



**Corpus Christi  
Housing Authority**  
Board of Commissioners

3701 Ayers Street  
Corpus Christi, TX 78415  
www.hacc.org

**REGULAR BOARD MEETING MINUTES**

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February 26, 2019	11:30am	CC Housing Authority
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The meeting was called to order by the Chair of the Board at 11:33 am.

Upon roll call those Commissioners found to be present and absent were as follows:

**COMMISSIONERS PRESENT:**

Patsy Boone  
Cathy Mehne  
Norma Hernandez  
Harvey Lopez  
Steve Banta

**COMMISSIONERS ABSENT:**

**COUNSEL:** Robert Anderson

**STAFF:**

Gary Allsup, President and Chief Executive Officer  
Joe Louth, Chief Financial Officer  
Lorenzo Buitron, Sr. VP CFP & Construction  
Valerie Hernandez, Executive Assistant

Rosemary Khosrowsalafi, Procurement  
Marisa Smithwick, EVP Rental Properties  
Brian Bray, VP Procurement  
Donald Meer, Finance

**Also Present:**

The meeting having been duly advertised and convened the Chair declared a quorum present and business was transacted as follows:

**EXECUTIVE SESSION:**

Chair recessed the Board to closed session. The meeting reconvened at 12:40 p.m.

Commissioner Boone motioned to approve the minutes of the Regular Board Meeting of January 22, 2019, seconded by Commissioner Lopez. Motion passed by unanimous vote.

**OPEN FORUM:** None (Sea Breeze residents were helped by Mrs. Smithwick before the meeting)

**CONSENT AGENDA:**

Commissioner Boone motioned to approve, seconded by Commissioner Hernandez. Motion passed by unanimous vote.

**ITEMS FOR CONSIDERATION**

**Action Item No. 19-AS-02-876:** Brian Bray requested approval of On-Call Contactor/Make Ready Services Vendor pool. After a brief discussion, Commissioner Boone motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

**Action Item No. 19-EO-02-877:** Gary Allsup requested approval of the Cooperation Agreement. After a brief discussion, Commissioner Banta motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

**OCCUPANCY REPORT**

Marisa Smithwick gave a brief report on Occupancy.

**FINANCIAL REPORT**

Joseph Louth, Chief Financial Officer, presented updates for CCHA Investments/Bank Accounts/Loans and bad debt summaries for January 2019.

## **CHIEF EXECUTIVE OFFICER'S REPORT**

Mr. Allsup announced the State of the City on March 20.

Mr. Allsup reported on the 42 TBV Mainstream vouchers and the \$1.3 million in disaster funding that would fund 100 vouchers at about 20 months.

Mr. Allsup reported on the Wiggins contractor.

Mr. Allsup mentioned the general contracts (paint, new roof, extending parking lot).

Mr. Allsup also provided an update on the following: La Armada II gas valve replacement about 90% complete, sidewalks being replaced with green space per RAD requirement, La Armada I has paint/shutters/gutters, Ruthmary Price about 80% complete, Leeward 100% complete, Sea Breeze will have light poles replaced at \$85k.


Mr. Allsup mentioned auditors would be here in April for CCHA and Tax Credit properties.

Mr. Allsup mentioned the April 15-17 TXNAHRO conference in Grapevine.


Mr. Allsup announced upcoming meetings on March 26 and April 23.

## **ADJOURNMENT**

Meeting adjourned at 1:20p.m.



Cathy Mehne, Chair  
Board of Commissioners  
Housing Authority of the City of Corpus Christi



Gary Allsup, Secretary  
Board of Commissioners  
Housing Authority of the City of Corpus Christi