



MEMORANDUM

Council Agenda
Item No. IX. Z
6/4/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

First Amendment to Professional Services Agreement with Neighborhood Housing Services – Oklahoma City, Inc., allocating additional funds for the Down Payment Assistance Program, increase of \$120,000.

Location:

Area primarily bounded by Britton Road on the north; Bryant Avenue on the east; SW and SE 89th Street on the south; and Meridian Avenue on the west, plus target areas designated on the attached map, and excluding the cities of Nichols Hills and The Village.

Purpose:

To allocate an additional \$120,000 in funding for the Down Payment Assistance Program to Neighborhood Housing Services – Oklahoma City (NHS).

Background:

City Council approved a Professional Services Agreement for NHS on October 10, 2023 (Item No. IX.T) to provide professional services in support of the City's Down Payment Assistance (DPA) Program for homebuyers with low to moderate incomes for the 2023-2024 Program year with an allocation of \$300,000. Funding for the Program is from the Home Investment Partnerships Program (HOME) formula grant the City receives from the U.S. Department of Housing and Urban Development (HUD). NHS has now exhausted its allocated funding and needs additional funds to continue the DPA Program.

Estimated Cost:

\$120,000

Source of Funds:

GRANTS MANAGEMENT – DEPT OF HSG & URB DEVEL-RSTR-HOME ENTITLEMENT – M-23-MC-40-0003 (1906-2408030-G3615-G80429, prior approval under 019-6140-248030-G3615-G80429)

Review:

Planning Department

Recommendation: Amendment be approved.