



# City of Norman, OK

Municipal Building Council  
Chambers  
201 West Gray Street  
Norman, OK 73069

## Text File

File Number: K-1213-9

**Introduced:** 6/25/2012

**Current Status:** Consent Item

**Version:** 1

**Matter Type:** Contract

Title

CONTRACT NO. K-1213-9: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CENTRAL OKLAHOMA COMMUNITY ACTION AGENCY, INC., FOR THE RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) IN THE AMOUNT OF \$400 AS AGREED UPON IN THE 38TH YEAR CDBG PROGRAM.

**ACTION NEEDED:** Motion to approve or reject Contract No. K-1213-9 with Central Oklahoma Community Action Agency, Inc. for the RSVP Program; and, if approved, authorize execution of the contract and direct payment in the amount of \$400.

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

Body

**PROPOSED USE OF FUNDS:** The Central Oklahoma Community Action Agency will use the requested funding the Retired Senior Volunteer Program for reimbursement of volunteer mileage.

**BACKGROUND:** Proposals for funding are presented to the Policy Committee by non-profit agencies to meet the needs of low-to-moderate income citizens of Norman in addition to project proposals generated at two neighborhood meetings held each year in each of the five target neighborhoods. The target neighborhoods are qualified for participation on the basis of the percentage of low and moderate income residents.

The budget was developed over a series of meetings of the Community Development Block Grant Policy Committee. This committee consists of thirty-two members that are appointed by the mayor as designated in the Citizen Participation Plan and ten that are elected as representatives from the five target neighborhoods. The proposed budget was unanimously recommended by the Policy Committee on March 7th, 2012.

On April 24, 2012, Council approved the CDBG and HOME Program budgets in the amount of \$1,107,303. The funding for the Programs is provided by the U.S. Department of Housing and Urban Development (HUD).

The proposed budget included funds for social service and rehabilitation activities for non-profit agencies as well as property acquisition for a designated Community Housing Development Organization (CHDO), and fair housing services.

**DISCUSSION:** The proposed contracts represent a total of \$169,230 for rehabilitation and social services for non-profit agencies, \$55,263 for CHDO activities, and \$20,000 for fair housing activities that are a required part of the CDBG and HOME Programs.

The designation of a CHDO is a requirement of the HOME program to further develop affordable housing within Norman. The funds will be utilized to purchase one or more properties and utilized as rental housing that is affordable to low-to-moderate income households. The specific site for acquisition will be determined at a later date.

The Metropolitan Fair Housing Council, located in Oklahoma City, is proposed to be contracted to provide services related to fair housing including but not limited to: investigation of housing discrimination complaints, promotion and education of fair housing laws and requirements and testing to determine compliance. This agency has been contracted to provide these services since the inception of the CDBG Program in Norman.

The proposed resolutions provide for the conveyance of sales tax exemption for work and materials purchased in conjunction with the contracts for the CDBG projects. The contracts and resolutions have been developed in conjunction with all City of Norman and HUD requirements.

**RECOMMENDATION:** Staff has reviewed the proposed contract and recommends approval. Funds are available in the Community Development Fund in the accounts listed in the attachment.