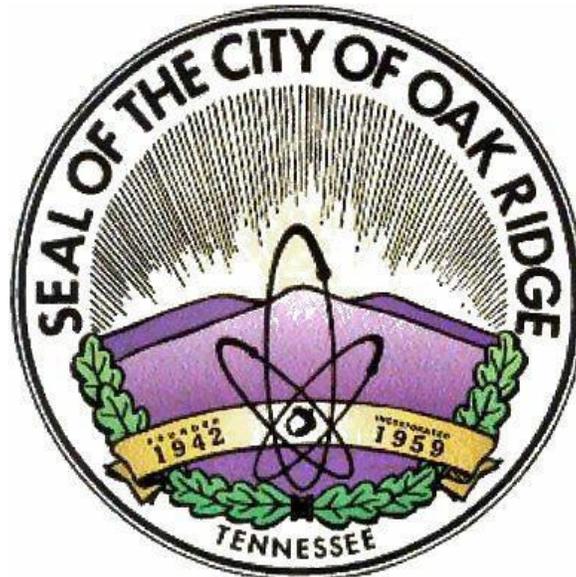


**CITY OF OAK RIDGE
COMMUNITY DEVELOPMENT BLOCK GRANT
ANNUAL ACTION PLAN OF THE CONSOLIDATED PLAN
for
THE PERIOD OF
July 1, 2016 – June 30, 2017**



***Warren L. Gooch, Mayor
Ellen Smith, Mayor Pro-Tem
Trina Baughn
Kelly Callison
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Chuck Hope***

Mark S. Watson, City Manager

CDBG Committee, Staff & Citizen

Kathryn Baldwin, Community Development

Kay Brookshire, Citizen

Sherith Colverson, Community Development

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Ken Krushenski, Legal

Brandon Sharp, Police Department

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Executive Summary

AP-05 Executive Summary

Introduction

The City of Oak Ridge receives Community Development Block Grant (CDBG) funding administered by the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan is the document that details action strategies for carrying out the City's three year Consolidated Plan as a requirement to receive funding for the CDBG program. These plans identify community-specific priorities, including housing, and outlines strategies for addressing them. The Consolidated Plan is required to address the following HUD National Objective Categories:

- Activities Benefiting L/M Income Persons
- Prevention/Elimination of Slum or Blight
- Urgent Need

The Annual Action Plan is the City's annual guide for the implementation of policies and programs that further HUD's national objectives for the CDBG program. CDBG funds can be used for a variety of activities to help low to moderate (L/M) income people and neighborhoods such as housing rehabilitation, providing public facilities, community services, infrastructure, transitional housing, economic development, code enforcement activities and the elimination of blight. The City of Oak Ridge Consolidated Plan for the years 2014-2017 was developed through a public participation process. The City held three public meetings to receive comments and recommendations from citizens, non-profit agencies, faith-based organizations and city staff.

This Annual Action Plan is the second of three Annual Action Plans during the Consolidated Plan period of 2014-2017. Each of the Annual Action Plans describe the City's intent for investing CDBG entitlement funds for the upcoming year. This annual plan was developed from the priorities established in the Consolidated Plan, along with a public participation process. The City held three public meetings, one in December of 2015 and two in January of 2016, and received comments and recommendations from citizens.

Needs Assessment Summary

Through data collection and a public participation processes, the City of Oak Ridge developed priority strategies, objectives, and performance measurements to meet the needs of community development initiatives, the homeless, and citizens with special needs. The City's CDBG entitlement funds for the year beginning July 1, 2016 through June 30, 2017 support the following initiatives (in no particular order):

- Acquisition and Removal of Dilapidated Housing
- Rehabilitation of MDO Housing
- Grant Administration

The investment activities listed above focus on revitalization and housing efforts that lead to the improvement of the overall quality of life for Oak Ridge residents.

Evaluation of past performance

The City of Oak Ridge has achieved all of their objectives in the past year, but still has considerable work to do in the community with regards to their main initiative of eliminating blight and revitalizing neighborhoods. The City has worked steadily for the past four years to eliminate blight throughout the historic neighborhoods through the acquisition and demolition of structures to remove dangerous, dilapidated housing; provided code enforcement services to address property maintenance issues; helped homeless persons and persons at risk of becoming homeless; and assisted in the provision of various housing renovations for low to moderate income families, persons with special needs and the elderly.

The City has been successful in achieving many of its goals through community partnerships. Last year, the City partnered for the second year with the Trinity OutReach Center for Hope (TORCH) to assist the homeless population throughout the City through a rapid rehousing response as well as some prevention efforts. TORCH provided emergency services to a number of individuals and families in Oak Ridge.

The City has continued to transfer parcels of cleared land as well as land with vacant housing units, to the Oak Ridge Land Bank Corporation for revitalization purposes. The Oak Ridge Land Bank Corporation was created pursuant to the authority of the Tennessee Local Land Bank Pilot Program set forth in Tennessee Code Annotated §13-30-101 et seq. By such statute, the Oak Ridge Land Bank Corporation has authority to create a land bank for real property located within the boundaries of Oak Ridge. For purposes of this chapter, "land bank" means real property, however obtained or acquired and held by the Oak Ridge Land Bank Corporation, with the intent of acquiring and holding on to the real property until such time as the corporation is able to find a willing and able buyer to acquire the real property from the corporation. To date, the Oak Ridge Land Bank has donated two properties to the non-profit organization Aid to Distressed Families of Appalachian Counties (ADFAC), has sold three properties at fair market value and has listed approximately 20 properties with the Oak Ridge Realty Center for purchase. Half of the 20 properties were acquired with CDBG funds.

