



AGENDA MEMORANDUM
for the City Council Meeting of July 24, 2012

DATE: 7/5/2012
TO: Ronald L. Olson, City Manager
FROM: Eddie Ortega, Director of Neighborhood Services
EddieO@cctexas.com
361-826-3234

Board of Directors Meeting of the Corpus Christi Housing Finance Corporation

CAPTION:

Board of Directors Meeting of the Corpus Christi Housing Finance Corporation.

BACKGROUND AND FINDINGS:

Election of Officers

The Bylaws of the Corpus Christi Housing Finance Corporation (CCHFC) provide for the following officers: President, Vice President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer and General Manager. Typically, the President and Vice President have been elected from the Board of Directors. The Bylaws provide that officers do not have to be Board members, and the remaining positions have been held by the persons on City staff holding the functional equivalent positions as follows:

Secretary	Armando Chapa
Assistant Secretary	Mary Juarez
Treasurer	Margie Rose
Assistant Treasurer	Constance Sanchez
General Manager	Ronald L. Olson

Consider Approval of an Interim Construction Loan to CDG Housing Corpus Christi, Ltd. in Connection with the Development of The Villas at Woodbend

The Villas at Woodbend project in Corpus Christi is pending at the Texas Department of Housing and Community Affairs (TDHCA) for the issuance of low income housing tax credits. The developer, CDG Housing Corpus Christi, Ltd., submitted an application for 9% Housing Tax Credits to TDHCA on March 1, 2012. If the Corpus Christi Housing Finance Corporation

approves the loan, these funds will be combined with conventional debt and 9% housing tax credits to construct the proposed project.

The Villas at Woodbend will be a 156-unit affordable multi-family development located at 2001 Woodbend Drive, in Corpus Christi, Texas, near the intersection of Airline and Holly. The project will be built on approximately 9.68 acres and will consist of a clubhouse facility and seven three-story residential buildings consisting of fiber cement siding with pitched composition shingle roofs. Each living unit will have energy efficient appliances, including a washing machine, oven, microwave, disposal, and refrigerator, energy efficient lighting and windows, eight-foot ceilings, large pantries, low-flow water faucets, toilets, and showerheads, washer dryer connections, walk-in closets, and covered entries.

Under State program rules, this project must have a certain amount of local funding and support. The Villas at Woodbend project needs a local funding commitment of \$315,900.00. The support for the Villas at Woodbend project would be in the form of an interim construction loan for 3 years. The loan will bear interest at 1% below the market rate, will include an origination fee of 2% of the loan amount, and will be secured by a subordinate lien against the property, certificate of deposit, or letter of credit acceptable to the CCHFC. When construction is complete, the total amounts provided would be repaid with interest.

The project will target low-to-moderate income tenants at or below 60% of the area median income. The cost of the project is approximately \$16 million dollars and the project is expected to generate numerous jobs and economic activity for the City of Corpus Christi and Nueces County.

Resolution Authorizing the General Manager to Designate a Person to Act as his Designee for Executing Documents of the CCHFC

The General Manager of the CCHFC oversees and is responsible for the overall management and administration of the CCHFC and is required to execute documents on behalf of the CCHFC. It would be beneficial to the General Manager and the CCHFC for the General Manager to delegate a person to act as his designee for purposes of executing document for the CCHFC. In similar situations, the City Manager has designated a particular individual or Assistant City Manager to execute documents involving a particular department that the individual oversees.

The attached board resolution authorizes the General Manager of the CCHFC to execute a written designation designating a person to act as his designee for executing documents for the CCHFC.

ALTERNATIVES:

N/A

OTHER CONSIDERATIONS:

N/A

CONFORMITY TO CITY POLICY:

The action conforms to all applicable City policies.

EMERGENCY / NON-EMERGENCY:

The action is non-emergency but only requires one meeting of the City Council.

DEPARTMENTAL CLEARANCES:

N/A

FINANCIAL IMPACT: Not applicable

Fiscal Year: 2011-2012	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

Comments: N/A

RECOMMENDATION:

Conduct the annual meeting of the Corpus Christi Housing Finance Corporation to elect officers.

Authorize the commitment of \$315,900.00 in funds necessary to provide the required interim construction loan for The Villas at Woodbend project.

Authorize the General Manager to designate a person to act as his designee for executing documents of the CCHFC

LIST OF SUPPORTING DOCUMENTS:

Agenda for Annual Meeting

Minutes for February, 2012, Board Meeting

Treasurer's Report

Board Resolution

Approvals: Deborah Brown, Assistant City Attorney
Constance P. Sanchez, Director of Financial Services
Eddie Houlihan, Assistant Director of Management and Budget
Troy Riggs, Assistant City Manager