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# Five Year Consolidated Plan 2015 – 2019

and

# Fourth Year Annual Action Plan 2018 – 2019

July 1, 2018 – June 30, 2019

—

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

PRESENTED BY:

**Mayor:** G.T. Bynum

**Tulsa City Council:** Vanessa Hall-Harper, Jeannie Cue,  
David Patrick, Blake Ewing, Karen Gilbert, Connie Dodson,  
Anna America, Phil Lakin, Jr. and Ben Kimbro





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# Fourth Program Year Annual Action Plan

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**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
---	---	--

<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____
-------------------------------------	--

<b>5a. Federal Entity Identifier:</b> _____	<b>5b. Federal Award Identifier:</b> B-18-MC-40-0004
--	---

**State Use Only:**

<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
---	---

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> City of Tulsa	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 73-6005470	<b>* c. Organizational DUNS:</b> 0786622510000

**d. Address:**

<b>* Street1:</b>	175 E 2nd Street
<b>Street2:</b>	_____
<b>* City:</b>	Tulsa
<b>County/Parish:</b>	_____
<b>* State:</b>	OK: Oklahoma
<b>Province:</b>	_____
<b>* Country:</b>	USA: UNITED STATES
<b>* Zip / Postal Code:</b>	74103-3201

**e. Organizational Unit:**

<b>Department Name:</b> Finance	<b>Division Name:</b> Grants Administration
------------------------------------	--

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> Mr.	<b>* First Name:</b> Gary
<b>Middle Name:</b>	_____
<b>* Last Name:</b> Hamer	_____
<b>Suffix:</b>	_____

<b>Title:</b> Grants and Capital Planning Manager
---

<b>Organizational Affiliation:</b> _____
---

<b>* Telephone Number:</b> 918 596-7573	<b>Fax Number:</b> _____
---	--------------------------

<b>* Email:</b> GHAMER@cityoftulsa.org
--

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

41.218

CFDA Title:

Community Development Block Grant

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Tulsa 2018 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
\* a. Applicant  \* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
\* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,349,811.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="517,676.04"/>
* f. Program Income	<input type="text" value="49,851.00"/>
* g. TOTAL	<input type="text" value="3,917,338.04"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on .  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**  
 \*\* I AGREE  
\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**  
Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:   
\* Title:   
\* Telephone Number:  Fax Number:   
\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

  
ATTEST: Deputy City Clerk

MAYOR PRO-TEM  
CITY OF TULSA



**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
---	---	--

<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____
-------------------------------------	--

<b>5a. Federal Entity Identifier:</b> _____	<b>5b. Federal Award Identifier:</b> M-18-MC-40-0202
--	---

**State Use Only:**

<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
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**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> City of Tulsa	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 73-6005470	<b>* c. Organizational DUNS:</b> 0786622510000

**d. Address:**

<b>* Street1:</b>	175 E 2nd Street
<b>Street2:</b>	_____
<b>* City:</b>	Tulsa
<b>County/Parish:</b>	_____
<b>* State:</b>	OK: Oklahoma
<b>Province:</b>	_____
<b>* Country:</b>	USA: UNITED STATES
<b>* Zip / Postal Code:</b>	74103-3201

**e. Organizational Unit:**

<b>Department Name:</b> Finance	<b>Division Name:</b> Grants Administration
------------------------------------	--

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> Mr.	<b>* First Name:</b> Gary
<b>Middle Name:</b>	_____
<b>* Last Name:</b> Hamer	_____
<b>Suffix:</b>	_____
<b>Title:</b> Grants and Capital Planning Manager	
<b>Organizational Affiliation:</b> _____	
<b>* Telephone Number:</b> 918 596-7573	<b>Fax Number:</b> _____
<b>* Email:</b> GHAMER@cityoftulsa.org	



**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

41.239

CFDA Title:

HOME Investment Partnership Program

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Tulsa 2018 Annual Action Plan

Attach supporting documents as specified in agency instructions.

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**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,788,115.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="460.43"/>
* f. Program Income	<input type="text" value="6,595.96"/>
* g. TOTAL	<input type="text" value="1,795,171.39"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
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Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

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**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

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**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

PRO TEM



  
A. Forrest - Deputy City Clerk

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<b>* 3. Date Received:</b> <input type="text"/>	<b>4. Applicant Identifier:</b> <input type="text"/>
--	---

<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> E-18-MC-40-0004
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**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
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<b>* City:</b>	Tulsa
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<b>* State:</b>	OK: Oklahoma
<b>Province:</b>	<input type="text"/>
<b>* Country:</b>	USA: UNITED STATES
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<b>* Last Name:</b> Hamer	<input type="text"/>
<b>Suffix:</b>	<input type="text"/>
<b>Title:</b> Grants and Capital Planning Manager	
<b>Organizational Affiliation:</b> <input type="text"/>	
<b>* Telephone Number:</b> 918 596-7573	<b>Fax Number:</b> <input type="text"/>
<b>* Email:</b> GHAMER@cityoftulsa.org	

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C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.231

CFDA Title:

Emergency Shelter Grants Program

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

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**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="274,358.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="274,358.00"/>

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\*\* I AGREE

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**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

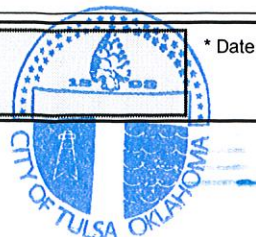
\* Signature of Authorized Representative:

*George Bynum*

\* Date Signed:

*Deputy City Clerk*  
**ATTEST: Deputy City Clerk**

**MAYOR PRO-TEM  
CITY OF TULSA**



Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____	
<b>5a. Federal Entity Identifier:</b> _____	<b>5b. Federal Award Identifier:</b> OKH18F002	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> City of Tulsa		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 73-6005470	<b>* c. Organizational DUNS:</b> 0786622510000	
<b>d. Address:</b>		
<b>* Street1:</b> 175 E 2nd Street	_____	
<b>Street2:</b>	_____	
<b>* City:</b> Tulsa	_____	
<b>County/Parish:</b>	_____	
<b>* State:</b>	OK: Oklahoma	
<b>Province:</b>	_____	
<b>* Country:</b>	USA: UNITED STATES	
<b>* Zip / Postal Code:</b> 74103-3201	_____	
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Finance	<b>Division Name:</b> Grants Administration	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Mr.	<b>* First Name:</b> Gary	_____
<b>Middle Name:</b>	_____	
<b>* Last Name:</b> Hamer	_____	
<b>Suffix:</b>	_____	
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<b>Organizational Affiliation:</b> _____		
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<b>* Email:</b> GHAMER@cityoftulsa.org		

**Application for Federal Assistance SF-424**

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C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

US Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.241

CFDA Title:

Housing Opportunities for People with AIDS

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Tulsa 2018 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="466,513.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="466,513.00"/>

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- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

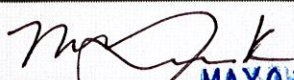
Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:


\* Telephone Number:  Fax Number:

\* Email:

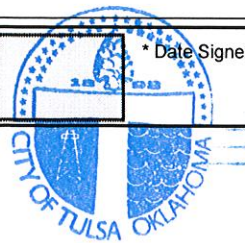
\* Signature of Authorized Representative:

  
**MAYOR PRO-TEM**  
**CITY OF TULSA**

\* Date Signed:

  
**ATTEST: Deputy City Clerk**

**MAYOR PRO-TEM**  
**CITY OF TULSA**





**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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
Signature of Authorized Official

JUN 11 2018  
Date

MAYOR PRO-TEM  
CITY OF TULSA  
Title



  
ATTEST: Deputy City Clerk

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2018, 2019, 2020 [a period specified by the grantee 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.

In addition, 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 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.

  
\_\_\_\_\_  
Signature of Authorized Official

JUN 11 2018  
Date

**MAYOR PRO-TEM**  
**CITY OF TULSA**  
\_\_\_\_\_  
Title



  
\_\_\_\_\_  
**ATTEST: Deputy City Clerk**

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having 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 to meet such needs.

  
\_\_\_\_\_  
Signature of Authorized Official

**JUN 11 2018**  
Date

**MAYOR PRO-TEM  
CITY OF TULSA**  
\_\_\_\_\_  
Title



  
\_\_\_\_\_  
**ATTEST: Deputy City Clerk**

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**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.

**Subsidy layering** -- 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;

  
\_\_\_\_\_  
Signature of Authorized Official

JUN 11 2018  
\_\_\_\_\_  
Date

Mayor - **PRO-TEM.** City of Tulsa  
\_\_\_\_\_  
Title

  
ATTEST: Deputy City Clerk



## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 these individuals.

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

**Confidentiality** – The recipient 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 recipient 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 recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient 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 of Authorized Official

JUN 11 2018

Date

MAYOR PRO-TEM  
CITY OF TULSA  
\_\_\_\_\_  
Title



  
\_\_\_\_\_  
ATTEST: Deputy City Clerk

**Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.




Signature of Authorized Official

JUN 11 2018

Date

MAYOR PRO-TEM  
CITY OF TULSA

Title



**ATTEST:** Deputy City Clerk



## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.



## 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 2018 Program Year Annual Action Plan. This is the Fourth year of the 2015-2019 Consolidated Plan. The Consolidated Plan is available at <https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>. 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 first two years of the 2015-2019 Consolidated Plan, the City continued to improve its processes and delivery of services in addressing the housing, community development and economic development objectives identified. Complete and detailed year-end reports have been written summarizing the result of activities that took place during Program year 2015 (PY15) and 2016 (PY16). A copy of these reports can be found at <https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/>.

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 PY15 and PY16 the City expended over \$7.1 million and accomplished the following:

- Assisted fifty-eight thousand five hundred and fifty-seven (58,557) people through public service activities;
- Assisted twenty thousand four hundred and eighty-seven (20,487) people through public facilities and improvement activities;
- Provided rental housing subsidies to one thousand one hundred and fifty-four (1,154) households;
- Provided shelter facilities to four thousand nine hundred and seventy (4,970) people;
- Created/retained one hundred and fifty-two FTE (152) jobs;
- Assisted thirty-two (32) new and existing businesses;
- Rehabilitated three hundred and sixty-five (365) housing units;
- Assisted eighteen (18) first time homebuyers; and
- Carried out clearance and demolition activities on one hundred and twelve (112) substandard structures.

#### **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 Fourth Year Annual Action Plan, citizens were provided the following opportunities to participate in the process:

- Needs Assessment Public Hearing – September 14, 2017
- HUD Community Development Committee meeting to set priorities needs and goals – September 14, 2017
- HUD Community Development Committee meetings for recommendation of awards – February 1, 6 & 8, 2018
- Fourth Year Annual Action Plan comment period - March 6, 2018 through April 5, 2018.
- Fourth Year Annual Action Plan Public Hearing – April 5, 2018

## **5. Summary of public comments**

During the needs assessment public hearing comments were received concerning:

- Domestic violence, sexual assault, and trafficking victims;
- Economic development and job creation and retention;
- Services for homeless youths, including shelters and transitional living;
- Health and social services;
- Transportation;
- Early childhood education and childcare programs, including programs targeting dual language learners and the growing Hispanic population;
- Public facilities;
- Mental health services;
- Access to affordable housing;
- Housing rehabilitation and demolition of substandard building;
- Educational services;
- Child abuse victims;
- Tulsa's homeless population, including access to legal aid.

No comments were received during the Annual Plan public comment period or at the Annual Plan Public Hearing.

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

All comments received were accepted and incorporated in the Fourth 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 fourth year of the Five Year Consolidated Plan, the HUD Development Community Committee has recommended funding twenty-seven (27) external agencies and one (1) City department to conduct thirty-seven (37) activities. Total grant funds awarded, including administration, totals \$5,597,020.04

**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**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
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 2018-2019 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, including the uses of social media;
- 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 HUD funded 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	<b>Agency/Group/Organization</b>	City of Tulsa Planning Department
	<b>Agency/Group/Organization Type</b>	Other Government – Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development Strategy Housing Needs Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Housing Authority of the City of Tulsa
	<b>Agency/Group/Organization Type</b>	Public Housing Authority
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization 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	<b>Agency/Group/Organization</b>	City of Tulsa Working in Neighborhood Department
	<b>Agency/Group/Organization Type</b>	Other Government – Local Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development Strategy  Housing Needs Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment and provided data relating to housing and code enforcement activities for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
4	<b>Agency/Group/Organization</b>	Domestic Violence Intervention Services
	<b>Agency/Group/Organization Type</b>	Services – Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with Children  Non-housing Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to domestic violence, sexual assault, human trafficking and other related issues for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
5	<b>Agency/Group/Organization</b>	Tulsa Economic Development Corporation, Inc.
	<b>Agency/Group/Organization Type</b>	Economic Development
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development  Non-housing Community Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to economic development and employment needs for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
6	<b>Agency/Group/Organization</b>	Youth Services of Tulsa
	<b>Agency/Group/Organization Type</b>	Housing Services – homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy  Homelessness Needs – Unaccompanied youth  Non-housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment 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.
7	<b>Agency/Group/Organization</b>	Morton Comprehensive Services, Inc.
	<b>Agency/Group/Organization Type</b>	Health Agency  Services - Transportation
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to transportation to access health care, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
8	<b>Agency/Group/Organization</b>	Community Action Project / Tulsa Children’s Coalition
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Education
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Non-housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment 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.
9	<b>Agency/Group/Organization</b>	Mental Health Association Oklahoma
	<b>Agency/Group/Organization Type</b>	Housing Services – Persons with Disabilities Services - Homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Homelessness Strategy Non-Homeless Special Needs Non-housing Community Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment 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.
10	<b>Agency/Group/Organization</b>	Operation Aware
	<b>Agency/Group/Organization Type</b>	Services – Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to education services for youths, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
11	<b>Agency/Group/Organization</b>	Child Abuse Network
	<b>Agency/Group/Organization Type</b>	Services – Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to child abuse, for the development of the Annual Action Plan goals and priority needs. For anticipated outcomes see narrative below.
12	<b>Agency/Group/Organization</b>	Legal Aid Services of Oklahoma
	<b>Agency/Group/Organization Type</b>	Services – homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs- Chronically Homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the needs assessment public hearing and provided data relating to legal services for homeless citizens, for 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.
Tulsa Housing Authority Five-Year Plan	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 (#23598) 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 City Councilors and Mayor who shall serve ex-officio; five residents of the city of Tulsa, designated by the City Council, three of whom shall reside within a low to moderate income census tract, with no more than one representative from each Council district; one representative from the Indian Nations Council of Governments (INCOG); one representative from a financial institution; one representative from the Continuum of Care; one representative with grant allocation experience; and one 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 2017 the HUD CDC held a Needs Assessment Public Hearing to gather needs for the Fourth Year Annual Action Plan. During the meeting, the HUD CDC were provided with updated information on the 2018 priority needs compiled by Grants Administration, and listened to the concerns of the public. Base on the information provided a list of 2018 Priority needs and goals were developed and included in the 2018 Request for Proposals released by Grants Administration on October 3, 2017.

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

- September 14, 2017 – PY 2018 Needs Assessment Public Hearing
- September 14, 2017 – HUD CDC meeting
- October 2-3, 2017 – PY 2018 RFP Workshops held – RFP released
- November 17, 2017 – Applications Due (45 days after workshops – per ordinance)
- November 20-27, 2017 – Initial review for missing documents
- November 28, 2017 – Applicants notified of missing documents
- December 1, 2017 – Missing documents due (72 hours – per ordinance)
- December 6, 8, & 13 2017 – RFP Training Workshop for application evaluators
- January 12, 2018 – Review deadline
- January , 2018 – Submit scores to facilitator
- February 1, 2018 – Facilitator compiles scores / submits to HUD Community Development Committee (CDC)



- February 1 & 6, 2018 – CDC reviews and makes recommendations to Mayor for PY 2018 (15 days after receipt of scores – per ordinance)
- February 19, 2018 – Publish notification of Draft Plan Release
- February 21, 2018 – Mayor submits recommendations to City Council for final decision making (10 business days after recommendations of the CDC – per ordinance)
- March 6, 2018 – Draft Plan Released for 30-day comment period
- March 21, 2018 – Publish notification of Public Hearing
- April 5, 2018 – Annual Plan Public Hearing / Annual Plan Comment Period Ends
- May 14, 2018 – Resolution 19899 signed approving final PY18 allocations

**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	Nineteen (19) people attended the Needs Assessment Public Hearing in September 2017 to express needs of the community regarding HUD programs.	Speakers expressed the need for more services for victims of abuse and human trafficking, homeless populations, health, transportation, education including early childhood development and Mental health. Additionally speakers also address the need for economic development, job creation and retention, access to affordable housing, housing rehabilitation and demolition of substandard building, and public facility improvements.	All comments were considered in the prioritization of needs process.	

**Table 4 – Citizen Participation Outreach**

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## Expected Resources

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

#### Introduction

On May 2, 2018 HUD released the 2018 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 4				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	3,349,811	774,851	517,676	4,642,338	4,074,811	PI includes estimated RL (\$725K) for ED activity and PI (\$ 49,851) realized but not allocated. Prior year includes 517,676 in uncommitted carryover funds. Remainder includes estimated RL (725K) in ED activity

HOME	Public-Federal	Acquisition and New Construction of Housing Admin and Planning Housing Rehabilitation	1,788,115	6,596	460	1,795,171	1,788,115	PI is realized and must be allocated. Prior year includes \$460 in uncommitted carryover funds.
HOPWA	Public-Federal	Emergency Shelter Housing Subsidies Public Services	466,513	0	0	466,513	466,513	
ESG	Public-Federal	Emergency Shelter Housing Subsidies	274,358	0	0	274,358	274,358	

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 \$9.1 million in available banked match as of July 1, 2017.