Citizen Participation Summary

The City of Oak Ridge recognizes the importance of citizen participation and includes it as a goal in the CDBG program. Citizens are informed of public hearings, Community Development workshops, City Council meetings and work sessions, and City sponsored activities throughout April's Fair Housing Month. Information about the CDBG program is also available on the City's website at: <http://www.oakridgetn.gov/department/CommDev/Planning-Division/CDBG-Program>.

The Consolidated Plan, Annual Action Plan, (AAP) and Consolidated Annual Performance and Evaluation Report (CAPER) are available for download on the City's above listed website as well. City staff attempt to stay informed about programs funded through other sources, and makes every effort to inform community organizations of this information.

Public Comments

The City held three public meetings prior to the 30-day comment period to receive input from the public and an additional two public meetings have been scheduled, the first during the City Council's regularly scheduled April 12, 2016 meeting, and the second on the evening of Monday, April 25, 5:30 p.m. in the Municipal Building's Training Room.

The first public meeting was held on Monday, December 14, 2015 at 5:30 p.m., and held at the Municipal Building's Training Room.

The second and third public meetings were held on Thursday, January 28, 2016 at 12:00 p.m. in the City Manager's Conference Room at the Municipal Building, and again at 5:30 p.m. until 7 p.m. in the Civic Center's Craft Room. All public meetings are published in the Oak Ridger newspaper and online at Oak Ridge Today a week or more prior to the meeting dates.

Citizens provided feedback through discussion and in writing on comment cards and surveys. In summary, citizens were still interested in fully understanding the amount of debt that is paid towards the Scarborough Community Center and the perceived lack of its usage. Other comments focused on ideas to help the Scarborough Early Learning Center stay available for the community, as well as the City providing resources toward projects that will attract and keep young families in the area.

A summary of citizens comments about the City and our CDBG Program are listed below.

- The Scarborough Center needs to be better utilized by the community. Open access to the basketball courts and baseball fields would give the youth something to do. City Officials that are interested in holding youth activities at the Center should pursue this option.
- City needs to help provide a place for more youth activities.
- Oak Ridge needs to have activities that will attract and keep young professionals in the area. To do this, there needs to be more affordable housing and funds available to renovate older housing for future homeowners.
- Oak Ridge needs a better variety of housing types available between the \$100,000 - \$200,000 price points.
- City needs to support a learning center for preschool aged children from low to no income population.
- City could focus on bringing in additional employment sectors – for youth and those without specialized college degrees.

The Process

PR-05 Lead & Responsible Agencies

The City of Oak Ridge is the lead agency and local jurisdiction responsible for overseeing the development of the Consolidated Plan, the implementation of the Annual Action Plans and the administration of CDBG entitlement funds. A modified City Manager-Council form of government governs the City of Oak Ridge. This governing body consists of a seven member City Council that elects one of its members as Mayor to serve as the ceremonial head of the City and presiding officer of the City Council. The City Manager and City Attorney are appointed by the City Council.

Development of the Annual Action Plan

Three public meetings were held during the preparation of this Annual Action Plan. Notice was published in *The Oak Ridger* newspaper and posted online at Oak Ridge Today. The meeting dates and times were:

Monday, December 14, 2015 at 5:30 p.m.

Thursday, January 28, 2016 at 12:00 p.m.

Thursday, January 28, 2016 at 5:30 p.m.

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
GRANTEE	CITY of OAK RIDGE	COMMUNITY DEVELOPMENT

Table 1 – Responsible Agencies

Consolidated and Annual Action Plan Contact Information

Copies of the City of Oak Ridge Consolidated Plan 2014-2017 and the PY2016/FY2017 Annual Action Plan are available for review in the City Clerk's office, in the Community Development Department, and in the Oak Ridge Public Library. Both plans are also available online at: <http://www.oakridgetn.gov/department/CommDev/Planning-Division/CDBG-Program>. Please contact Sherith Colverson at scolverson@oakridgetn.gov or 865-425-3581 with any questions about either of the plans.

PR-10 Consultation

Introduction

The development of the Annual Action Plan involves consultation with public and private agencies that provide assisted housing, health services and social services, including providers to children, elderly people, people with disabilities and their families, and homeless people.

The City also consults with an internal CDBG committee that consists of staff from various departments, as well as community citizens. Employees from Community Development, Finance, Public Works, Legal and the Police Department meet quarterly to discuss CDBG program initiatives. On occasion, the committee meets with external stakeholders to discuss partnership opportunities that are mutually beneficial.

General Information

The City of Oak Ridge values its partnerships with area nonprofit organizations, the Oak Ridge Public Housing Authority (ORHA), the regional Continuum of Care (CoC), state and federal officials, and the public at large. Coordination among the aforementioned entities, in addition to City staff and HUD regional staff, is essential to provide a coordinated, wide-array of much needed community services.

