

CITY OF NORMAN, OK COMMUNITY DEVELOPMENT BLOCK GRANT POLICY COMMITTEE

Development Center Conference Room A, 225 N Webster, Norman, OK
73069

Wednesday, March 18, 2026 at 6:00 PM

MINUTES

The Community Development Block Grant Policy Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session on Wednesday, March 18, 2026 at 6:00 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

In Attendance

Robert Bruce
Karen Canavan
Jorie Welch
David John
Kendel Posey
Sherylann Densow
Lee Hall
Karlinda Gravel
Mark Katherine Long

Staff Present

Lisa Krieg, CDBG Grants Manager
James Heath, Housing Rehabilitation Specialist
Tara Reynolds, Financial Management Analyst

REPORTS

1. COMMUNITY DEVELOPMENT BLOCK GRANT POLICY COMMITTEE ORIENTATION
Please see attached slides.
2. REVIEW OF 2024-2025 CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER)
Please see attached slides.
3. UPDATE ON CITY OF NORMAN CDBG & HOME FUNDS
Congress has appropriated the same level of funding for CDBG & HOME as last year. The City is expecting to receive funding consistent with the current year allocation.
4. OVERVIEW OF HOUSING REHABILITATION PROGRAM
Please see attached slides. Staff is in the process of implementing online software for the Housing Rehabilitation program. The software, Neighborly, would allow citizens to view program requirements and apply for the program online. This will increase

accessibility for citizens, increase efficiency for applying, and assist with project management for compliance with HUD regulations.

The City of Norman is updating the Housing Rehabilitation policy regarding project funding caps. In 1990 it was established that each Rehabilitation project was capped at \$25,000 per project, and each structure had a lifetime cap of \$35,000. Due to planned obsolescence and the cost of materials and labor increasing, staff recommended increasing the funding limits. It was proposed that each project shall maintain that \$25,000 limit, but with a \$75,000 limit per structure for 15 years. This will allow a structure to receive services if multiple major systems need replacing within a 15 year period.

The Committee voiced approval of this policy change and the implementation of the online application software.

5. CDBG POLICY COMMITTEE SCHEDULE

April 15, 2026

ACTION ITEMS

5. ELECTION OF CHAIR & VICE-CHAIR

Lee Hall nominated Jorie Welch for Chair, and Heidi Smith for Vice Chair.

Motion to approve nominations by Kendel Posey; **Second** by Mary Katherine Long.

Motion was approved unanimously.

MISCELLANEOUS COMMENTS

There was a general discussion regarding the need for sidewalks, curb and gutter, and stormwater drainage in the core neighborhoods. Due to the cost, installation of curb and gutter is out of scope for the current level of funding. CDBG is currently undertaking sidewalk repair in the First Courthouse & Original Townsite neighborhoods.

ADJOURNMENT

This meeting was adjourned at 7:05pm.

Community Development Block Grant (CDBG) Home Investment Partnership Program (HOME)

Lisa Krieg, CDBG Grants Manager

James Heath, Rehabilitation Specialist

Tara Reynolds, Financial Management Analyst



1. CDBG Policy Committee Orientation

This is a volunteer advisory committee.

Identify Community Needs Policy Recommendations

Funding Recommendations

Fulfills HUD's Public Participation Requirement



Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to promote the development of viable urban communities by providing decent housing, a suitable living environment; and expanded economic opportunities, **principally for persons of low and moderate incomes.**

FYE26 funding of \$984,443



HOME Investment Partnerships Program

- The HOME Investment Partnerships Program (HOME) provides formula grants to states and localities that communities use - often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating **affordable housing** for rent or homeownership or providing direct rental assistance to low-income people.
- FYE26 funding of \$441,285



CDBG

Every CDBG activity must meet one of the three National Objectives:

- **Benefit to low- and moderate-income persons**
- **Elimination of slum or blight.**
- **Meeting an urgent need**



Consolidated Plan

Effective Dates 7/1/2025 thru 6/30/2030



5-year plan

Consolidated Plan identifies program priorities for the next 5 years by completing a needs assessment, market analysis, and outlining a strategic plan.