**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**

N/A

**Discussion:**

The Expected Amount Available Reminder of ConPlan is an estimate of the funds expected to be received over the remaining one years of the Consolidated Plan. Estimates were calculated using the estimated funding to be received during the fourth 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 \$50K in general program income. It is estimated that a similar amount of revolving loan funds will be received over the remaining year and this is included in the Expected Amount Available Reminder of ConPlan total.

## 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: \$310,000  CDBG: \$48,000	Rental units constructed: 0 Household Housing Unit  Direct Financial Assistance to Homebuyers: 62 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: \$500,000	Buildings Demolished: 80 Buildings
3	Economic Development	2015	2019	Non-Housing Community Development	36 Street North Riverwood Crutchfield Southwest Tulsa	Economic Development	CDBG: \$806,825	Jobs created/retained: 44 Jobs Businesses assisted: 10 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: \$164,614	Homeless Person Overnight Shelter: 2,220 Persons Assisted
5	Housing Rehabilitation	2015	2019	Affordable Housing	36 Street North Riverwood Crutchfield Southwest Tulsa	Housing Acquisition, Construction & Rehabilitation	CDBG: \$1,358,825 HOME: \$450,000	Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Rehabilitated: 302 Household Housing Unit
6	Public Facilities and Infrastructure Improvements	2015	2019	Non-Housing Community Development	Southwest Tulsa	Public Facilities and Infrastructure Improvements	CDBG: \$115,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 190 Persons Assisted
7	Public Services	2015	2019	Non-Housing Community Development	36 Street North Riverwood Crutchfield Southwest Tulsa	Public Services	CDBG: \$418,726 HOPWA: \$173,217	Public service activities other than Low/Moderate Income Housing Benefit: 30,104 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: \$279,301 ESG: \$80,937	Tenant-based rental assistance / Rapid Rehousing: 140 Households Assisted Homelessness Prevention: 256 Persons Assisted

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Acquisition and New Construction of Housing
	<b>Goal Description</b>	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	<b>Goal Name</b>	Clearance and Demolition
	<b>Goal Description</b>	Clearance or demolition of substandard structures and hazardous contaminants.
3	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	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	<b>Goal Name</b>	Emergency Shelter
	<b>Goal Description</b>	Shelter operations and services, including food security initiatives, for the homeless and special populations.
5	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	Rehabilitation of owner occupied and/or rental housing.
6	<b>Goal Name</b>	Public Facilities and Infrastructure Improvements
	<b>Goal Description</b>	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	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	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	<b>Goal Name</b>	Housing Subsidies
	<b>Goal Description</b>	Rental housing subsidies will assist households become or remain housed.

## 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 2018.

#### Projects

#	Project Name
1	Administration
2	Acquisition and New Construction of Housing
3	Clearance and Demolition
4	Economic Development
5	ESG18 City of Tulsa
6	Housing Rehabilitation
7	Public Facilities and Infrastructure Improvements
8	Public Services
9	2018-2021 Tulsa Cares OKH18F002 (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 2017, a public hearing was held to invite additional comment on the designated priorities. Information received was reviewed by the HUD CDC and the 2018 priorities were finalized in September 2017. Priorities were included in the Request for Proposals issued in October 2017. 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**

<b>1</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Acquisition and New Construction of Housing Clearance and Demolition Economic Development Emergency Shelter Housing Rehabilitation Public Facilities and Infrastructure Improvements Public Services Housing Subsidies
	<b>Needs Addressed</b>	Demolition of Substandard Buildings Economic Development Homeless / Special Populations Housing Subsidies / Assistance Housing Acquisition, Construction & Rehabilitation Public Facilities and Infrastructure Improvements Public Services
	<b>Funding</b>	CDBG: \$669,962 HOPWA: \$13,995 HOME: \$178,811
	<b>Description</b>	Administration and planning of the HUD grant programs
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
	<b>Location Description</b>	Not applicable.

	<b>Planned Activities</b>	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.
<b>2</b>	<b>Project Name</b>	Acquisition and New Construction of Housing
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Acquisition and New Construction of Housing
	<b>Needs Addressed</b>	Housing Acquisition, Construction & Rehabilitation
	<b>Funding</b>	CDBG: \$48,000 HOME: \$310,000
	<b>Description</b>	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.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	62 households will benefit from down payment assistance.
	<b>Location Description</b>	Down Payment Assistance projects will provide funds to qualified citizens City Wide
<b>Planned Activities</b>	Housing Partners of Tulsa will utilize \$160,000 in HOME and \$48,000 in CDBG funds to operate a down payment assistance program benefiting thirty-two (32) first time homebuyers.  Tulsa Habitat for Humanity will utilize \$150,000 in HOME to operate a down payment assistance program benefiting thirty (30) first time homebuyers.	

<b>3</b>	<b>Project Name</b>	Clearance and Demolition
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Clearance and Demolition
	<b>Needs Addressed</b>	Demolition of Substandard Buildings
	<b>Funding</b>	CDBG: \$500,000
	<b>Description</b>	Clearance or demolition of substandard structures and hazardous contaminants.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Although no families will directly benefit from clearance and demolition activities, a number of neighborhoods will benefit from the demolition of 80 substandard buildings causing unnecessary slum and blight conditions.
	<b>Location Description</b>	Low and moderate income census tracts within the City of Tulsa
	<b>Planned Activities</b>	The City of Tulsa Working in Neighborhoods Department will use \$500,000 to conduct Clearance and Demolition activities in low and moderate income census tracts in the city.
<b>4</b>	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$1,531,825

	<b>Description</b>	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.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Forty-four (44) jobs will be created through economic development activities. Ten (10) businesses will receive technical assistance through a micro-enterprise program.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Tulsa Economic Development Corporation (TEDC) will provide low interest loans to assist businesses in order to create and/or retain jobs. TEDC will receive \$767,581 of entitlement funds. It is estimated that TEDC will receive and utilize another \$725,000 in revolving loan program income. In addition, \$39,244 of entitlement funds was awarded to Route 66 Main Street to provide technical assistance to businesses.
<b>5</b>	<b>Project Name</b>	ESG18 City of Tulsa
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Emergency Shelter Housing Subsidies
	<b>Needs Addressed</b>	Homeless / Special Populations Housing Subsidies / Assistance
	<b>Funding</b>	ESG: \$ 274,538
	<b>Description</b>	Emergency Solutions Grant activities will be conducted by multiple agencies.
	<b>Target Date</b>	6/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated two thousand two hundred and twenty (2,220) persons will be provided with emergency shelter services. Three hundred and twenty-six (326) households will be provided with Tenant Based Rental assistance or Homelessness Prevention services.
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	<p>Domestic Violence Intervention Services will use \$48,146, Youth services of Tulsa will use \$48,146, Tulsa Day Center for the Homeless will use \$48,146, and Legal Aid Services of Oklahoma will use \$20,176, to conduct shelter services. Tulsa Day Center for the Homeless will receive \$31,905 to provide Rapid Rehousing assistance. Restore Hope Ministries will receive \$24,516 and the Family Safety Center will receive \$24,516 to provide Homelessness Prevention services.</p> <p>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% (\$20,576) in administration for ESG.</p> <p>Community Service Council of Greater Tulsa will be award \$8,231 (3% of ESG award) to provide data collection services required by HUDs Homeless Management Information System (HMIS)</p>
6	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa City wide
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Acquisition, Construction & Rehabilitation
	<b>Funding</b>	CDBG: \$1,358,825.04 HOME: \$450,000



	<b>Description</b>	Rehabilitation of owner occupied and/or rental housing.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated three hundred and two Families (302) will benefit from the proposed activities. Owner occupied homes will receive rehabilitation services during the year.
	<b>Location Description</b>	City-Wide
	<b>Planned Activities</b>	The City of Tulsa Working in Neighborhoods Department will utilize \$450,000 in HOME and \$1,315,546.04 in CDBG funds for owner occupied housing rehabilitation. Area Councils for Community Action will use \$43,279 in CDBG funds for energy efficiency improvements and minor exterior rehabilitations.
<b>7</b>	<b>Project Name</b>	Public Facilities and Infrastructure Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities and Infrastructure Improvements
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvements
	<b>Funding</b>	CDBG: \$115,000
	<b>Description</b>	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.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated total of one hundred and ninety (190) families will benefit from the proposed activities.
	<b>Location Description</b>	The Eugene Fields Early Childhood Development Center is located at 1120 W 22 <sup>nd</sup> Street, Tulsa, OK 74107

	<b>Planned Activities</b>	Tulsa Children's Coalition will use \$115,000 in CDBG funds to provide energy efficiency upgrades at the Eugene Fields Early Childhood Development Center.
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<b>8</b>	<b>Project Name</b>	Public Services
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$418,726
	<b>Description</b>	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, and transportation services, which include subsidies for fixed route services.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated total of 30,039 persons will be served through public service activities.
	<b>Location Description</b>	City wide

	<b>Planned Activities</b>	<p>Eighteen agencies will use CDBG funds to conduct activities that will support public services.</p> <p>Community Action Project of Tulsa will use \$32,974 to provide services at Briarglen Early Childhood Center. Tulsans Operating in Unity Creating Hope (TOUCH) will use \$29,743 for the Zone afterschool program. Youth Services of Tulsa Inc. will use \$25,636 for their Transitional Living Program. Child Abuse Network will use \$25,421 for their Multidisciplinary Team. Resonance Center of Women Inc. will use \$25,206 for their Prison to Reentry program. Tulsa Day Center for the Homeless will use \$25,206 for their Free Nurse’s Clinic program. Domestic Violence Intervention Services will use \$24,559 for court and legal advocacy services. Madison Strategies Group will use \$24,559 for their Tulsa Community Work Advance program. Center of Employment will use \$24,128 for their Employment Reentry Program. Langston Hughes Academy for Arts &amp; technology will use \$24,128 for their After School Academic Success Program. Camp Fire Green Country will use \$22,247 for their Community Building Club program. Operation Aware will use \$21,438 for their Prevention Education program. Morton Comprehensive Health Services will use \$19,925 for their transportation program. Girl Scouts of Eastern Oklahoma will use \$19,732 for Community Outreach. Salvation Army will use \$19,732 for Emergency Shelter services. Housing Partners of Tulsa will use \$19,345 to provide Housing Counseling services. Car Care Clinic will use \$17,912 to provide auto repair for LMI Persons. Community Service Council will use \$16,835 for the 211 helpline service.</p>
9	<b>Project Name</b>	2018-2021 Tulsa Cares OKH16F002 (TC)
	<b>Target Area</b>	36 Street North Riverwood Crutchfield Southwest Tulsa
	<b>Goals Supported</b>	Public Services Housing Subsidies
	<b>Needs Addressed</b>	Homeless / Special Populations Housing Subsidies / Assistance Public Services

<b>Funding</b>	HOPWA: \$452,518
<b>Description</b>	Provide housing and supportive services to low-income persons with HIV/AIDS.
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated total of one hundred and thirty-five (135) individuals will be served with HOPWA assistance.
<b>Location Description</b>	City wide
<b>Planned Activities</b>	Tulsa CARES will utilize HOPWA funds totaling \$452,518 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 proportion of the South West target area, all are occupied by LMI census tracts.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
36 <sup>th</sup> Street North Corridor	0%
Crutchfield	18%
Riverwood	0%
South West Tulsa	0%

**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**

Prior to the release of the PY18 request for proposals the Mayor's Office conducted a review of the Consolidated Plans goals to date. The review found that only 14% of funds during PY15 and PY16 were spent in target areas, with less than 1% spent in the Crutchfield target area. As a result of this review the Mayor's office decided to award bonus points to proposals for physical and economic development projects that would expend 30% or more of funds in this area. Additionally City of Tulsa departments awarded funds also agreed to expend 30% of funds in the Crutchfield Target Area. The percentages listed in the table above represent funded projects that agreed to expend 30% of funds within the Crutchfield target area or will be located exclusively within a 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 2019.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The HUD CDC has recommended utilizing CDBG, HOME, ESG and HOPWA funds to support the following affordable housing goals.

#### Non-homeless households:

- CDBG will support the rehabilitation of two hundred and eighty-nine (289) housing units.
- HOME will support seventy-five (75) housing units through homeowner rehabilitation and down payment activities.
- ESG will support two hundred and twenty-six (226) individuals with homelessness prevention assistance.

#### Homeless individuals:

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

#### Special-needs households:

- HOPWA will support eighty-five (85) households with TBRA, STRMU and Permanent Housing Placements.

Tulsa CARES will utilize HOPWA funds to support forty (40) households with Tenant Based Rental Assistance and an additional thirty (30) 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, Restore Hope Ministries and the Family Safety Center. A total of three hundred and twenty-six (326) 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 \$7,500, depending on lead based paint requirements, 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. Two hundred and eighty-nine (289) housing units will be supported with CDBG funds and fifteen (13) housing units will be supported with HOME.

HOME funds will be used for acquisition of single-family units to assist sixty-two (62) first-time homebuyers with down payment and closing costs to assist in the purchase of a home.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	100
Non-Homeless	590
Special-Needs	135
Total	825

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	461
The Production of New Units	0
Rehab of Existing Units	302
Acquisition of Existing Units	62
Total	825

**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. During the first three years of the Consolidate Plan funds have been used to address issues relating to safety and building improvements at a section 3 apartment complex.

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

No application were received during the PY 2018 allocation process for projects directly relating to addressing public housing needs, however the City remains committed to working with Tulsa Housing Authority to address future public housing needs that are eligible for funding.

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

The Tulsa Housing Authority (THA) provides Community Centers at each of the nine (9) public housing family communities. Within these Community Centers, is a furnished computer lab with updated systems and high-speed internet access which can be used for job searches and other related activities. The community centers are staffed by Social Service Coordinators that provide intake, assessment, planning, coordination and delivery of services that support economic development and self-sufficiency. The Social 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 Social Service Coordinators also provide information to the residents to assist them with pursuing homeownership through referrals to Housing partners of Tulsa, Inc.

THA utilizes a ROSS Service Coordinator grant that provides case management services to residents with a focus on employment, education and self- sufficiency. The two case managers under this grant work with the residents to set goals pertaining to developing and maintaining a budget, childcare and obtaining health care. The grant coordinator 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. 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 for the residents, the Social Service Coordinators work closely with Property Managers and residents regarding community service hours as mandated by HUD. The Social 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 Social 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 by THA's Resident Association Coordinator. In addition, training is provided to assist the Resident Association with establishing and maintaining an active Neighborhood Watch program.

**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**

The HUD CDC has recommended funding for Rapid Rehousing and Homelessness Prevention with ESG funds to be managed by the Tulsa Day Center for the Homeless, Restore Hope Ministries and the Family Safety Center, with the goal to provide financial assistance and services to a total of three hundred and twenty-six (326) individuals. An additional 2,820 people will be served through ESG and CDBG funded shelter programs.

### **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 (YST) 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. YST also coordinates the Safe Place program which provides youth a place to seek intervention in times of crisis. 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 three (3) emergency shelters and one (1) shelter service provider, to assist with shelter services and operations. The non-profit agencies receiving funds include Domestic Violence Intervention Services, Tulsa Day Center for the Homeless, Youth Services of Tulsa and Legal Aid Services of Oklahoma. 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. During PY18 Legal Aid Services of Oklahoma will provided provide legal services to homeless individuals at Tulsa area shelters and Tulsa County Courthouse. Services will include but not limited to helping applying for, appealing, and obtaining social security to homeless individual, replacing missing identification papers and representing clients facing eviction.

**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 and the Family Safety Center 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.

**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 with life skills education, transitional jobs, permanent job placement assistance, and retention services. Resonance Center for Women will provide incarcerated females with education, skills training, and mentoring, to create a plan for employment, safe and sober housing, family reunification, and addiction recovery. Volunteer community mentors enrich this program through role modeling and access to community resources, including employment opportunities. They will also provide immediate transitional employment and housing for recently release the females through their Take 2: A Resonance Café program. Both projects work toward preventing individuals from becoming homeless and re-entering the prison system after discharge, while becoming a productive and self-sufficient member of the Tulsa community.

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, resource identification and supportive services.

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 with Community Solutions, Built for Zero campaign to end veteran homelessness and chronic homelessness in Tulsa.

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

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	30
Tenant-based rental assistance	40
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	70

## **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**

### **Background**

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.

The following actions are planned during the plan year:

- City and INCOG staff have instituted a voluntary, mixed-use, rezoning program for areas near the Peoria Avenue Bus Rapid Transit Line
- City staff has been a featured presenter with the Greater Tulsa Homebuilders Association on the topic of implementing the affordable housing types promoted in the 2016 Zoning Code.

## **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 recommended for funding. Resolution 19899, outlining the final funding recommendations for PY18 by grant, was signed on May 14, 2018. A copy of the resolution is attached in Appendix A

### **Actions planned to address obstacles to meeting underserved needs**

For PY 2018, the HUD CDC has recommended funding twenty-seven (27) external agencies and one (1) City departments to conduct thirty-seven (37) 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.

Recommended funding levels will allow the City of Tulsa to serve thirty-two thousand seven hundred and twenty (32,720) people with CDBG public services, ESG and HOPWA funds. Broken down by funding source, CDBG public services will account for thirty thousand and thirty-nine people (30,039), Emergency Solutions will account for two thousand five hundred and forty-six (2,546) people, and HOPWA will serve one hundred and thirty-five (135) people.