Continuum of Care Coordination

The City is an active member of the Tennessee Valley Coalition for the Homeless (TVCH), the lead agency in the regional Continuum of Care (CoC). A representative from the City's Community Development Department attends monthly CoC meetings and serves on additional sub-committees. Coordination with the CoC is invaluable as it provides the City an opportunity to participate in dialog with numerous organizations that are committed to addressing the needs of the homeless population.

Continuum of Care Consultation: ESG, Standards/Outcomes and HMIS

The City of Oak Ridge receives Emergency Solution Grant (ESG) funds from the State of Tennessee's Tennessee Housing Development Agency (THDA) and those funds are used to address the needs of the homeless in the City. Oak Ridge is currently partnering with TORCH to use ESG funds for rapid rehousing and prevention activities within the Oak Ridge city limits. Rapid rehousing involves activities that place clients who are experiencing homelessness in housing. Examples of assistance provided by the ESG program are payments for daily hotel fees, rent for housing, deposits for various housing related resources, mortgage and utilities. TORCH records the number of clients they serve on a monthly basis and this information is available quarterly for monitoring purposes.

TORCH is a member of the Tennessee Valley Coalition for the Homeless (TVCH), and they have the required Certification of Participation with Continuum of Care, certifying that their application is aligned with the Continuum of Care’s strategies for preventing and ending homelessness and creating housing stability. More information about TORCH is available at: <http://www.oakridgetorch.org>.

TORCH acknowledges that agencies using ESG grant funds to provide services must coordinate with other agencies by entering information into the Homeless Management Information System (HMIS). HMIS helps prevent the duplication of community services to the same individuals. The TVCH provides TORCH quarterly monitoring reports for data entered in the HMIS system. As an ESG grantee, the City reviews the monitoring reports to verify program compliance. Toward the end of the ESG program year, the City meets with TORCH to discuss the success of their program and determine a path forward.

Participation from Area Social Service & Housing Organizations

In addition to holding three public meetings, the City of Oak Ridge reached out to community organizations to take note of any comments about community development programs in Oak Ridge. Feedback focused on the following:

- Acquisition and demolition of blighted properties and its impact in neighborhoods
- Partnerships to rehabilitate deteriorated structures in neighborhoods
- Homeless prevention activities and the impacts on the community
- Rapid rehousing activities
- Additional activities/employment opportunities for youth involvement
- Transfer of select properties to the Oak Ridge Land Bank Corporation for revitalization purposes

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?
Emergency Solutions Grant (ESG)	City of Oak Ridge	Homeless services and prevention

Table 2 – Other local / regional / federal planning efforts

AP-12 Citizen Participation

Introduction

The City of Oak Ridge is an entitlement jurisdiction receiving Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development (HUD). Pursuant to the CDBG program regulations, the City is required to prepare an Annual Action Plan before the beginning of every program year that addresses goals and priorities established in the three Consolidated Plan. The City is also required to prepare a Consolidated Annual Performance Evaluation Report (CAPER) on an annual basis to evaluate the previous year's performance.

The Citizen Participation Plan (CPP) establishes the City of Oak Ridge's policies and procedures for citizen participation in the development of the CDBG Consolidated Plan, Annual Action Plans, including any subsequent amendment(s) and the CAPER. The CPP provides an opportunity for nonprofit service agencies and the community to work in partnership with the City to identify needs and allocate the CDBG funds. The CPP encourages participation from all citizens. Preparation of the Annual Action Plan includes the involvement of community development staff, an internal CDBG Committee, the City Manager and City Council. Currently, the City's CDBG administrator is Sherith Colverson, Senior Planner in Community Development. The CDBG program administrator records the CDBG committee's recommendations, tracks CDBG expenditures and serves as the City's contact person for the CDBG program.

The CDBG committee is comprised of the City's CDBG program administrator, representatives from various City departments, and community citizens. This committee serves as an advisory group to the City Manager and City Council on planning, implementation and assessment of CDBG programs/activities through the following tasks:

- Collection of citizen input with respect to neighborhood/community needs;
- Consultation with potential CDBG sub-recipients during the application process;
- Review of applications and proposed projects for CDBG funding;
- Review of required HUD documents (Consolidated Plan, Annual Action Plan and CAPERs);
- Recommendations for staff to provide to the City Manager for City Council's approval;
- Review of progress on projects/programs

As noted above, the CDBG committee provides program and funding recommendations to the City Manager for City Council's review and approval. The City Council is responsible for executing the procedures established in the Consolidated and Annual Action Plans. The City Council makes the final determination about the priority of various community needs each year when allocating CDBG funds through the approval of the Annual Action Plan.

The City of Oak Ridge staff and elected officials recognize that CDBG entitlement funds are taxpayer money returned to the City to be used primarily to benefit extremely low, low and moderate-income residents. City staff and elected officials are stewards of this public money and will openly discuss all records, except for those confidential records protecting a household's privacy.

Citizen Participation Plan (CPP)

The City of Oak Ridge provides opportunities for citizens, public agencies, and other interested parties, including citizens directly affected, adequate information on the CDBG program, including the anticipated amount of CDBG funds that are available for the current fiscal year and the range of activities that the City may undertake with the funds. Citizens are provided the opportunity to submit comments to the City on any of the identified housing and community development needs, the amount of funds received, and the activities undertaken to assist with the identified needs.

