



**Corpus Christi  
Housing Authority**  
Board of Commissioners

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

**REGULAR BOARD MEETING MINUTES**

March 26, 2019

11:30am

CC Housing Authority

The meeting was called to order by the Chair of the Board at 11:35 am.

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

**COMMISSIONERS PRESENT:**

Patsy Boone  
Cathy Mehne  
Norma Hernandez  
Steve Banta

**COMMISSIONERS ABSENT:**

Harvey Lopez

**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

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 12:48 p.m.

Commissioner Banta motioned to approve the minutes of the Regular Board Meeting of February 26, 2019, seconded by Commissioner Hernandez. Motion passed by unanimous vote.

**OPEN FORUM:** Sea Breeze residents Elida Wright and Sylvia Martinez.

**CONSENT AGENDA:**

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

**ITEMS FOR CONSIDERATION**

**Action Item No. 19-AS-03-878:** Brian Bray requested approval to Award Contract for Temporary Services Vendor Pool. After a brief discussion, Commissioner Hernandez motioned to approve, seconded by Commissioner Boone. Motion passed by unanimous vote.

**Action Item No. 19-HCV-03-879:** Marisa Smithwick requested approval of Policy Change for Mainstream Voucher. After a brief discussion, Commissioner Hernandez motioned to approve, seconded by Commissioner Banta. Motion passed by unanimous vote.

**Action Item No. 19-EO-03-880:** Gary Allsup requested approval of the Chief Executive Compensation Analysis Report. After a brief discussion, Commissioner Banta motioned to approve, seconded by Commissioner Hernandez. Motion passed by unanimous vote.

**Action Item No. 19-EO-03-881:** Gary Allsup requested Renewal of President and Chief Executive Officer Contract. After a brief discussion in Executive Session, Commissioner Hernandez motioned to approve, seconded by Commissioner Boone. Motion passed by unanimous vote to finalize the contract per discussion in Executive Session.

### **OCCUPANCY REPORT**

Joan Harper 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 February 2019.

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

Mr. Allsup announced that the upcoming Annual Board Meeting in April. We will have elections and Bylaws.

Mr. Allsup introduced Joan Harper and announced Mrs. Smithwick's move to HCV Program.

Mr. Allsup reported ongoing renovations.


Mr. Allsup reported new contracts.


Mr. Allsup stated an engineer is looking into the low ground levels at Sea Breeze that has been causing flooding.

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

### **ADJOURNMENT**

Meeting adjourned at 1:48p.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