One public facility improvements activities will benefit one hundred and ninety (190) children and will meet the low to moderate income clientele national objective. The project will involve energy efficiency upgrades of an Early Childhood Education Center.

Through an economic development activity for small business loans, forty-four (44) 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, ten (10) 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 to remove approximately eighty (80) substandard, uninhabitable, dilapidated structures.

### **Actions planned to foster and maintain affordable housing**

Recommended funding will continue to foster and maintain affordable housing. Two (2) organizations will provide owner occupied housing rehabilitation for three hundred and two (302) 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 and CDBG funds will also be used to provide down payment assistance to approximately sixty-two (62) 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. Twenty-one (21) proposals were received for public service activities. All but three of the proposals received have been recommended for 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
- Referrals to assistance for basic needs
- Emergency homeless shelter feeding and lodging

### **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 fourth year of the Five Year Consolidated Plan will see twenty-seven (27) external agencies and one (1) City departments to conduct thirty-seven (37) activities totaling \$4,713,676 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	49,851
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
<b>Total Program Income</b>	<b>49,851</b>

**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 as 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).

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 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, with the exception of victim service providers.



Appendix A

Resolution



5-2-18 4.d  
5-9-18 4.b

# Resolution

Version 1.5 released on 1/17/18  
Use for all types of Resolutions

Approved By  
City Council On  
MAY 09 2018



RESOLUTION NO. 19898

### CITY COUNCIL USE ONLY

Date Received: \_\_\_\_\_  
Committee Date: 4-25-18  
1st Agenda Date: 5-2-18

Tracking #: 18-192-1  
Committee: PW  
Hearing Date: \_\_\_\_\_  
2nd Agenda Date: \_\_\_\_\_

### CITY CLERK USE ONLY

Date: 05-14-2018  
Item #: 2.6.4

**All department items requiring Council approval must be submitted through the Mayor's Office.**

## Primary Details

Board Approval

Other Board Name

City Council Approval

Yes  No

Department

Contact Name

Email

Phone

Finance

Gary Hamer

ghamer@cityoftulsa.org

918-596-7573

Resolution Type

Owner-Grantor

Other

Amount

Case Number

TMAPC Number

Council District

Description (Subject)

Bid/Project Number

Allocation of Federal Funds (HUD PY18 Annual Plan)

Section

Township

Range

Addition

Lot

Block

Address

APPROVED BY MAYOR  
CITY OF TULSA  
MAY 14 2018

## Summary

Describe pertinent details and background information

Resolution by the City of Tulsa, Oklahoma, approving the Annual Action Plan and projected use of funds beginning July 1, 2018, 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. On January 24, 2018 HUD Community Development Committee approved contingency provisions, as required by HUD CPD notice 18-01, outlining the revisions to allocation in the result of a change in estimated funding amounts. The provisions are incorporated in section 4 and Exhibit A of the attached resolution. Request the Mayor approve the attached Resolution.

Emergency Clause

If an emergency clause is included explain the reason

**Budget**

**Funding Source Instructions:**

If applicable, use "Add Item" to enter the funding source(s); Org-Object or Project String-Org-Object. **ENTER NUMBERS ONLY. Do not use the following symbols: \$ , ,**

Example	Funding Source(s)	
1001211-531401:	1000.00	
144104.AbstrTitle.	30000.01	
5413102.6011-		
4043122-541102:		<b>TOTAL:</b>
<b>TOTAL:</b>	<b>31,000.01</b>	

**Processing Information for City Clerk's Office**

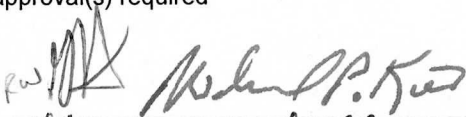

Post Execution Processing

- Mail vendor copy (add'l signature copies attached)
- Must be filed with other governmental entity
- Add'l governmental entity approval(s) required

Additional Routing and Processing Details

Please notify Jane Dale x69078 up availability for pick-up.

**Approvals**

Department:   
 Legal: Stephanie Selberg  
 Board: \_\_\_\_\_  
 Mayor:  PRO-TEM  
 Other: \_\_\_\_\_

Date: 4-3-2018  
 Date: 4-10-18  
 Date: \_\_\_\_\_  
 Date: APR 16 2018  
 Date: \_\_\_\_\_

(Published In the Tulsa World  
MAY 19, 2018)

RESOLUTION 19898

A RESOLUTION BY THE CITY OF TULSA, OKLAHOMA, APPROVING THE ANNUAL ACTION PLAN AND PROJECTED USE OF FUNDS BEGINNING JULY 1, 2018, 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 two (2) public meetings, on February 1, 2018 and February 6, 2018 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 6, 2018 through April 5, 2018 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 5, 2018, wherein it received comments regarding the proposed agency requests for HUD grant funds available to the City of Tulsa; and

**WHEREAS**, at Three (3) public meetings of the City Council of the City of Tulsa, from February 28, 2018 to March 14, 2018, 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, 2018; 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

SMS  
4-20-18

**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, 2018.

**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, 2018 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 2018**

<b>Agency</b>	<b>Project/Activity/Program</b>	<b>Funding</b>
Area Councils for Community Action, Inc.	Housing Energy Conservation	\$40,000.00
Camp Fire Green Country, Inc.	Community Building Club	\$20,240.00
Car Care Clinic, Inc.	Auto Repair LMI Persons	\$16,296.00
Center for Employment Opportunities	City of Tulsa Re-Entry Project	\$21,952.00
Child Abuse Network	Multidisciplinary Team	\$23,128.00
Community Action Project of Tulsa County	Briarglen Early Childhood Education Center	\$30,000.00
Community Service Council of Greater Tulsa	2-1-1 Helpline	\$15,317.00
COT-Working in Neighborhoods	Housing Rehabilitation - Emergency Repair	\$800,000.00
COT-Working in Neighborhoods	Housing Project Delivery	\$378,000.04
COT-Working in Neighborhoods	Demolition - Clearance	\$500,000.00
Domestic Violence Intervention Services	Court Advocacy for Victims of Domestic & Sexual Violence	\$22,344.00
Girl Scouts of Eastern OK	Community Outreach-Sister to Sister Program	\$17,952.00
Housing Partners of Tulsa, Inc.	Downpayment Assistance Project Delivery	\$48,000.00
Housing Partners of Tulsa, Inc.	Housing Counseling	\$17,600.00
Langston Hughes Academy for Arts & Technology	After School Academic Success Program	\$21,952.00
Morton Comprehensive Health Services	Transportation	\$18,128.00
New Work Force Directions dba Madison Strategies	Tulsa Community Work Advance	\$22,344.00
Operation Aware of Oklahoma, Inc.	Prevention Education	\$19,504.00
Resonance Center for Women, Inc.	Prison to Community Reentry	\$22,932.00
The Salvation Army Tulsa Area Command	Emergency Shelter & Feeding Program	\$17,952.00

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Tulsa Children's Coalition, Inc.	Energy Efficiency Upgrades-Eugene Fields Preschool	\$115,000.00
Tulsa Day Center for the Homeless, Inc.	Free Nurse's Clinic	\$22,932.00
Tulsa Economic Development Corporation	Small Business Loan Fund	\$709,428.00
Tulsa Route 66 Main Street, Inc.	Microenterprise Program	\$36,270.00
Tulsans Operating in Unity Creating Hope, Inc.	The Zone Afterschool Program	\$27,060.00
Youth Services of Tulsa, Inc.	Transitional Living Program	\$23,324.00
<b>CDBG Project/Program Costs</b>		<b>\$3,007,655.04</b>
<b>Administration</b>		<b>\$609,531.00</b>
<b>Total CDBG</b>		<b>\$3,617,186.04</b>

**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, 2018 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 2018**

Agency	Project/Activity/Program	Funding
City of Tulsa – Working in Neighborhoods	Homeowner Rehabilitation Program	\$450,000
Housing Partners of Tulsa	Down Payment Assistance	\$160,000
Tulsa Habitat for Humanity	Affordable Housing	\$150,000
<b>HOME Project/Program Costs</b>		<b>\$760,000</b>
<b>Administration</b>		<b>\$123,694</b>
<b>TOTAL HOME</b>		<b>\$883,694</b>

**EMERGENCY SOLUTIONS GRANT (ESG) ALLOCATIONS—  
PROGRAM YEAR 2018**

Agency	Project/Activity/Program	Funding
Domestic Violence Intervention Services, Inc.	Emergency Shelter Utilities and Services	\$49,099
Family Safety Center, Inc.	Hope Project	\$25,000
Legal Aid Services of OK	Homeless Legal Assistance	\$20,573
Restore Hope	Homeless Prevention Initiative	\$25,000
Tulsa Day Center for the Homeless	Emergency Rapid Rehousing Program	\$32,537
Tulsa Day Center for the Homeless, Inc.	Tulsa Day Center Shelter Operations	\$49,099
Youth Services of Tulsa, Inc.	Adolescent Emergency Shelter	\$49,099
<b>ESG Project/Program Costs</b>		<b>\$250,407</b>
<b>HMIS - Community Service Council</b>		<b>\$8,394</b>
<b>Administration</b>		<b>\$20,983</b>
<b>Total ESG</b>		<b>\$279,784</b>

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4-10-18

**HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) GRANT  
ALLOCATIONS—PROGRAM YEAR 2018**

Agency	Project/Activity/Program	Funding
HIV Resource Consortium, Inc. dba Tulsa Cares	Housing Program	\$399,475
<b>HOPWA Project/Program Costs</b>		<b>\$399,475</b>
<b>Administration</b>		<b>\$12,354</b>
<b>TOTAL HOPWA</b>		<b>\$411,829</b>

**Section 3:** That the above programs and projects, and the specific funding amounts indicated for each, are contingent upon final HUD Program Year 2018 allocations, and the 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, 2018, for the total cost listed in Sections 1 and 2, above.

**Section 4:** That the above programs and projects, and the funding amounts indicated for each, shall be subject to the contingency provisions established as written in an instrument titled, "City of Tulsa 2018 Program Year Annual Action Plan – Contingency Provisions", attached hereto and made a part hereof as 'Exhibit A.'

**Section 5:** In the event additional non-CHDO HOME funding becomes available, the HUD CDC recommends that the Homeowner Rehabilitation project sponsored by City of Tulsa – WIN may receive additional incremental funding up to the maximum request of \$700,000 based on need and projected accomplishments. The program provides assistance to owner occupied housing for major rehabilitation.

**Section 6:** 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 7:** 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 8:** That an emergency is hereby declared to exist for the preservation of the public peace, health, safety and welfare, by reason whereof

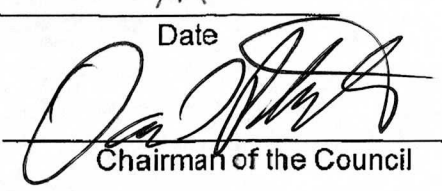
4-10-18



4.b

this Resolution shall take effect immediately from and after its adoption and approval.

ADOPTED by the Council: MAY 09 2018  
Date

ADOPTED as an emergency measure: N/A  
Date  
  
Chairman of the Council

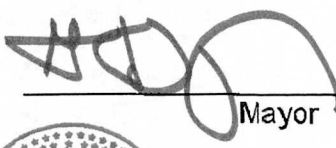
OFFICE OF THE MAYOR

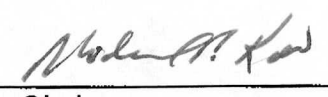
Received by the Mayor: \_\_\_\_\_ at \_\_\_\_\_  
Date Time

G.T. Bynum, Mayor

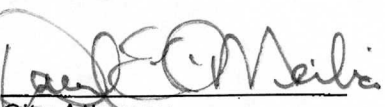
By: \_\_\_\_\_  
Secretary

APPROVED by the Mayor of the City of Tulsa, Oklahoma, this \_\_\_\_\_ day of  
MAY 14 2018, 2018.

  
Mayor

ATTEST:  
  
City Clerk



APPROVED:  
  
City Attorney  
SHS 4-10-18

RECEIVED  
MAY 14 2018  
CITY OF OKLAHOMA  
CITY OF TULSA  
1111



**Exhibit A**

**City of Tulsa 2018 Program Year  
Annual Action Plan – Contingency  
Provisions**



## City of Tulsa 2018 Program Year Annual Action Plan – Contingency Provisions

To account for potential cuts to HUD FY18 block grants, the City of Tulsa is recommending the following contingency provisions as directed by HUD CP Notice 18-01;

### Community Development Block Grant (CDBG)

If cuts are made to CDBG allocations, the City will make the provision in the order listed below until all funds have been allocated;

- Reduce Administration costs to the maximum allowable 20% of grant allocations
- Fund City of Tulsa Working in Neighborhoods programs to recommended level
- Proportionally decreased all other funded activities from the estimated funding levels to match actual allocation amounts.

### HOME investment Partnership Program

If cuts are made to HOME allocations, the City will make the provision in the order listed below until all funds have been allocated;

- Reduce Administration costs to the maximum allowable 10% of grant allocations
- Fund City of Tulsa Working in Neighborhoods programs to recommended level
- Proportionally decreased all other funded activities from the estimated funding levels to match actual allocation amounts.

### Housing Opportunities for People with HIV/AIDS (HOPWA) & Emergency Solutions Grant (ESG)

In the event that cuts are made to the HOPWA and ESG programs, all proposed activities and administrative costs will be proportionally decreased from the estimated funding levels to match actual allocation amounts.

In the event, grants receive increases in funding all proposed activities and administrative costs will be proportionally increased from the estimated funding levels to match actual allocation amounts.



