



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/13/2024

REQUESTER: Lisa D. Krieg

PRESENTER: Lisa D. Krieg, CDBG Grants Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-18: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN AFFORDABLE HOUSING CORPORATION, INC. IN THE AMOUNT OF \$100,000 FOR THE ACQUISITION OF PROPERTY FOR AFFORDABLE HOUSING AS PART OF THE COMMUNITY DEVELOPMENT BLOCK GRANT FIFTH YEAR ACTION PLAN.

BACKGROUND:

On May 14, 2024 the Norman City Council approved the fiscal year ending June 30, 2025 (FYE25) Fifth 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 \$100,000 for property acquisition to Norman Affordable Housing Corporation Inc.(NAHC). These funds were designated for acquisition of property for affordable housing. The FYE18 thru FYE24 Action Plans contained identical items to provide \$100,000 also to Norman Affordable Housing Corporation for acquisition of property for the development of affordable housing.

Since the spring of 2013 when the CDBG Policy Committee realigned the program priorities to focus on affordable housing, there have been nineteen projects, consisting of fifty-four units that have been completed in partnership with the Norman Affordable Housing Corporation. Twice, Requests for Proposals have been administered to solicit other entities having an interest in participating, with no other proposals received other than from NAHC. Each year during the development of the Annual Action Plan, the CDBG Policy Committee reviews documentation from each of the developments that have been completed.

The CDBG and HOME budgets were developed over a series of meetings of the Community Development Block Grant Policy Committee. This Committee consists of fifteen members that are elected as designated in the Citizen Participation Plan. The proposed Fifth Year Action Plan and Budget was unanimously approved by the Policy Committee on April 3, 2024.

DISCUSSION:

Discussions pertaining to the long standing, beneficial partnership between the City of Norman and the Norman Affordable Housing Corporation, Inc. resulted in the CDBG Policy Committee recommending that \$100,000 of funding be designated within the FYE25 Fifth Year Action Plan to the Norman Affordable Housing Corporation, Inc. for acquisition of property to be utilized for

affordable housing.

Once this contract is awarded, prior to distribution of funds, NAHC 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-2425-18 in the amount of \$100,000 to the Norman Affordable Housing Corporation Inc. Funds are available in the Community Development Fund in CDBG Land Acquisition B24 (account 21240031 46001; Project GC0098).