Anti-displacement/Relocation – Federal and/or State Funding

In the event that any residential displacement and relocation must take place in order to carry out a CDBG program activity, or any project that utilizes federal and/or state funding, the City of Oak Ridge ensures that it will develop an Anti-displacement and Relocation Plan in connection with that project as applicable per Federal regulations. This will include compliance with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended and implementing regulations of 49 CFR part 24.

Anti-displacement/Relocation – Local Funding

The following policy may be used for residential displacement and relocation of Oak Ridge residents if the project uses only local funds.

CITY OF OAK RIDGE, TENNESSEE LOCAL RELOCATION ASSISTANCE POLICY

The City of Oak Ridge Relocation Assistance Policy has been developed to assist residents living in rental units within the city limits with assistance to move from their rental units due to redevelopment efforts. This policy is to be considered a local policy and will be utilized in the event no Federal or State funding is involved in the project that causes residents to be relocated.

Definitions:

1. City refers to the City of Oak Ridge.
2. Authorized Administrator is any private or governmental agency, which administers the relocation policy to eligible clients living within the city limits.
3. Bona fide Resident is a person, eighteen years of age or older who is listed on the City of Oak Ridge utility records with corresponding proof of a valid lease and has been living in the affected rental unit for one year prior to the notice to vacate the unit.
4. Displacement is when tenants are forced to move from their rental units because of action taken by the City.
5. Eligible Tenant is a tenant that applies for assistance who meets the eligibility requirements.
6. Relocation Assistance is money and/or other support to help displaced tenants find a new place to live.

Displacement:

Displacement occurs when tenants are forced to move from their rental units because of action taken by the City. The reasons to order a tenant to move include but may not be limited to the following:

1. The building is to be boarded up and/or torn down with government approval.
2. The landlord is ordered by the housing and/or building inspector to make repairs that cannot be made unless the tenants move.
3. The landlord has allowed more people to live in a unit than the law allows, or the landlord has made a separate apartment out of a part of the building, such as an attic or a basement, that is not legal to rent.
4. The building is being taken over by the City to be used to build a school playground, a highway, a neighborhood renewal program, or some other public project.
5. The landlord is not allowed to rent the apartment because of zoning laws.

Relocation Assistance:

Relocation assistance is money and/or other support services to help displaced tenants find a new place to live. Tenants that are displaced may or may not receive relocation assistance. Monetary relocation assistance shall be limited to \$500 per Eligible Tenant. Available relocation assistance shall be limited to the following:

1. Money for temporary housing until the tenant finds a permanent home, if the City and/or the Authorized Administrator forces the tenant to move out immediately because of an emergency. This is limited to \$500 per Eligible Tenant.
2. A payment to assist with the Eligible Tenant's actual moving costs. This is limited to \$500 per Eligible Tenant and requires receipts for the actual moving costs.
3. A dislocation payment to the Eligible Tenant's dislocation, which includes an allowance of \$200 and a fixed moving payment of \$300. The payment does not require receipts.
4. Help by the City, Authorized Administrator and other partners to locate a new, affordable place for the Eligible Tenant to live.

Eligibility:

Eligible Tenants are applicants that request relocation assistance and meet the following minimum requirements (Bona-fide resident of Oak Ridge):

1. Eighteen years of age or older.
2. Listed on the City of Oak Ridge utility records for the affected unit being vacated.
3. Utility account with the City of Oak Ridge shall be in good standing with any past-due balances being paid in full by the date of application for relocation assistance.
4. Proof of a written lease for the unit being vacated with the name listed on the lease being the same name as listed on the City of Oak Ridge utility records.
5. Lived in the affected rental unit for 12 months consecutively and prior to the date of notice to vacate.
6. Proof of legal residence within the United States of America.
7. If a tenant has been convicted for drug and/or alcohol violations within the previous twelve (12) months from the date of notice to vacate, they must provide proof they are currently or have been receiving treatment for this condition.

Authorized Administrator

The Relocation Assistance Policy for the City of Oak Ridge allows the City to contract with a qualified agency to administer the relocation policy. This qualified agency will be the Authorized Administrator of the policy. With approval and assistance by the City, the Authorized Administrator will be responsible for determining Displacement has occurred, determining tenant Eligibility and providing Relocation Assistance.

Plan Publication

Summaries and/or complete copies of the Consolidated Plan, Annual Action Plans, and substantial amendments to either document or the CAPER will be available to the public for free upon written request to the CDBG program administrator.

Public Hearings

The City of Oak Ridge will schedule and hold at least three (3) Public Hearings each year to solicit citizen comments on the Consolidated Plan, Annual Action Plans and CAPER. Although held at different stages of the program year, these public hearings will address housing and community development needs, proposed activities to assist with the needs, and program performance. These hearings will be held at times and locations that are hopefully convenient to both potential and actual beneficiaries. The hearings will be scheduled separately from the City Council meetings that require approval of CDBG activities.