## Appendix B

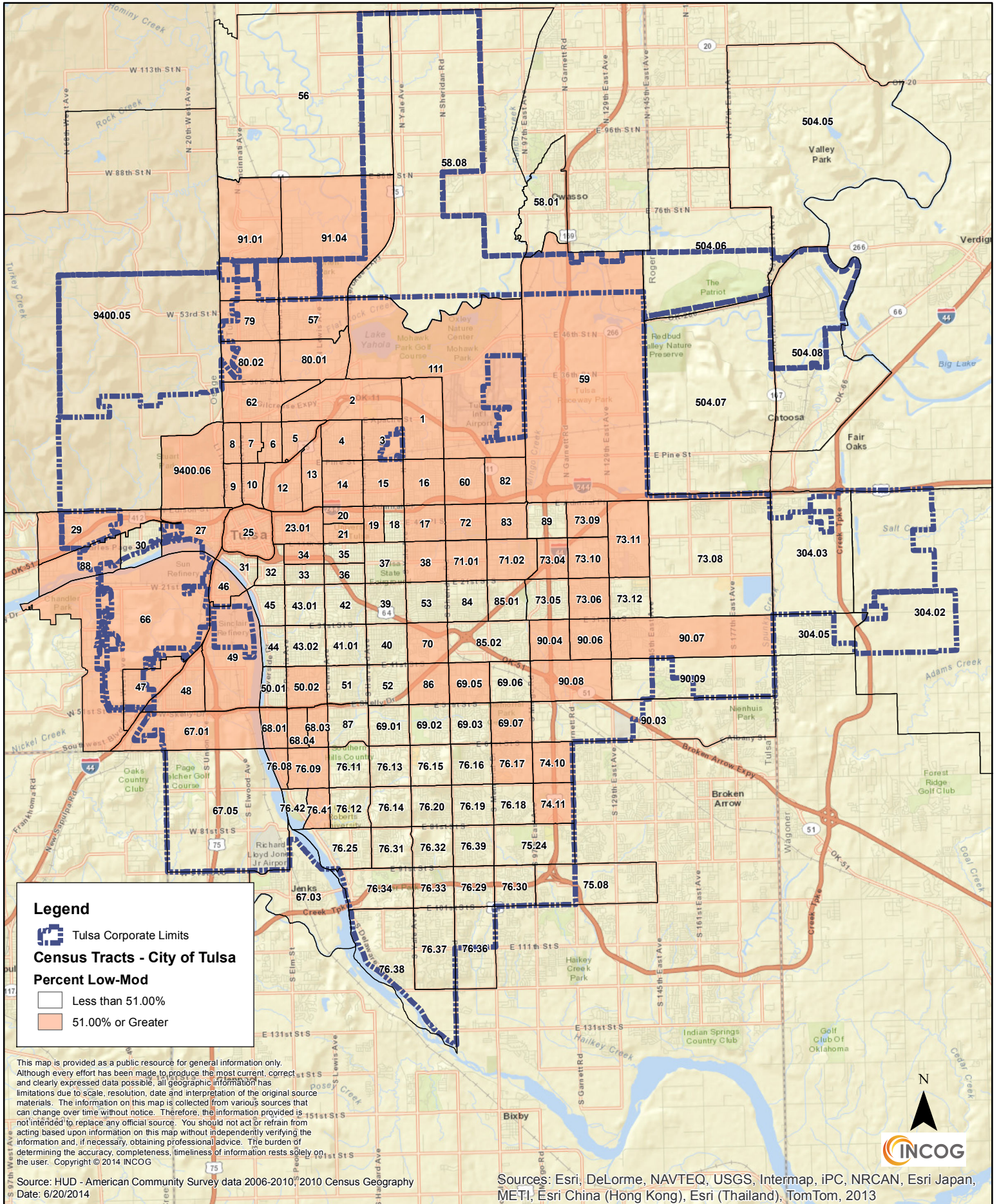
### Maps








# 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

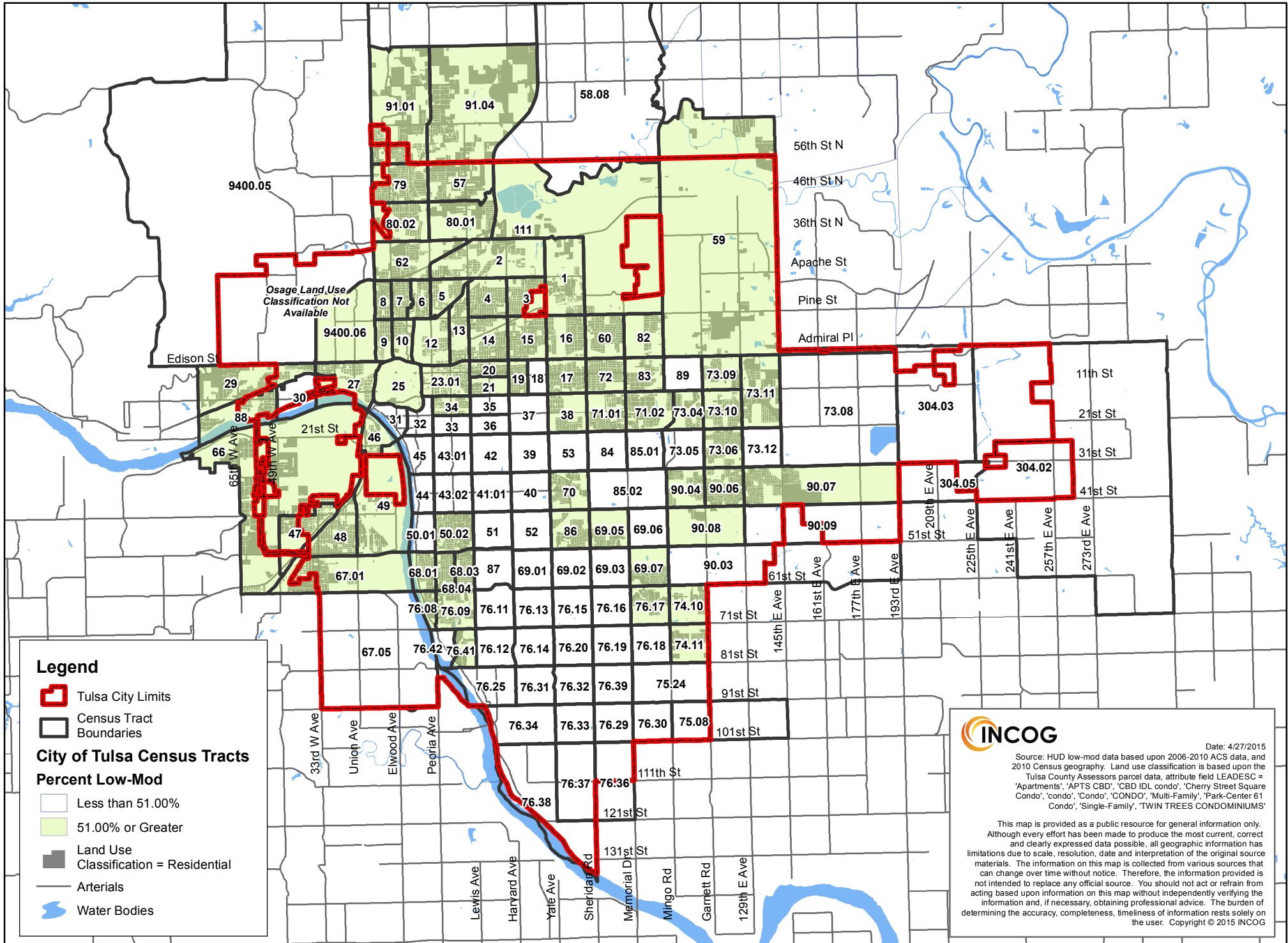
This map is provided as a public resource for general information only. Although every effort has been made to produce the most current, correct and clearly expressed data possible, all geographic information has limitations due to scale, resolution, date and interpretation of the original source materials. 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

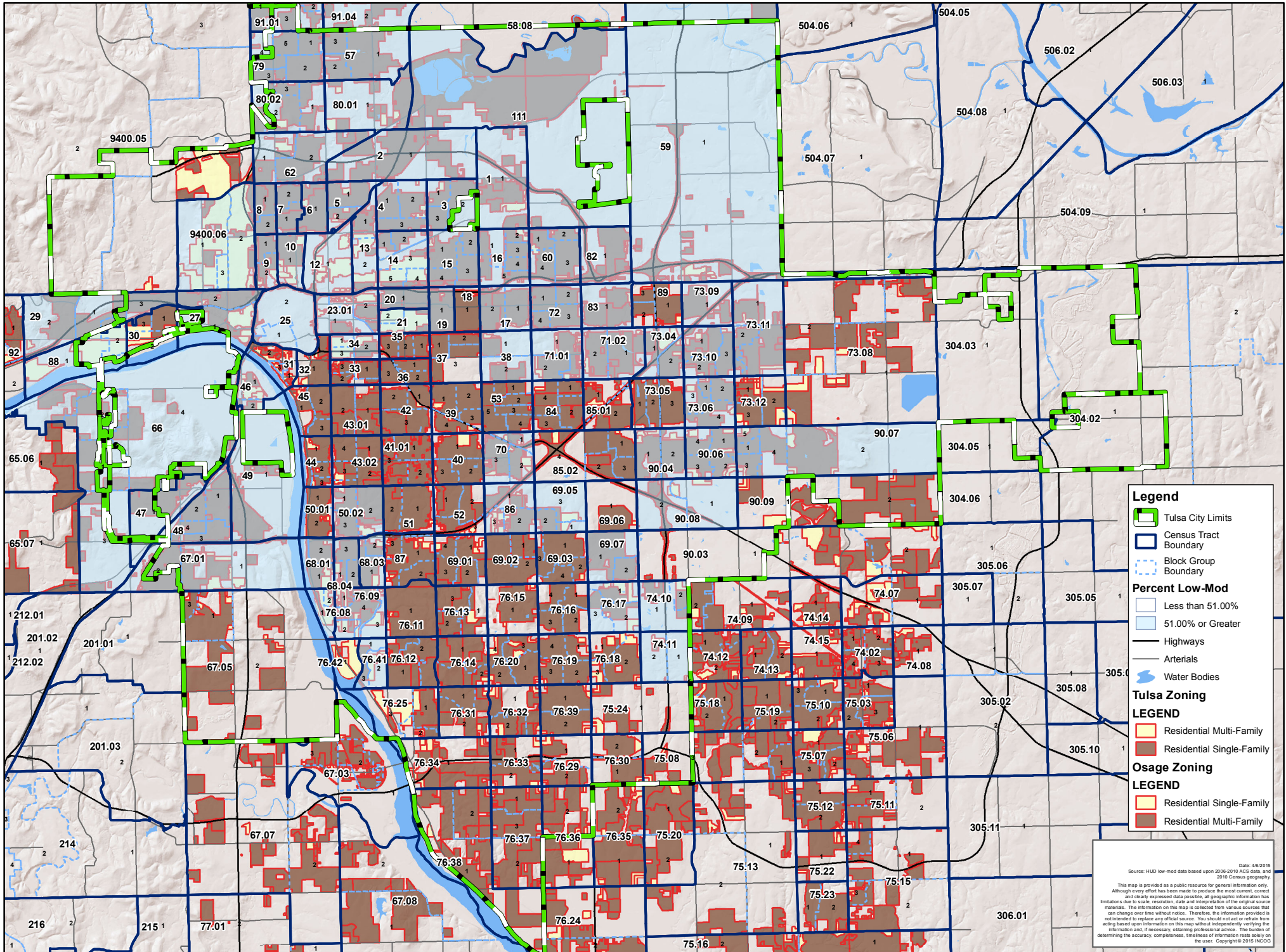
- Tulsa City Limits
- Census Tract Boundaries
- City of Tulsa Census Tracts**
- Percent Low-Mod**
- Less than 51.00%
- 51.00% or Greater
- Land Use Classification = Residential
- Arterials
- Water Bodies

**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



**Legend**

- Tulsa City Limits
- Census Tract Boundary
- Block Group Boundary

**Percent Low-Mod**

- Less than 51.00%
- 51.00% or Greater
- Highways
- Arterials
- Water Bodies

**Tulsa Zoning Legend**

- Residential Multi-Family
- Residential Single-Family

**Osage Zoning Legend**

- Residential Single-Family
- Residential Multi-Family

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

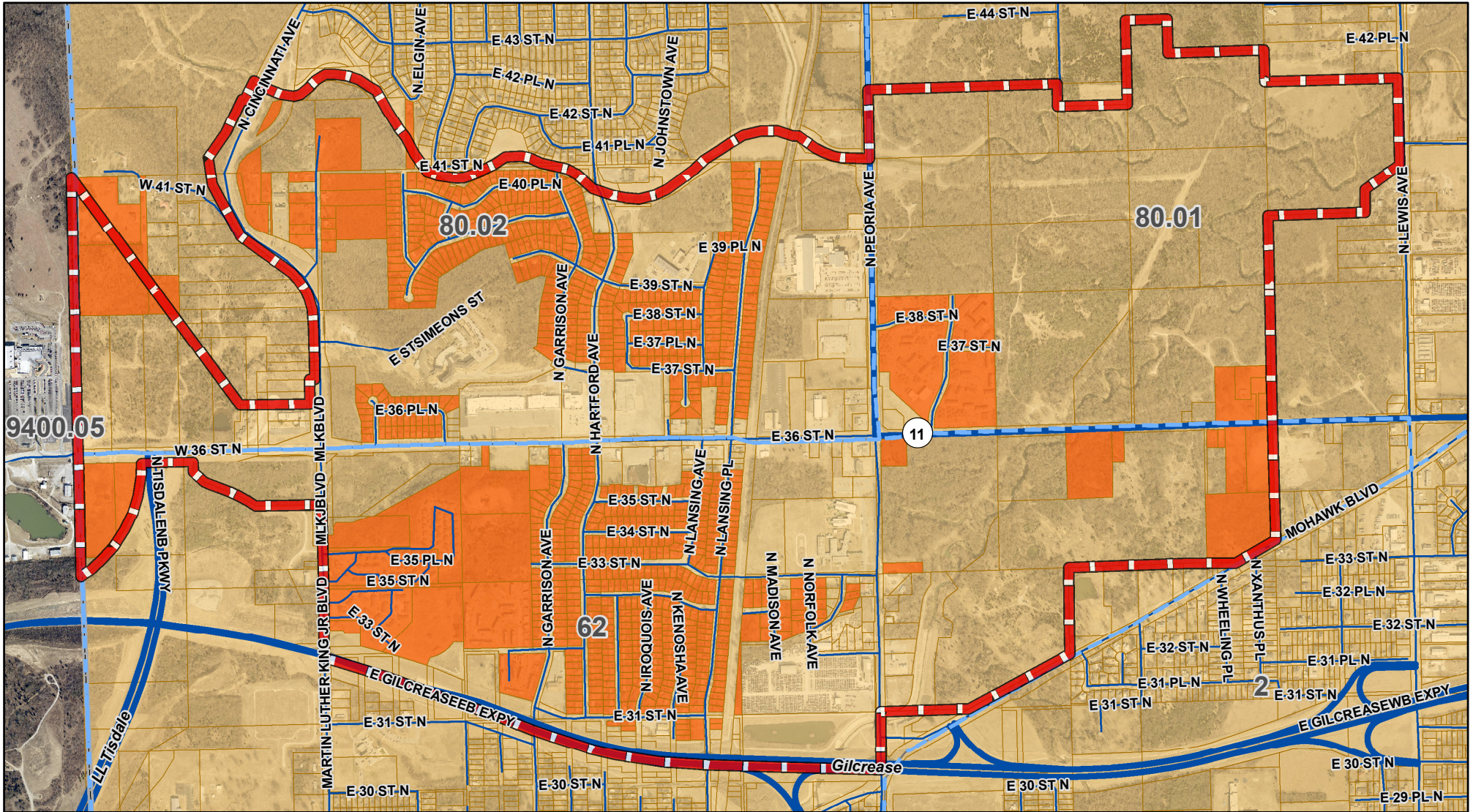


## Appendix C

### Target Areas



# Consolidated Plan - 36th Street North Target Area Low-Mod Census Tracts with Residential Land Use



## Legend

### Census Tracts

### Percent Low-Mod Income

- Less than 51.00%
- 51.00 % or Greater
- Land Use Classification = Residential Parcels

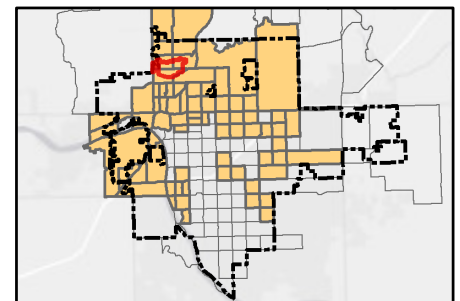
- Census Tract Boundary
- 36th Street North Target Area Boundary
- County Boundary
- Parcel Boundaries

- Highways
- Streets
- Railroad



Date: 9/7/2017  
Source: Tulsa County Assessor July 2017  
Criteria selection based upon:

Property Type = Condo, Duplex, Mobile Home, Multiple Unit Residential, Triplex or LEADESC = Apartments, Condo, Multi-Family, or Single-Family  
HUD - American Community Survey data 2006-2010, 2010 Census Geography



### **36<sup>th</sup> 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.



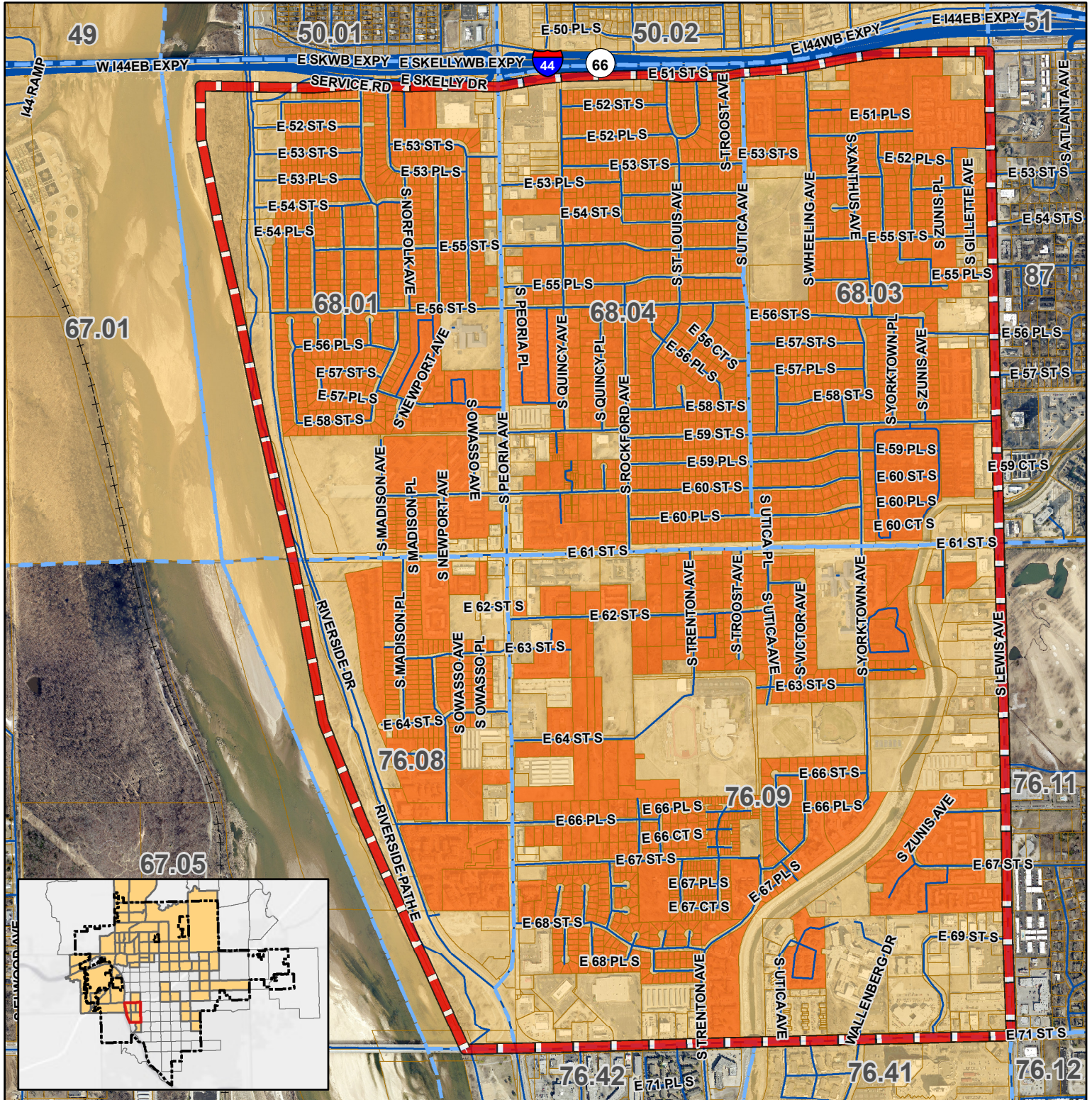


### **Crutchfield Boundary Description**

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.

