



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-2021-44**

**File ID:** K-2021-44

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 24

**In Control:** City Council

**Department:** Planning and  
Community  
Development  
Department

**Cost:** \$100,000.00

**File Created:** 08/18/2020

**File Name:** K-2021-44 Norman Affordable Housing Corporation

**Final Action:**

**Title:** CONTRACT K-2021-44: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN AFFORDABLE HOUSING CORPORATION IN THE AMOUNT OF \$100,000 FOR ACQUISITION OF PROPERTY TO BE UTILIZED AS AFFORDABLE HOUSING.

**Notes:** ACTION NEEDED: Motion to approve or reject Contract K-2021-44 with Norman Affordable Housing Corporation in the amount of \$100,000; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 09/08/2020

**Agenda Number:** 24

**Attachments:** K-2021-44

**Project Manager:** Lisa Krieg, CDBG Grants Planner

**Entered by:** lisa.krieg@normanok.gov

**Effective Date:**

### History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-2021-44

body

**BACKGROUND:** On May 12, 2020 the Norman City Council approved the fiscal year ending June 30, 2021 (FYE21) 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 the Norman Affordable Housing Corporation, Inc. (NAHC). These funds were designated for acquisition of property for affordable housing. The FYE19 and FYE20 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 four projects, consisting of twenty-eight units, that have been completed in partnership with the Norman Affordable Housing Corporation. Three additional projects are currently out to bid. 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.

**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 FYE21 Action Plan to the Norman Affordable Housing Corporation, Inc. for additional acquisition of property to be utilized for affordable housing. This line item designation was included as such within the FYE21 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, 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-2021-44 with Norman Affordable Housing Corporation in the amount of \$100,000 for the Acquisition of Property as described. Funds are available in CDBG Land Acquisition B20 (account 21240011 46101; project GC0086).