is terminable only for cause.

Eligible RRH financial assistance may include the following:

- Rent or utility obligations in arrears up to six (6) months for ESG funded programs only per ESG Interim Rule (24 CFR §576.106 (a)(3))
- Application fees
- Security deposits in an amount not to exceed two (2) months' of rent
- Utility deposits and monthly utility payments. For ESG- funded programs only, utility arrearages may be paid.
- Rent for up to twenty-four (24) months provided the participant is not receiving any other federal, state or local rent subsidies. ESG-funded programs may also pay delinquent rent or fees.
- Moving costs, including temporary storage of up to 3 months after assistance begins.
- Other supportive services allowed under ESG-funded per 24 CFR 576.104-105.

The amount of assistance will be determined between the City and the grant recipient upon determination of funding awards. Stricter guidelines may be placed on the duration of assistance if the funds are allocated in small amounts to multiple projects.

Appendix E

Citizens Participation Plan

**Citizen Participation Plan
For the
City of Tulsa, Oklahoma
Revised February 2013**

This plan provides an outline of the citizen participation process and includes input from citizens and interested parties received through the public comment and hearing process. This plan supersedes any other existing Citizen Participation Plans for the City of Tulsa and will be implemented upon adoption to comply with the Consolidated Plan citizen participation requirements. This plan will be reviewed each fiscal year for regulatory and statutory compliance.

The City Council is the governing body of the City of Tulsa in matters related to the Consolidated Plan and associated housing and community development programs for the City of Tulsa, including Guaranteed Loan Funds. This body is composed of nine elected members representing nine council districts and makes final determinations regarding funding allocations.

The Mayor is the Chief Executive and Administrative Officer of the City of Tulsa and in matters related to the City's Consolidated Plan is authorized by the City Council to execute and submit all documents necessary for the City's Consolidated Plan and or any application for Guaranteed Loan Funds.

Objectives:

The goal of the City's Citizen Participation Plan is to encourage active citizen's involvement in the Consolidated Plan and Annual Action Plan development and implementation. Inclusive of a wide range of providers, citizens, advocacy groups, public and private agencies and community leaders. The Finance Department Division of Grants Administration administers several federal grant and loan programs from the U. S. Department of Housing and Urban Development (HUD) which funds housing, emergency shelter, economic development, infrastructure improvement, neighborhood revitalization and public service activities, among others. Each grant or loan program is required to invite public comment prior to the expenditure of funds to determine needs, establish funding priorities, and at the end of the program year, assess program performance. Some of the programs administered include the HOME Investment Partnerships (HOME) Program, Section 108 Guaranteed Loan Funds (Guaranteed Loan Funds), Emergency Solutions Grant (ESG), Community Development Block Grant Program (CDBG), and Housing Opportunities for People with Aids (HOPWA).

The intent of the Citizen Participation Plan is to provide clear guidelines citizens may follow in order to play a role in the community development planning process. In so doing, the City addresses the spirit of citizen participation requirements as defined in the Consolidated Plan and related regulations. In addition, this Citizen Participation Plan will provide a means of fulfilling the City of Tulsa's commitment to further citizen involvement, with neighborhoods as the focal point of their involvement.

I. Encouragement of Citizen Participation

The City provides for and encourages citizen participation in the development and substantial amendments of the Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, and the Consolidated Annual Performance Report (CAPER). Low and moderate-income persons who reside in areas where the Consolidated Plan program or Guaranteed Loan Funds are proposed to be used are encouraged to participate. This also includes residents of public and assisted housing, non-English speaking persons, and persons with disabilities. This will be accomplished by the following procedures.

1. Adequate notice (10 days) will be given to notify the public that draft versions of the Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, any substantial amendments, CAPER, and changes to the Citizen Participation Plan are available for comment. Notices are provided through:
 - Press releases and legal notices in a local newspaper of general circulation and at least one minority-owned newspaper
 - Posting at City Hall
 - Posting on the City of Tulsa Website
 - E-mailing notices to individuals and agencies on the Grants Administration distribution list and appropriate City Departments for further distribution.

2. Public hearings will be held to solicit input and comments from citizens on the following proposed documents:
 - Consolidated Plan
 - Annual Action Plans
 - Guaranteed Loan Funds Application
 - Substantial amendments to the Consolidated Plan, Annual Plan, or Guaranteed Loan Funds Application
 - CAPER

Public hearings will be posted and advertised with adequate advance notice to citizens and contain enough information so the public will understand the event being announced. Hearings will be held at locations convenient for most low-income people. Public hearings will be conducted after normal business hours to solicit input from citizens.

3. The City will publish the proposed Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, substantial amendments, CAPER, and Citizen Participation Plan in draft form for comments. A reasonable number of free copies will be provided to citizens and groups upon request. Draft documents will be available for review as follows:

- City Clerk office
- INCOG
- City/County Library Branches -
- City of Tulsa website

4. Time frames for the public to provide comments in writing will be as follows:

Proposed Documents	Comment Period
a. Consolidated Plan/Annual Action Plan and any substantial amendments to the plans	30 days
b. Guaranteed Loan Fund Applications	10 Days
c. CAPER and the Citizen Participation Plan	15 days

All comments or views of citizens received in writing or orally at the public hearings will be considered when preparing the final Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, including substantial amendments, and CAPER. A summary of these comments and a summary of any comments or views not accepted and the reasons therefore, shall be included in the final document.

II. Information To Be Provided in the Draft Consolidated Plan, Annual Plan and Guaranteed Loan Fund applications

Prior to the adoption of the Consolidated Plan, the City will make available to citizens, public agencies, and other interested parties appropriate information that includes at a minimum:

1. The amount and type of assistance the City expects to receive from Community Development Block Grant, HOME, Emergency Solutions Grant, HOPWA, and Guaranteed Loan Funds , including any program income anticipated to be generated from program activities;
2. The range of activities that may be undertaken with the proposed funds, including the estimated amount that will benefit persons of low- and moderate-income and the use of Community Development Block Grant funds in conjunction with Guaranteed Loan Funds;
3. Plans to minimize displacement of persons and to assist any persons displaced, specifying the types and levels of assistance the City will make available. Such information will be made available upon request and will be included in the Consolidated Plan or any Guaranteed Loan Funds Application as a Certification; and
4. Plans to apply for, or continue utilizing, Guaranteed Loan Funds Application and a description of Community Development Block Grant funds used in conjunction with said Guaranteed Loan Funds.

III. Criteria For Amendments To Consolidated Plan, Annual Action Plan or Guaranteed Loan Funds Application

The City will amend its approved plan when one of the following decisions occurs:

1. To make a change in its allocation priorities or a change in the method of distribution of funds;
2. To carry out an activity, using funds from any program covered by the consolidated plan, not previously described in the action plan; or
3. To change the purpose, scope, location or beneficiaries of an activity.

A substantial amendment, including public participation, will be required when the CDBG dollar amount involved exceeds twenty-five percent (25%) of the current annual allocation AND the proposed change moves funds between Priority Needs Categories identified in the Consolidated Plan.

IV. Performance Reports

Citizens will be provided with reasonable notice and opportunity to comment on the Consolidated Annual Performance and Evaluation Report (CAPER) as established in section I above.

The City will consider any comments or views of citizens received in writing, or orally at public hearings, in preparing the CAPER. A summary of these comments or views shall be included in the final document.

V. Public Hearings

The City will conduct the following public hearings:

- Three (3) public hearings per year, at different stages of the program year, to obtain citizens' views on the Consolidated Plan or Annual Action Plan
 - The first public hearing will be held prior to the development of the Consolidated Plan/Annual Action Plan in order to obtain views of citizens, public agencies, and other interested parties regarding housing and community development needs, including priority non-housing community development needs. .
 - A second public hearing will be held after a draft document has been completed for the purpose of public comment prior to submitting the final Consolidated Plan/Annual Action Plan to HUD. At this hearing citizens will have an opportunity to review the proposed use of program funds.
 - A third public hearing will be held after the draft CAPER has been

completed for the purpose of assessing program performance.

- Additional public hearings will be held for the following:
 - Guaranteed Loan Funds applications; and
 - Substantial Amendments to the Consolidated Plan or Annual Action Plan.

VI. Meetings

Meetings, other than those requiring Citizen Participation as noted in Section I, shall be posted in accordance with the Oklahoma Open Meetings Act.

VII. Availability to the Public

The requirement for publishing will be considered met by publication of a summary of the documents and making copies available of the proposed Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, including substantial amendments, and CAPER in draft form.

The summary will describe the contents and purpose of the Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, including substantial amendments, and CAPER. It will also include a list of the locations where copies of the entire document may be examined. Materials in a form accessible to persons with disabilities will be made available upon request.

VIII. Access to Records

The City of Tulsa will ensure that citizens, public agencies, and other interested parties will be given reasonable and timely access to information and records relating to the Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, including substantial amendments, and CAPER for the preceding five years.

All requests to inspect or copy public records must follow procedures set forth in Executive Order 95-04-Open Records Policy of the City of Tulsa found at <https://www.cityoftulsa.org/media/112075/openrecordsactpolicy.pdf>

Such public information is available for review at:

FINANCE DEPARTMENT DIVISION OF GRANTS ADMINISTRATION
City Hall at One Technology Center
175 E. Second Street, Suite 480
Tulsa, OK 74103

(918) 596-9084

Email: GrantsAdmin@cityoftulsa.org
Fax: 918-699-3523

Technical Assistance

Upon written request to the Finance Department Division of Grants Administration and authorization by the Director, technical assistance may be provided in the development of proposals, implementation process, evaluation/performance process, and interpretation of HUD rules and regulations pertinent to the Consolidated Plan, Annual Action Plan, Guaranteed Loan Funds Application, including substantial amendments, and CAPER.

All potential applicants for funding are required to attend a workshop prior to completing the proposal form. The basis on which the City may provide technical assistance to groups' representative of persons of low and moderate-income that may request assistance is at the discretion of the City, and does not necessarily include funding to such groups.

Complaint Procedures

Citizens with comments, complaints, or grievances against the Consolidated Plan may submit them in writing or in person to the Human Rights Department during regular business hours or may complete a Grievance form located at

Correspondence should be directed to:

Human Rights Department
City Hall at One Technology Center
175 E. Second Street, Suite 865
Tulsa, OK 74103

(918) 596-7818
Email: humanrightsrec@cityoftulsa.org

Fax: 918-596-7826

Written complaints will receive a written response within fifteen (15) working days. Complaints which cannot be resolved may be referred to the City Council or appropriate Federal agency. Complaints which do not come under the jurisdiction of the Department of Grants Administration will be referred to the proper entity for further review and determination.

Appendix F

Ordinance

(Published in the Tulsa World,

September 18, 2015.)

ORDINANCE NO. 23362

AN ORDINANCE AMENDING TITLE 12, TULSA REVISED ORDINANCES, ENTITLED "U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANTS," AMENDING SECTION 802 TO UPDATE AND CORRECT THE NAME OF THE PLANNING AND DEVELOPMENT DEPARTMENT AND THE TERM LIMITS FOR MEMBERS OF THE HUD COMMITTEE; AMENDING SECTION 804 TO PROVIDE A SINGLE ONE-DAY EXTENSION WITHIN A FIVE-YEAR PERIOD FOR APPLICANTS MISSING PROPOSAL DEADLINES, TO PROVIDE THREE BUSINESS DAYS FOR APPLICANTS TO SUBMIT MISSING PROPOSAL DOCUMENTATION AND TO CLARIFY AND CORRECT PROPOSAL REQUIREMENTS AND PROPOSAL REVIEW PROCESS; AMENDING SECTION 805, SUBSECTION 1, TO APPLY TO THE "SHELTER" CATEGORY OF EMERGENCY SOLUTIONS GRANT PROJECTS; CLARIFYING AND CORRECTING SECTION 806 TO ELIMINATE REDUNDANT LANGUAGE; AMENDING SECTION 807 TO PROVIDE A NEW PROCESS FOR OFF CYCLE AWARDS AND ALLOCATIONS; AND AMENDING SECTION 808, SUBSECTION B, TO CORRECT AN OMISSION IN THE LAST SENTENCE BY INSERTING THE WORDS "CLASSIFIED SERVICE"; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY OF TULSA:

Section 1. That Title 12, Chapter 8, entitled "U.S. Department of Housing and Urban Development Grants" be and the same is hereby amended to read as follows:

"Section 800. Scope.

This Chapter shall apply to the City of Tulsa's receipt and allocation of all block grant program funds received from the U.S. Department of Housing and Urban Development Department, including, but not limited to, the Community Development Block Grants (CDBG), Home Investment Partnerships Program (HOME), Emergency Shelter or Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs and any changes thereto, as well as any new programs added by the U.S. Department of Housing and Urban Development.

Section 801. Definitions.

As used in this chapter, the following terms shall have the meaning set forth below:

- A. Annual Action Plan shall mean a written plan that specifies the HUD funded activities and allocations for the City of Tulsa for a specific HUD grant period.
- B. Annual Calendar shall mean the calendar prepared annually by Grants Administration and posted on the City of Tulsa website (Community Programs - Grants) stating the specific HUD dates and deadlines for submission of HUD plans and reports.
- C. CDBG means Community Development Block Grant, a HUD grant program,
- D. CDBG Physical Projects shall mean those projects which are not classified as Public Service or Economic Development.
- E. Citizen Participation Plan shall mean a written plan that invites public input and citizen participation in the needs for and use of HUD funds, and which is available on the City of Tulsa website (Community Program - Grants).
- F. Continuum of Care or CoC shall mean the City of Tulsa Continuum of Care, which considers policies designed to address the critical problem of homelessness, including a coordinated community-based process of identifying needs and building a system to address those needs.
- G. Consolidated Annual Performance and Evaluation Report (CAPER) shall mean the annual written report submitted to HUD by the City of Tulsa, which details the performance of funded activities, including expenditures and number and type of beneficiaries served.
- H. Consolidated Plan shall mean the document written by the City of Tulsa describing the housing needs of low- and moderate-income residents, outlining strategies to meet the needs and listing all resources available to implement the strategies. This document is required by HUD for the City to receive HUD Community Planning and Development funds and shall be in conformance with the City of Tulsa's Comprehensive Plan.
- I. Hearing Officer shall mean the Mayor's designee, who shall hear appeals regarding HUD processes.
- J. HUD shall mean the U. S. Department of Housing and Urban Development.
- K. HUD Community Development Committee (Development Committee) shall mean the committee that solicits input regarding community needs and funding priorities, develops the Priority Needs Statement, and recommends funding allocations, including off cycle awards and allocations as set forth in Section 802 and 803 of this Chapter.

- L. HUD Grant Funding shall mean funding for CDBG, HOME, ESG, HOPWA and any revisions thereof, as well as any new programs implemented by the U.S. Department of Housing and Urban Development, established by federal law or regulation.
- M. Needs Assessment Public Hearing shall mean a public hearing at which public input is heard regarding community needs, as set forth in Section 804 of this Chapter.
- N. Off Cycle Awards and Allocations shall mean those awards, allocations and re-allocations which occur during a HUD grant period and outside of the regular allocation process outlined in this Chapter, for the Consolidated Plan, Annual Action Plan, or any amendments thereto.
- O. Priority Needs Statement shall mean the statement encompassing input from the community, regarding the priority of essential services needed by the citizens of the City of Tulsa and which will guide the grant award and funding selection as set forth in Section 804 of this Chapter.
- P. Submission Date shall mean the date established by the HUD for timely submission of the Consolidated Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER), and any other submissions required by federal law or regulation.

