



AGENDA MEMORANDUM

Corpus Christi Business and Job Development Corporation Meeting
September 21, 2020

DATE: September 16, 2020

TO: President and Honorable Board Members,
Corpus Christi Business and Job Development Corporation

THROUGH: Peter Zaroni, City Manager

FROM: Rudy Bentancourt, Director; Housing and Community Development
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361-826-3021

Affordable Housing – FY19 Homebuyer Assistance Program Agreement Amendment #2 to extend the administration of the program 12 months to September 30, 2021.

CAPTION:

Motion approving Amendment No. 2 to the Agreement between the Corpus Christi Business and Job Development Corporation and the City of Corpus Christi for administration of the Type A Affordable Housing Program – Homebuyer Assistance Program to extend the term of this agreement for 12 months from September 30, 2020 to September 30, 2021.

SUMMARY:

On April 1, 2018, an agreement between the Corpus Christi Business and Job Development Corporation (Type A Board) and the City's Housing and Community Development Department was initiated for the City to administer a program of \$300,000 to assist qualified homebuyers in down payment assistance for the purchase of a new or pre-existing home. Amendment No. 1 to this agreement was executed in November 2019 to extend the term for the administration of the programs for 12 months and expires at the end of September. This second amendment will provide an additional 12 of administration for the program which provides the necessary time extension to allow the remaining \$53,149.22 balance to be fully expended for down payment assistance.

BACKGROUND AND FINDINGS:

The City of Corpus Christi's Housing and Community Development receives funding to provide certain programs from the Type A Board and City Council. These funds have been used and will continue to be used to support the Homebuyer Assistance Program which assists qualified homebuyers who are 80% or below the Area Median Income with up to \$10,000 in down payment assistance for the purchase of a new or pre-existing home. The Agreement for administration of the program began April 1, 2018. The first 12-month extension occurred with Amendment No. 1 and was executed in November of 2019 and is set to expire at the end of this month. This second amendment will extend the agreement for another 12 months until September 30, 2021.

Additionally, this agreement includes a provision regarding the reporting in which HCD staff will provide the Type A Board with Quarterly updates following the end of each quarter which will

include:

- the number of loans processed
- the number of applicants
- the number of hours spent reviewing and processing loan applications during the preceding quarter
- the termination of this Agreement by giving at least 30 days' written notice of either party's intent to terminate

ALTERNATIVES:

The extension of the term for administration of the program from this Amendment No. 2 will allow the remaining funds of \$53,149.22 from the Homebuyer Assistance Program to be fully expended.

FINANCIAL IMPACT:

Approving this item will result in the continuation of the administration of the assistance program. There is an available balance in this program of \$53,149.22 from the original funding total of \$300,000.

Funding Detail:

Fund: N/A

Organization/Activity: N/A

Mission Element: N/A

Project # **(CIP Only)**:

Account: N/A

RECOMMENDATION:

It is the recommendation of the Housing and Community Development Department to approve the 2nd amendment to the agreement.

LIST OF SUPPORTING DOCUMENTS:

Amendment No. 2 to the Agreement for Affordable Housing Program