The current schedule for the City of Oak Ridge CDBG 2016-2017 Public Hearings are:

Needs Assessment	November 2016 through March 2017
Consolidated & Annual Action Plan	May 2016
CAPER for 2015-2016	September 2016

Notice of Public Hearings

Adequate advance notice of each public hearing will be provided to all of Oak Ridge's citizens. At least two (2) weeks prior to a public hearing a notice will be published in a local newspaper. The notice will include sufficient information on the hearing, including the purpose, date, time, and location. A notice will be displayed in a public area within the following city facilities:

Municipal Building Courtroom	Public Library
Recreation Center	Senior Center
Scarboro Community Center	Scarboro Center

Access to Meetings

All meetings and public hearings related to the CDBG program will be held in locations accessible to those with physical disabilities and upon notice and in compliance with the American with Disabilities Act, the City will attempt to provide for individuals needing special accommodations (including auxiliary communicative aids and services) during the hearings.

Public Comments

In preparing the Consolidated Plan, Annual Action Plans and CAPER, the City of Oak Ridge will consider the views of its citizens, public agencies and all other interested parties. Public comments will be accepted for at least 30 days for the Consolidated Plan and/or Annual Action Plans prior to submission of the documents to HUD for review and approval. All citizen comments provided to the City either orally or in writing will be considered prior to City Council approving the Consolidated Plan and/or Annual Action Plans.

Public comments will be accepted for at least 15 days for the CAPER prior to submission of the document to HUD. A summary of these citizen comments will be included in the CAPER prior to submitting the document to HUD. If a major project, such as the construction or expansion of a public facility, uses CDBG funds, additional public meetings will be held along with the acceptance of public comments, specific to the project.

All Oak Ridge City Council agendas include the opportunity for citizen comments that are not related to an agenda item. Citizens could use this forum to express their comments concerning the City's CDBG program. All Oak Ridge City Council members have email addresses that are accessible from the City's website at www.oakridgetn.gov.

Substantial Amendments

Once approved by City Council and HUD, the City of Oak Ridge may amend the Consolidated Plan and Annual Action Plans if the need arises. Any amendments to the Consolidated Plan and/or Annual Action Plan shall include a 30-day public comment period. The City will give reasonable notice and an opportunity for citizen to comment on proposed amendment(s). All comments provided to the City, either orally or in writing, will be considered prior to City Council approval of the amendment(s). A summary of the citizen comments and the City's response with respect to their acceptance will be included with the substantial amendment(s) document prior to submission to HUD.

The City of Oak Ridge will amend the approved Consolidated Plan whenever a decision is made to propose a substantial change in funding priorities and/or a substantial change in the method of the distribution of funds. A "substantial change" is defined as a change equal to or in excess of 50% of the City's CDBG entitlement funds for the current program year.

The City of Oak Ridge will amend an approved one-year Annual Action Plan whenever one of the following decisions is made:

- to carry out an activity that was not included or approved in the one-year Annual Action Plan;
- to cancel an activity, prior to the end of the plan year, that was included and approved in the one-year Annual Action Plan;
- to increase or decrease the amount to be expended on a particular activity from the amount stated in the one-year Annual Action Plan by more than 50%;
- to change the purpose, scope, specific location or beneficiaries of an activity that was included and approved in the one-year Annual Action Plan.

Performance Reports

The City of Oak Ridge will submit a Consolidated Annual Performance Evaluation Report (CAPER) to HUD on the City's CDBG funded projects outlined in each one-year Annual Action Plan. Like the Consolidated Plan and the Annual Action Plans, citizens will be provided with an opportunity to comment on the CAPER. Prior to submission of the CAPER to HUD, all citizens will be provided a fifteen (15) day comment period. Any citizen comments provided either orally or in writing to the City will be considered prior to submission of the report and a summary of the citizen comments will be included with the report.

Plan Availability and Access to Records

The City of Oak Ridge Consolidated Plan, Annual Action Plans, substantial amendment(s) to either document or the CAPER will be made available to the public when they are developed and during the public comment periods. Once submitted and/or approved by City Council and HUD, the documents will be available on the City's website, www.oakridgetn.gov CDBG icon and to any interested party, upon written request to:

Sherith Colverson
City of Oak Ridge Municipal Building
Community Development Department 200 S. Tulane Avenue
Oak Ridge, TN 37830
scolverson@oakridgetn.gov

Technical Assistance

When needed, the City of Oak Ridge will offer technical assistance directly to groups representing low-to-moderate income persons, neighborhood organizations, and community service organizations. The City may also refer these groups to a competent local organization that can provide such assistance. The City's technical assistance contact for the CDBG entitlement program is: Sherith Colverson, Senior Planner: scolverson@oakridgetn.gov.

