



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of August 30, 2016  
Action Item for the City Council Meeting of September 13, 2016

**DATE:** August 16, 2016

**TO:** Margie C Rose, City Manager

**THRU:** E. Jay Ellington, Interim Assistant City Manager  
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Annual Board of Directors Meeting of the Corpus Christi Community Improvement Corporation

### **CAPTION:**

Annual Board of Directors Meeting of the Corpus Christi Community Improvement Corporation (CCCIC).

### **PURPOSE:**

To provide an Annual Board Meeting, to appoint a new City Council member to the CCCIC, Elect Officers, and to re-appoint Loan Review Committee Members.

### **BACKGROUND AND FINDINGS:**

The City Council acts as the Board of the CCCIC. With the appointment of new City Council member Michael Hunter, it is necessary for the Board to appoint Mr. Hunter to the CCCIC Board. The CCCIC is also required to select a President and Vice President during the Annual Board of Directors Meeting.

The Bylaws of the CCCIC provide for the following officers: President, Vice President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, and General Manager. The Bylaws provide that officers do not have to be Board members, and the remaining positions have been held by persons on City staff holding the function equivalent positions. The recommendation are as follows:

Secretary	Rebecca Huerta
Assistant Secretary	Paul Pierce
Treasurer	Constance P. Sanchez
Assistant Treasurer	Alma Casas
General Manager	Margie C. Rose

The CCCIC established the Loan Review Committee (Committee) on May 7, 1985. The Loan

Review Committee reviews applications from Homeowners seeking assistance through the Housing and Community Development Department's Single Family Rehabilitation Program. The committee is composed of eleven members representing the following categories: 4 – members from any of the following professions: legal, real estate agency, general contractor/remodeler/homebuilder, architect, engineer, and residential home designer; 2 – financial institution; 1 – member employed in the delivery of Health and Human Services; and 4 – community at large. Appointments are made by the CCCIC Board of Directors. Committee members serve for three-year terms until they are reappointed or replaced. There are no term limits. Please see attached board appointment packet for more information.

**ALTERNATIVES:**

Not Applicable

**OTHER CONSIDERATIONS:**

Not Applicable

**CONFORMITY TO CITY POLICY:**

The action conforms to all applicable City and CCCIC policies.

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency. This item requires only one meeting of the CCCIC Board.

**DEPARTMENTAL CLEARANCES:**

Housing and Community Development and City Secretary's Office

**FINANCIAL IMPACT:**

☐ Operating      ☐ Revenue      ☐ Capital      X Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

**Comments:** N/A

**RECOMMENDATION:**

Take necessary action.

**LIST OF SUPPORTING DOCUMENTS:**

Agenda for Annual CCCIC Meeting  
Unapproved September 8, 2015 Board Meeting Minutes  
Treasurers Report  
CCCIC Bylaws

Loan Review Committee Bylaws  
Loan Review Committee Packet