# Consolidated Plan - Riverwood Target Area

## Low-Mod Census Tracts with Residential Land Use



### Legend

#### Census Tracts

#### Percent Low-Mod Income

- Less than 51.00%
- 51.00 % or Greater
- Land Use Classification = Residential Parcels

Census Tract Boundary

Riverwood Target Area Boundary

County Boundary

Parcel Boundaries

V Highways

V Streets

X Railroad

N



Date: 9/7/2017

Source: Tulsa County Assessor July 2017

Criteria selection based upon:

Property Type = Condo, Duplex, Mobile Home, Multiple Unit Residential, Triplex or LEADESC = Apartments, Condo, Multi-Family, or Single-Family

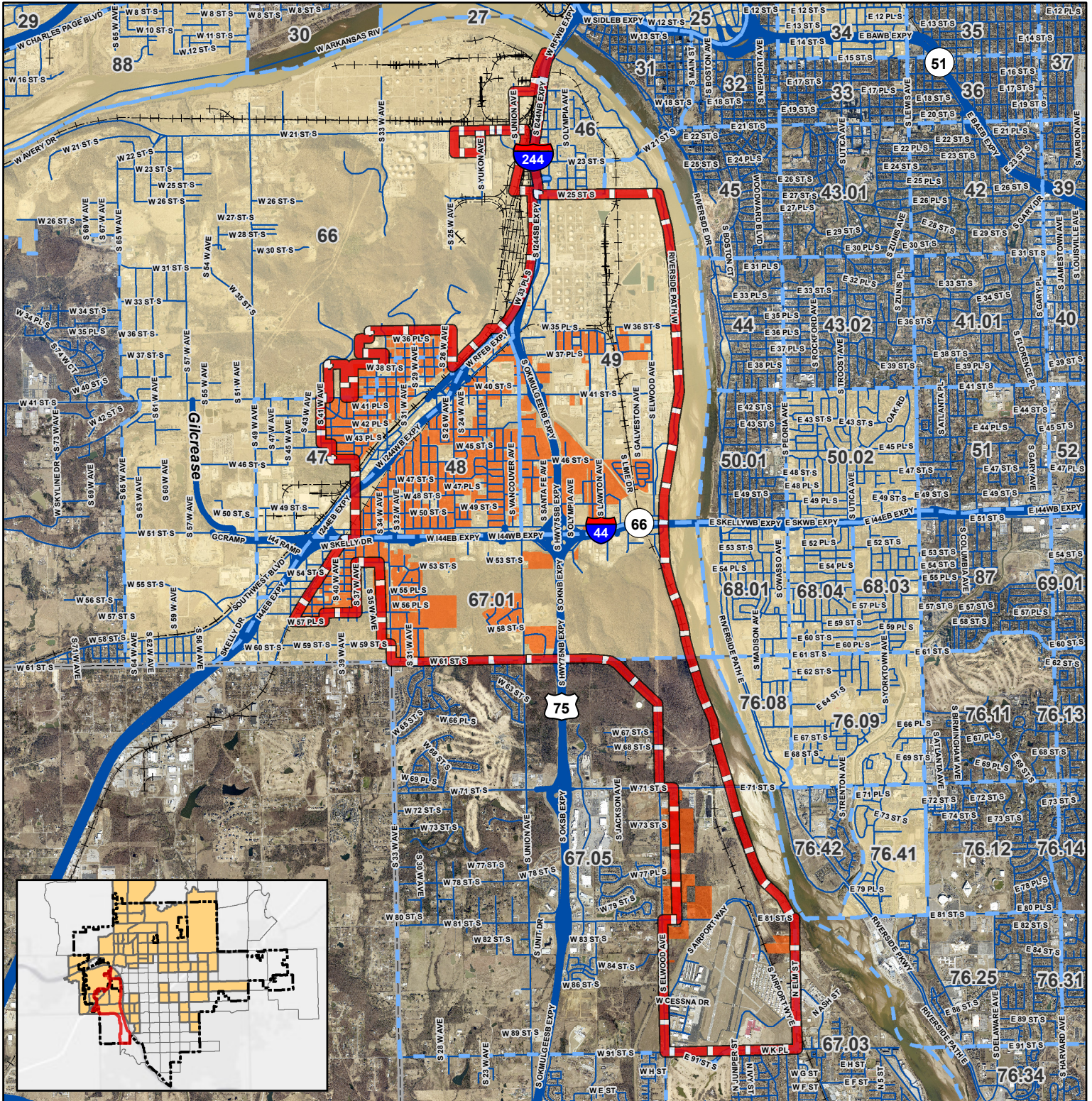
HUD - American Community Survey data 2006-2010, 2010 Census Geography



### **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.

# Consolidated Plan - Southwest Tulsa Target Area Low-Mod Census Tracts with Residential Land Use



## Legend

### Census Tracts

### Percent Low-Mod Income

Less than 51.00%

51.00 % or Greater

Land Use Classification = Residential Parcels

Census Tract Boundary

Southwest Tulsa Target Area Boundary

County Boundary

Highways

Streets

Railroad

N

Date: 9/7/2017

Source: Tulsa County Assessor July 2017

Criteria selection based upon:

Property Type = Condo, Duplex, Mobile Home, Multiple Unit Residential, Triplex or LEADESC = Apartments, Condo, Multi-Family, or Single-Family

HUD - American Community Survey data 2006-2010, 2010 Census Geography



### **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. 25<sup>th</sup> 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 91<sup>st</sup> St.; Thence west approx. 5,250' to the center of S Elwood Ave.; Thence north approx. 5,250' to the center of 81<sup>st</sup> St. South; Thence east approx. 600'; Thence North and parallel to South Elwood Ave. to center of 71<sup>st</sup> St.; Thence west approx. 600' to center of S Elwood Ave.; Thence North along center line of S Elwood Ave. turns northeast into West 61<sup>st</sup> St. and continuing on the center line of West 61<sup>st</sup> St. to center line of 33<sup>rd</sup> West Ave.; Thence north along center line of 33<sup>rd</sup> West Ave. to W 59<sup>th</sup> St.; Thence West along center line of W 59<sup>th</sup> St. approx. 380'; Thence north and parallel to 33<sup>rd</sup> West Ave. approx. 3,300'; Thence west and parallel to W 57<sup>th</sup> St. to center line of S 37<sup>th</sup> West Ave.; Thence south along center line of S 37<sup>th</sup> West Ave. to W 57<sup>th</sup> St.; Thence west along center line of W 57<sup>th</sup> St. to S 41<sup>st</sup> West Ave; Thence South and parallel to 42<sup>nd</sup> W Ave. approx. 325'; Thence west along center line of W 57<sup>th</sup> place to boundary of the TSU Railroad; Thence northeasterly along the boundary of the TSU Railroad to the center line of E 114<sup>th</sup> St.; Thence East long the center of E 114<sup>th</sup> St. to S 37<sup>th</sup> West Ave.; Then north approx. 3,150'; Thence west approx. 1000' thence north along center of S 40<sup>th</sup> West Ave. approx. 650'; Thence west to center of S 41<sup>st</sup> West Ave.; Thence north to center of W 41<sup>st</sup> St.; Thence east approx. 350' along center of W 41<sup>st</sup> St.; Thence North approx. 1,350': Thence east approx. 650'; Thence South approx. 1,350 to center line of W 41<sup>st</sup> St.; Thence east approx. 400' along center of W 41<sup>st</sup> 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 21<sup>st</sup> St.; Thence east to the center of E 27<sup>th</sup> St.; Thence north to the center of W 17<sup>th</sup> 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.

#### TABLE OF CONTENTS

▪ Coordinated (or Common) Assessment and Referral System	1
▪ 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**

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 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 social 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), Section 108 Guaranteed Loan Funds (Guaranteed Loan Funds), Emergency Shelter 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 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.

Council members and staff from the Grants Administration and the Department of Human Rights will sponsor workshops, HUD Community Development Committee meetings, and public hearings.

This will be accomplished by the following procedures.

1. Providing frequent and timely (at least 14 days) public notice of Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application and CAPER activities through:
  - Posting at City Hall
  - Posting on the City of Tulsa Website
  - Posting on City of Tulsa Social Media platforms
  - Emailing notices to past program applicants, Tulsa Housing Authority, service providers, and Planning District Chairs for dissemination.
2. Conducting public hearings to solicit input and comments from citizens on the following proposed documents:
  - Consolidated Plan
  - Annual 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 City Hall at OTC located at 175 East 2<sup>nd</sup> Street

Public hearings will be conducted after normal business hours to solicit input from citizens on proposed Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan, or Guaranteed Loan Funds Application, and CAPER.

HUD Community Development Committee hearings, which generally occur during normal business hours, will be held at City Hall at OTC located at 175 East 2<sup>nd</sup> Street.

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

- City Clerk office
- INCOG
- City/County Library Branches - Central Library and all regional libraries (addresses will be published in the public notice)
- 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 Plan and any substantial amendments to the plan	30 days
b. Guaranteed Loan Fund Applications and any substantial amendments to the application	10 Working Days
c. CAPER	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 Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, 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 (i.e., Community Development Block Grant, HOME, Emergency Shelter, HOPWA Grant, Guaranteed Loan Funds, etc.), including any program income anticipated to be generated from program activities;
2. The range of activities that may be undertaken with Community Development Block Grant, HOME, Emergency Shelter Grant, HOPWA, and Guaranteed Loan Funds Application, 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 Substantial Amendments To Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application**

The following changes and conditions will be considered substantial and will require an amendment:

#### **Consolidated Plan**

- 1) Purpose or beneficiaries of proposed projects changes
- 2) Budget of any fiscal year Consolidated Plan changes by more than 25%

The public will be provided with reasonable notice of any such amendments as established in section I above.

#### **Guaranteed Loan Funds**

- 1) Purpose, beneficiaries, or proposed location of project changes
- 2) Budget of any Guaranteed Loan Funds project changes by more than 20%
- 3) Size of any real estate project increases or decreases by 20%

The public will be provided with reasonable notice of any such amendments as established in section I above.

### **IV. Performance Reports**

Citizens will be provided with reasonable notice and opportunity to comment on the Consolidated Annual Performance 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 Plan

- The first public hearing will be held prior to the development of the Consolidated Plan/Annual Plan in order to obtain views of citizens, public agencies, and other interested parties. The purpose will be to discuss housing and community development needs, including priority non-housing community development needs, identify resources, formulate proposals, and respond to questions and comments.
- A second public hearing will be held before the HUD Community Development Committee after a draft document has been completed for the purpose of public comment prior to submitting a final Consolidated Plan/Annual 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 for the CAPER for the purpose of assessing program performance.
- At least two (2) public hearings will be held at different stages of the City's Guaranteed Loan Funds Application process.
  - The first public hearing will be held prior to the development of the application in order to obtain views of citizens, public agencies, and other interested parties.
  - A second public hearing will be held before the HUD Community Development Committee after a draft document has been completed for the purpose of public comment prior to submitting a final Guaranteed Loan Funds Application to HUD. During the hearing, citizens will be informed how the City plans to use the program funds in the future. Citizens will have the opportunity to comment on the planned uses of the program funds.
- At least one (1) public hearing will be held before the HUD Community Development Committee for any Substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Application

## **VI. Meetings**

Citizens will be provided with reasonable and timely access to local meetings. "Reasonable and timely" shall be defined as (14) fourteen days' notice, where possible, through posting at City Hall, on the City of Tulsa website, email to established mailing lists, and posting on City social media platforms. If a citizen is interested in staying abreast of a particular project, it is in his/her best interest to contact the Division of Grants Administration.

Some meetings of “working groups,” as they relate to specific projects, may convene on short notice at the discretion of the group leader. In those instances, the public is advised to contact the Division of Grants Administration or Human Rights Department if there is a question regarding meeting dates, times, and places.

## **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 Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER in draft form.

The summary will describe the contents and purpose of the Consolidated Plan, Annual Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, 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 Plan, Guaranteed Loan Funds Application, and substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, 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. This Executive Order has been included as an appendix to the Citizen Participation Plan so that appropriate forms requesting inspection or copying of public information are easily available for use by the public.

Such public information is available for review at:

### **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](mailto:GrantsAdmin@cityoftulsa.org)

Fax: 918-699-3523

## **Technical Assistance**

Upon written request to Grants Administration and authorization by the Division Manager, 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 Plan, Guaranteed Loan Funds Application, substantial amendments to the Consolidated Plan, Annual Plan or Guaranteed Loan Funds Applications, and CAPER.

All potential applicants for funding are encouraged to contact City staff for technical assistance before 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](mailto: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 Grants Administration will be referred to the proper entity for further review and determination.

**Executive Order No. 95-04 Open Records Policy for the City of Tulsa**





Appendix F

Ordinance



## CHAPTER 8. - U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANTS

[1]

## 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

## 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

#### 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 (2)-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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

## 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

## 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 whether the proposed project is 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015; Ord. No. 23595, § 1, 11-16-2016; Ord. No. 23598, § 1, 11-30-2016)

#### 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 or the funds were allocated. Required documentation includes, but is not limited to, documentation of all commitments, 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.
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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

#### 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)

#### 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. If available funding can be carried over to the next HUD Program Year, off-cycle awards will generally not be considered in amounts less than one percent (1%) of the current Program Year's HUD Grant Funding.
- B. If the available funds comprise less than ten percent (10%) of the Program Year's HUD Grant Funding, 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, and within fifteen (15) business days of the Mayor's recommendation, the City Council 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 HUD Grant Funding, 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.
- D. If Grants Administration determines that the process set forth in Section 807B. or C. above for off-cycle awards cannot meet HUD's fund commitment deadline or will exceed HUD's timeliness standards and if these funds cannot be carried forward to the next grant year, rather than having the funds recaptured by HUD, the Development Committee may initiate an off-cycle award by making a recommendation to the Mayor to disperse the unused grant funds to one or more of the funded grant recipients in the grant category for which funding is available. The Development Committee's recommendation will include a list of all funded grant recipients within the grant category 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, and within fifteen (15) business days of the Mayor's recommendation, the City Council will consider a resolution to allocate the identified funds.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015; Ord. No. 23595, § 1, 11-16-2016; Ord. No. 23598, § 2, 11-30-2016)

#### 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.

(Ord. No. 22813, § 1, 1-31-2013; Ord. No. 23362, § 1, 9-10-2015)



## Appendix G

### Meeting Minutes





**HOUSING AND URBAN DEVELOPMENT (HUD)  
COMMUNITY DEVELOPMENT COMMITTEE (CDC)**

**MINUTES OF MEETING**

September 14, 2017, 5:00 p.m.

City Hall, 175 E. 2<sup>nd</sup> St., Tulsa, OK 74103

Council Chambers, 2<sup>nd</sup> Floor

**Members Present:**

Kristi Ostler, Bryan Day, Julie Miner, Dennis Whitaker, Carmen Pettie

**Members Absent:**

Calvin Moniz (Chair), Robert Winchester (Vice-Chair), Michael Mills, Councilor Hall-Harper, Councilor Cue, Councilor Patrick, Councilor Ewing, Councilor Gilbert, Councilor Dodson, Councilor America, Councilor Lakin, Councilor Kimbro

**Others Present:**

Gary Hamer, Rhys Williams, Sandra Baca, Rhene Ritter, Gary Kammer, Chris Redman, Scott Hamilton, Gary McColpin, Donna Mathews, Janet Pieren, Mark Brewer, Lana Turner-Addison, Michael Kier, Patrice Pratt, Rose Turner, Angela Letzig, LaDeanna Anderson, Suzy Sharp, Kendall Minnix, Drew France, Greg Shinn, Dwain Midget, Tara Saylor

1. Call to Order  
The meeting was called to order at 5:05 pm
2. Chair's Introduction and Remarks  
No introductions or remarks were made.
3. Approval of Minutes from April 4, 2017 Meeting  
Carmen Pettie moved to approve the minutes as presented; Julie Miner seconded.  
The motion carried unanimously.
4. PY2016 CAPER Presentation  
Rhys Williams presented the PY2016 CAPER on behalf of Grants Administration. His presentation included a list of accomplishments in the areas of Decent Housing, Economic Opportunities, and Suitable Living Environments. He also provided Expenditures by Objective, Priority Need and Total Expenditures and Accomplishments.
5. Motion and Vote to Enter into Public Hearing  
Dennis Whitaker moved to enter into Public Hearing; Julie Miner seconded.  
No public comments were made.

6. Motion and Vote to Exit Public Hearing  
Dennis Whitaker moved to exit Public Hearing; Kristi Ostler seconded.
  
7. PY2018 Needs Assessment Presentation  
Rhys Williams presented the PY2018 Needs Assessment Presentation on behalf of Grants Administration. He stated that the HUD CDC solicited public input regarding the short and long-term needs of the community, including homeless needs as required by City Ordinance. In addition, this public input will be used to develop funding priorities for the Consolidated and Annual Action Plan. He reviewed the seven priority needs and added that the Consolidated Plan goals align with those priority needs. Mr. Williams provided a progress report on Goals after 2 years. He also shared 3 year projections as well as funds spent by Target Area.
  