Section 802. HUD Community Development Committee Membership.

The HUD Community Development Committee (Development Committee) is hereby established to perform the duties set forth in Section 803 below:

- A. Membership of the Development Committee shall consist of:
 1. All Tulsa City councilors, who shall serve ex-officio and not be counted for purposes of establishing a quorum;
 2. One (1) representative of the Indian Nations Council of Governments (INCOG) designated by the Director of INCOG;
 3. Five (5) residents of the City of Tulsa, designated by the City Council, three (3) of whom reside in a low- to moderate-income census Tract; however, no more than one (1) citizen so appointed shall reside in any one (1) City Council district;
 4. One (1) representative from a financial institution, designated by the Mayor;
 5. One (1) representative from the Continuum of Care, designated by the Mayor;
 6. One (1) representative with grant allocation experience, designated by the Mayor; and

7. One (1) representative from the City of Tulsa Planning and Development Department, designated by the Planning Director.

The terms of the members described in A., 2, 4, 5, 6, and 7 above, who were appointed in the year 2015, shall expire on June 30, 2016. The terms of the five (5) members who are residents of the City of Tulsa as described in A.3 above, who were appointed in the year 2015, shall expire on June 30, 2017. All members shall be appointed to a two-year term commencing on July 1 of the year of their appointment.

No members shall be affiliated with any agency that is requesting or has received funding for a City administered HUD funded project.

Section 803. HUD Community Development Committee Duties.

A. The Development Committee shall:

1. Actively solicit public input regarding the long-term and short-term needs of the community, including homeless needs, and shall develop funding priorities for the Consolidated Plan and Annual Action Plan. The Committee shall also evaluate the performance of funded projects and programs. Meetings of the Development Committee shall comply with the Oklahoma Open Meetings Act, and shall be broadcast on TGOV, the City of Tulsa's government access network.
2. Conduct all required public hearings as set forth in Section 804(E).
3. Receive input from the CoC regarding homeless needs, priorities, goals, outcomes, and evaluation measures.
4. Consult with the CoC regarding allocation of funds, developing performance standards, and evaluating outcomes of ESG assisted projects;
5. Adopt objective standards for the evaluation and scoring for the HUD Grant Funding;

- B. The Human Rights Department shall continue to perform its functions as assigned by Executive Order 2009-08, as long as such Executive Order remains in force and effect.

Section 804. Grant processes.

- A. City of Tulsa Departments. If the Development Committee identifies needs that are to be managed by City departments, these projects will not be subject to the proposal review. However, City departments should submit project information including budget information, program description and project goals and measurable outcomes. HUD funds may not be used to replace local general government funds on City projects or services, unless, the City department can document that the services to be provided represent an increase in services

beyond the services provided with government funds in the previous year. If a non-profit agency located in the City of Tulsa can provide or perform services which could be performed by a City department, the City's RFP process must be followed to allow non-profit agencies to be considered for the services needed.

- B. Applicant Workshops. Grants Administration staff shall conduct at least three (3) workshops for potential applicants seeking federal grant funds. One (1) workshop shall be conducted for those applicants who have not participated in prior HUD funding processes or have not received funding in the past two (2) years. All workshops will be free and open to the public. All potential applicants are required to attend at least one (1) workshop or their proposal will not be considered.
- C. Proposal Deadline.
1. All proposals shall be submitted no later than 5:00 p.m. on the date and location set forth in the applicable Request for Proposal (RFP). The proposal deadline will be no less than forty-five (45) days after the final applicant workshop.
 2. An applicant will be allowed one opportunity within a five-year period to submit a proposal within one (1) business day after a proposal deadline. Such late applicants will also have an additional three (3) business days to submit missing documentation, as provided in Section 804(D)(5). An application accepted pursuant to this provision will be identified as late in Development Committee recommendations, and will receive a reduction of one percent (1%) from the applicant's overall average score.
- D. Proposal Review: Grants Administration shall:
1. Procure a professional facilitator to manage and maintain the integrity of the evaluation process.
 2. Select a minimum of five (5) reviewers for each application expected to be received. Every application shall be reviewed by no more than one (1) employee from Grants Administration.
 3. A list of the reviewers selected to review the RFP must be provided to the Development Committee for review prior to commencement of proposal reviews.
 4. Provide training for the reviewers on the application and criteria to be used to score the proposals prior to commencement of the proposal reviews.
 5. Pre-screen the applications for missing documentation. Applicants will have three (3) business days to submit the missing documentation. Applicants who do not submit the minimum required documentation as specified in the RFP will not be considered for funding.

6. Pre-screen proposed rehabilitation and new construction projects, excluding homeowner minor repairs, emergency repairs, and rehabilitation loans, for the following required information and documentation:
 - a. Demonstrated financial capacity of the applying agency;
 - b. Documentation of funding sources committed toward the total cost of the project, excluding HUD grant request;
 - c. Documentation of site control, proper zoning, and a map showing that the proposed project is not located in a flood plain;
 - d. Architectural/engineering design for the entire project;
 - e. Cost estimate provided by a licensed Professional Engineer (PE) licensed in the State of Oklahoma and authorized to sign and seal plans, drawings, and costs that will be submitted to a public authority for approval,
 - f. Timeline and certification that the project will commence within six (6) months from the date of the grant award and that all HUD grant funds will be spent within two (2) years; and
 - g. Proof that the project will meet a HUD national objective within two (2) years from completion.

Applicants who do not submit the required documentation will not be considered for funding.

7. Transmit final scores from the reviewers to the Development Committee. The Development Committee will be responsible for making the funding recommendation to the City Council.
- E. Public Hearings. The Development Committee shall hold public hearings in accordance with the City's Citizen Participation Plan and as required by HUD regulations. The public hearings will be scheduled to meet statutory deadlines for the submission of the Consolidated or Annual Action Plan and the Consolidated Annual Performance and Evaluation Report (CAPER). A minimum of three (3) public hearings will be held annually to receive public comments regarding:
1. The needs of the community.
 2. The Consolidated or Annual Action Plan and funding allocations; and
 3. The CAPER.

Additional public hearings shall be held as required, including but not limited to:

1. Section 108 loan applications; and
 2. Substantial amendments to the Consolidated Plan.
- F. Policies for Allocation of HUD Grant Funding.
1. On or before February 1 or each calendar year, Grants Administration shall publish a calendar showing the dates of all activities related to the development of the Consolidated Plan, Annual Action Plan, CAPER, and other related documents and activities.
 2. The annual calendar and the following documents shall be posted on the City of Tulsa website (Community Programs - Grants):
 - a. The current Citizen Participation Plan; and
 - b. The City of Tulsa Policies and Procedures Manual related to the administration of HUD Grant Funds.
 3. Each year, subsequent to the final Needs Assessment Public Hearing, the Development Committee shall draft a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD statutes and regulations and shall submit it to the Mayor for review and recommendation, who shall forward it to the City Council for approval.
 4. Upon approval, the Priority Needs Statement shall be incorporated into the Request for Proposals.
 5. Within fifteen (15) days of receipt of the final scores from the reviewers, the Development Committee shall make funding recommendations based upon the tabulated scores and in accordance with the priorities of the Consolidated Plan and the Annual Action Plan. The Development Committee must submit funding recommendations to the Mayor for review and recommendation.
 6. In the event there is a tie vote of the Development Committee, the final scores of the reviewers shall be submitted to the Mayor for review and recommendation.
 7. Within ten (10) business days of being placed on the Mayor's agenda, the Mayor (i) may review the recommendations and submit them to the City Council, or (ii) may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change
 8. After receipt of the recommendations from the Development Committee and the Mayor, the City Council (i) may approve the recommendations or (ii) change and approve the

recommendations, and submit them to the Mayor for signature no later than the second Thursday in April. Changes to the recommended allocations of the Development Committee or the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.

9. This process shall meet the date and time requirements set forth in the Annual Calendar.
- G. Final Resolution on Consolidated Plan and Use of Funds. The City Council will take action in accordance with the Annual Calendar to approve the Consolidated and Annual Action Plans and projected use of funds. The Council shall forward the final resolution to the Mayor on the first business day following the Council action for approval and signature.
- H. Submission to HUD. The Mayor shall be responsible for submitting completed federal grant applications and required annual reports to the appropriate federal offices in a timely manner.

Section 805. Timeliness.

HUD funds are time sensitive and shall be contracted and expended within a reasonable period of time after approval of the Annual Action Plan by HUD. The following conditions shall apply:

1. CDBG Public Service and the "Shelter" category of Emergency Solutions Grant projects shall expend all funds within the HUD grant period set forth in the contract. No funds shall be carried forward.
2. CDBG Physical projects must provide documentation required by the City of Tulsa, setting forth detailed information that assures the commencement of the project within six (6) months of the approval of the Annual Action Plan pursuant to which the funds were allocated. Required documentation includes, but is not limited to, documentation of all committed financing, timeline, firm development budget, approved procurement and other policies and procedures related to the project. Projects that do not begin within this timeframe or which provide no or inadequate explanation and documentation, will not be awarded funds. A new application may be submitted for the project during the next funding period.
3. CDBG Physical and Economic Development projects shall expend all funds within the contract term. Unexpended funds shall not be carried forward, provided however, Grants Administration may extend the contract term by written amendment to the contract if project activities initiated before the end of the contract term can be completed within a reasonable period of time as determined by Grants Administration. Documentation acceptable to Grants Administration must be provided as verification that the activities were commenced prior to the end of the contract term and can be completed within a reasonable period of time acceptable to Grants Administration.

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4. HOME projects shall be contracted and funds committed within one (1) year of the Annual Action Plan pursuant to which the project was submitted. Projects that cannot be contracted within this time frame must provide to Grants Administration the documentation required by the City of Tulsa setting forth detailed information that assures the commencement of the project within a time period acceptable to Grants Administration. If the required documentation is not provided or such documentation is inadequate, the project will not be awarded funds. A new application may be submitted for the project during the next funding cycle.

Section 806. Quarterly Reports.

Grants Administration shall submit written quarterly reports, within forty-five (45) days after the end of the quarter, to the Development Committee and City Council, summarizing the status of appropriations, fund disbursements, program income, other funds available for allocation, and subrecipient contracts, and describing any outstanding documentation requirements for all projects and programs allocated funding in the current program year.

Section 807. Off cycle awards and allocations.

Recommendations for allocations and awards outside of the regular annual funding cycle shall be made as follows:

- A. Off-cycle awards will generally not be considered in amounts less than one percent (1%) of the Program Year's annual award in the grant category for which funding is available.
- B. If the available funds comprise less than ten percent (10%) of the Program Year's annual award in the grant category for which funding is available, the Community Development Committee may initiate off-cycle award(s) by making a recommendation to the Mayor, prioritizing currently funded agencies that have expended at least 90% of their project allocation or current program year applicants whose applications were unfunded, where additional funding would address priority needs identified in the Consolidated Plan and Annual Action Plan. The Development Committee's recommendation will include a list of all departments and agencies requesting or considered for funding and written justification for the recommendation. Within ten (10) business days of the recommendation being placed on the Mayor's agenda, the Mayor will make a recommendation to the City Council, which will consider a resolution to allocate the identified funds.
- C. If the available funds comprise ten percent (10%) or more of the Program Year's annual award in the grant category for which funding is available, Grants Administration may initiate off-cycle award(s) by notifying the Development Committee and potential applicants of available funds, and proceeding in accordance with the proposals procedure established in Section 804 B through D.

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Section 808. Appeals.

- A. **Right to Appeal.** An appeal to a Hearing Officer may be taken by any person or organization aggrieved, where it is alleged there is an error in any order, requirement, decision, determination, or action made by the city official or employee in the allocation, disbursement, accounting, or payment of funds to an applicant awarded funds as provided for in this chapter.
- B. **Hearing Officer.** There is hereby appointed a Hearing Officer and alternate Hearing Officers who shall conduct the hearings and perform the duties set forth herein. The Municipal Court Administrator (Municipal Court Clerk) is hereby appointed and shall serve as the Hearing Officer. The Hearing Officer shall appoint and designate one (1) alternate to serve in his or her absence from one (1) of the division head positions in the Municipal Court. The City Council shall appoint and designate a second alternate Hearing Officer from the classified service to serve in the absence of the Hearing Officer and the first alternate.
- C. **Right to Appeal to Council.** An appeal to the Council may be taken by any person or organization aggrieved where it is alleged there is an error in any order, requirement, decision or determination made by the Hearing Officer.
- D. **Notice of Appeal.** An appeal from any order, requirement, decision or determination made by the Hearing Officer shall be taken within ten (10) days from the date of the issuance of the notice of the decision of the Hearing Officer by filing with the City Clerk a Notice of Appeal, specifying the name and mailing address of the Appellant and specifying the grounds thereof.
- E. **Council Action.** The Council shall hold a hearing and may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from and may make such order, requirement, decision or determination as ought to be made.”

Section 2. SEVERABILITY CLAUSE. If any section, sentence, clause or phrase of this ordinance or any part thereof is for any reason found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance or any part thereof.

Section 3. REPEAL OF CONFLICTING ORDINANCES. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

Section 4. EMERGENCY CLAUSE. That the amendments hereby enacted are essential to the proper, orderly and ethical conduct of the business of the City of Tulsa by its City Officials; therefore, an emergency is hereby declared to exist for the preservation of the public peace, health, and safety, by reason whereof this ordinance shall take effect immediately upon its passage, approval and publication.

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ADOPTED by the Council: SEP 10 2015
Date

[Signature]
Acting Chair of the Council

ADOPTED as an emergency measure: NA
Date

NA
Chair of the Council

OFFICE OF THE MAYOR

Received by the Mayor: _____, at _____
Date Time

Dewey F. Bartlett, Jr., Mayor

By _____
Secretary

APPROVED by the Mayor of the City of Tulsa, Oklahoma: SEP 14 2015,
Date
at _____
Time

[Signature]
Mayor

(Seal)
ATTEST:

[Signature]
City Clerk

APPROVED AS TO FORM AND LEGALITY:

[Signature] 9/13/15
City Attorney

FILED

CITY OF TULSA

STATE OF OKLAHOMA

2015 SEP 11 AM 10 53

MICHAEL P. KIER

CITY CLERK

Appendix G

Meeting Minutes



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Wednesday, September 9, 2015, 5 pm

Members Present:

Gail Rose – Vice-Chair, Dennis Whitaker, Calvin Moniz, Robert Winchester, Carmen Pettie, Holli Kowalski, Bryan Day

Members Absent: Julie Miner, Brett Fidler, Synna Massey,

Others Present:

Nancy Robbins, Gary Hamer, Tammy Miller, Rhys Williams

1. **Call to Order**
Vice-Chair Gail Rose called the meeting to order at 5:00 p.m.
2. **Chairman's Introductions and Remarks**
Vice-Chair Gail Rose made an announcement that the agenda order would be changed for the sake of time. Introductions of each Committee member were made.
3. **Approval of Minutes**
Robert Winchester motioned to approve the minutes from the August 12, 2015 meeting. The motion was seconded by Calvin Moniz and the motion carried unanimously.
4. **Voting on Nominated Committee Officers**
Dennis Whitaker stated that Brett Fidler said he would be willing to serve in either capacity. Calvin Moniz commented he would like to be Vice-Chair. Dennis Whitaker made the motion to nominate Brett Fidler as the Chair and Calvin Moniz as the Vice-Chair for the Housing and Urban Development, Community Development Committee. The motion was seconded by Bryan Day and carried unanimously.
5. **Approval of 2016 Meeting Calendar**
Calvin Moniz mad the motion to approve the 2016 Meeting Calendar. The motion was se Seconded by Bryan Day and the motion carried unanimously.
6. **Consolidated Annual Performance and Evaluation Report (CAPER) Presentation**
Rhys Williams presented a power point presentation that depicted the accomplishments for Program Year 2014. No questions were presented to the speaker.
7. **Motion and Vote to enter into Public Hearing**
The motion to enter into Public Hearing was made by Dennis Whitaker and then seconded by Bryan Day. The motion carried unanimously.