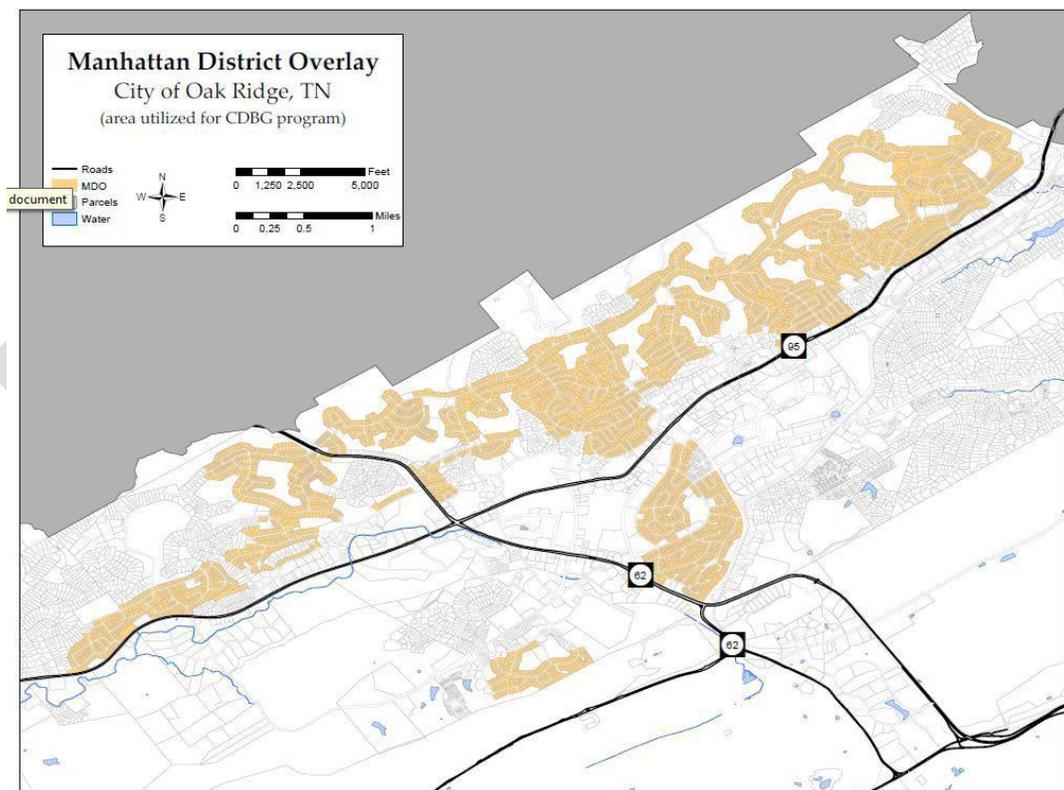
Complaints

Written complaints from citizens with respect to the Consolidated Plan, one-year Annual Action Plans, any amendments, and the CAPER will receive a response from the City within thirty (30) days.

SP-10 Geographic Priorities

The City of Oak Ridge is concentrating its revitalization efforts within the Manhattan District Overlay (MDO). The MDO is a historic district where the majority of the structures were originally built by the Federal Government in the early 1940s to house employees and their families during the Manhattan Project. These units were not intended to be permanent residential structures, but as the Project came to a close, the Federal Government sold all housing units to willing buyers. To date, the majority of these structures are still occupied and many need improvements. The MDO area includes the following neighborhoods: Highland View, Scarboro, East Village and Woodland.

This area is in the north central part of the city, much of which is along a ridge known as Black Oak Ridge. The borders for this area are Outer Drive and West Outer Drive to the north and much of the housing south to Oak Ridge Turnpike (but not all). The eastern border is East Drive at the eastern city limits. The western border at Outer Drive is Jefferson Avenue. There is also a portion to the west that runs between Robertsville Road and Oak Ridge Turnpike. The southern portion also includes the Woodland Neighborhood, which is between Lafayette Drive to the east and South Illinois Avenue to North and South Purdue Avenue. Manhattan Avenue bisects this area.



April 2014

SP-25 Priority Needs

The priority needs for the City of Oak Ridge CDBG Annual Action Plan for 2016-2017 are:

- Acquisition and removal of dilapidated housing
- Rehabilitation of MDO Housing
- Grant administration

SP-45 Goals & Objectives

Below is a table that provides a summary of the City's annual goals for the CDBG program.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Addresses	Funding	Goal Outcome Indicator
1	Acquisition & Removal of MDO Housing	July 2016	June 2017	Acquisition and demolition	Manhattan District Overlay (MDO)	L/M	Estimated \$115,000.00	Improvement, stabilization, and revitalization of neighborhoods in the MDO district
2	Rehabilitation of MDO Homes	July 2016	June 2017	Low Income Housing Rehab	Within the Oak Ridge city limits	L/M	Estimated \$100,000.00	Wiring upgrades for owner occupied homes
3	Grant administration	July 2016	June 2017	Non-housing community development	200 S. Tulane Ave	L/M	Estimated \$2,646.00	Provide funding and training for CDBG administrator to ensure compliance with program- related HUD regulations

AP-15 Expected Resources

Annual Action Plan FY16/FY17: Expected Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
Emergency Solutions Grant (ESG)	HUD through THDA	Homeless Prevention	\$46,697.00	0	\$57,035.00	\$46,697.00	TORCH currently supports The City's homeless prevention program (rapid rehousing activities within the City of Oak Ridge)

AP-35 Projects

Project Number	Project Name
1	Acquisition & Demolition of Blighted Properties
2	Rehabilitation of MDO Housing
3	Grant Administration

AP-55 Affordable Housing

One Year Goals for the Number of Households to be Supported	
Homeless	25
Non-Homeless	50
Special-Needs	15
Total	90

One Year Goals for the Number of Households Supported	
Rental Assistance	30
The Production of New Units	4
Rehab of Existing Units	6
Acquisition of Existing Units	4
Total	44

AP-60 Public Housing

Introduction –

Residents of the City of Oak Ridge are served by the Oak Ridge Housing Authority (ORHA), which was incorporated September 5, 1969 under the “Housing Authorities Law” Chapters 8 through 11 Title 13 TCA Sections 801 through 1113. PY2015/FY2016 will be the fifth year of the ORHA Five-Year Agency’s Plan.