8. Motion and Vote to Enter into Public Hearing  
Dennis Whitaker moved to enter Public Hearing; Carmen Pettie seconded. The motion carried unanimously.  
During the public hearing, the following individuals spoke briefly about their organization and the work they are doing in the Tulsa community.  
**Donna Mathews – Domestic Violence Intervention Services (DVIS)**  
Ms. Mathews spoke briefly about DVIS and their work to help victims of domestic violence, sexual assault and sex trafficking.  
**Janet Pieren – Tulsa Economic Development Corporation (TEDC)**  
Ms. Pieren presented a letter on behalf of TEDC's Executive Director, Rose Washington. The letter highlighted the need to continue making job creation and retention for low and moderate income individuals a priority.  
**Suzy Sharp – Youth Services of Tulsa (YST)**  
Ms. Sharp discussed how YST was able to use CDBG and ESG funds to help 500 runaway and homeless youth receive critical services to help keep them off the streets.  
**Kendall Minnix – Morton Comprehensive Health Services**  
Mr. Minnix discussed the Morton Transportation Program and how they have grown into one of the largest non-emergency medical transportation systems in Tulsa by providing transportation services to the underserved with rides to preventative health care and social services at their main clinic in Lansing Park.  
**Drew France – Community Action Project Tulsa / Tulsa Children's Coalition**  
Mr. France spoke about the importance of providing quality childcare and early learning programs and the positive impact of these programs on the community. He added that families with young children should be a priority and investing CDBG resources in these programs would provide a long-term return on that investment.  
**Greg Shinn – Mental Health Association Oklahoma**  
Mr. Shinn spoke about the importance of HOME funds to their work in the renovation of the Altamont Apartments in downtown Tulsa. The apartment building is 100% occupied by low income disabled persons who were also previously homeless. He added that these projects provide a positive impact to the residents and to the local economy as well.  
**Dwain Midget – Working in Neighborhoods (WIN)**

Mr. Midget expressed his support to continue to target resources for comprehensive development including economic development, housing, education and social service needs. He also spoke about the City's critical need for housing including special needs housing, housing rehab and emergency repairs. In addition support of homeownership, quality rentals and innovative programs that would address substandard housing through demolition, housing replacement and housing rehab as well as neighborhood revitalization tools.

**Tara Saylor – Operation Aware**

Ms. Taylor discussed their program which serves 11,000 students each year and said they are the only comprehensive prevention education program in Northeast Oklahoma. Their program focuses on equipping youth to make positive life choices specifically focusing on relationships, bullying and substance abuse.

**Rose Turner – Child Abuse Network**

Ms. Turner spoke about their work to help abused and neglected children in the community. She added that last year they served 2200 children and as part of the multidisciplinary team they collaborate with law enforcement and DHS to provide critical assistance to affected children.

**Scott Hamilton – Legal Aid Services of Oklahoma**

Mr. Hamilton highlighted their work with the homeless population. He added that their program offers assistance to homeless individuals who need help to apply and navigate through the disability process. He added that many homeless individuals are able to pay for housing once they start receiving their disability income. Their program also helps homeless individuals obtain identification and assistance if facing eviction.

9. Motion and Vote to Exit Public Hearing  
Carmen Pettie moved to exit Public Hearing; Kristi Ostler seconded. The motion carried unanimously.
10. Discussion and Vote on Program Year 2018 Priority Needs  
Mr. Hamer reviewed the Five Year Community Goals and the 2018-19 Priority Needs as outlined in the Consolidated Plan. He added that the programs and services provided by the current subrecipients are supported by the existing Consolidated Plan.  
Carmen Pettie moved to approve the Program Year 2018-19 Priority Needs as presented; Kristi Ostler seconded. The motion carried unanimously.
11. RFP Scoring Updates on PY2018  
Mr. Hamer stated that there would be changes to the score sheet used to rate this year's applications. He added that this was in an effort to provide a wider spread to better distinguish between a satisfactory application and an excellent application. The revised score sheet includes a set of 10 questions that cover Section II and III of the application. In addition, he added that the scoring had also been simplified by limiting the possible rating to either unacceptable (0 points), acceptable (1 point) or excellent (3 points).

12. Public Comments – There were no public comments.
13. Adjournment - The meeting adjourned at 7:02 pm.





## HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

### MINUTES OF MEETING

February 1, 2018, 4:00 p.m.

City Hall, 175 E. 2<sup>nd</sup> St., Tulsa, OK 74103

Council Committee Room # 411

#### Members Present:

Calving Moniz (Chair), Robert Winchester (Vice-Chair), Bryan Day, Mike Mills, Dennis Whitaker, Kandy Whitley-White, Robert Webber, Julie Miner,

#### Members Absent:

Councilor Hall-Harper, Councilor Cue, Councilor Patrick, Councilor Ewing, Councilor Gilbert, Councilor Dodson, Councilor America, Councilor Lakin, Councilor Kimbro

#### Others Present:

Alicia Linker, Angela Letzia, May Vang, Rose Washington, Neal Foster, Kelvin Bonner, Brant Pitchford, Suzy Sharp, Katie Sawicki, Pleas Thompson, Gary Hamer, Rhys Williams, Jane Dale

1. Call to Order  
The meeting was called to order at 4:00 pm
2. Chair's Introduction and Remarks  
Introductions were made for existing and new committee members...
3. Approval of Minutes from September 14, 2017 and January 11, 2018 Meetings  
Robert Winchester moved to approve the minutes as presented; Dennis Whitaker seconded. The motion carried unanimously.
4. Introduction of Facilitator and Facilitator's Report  
Gary Hamer introduced the Facilitator – Lloyd Hobbs. Mr. Hobbs presented his review of the 2018 Grant Application Scoring Form Summaries.
5. Review HOPWA Applications and Allocation Recommendations  
Robert Winchester motioned to recommend funding Tulsa Cares the full amount per the Grant Staff recommendation. Mike Mills seconded. The motion carried unanimously.
6. Discuss City Department Projects and Set-Asides  
Gary Hamer presented the City Set-Asides so the Committee would know why the recommendations were made. The set aside has been discussed with the Mayor at length and with the City Council. The recommendations for the City Set Aside is as follows: City WIN Department - Emergency Repair at \$800,000.00, Housing

Services for Home at \$378,000.04, and Demolition and Clearance at \$500,000.00. Emergency Repair has a long waiting list the extra funds will allow them to address the repair city wide and to have funds to target the Crutchfield area.

7. **Review HOME Application and Allocation Recommendation**  
Gary Hamer presented the WIN HOME City Set-Aside for \$450,000.00 for loans for housing repair. This would allow for them to maintain their current level plus help in Crutchfield Area. If WIN spends all their funds they would be eligible to receive the extra \$174,768.39. Housing Partners of Tulsa would receive \$150,000.00 in HOME Funds for Down Payment Assistance. Tulsa Habit for Humanity (home owner assistance) - \$160,000.00. Mr. Hamer mention that in talking with Tulsa Habit for Humanity Executive Director that they plan to assist 10 to 15 home owners in Crutchfield Area. They will also work to get more home owners in the Kendall Whittier Area. Mr. Hamer talked about their only being 1 CHDO in Tulsa and that we are trying to forge alliances for more housing partners. We are hoping that we will have the CHDO funds from this year and the CHDO from next year and maybe the left over \$174,768.39 to go to a CHDO project for next year. Robert Winchester moved to approve the HOME allocations as presented. Julie Miner seconded. The motion carried unanimously
8. **Review CDBG Physical and Economic Development Applications and Allocation**  
Gary Hamer discussed the projects in this category and recommended funding all of them. The committee approved the following agencies and amounts. Physical and Economic Development Projects to be funded are Area Councils for Community Action – \$48,000.00. Housing Partners of Tulsa – Project Delivery Assistance – this is Admin expense to run the program funded under HOME - \$40,000.00. Tulsa Children’s Coalition, Inc. - \$115,000.00. Also for Tulsa Economic Development Corporation - \$709,428.00 and Tulsa Route 66 Main Street, Inc. - \$36,270.00. Mr. Hamer then mentioned that the PY17 Off-Cycle RFP to build a grocery store in North Tulsa was not listed separate on the agenda so it will be moved to the next scheduled meeting for discussion. Robert Winchester moved to approve the CDBG Physical and Economic Development Allocation as presented; Dennis Whitaker seconded. The motion carried unanimously.
9. **Comments**  
Robert Winchester mentioned that people should appreciate that the City of Tulsa does not just take all the funds and keep for the City but allows the community to have some of the funds. Calvin thanked all the other committee members for their service, the grant staff for all their work in getting everything ready and the non-profits for their work.
10. **Adjournment**  
Robert Winchester moved to adjourn the meeting; Denis Whitaker seconded. The motion carried unanimously. The meeting adjourned at 4:59 pm



## HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

### MINUTES OF MEETING

February 06, 2018, 4:00 p.m.  
City Hall, 175 E. 2<sup>nd</sup> St., Tulsa, OK 74103  
Council Committee Room # 411

#### Members Present:

Calvin Moniz (Chair), Robert Winchester (Vice-Chair), Kandy Whitley-Whiter, Bryan Day, Julie Miner, Michael Mills, Dennis Whitaker.

#### Members Absent:

Robert Webber, Councilor Hall-Harper, Councilor Cue, Councilor Patrick, Councilor Ewing, Councilor Gilbert, Councilor Dodson, Councilor America, Councilor Lakin, Councilor Kimbro

#### Others Present:

Gary Hamer, Rhys Williams, Jane Dale, Rose Washington, Sheila Harbert, Kimberly Hackson, Paul Davis, Alicia Linker, Mary Vang, Angela Letes, Sharon Catalano, Amy Hilligoss, Debbie Gordon, Rose Turner, Chela Nalls, Liz Hunt, Phyllis Danley, Scott Hamilton, Lonnie Vaughan, Kelvin Bonner, Suzy Sharp, Jeff Jaynes, Jeni Dolan, Ttara Saylor, April Murelio, Lynne Dietrich, Karen Pennipta, Grrace Burke Kendall Minnix, Shiraya Proffitt, Drew France, Bridget Harkin, Andreaa Hutchinson, Jenny Kaufman, Megan Martin, Donna Mathews

1. Call to Order  
Calvin Moniz, Chair called meeting to order at 4:00 pm.
2. Chair's Introduction and Remarks  
Introductions were made.
3. Approval of Minutes from February 1, 2018 Meeting  
Due to reduced staff minutes are not ready.
4. Review CDBG Public Service Applications and Allocation Recommendations  
Clavin Moniz asked to move item 6 up to item 4 due to potential weather conditions. Gary Hamer mentioned that due to Federal regulations there is a cap of what is able to give out, 15% allocation of the annual entitlement award. Mr. Hamer has meet with the Mayor and City Council, they eventually want to move this to a 10% allocation. They are moving the amount to a 12 ½% allocation for this year. The City received 21 applications. Mr. Hamer discussed the amount of funds that are available as well as the changes to the scoring system. Mr. Hamer presented to the Committee a total of 4 options to divide the funds. The City Council recommended not to fund minor amounts. Mr. Winchester motioned to

approve scenario 1, Mr. Day seconded the motion. The motion carried unanimously. It was noted that there was \$197.00 left to be appropriated. Mr. Winchester amended his motion to give it to the 211 Help Line. Mr. Whitaker second the motion. Motion passed unanimously.

5. Original agenda item 4 will now be item 5. Review CDBG PY17 Off Cycle Application and Allocation Recommendation.  
Mr. Hamer mention that there was a pay back of a loan for \$1.4 million, which needs to be reallocated. One of the key items in the current Consolidated Plan was to create groceries store in each part of the food desert areas within the City of Tulsa. This submittal is for construction of a new grocery store in North Tulsa. Mr. Hamer asked Rose Washington with TEDC, to explain the specifics of her application to the committee. Ms. Washington has been working with the new store owners and feels that they are the correct people for the area, the group is called Project Oasis. Mr. Whittaker mentioned that the store was near the Crutchfield area. Mr. Winchester asked if this was something that would go thru the City Council. Mr. Hamer said that it would have to go thru the approval process and since it was funds from the current plan grants would need to mend the existing years Annual Plan, which will be presented at the April meeting. Mr. Winchester motioned to recommend funding as recommended. Mr. Day seconded the motion. Motion passed unanimously.
6. Review ESG Applications and Allocation Recommendations  
Mr. Hamer explained the different areas of ESG. The funds are to be divided between shelter and rapid rehousing and prevention. This year there were two new applicants. ESG has two parts: 1. Rapid Rehousing and Prevention; 2. Shelter Operations. The staff recommends to fund Restore Hope, Family Safety Center and Tulsa Day Center. For the Shelter Operations funding staff recommends to fund Youth Services of Tulsa, Legal Aid Services, Tulsa Day Center and Domestic Violence Intervention. The committee was informed that if they wanted funds could be moved from Shelter Operations to Rapid Rehousing. Rapid Rehousing was willing to give \$10,000.00 of their recommend funds to be given to the other rehousing projects. Mr. Winchester motioned to approve funding for Rapid Rehousing at \$25,000.00, Family Safety Center at \$25,000.00 and Tulsa Day Center at \$32,537.00. Ms. Miner seconded the motion. Motion passed unanimously.  
For the Shelter Operations Ms. Miner motioned giving Legal Aid - \$20,573.0 and divide the remainder between the remaining three, each getting \$49,099.00. Mr. Winchester seconded the motioned. Motion passed unanimously.
7. Final Approval of HUD PY18 Allocations and Contingencies  
Gary Hamer mention that there needs to be a contingency that if WIN spends all funds that they have been motioned to received that WIN could be given more funds to spend. Grants will also need to add a contingency for steps if there are any funding short falls. Mr. Day motioned for final approval of PY18

Recommendations and Contingency Plans. Mr. Winchester seconded the motion.  
The motion passed unanimously.

8. Comments

There were no comments

9. Adjournment

Mr. Winchester motion to adjourn. Mr. Day seconded. Motion passed unanimously.



## HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT COMMITTEE (CDC)

### MINUTES OF MEETING

April 5, 2018, 5:00 p.m.

City Hall, 175 E. 2<sup>nd</sup> St., Tulsa, OK 74103

Council Chambers, 2<sup>nd</sup> Floor

#### **Members Present:**

Calvin Moniz (Chair), Robert Winchester (Vice-Chair), Kandy Whitley-White ( arrived during item 5), Julie Miner, Dennis Whitaker, Bryan Day

#### **Members Absent:**

Robert Webber, Michael Mills, Vanessa Hall-Harper, Councilor Cue, Councilor Patrick, Councilor Ewing, Councilor Gilbert, Councilor Dodson, Councilor America, Councilor Lakin, Councilor Kimbro

#### **Others Present:**

Gary Hamer, Rhys Williams, Jane Dale, Beth Winchester, Rose Washington

1. Call to Order  
Chair Moniz Called the meeting to order at 5:00 pm.
2. Chair's Introductions and Remarks  
Each member present gave a brief introduction.
3. Approval of Meeting Minutes – Feb. 1, 2018 and Feb. 6, 2018  
Robert Winchester moved to approve both minutes; Dennis Whitaker seconded. The motion carried unanimously
4. Program Year 2018 Annual Action Plan Presentation  
Rhys Williams presented the 2018 Annual Action Plan. The presentation included an overview of the Annual Action Plan, process and purpose, information on citizen participation, 2018 priority needs, available funds, recommended investments and next steps.
5. Impact of proposed Federal budget cuts and contingency plan  
Gary Hamer informed the Committee that as a result of potential cuts to HUD FY18 block grants and as directed by HUD CPD Notice 16-18, the City of Tulsa would need to recommend contingency provisions. In the event of cuts to CDBG allocations it would reduce Public Service projects & preserve the City's projects. If increased, then it would proportionally increase project allocations up to their maximum. In the event of cuts to HOME allocations, contingency plans would include reducing administration costs to the maximum allowable 20% of grant allocations, and proportionally cut the rest of the projects. If we receive additional

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allocations those would be then be available to their maximum request. Fund HPT down payment assistance program to recommended level, and fund remaining projects to the recommended level starting with the highest scoring application. The City will have unallocated HOME Funds in FY18 and as a contingency the Working in Neighborhoods Home Loan program, if they spend all they have, would receive additional funds we already have on hand.

6. Motion and Vote to Enter Into Public Hearing on the 2018 Program Year Annual Action Plan  
Robert Winchester moved to enter into public hearing; Bryan Day seconded. The motion carried unanimously.
7. Motion and Vote to Exit Public Hearing  
Robert Winchester moved to exit public hearing; Bryan Day seconded. The motion carried unanimously.
8. Program Year 2017 Annual Action Plan Amendment  
Rhys Williams presented information about why an Off Cycle application process was done and that is was only open to physical projects resulting in a grocery store in one of Tulsa underserved areas. The project was reviewed and approved for funding which will result in a grocery store in North Tulsa.
9. Motion and Vote to Enter Into Public Hearing on the 2017 Program Year Annual Action Plan Amendment  
Dennis Whitaker moved to exit public hearing. Bryan Dan seconded. The motion carried unanimously.
10. Motion and Vote to exit Public Hearing  
Dennis Whitaker moved to exit public hearing. Bryan Dan seconded. The motion carried unanimously.
11. Comments
12. Adjournment  
The meeting adjourned at 5:14 pm.