- 8. PY2014 Consolidated Annual Performance and Evaluation Report (CAPER) Public Hearing**
There were citizens in the audience for the hearing but no one chose to speak on the CAPER.
- 9. Motion and Vote to Exit Public Hearing**
The motion to exit out of Public Hearing was made by Dennis Whitaker and then seconded by Bryan Day. The motion carried unanimously.
- 10. Consolidated Plan and Needs Assessment Presentation**
Mr. Gary Hamer gave a presentation which covered the Consolidated Plan and Needs Assessment. He discussed in great detail on how the Committee is governed to follow Ordinance 22813 and how they must draft a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD Statutes and regulations and shall submit it to the Mayor for review and recommendation. He opened the floor for questions and comments. Gail Rose posed a question about checks and balances for assessing the needs and how tiers for priorities would be helpful. Mr. Hamer said that there are implementations that will be made to make the processes even easier.
- 11. Motion and Vote to enter into Public Hearing**
The motion to enter into Public Hearing was made by Bryan Day and then seconded by Holli Kowalski. The motion carried unanimously.
- 12. PY2016 Needs Assessment Public Hearing**
Seven citizens were present to give public comments. First to speak was Lonnie Vaughn with Car Care Clinic. Mr. Vaughn discussed transportation needs, Birmingham Alabama wanting to mirror Tulsa's program and how the need for this project is greater than the available resources. Second, Ms. Donna Mathews of DVIS gave a brief power point presentation that covered the organization's goals and priority needs, Court Advocacy Program, emergency shelter and other DVIS services. Third, Drew France with Community Action Project of Tulsa County and Children's Coalition provided a hand out that covered return on investment through Childhood Development, English as a Second Language Program due to the high Hispanic population in Tulsa and Adult Education and Workforce Training Programs. Fourth, Ms. Angela Letzig with the Tulsa Housing Authority discussed how home ownership increases positive impacts within society and how it also has a social and financial influence within the Community. Fifth, Suzy Sharp with Youth Services of Tulsa talked about the increase of Homelessness in Tulsa children and youth, how transitional living is needed to move children out of homelessness and also how funding has a bearing over today's homeless youth becoming tomorrow's chronic homeless adults. Sixth, Major Jim Taylor with the Salvation Army acknowledged how all the programs present had a connection with the Salvation Army and he wanted to encourage his support for transitional housing. Lastly, Brent Isaacs with Mental Health Association of Oklahoma recognized that HOME funding has allowed their projects to develop and their organization understands that future HOME funding may be decreased. Mr. Isaacs also wanted to express how affordable housing is currently concentrating investments in key areas of the community and in turn it will provide citizens the ability to reside in other district areas. Mr. Dennis Whitaker posed questions about services outside for the Homeless as well as title clearing. Major Taylor answered Mr. Whitaker's questions about services for the Homeless population. Mr. Gary Hamer addressed the questions on title clearing.

Suzy Sharp presented additional input about issues within the young population versus the older population within the Homeless group. In closing, Brent Isaacs spoke about Denver House and the services they offered.

13. Motion and Vote to Exit Public Hearing

The motion to exit public hearing was made by Dennis Whitaker and then seconded by Bryan Day. The motion carried unanimously.

14. Approval of the 2016 RFP Recommendations.

Nancy Robbins gave information on possibly changing the percentages of funding within the Emergency Solutions Grant category. This option was strictly based on HUD's number one goal of housing homeless, vets, youth and all the classifications that fall into that group. Ms. Robbins also mentioned the possibility of giving extra points to agency applications that were not missing documentation, based on input from Synna Massey during last year's RFP process. Gail Rose felt giving extra points was a viable option and positive reinforcement.

15. Public Comments

Suzy Sharp spoke about the moving of dollars from ESG to rapid rehousing. She said it may work better for adults but not for youth. YST is currently experiencing an increase in the use of their shelters due to the closing of DHS; she also feels as more shelters close their organization will experience a surge. With a decrease in dollars within the ESG category and a growth in YST's clientele a financial impact would take place.

16. Adjournment

Gail Rose adjourned the meeting.

Next meeting October 14, 2015

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.

Public Hearing and Comments from HUD CDC meeting held Wednesday, September 9, 2015

Public Hearing Comments

Lonnie Vaughn – Car Care Clinic

1. Transportation Needs
2. Birmingham, Alabama wants to mirror Tulsa program
3. Need is greater than the resources

Donna Mathews – DVIS

1. Goals & Priority Needs
2. Court Advocacy Program
3. Emergency Shelter
4. Other DVIS Services

Drew France – Community Action Project of Tulsa County and Tulsa Children’s Coalition

1. Return on Investment through Childhood Development
2. English as a Second Language Program due to high Hispanic population in Tulsa
3. Adult Education and Workforce Training Programs

Angela Letzig – Tulsa Housing Authority

1. Home Ownership increases positive impacts within society
2. Social and financial influence within Community

Suzy Sharp – Youth Services of Tulsa

1. Increase of Homelessness in Tulsa children and youth
2. Transitional living to move children out of homelessness
3. Funding has bearing over today’s homeless youth becoming tomorrow’s chronic homeless adult

Major Jim Taylor – Salvation Army

1. Acknowledged all programs mentioned during the public hearing and illustrated connections between the Salvation Army and each of them
2. Encouraged support for transitional housing

Brent Isaacs – Mental Health Association of Oklahoma

1. Acknowledged that HOME funding allowed their projects to develop and understands that future HOME funding may be decreased
2. Affordable housing is currently concentrating investments in key areas of the community. Give citizens ability to reside in other areas of the community.



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Wednesday, September 16, 2015, 4 pm

Members Present:

Brett Fidler – Chair, Calvin Moniz – Vice-Chair, Carmen Pettie, Synna Massey, Bryan Day, Julie Miner

Members Absent: Gail Rose, Holli Kowalski, Robert Winchester, Dennis Whitaker

Others Present:

Gary Hamer, Tammy Miller

1. Call to Order

Chair Brett Fidler called the meeting to order at 4:00 p.m. A quorum was not present until

2. Chairman's Introductions and Remarks

Chair Brett Fidler had each Committee member make their introductions

3. Determination of Annual Needs and Priorities

Mr. Gary Hamer discussed what exactly was involved with establishing the 2016 Priority Needs Statement. He addressed that the HUD Committee needed to decide what proposals they wanted to send forward to the City Council for approval. Chairman Brett Fidler asked for comments from the members. Calvin Moniz said Homelessness and the Needs of Special Population should be high priorities. Bryan Day agreed these were main concerns. A motion was made by Calvin Moniz that the Needs of Homeless and the Needs of Special Population were priorities. The motion was seconded by Bryan Day and the motion carried unanimously.

4. 2016 RFP Recommendations and Approval

The Committee discussed how to improve the RFP process for the current program year grant applicants. A suggestion was given for awarding extra bonus points to those applicants that turned in all their paperwork and on time. A motion was made by Synna Massey to award 5 bonus point for applicants who were on time and had turned in a completed application. Julie Miner seconded the motion and it carried unanimously.

5. Adjournment

Carmen Pettie made a motion to adjourn the meeting and it was seconded by Bryan Day and carried unanimously.

Next meeting October 14, 2015

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Wednesday, February 17, 2016, 4 pm

Members Present:

Brett Fidler – Chair, Calvin Moniz – Vice-Chair, Dennis Whitaker, Bryan Day, Julie Miner, Kristi Ostler, Robert Winchester

Members Absent: Carmen Pettie, Synna Massey, Councilor Henderson, Councilor Lakin, Councilor Ewing, Councilor Dodson, Councilor America, Councilor Patrick, Councilor Cue, Councilor Gilbert, Councilor Bynum,

Others Present:

Nancy Robbins, Gary Hamer, Tammy Miller, Nathan Dorfman, Councilor – Jeannie Cue

1. Call to Order

Chair Brett Fidler called the meeting to order at 4:00 p.m.

2. Chairman's Introductions and Remarks

Chair Brett Fidler introduced himself and then asked for introductions of each Committee member.

3. Approval of Minutes

Robert Winchester motioned to approve the minutes from the February 16, 2016 meeting. The motion was seconded by Calvin Moniz and the motion carried unanimously.

4. Review CDBG Public Service Applications

Gary Hamer discussed that a summation sheet was previously given to the HUD CDC regarding the public service applications. HUD allocations were received yesterday and the updated amount for PY 2016 was now \$466,164 which included a 15% cap on public service.

Mr. Hamer stated that all the applicants had received funding from the City of Tulsa at some point in the past. Based on the methodology Grants Administration had proposed in the previous meeting, he reiterated that the recommended approach to funding would give an amount founded on the scores applicants had received. Those scores that were greater than or equal to 100 would receive the requested amount x .634, scores of 90-99 = request amount x .534 and lastly scores of 80-89 = request amount x .433. Mr. Hamer advised the committee that they were more than welcome to give suggestions or methods of their own on how to distribute the HUD funding among the applicants.

Mr. Hamer gave an opinion to the committee about possibly asking applicants if they were not fully funded the amount they asked for would that agency still be able to deliver their project? Robert Winchester recapped what Mr. Hamer had said and asked those organizations present if they were not fully funded could they proceed with their projects? This information would give the committee an idea of who this would greatly impact the most as they made funding recommendations. No organization spoke up or said they could not deliver their project if they did not receive all the funding they had requested.

Brett Fidler wanted to use the staff recommendations as a “starting point” for a funding strategy. Robert Winchester asked legal aid to explain their project since they were new to the RFP process. Mr. Scott Hamilton provided information on the legal aid program to HUD CDC committee. Mr. Winchester again asked the organizations present would they be unable to deliver their projects based on the methodology presented. There was not an organization present that had an issue with the available funding that had been recommended (See attachments). Brett Fidler asked for a third time if anyone in the audience felt they could not deliver their program and again no one spoke up. A motion was made by Robert Winchester to accept the recommended funding as written and the motion was seconded by Bryan Day and carried unanimously.

5. Review CDBG Economic Development and Physical Applications

Mr. Hamer mentioned that since \$75,000 was previously recommended for Housing Partners of Tulsa they now needed to be funded for program delivery costs which are normally 30% so in this case would be \$22,500. He wanted to make sure the committee was aware that WIN was funded out of HOME dollars and they would not be recommended for funding out of CDBG dollars. WIN applied in both categories and was aware they would only be funded from one. Julie Miner asked about admin dollars and where it would come from for the WIN department since they would not be getting CDBG dollars. Nancy Robbins stated the City receives 10% of HOME funding for admin costs. Brett Fidler asked if the set aside project funds would need voted on as well. Mr. Gary Hamer said that the money had already been reserved by the City Council but it would be included into the recommendations that would go to the Mayor.

Kristi Ostler noted that the Greenwood application was not recommended for any funding. Mr. Hamer pointed out that there were issues that had been observed in the facilitators report as well as findings within their audit. Robert Winchester proposed that they not fund the entity at all based on liabilities for the City of Tulsa. Mr. Winchester wanted an update from Route 66 and how their business plan from last year was working. No one from Route 66 was present at the meeting. Mr. Hamer pointed out there was a new Executive Director in place that has put in a new business plan for Route 66. He also advised the committee that this organization should be funded and they do have goals that fall within the Consolidated plan in which time and efforts have been spent on. He went on further to say that this organization needed \$40k to even make the program work. Robert Winchester recommended that Route 66 be awarded \$40k as a starting point.

Robert Winchester asked Rose Washington of TEDC to give a brief summary of how their grant funding was spent last year and forecast on how this year would be spent since her organization is historically given a majority of the funding. Ms. Washington spoke to the committee about how food deserts had been addressed. Approximately \$1.3 million dollars had been spent in funding loans; one in particular was for a grocery store in Crystal City, Oklahoma. This grocery store has been tremendously successful and TEDC hopes to duplicate in other cities. She pointed out that CDBG dollars invested was generating program income which in turn was benefiting the City of Tulsa overall.

Committee member Julie Miner asked Ms. Washington if the money that TEDC receives is used as loans. Ms. Washington verified that in fact the money was used for loans. She pointed out the typical loan sizes have moved from \$75,000 to \$150,000. Councilor Cue said with the help of Rose Washington the Save A Lot store moved into a blighted area and has made a great impact on the community.

Brett Fidler afforded an opportunity to TCC and ACCA to speak about their projects. Drew France spoke on behalf of Tulsa Children's Coalition regarding reinvesting in facilities that the City of Tulsa helped build. Kristi Oster asked Mr. France if there was any overhead in the costs of the project they were presenting. Mr. France said the only costs they were requesting were considered "hard costs". He had available a detailed scope of work for review if anyone wanted to see it. Mr. France said if one of the two projects had to be funded then they would prefer it would be the Disney facility. Mr. Thompson from ACCA spoke to the Committee about their organization and how citizens approach them daily needing to get their homes fixed, ACCA primarily works on the home exteriors such as: roofing, siding, storm doors and windows. Councilor Cue wanted to know how many people were on the waiting list for services and Mr. Thompson said there were approximately 75.

Robert Winchester motioned to allocate funding to the Tulsa Children's coalition \$275,000 for HVAC Replacement at Disney Center, Area Councils for Community Action \$45,000 and TEDC allocated \$754,003 while funding all other agencies based on their score and using the reasoning which had been previously discussed.

6. Finalize Funding Recommendations

No comments were presented.

7. Comments

8. Adjournment

Robert Winchester motioned to adjourn the meeting and it was seconded by Dennis Whitaker. The motion carried unanimously.

Next meeting February 22, 2016

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.

REQUEST FOR ACTION: MISCELLANEOUS

Version: 01/27/2014

AGENDA FOR: MAYOR COUNCIL

DATE: September 17, 2015

FOR INFORMATION CONTACT:

DEPARTMENT: FINANCE CONTACT NAME: Gary Hamer
ADDRESS: OTC 4th Floor, Suite 480 TELE: x67573

SUBJECT LINE 1: HUD PY 2016 Priority Needs Statement

SUBJECT LINE 2: From HUD Community Development Committee

SUMMARY:

As required by Ordinance 22813, US Department of Housing and Urban Development Grants, the HUD Community Development Committee has reviewed all the needs identified in the Consolidated Plan. The Committee indicated that the City should make Homeless and Special Populations the highest priority within the community for Program Year 2016. Per Section 804.F.3, the Committee has drafted a Priority Needs Statement for the allocation of HUD Grant Funds in accordance with HUD statutes and regulations and is submitting them to the Mayor for review and recommendation, who shall forward it to the City Council for approval.

