



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 14, 2015

Action Item for the City Council Meeting of April 21, 2015

DATE: April 1, 2015
TO: Ronald L. Olson, City Manager
FROM: Rebecca Huerta, City Secretary
rebeccah@cctexas.com
(361) 826-3105

Annual Board Meeting of the Coastal Bend Health Facilities Development Corporation (CBHFDC)

CAPTION:

Annual Board Meeting of the Coastal Bend Health Facilities Development Corporation (CCHFDC)

PURPOSE:

The purpose is to hold the Annual Board Meeting of the Coastal Bend Health Facilities Development Corporation (CBHFDC) in order to elect officers and appoint a new registered agent for the Corporation.

BACKGROUND AND FINDINGS:

Election of Officers

After each City Council election and the appointment of new board members, the CBHFDC must elect new officers. The Bylaws provide for the following: President, Vice President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, General Manager and Assistant General Manager.

Typically, the President and Vice President have been elected from the Board of Directors and previously were Larry Elizondo and David Loeb, respectively. In prior years, the officers of the CBHFDC have been the same as the Coastal Bend Cultural & Education Facilities Finance Corporation (CBCEFFC) since it eventually will replace the CBHFDC when its bonds are paid in full. These entities only are active in the event a proposal for financing is received.

The Bylaws provide that all officers do not have to be Board members, and the remaining positions have been held by the persons on City staff holding the functional equivalent positions. The recommendations for these positions are as follows:

Secretary
Assistant Secretary
Treasurer
Assistant Treasurer

Rebecca Huerta
Paul Pierce
Constance P. Sanchez
Alma Iris Casas

The Bylaws additionally provide that the City Manager of the City automatically serves as the General Manager of the Corporation unless removed by the board of directors.

Appointment of Registered Agent

State law requires that a registered agent be maintained on file with the Secretary of State. The registered agent historically has been the Secretary. A motion needs to be adopted to replace Armando Chapa with Rebecca Huerta to serve as the registered agent.

ALTERNATIVES:

None. An annual meeting must be conducted periodically to keep the entity in existence.

CONFORMITY TO CITY POLICY:

The proposal conforms to City Policy pertaining to the CBHFDC.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

City Manager's Office
Finance
Legal

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2014-2015	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

Comments: Not Applicable

RECOMMENDATION:

Staff recommends that the elect its officers and appoint Rebecca Huerta as the registered agent to replace Armando Chapa

LIST OF SUPPORTING DOCUMENTS:

Agenda for CBHFDC Meeting