Priorities are:

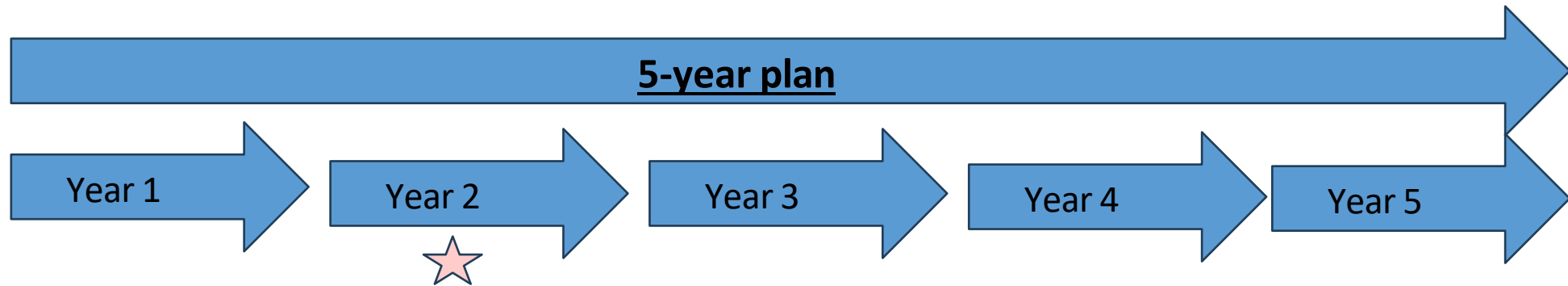
- Housing Rehabilitation for low-moderate income households.
- Affordable Rental Units
- Housing & Services for people with special needs
- Housing & Services for the homeless
- Public improvements

Goals Are:

- Housing Rehabilitation
- Homelessness activities – support of people exiting homelessness
- Community Development – neighborhood improvements within the target area
- Affordable Rental/Owner Housing – acquisition of property for affordable housing, & the development of affordable units.



