



MEMORANDUM

Council Agenda
Item No.IX. Z
9/10/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Second Amendment to Professional Services Agreement with Neighborhood Housing Services – Oklahoma City, Inc., and Fifth Amendment to the Professional Services Agreement with Community Action Agency Oklahoma City and Oklahoma and Canadian Counties, Inc. to extend the term through November 1, 2024. Wards 1, 2, 3, 4, 5, 6 and 7.

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, as well as target areas designated on the attached map, and excluding the cities of Nichols Hills and The Village.

Purpose:

To extend the term of Neighborhood Housing Services – Oklahoma City, Inc. (NHS), and Community Action Agency (CAA) Professional Services Agreements through November 1, 2024, to allow the Down Payment Assistance (DPA) program to continue until FY 2024-25 funds are released by Housing and Urban Development (HUD).

Background:

City Council approved the Professional Services Agreement for NHS, and the Third Amendment of the Professional Services Agreement for CAA, on October 10, 2023 (Item No. IX.T), retroactive to September 1, 2023, to provide professional services in support of the City’s Down Payment Assistance (DPA) program for low-to-moderate income homebuyers for the 2023-2024 program year. The Fourth Amendment to the CAA Agreement was approved by Council on April 9, 2024 (Item No. IX.AE), and the First Amendment to NHS Agreement on June 4, 2024 (Item No. IX.Z), to authorize an additional allocation of \$120,000.00 for each agency. Funding for the DPA program is from the Home Investment Partnerships Program (HOME) grant the City receives from HUD. Both organizations have unexpended funding for program reimbursement through November 1, 2024 (or until funding is available for FY 2024-25 HOME Program year) allowing an extension to the terms of the Agreements, without additional funding.

Estimated Cost:

No additional cost.

Review:

Planning Department

Recommendation: Amendments be approved.