



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of November 19, 2013

Action Item for the City Council Meeting of December 10, 2013

**DATE:** November 5, 2013

**TO:** Ronald L. Olson, City Manager

**THRU:** Eddie Ortega, Director  
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826-3234

**FROM:** Hector G. Vallejo, Program Manager  
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**Approval to execute an Affordable Housing Agreement between the City of Corpus Christi  
and the Corpus Christi Business & Job Development Corporation**

### **CAPTION:**

**Motion authorizing the City Manager, or designee, to execute an Affordable Housing Agreement between the City of Corpus Christi and the Corpus Christi Business & Job Development Corporation (CCBJDC).**

### **PURPOSE:**

That the City Manager, or designee, is authorized to execute the Affordable Housing Agreement between the City of Corpus Christi and the Corpus Christi Business & Job Development Corporation for the administration of Type A Affordable Housing Programs.

### **BACKGROUND AND FINDINGS:**

The City of Corpus Christi, through Neighborhood Services Department's Housing Division, handles various affordable housing activities for the Type A Board's Affordable Housing Program. During the August 19, 2013 meeting, the Type A Board approved \$250,000 for use in its Existing Inventory Homebuyer Program to assist eligible homebuyers with reducing the purchase price of a home.

Additionally, the Board approved \$22,000 for Staff reimbursement. Housing Division staff is paid 100% with federal funds, from the U.S. Department of Housing and Urban Development and federal regulations require that time used conducting Type A activities must be reimbursed.

Services provided by Housing staff include Applicant in-take; Loan Processing; Lead Based Paint Inspections; Housing Quality Standard Inspections; Loan Funding; Loan

Close-out; and yearly re-certifications.

This Agreement stipulates the use of funds and the conditions for which they will be used.

**ALTERNATIVES:**

NOT APPLICABLE

**OTHER CONSIDERATIONS:**

NOT APPLICABLE

**CONFORMITY TO CITY POLICY:**

CONFORMS AS TO USE AND PROPOSE OF TYPE A FUNDS.

**EMERGENCY / NON-EMERGENCY:**

NON-EMERGENCY

**DEPARTMENTAL CLEARANCES:**

LEGAL DEPARTMENT, FINANCE DEPARTMENT

**FINANCIAL IMPACT:** NONE

Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2013-2014</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

**Comments:**

**RECOMMENDATION:**

Staff recommends approval of the Agreement between the City of Corpus Christi and the Corpus Christi Business & Job Development Corporation.

**LIST OF SUPPORTING DOCUMENTS:**

Copy of Agreement  
Program Guidelines Attachment A