APPROVED BY MAYOR
CITY OF TULSA

SEP 21 2015

Approved By
City Council On
OCT - 8 2015

BUDGET: _____ FINANCE DIRECTOR APPROVAL: _____

FUNDING SOURCE: HUD Grant Funds

REQUEST FOR ACTION: *All department items requiring Council approval must be submitted through Mayor's Office.*

It is requested that the Mayor approve recommendations or make suggested changes and forward to the City Council for review and consideration no later than September 23, 2015.

DEPARTMENT HEAD APPROVAL: [Signature]
CITY ATTORNEY APPROVAL: _____
BOARD APPROVAL: _____
MAYORAL APPROVAL: [Signature] PRO-TEM
OTHER: _____

DATE: 9-17-2015

SEP 21 2015

FOR CITY COUNCIL OFFICE USE ONLY: 15 481-1 DATE RECEIVED: 9-22-15
COMMITTEE: UED COMMITTEE DATE(S): 10-1-15 FIRST AGENDA DATE: 10-8-15
HEARING DATE: _____ SECOND AGENDA DATE: _____ APPROVED: _____

For City Clerk's Office Use Only (Agenda Date: MMDDYYYY; Sec #; Dept #, Item #, Sub-Item #, Status: S=Synopsis):

10 - 12 - 2015 2 06 02



**MEMORANDUM
HUD COMMUNITY
DEVELOPMENT COMMITTEE**

DATE: September 17, 2015

TO: Hon. Dewey Bartlett, Mayor of Tulsa
David Patrick, Chair of City Council (District 3)
Karen Gilbert, Vice Chair of City Council (District 5)
Jack Henderson, Councilor District 1
Jeannie Cue, Councilor District 2
Blake Ewing, Councilor District 4
Connie Dodson, Councilor District 6
Anna America, Councilor District 7
Phil Lakin, Jr., Councilor District 8
G.T. Bynum, Councilor District 9

FROM: Brett Fidler 
Chair, HUD Community Development Committee

SUBJECT: 2016 Priority Needs Statement

CC: Jim Twombly, City Manager
Jarred Brejcha, Chief of Staff
Mike Kier, Director, Finance Department
Dwain Midget, Director of Community and Economic Development
Gary Hamer, Manager, Capital Planning and Grants

During a Special Meeting of the HUD Community Development Committee, held September 16, 2015 the Committee approved recommendations of priority needs for program year 2016. After thorough review of needs identified by the community, the Committee believes that including these recommended needs will enable the City to show tangible results in typically underserved areas and benefits for underserved persons.

Additionally, after reviewing all the needs identified in the Consolidated Plan the Committee indicated that given HUD's emphasis on eliminating homelessness that the City should make Homeless and Special Populations the highest priority within the community.

Per Ordinance No. 22813, please find attached the Committee's recommendations for your review and recommendation.

Should you require any additional information or other supporting documentation, please contact Gary Hamer at 596-7573. Thank you.

Goal Descriptions

1	Goal Name	Acquisition and New Construction of Housing
	Goal Description	Acquisition or new construction of affordable multi-family rental units with special consideration given to housing for seniors and the disabled. Down payment and closing cost assistance for first time homebuyers.
2	Goal Name	Clearance and Demolition
	Goal Description	Clearance or demolition of substandard structures and hazardous contaminants.
3	Goal Name	Economic Development
	Goal Description	Assistance in the form of loans, grants or technical assistance to private for profit entities for creation or retention of jobs or for provision of goods and services. Up to 3 loans or grants specifically to benefit food security initiatives in underserved areas. Technical assistance and training for microenterprise activities.
4	Goal Name	Emergency Shelter
	Goal Description	Shelter operations and services, including food security initiatives, for the homeless and special populations.
5	Goal Name	Housing Rehabilitation
	Goal Description	Rehabilitation of owner occupied housing and/or multi-family rental housing.
6	Goal Name	Public Facilities and Infrastructure Improvements
	Goal Description	Acquisition, construction or rehabilitation to public facilities that is not for general government use, including, but may not be limited to, senior centers, parking facilities, building improvements and transportation infrastructure including but not limited to sidewalks, bus shelters and street lighting.
7	Goal Name	Public Services
	Goal Description	Crisis services for children and adults, educational programs, employment training and placement services, senior services, services for homeless, shelter operations and services, transportation services, which include subsidies for fixed route services, and food security in underserved areas.
8	Goal Name	Rental Housing Subsidies
	Goal Description	Rental housing subsidies will assist households become or remain housed.

2016 Priority Needs	
1	Demolition of Substandard Buildings
2	Economic Development
3	Homeless/Special Populations
4	Housing Subsidies/Assistance
5	Housing Acquisition, Construction & Rehabilitation
6	Public Facilities and Infrastructure Improvements
7	Public Services



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Wednesday, February 10, 2016, 4 pm

Members Present:

Brett Fidler – Chair, Robert Winchester, Carmen Pettie, Dennis Whitaker, Bryan Day, Julie Miner, Kristi Ostler

Members Absent:

Calvin Moniz – Vice-Chair, Synna Massy

Others Present:

Nancy Robbins, Gary Hamer, Tammy Miller, Nathan Dorfman, Rhys Williams, Carol Jones, Herman Meyer

1. Call to Order

Chair Brett Fidler called the meeting to order at 4:00 p.m.

2. Chairman's Introductions and Remarks

Chairman Brett Fidler introduced himself and then asked for introductions of each Committee member.

3. Approval of Minutes

Robert Winchester motioned to approve the minutes from the January 13, 2016 meeting. The motion was seconded by Bryan Day and the motion carried unanimously.

4. Summary of Scores and Review Analysis

Herman Meyer briefed the HUD CDC Committee by stating after reviewing the scoring Evaluation process and scoring form summaries he found the process was in compliance with the applicable ordinances. He pointed out that Greenwood Community Development Corporation scored lower than any other application. He had one recommendation for a procedural change in which Grants Administration may need to change the process to Widen the scores. Julie Miner asked Mr. Meyer for his suggestions on how to change the application scoring. Mr. Meyer stated that if the reviewers were given a different set of scoring requirements it may show some changes in the scoring distribution. Carmen Pettie wanted to know out of the scores how many did not get the extra bonus points. Nancy Robbins responded with eleven agencies that did not turn in all their paperwork. Herman Meyer also stated that in general most did score very highly regardless if they got the extra points or not. Carmen Pettie wanted to know what the overall impact was to meeting the goals through the agencies that were listed. Mr. Hamer responded that we have currently served 21,000 of 35,000 citizens in this first year. We are at 11% of our five year goals.

5. Review City of Tulsa Set-Aside Projects

Gary Hamer briefed the HUD CDC Committee regarding a meeting with the City Council and the Mayor regarding setting aside funding for City projects. This course of action will allow City projects to be removed from the competitive process and have money reserved. Mr. Hamer pointed out the project monies would be set aside for sidewalks, emergency repairs, staff's activity delivery costs for emergency repairs and homeowner rehabilitation projects and demolition of blighted structures. The funding would be approximately \$1,797,406. There were no questions or comments for Mr. Hamer.

6. Review History of Public Service Projects and Applications

Nancy Robbins briefed the HUD CDC Committee about the relationship of the City of Tulsa and the projects and agencies that applied for public service grants. She addressed a one page listing of agency names, project names, the amount requested and the score after being evaluated. Ms. Robbins proposed a method for the committee to consider on how to allocate this year's funding. She suggested giving an agency that scored 100 points or above their requested amount X .645, if they scored 90-99 their requested amount multiplied by .545, and lastly if they scored 80-89 their requested amount multiplied by .445. Mr. Hamer reiterated that possibly using this method would allow all agencies to be funded. Bryan Day asked about the recommended amounts and if there was historical data on the amounts that were being recommended to fund each agency. Gary Hamer advised Mr. Day that historically the City of Tulsa is given the same amount. Julie Miner had concerns about agencies receiving less funding than they originally requested. Bryan Day also asked if 40% of an agencies request would make it impossible for an agency to deliver the project. Mr. Hamer and Mr. Winchester addressed the questions about leveraging dollars that are reflected in the executive summaries that each committee member has in their binder coupled with the evaluations. The information they were handed out should address any concerns on how to fund each agency. Mr. Fidler asked how many evaluators return each year to review the applications. Grants staff pointed out that a majority do not return because it is such an undertaking.

7. Discuss Unmet Consolidated Plan Goals

Mr. Rhys Williams reviewed the consolidated plan strategic goals. He pointed out we currently do not have a down payment assistance program and we have one applicant that should be considered for this program this year.

8. Comments

No comments were presented

9. Adjournment

Carmen Pettie motioned to adjourn. The motion was seconded by Robert Winchester and carried unanimously.

Next meeting February 16, 2016

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.

February 10, 2016

City of Tulsa – HUD Community Development Committee

A review of Scoring Form Summaries for 2016 Grant Applications concludes they are in compliance with applicable ordinances and enabling procedures developed by the Grants Administration staff.

Applications were solicited through advertising and notification sent to prior applicants and other interested parties.

Three applicant workshops were held.

The application submittal deadline was enforced.

Applications were prescreened for missing documentation. Bonus points were awarded for those found complete. Applicants submitting incomplete applications were given 72 hours to furnish missing information.

Each application was scored by five Reviewers selected from a variety of sources.

Training sessions were held for Reviewers. One of these was observed by the Facilitator.

Scoring summaries and Reviewer comments were reviewed by the Facilitator.

Reviewers gave the Greenwood Community Development Corporation submittal a significantly lower score than any of the other requests. Concerns over the Audit Letter and past financial performance as explained in the Reviewer's Comments and Concerns section of their Scoring Form summary justifies this scoring.

Several applications had minor errors, but none were considered significant. Most were of a clerical nature.

Each application was judged in four categories. While some applications had a considerable variance in Reviewer's opinions within a category, total scores were relatively consistent.

There is one recommendation for a procedural change. Scoring is grouped at the high end making it difficult to distinguish between merits of various applications. Some Reviewers apparently believe that a technically complete application deserves a perfect score. The purpose of scoring should be reassessed and, if appropriate, steps taken to broaden scoring results.

Overall the process represents a dedicated and through effort by the Grants Administration staff.



Herman W. Meyer
Facilitator

2016 Request for Proposal Applications

Grant	Category	Agency Name	Project Name	Amount Requested
CDBG	Physical	COT Streets and Stormwater	Sidewalks - Lewis and Madison	\$ 400,000
CDBG	Physical	COT WIN	Emergency Repair Program	\$ 660,894
CDBG	Physical	COT WIN	Delivery Costs for Emergency Repair & Rehab Loans	\$ 350,000
CDBG	Physical	COT WIN	Demo	\$ 386,512
				4 \$1,797,406

ESTIMATED NET AVAILABLE FOR NON-PUBLIC SERVICE PROJECTS: \$ 1,158,164

CDBG	Econ Dev	Greenwood Community Development	Greenwood Business Resource Center	\$151,949
CDBG	Econ Dev	TEDC	Small Business Loan	\$1,000,000
CDBG	Econ Dev	Tulsa Route 66 Main Street	Tulsa Route 66 Microenterprise Program	\$40,000
CDBG	Physical	ACCA	Energy Conservation	\$100,000
CDBG	Physical	COT WIN	Housing Rehabilitation	\$700,000
CDBG	Housing Svcs	Housing Partners of Tulsa	Down Payment Assistance - ADC	\$51,022
CDBG	Physical	Tulsa Children's Coalition	HVAC Replacement at Reed Family Center	\$275,000
CDBG	Physical	Tulsa Children's Coalition	HVAC Replacement at Disney Family Center	\$275,000
				8 \$2,592,971

NON-PUBLIC SERVICE PROJECTS AWARDED THIS YEAR:

CDBG	Econ Dev	TEDC	Small Business Loan	\$694,256
CDBG	Econ Dev	Tulsa Route 66 Main Street	Tulsa Route 66 Microenterprise Program	\$37,500
CDBG	Physical	ACCA	Energy Conservation	\$37,500
CDBG	Physical	Tulsa Children's Coalition	Frost Expansion and Improvement	\$250,000
				\$1,019,256.00

2016 Request for Proposal Applications PUBLIC SERVICE

Agency Name	Project Name	Amount Requested	Score	Recommended Amount	Current Funding	Oct. 2014-June 2015			Oct. 2013-Sept 2014			Oct. 2012-Sept 2013		
						Funding	% of Goal Attained	Remaining Funds	Funding	% of Goal Attained	Remaining Funds	Funding	% of Goal Attained	Remaining Funds
Community Action Project of Tulsa	Skelly Early Childhood Center	\$50,000	103.8	\$ 32,250	--	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Child Abuse Network, Inc.	Multidisciplinary Child Abuse Team	\$45,260	103.7	\$ 29,193	\$ 33,000	\$20,000	108%	\$ -	\$ 18,894	110%	\$ -	\$23,936	234%	\$ -
Tulsans Operating in Unity Creating Hope (TOUCH)	The Zone	\$48,800	103.4	\$ 31,476	\$ 37,907	\$45,000	295%	\$ -	\$ 31,747	175%	\$ -	N/A	N/A	N/A
Domestic Violence Intervention	Court and Legal Advocacy	\$49,989	102.6	\$ 32,243	\$ 36,000	\$38,000	127%	\$ -	\$ 12,067	309%	\$ -	\$24,483	230%	\$ -
Camp Fire Green Country	Community Building Club	\$49,786	102.6	\$ 32,112	\$ 33,000	\$20,000	105%	\$ -	\$ 18,162	100%	\$ -	\$23,942	133%	\$ -
Youth Services of Tulsa	Transitional Living Program	\$50,000	102.2	\$ 32,250	\$ 38,000	\$45,000	135%	\$ -	\$ 32,651	140%	\$ -	\$25,073	106%	\$ -
Community Service Council	2-1-1 Helpline	\$50,000	101.6	\$ 32,250	\$ 33,000	\$20,000	166%	\$ -	\$ 24,081	138%	\$ -	\$20,180	183%	\$ -
Tulsa Housing Authority	Think Safety	\$50,000	101.2	\$ 32,250	\$ 32,000	N/A	N/A	N/A	\$ 47,835	138%	\$ 39	\$21,127	143%	\$ 410
Madison Strategies Group	Transportation Connections Work Advance	\$50,000	100.8	\$ 32,250	\$ 28,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Legal Aid Services of OK	Homeless Legal Assistance	\$30,526	99.8	\$ 16,637	--	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Resonance Center for Women	Choosing to Change	\$48,000	99.2	\$ 26,160	\$ 29,000	\$32,000	183%	\$ -	\$ 13,337	219%	\$ -	\$20,000	108%	\$ -
South Peoria Neighborhood Connection Foundation	South Tulsa Community House	\$50,000	96.4	\$ 27,250	--	N/A	N/A	N/A	\$ 15,884	131%	\$ -	\$20,000	93%	\$ -
Center for Employment	Employment Reentry Project	\$50,000	96.2	\$ 27,250	\$ 43,000	\$75,000	307%	\$ -	\$ 43,771	688%	\$ -	N/A	N/A	N/A
Youth at Heart	Afterschool Education Enrichment	\$20,000	96.0	\$ 10,900	\$ 17,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Girl Scouts of Eastern Oklahoma	GSEOK Community Outreach Sister-to-Sister	\$25,000	92.8	\$ 13,625	--	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Housing Partners of Tulsa	Housing Counseling	\$41,439	91.8	\$ 22,584	--	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Morton Comprehensive Health Services, Inc.	Morton Transportation Services	\$50,000	89.4	\$ 22,250	--	\$23,000	338%	\$ -	\$ 54,184	241%	\$ -	\$20,000	340%	\$ -
Car Care Clinic, Inc.	Auto Repair for Low to Moderate Income Persons	\$50,000	87.4	\$ 22,250	\$ 33,000	\$33,000	100%	\$ -	\$ 17,428	122%	\$ -	N/A	N/A	N/A
		18		\$808,800								\$475,180		

*Recommended amounts based on Scores: ≥ 100 = Request amount X .645 90-99 = Request amount X .545 80-89 = Request amount X .445



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Tuesday, February 16, 2016, 4 pm

Members Present:

Brett Fidler – Chair, Calvin Moniz – Vice-Chair, Dennis Whitaker, Bryan Day, Julie Miner, Kristi Ostler, Robert Winchester

Members Absent: Carmen Pettie, Synna Massey, Councilor Henderson, Councilor Lakin, Councilor, Ewing, Councilor Dodson, Councilor America, Councilor Patrick, Councilor Gilbert, Councilor Bynum

Others Present:

Nancy Robbins, Gary Hamer, Tammy Miller, Nathan Dorfman, Councilor – Jeannie Cue

1. Call to Order

Chair Brett Fidler called the meeting to order at 4:00 p.m.