In summary, the ORHA Five-Year Agency Plan, and it’s 2013 update, encourages public housing residents to be involved with ORHA and promotes self-sufficiency for homeowners. More information about the ORHA, and its programs and sites can be found at: <http://orha.net/>.

AP-65 Homeless and Other Special Needs Activities

Information to this section will be updated as information about potential social services and the resources they provide are verified by the City.

Homelessness Prevention Services	Available in the Community	Targeted for Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	Yes	Yes - TORCH	Yes - TORCH
Legal Assistance	Yes	Yes – Legal Aid	Yes – Legal Aid
Mortgage Assistance	Yes	Yes - TORCH	Yes - TORCH
Rental Assistance	Yes	Yes - TORCH	Yes - TORCH
Utilities Assistance	Yes	Yes - TORCH	Yes - TORCH
Street Outreach Services			
Law Enforcement	Yes	Yes - ORPD	No
Mobile Clinics (Free Clinic)	Yes	Yes – Free Medical Clinic of Oak Ridge	Unknown
Other Street Outreach Services	Yes	Yes - TORCH	Yes - TORCH

Supportive Services			
Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Alcohol & Drug Abuse	Yes	Yes - Ridgeview	Yes - Ridgeview
Child Care	Yes	Yes - TORCH	Unknown
Education	Yes	Yes - TORCH	Yes - TORCH
Employment and Employment Training	Yes	Yes - ETHRA	Unknown
Healthcare	Yes	Yes – Free Medical Clinic of Oak Ridge	Unknown
HIV/AIDS	Yes	Unknown	Unknown
Life Skills	Yes	Yes - TORCH	Unknown
Mental Health Counseling	Yes	Yes – Ridgeview	Unknown
Transportation	Yes	Yes - ETHRA	Unknown

AP-75 Barriers to affordable housing

Introduction

The regulations for the Annual Action Plan require an explanation of whether the cost of housing or the incentives to develop, maintain or improve affordable housing are negatively affected by public policies, including tax policies, land use controls, zoning ordinances, building codes, fees and charges, growth limits and policies that affect the return on residential development.

The City of Oak Ridge has and continue to be actively involved in issues concerning the housing market. The adoption and enforcement of zoning and subdivision regulations and building codes has shaped the growth of neighborhoods and influenced the design, quality, and cost of the community’s housing stock. The Community Development Department administers these policies, which have made Oak Ridge a planned and livable city. During the last several years, City of Oak Ridge officials and staff have been determined to reduce the perception that the regulations and policies are detrimental to residents and residential developers. These policies and the methods to reduce the barriers to affordable, quality

housing include:

- **Building codes and standards** – The City of Oak Ridge has adopted the 2012 International Building Code and International Residential Code as published by the International Code Council
- **Building permits and fees** – The City of Oak Ridge has an administrative policy D-200 titled Fees and Municipal Services and Supplies? Section 2.110, Affordable Housing Fee Adjustments eliminates any zoning fees, moving fee and demolition fee and reduces to \$25.00 the permit fees. Item a, of Section 2.110 will be updated to reference the CDBG target areas utilizing data from the most recent U.S. Census
- **Property tax abatement** – City Council approved a resolution authorizing a local option property tax freeze program for taxpayers 65 years of age or older based on income and ownership of eligible property and other guidelines as set forth in the resolution.
- **Lack of knowledge of available programs and resources** – The City of Oak Ridge will continue efforts to communicate information concerning available programs and resources through the website and newspaper notices and articles.
- **Nationwide affordable housing trends** - The private housing market does not generally provide new or updated affordable housing without some type of subsidy or incentive and older housing units that are affordable often have physical problems that make the units ineligible for financing from private lending institutions.

In addition to these barriers, many older and affordable homes in Oak Ridge available to low or moderate-income residents require some type of financing or subsidy when purchasing a home, which includes inspection of the home prior to purchase. Methods to address the barriers to affordable housing that are stated above include:

- Use of innovative approaches and cooperative partnerships with other public agencies and private organizations to meet the need for new affordable housing.
- Promote housing rehabilitation programs for older homes so that an increased number of houses meet the 2012 International Property Maintenance Code.

AP-85 Other Actions

Introduction

City of Oak Ridge staff and officials, non-profit organizations, businesses, faith-based organizations, neighborhood groups and citizens are all vital partners in the housing and community development delivery system.

The City of Oak Ridge uses a committee approach instead of assigning one staff member and/or one department with full responsibility for the CDBG program. The City's internal CDBG committee reviews all CDBG program activities and makes recommendations to the City Manager for his evaluation and prioritization to City Council.

The City of Oak Ridge uses CDBG entitlement funds, Emergency Solutions Grant (ESG) set-aside funds and city general fund dollars to assist with the strategies of the CDBG program. Leadership begins with the City's elected officials with the approval of the Annual Action Plan activities. Effective program delivery would not be possible without the coordination of Federal, State and local partners. The City of Oak Ridge staff and officials rely on the area non-profit organizations, state and federal officials to provide insight with respect to the needs of our residents. The non-profit organizations in our community are

vital partners for the delivery of services and programs for Oak Ridge residents. The organizations work and coordinate to provide a valuable network of resources for Oak Ridge residents. City staff will continue to be an active participant with the area Continuum of Care, TVCH.