Annual Action Plan

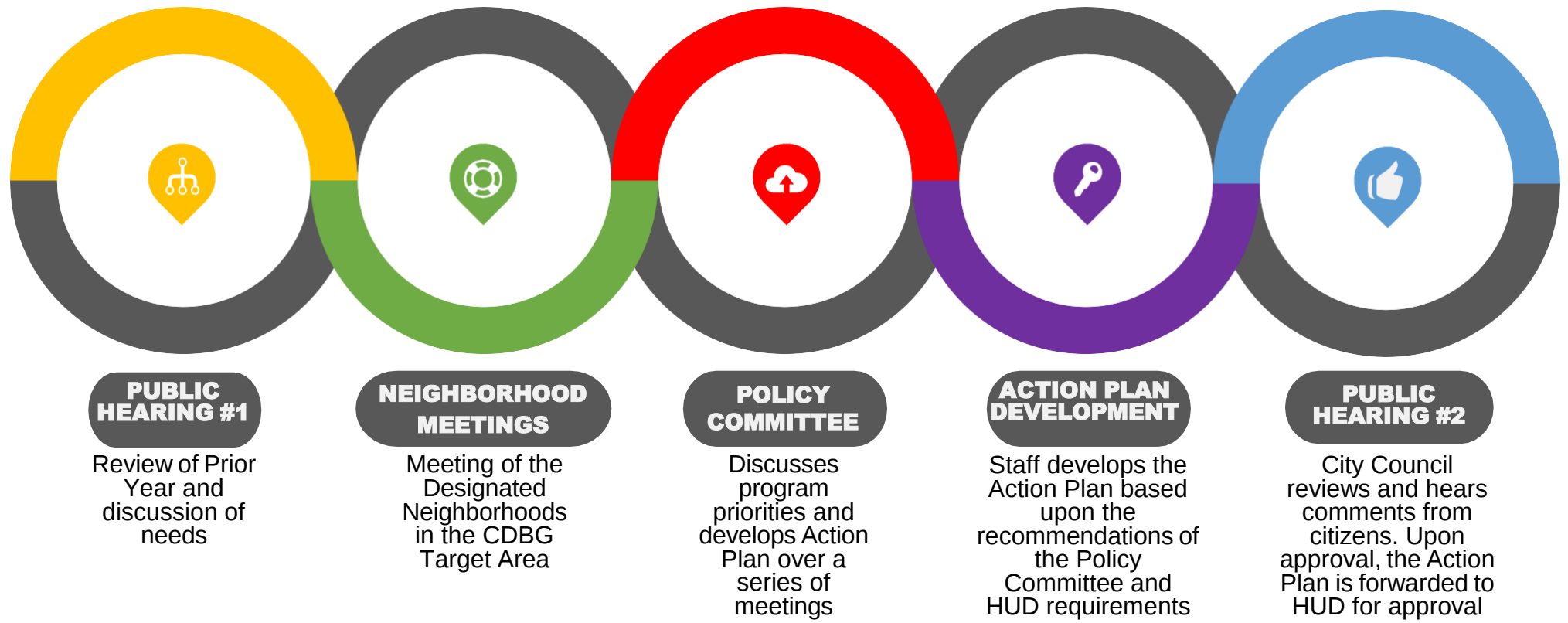


- Identifies programs, projects, and budgets funding for the upcoming year through citizen participation process.
- Current Programs: Housing Rehabilitation
- Current Projects: Development of Affordable Housing



CDBG

CDBG Program identifies needs and activities by utilizing a defined citizen participation process.



2. Consolidated Annual Performance Evaluation Report (CAPER) 7/1/2024-6/30/2025

- **\$645,465 Total Expenditures of CDBG Funds**
- **16% Administration**
- **9% Public Service**
- **48% Housing Rehabilitation**
- **27% Community Development**
 - Acquisition, Neighborhood projects, Senior Kitchen



3. Funding Update



\$984,443

CDBG FYE26

Administration
Public Services
Housing
Rehabilitation
Neighborhood
Projects
Acquisition of
Affordable
Housing



\$441,286

HOME FYE26

Administration
Development of
Affordable
Housing



\$1,560,908

HOME ARP

Awarded in 2021,
Plan approved by
HUD in 2023.
1305 Triad Village Dr
purchased for 1-
bedroom affordable
units.
These funds must be
expended by 2030.

4. CDBG Housing Rehabilitation

- Assists in the preservation of existing affordable housing for low-moderate income homeowners
- Provides opportunities for accessibility modifications for both owners and renters

80% and Below Median Family Income (2025)			
1 Person	2 Persons	3 Persons	4 Persons
\$54,750	\$62,550	\$70,350	\$78,150



CDBG Housing Rehabilitation

Emergency Repair Program

- Addresses only specific items that are health and safety concerns up to a total cost of \$25,000
- Examples: roof replacement, heat in winter, air conditioning in summer, collapsed sewer line, etc.
- General homeowner maintenance items are not eligible (\$500 threshold)