2. Chairman's Introductions and Remarks

Chair Brett Fidler introduced himself and then asked for introductions of each Committee member.

3. Approval of Minutes

Robert Winchester motioned to approve the minutes from the February 10, 2016 meeting. The motion was seconded by Dennis Whitaker and the motion carried unanimously.

4. Review ESG and HOME Applications

Gary Hamer briefed the HUD CDC Committee over the ESG program and how it provides needed services to keep people housed and provides services for homeless individuals. He stressed there is a need for both rapid rehousing and homeless prevention. With that need in mind and HUD's emphasis on these types of programs the Grant's Administration recommended fully funding Restore Hope and the Tulsa Day Day Center (TDCH) at their complete request. This would leave a remaining balance of \$5481.28 for rapid rehousing and homeless prevention. Both agencies were asked if they could match the funds, Tulsa Day Center said they could in fact match the funds and Restore Hope said they would be happy that TDCH receive the additional funding. Nancy Robbins reminded the committee about the two applications that had moved from CDBG to the shelter categories. Mr. Hamer said four applications remained in the shelter category which were: Youth Services of Tulsa, Salvation Army, Domestic Violence Intervention Services and Tulsa Day Center for the Homeless again, the Grants Administration staff wanted to recommend fully funding these applicants to the maximum degree of funding available. Mr. Hamer pointed out there are \$266,337 in requests and with the 60% cap on ESG projects there would be \$170, 284 available to allocate. One method the Grants Administration proposed could be utilized for funding would be allotting \$42,571 to each applicant. Nancy Robbins informed

the committee that there is also a long standing agreement with the Community Service Council in regards to the Sharelink program. This program is used for homeless management and automatically receives 3% of the total ESG award. Mr. Winchester asked for clarification on the amounts requested and the amounts available to distribute. Bryan Day made the statement that DVIS would be the most underfunded if they were given the recommended amount of \$42,571. Brett Fidler advised the committee that agency representatives were present and available if there were any questions. Julie Miner wanted clarification between the two applications by the Tulsa Day Center for the Homeless. Nancy Robbins informed the committee those were two different application types. Robert Winchester reviewed the funding from the previous year in regards to the four applicants. Dennis Whitaker also pointed out what percentages the committee allocated the in the prior year. The committee posed questions to the DVIS and the TDCH representatives that were present.

Gary Hamer made the committee aware that there is a HUD requirement for a set Aside amount which is 15% of the HOME annual award for a CHDO (Community Housing Development Organization). The City of Tulsa only has one CHDO and that is Vintage. Therefore, \$371,800 from PY15 and PY 16 grant allocations can only be awarded to the Vintage organization or it would be lost. Mr. Hamer discussed that there was the one unfunded need of down payment assistance. Grants Administration recommended that some funding be provided to Housing Partners of Tulsa to fill the need of down payment assistance (DPA). Lastly Mr. Hamer stated Homeowner Rehabilitation needed some consideration as it has over 300 applicants on a waiting list. Julie Miner asked why the DPA program was not funded previously. Mr. Hamer advised the committee that there may have been issues with the staff capacity and internal issues. Bryan Day wanted to clarify the amounts on the program costs and project costs in regards to DPA. Robert Winchester asked if the Housing Counseling was part of the DPA program. Nancy Robbins explained they are two different programs. Calvin Moniz wanted clarification on how to fund HPT since their activity costs were under the CDBG. Grants staff explained delivery costs would not exceed 30% of their request or what would be funded based on their recommendations. The committee posed questions to the agency representatives from Gorman, Vintage and Mental Health Oklahoma regarding OFHA tax credits, zoning issues, development fees, partial funding, bank matches, property ownership and any private funding. Gorman applied for tax credits in January 2016, Vintage will apply in July 2016, Mental Health Oklahoma are not applying for tax credits. Mr. Hamer advised the committee that there was also the possibility of some remaining funding from a past project that could increase the committee's recommended funding amounts proportionately to the allocations. He stressed concerns for timeliness issues centered on grants based accounting and how to recommend a contingency project to allocate those funds to. Grants staff felt the Mental Health of Oklahoma was the best candidate to receive any remaining funding.

5. Funding Recommendations

A motion was made by Robert Winchester to distribute the ESG funding as: \$30,000 to the Tulsa Day Center, Youth Services and Salvation Army be allotted \$42,571 each and DVIS receives the remaining balance of \$55,142. Restore Hope to be fully funded at \$35,000 and to fully fund TDCH's Emergency Rapid Rehousing program with \$ 80,481.28. Calvin Moniz moved to accept the motion made and it was seconded by Robert Winchester and carried unanimously.

A motion was made by Robert Winchester to distribute the HOME funding as:
In addition to the CHDO set-aside of \$371,800 for Vintage they were awarded \$128,200 for a total award amount of \$500,000.

HPT to receive \$75,000, Mental Health Oklahoma to receive \$588,875, Gorman Management receives \$250,000 and finally City of Tulsa – WIN department to receive \$300,000. Dennis Whitaker seconded the motion and it carried unanimously. The committee also voted that in the event of additional HOME funds become available, the Mental Health Oklahoma organization would receive funds up to the full amount of their request. Bryan Day made the motion, it was seconded by Robert Winchester and the motion carried unanimously.

6. Comments -

No comments were presented.

7. Adjournment

Brett Fidler adjourned the meeting.

Next meeting February 17, 2016

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.



HUD COMMUNITY DEVELOPMENT COMMITTEE

HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE

Meeting Minutes

Wednesday, February 17, 2016, 4 pm

Members Present:

Brett Fidler – Chair, Calvin Moniz – Vice-Chair, Dennis Whitaker, Bryan Day, Julie Miner, Kristi Ostler, Robert Winchester

Members Absent: Carmen Pettie, Synna Massey, Councilor Henderson, Councilor Lakin, Councilor Ewing, Councilor Dodson, Councilor America, Councilor Patrick, Councilor Cue, Councilor Gilbert, Councilor Bynum,

Others Present:

Nancy Robbins, Gary Hamer, Tammy Miller, Nathan Dorfman, Councilor – Jeannie Cue

- 1. Call to Order**
Chair Brett Fidler called the meeting to order at 4:00 p.m.
- 2. Chairman's Introductions and Remarks**
Chair Brett Fidler introduced himself and then asked for introductions of each Committee member.
- 3. Approval of Minutes**
Robert Winchester motioned to approve the minutes from the February 16, 2016 meeting. The motion was seconded by Calvin Moniz and the motion carried unanimously.
- 4. Review CDBG Public Service Applications**
Gary Hamer discussed that a summation sheet was previously given to the HUD CDC regarding the public service applications. HUD allocations were received yesterday and the updated amount for PY 2016 was now \$466,164 which included a 15% cap on public service.

Mr. Hamer stated that all the applicants had received funding from the City of Tulsa at some point in the past. Based on the methodology Grants Administration had proposed in the previous meeting, he reiterated that the recommended approach to funding would give an amount founded on the scores applicants had received. Those scores that were greater than or equal to 100 would receive the requested amount x .634, scores of 90-99 = request amount x .534 and lastly scores of 80-89 = request amount x .433. Mr. Hamer advised the committee that they were more than welcome to give suggestions or methods of their own on how to distribute the HUD funding among the applicants.

Mr. Hamer gave an opinion to the committee about possibly asking applicants if they were not fully funded the amount they asked for would that agency still be able to deliver their project? Robert Winchester recapped what Mr. Hamer had said and asked those organizations present if they were not fully funded could they proceed with their projects? This information would give the committee an idea of who this would greatly impact the most as they made funding recommendations. No organization spoke up or said they could not deliver their project if they did not receive all the funding they had requested.

Brett Fidler wanted to use the staff recommendations as a “starting point” for a funding strategy. Robert Winchester asked legal aid to explain their project since they were new to the RFP process. Mr. Scott Hamilton provided information on the legal aid program to HUD CDC committee. Mr. Winchester again asked the organizations present would they be unable to deliver their projects based on the methodology presented. There was not an organization present that had an issue with the available funding that had been recommended (See attachments). Brett Fidler asked for a third time if anyone in the audience felt they could not deliver their program and again no one spoke up. A motion was made by Robert Winchester to accept the recommended funding as written and the motion was seconded by Bryan Day and carried unanimously.

5. Review CDBG Economic Development and Physical Applications

Mr. Hamer mentioned that since \$75,000 was previously recommended for Housing Partners of Tulsa they now needed to be funded for program delivery costs which are normally 30% so in this case would be \$22,500. He wanted to make sure the committee was aware that WIN was funded out of HOME dollars and they would not be recommended for funding out of CDBG dollars. WIN applied in both categories and was aware they would only be funded from one. Julie Miner asked about admin dollars and where it would come from for the WIN department since they would not be getting CDBG dollars. Nancy Robbins stated the City receives 10% of HOME funding for admin costs. Brett Fidler asked if the set aside project funds would need voted on as well. Mr. Gary Hamer said that the money had already been reserved by the City Council but it would be included into the recommendations that would go to the Mayor.

Kristi Ostler noted that the Greenwood application was not recommended for any funding. Mr. Hamer pointed out that there were issues that had been observed in the facilitators report as well as findings within their audit. Robert Winchester proposed that they not fund the entity at all based on liabilities for the City of Tulsa. Mr. Winchester wanted an update from Route 66 and how their business plan from last year was working. No one from Route 66 was present at the meeting. Mr. Hamer pointed out there was a new Executive Director in place that has put in a new business plan for Route 66. He also advised the committee that this organization should be funded and they do have goals that fall within the Consolidated plan in which time and efforts have been spent on. He went on further to say that this organization needed \$40k to even make the program work. Robert Winchester recommended that Route 66 be awarded \$40k as a starting point.

Robert Winchester asked Rose Washington of TEDC to give a brief summary of how their grant funding was spent last year and forecast on how this year would be spent since her organization is historically given a majority of the funding. Ms. Washington spoke to the committee about how food deserts had been addressed. Approximately \$1.3 million dollars had been spent in funding loans; one in particular was for a grocery store in Crystal City, Oklahoma. This grocery store has been tremendously successful and TEDC hopes to duplicate in other cities. She pointed out that CDBG dollars invested was generating program income which in turn was benefiting the City of Tulsa overall.

Committee member Julie Miner asked Ms. Washington if the money that TEDC receives is used as loans. Ms. Washington verified that in fact the money was used for loans. She pointed out the typical loan sizes have moved from \$75,000 to \$150,000. Councilor Cue said with the help of Rose Washington the Save A Lot store moved into a blighted area and has made a great impact on the community.

Brett Fidler afforded an opportunity to TCC and ACCA to speak about their projects. Drew France spoke on behalf of Tulsa Children's Coalition regarding reinvesting in facilities that the City of Tulsa helped build. Kristi Oster asked Mr. France if there was any overhead in the costs of the project they were presenting. Mr. France said the only costs they were requesting were considered "hard costs". He had available a detailed scope of work for review if anyone wanted to see it. Mr. France said if one of the two projects had to be funded then they would prefer it would be the Disney facility. Mr. Thompson from ACCA spoke to the Committee about their organization and how citizens approach them daily needing to get their homes fixed, ACCA primarily works on the home exteriors such as: roofing, siding, storm doors and windows. Councilor Cue wanted to know how many people were on the waiting list for services and Mr. Thompson said there were approximately 75.

Robert Winchester motioned to allocate funding to the Tulsa Children's coalition \$275,000 for HVAC Replacement at Disney Center, Area Councils for Community Action \$45,000 and TEDC allocated \$754,003 while funding all other agencies based on their score and using the reasoning which had been previously discussed.

6. Finalize Funding Recommendations

No comments were presented.

7. Comments

8. Adjournment

Robert Winchester motioned to adjourn the meeting and it was seconded by Dennis Whitaker. The motion carried unanimously.

Next meeting February 22, 2016

Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact (918) 596-9084 to request such arrangements.

REQUEST FOR ACTION: MISCELLANEOUS

Version: 01/27/2014

AGENDA FOR: MAYOR COUNCIL

DATE: February 18, 2016

FOR INFORMATION CONTACT:

DEPARTMENT: FINANCE CONTACT NAME: Gary Hamer

ADDRESS: OTC 4th Floor, Suite 480 TELE: x67573

SUBJECT LINE 1: HUD PY 2016 Funding Recommendations

SUBJECT LINE 2: From HUD Community Development Committee

SUMMARY:

In accordance with Title 12, Chapter 8, TRO, please find attached the Committee's funding recommendations for your review and recommendation. Section 804, Paragraph F (7), states within 10 business days of being placed on the Mayor's agenda the Mayor may review the recommendations and submit them to the City Council, or may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change. Attached is a memo dated February 19, 2016 for the Mayor's consideration and to begin the ten business day review. Ten business days will end on March 7, 2016.

APPROVED BY MAYOR
CITY OF TULSA
FEB 22 2016

BUDGET: FINANCE DIRECTOR APPROVAL:

FUNDING SOURCE: HUD Grant funds

REQUEST FOR ACTION: All department items requiring Council approval must be submitted through Mayor's Office.

It is requested that the Mayor approve recommendations or make suggested changes and forward to the City Council for review and consideration no later than March 7, 2016.

DEPARTMENT HEAD APPROVAL: Michael P. Reed
CITY ATTORNEY APPROVAL: _____
BOARD APPROVAL: _____
MAYORAL APPROVAL: Jim Thomasy PRO-TEM
OTHER: _____

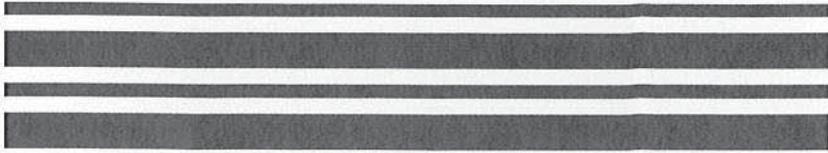
DATE: 2-19-2016

FEB 22 2016

FOR CITY COUNCIL OFFICE USE ONLY: 13-548-2 DATE RECEIVED: 3-3-16
COMMITTEE: VED COMMITTEE DATE(S): 3/10-3/31-4-7 FIRST AGENDA DATE: 4-7-16
HEARING DATE: _____ SECOND AGENDA DATE: _____ APPROVED: _____

For City Clerk's Office Use Only (Agenda Date: MMDDYYYY; Sec #; Dept #, Item #, Sub-Item #, Status: S=Synopsis):

02-22-2016 4 06 04



MISCELLANEOUS

Dept.