The Knoxville HUD office is also a valuable resource, providing advice and assistance with statutory and regulatory requirements, technical assistance and training for the CDBG Entitlement Program City of Oak Ridge staff and officials. The HUD office also helps with marketing and outreach efforts to promote community development and affordable housing for the region.

Actions planned to reduce lead-based paint hazards

Childhood lead based paint poisoning is a significant problem nationally. On September 15, 2000, HUD regulation (24 CFR Part 35) took effect streamlining, modernizing and consolidating all lead-based paint requirements in federally- assisted housing to ensure that children are adequately protected from lead poisoning. The regulation prescribes certain action by HUD grantees to identify, stabilize or remove lead-based paint hazards in any housing receiving HUD assistance.

The rule only affects residential structures built before 1978. The scope of activities required by HUD is dependent upon the type of housing impacted and the amount of federal assistance being provided, with rehabilitation activities using in excess of \$25,000 of HUD funds requiring the highest level of treatment.

The City of Oak Ridge includes a detailed and strict requirement in the CDBG subrecipient agreements pertaining to the treatment of lead-based paint. The article of the subrecipient agreement specifies the Lead-Based Paint Poisoning Prevention Act and the HUD Lead-Based Paint Regulations. The City of Oak Ridge also verifies with all subrecipients that information concerning lead-based paint hazards is provided to their clients. Matt Widner, the Housing Remediation Specialist, is certified as an EPA Lead Inspector. He is certified to conduct all lead-based paint initial inspections and is working on additional certifications for risk analysis.

The City of Oak Ridge and partners will continue to address the hazards of lead-based paint in the activities receiving HUD funding, in compliance with the prescribed regulations and for the health, safety and welfare of our citizens.

Actions planned to reduce the number of poverty-level families

The City's primary tools to address poverty are currently limited to tax policies, social service programs, housing assistance and economic development programs. When these are combined with the provision of life safety programs such as police and fire protection and the construction and maintenance of city infrastructure (streets, parks and utilities) they help create the kind of environment where citizens can concentrate on positive life activities and outcomes (working, taking care of themselves, their families and their property).

The City, in conjunction with other public agencies and private organizations, will seek to provide very low- and low-income households with various opportunities to gain the knowledge, skills and motivation to become fully self-sufficient. The City of Oak Ridge will continue to pursue resources and innovative partnerships to promote the development of affordable housing, assist with strategies that help with homeless prevention, provide

emergency assistance, support health services and transportation; all with the intent of building a community that is empowered to provide a constructive quality of life for all its citizens.

Actions planned to develop institutional structure

A requirement of the Annual Action Plan is to describe the organizations that assist the City of Oak Ridge to provide the housing and community development-related programs. Institutional structure is defined as the private, public and non-profit organizations through which a jurisdiction will carry out the Consolidated Plan activities. City of Oak Ridge staff and officials, non-profit organizations, businesses, faith-based organizations, neighborhood groups and citizens are all vital partners in the housing and community development delivery system.

City of Oak Ridge Staff and Officials

The City of Oak Ridge uses a CDBG committee approach instead of assigning one staff member and/or one department with the full responsibility for the CDBG program. The City's internal CDBG committee reviews all CDBG program activities and makes recommendations to the City Manager for his evaluation and prioritization to City Council.

This Annual Action Plan 2015 – 2016 reflects input by city staff, officials, non-profit agencies and residents. The Community Development Department was tasked with the responsibility of conducting public meetings, collecting data, documenting the process and drafting the Annual Action Plan.

Housing and Community Development Partners

The City of Oak Ridge uses CDBG entitlement and ESG funds along with the City's general fund dollars to assist with HUD's national goals of the CDBG program. Leadership begins with the City's elected officials and the approval of the Annual Action Plan activities.

Effective program delivery would not be possible without the coordination of Federal, State and local partners. The City of Oak Ridge staff and officials rely on the area non-profit organizations (social service agencies), as well as state and federal officials to provide insight with respect to the needs of our residents. The non-profit organizations in our community are vital partners for the delivery of services and programs to Oak Ridge residents. The organizations throughout the region and particularly here in Oak Ridge work and coordinate together to provide necessary resources to everyone in Oak Ridge who is need of them.

The Knoxville HUD office is also a valuable resource that provides advice and assistance with statutory and regulatory requirements, technical assistance, and training for staff and officials to better understand the CDBG entitlement program. The Knoxville HUD office also helps with marketing and outreach efforts to promote community development and affordable housing for the region.

City of Oak Ridge residents appreciate the dedicated service and support of their state and federal elected officials.

Summary of Institutional Delivery Structure

Responsible Entity	Responsible Entity	Role	Geographic Area Served
The City of Oak Ridge	Government	Grant	City of Oak Ridge
Sub-recipients	Nonprofit organizations	Sub-recipient	City of Oak Ridge

Table 49 - Institutional Delivery Structure Program Specific Requirements

AP-90 Program Specific Requirements

The City of Oak Ridge does not generate program income from CDBG grant.

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