Accessibility Modification Program

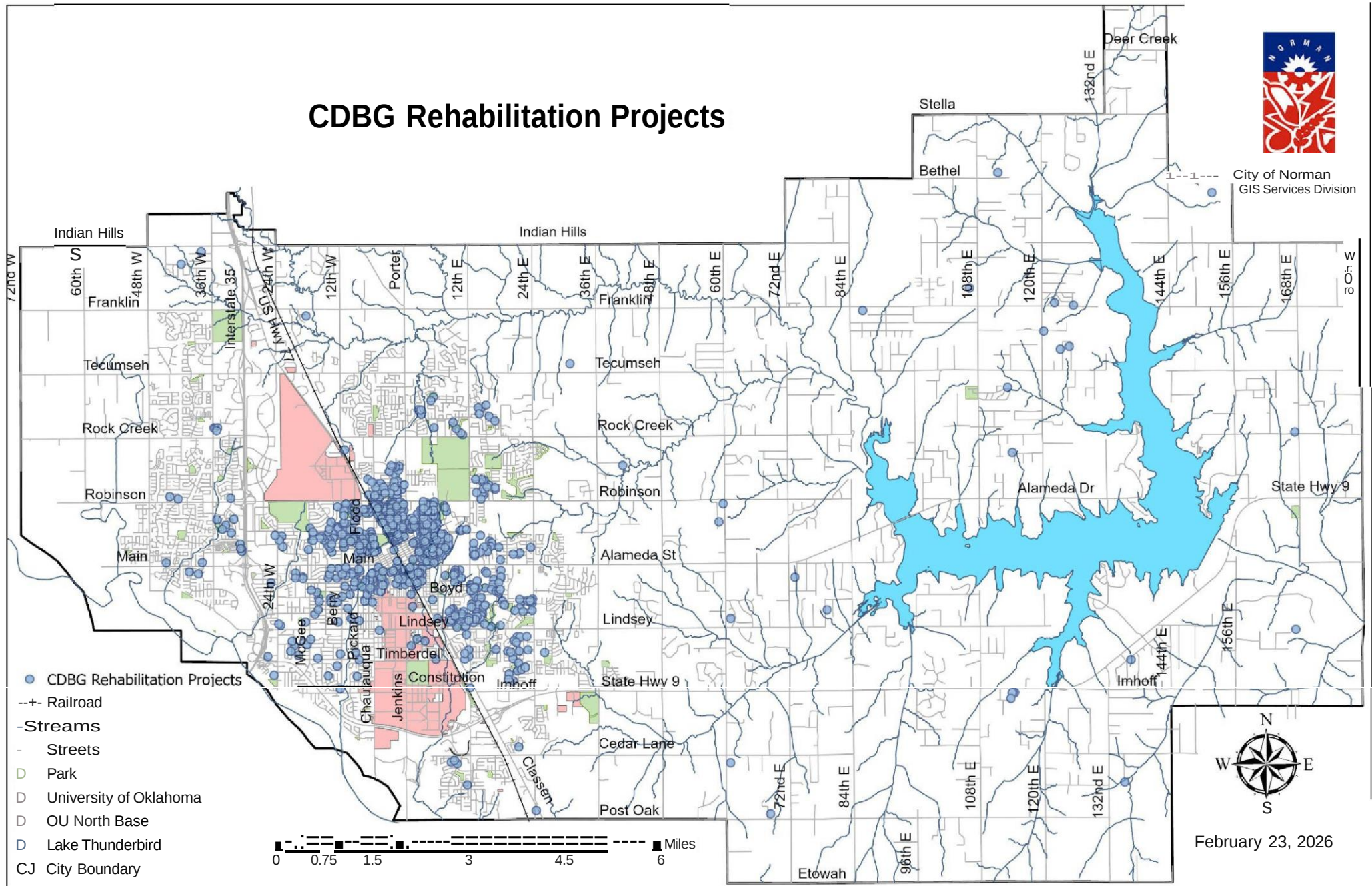
- Owner occupied project eligible for \$25,000
- Renter Occupied eligible for \$8,000
- Typical modifications can range from installation of a handrail or grab bars, door widening, and ramp construction to major projects such as kitchen or bathroom reconstructions.



CDBG Rehabilitation Projects



City of Norman
GIS Services Division



Housing Rehabilitation Program Updates

- Policy update
 - Current policy: \$25,000 cap per rehab, with a lifetime cap of \$35,000 per structure.
 - Policy Update: \$25,000 cap per rehab, with a \$75,000 cap over 15 years.