FINANCE

Date Prepared:



Subject 1

HUD PY 2016 FUNDING RECOMMENDATIONS

HUD PY 2016 FUNDING RECOMMENDATIONS

Subject 2

FROM HUD COMMUNITY DEVELOPMENT COMMITTEE

FROM HUD COMMUNITY DEVELOPMENT COMMITTEE

'----- For City Clerk's Office Use Only * Data For Scanning * Please Do Not Alter -----'



**MEMORANDUM
HUD COMMUNITY
DEVELOPMENT COMMITTEE**

DATE: February 19, 2016

TO: Hon. Dewey Bartlett, Mayor of Tulsa
Jeannie Cue, Chair of City Council (District 2)
Anna America, Vice Chair of City Council (District 7)
Jack Henderson, Councilor District 1
David Patrick, Councilor District 3
Blake Ewing, Councilor District 4
Karen Gilbert, Councilor District 5
Connie Dodson, Councilor District 6
Phil Lakin, Jr., Councilor District 8
G.T. Bynum, Councilor District 9

FROM: Brett Fidler 
Chair, HUD Community Development Committee

SUBJECT: Funding Recommendations for Program Year 2016-2017

CC: Jim Twombly, City Manager
Jarred Brejcha, Chief of Staff
Mike Kier, Director, Finance Department
Dwain Midget, Director of Community and Economic Development
Gary Hamer, Manager, Capital Planning and Grants

During Regular Meetings of the HUD Community Development Committee, held February 10, February 16, and February 17, 2016 in Council Committee Room 411, the Committee approved funding recommendations for Program Year 2016 Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), Housing Opportunities for Persons with Aids (HOPWA) and Emergency Solution Grant (ESG) Funds. After thorough review of the applications, the Committee believes these recommendations are in accordance with priorities of the Consolidated and Annual Action Plans.

In accordance with Title 12, Chapter 8, Tulsa Revised Ordinances, please find attached the Committee's funding recommendations for your review and recommendation. Section 804, Paragraph F (7), states within ten (10) business days of being placed on the Mayor's agenda the Mayor may review the recommendations and submit them to the City Council, or may recommend changes and submit them to the City Council. Recommended changes to funding recommendations submitted by the Mayor must meet at least one (1) of the annual priorities set by the Development Committee for the program year being approved and provide a written justification for the change.

In the event additional HOME funding becomes available, the HUD CDC recommends that the Altamont Apartments rehabilitation project sponsored by the Mental Health Association of Oklahoma be funded up to their full funding request of \$972,403. The project which will house individuals suffering from mental illness and in some cases physical disabilities is critical to serving the special needs populations within the City of Tulsa.

Should you require any additional information or other supporting documentation, please contact the Grants Administration at (918) 596-9084. Thank you.

HOPWA

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	HIV Resource Consortium (Tulsa Cares)	Housing Program	\$350,580.00	NA	\$350,580.00
		Total Admin for HOPWA	\$10,842.00		\$10,842.00
		Total Requested for HOPWA	\$350,580.00		
		Total Available for HOPWA*	\$361,422.00		\$361,422.00 #

ESG

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	Community Service Council	Sharelink	\$8,515.00	NA	\$8,515.00
		Total Requested for ESG HMIS	\$8,515.00		\$8,515.00
		Total Available for ESG HMIS			
1	Tulsa Day Center for the Homeless	Emergency Rapid Rehousing Program	\$75,000.00	99.20.0%	\$80,481.28
		Total Requested for ESG Rapid Rehousing	\$75,000.00		\$80,481.28
1	Restore Hope	Homeless Prevention Initiative	\$35,000.00	97.20.0%	\$35,000.00
		Total Requested for ESG Homelessness Prevention	\$35,000.00		\$35,000.00
1	Youth Services of Tulsa	Adolescent Emergency Shelter	\$50,000.00	103.20.0%	\$42,571.00
2	Salvation Army	Emergency Homeless Shelter Feeding and Lodging	\$50,000.00	102.80.0%	\$42,571.00
3	Domestic Violence Intervention Services	Utilities for Emergency Service	\$118,037.00	101.80.0%	\$55,142.00
4	Tulsa Day Center for the Homeless	Emergency Shelter Operations	\$48,300.00	101.80.0%	\$30,000.00
		Total Requested for ESG Shelter	\$266,337.00		
		PY 16 ESG Shelter Available	\$170,284.00		\$170,284.00 #
		Total Admin for ESG	\$21,285.00		\$21,285.00
		Total Requested for ESG	\$406,137.00		
		Total Available for ESG	\$315,565.28		\$315,565.28 #

HOME

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	Vintage Housing Inc. (only certified CHDO)	Whittier Heights	\$1,000,000.00	103.60.%	\$128,200.00
	Vintage Housing Inc. (only certified CHDO)	Whittier Heights			\$371,800.00
2	Housing Partners of Tulsa	Down Payment Assistance	\$160,000.00	102.80.%	\$75,000.00
3	Mental Health Oklahoma	Altamont Apartments	\$972,403.00	97.60.%	\$588,875.00
4	Gorman MGMT	Pecan Creek	\$500,000.00	97.40.%	\$250,000.00
5	COT - WIN	Housing Rehabilitation	\$700,000.00	94.60.%	\$300,000.00
		Total Requested for HOME	\$3,332,403.00		
		Total Admin for HOME	126,028.00		126,028.00
		Total CHDO Required - PY15 and PY16 allocation	\$371,800.00		
		Total Available for HOME*	\$1,839,903.00	→	\$1,839,903.00 #

CDBG Economic & Physical Development

#	Agency	Project/Activity/Program	Amount Requested	Average Score	Recommended Funding
1	COT - Streets and Stormwater	Lewis and Madison	\$400,700.00	NA	\$400,000.00
2	COT - Working In Neighborhoods	Demolition	\$600,000.00	NA	\$386,512.00
3	COT - Working In Neighborhoods	Emergency Repair Program	\$855,000.00	NA	\$660,894.00
		Delivery Costs for Emergency Repair & Rehab Loans	\$581,118.00		\$350,000.35
4	COT - Wastewater/Engineering Svcs.	West Tulsa Sewer Project	\$270,679.00	NA	\$0.00
		Total Requested for Non Competitive CDBG	\$1,855,700.00		
		Total Available for Non-Competitive CDBG	\$1,797,406.35	→	\$1,797,406.35 #

1	Housing Partners of Tulsa	Down Payment Assistance (ADC)	\$51,022.00	103.20.%	\$22,500.00
2	Tulsa Children's Coalition	HVAC Replacement at Reed Center	\$275,000.00	102.40.%	\$0.00
3	Tulsa Economic Development Corporation	Small Business Loan Fund	\$1,000,000.00	102.00.%	\$754,003.00
4	Tulsa Children's Coalition	HVAC Replacement at Disney Center	\$275,000.00	97.40.%	\$275,000.00
5	COT - Working In Neighborhoods	Housing Rehabilitation	\$700,000.00	93.40.%	\$0.00
6	Tulsa Route 66 Main Street	Tulsa Route 66 Microenterprise Program	\$40,000.00	89.80.%	\$40,000.00
7	Area Councils for Community Action	Housing Energy Conservation	\$100,000.00	83.40.%	\$45,000.00
8	Greenwood Community Development Corporation	Greenwood Business Resource Center	\$151,949.00	71.60.%	\$0.00
		Total Requested for Competitive CDBG Economic & Physical Development	\$2,266,949.00		
		Total Available for Competitive CDBG Economic & Physical Development	\$1,136,503.00	→	\$1,136,503.00 #
		Total Available CDBG Physical and Economic Development	\$2,933,909.35		\$2,933,909.35 #

CDBG Public Service

#	Agency	Project/Activity/Program	Requested	Avg Score	Recommended Funding
1	Community Action Project of Tulsa	Skelly Early Childhood Center	\$50,000.00	103.80%	\$31,699.00
2	Child Abuse Network	Multidisciplinary Team	\$45,260.00	103.70%	\$28,694.00
3	Tulsans Operating in Unity Creating Hope (TOUCH)	The Zone	\$48,800.00	103.40%	\$30,938.00
4	Domestic Violence Intervention	Court and Legal Advocacy	\$49,989.00	102.60%	\$31,692.00
5	Camp Fire Green Country	Community Building Club	\$49,786.00	102.60%	\$31,563.00
6	Youth Services of Tulsa Inc.	Transitional Living Program	\$50,000.00	102.20%	\$31,699.00
7	Community Service Council	211 Helpline	\$50,000.00	101.60%	\$31,699.00
8	Tulsa Housing Authority	Think Safety	\$50,000.00	101.20%	\$31,699.00
9	Madison Strategies Group	Transportation Connections WorkAdvance	\$50,000.00	100.80%	\$31,699.00
10	Legal Aid Services of Oklahoma	Homeless Legal Assistance	\$30,526.00	99.80%	\$16,300.00
11	Resonance Center of Women Inc.	Choosing to Change	\$48,000.00	99.20%	\$25,631.00
12	South Peoria Neighborhood	South Tulsa Community House	\$50,000.00	96.40%	\$26,699.00
13	Center of Employment	City of Tulsa Employment Reentry Program	\$50,000.00	96.20%	\$26,699.00
14	Youth at Heart	After School Education	\$20,000.00	96.00%	\$10,679.00
15	Girl Scouts of Eastern Oklahoma	GSEOK Community Outreach	\$25,000.00	92.80%	\$13,349.00
16	Housing Partners of Tulsa (CDBG)	Housing Counseling	\$41,439.00	91.80%	\$22,127.00
17	Morton Comprehensive	Morton Transportation	\$50,000.00	89.40%	\$21,649.00
18	Car Care Clinic	Auto Repair for LMI Persons	\$50,000.00	87.40%	\$21,649.00
Total Requested for CDBG Public Service			\$808,800.00		
Maximum Allocation allowed for CDBG Public Service (15% of award)			\$466,164.00	→	\$466,164.00 #

Total Admin for CDBG	\$621,552.00
Total Requested for CDBG	\$4,931,449.00
Total Available for CDBG	\$4,021,625.35

\$621,552.00

\$4,021,625.35 #

Total HUD Grants Available	\$6,538,515.63
Total HUD Grants Allocated	\$6,538,515.63



Committee Meeting, Urban & Economic Development

4/14/2016

2:30 PM

175 E. 2nd St., Tulsa, OK 74103

Room 411, One Technology Center

Agenda

Section Item Text

Minutes

Backup

01. Call to Order. 15-1023-1

Chair: Patrick

Present:
Councilors
Henderson,
Cue, Patrick,
Gilbert,
Dodson,
America,
Lakin and
Bynum.

Staff: John
Fothergill

2:32 Order
was called.

02. Budget amendment ordinance amending the FY 2015/2016 budget, to make supplemental appropriations of \$15,140,000.00 from revenue bond proceeds to be received within the TMUA Water Operating Fund (Fund No. 7020), with said appropriations to be then transferred to the TMUA-2016A Water Revenue Bond Fund (Fund No. 6062). [UED 4/14/16; CC 4/14/16; CC 4/28/16] 16-262-1

2:32 Keith
Eldridge was
present to
speak on this
item. Move
forward

[Backup
Documentation](#)

03. Budget amendment ordinance amending the FY 2015/2016 budget, to make supplemental appropriations of \$15,140,000.00 from a transfer to be received from the TMUA Water Operating Fund (Fund No. 7020) within the TMUA-2016A Water Revenue Bond Fund (Fund No. 6062) [UED 4/14/16; CC 4/14/16; CC 4/28/16] 16-261-1

2:32 Keith
Eldridge was
present to
speak on this
item. Move
forward

[Backup
Documentation](#)

04. Budget amendment ordinance amending the FY 2015/2016 budget, to make supplemental appropriations of \$10,037,000.00 from revenue bond proceeds to be received

2:34 Keith
Eldridge was
present to

[Backup
Documentation](#)

- | | | |
|--|--|---|
| <p>within the TMUA Sewer Operating Fund (Fund No. 7030), with said appropriations to be then transferred to the TMUA 2016B Sewer Revenue Bond Fund (Fund No. 6059). [UED 4/14/16; CC 4/14/16; CC 4/28/16] 16-264-1</p> | <p>2:34 Keith Eldridge was present to speak on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>05. Budget amendment ordinance amending the FY 2015/2016 budget, to make supplemental appropriations of \$10,037,000.00 from a transfer to be received from the TMUA Sewer Operating Fund (Fund No. 7030) within the TMUA 2016B Sewer Revenue Bond Fund (Fund No. 6059). [UED 4/14/16; CC 4/14/16; CC 4/28/16] 16-263-1</p> | <p>2:34 Keith Eldridge was present to speak on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>06. Budget amendment ordinance amending the FY 2015/2016 budget, to make supplemental appropriations of \$57,000,000.00 from revenue received from the sale of General Obligation Bonds within the 2014 General Obligation Fund Issue 3 (Fund No. 6330) [UED 4/14/16; CC 4/14/16; CC 4/28/16] 16-265-1</p> | <p>2:35 Keith Eldridge was present to speak on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>07. An Ordinance creating the Route 66 Commission. (Cue, Dodson, Patrick) [UED 4/14/16] 16-282-1</p> | <p>2:37 Bring back when legal has the ordinance ready</p> | <p>Backup Documentation</p> |
| <p>08. Resolution directing the filing of the annual assessment roll for the Tulsa Stadium Improvement District No. 1 and Notice of Public Hearing to be held May 19, 2016, on increased assessments against certain parcels of real property within the Tulsa Stadium Improvement District No. 1. [UED 4/14/16; CC 4/14/16] 16-267-1</p> | <p>2:37 Binu Abraham was present to speak on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>09. Resolution approving the Annual Action Plan and projected use of funds beginning July 1, 2016, to be funded by Community Development Block Grant (CDBG) funds, Home Investment Partnership Act (HOME) funds, Emergency Solutions Grant (ESG) funds, Housing Opportunities for Persons with AIDS (HOPWA) funds. (Emergency Clause) [UED 04/07/16; CC 04/7/16] 16-250-1</p> | <p>2:39 Gary Hamer and Jack Blair spoke on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>10. Initiation of amendment of Zoning Code to establish proposed River Design Overlay (RDO) district, supplemental zoning of properties within the river corridor RDO-1, RDO-2, or RDO-3, and adoption of related Comprehensive Plan amendments. [UED 4/14/16; CC 4/14/16] 16-274-1</p> | <p>2:40 Susan Miller was present to speak on this item. Move forward</p> | <p>Backup Documentation</p> |
| <p>11. Withdrawal of City Council initiated Comprehensive Plan amendment and zoning applications: CPA-40 and Z-7333 for approximately 135 acres located southeast of the intersection of I-44 and E. Admiral Place. (Dodson) [UED 4/14/16] 16-275-1</p> | <p>2:43 Councilor Dodson spoke on this item. Move forward</p> | |
| <p>12. Quarterly progress report by Tulsa's Young Professionals</p> | <p>2:43 Daniel</p> | |

(TYPros) 06-1323-2

- | | |
|--|--|
| | Regan was present to speak on this item |
| 13. Discussion with the Director of Community Development and Transportation and the Director of the Office of Economic Development, or their designees, regarding the creation of a Tax Increment Finance (TIF) district, along the 36th Street North corridor, from the Osage County line to Hartford Avenue, including but not limited to preparation of a project plan and appointment of a review committee. (Henderson) [UED 4/14/16] 16-269-1 | 2:58 Clay Bird and Dwain Midget were present to speak on this item |
| 14. Discussion with Director of Customer Care, Michael Radoff, and the Administration demonstrating and explaining the City's new 311 public reporting system program, including phone calls to 311, mobile apps, and website. (Gilbert, Cue) [PW 1/14/16; UED 2/4/16; UED 2/25/16; UED3/3/16; PW 4/14/16; UED 5/12/16] 16-19-1 | 3:05 Michael Radoff was present to speak on this item |
| 15. Upcoming Urban & Economic Development Committee agenda items. 02-597-1 | 3:16 None |
| 16. Adjournment. 97-227-1 | 3:16 |
| 17. ADDED BY ADDENDUM: Discussion regarding creation of a citizen task force to review impact of proposed Small Business Enterprise Program. (Bynum, Gilbert) [UED 4-14-16] 16-284-1 | 3:14 Councilor Bynum spoke on this item. This is to replace the bridge program |

Appendix H

Public Notices

TulsaWorld.com - LEGAL NOTICE

Published in the Tulsa World on August 26, 2015, Tulsa, OK

NOTICE OF NEEDS ASSESSMENT PUBLIC HEARING The HUD Community Development Committee for the City of Tulsa will hold a Needs Assessment Public Hearing at City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor on Wednesday, September 9, 2015 at 5:00 p.m. The purpose of the Public Hearing is to solicit comments from Tulsans in order to prioritize the needs for Program Year 2016 in accordance with the goals set forth in the approved City of Tulsa Five-Year Consolidated Plan. The Consolidated Plan can be viewed by accessing <http://www.cityoftulsa.org/community-programs/grants.aspx>. Information presented to the Committee will be used to set priorities for Program Year 2016. Reasonable accommodations will be made in compliance with the Americans with Disability Act of 1990 for those with disabilities or those who require an interpreter for languages other than English. Contact Darlene Hall at (918) 596-7818 by September 4, 2015 to request such arrangements.

