



3701 Ayers Street  
Corpus Christi, TX 78415  
[www.hacc.org](http://www.hacc.org)

BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING MINUTES

April 24, 2024

11:30 am

Corpus Christi Housing Authority

The meeting was called to order by the Chairperson of the Board at 11:30 am.

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

**COMMISSIONERS PRESENT:**

Cathy Mehne  
Curtis Clark  
Richard Balli  
Dr. Brian Tietje  
Christine Belin

**COMMISSIONERS ABSENT:**

**COUNSEL:** Jeff Lehrman

**STAFF:**

Gary Allsup, President and Chief Executive Officer  
Valerie Hernandez, Executive Assistant  
Rhen Bass, Chief Financial Officer  
Marisa Smithwick, VP Training & Technology

Ester Cox, VP Rental Housing  
Jennifer Guerrero, Director of Rental Properties  
Karen Miranda, VP Human Resources

**ALSO PRESENT:**

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

**INSTALLATION OF BOARD MEMBERS:** Oath of Office for Christine Belin, Cathy Mehne, Richard Balli and Brian Tietje.

**ELECTION OF OFFICERS:**

Cathy Mehne was elected chair and Curtis Clark was elected Vice-Chair, motioned by Commissioner Tietje and seconded by Commissioner Balli.

**EXECUTIVE SESSION:**

Chairperson Mehne recessed the Board to closed session to discuss legal and personnel matters. The meeting reconvened at 12:45p.m.

**REGULAR SESSION**

Chairperson Clark motioned to approve the minutes of the Regular Meeting of March 20, 2024 as presented, seconded by Commissioner Balli. Motion passed by unanimous vote.

Chairperson Clark motioned to approve the minutes of the Sea Breeze Board of Directors Meeting of March 20, 2024 as presented, seconded by Commissioner Tietje. Motion passed by unanimous vote.

Chairperson Clark motioned to approve the minutes of the Special Board Meeting of March 25, 2024 as presented, seconded by Commissioner Tietje. Motion passed by unanimous vote.

**PUBLIC COMMENTS:** None

## CONSENT AGENDA:

Commissioner Clark motioned to approve, seconded by Commissioner Balli. Motion passed by unanimous vote.

## ITEMS FOR CONSIDERATION:

**Action Item. 24-HR-11:** Karen Miranda requested approval of Changes to Personnel Policy. After a brief discussion, Commissioner Belin motioned to approved, seconded by Commissioner Balli. Motion passed by unanimous vote.

**Action Item. 24-EO-12:** Gary Allsup requested ratification of Bylaws for the Corpus Christi Housing Authority. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-13:** Gary Allsup requested ratification of Bylaws for Corpus Christi Housing Finance Corporation. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-14:** Gary Allsup requested ratification of Bylaws for Bahia Properties. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-15:** Gary Allsup requested ratification of Bylaws for Bluebonnet Gardens. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-16:** Gary Allsup requested ratification of Bylaws for Royal Palm Gardens. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-17:** Gary Allsup requested ratification of Bylaws for Thanksgiving Homes. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-18:** Gary Allsup requested ratification of Bylaws for Sea Breeze. It was discussed all Bylaws would be ratified at one time. Commissioner Tietje motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

**Action Item. 24-EO-19:** Gary Allsup requested approval of Letter of Support. After a brief discussion, Commissioner Belin motioned to approved, seconded by Commissioner Clark. Motion passed by unanimous vote.

## FINANCIAL REPORT

Rhen Bass gave a brief report on the Financials for CC Housing Authority and Affiliates.

## CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allsup gave an update on Sea Breeze Refinance.

Mr. Allsup asked board for feedback on financial reports.

Mr. Allsup gave an update on Occupancy, Maintenance and Thanksgiving Homes.

Mr. Allsup introduced Wendy Herman, VP HCVP and Debbie L. Opel, Communication & Special Projects.

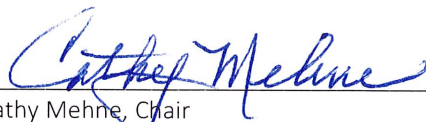
Mr. Allsup thanked the Board for their agreement to his 5 year contract.

## CHAIR/BOARD COMMENTS

Chairperson thanks staff for their hard work.

## ADJOURNMENT

Meeting adjourned at 1:56p.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