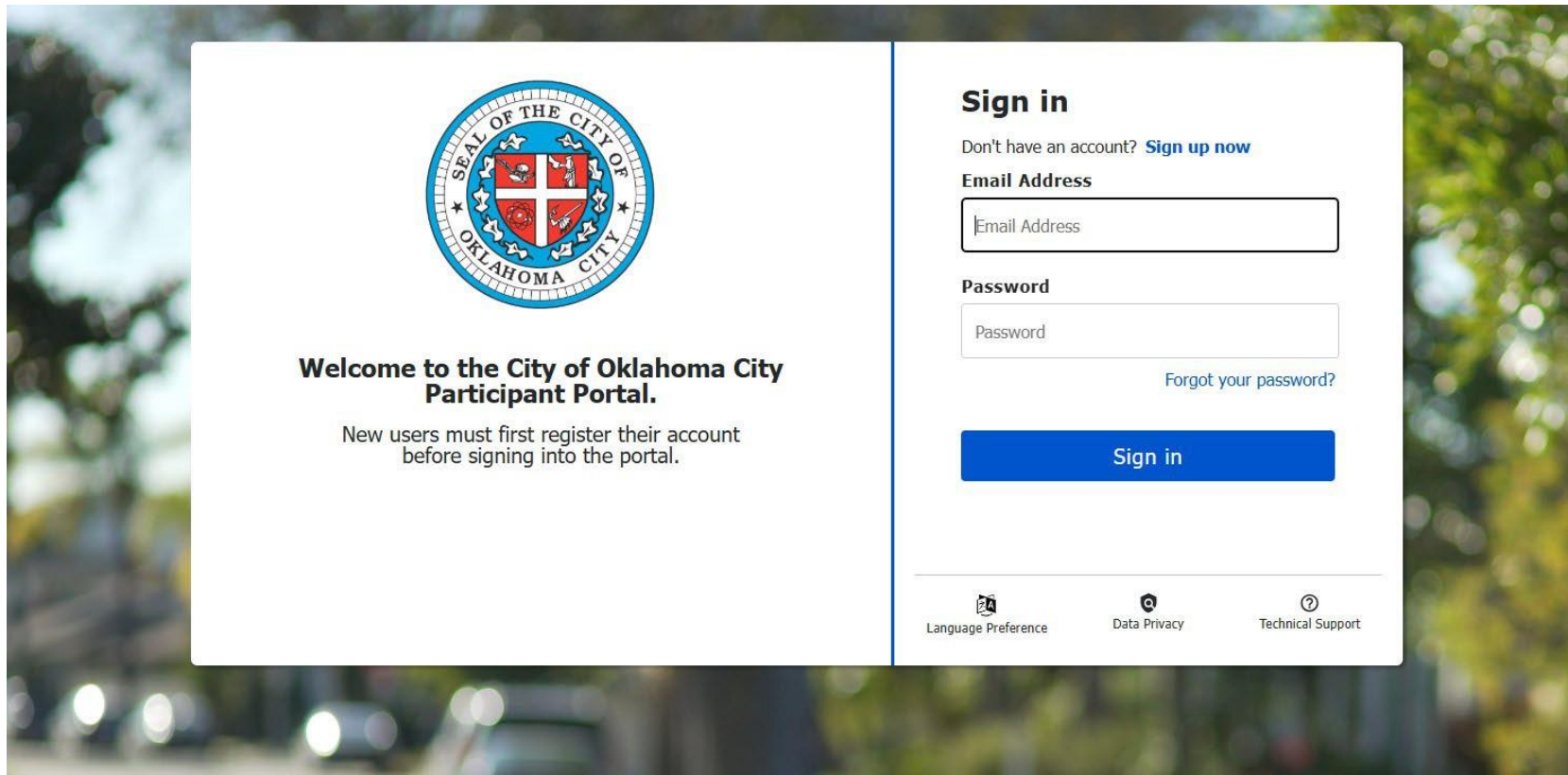
Why?

- Planned Obsolescence – systems are designed to have shorter lifespans
- Prices are increasing



Housing Rehabilitation Program Updates

- Online Application System – Neighborly



The screenshot displays the login interface for the City of Oklahoma City Participant Portal. On the left, the official seal of the City of Oklahoma City is centered above the text "Welcome to the City of Oklahoma City Participant Portal." and a note stating, "New users must first register their account before signing into the portal." The right side of the page features a "Sign in" section with a link for "Sign up now" for new users. Below this are input fields for "Email Address" and "Password", followed by a "Forgot your password?" link. A prominent blue "Sign in" button is positioned below the password field. At the bottom of the page, there are three links: "Language Preference", "Data Privacy", and "Technical Support", each accompanied by a small icon.



Welcome to the City of Oklahoma City Participant Portal.

New users must first register their account before signing into the portal.

Sign in

Don't have an account? [Sign up now](#)

Email Address

Email Address

Password

Password

[Forgot your password?](#)

Sign in

 Language Preference

 Data Privacy

 Technical Support

5. 2026 Meeting Schedule

- April 15, 2026
- May 12, 2026 at City Council



6. Election of Chair & Vice Chair

- Responsibilities: Attend City Council meeting on May 12th in support of our FYE 27 Action Plan & Budget.



Questions?

Lisa Krieg, CDBG/Grants Manager

Tara Reynolds, Financial Management Analyst

James Heath, Rehabilitation Specialist