Location:

175 E. 2nd Street

Listing ID: def6a70b-b88b-5a8d-8cfc-beaaaaf10cd2



217282

Published in the Tulsa World
on March 1, 2016.

CITY OF TULSA - PUBLIC
NOTICE
NOTICE OF AVAILABILITY
PROGRAM YEAR (PY) 2016
ANNUAL ACTION PLAN

The City of Tulsa's Draft PY 2016 Annual Action Plan will be available for a 30-day public review and comment period from March 15, 2016 through April 14, 2016. The Annual Plan serves as the application to the U. S. Department of Housing and Urban Development (HUD) for funds under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) program.

The Draft PY 2016 Annual Action Plan will be available for review at the following locations: City of Tulsa-City Clerk's Office (175 E. 2nd Street), City of Tulsa website at www.cityoftulsa.org/grants, INCOG (Two West 2nd Street, Suite 800), and the Central, Hardesty, Martin, Rudisill, and Zarrow Libraries.

PUBLIC NOTICE

1976 Johnson

TAG # N/A
VIN # E4478583

Action Date
3-19-16

Contact:
Gary Sharp
(918) 798-1405

1979 Chevrolet

TAG # N/A
VIN # CKL1485120282

Action Date
3-19-16

Contact:
Jimmie Waller
(918) 521-9587

1968 Apache

TAG # N/A
VIN # ESL60208

Action Date
3-19-16

Contact:
Gary Pond
(918) 832-1379

2007 Dodge

TAG # N/A
VIN # 1B3HB48RX7D592067

Action Date
3-19-16

Contact:
Allen Lowe
(918) 402-3242

1980 Harley

TAG # N/A
VIN # 6E39770J0

Action Date
3-19-16

Contact:
Charlene Lowder
(918) 902-3980

PUBLIC NOTICE

1955 Chevrolet

TAG # N/A
VIN # VC55T128228

Action Date
3-19-16

Contact:
Charles Haddock
(918) 344-5083

**CITY OF TULSA
- PUBLIC NOTICE
NOTICE OF AVAILABILITY
PROGRAM YEAR (PY) 2016
ANNUAL ACTION PLAN**

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January 20, 2016
Unless otherwise noted in the proposal, all bids must be submitted over the Internet via Bid Express. When written bids are allowed, sealed proposals sent by registered mail will be received through the ODOT Office Engineer Division until 30 minutes prior to the scheduled bid opening. From 30 minutes prior to the bid opening, bid proposals must be turned in directly to the ODOT Commission Room located on the east side of the lobby. The scheduled bid opening is 10:30 A.M., March 17, 2016 for the work listed below.
No Proposal for construction or maintenance work of the

PUBLIC NOTICE

department will be issued to any contractor after 10:30 A.M. on the working day preceding opening of bids for any contract. Each bid shall be accompanied by a Certified or Cashier's Check or Bid Bond equal to 5% of the bid made payable to the State of Oklahoma, Department of Transportation, as a proposal guaranty. Proposal checks will be held or returned by the Department as per Section 103.04 of the State Standard Specifications.

The minimum wage to be paid laborers and mechanics employed on this project shall be included in the proposal.

Bids must be prepared as directed by the State Standard Specifications.

Plans, proposals, and specifications may be examined in the plan room or in the Office Engineer Division at the Oklahoma Department of Transportation central office in Oklahoma City, Oklahoma.

This work will be done under the Oklahoma Department of Transportation applicable specifications for highway construction as depicted on the lower left corner of the plan's title sheet.

Plans and proposal forms may be ordered from the Office Engineer Division, Oklahoma Department of Transportation Building, 200 N.E. 21st Street, Oklahoma City, OK 73105. Cost of Bidding Documents is \$50.00 + tax for each Bidding Proposal. State Standard Specifications may be purchased for \$55.00 + tax. (Oklahoma tax is 8.375%).

Plans (Reduced Size Complete) \$0.00 X-SEC \$0.00 + postage/handling. Make checks payable to Oklahoma Department of Transportation. No refunds will be made for bidding documents or Specification books purchased.

Unless otherwise noted in the proposal, upon award of the contract to the successful bidder, the contract will be completely and correctly executed by the contractor and returned to the Department within ten (10) working days from the date of award. The Department will have fourteen (14) working days from the date of award to complete its execution of the contract.

The Oklahoma Department of Transportation (ODOT) ensures that no person or groups of persons shall, on the grounds of race, color, sex, age, national ori-

PUBLIC NOTICE

gin, disability/handicap, or in income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by ODOT, its recipients, sub-recipients, and contractors.

Description of work and location of project:

SSP-4400(017)SS
I-44
ROGERS/TULSA
Job Piece No. 2031509
RIGHT-OF-WAY CLEARANCE
INTERCHANGE, EXTEND EAST
IN TULSA AND CATOOSA.
STATE OF OKLAHOMA, DEPARTMENT OF TRANSPORTATION
By: Mike Patterson, Director.
Tulsa OK

**IN THE DISTRICT COURT OF
TULSA COUNTY STATE OF
OKLAHOMA
IN THE MATTER OF THE
ESTATES OF:
MIGUEL M. MARES, Deceased,
and
GREGORIA MARES, Deceased.
Case No. PB-2012-466**

NOTICE TO CREDITORS

To the Creditors of **MIGUEL M. MARES, Deceased, and GREGORIA MARES, Deceased:**

All creditors having claims against **MIGUEL M. MARES, Deceased, and GREGORIA MARES, Deceased,** are required to present the same with a description of all security interests and other collateral (if any) held by each creditor with respect to such claim, to **MICHAEL MARES, Personal Representative,** at the law offices of **GOODWIN & GOODWIN, 624 East Archer Street, Tulsa, Oklahoma 74120,** addressed to **JAMES O. GOODWIN, attorney for the Personal Representative,** on or before the following presentment date: May 2, 2016, or the same will be forever barred.

DATED this 23rd day of February, 2016.

/S/ _____
James O. Goodwin, OBA#3458
P.O. Box 3267
Tulsa, OK 74101-3267
Telephone: 918-582-9181
Fax: 918-599-0250
Email: jgoodwin@theoklahomaeagle.net

PUBLIC NOTICE

**ATTENTION
SENIOR CITIZENS!**

The Department of Housing and Urban Development (HUD) has changed the household median income in Tulsa County and Osage, Creek, Rogers, and Wagoner Counties. This change will impact senior citizens' ability to qualify for a Property Valuation Limitation for Ad Valorem tax purposes. For 2016, the new maximum annual gross household income is now \$61,400. Seniors who have qualified are not required to re-file.

To be approved for year 2016, you must be 65 years of age or over as of January 1, 2016 and have a gross household income of \$61,400 or less during 2015. You must file between January 1st and March 15th or within 30 days from the issue date of Notice of Change in Assessed Value of Real Estate. To file you will need to bring proof of income from 2015, such as Social Security, 1099 and W2 forms from all income sources.

Please contact the County Assessor's office in the county you live in to see if you qualify and apply for this benefit.

Assessor:	Ken Yazel, Tulsa County	(918) 596-5100
Assessor:	Gail Hedgcoth, Osage County	(918) 287-3448
Assessor:	JaNell Enlow, Creek County	(918) 224-4508
Assessor:	Scott Marsh, Rogers County	(918) 923-4795
Assessor:	Sandy Hodges, Wagoner County	(918) 485-2367

**NOTICE TO BIDDERS
SEALED BIDS FOR
PROJECT NO. 147180**

Notice is hereby given that pursuant to an order by the Mayor of the City of Tulsa, Oklahoma, sealed bids will be received in Room 260 of the Office of the City Clerk, City of Tulsa, 175 E. 2nd Street, Tulsa, Oklahoma 74103 until 8:30 a.m. the 1st of April, 2016 for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

PROJECT NO. 147180 LACY PARK MASTER PLAN PHASE 1

The entire cost of the improvement shall be paid from Account No. 6014-5455301-005011147180 and 6041-5455503-040522143120

A MANDATORY Pre-Bid Conference is scheduled for Monday, March 14, 2016 at 2:00 p.m. in the 2nd Floor Conference Room, Room S213, South Building, 2317 South Jackson Tulsa, Oklahoma.

Attendance at the Pre-Bid Conference is MANDATORY. Bids will not be received from contractors who did not attend the Pre-Bid Conference.

Bids will be accepted by the City Clerk from the holders of valid pre-qualifications certificates from the City of Tulsa in one or more of the following classifications: **A or B**

Drawings, specifications and contract documents for construction of said public improvements of the said project have been adopted by the Mayor of said City. Copies of same may be obtained at the Office of the Director of Engineering Services at the City of Tulsa Engineering Services, 2317 South Jackson, Room 103, North Building, for a non-refundable fee in the amount of **\$50.00** made payable to the City of Tulsa by check or money order.

Contract requirements shall include compliance as required by law pertaining to the practice of non-discrimination in employment.

Attention is called to Resolution No. 18145 of August 23, 1988, requiring bidders to commit to the goal of employing on the project at least fifty percent bona fide residents of the City of Tulsa and/or MSA in each employment classification.

Attention is called to Resolution 7404 of November 8, 2006, requiring bidders, their subcontractors and their lower-tier subcontractors to hire only citizens of the United States.

The City of Tulsa itself is exempt from the payment of any sales or use taxes, and pursuant to Title 68 O.S. Section 1356(10), direct vendors to the City are also exempt from those taxes. A bidder may exclude from his bid appropriate sales taxes, which he will not have to pay while acting for and on behalf of the City of Tulsa.

A Certified or Cashier's Check or Bidders Surety Bond, in the sum of 5% of the amount of the bid will be required from each bidder to be retained as liquidated damages in the event the successful bidder fails, neglects or refuses to enter into said contract for the construction of said public improvements for said project and furnish the necessary bonds within thirty days from and after the date the award is made.

The bidder to whom a contract is awarded will be required to furnish public liability and workmen's compensation insurance; Performance, Statutory, and Maintenance bonds acceptable to the City of Tulsa, in conformity with the requirements of the proposed contract documents. The Performance, Statutory, and Maintenance bonds shall be for one hundred percent (100%) of the contract price.

All bids will be opened and considered by the Bid Committee of said City at a meeting of said Committee to be held in the City Council Room of City Hall in said City at 9:00 a.m. on the 1st day of April, 2016.

Dated at Tulsa, Oklahoma, this 26th day of February, 2016.

Michael P. Kier
City Clerk

SBA Resource Partners To Host Small Business Start-Up Event March 8th

Small Business Resource Partners including Tulsa SCORE, OkSBDC, 36° North and REI Women's Business Center will continue to host "Open For Business: A Start-Up Guide," a monthly feature event for small business owners and entrepreneurs.

This special workshop takes place the 2nd Tuesday of each month and will serve as a starting point for anyone in the Tulsa metro area who would like to start or grow a small business. This month's event is Tuesday, March 8, from 8:30 a.m. to 12:00 p.m. at the 36° North Entrepreneurial Center, 36 East Cameron Street, Tulsa. Those interested in attending may register online at www.reiwbc.org and there is no cost for the workshop.

Entrepreneurs will get a complete step-by-step guide on starting a business, from inception all the way through the formation of your business and beyond.

Topics That Will Be Covered Include:

- Determining the feasibility of your idea and developing a plan
- Business structure and taxes presented by the Oklahoma Tax Commission
- Financing options, record-keeping and reports
- Marketing your business and customer relations

During the session, attendees will hear from Dewey Brandon, Oklahoma Tax Commission, as well as representatives from Tulsa SCORE, OkSBDC, and REI Women's Business Center.

For more information or to register for this event, contact Christina Culver, REI WBC Tulsa at 800-658-2823. In addition, visit www.reiwbc.org or [facebook.com/REIWBC](https://www.facebook.com/REIWBC) for a calendar of events or information about REI Women's Business Center, funded in part by the US Small Business Administration.

CAREER VANTAGE

Continued from P.6

leges to make a positive impact on their communities by contributing students' time and abilities.

Cosmetology students at Career Point College (CPC)- a big

player in this arena- are putting the skills they're learning in cosmetology to good use by providing haircuts and makeovers at no cost through "A New Attitude A New You" a series of programs on Career Training/Life Development for residents of public housing in our area.

Tara Tumey the Director of Cosmetology at CPC says, "It's

absolutely inspirational and the students say they enjoy providing free haircuts to people as a boost for their self-confidence."

So, if this Career Point matches up with your interest and abilities- get started!

For more information call 918 627-8074.

CHEATING PEOPLE

Continued from P.6

not go away and insert compliance into their culture to ensure it becomes part of the fiber of development," Avalos said. "This takes

some up front thought and effort but becomes an embraced part of the intricate culture of every entity and makes all in the community feel important and welcomed."

The Justice Department's Civil Rights Division said in response to the agreement, "The

ADA guarantees people with disabilities equal access to transportation services so that they can travel freely and enjoy autonomy. Today's agreement marks a major step toward fulfilling the promise of the ADA, and we applaud Greyhound for entering the consent decree."

TAX TIME MISTAKES

Continued from P.6

many positive reasons to file your return on time.

