



**Corpus Christi
Housing Authority**
Board of Commissioners

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

REGULAR BOARD MEETING MINUTES

December 10, 2019

11:30 am

Corpus Christi Housing Authority

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

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

COMMISSIONERS PRESENT:

Patsy Boone
Cathy Mehne
Harvey Lopez
Steve Banta
Norma Hernandez

COMMISSIONERS ABSENT:

COUNSEL: Jeff Lehrman

STAFF:

Gary Allsup, President and Chief Executive Officer	Brian Bray, VP Procurement
Marisa Smithwick, EVP Housing Choice Voucher Program	Don Meer, Finance
Lorenzo Buitron, Sr. VP CFP & Construction	Dan Brown, Special Projects
Valerie Hernandez, Executive Assistant	
Joan Harper, VP Rental Housing	

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 to discuss legal matters. The meeting reconvened at 12:30 p.m.

Commissioner Boone motioned to approve the minutes of the Regular Board Meeting of October 8, 2019, seconded by Commissioner Lopez. Motion passed by unanimous vote.

OPEN FORUM: Ms. Valerie Gonzalez addressed the board regarding the bedroom size for her current application.

CONSENT AGENDA: For October & November

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

ITEMS FOR CONSIDERATION

Action Item No. 19-FIN-12-900: Gary Allsup requested approval of 2020 Annual CCHA Capital Plans. After a brief discussion, Commissioner Banta motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

Action Item No. 19-FIN-12-901: Don Meer requested approval of 2020 Annual Tax Credit Properties Budget. After a brief discussion, Commissioner Hernandez motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

Action Item No. 19-HCV-12-902: Marisa Smithwick requested ratification of SEMAP Certification. After a brief discussion, Commissioner Boone motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

Action Item No. 19-AS-12-903: Brian Bray requested approval of Contract with Novogradac & Company LLP for consulting services. After a brief discussion, Commissioner Hernandez motioned to approve, seconded by Commissioner Banta. Motion passed by unanimous vote.

Action Item No. 19-EO-12-904: Valerie Hernandez asked for approval of Proposed Meeting Dates for 2020. After a brief discussion, Commissioner Hernandez motioned to approve, seconded by Commissioner Lopez. Motion passed by unanimous vote.

OCCUPANCY REPORT

Joan Harper gave a brief report on Occupancy.

FINANCIAL REPORT

Don Meer presented updates for CCHA Investments/Bank Accounts/Loans and bad debt summaries for October 2019.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Allsup reported on boardroom and training room remodel.

Mr. Allsup reported on HCVP online recertification process.

Mr. Allsup reported on changes in maintenance work-order requests.

Mr. Allsup reported on the Infill Homes & Small Builders Initiative.

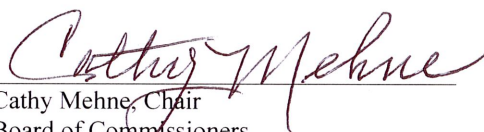
Mr. Allsup reported on the Duplex re-plat being complete.

Mr. Allsup reported on findings at Sea Breeze and Hampton Port

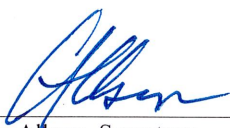
CHAIR/BOARD COMMENTS

ADJOURNMENT

Meeting adjourned at 1:44 p.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