



AGENDA MEMORANDUM

Corpus Christi Housing Finance Corporation Meeting July 29, 2025

DATE: July 29, 2025

TO: President and Board of Directors
Corpus Christi Housing Finance Corporation

THROUGH: Peter Zanoni, General Manager

FROM: Daniel McGinn, AICP, Interim Assistant City Manager
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Corpus Christi Housing Needs Assessment and Toolkit

CAPTION:

Motion authorizing the General Manager to solicit proposals from qualified firms, execute a contract in an amount not to exceed \$150,000.00, enter into a Cooperation Agreement with the Corpus Christi Housing Authority, and expend up to \$75,000 from Corpus Christi Housing Finance Corporation funds to develop a Housing Needs Assessment and Housing Toolkit that identifies Corpus Christi's current and future housing needs.

SUMMARY:

This motion authorizes the General Manager to solicit proposals from qualified firms, execute a contract with the highest scoring firm, and enter into a Cooperation Agreement with the Corpus Christi Housing Authority (CCHA) to develop a Housing Needs Assessment and Toolkit. The CCHA adopted a resolution on June 17, 2025 approving entering into a Cooperation Agreement to share half of an estimated \$150,000 cost for this study. The Corpus Christi Finance Corporation (CCHFC) will be responsible for the other 50 percent of the cost, up to \$75,000.00. Completion of the Housing Needs Assessment and Toolkit is anticipated within eight months of contract execution with the selected firm.

BACKGROUND AND FINDINGS:

Through the Corpus Christi Housing Finance Corporation, proposals from qualified firms would be solicited for the completion of a Housing Needs Assessment and Toolkit that will identify current and projected gaps between demand for and supply of housing within the city limits at various household income levels and housing types.

Based on the findings of the Housing Needs Assessment, the consultant team will prepare a Toolkit of recommended policies and programs to address the current and projected gaps in

housing availability and establish a roadmap for maximizing the potential for development of affordable housing. While the focus of the analysis is on affordable housing needs, a comprehensive investigation across all incomes and housing types is necessary because of the market pressures on lower-income households. Both the Needs Assessment and Toolkit documents will establish quantitative metrics that will permit the City to measure progress over time.

At June 30, 2025 the CCHFC Restricted Fund Balance was \$559,166. Loc. Gov't § 394.032 grants housing finance corporations the power to plan, research, study, develop, and promote the establishment of residential development.

ALTERNATIVES:

The CCHFC may elect to approve the solicitation for proposals and execution of the Cooperation Agreement with the CCHA, and direct staff to return at a later date to the CCHFC with a motion to approve a contract with the selected firm. The CCHFC may also disapprove the solicitation of proposals for qualified firms to develop a Housing Needs Assessment and Toolkit. Staff would continue to bring project proposals forward for consideration of the CCHFA without specific and prioritized housing needs and target performance metrics.

FISCAL IMPACT:

The fiscal impact to the CCHFC fund would be an expense not to exceed \$75,000.00 in FY 2025 rolling over into FY 2026.

Funding Detail:

Fund: 1020

Organization/Activity: 48001

Department:

Project # (CIP Only): N/A

Account: 530000

RECOMMENDATION:

Staff recommends approval of the motion authorizing the General Manager to solicit proposals from qualified firms and execute a contract to develop a Housing Needs Assessment and Toolkit.

LIST OF SUPPORTING DOCUMENTS:

Presentation – Housing Needs Assessment and Toolkit
Scope of Work