



**Corpus Christi  
Housing Authority**  
Board of Commissioners

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

**REGULAR BOARD MEETING MINUTES**

August 31, 2022

11:30 am

Corpus Christi Housing Authority

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:**

Cathy Mehne  
Dr. Gilda Ramirez  
Curtis Clark  
Richard Balli

**COMMISSIONERS ABSENT:**

Dr. Esperanza Zendejas

**COUNSEL:** Jeff Lehrman

**STAFF:**

Gary Allsup, President and Chief Executive Officer  
Valerie Hernandez, Executive Assistant  
Rhen Bass, Chief Financial Officer  
Marisa Smithwick, VP HCV Program  
Andrea Tellez, HCV Program Supervisor

Brian Bray, VP Administrative Services  
Tony Wilson, Special Projects  
Lorenzo Buitron, Sr VP Construction & Maintenance  
Tina Bartlett, VP Rental Housing  
Ester Cox, Rental Housing

**Also Present:** Rich Larsen, Novogradac

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 Cathy Mehne, Curtis Clark and Richard Balli.

**ELECTION OF OFFICERS:**

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

**EXECUTIVE SESSION:**

Chair recessed the Board to closed session to discuss legal and personnel matters. The meeting reconvened at 12:46 p.m.

Commissioner Ramirez motioned to approve the minutes of the Regular Board Meeting of June 15, 2022 as presented, seconded by Commissioner Clark. Motion passed by unanimous vote.

**OPEN FORUM:** None

**CONSENT AGENDA:**

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

**ITEMS FOR CONSIDERATION**

**Action Item No. 22-FIN-08-971:** Brian Bray requested approval of Contractual Agreement for Electrical Upgrades at La Armada II. After a brief discussion, Commissioner Clark motioned to approve, seconded by Commissioner Balli. Motion passed by unanimous vote.

**Action Item No. 22-AS-08-972:** Brian Bray requested approval of General Electric Appliances as an Approved Vendor and Authorize Direct Purchases with Manufacturer. After a brief discussion, Commissioner Clark motioned to approve, seconded by Commissioner Ramirez. Motion passed by unanimous vote.

**Action Item No. 22-AS-08-973:** Brian Bray requested approval of Award for On-Call General Contractor Pool Program. After a brief discussion, Commissioner Ramirez motioned to approve, seconded by Commissioner Balli. Motion passed by unanimous vote.

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

Mr. Allsup gave an update on the Hampton Port refinance.

Mr. Allsup informed the board on the 3<sup>rd</sup> party inspections on units.

Mr. Allsup informed the board of the update to the health insurance renewal.

Mr. Allsup stated the Board of Commissioners Retreat would be October 4<sup>th</sup> and it would be an all-day event.

Mr. Allsup gave dates for the upcoming meetings.

#### **ITEMS FOR CONSIDERATION continued**

**Action Item No. 22-FIN-08-970:** Rhen Bass requested acceptance of Fiscal Year 2020-2021 Financial Audit for Corpus Christi Housing Authority and Affiliates. After a brief presentation from Rich Larsen, Commissioner Ramirez motioned to approve, seconded by Commissioner Clark. Motion passed by majority vote.

#### **FINANCIAL REPORT**

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

#### **CHAIR/BOARD COMMENTS**

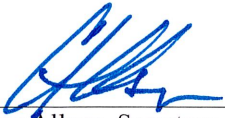
Mr. Clark inquired on how many Thanksgiving Homes were sold per year and if there was a cap. Mr. Allsup and Tony Wilson stated it was roughly 30 homes sold and there was no cap.

#### **ADJOURNMENT**

Meeting adjourned at 1:41p.m.



Cathy Mehre, 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