Committee Meeting, Public Works

4/25/2018

2:30pm

175 E. 2nd St., Tulsa, OK 74103  
Room 411, One Technology Center

### Agenda

#### Section Item Text

01. Call to Order. 15-1023-1

#### Minutes Backup

Call to  
Order -  
2:35  
Hall-  
Harper  
chaired

Hall-  
Harper  
Cue  
Patrick  
Ewing  
Gilbert  
Kimbrow  
Dodson -  
absent  
America -  
absent  
Lakin -  
absent

02. Jack Neely - Reappointment to the Tulsa Metropolitan Utility Authority (TMUA), term expires April 25, 2022. (Attended 153/182 meetings.) (CD-4) [PW 4/25/18; CC 5/2/18] 03-502-5

present -  
move  
forward

03. William "Jeff" Stava - Reappointment to the Tulsa Airport Authority, Tulsa Airports Improvement Trust and Tulsa Municipal Airport Trust; term expires April 30, 2021. (Attended 12/13 meetings.) (CD-2) [PW 4/25/18; CC 5/2/18] 10-894-3

present -  
move  
forward

04. Rezoning Application Z-7437 from RS-4 to CH for property located north of the NW/c of N. Fulton and E. Tecumseh St. requested by William Kerr. (Property owners: William D. and Donna Kerr.) (CD-3) (TMAPC voted 9-0-0 to recommend APPROVAL of CH zoning.) [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-185-1

Susan  
Miller  
from  
INCOG  
spoke  
read with  
item 7  
move  
forward

[Backup  
Documentation](#)

05. Rezoning Application PUD-379-E from CS/CG/PUD-379/PUD-379-

Susan

[Backup](#)



- |   |  |   |
|---|--|---|
| B/PUD-379-C/PUD-379-D to CS/CG/PUD-379-E for property located south of the SW/c of E. 66th St. S. and S. Memorial Dr. requested by Eldon Peaster. (Property owner: Village at Woodland Hills Partners L.L.C. c/o Pro Realty) (CD-7) (TMAPC voted 9-0-0 to recommend APPROVAL of PUD-379-E.) [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-190-1   | Miller from INCOG spoke move forward                         | <a href="#">Documentation</a>                           |
| 06. Ordinance ZCA-6 amending the City of Tulsa Zoning Code to make changes in the following sections: Chapter 10 Mixed-use Districts: Section 10.030 and Table 10-7; Chapter 15 Office, Commercial and Industrial Districts: Section 15.020, Table 15-2 and Table 15-2.5; Chapter 30 Legacy Districts: Section 30.010; Chapter 35 Building Types and Use Categories: Sections 35.030, 35.050 and 35-090, Chapter 40 Supplemental Use and Building Regulations: Section 40.360; Chapter 45 Accessory Uses and Structures: Section 45.080; Chapter 50 Temporary Uses: Sections 50.030 and 50.050; Chapter 55 Parking: Sections 55.090 and 55.020, Table 55-1; Chapter 60 Signs: Sections 60.060, 60.070, and 60.080; Chapter 70 Review and Approval Procedures: Sections 70.010, 70.030, 70.070 and 70.100; Chapter 90 Measurements: Section 90.090. (TMAPC voted 9-0-0 to recommend APPROVAL of proposed amendments.) [PW 4/25/18; CC 4/25/18; CC 5/2/18] 18-191-1 | move forward   | <a href="#">Backup</a><br><a href="#">Documentation</a> |
| 07. Resolution No. 2767:980 of the Tulsa Metropolitan Area Planning Commission, pursuant to Title 19 Oklahoma Statutes, Section 863.7; amending the Tulsa Comprehensive Plan by adopting amendment CPA-72 to change the Land Use Map from “Existing Neighborhood” to “Main Street” and the Areas of Growth and Stability Map from “Stability” to “Growth” on approximately 0.15 acres located north of the NW/c of N. Fulton and E. Tecumseh St. (TMAPC voted 9-0-0 to ADOPT the resolution.) (CD-3) [PW 4/25/18; CC 5/2/18] 18-184-1   | Susan Miller from INCOG spoke read with item 4 move forward  | <a href="#">Backup</a><br><a href="#">Documentation</a> |
| 08. Resolution relating to the incurring of indebtedness by the trustees of the Tulsa Metropolitan Utility Authority in an aggregate principal amount of not to exceed fourteen million, three hundred and fifty thousand dollars (\$14,350,000.00), approving documents as may be necessary or required. (Emergency Clause) [PW 4/25/18; CC 5/2/18] 18-180-1   | move forward   | <a href="#">Backup</a><br><a href="#">Documentation</a> |
| 09. Resolution relating to the incurring of indebtedness by the trustees of the Tulsa Metropolitan Utility Authority by issuing the Tulsa Metropolitan Utility Authority utility revenue bonds, series 2018A, in the aggregate principal amount of not to exceed eleven million, eight hundred and fifty thousand dollars (\$11,850,000.00); authorizing appropriate city officers to approve documents and take actions as may be necessary or required to issue said bonds. (Emergency Clause) [PW 4/25/18; CC 5/2/18] 18-181-1   | John Weidman, Attorney, and Chris Havener from Finance spoke | <a href="#">Backup</a><br><a href="#">Documentation</a> |
| 10. Resolution approving the City of Tulsa’s Annual Action Plan projected use of funds beginning July 1, 2018 to be funded by Home Investment Partnership Act funds, Community Development Block Grant funds, Emergency Solutions Grant funds, and Housing Opportunities for Persons with AIDS funds, and authorizing the Mayor to submit a final statement and to sign all assurances, understandings, and written agreements associated with said grants from HUD in accordance with all requirements. [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-192-1  | Gary Hamer from Finance spoke move forward                   | <a href="#">Backup</a><br><a href="#">Documentation</a> |
| 11. Upcoming Public Works Committee agenda items. 96-86   | none   |   |

- 12. Adjournment. 97-399 3:09
- 13. ADDENDUM: Discussion regarding the establishment of a Truancy Prevention Task Force. (Gilbert, Patrick.) [PW 4/25/18] 18-210-1 Councilor Gilbert spoke - shared statistics on absences and truancies



Council Meeting, Regular  
 5/2/2018  
 5:00pm  
 175 E. 2nd St., Tulsa, OK 74103  
 Council Chamber, 2nd Floor

### Agenda

Section	Item Text	Minutes Backup
INTRODUCTION	PLEDGE OF ALLEGIANCE AND INVOCATION	
	PROCLAMATIONS	
	Equipment Management Department Named No. 1 Overall Leading Fleet in North America	
	SPECIAL ANNOUNCEMENTS	
	CALL TO ORDER & ROLL CALL	
	Unless otherwise noted, there will be no public comment/discussion of items in Section 6, "First Reading."	
	Council may discuss, review, and/or possibly take action on the following:	
1. RECEIPT & FILING OF MINUTES	a. No items this week. 04-680	
2. APPOINTMENTS & REAPPOINTMENTS	a. Yobana Ruiz - Appointment to the Human Rights Commission replacing Jennifer Sollars-Miller; term expires July 1, 2021. (CD-3) [UED 4/25/18; CC 5/2/18] 18-164-2	
2. APPOINTMENTS & REAPPOINTMENTS	b. Mary Quinn Cooper - Appointment to the Mayor's Commission on the Status of Women replacing Alicia Latimer; term expires May 31, 2021. (CD-4) [UED 4/25/18; CC 5/2/18] 18-198-1	
2. APPOINTMENTS & REAPPOINTMENTS	c. Betsy Jackson - Reappointment to the Mayor's Commission on the Status of Women; term expires May 31, 2021. (Attended 24/29 meetings.) (CD-4) [UED 4/25/18; CC 5/2/18] 18-195-1	
2. APPOINTMENTS & REAPPOINTMENTS	d. Jack Neely - Reappointment to the Tulsa Metropolitan Utility Authority (TMUA), term expires April 25, 2022. (Attended 153/182 meetings.) (CD-4) [PW 4/25/18; CC 5/2/18] 03-502-5	

2. APPOINTMENTS e. William “Jeff” Stava - Reappointment to the Tulsa  
& Airport Authority, Tulsa Airports Improvement Trust and  
REAPPOINTMENTS Tulsa Municipal Airport Trust; term expires April 30,  
2021. (Attended 12/13 meetings.) (CD-2) [PW 4/25/18;  
CC 5/2/18] 10-894-3
2. APPOINTMENTS f. John Favell - Reappointment to the Parks and Recreation  
& Board; term expires May 1, 2022. (Attended 10/10  
REAPPOINTMENTS meetings.) (CD-4) [UED 4/25/18; CC 5/2/18] 18-194-1
3. PUBLIC a. No items this week. 04-680  
HEARINGS
4. MAYOR’S ITEMS a. Mayor’s report on community events, briefing on City  
activities, City efforts, and new business.  
97-631-3
4. MAYOR’S ITEMS b. Resolution relating to the incurring of indebtedness by the  
trustees of the Tulsa Metropolitan Utility Authority in an  
aggregate principal amount of not to exceed fourteen  
million, three hundred and fifty thousand dollars  
(\$14,350,000.00), approving documents as may be  
necessary or required.  
(Emergency Clause) [PW 4/25/18; CC 5/2/18] 18-180-1
4. MAYOR’S ITEMS c. Resolution relating to the incurring of indebtedness by the  
trustees of the Tulsa Metropolitan Utility Authority by  
issuing the Tulsa Metropolitan Utility Authority utility  
revenue bonds, series 2018A, in the aggregate principal  
amount of not to exceed eleven million, eight hundred  
and fifty thousand dollars (\$11,850,000.00); authorizing  
appropriate city officers to approve documents and take  
actions as may be necessary or required to issue said  
bonds. (Emergency Clause) [PW 4/25/18; CC 5/2/18] 18-  
181-1
4. MAYOR’S ITEMS d. Resolution approving the City of Tulsa’s Annual Action  
Plan projected use of funds beginning July 1, 2018 to be  
funded by Home Investment Partnership Act funds,  
Community Development Block Grant funds, Emergency  
Solutions Grant funds, and Housing Opportunities for  
Persons with AIDS funds, and authorizing the Mayor to  
submit a final statement and to sign all assurances,  
understandings, and written agreements associated with  
said grants from HUD in accordance with all  
requirements. [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-  
192-1
4. MAYOR’S ITEMS e. Resolution authorizing the condemnation of property  
located at 2211 E. 41st St. as part of the requirements for  
S. Lewis Ave. and 41st St. sidewalk project, no. 144216.  
(CD-9) [UED 4/25/18; CC 5/2/18] 18-186-1
4. MAYOR’S ITEMS f. Resolution authorizing the condemnation of property  
located at 1150 N. Utica Ave. as part of the requirements  
for Utica Ave., E. Pine St. to E. Archer St. arterial street  
rehabilitation project, no. 144017-C. (CD-1) [UED  
4/25/18; CC 5/2/18] 18-201-1
4. MAYOR’S ITEMS g. Resolution authorizing the condemnation of property  
located at 1430 N. Utica Ave. as part of the requirements

[Backup  
Documentation](#)

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Documentation](#)

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for Utica Ave., E. Pine St. to E. Archer St. arterial street rehabilitation project, no. 144017-C. (CD-1) [UED 4/25/18; CC 5/2/18] 18-202-1

- |  |    |   |                                      |
|--|----|---|--------------------------------------|
| 4. MAYOR'S ITEMS                           | h. | Donation of water easement located at 4600 E. 66th St. N. by Industries for Tulsa, Inc. as part of the requirements for N. Yale and E. 66th St. N. Cherokee Water Main project, no. 08-18. [UED 4/25/18; CC 5/2/18] 18-178-1  | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | i. | Travel expense donation of one thousand, three hundred and seven dollars (\$1307.00) from Cities of Service for James Wagner to travel to New York City, NY on May 16-18, 2018 for the Cities of Service engaged Cities Awards and Summit. [CC 5/2/18] 18-225-1   | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | j. | Donation of ten thousand dollars (\$10,000.00) from Kathy Cochran to the TPD to be used for the Peer 2 Peer Support Program. [CC 5/2/18] 18-226-1   | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | k. | Travel expense donation of one thousand, four hundred and thirty-seven dollars and sixty cents (\$1437.60) from Results for America for James Wagner to travel to New York City, NY on May 9-11, 2018 for the Results for America Local Government Fellowship. [CC 5/2/18] 18-228-1   | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | l. | Special Event Application: Tour de Tulsa scheduled for May 5, 2018, at OSU Health Sciences Center. (CD-2, 4) [CC 5/2/18] 17-288-2   | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | m. | Special Event Application: Elote's Cinco De Mayo Street Festival to be held on May 5-6, 2018 on Boston Ave. between 5th St. and 7th St. (CD-4) [CC 5/2/18] 18-229-1   | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | n. | Special Event Application: 5 de MayoFest to be held on May 4-6, 2018 at River West Festival Park, 2100 S. Jackson Ave. (CD-2) [CC 5/2/18] 18-230-1  | <a href="#">Backup Documentation</a> |
| 4. MAYOR'S ITEMS                           | o. | Special Event Application: Cinco de Mayo Run to be held on May 4, 2018 at River West Festival Park, 2100 S. Jackson Ave. (CD-2, 4) [CC 5/2/18] 18-231-1   | <a href="#">Backup Documentation</a> |
| 5. AUTHORITIES,<br>BOARDS &<br>COMMISSIONS | a. | Sales Tax Overview Committee monthly Status Report for May, 2018. [CC 5/2/18] 18-7-5  |                                      |
| 5. AUTHORITIES,<br>BOARDS &<br>COMMISSIONS | b. | Rezoning Application PUD-379-E from CS/CG/PUD-379/PUD-379-B/PUD-379-C/PUD-379-D to CS/CG/PUD-379-E for property located south of the SW/c of E. 66th St. S. and S. Memorial Dr. requested by Eldon Peaster. (Property owner: Village at Woodland Hills Partners L.L.C. c/o Pro Realty) (CD-7) (TMAPC voted 9-0-0 to recommend APPROVAL of PUD-379-E.) [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-190-1 | <a href="#">Backup Documentation</a> |
| 5. AUTHORITIES,<br>BOARDS &<br>COMMISSIONS | c. | Rezoning Application Z-7437 from RS-4 to CH for property located north of the NW/c of N. Fulton and E. Tecumseh St. requested by William Kerr. (Property owners: William D. and Donna Kerr.) (CD-3) (TMAPC voted 9-0-0 to recommend APPROVAL of CH zoning.) [PW 4/25/18; CC 5/2/18; CC 5/9/18] 18-185-1   | <a href="#">Backup Documentation</a> |
| 5. AUTHORITIES,                            | d. | Resolution No. 2767:980 of the Tulsa Metropolitan Area  | <a href="#">Backup</a>               |

BOARDS &  
COMMISSIONS

Planning Commission, pursuant to Title 19 Oklahoma Statutes, Section 863.7; amending the Tulsa Comprehensive Plan by adopting amendment CPA-72 to change the Land Use Map from “Existing Neighborhood” to “Main Street” and the Areas of Growth and Stability Map from “Stability” to “Growth” on approximately 0.15 acres located north of the NW/c of N. Fulton and E. Tecumseh St. (TMAPC voted 9-0-0 to ADOPT the resolution.) (CD-3) [PW 4/25/18; CC 5/2/18] 18-184-1

[Documentation](#)

6. FIRST READING a. Ordinance amending the FY 2017-18 budget to transfer unencumbered and unexpended appropriation balances of one hundred and twenty-five thousand dollars (\$125,000.00) between account groups within the Public Safety Sales Tax Fund. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-219-1

[Backup  
Documentation](#)

6. FIRST READING b. Ordinance amending the FY 2017-18 budget to make supplemental appropriations of twenty-five thousand dollars (\$25,000.00) from revenues to be received within the Non-Grant Miscellaneous Special Revenue Fund. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-220-1

[Backup  
Documentation](#)

6. FIRST READING c. Ordinance amending the fiscal year 2017-18 budget to transfer unencumbered and unexpended appropriation balances of one hundred eighty-five thousand, nine hundred and eighty-five dollars and fourteen cents (\$185,985.14) between projects within the OWRB 2013A Loan Fund, and to transfer unencumbered and unexpended appropriation balances of one hundred eighty-six thousand, two hundred and forty-three dollars and twenty-four cents (\$186,243.24) between projects within the OWRB 2013B Loan Fund, and to transfer unencumbered and unexpended appropriation balances of two hundred fifty-one thousand, three hundred and eighty-two dollars (\$251,382.00) between projects within the OWRB 2009 Loan Fund, and to transfer unencumbered and unexpended appropriation balances of four hundred thousand dollars (\$400,000.00) between projects within the OWRB 2015A Loan Fund, and to transfer unencumbered and unexpended appropriation balances of one million, seventy-two thousand, three hundred and thirteen dollars and fifty-nine cents (\$1,072,313.59) between projects within the OWRB 2014C Loan Fund. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-224-1

[Backup  
Documentation](#)

6. FIRST READING d. Ordinance adopting the seventeenth supplement to the seventh revision of the Tulsa revised ordinances, codifying ordinances enacted between July 1, 2017, and September 30, 2017; providing certain exceptions for ordinances excluded; providing for the repeal of certain ordinances; protecting preexisting rights; providing for copies to be deposited with the city clerk; providing for distribution of copies to city departments and others; providing for the sale of copies. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-221-1

[Backup  
Documentation](#)

6. FIRST READING e. Ordinance amending Title 49 Tulsa revised ordinances, "Administrative, Permit, and License Fees", by adding a new chapter, Chapter 15, entitled "Sidewalk Cafe, Table and Chair Permit Fees"; setting forth applicable fees. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-222-1 [Backup Documentation](#)
6. FIRST READING f. Ordinance amending Title 11, Tulsa Revised Ordinances by the creation of a new chapter, Chapter 15, entitled "Sidewalk Café Permits and Table and Chair Permits in the Right-of-way"; stating the purpose and intent of the chapter; delegating authority to city staff to implement policies and issue permits and to set forth operational requirements. [UED 5/2/18; CC 5/2/18; CC 5/9/18] 18-223-1 [Backup Documentation](#)
7. ORDINANCES - a. Ordinance ZCA-6 amending the City of Tulsa Zoning SECOND READING Code to make changes in the following sections: Chapter 10 Mixed-use Districts: Section 10.030 and Table 10-7; Chapter 15 Office, Commercial and Industrial Districts: Section 15.020, Table 15-2 and Table 15-2.5; Chapter 30 Legacy Districts: Section 30.010; Chapter 35 Building Types and Use Categories: Sections 35.030, 35.050 and 35-090, Chapter 40 Supplemental Use and Building Regulations: Section 40.360; Chapter 45 Accessory Uses and Structures: Section 45.080; Chapter 50 Temporary Uses: Sections 50.030 and 50.050; Chapter 55 Parking: Sections 55.090 and 55.020, Table 55-1; Chapter 60 Signs: Sections 60.060, 60.070, and 60.080; Chapter 70 Review and Approval Procedures: Sections 70.010, 70.030, 70.070 and 70.100; Chapter 90 Measurements: Section 90.090. (TMAPC voted 9-0-0 to recommend APPROVAL of proposed amendments.) [PW 4/25/18; CC 4/25/18; CC 5/2/18] 18-191-1 [Backup Documentation](#)
8. COUNCIL ITEMS a. Council Chair's report on community events, briefing on Council activities, Council efforts, and new business. 16-722-1
9. NEW BUSINESS a. New Business. 02-268
10. HEARING OF a. No items this week. 04-680  
APPEALS
11. HEARING OF a. Public Comment: Concerns regarding the Tulsa City PUBLIC Dump. [CC 5/2/18] 18-179-2  
COMMENTS
11. HEARING OF b. Public Comment: Concerns regarding the route for The PUBLIC Tulsa Heart Walk held on April 21, 2018. [CC 5/2/18] 18-235-1  
COMMENTS
12. a. Adjournment. 97-399  
ADJOURNMENT





## Appendix H

### Public Notices



**INCOG UPDATE**

**INVITING REVIEW AND COMMENT FROM PUBLIC AND INTERESTED AGENCIES REGARDING THE TULSA REGIONAL TRANSPORTATION PLAN: 2045 CONNECTED PLAN UPDATE**

INCOG, in coordination with the Tulsa regional stakeholders, agencies developed the 2045 Regional Transportation Plan Update (Connected 2045 Plan) for the Tulsa Metropolitan Area, identifying goals, strategies and projects eligible for federal funding. The plan is developed with input from the Port of Catoosa, Metropolitan Tulsa Transit Authority and other Cities and Counties that are in the Tulsa region.

