



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/26/2022

REQUESTER: Lisa D. Krieg

PRESENTER: Lisa D. Krieg, CDBG Grants Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2223-22: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CLEVELAND COUNTY HABITAT FOR HUMANITY, INC., IN THE AMOUNT OF \$40,000 FOR ACQUISITION OF PROPERTY TO BE UTILIZED AS AFFORDABLE HOUSING.

BACKGROUND:

On April 12, 2022 the Norman City Council approved the fiscal year ending June 30, 2023 (FYE23) Third Year Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs. Included in this Action Plan was an activity to provide a total of \$40,000 for property acquisition to Cleveland County Habitat for Humanity, Inc. (CCHH). These funds were designated for acquisition of property for affordable housing.

DISCUSSION:

Discussions pertaining to the long standing, beneficial partnership between the City of Norman and CCHH, resulted in the CDBG Policy Committee recommending that \$40,000 of funding be designated within the FYE23 Third Year Action Plan to CCHH for additional acquisition of property to be utilized for affordable housing. This line item designation was included as such within the FYE23 Third Year Action Plan and subsequently approved by the Norman City Council and the U.S. Department of Housing and Urban Development (HUD).

Once this contract is awarded, prior to distribution of funds, CCHH will be required to provide documentation to the City of Norman of any intended property for purchase. This documentation will require an appropriate appraisal for cost reasonableness and evaluation of the site for appropriateness. An Environmental Review will be completed in accordance with HUD regulations prior to distribution of funds.

RECOMMENDATION:

Staff recommends approval of Contract K-2223-22 with Cleveland County Habitat for Humanity, Inc. in the amount of \$40,000 for the Acquisition of Property as described. Funds are available in CDBG Land Acquisition B22 (account 21240023 46001; project GC0092).