For more money tips, like Know What Counts on Facebook, follow Know What Counts on Twitter or visit www.KnowWhatCounts.org, where you can sign up for a free e-newsletter, try out financial calculators and more. To get personalized advice on family finances, visit your CPA. He or she can help you with your financial questions and concerns. If you don't have one, get a free referral and free 30-minute consultation at www.FindYourCPA.com.

With more than 6,500 members in public practice, industry, government and education, the OSCP is Oklahoma's only statewide professional association of CPAs. Since 1918, the organization has continued to provide professional education, conduct quality reviews and promote and maintain high standards of integrity and competence within the accounting profession. The Money Management (Dollars & Sense) columns are a joint effort of the AICPA and the Oklahoma Society of CPAs, as part of the profession's nationwide 360 Degrees of Financial Literacy program.

Visit www.FindYourCPA.com for a free CPA referral and free 30-minute consultation

**OKLAHOMA CLASSIFIED
ADVERTISING NETWORK**

HELP WANTED

25 DRIVER TRAINEES NEEDED! Become a driver for Stevens Transport! NO EXPERIENCE NEEDED! New drivers earn \$800+ per week! PAID CDL TRAINING! Stevens covers all costs! 1-888-748-4133. drive4stevens.com

CAN YOU DIG IT? Heavy Equipment Operator Career! We offer training and certifications running backhoes, bulldozers and excavators. Lifetime job placement. VA Benefits Eligible! 1-866-362-6497.

RNs UP TO \$45/HR. LPNS up to \$37.50/hr. CNAs up to \$22.50/hr. Free gas/weekly pay. \$2000 Bonus. AACO Nursing Agency 1-800-656-4414 ext 6.

NOW HIRING: Work and travel. 6 openings. Now \$20+ PER HOUR. Full-Time. Travel, Paid Training, Transportation Provided. Ages 18+ BBB Accredited. Apply online www.protekchemical.com. Call toll-free 1-866-751-9114.

EARN \$500 A DAY: Insurance Agents Needed. Leads, No Cold Calls. Commissions Paid Daily. Lifetime Renewals. Complete Training. Health & Dental Insurance. Life License Required. Call 1-888-713-6020.

LEGAL SERVICES

SOCIAL SECURITY AND DISABILITY CLAIMS Saunders & Saunders Attorneys at Law. No Recovery - No Fee. 1-800-259-8548 DRIS

NEED HELP getting approved for SOCIAL SECURITY DISABILITY? We're here to help! Call Burton Law Group, Attorneys at Law. No fee unless you're approved 1-800-257-5533.

STEEL BUILDINGS

STEEL BUILDINGS MUST GO Perfect for Homes & Garages. Lowest Prices MAKE OFFER and LOW monthly payments on remaining cancelled orders 40x60, 30x36, 25x30, 20x22. CALL NOW 757-301-8885 Nicole

FOR SALE

MOBILE HOMES with acreage. Ready to move in. Lots of room, 3Br 2Ba. Quick and easy owner financing (subject to credit approval). No renters 918-615-0293.

WANT TO BUY

HANK HAS CASH WILL DASH! For old guitars, amps, mandolins, ukuleles, Gibson, Fender, Martin, Gretsch, etc. Top dollar cash paid. 40 years in Tulsa. 1-800-525-7273 www.stringswest.com.

ADVERTISE STATEWIDE

ADVERTISE STATEWIDE! For more information or to place an ad contact (405) 499-0020 or toll-free in OK at 1-888-815-2672.

OCAN022816

**FOR MORE INFORMATION ON STATEWIDE ADVERTISING,
CALL 1-888-815-2672**

DRIVERS WANTED

Drivers: Local Recruiting
Fair - Tues, Wed 4/5 & 4/6,
8:30a-4:30p:
Hampton Inn and Suites
9009 North 121st East Ave.
Owasso, OK, 74055 &
Thurs 4/7, 9:00a-2:00p
Eastgate Metroplex
14002 E. 21st Street
Tulsa, OK, 74134
18 months Class A or B CDL
Apply: TruckMovers.com
& Call Kim: 1-855-975-4370

LACY PARK SALE

**Lacy Park
Indoor Marketplace Sale**
Saturday May 7, 2016
8:00 am - 2:30 pm
2134 N Madison Pl.
(918) 596-1470
Booth Rental Available

PUBLIC NOTICE

1979 Chevrolet

TAG # N/A
VIN # CKR189Z177830

AUCTION DATE
04-02-2016

Contact:
Leonel Vargas Garcia
(620) 363-2138

**IN THE DISTRICT COURT IN
AND FOR TULSA COUNTY
STATE OF OKLAHOMA**

LAWRENCE C. FELLOWS;
JOYCE FELLOWS JACKSON,
a/k/a
JOYCE ELAINE FELLOWS
JACKSON,

Plaintiffs,
vs.

The unknown Heirs, Executors,
Administrators, Deviseses,
Trustees, and Assigns of
THEODORE OWENS, a/k/a
W. THEODORE OWENS,
deceased;

Case No.

Judge:

PUBLIC NOTICE

(2), COLLEGE INN ADDI-
TION, Tulsa County, State
of Oklahoma, according to
the recorded Plat thereof.

(3) The West Half of the East
Half of the Northwest Quar-
ter of the Northeast Quarter
of the Northwest Quarter
(W/2 E/2 NW/4 NE/4
NW/4), LESS the North One
Hundred Fifty (150) feet and
LESS the South Two Hun-
dred Ten (210) feet of Sec-
tion Thirty (30), Township
Twenty (20) North, Range
Thirteen (13) East of the
Indian Base and Meridian,
Tulsa County, State of Okla-
homa, according to the
United States Government
Survey thereof.

And that you must answer Plain-
tiffs' Petition on or before the
_____ day of _____
2016, or judgment will be ren-
dered against you forever barring
and enjoining you from asserting
or claiming any right, title, or
interest in and to the above
described real property.

WITNESS my hand this _____ day
of _____, 2016.

James O. Goodwin, OBA#3458
GOODWIN & GOODWIN
P.O. Box 3267
Tulsa, OK 74101-3267
Telephone: (918) 582-9181
Fax: (918) 599-0250
Email:
jgoodwin@theoklahomaeagle.net

PUBLIC NOTICE

**IN THE DISTRICT COURT IN
AND FOR TULSA COUNTY
STATE OF OKLAHOMA**

LAWRENCE C. FELLOWS;
JOYCE FELLOWS JACKSON,
a/k/a
JOYCE ELAINE FELLOWS
JACKSON,

Plaintiffs,
vs.

The unknown Heirs, Executor,
Administrators, Deviseses,
Trustees, and Assigns of
THEODORE OWENS, a/k/a

W. THEODORE OWENS,

deceased;

Case No.

Judge:

HAZEL JEANNE OWENS, if
living, and
Her spouse, if any, and the
unknown Heirs,
Executors, Administrators,
Deviseses, Trustees, and Assigns
of HAZEL JEANNE OWENS, if
deceased;

The unknown Heirs, Executors,
Administrators, Deviseses,
Trustees, and
Assigns of VENEZUELA FORD,
deceased;

SHIRLEY JEAN TOOLSIE, if
living, and
Her spouse, if any, and
the unknown Heirs,
Executors, Administrators,

PUBLIC NOTICE

Deviseses,
Trustees, and Assigns of
SHIRLEY JEAN TOOLSIE,
deceased;

ELKINS & CORCORAN, LLC,
a/k/a
ELKINS & CORCORAN LLC, an
Oklahoma Limited Liability
Company;

CHASE BANK, USA, N.A., a/k/a
JPMORGAN CHASE BANK, USA,
N.A.;

CAPITAL ONE BANK (USA),
N.A.;

Defendants.

PUBLICATION NOTICE

THE STATE OF OKLAHOMA TO:

The unknown Heirs, Execu-
tors, Administrators, Deviseses,
Trustees, and Assigns of
THEODORE OWENS, a/k/a W.
THEODORE OWENS, deceased;

GREETINGS:

Take notice that you, and each
of you, have been sued in the Dis-
trict Court of Tulsa County, Okla-
homa, by LAWRENCE C.
FELLOWS and JOYCE FELLOWS
JACKSON, a/k/a JOYCE ELAINE
FELLOWS JACKSON, seeking to
quiet title in and to the following
described real property situated in
Tulsa County, Oklahoma, to-wit:

(1) The South 210 feet of a
tract of land, beginning at
a point in intersection of
Apache Street and Tren-
ton Street; thence South

PUBLIC NOTICE

150 feet for a point of
beginning; thence South
510 feet to a point;
thence West 165 feet;
thence North 510 feet to
a point; thence East 165
feet to the point of begin-
ning, LESS the South 30
feet and the East 25 feet
thereof, all in Section
Thirty (30), Township
Twenty (20) North, Range
Thirteen (13) East of the
Indian Base and Meridi-
an, Tulsa County, State of
Oklahoma, according to
the United States Govern-
ment Survey thereof.

(2) Lot Eight (8), Block Two
(2), COLLEGE INN ADDI-
TION, Tulsa County, State
of Oklahoma, according to
the recorded Plat thereof.

(3) The West Half of the East
Half of the Northwest
Quarter of the Northeast
Quarter of the Northwest
Quarter (W/2 E/2 NW/4
NE/4 NW/4), LESS the
North One Hundred Fifty
(150) feet and LESS the
South Two Hundred Ten
(210) feet of Section
Thirty (30), Township
Twenty (20) North, Range
Thirteen (13) East of the
Indian Base and Meridi-
an, Tulsa County, State of
Oklahoma, according to
the United States Govern-
ment Survey thereof.

And that you must answer Plain-
tiffs' Petition on or before the
_____ day of _____

PUBLIC NOTICE

2016, or judgment will be ren-
dered against you forever barring
and enjoining you from asserting
or claiming any right, title, or
interest in and to the above
described real property.

WITNESS my hand this _____ day
of _____, 2016.

James O. Goodwin, OBA#3458
GOODWIN & GOODWIN
P.O. Box 3267
Tulsa, OK 74101-3267
Telephone: (918) 582-9181
Fax: (918) 599-0250
Email:
jgoodwin@theoklahomaeagle.net

NOTICE OF PUBLIC HEARING

The HUD Community Develop-
ment Committee invites you to a
Public Hearing to comment on
the City of Tulsa's Draft Program
Year 2016 Annual Action Plan.

WHERE: City Hall, One Techno-
logy Center, 2nd Floor
Council Chambers
WHEN: Wednesday, April 13,
2016 at 5:00 P.M.

Interested persons are urged to
attend and be heard. If you are
unable to attend, all comments
should be directed in writing to
the attention of Grants Adminis-
tration at 175 E 2nd Street, Suite
480, Tulsa, OK 74103, e-mail to
grantsadmin@cityoftulsa.org or
fax to 918-699-3523. Com-
ments received will be incorpo-
rated into the final Annual Action
Plan for 2016 and submitted to
HUD.

PUBLIC NOTICE

Citizens requiring special accom-
modations should contact 918-
596-9084 no later than April 6,
2016.

**IN THE DISTRICT COURT IN
AND FOR TULSA COUNTY
STATE OF OKLAHOMA**

LAWRENCE C. FELLOWS;
JOYCE FELLOWS JACKSON
a/k/a
JOYCE ELAINE FELLOWS
JACKSON,

Plaintiffs,
vs.

DIANE FELLOWS JONES;
JOHN FELLOWS,

Case No.

Judge:

PAULETTA FELLOWS,
THEODORE OWENS, a/k/a
James O. Goodwin, OBA #3458
W. THEODORE OWENS,
deceased, and GOODWIN &
GOODWIN his unknown Heirs,
Executors, P.O. Box 3267
Administrators, Deviseses,
Trustees, and Tulsa, OK
74101-3267

Assigns;
Telephone: (918) 582-9181
Fax: (918) 599-0250
HAZEL JEANNE OWENS,
a single person;
Email:
jgoodwin@theoklahomaeagle.net

See NOTICES, P.7

**NOTICE TO BIDDERS
SEALED BIDS FOR
PROJECT NO. 143120-9**

Notice is hereby given that pursuant to an order by the Mayor of the City of Tulsa, Oklahoma, sealed bids will be received in Room 260 of the Office of the City Clerk, City of Tulsa, 175 E. 2nd Street, Tulsa, Oklahoma 74103 until 8:30 a.m. the 15th day of April, 2016 for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

PROJECT NO. 143120-9 E. 72ND PLACE SOUTH & SOUTH URBANA AVENUE DRAINAGE IMPROVEMENTS

The entire cost of the improvement shall be paid from Account No. 6041-5455503-040522143120, 6041-5455503-040522153120

A MANDATORY Pre-Bid Conference is scheduled for Wednesday, April 6, 2016 at 9:00 a.m. in the 2nd Floor Conference Room, Room S213, South Building, 2317 South Jackson Tulsa, Oklahoma.

Attendance at the Pre-Bid Conference is MANDATORY. Bids will not be received from contractors who did not attend the Pre-Bid Conference.

Bids will be accepted by the City Clerk from the holders of valid pre-qualifications certificates from the City of Tulsa in one or more of the following classifications: A or C

Drawings, specifications and contract documents for construction of said public improvements of the said project have been adopted by the Mayor of said City. Copies of same may be obtained at the Office of the Director of Engineering

**NOTICE TO BIDDERS
SEALED BIDS FOR
PROJECT NO. 144226**

Notice is hereby given that pursuant to an order by the Mayor of the City of Tulsa, Oklahoma, sealed bids will be received in Room 260 of the Office of the City Clerk, City of Tulsa, 175 E. 2nd Street, Tulsa, Oklahoma 74103 until 8:30 a.m. the 13th day of May, 2016 for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

PROJECT NO. 144226 NON-ARTERIAL STREET REHABILITATION IN MAINTENANCE ZONE 2126- S. JACKSON AVENUE

The entire cost of the improvement shall be paid from Account No. 6328-5453104-040522144226, 6329-5453104-040522144226

A MANDATORY Pre-Bid Conference is scheduled for Monday, April 25, 2016 at 9:00 a.m. in the 2nd Floor Conference Room, Room S213, South Building, 2317 South Jackson Tulsa, Oklahoma.

Attendance at the Pre-Bid Conference is MANDATORY. Bids will not be received from contractors who did not attend the Pre-Bid Conference.

Bids will be accepted by the City Clerk from the holders of valid pre-qualifications certificates from the City of Tulsa in one or more of the following classifications: A or C

Drawings, specifications and contract documents for construction of said public improvements of the said project have been adopted by the Mayor of said City. Copies of same may be obtained at the Office of the Director of Engineering Ser-

229525

Published in the Tulsa World
on April 1, 2016.

**NOTICE OF PUBLIC
HEARING**

The HUD Community Development Committee invites you to a Public Hearing to comment on the City of Tulsa's Draft Program Year 2016 Annual Action Plan.

WHERE: City Hall, One Technology Center, 2nd Floor Council Chambers

WHEN: Wednesday,
April 13, 2016 at 5:00 P.M.

Interested persons are urged to attend and be heard. If you are unable to attend, all comments should be directed in writing to the attention of Grants Administration at 175 E 2nd Street, Suite 480, Tulsa OK 74103, e-mail to grantsadmin@cityoftulsa.org or fax to 918-699-3523. Comments received will be incorporated into the final Annual Action Plan for 2016 and submitted to HUD.

Citizens requiring special accommodations should contact 918-596-9084 no later than April 6, 2016.