Copies of the plan draft are available at INCOG's office, 2 West 2nd Street, Suite 800, Tulsa, OK 74103 between 8:00 a.m. and 5:00 p.m., or online at <http://www.incog.org/transportation/documents/Connected2045.pdf> or by calling (918) 584-7526 or e-mail to [TransportationDivision@incog.org](mailto:TransportationDivision@incog.org).

This notice satisfies the FTA & FHWA Program of Projects requirements for public involvement. The public is invited to review the proposed regional transportation plan, Connected 2045 Plan, and submit written comments by letter, fax or e-mail until 5:00 pm, Friday, October 6th, 2017.

**HUD REPORT**

**NOTICE OF PUBLIC HEARING**

The HUD Community Development Committee for the City of Tulsa will hold a Program Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) & Program Year 2018 Needs Assessment Public Hearing at City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor on Thursday, September 14, 2017 at 5:00 p.m. The purpose of the Public Hearing is to consider the Draft PY16 CAPER and to solicit comments from Tulsans in order to prioritize the needs for Program Year 2018 in accordance with the goals set forth in the approved City of Tulsa Five-Year Consolidated Plan. The Consolidated Plan can

<https://www.cityoftulsa.org/aov>

**ODOT BIDS**

prior to the bid opening until the time of 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., September 21, 2017 for the work listed below.

No Proposal for construction or maintenance work of the 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) \$60.69 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 ten (14) working days from the date of award to complete it's

**HELP WANTED**

**Three C's Medical Clinic**  
has an opening for an LPN, Medical Assistant, or Certified Nursing Assistant.  
Please contact Dr. Susanne Thompson at 918-587-5100, [threecsmc@tulsanet.com](mailto:threecsmc@tulsanet.com).

**PUBLIC NOTICE**

**1971 Chevrolet**

TAG # N/A  
VIN # 11427WRN099630

Auction Date:  
9-22-17

Contact:  
Robyne Lindley (918) 424-5894

**2006 Pilgrim**

TAG # N/A  
VIN # 5L4TF3322630200194

Auction Date:  
9-22-17

Contact:  
Reba Jones (405) 317-8505

**1977 Evinrude**

TAG # N/A  
VIN # J0001229

Auction Date:  
09-15-2017

Contact:  
Jason Shuler (918) 282-4429

**1984 Cadillac**

TAG # N/A  
VIN # 1G6AM4786E9146856

Auction Date:  
09-15-2017

Contact:  
Alejandro Magana (918) 262-0028

**1972 Plymouth**

TAG # N/A  
VIN # RH23G2G122515

Auction Date:  
09-15-2017

Contact:  
Thomas Thorton (405) 714-8179

**PUBLIC NOTICE**

Contact:  
Daniel Simmons (918) 948-4267

**1989 AM General**

TAG # N/A  
VIN # 067682

Auction Date:  
9-15-2017

Contact:  
Ty Barnard (620) 213-2994

**2008 Honda**

TAG # N/A  
VIN # JH2TE36048K008679

Auction Date:  
9-15-2017

Contact:  
John Welch (918) 557-8226

**1988 Pontiac**

TAG # N/A  
VIN # 223378U153880

Auction Date:  
9-15-2017

Contact:  
Donnie Lambdin (918) 721-1161

**1952 Dodge**

TAG # N/A  
VIN # 31914692

Auction Date:  
9-15-2017

Contact:  
Donnie Lambdin (918) 721-1161

**1967 Chevrolet**

TAG # N/A  
VIN # CE1475109739

Auction Date:  
9-15-2017

Contact:  
Bryan Ledbetter (918) 698-0979

**1986 Honda**

TAG # N/A  
VIN # 1HFSC14126A206536

**PUBLIC NOTICE**

**NOTICE TO BIDDERS SEALED BIDS FOR PROJECT NO. 2017 -MPO (C6) CITYWIDE MILL, PATCH & OVERLAY**

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 22nd day of September, 2017 for furnishing all tools, materials and labor and performing the work necessary to be done in the construction of the following:

**PROJECT NO. 2017 -MPO (C6) CITYWIDE MILL, PATCH & OVERLAY**

The entire cost of the improvement shall be paid from Account No. 6329-5453104-044743144021 6331-5453104-044743144020

A MANDATORY Pre-Bid Conference is scheduled for Monday September 11th 2017 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 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.

The overall aspirational Small Business Enterprise utilization goal for this project is **six (6) to ten (10)** percent.

NTB-1

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 **22nd** day of **September, 2017**.

Dated at Tulsa, Oklahoma, this **1st** day of **September, 2017**.

**Michael P. Kler**  
City Clerk

**ZAXBY'S PREPARE'S**

drink fountain, Coca-Cola Freestyle. The sleek, stylish fountain is touchscreen operated, enabling guests to se-

Merchandise Under \$300

Three large Coolers for Sale \$30.00 918-525-1960
Tile Wet Saw \$300 918-742-7748
Tire 27560 /R20 like new txt 4 pic \$150.00 918-813-0543
Tires, 4 Michelins, 225 60x17 good tread, \$200, 918-627-2000
Topbottom refrigerators with warranty \$275 918-948-4466
TORNADO FOOSBALL TABLE \$300.00 918-779-9591
Troy built, rear line, \$2500.00 918-743-6901
Twin size bed complete \$125 918-813-0543
Two 3-way carpeted shelf or truck speakers, great! \$25.00 918-904-1071
Two marble top pedestal type tables. Both \$40.00 918-904-1071
T-zz bed complete \$100 918-268-5550
Upright Freezer sale with warranty \$180 918-948-4466
Vacuum cleaners many makes trade cc \$35.00 918-251-3299
Vacuum Dirt Devil bagless HEPA upright \$112 918-257-2573
Walker has 4 wheels seat & and brakes \$60.00 918-475-6322
Washer/dryer set with warranty \$300 918-948-4466
Washer, heavy duty Whirlpool can deliver, \$125, 918-577-2367
Washer or dryer warranty delivery available \$150 918-948-4466
Washer super capacity very nice! \$200.00 918-586-9788
Water tank for Small Camper \$25, 918-698-4440
Weedeater Bolens curved 17" cut \$35.00 918-694-9241
Weedeater Bolens straight 17" cut \$40.00 918-694-9241
Weedeater Craftsman curved 17" cut \$35.00 918-694-9241
Weedeater Homelite straight 17" cut \$40.00 918-694-9241
Manx Manx Kittens 5 wks wormed \$100 918-327-6083
Puppies Born July 4th, Shots, wormed, dew claws removed. Good temperaments. Males & females available. \$200 918-911-9292
PERSIAN KITTENS 9 wks old, purebred, gorgeous, adorable, litter trained, parents on site, \$500 & up. 918-491-9292
Dogs
Wicker sofa \$35 918 2828550
Wicker sofa \$35 918 2828550
Wii LN Sure Shot rifle for Shooter games \$520 9188103557

Agricultural Business

Farm-Dairy Equipment
New Holland Baler #BR7070, like new, \$16,500, with New Holland Tractor 4x4 front end loader, 1920 series, \$11,500. Call 918-671-2733 or 918-695-8585

TROYBILT 42", new, cutto, \$750.00. Call 918-284-3797

Pets

Bird-Fish-Exotic Animals

TEACUP PIGLETS

Smallest you can get! Heidegger Bloodlines, \$400 ea. Present Mini Moms \$400. Call 405-481-5558

Cats

Manx Manx Kittens 5 wks wormed \$100 918-327-6083

PERSIAN KITTENS

9 wks old, purebred, gorgeous, adorable, litter trained, parents on site, \$500 & up. 918-491-9292

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Dogs

Ausie-Pom Mini, 9 weeks. Gorgeous babies, sw, health guaranteed, ready to go their home. \$500. 918-285-0141

Aussies, Champion bloodlines, all colors, minis & toys, UTD on Shots. Ready to go! 918-633-8368

French Bulldog Puppies

AKC, 6 wks old, shots, wormed & vet checked, \$2000-\$2500 stubborn.com 918-407-5220 or 918-407-5221

German Shepherd Puppies

AKC, 8 wks old, shots, wormed & vet checked, \$2000-\$2500 stubborn.com 918-407-5220 or 918-407-5221

Labrador pups, AKC chocolate

Family raised. Not breeders. Conditioned to shooting. Vet checked. Current on shots \$450. 918-232-4576

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Dogs

English Bulldog Puppies-AKC 2 adorable females, 6 wks old, \$1300. Call 918-492-7010 or 918-344-0102

French Bulldog Puppies

AKC, 6 wks old, shots, wormed & vet checked, \$2000-\$2500 stubborn.com 918-407-5220 or 918-407-5221

German Shepherd Puppies

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# TULSA WORLD

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Account Number

1004488

Date

September 08, 2017

CITY OF TULSA FINANCE DEPARTMENT  
Attn: SANDRA BACA  
175 E. 2ND STREET SUITE 480  
TULSA, OK 74103

Date	Category	Description	Ad Size	Total Cost
09/08/2017	Legal Notices	CAPER PUBLIC NOTICE	2 x 27.00 CL	34.56

## Proof of Publication

I, of lawful age, being duly sworn, am a legal representative of the Tulsa World of Tulsa, Oklahoma, a Daily newspaper of general circulation in Tulsa County, a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 and 1982 as amended, and thereafter, and complies with all other requirements of the laws of Oklahoma with reference to legal publications. That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the DATE(S) LISTED BELOW

09/08/2017

Newspaper reference: 0000407299

Published in the Tulsa World, Tulsa County, Oklahoma, September 8, 2017  
407299

### NOTICE OF PUBLIC HEARING

The HUD Community Development Committee for the City of Tulsa will hold a Program Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) & Program Year 2018 Needs Assessment Public Hearing at City Hall, 175 E. 2nd Street, Council Chambers, 2nd Floor on Thursday, September 14, 2017 at 5:00 p.m. The purpose of the Public Hearing is to consider the Draft PY16 CAPER and to solicit comments from Tulsans in order to prioritize the needs for Program Year 2018 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 <https://www.cityoftulsa.org/government/departments/finance/grants/plans-and-reports/> Information presented to the Committee will be used to set priorities for Program Year 2018.

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 Grants Administration at (918) 596-9084 by September 11, 2017 to request such arrangements.

*M. Marshall*  
Legal Representative

Sworn to and subscribed before me this date: 9-8-2017

*Nancy Carol Moore*  
Notary Public

My Commission expires 12-08-2018

NOTARY PUBLIC-STATE OF OKLAHOMA



NANCY CAROL MOORE  
COMMISSION # 06011684  
TULSA COUNTY

CITY OF TULSA

SEP 11 2017

GRANTS ADMINISTRATION

# Survivors of deadly school shooting lash out at Trump

ASSOCIATED PRESS

PARKLAND, Fla. — Students who escaped the deadly school shooting in Florida...

alluded to the FBI's failure to act on tips that the suspect was dangerous, while bemoaning the bureau's focus on Russia's role in...

people from having guns if they are determined to be a threat to themselves or others.

Gov. Rick Scott, also a

already fired in the directions of my deputies," Elliott declined to identify the man late Saturday.

918-581-8455  
reece.ristau

## CITY OF TULSA – PUBLIC NOTICE NOTICE OF AVAILABILITY PROGRAM YEAR (PY) 2018 ANNUAL ACTION PLAN, AMENDED PROGRAM YEAR (PY) 2017 ANNUAL ACTION PLAN, AND AMENDED CITIZEN PARTICIPATION PLAN

The City of Tulsa's Draft PY 2018 Annual Action Plan, and Amended PY 2017 Annual Action Plan will be available for a 30-day public review and comment period from March 6, 2018 through April 5, 2018. 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 Amended Citizen Participation Plan will be available for a 15-day public review and comment period from March 6, 2018 through March 22, 2018. The Citizen Participation 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.

Plans 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.

# Trump fumes about Russia investigation as nation mourns

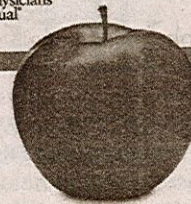
## President has kept largely silent about Fla. shooting victims



ing their the president will host a asses off in "listening session" with Moscow" at students and teachers the lingering fallout details on who would attend or what would be

keep more money in your pocket.

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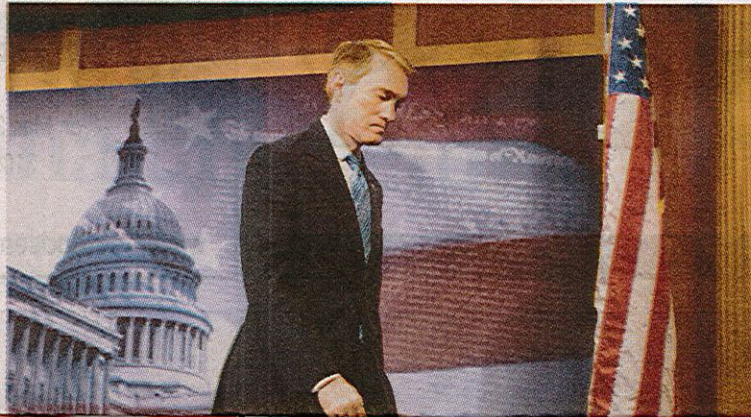
# You Dream It. We Design It

# Lankford warns about election vulnerabilities

## Senator considers threats and says, 'Next time it might not be the Russians'

By Randy Krehbiel  
Tulsa World

Russian interference in the 2016 presidential campaign is only a precursor to further efforts to undermine the American political process, U.S. Sen. James Lankford said Tuesday.



require to be briefed by homeland security.

Oklahoma State Election Board spokesman Bryan Dean said Election Board Secretary Paul Zir, the state's top election official, has since obtained temporary clearance and is in the process of getting permanent clearance.

Dean said there is a thin line between transparency and unnecessarily alarming the public about what this point has been a virtually nonexistent threat to

to update our staff is not appropriate. We have to be able to find that balance between finding what cannot be audited and how to incentivize them to get that done. Ultimately, it's the people of that state that get that done."

Lankford emphasized elections are the responsibilities of the states, not the federal government, which is a major reason, experts say, American election systems are so difficult to subvert on a large scale.

Special Prosecutor Robert TULSA CASA, INC.

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### 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 2018 Annual Action Plan and Amended PY 2017 Annual Action Plan.

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

**WHEN:**  
Thursday, April 5, 2018 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 2018 and Amended PY 2017 Annual Action Plan submitted to HUD.

Citizens requiring special accommodations should contact 918-596-9084 no later than March 30, 2018.

The plan is 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.

## Welcoming New Patients in Broken Arrow



**Amanda Christin, M.D.**  
*Obstetrics and Gynecology*

**Medical Education:**  
University of Oklahoma College of Medicine  
Oklahoma City, Oklahoma

**Residency:**  
Texas Tech University Health Sciences Center  
Amarillo, Texas

**Office:**  
Warren Clinic Broken Arrow - El  
2950 South Elm Place, Suite 160  
Broken Arrow, Oklahoma 74012





## Appendix I

### Delayed Plan Submittal Memorandum





**MEMORANDUM**  
**FINANCE – GRANTS**  
**ADMINISTRATION**

---

DATE: June 15, 2018

TO: US Department of Housing and Urban Development

FROM: City of Tulsa Grants Administration

SUBJECT: Delayed Submittal of 2018 HUD Annual Action Plan

As per instructions outline in HUD CDP Notice 18-01, the City of Tulsa delayed submitting the 2018 HUD Annual Action plan until after the 2018 allocations had been announced. Allocations were announce on May 2, 2018.