



# Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes

### Corpus Christi Business and Job Development Corporation

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Monday, October 17, 2016

4:00 PM

City Council Chambers

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**A. President Bryan Gulley to call the meeting to order.**

President Gulley called the meeting to order at 4:01 p.m.

**B. Call Roll**

President Gulley verified that a quorum of the Board was present to conduct the meeting.

(Note: Mr. Guerra arrived at 4:02 p.m.)

**Present:** 4 - President R. Bryan Gulley, Secretary Gabriel Guerra, Bart Braselton and Board Member Lee Trujillo

**Absent:** 1 - Board Member Randy Maldonado

**C. MINUTES**

**1. Approval of Regular Meeting of September 19, 2016.**

President Gulley referred to approval of the minutes. Mr. Trujillo made a motion to approve the minutes, seconded by Mr. Braselton and passed unanimously.

**D. FINANCIAL REPORT**

**2. Financial Report for the month of August 31, 2016**

President Gulley referred to Item 2. Assistant Director of Financial Services Alma Casas presented the sales tax report; cash flow statements; the commitment reports; the pro forma for the economic development fund; and the detail of expenditures.

**E. CLOSED SESSION ITEMS: (NONE)**

**F. AGENDA ITEMS:(NONE)**

**G. PRESENTATION ITEMS: (ITEMS 3-6)**

**3. Affordable Housing - Peterson Development Company Proposal**

President Gulley referred to Item 3. Mr. Braselton stated that he would be abstaining from the discussion on this item. Reagan Brown, President of Peterson Development Company stated that the purpose of this item is to present a proposal to request a grant for affordable housing neighborhood lot construction in the amount of \$450,000. The land is located on Westpoint Road between Brownsville Road and Greenwood Drive. The initial phase would include approximately 8 acres, yielding approximately 40 lots. Mr. Brown presented cost information and the sources to cover costs including: a loan from the Community Development Corporation (CDC); the potential Type A Board grant; and sanitary sewer trust fund reimbursement. Mr. Peterson stated that the request is to reserve the funds for nine months, to build approximately 40 lots not to exceed \$17,500 for affordable homes constructed at less than \$160,000.

Board members spoke regarding the following topics: the shortage of affordable housing in Corpus Christi; the target price for affordable housing; whether the project meets the U.S. Department of Housing and Urban Development's guidelines for affordable housing; the current Type A guidelines; the demand for new affordable housing; the biggest challenges associated with affordable housing; whether Peterson Development Company is discounting the price of the land; creating a synergy for future affordable housing; the number of lots per acre; the definition of affordable housing; establishing a clawback provision on the grant if the price of \$17,500 was exceeded; the property tax that would be generated with this project; and consideration to fund \$9,000 per lot for a total of \$360,000 to leverage the funds.

There was a consensus of the Board to place this item on a future agenda for action.

#### **4. Affordable Housing Update - July to September 2016**

President Gulley referred to Item 4. Director of Housing and Community Development Rudy Bentancourt presented the affordable housing quarterly report for July through September 2016 and information on the Energy Efficient Mortgage (EEM) Program and Mortgage Credit Certificate (MCC) Program.

Board members discussed the following topics: an explanation of the EEM and MCC Programs; the EEM program providing energy efficient components to homes; and the total employee costs for the third quarter.

#### **5. Economic Development - Discussion on Internship Program**

Discussion regarding the current internship program and possible changes to the program and/or additional job training programs.

President Gulley referred to Item 5. Mike Culbertson, Corpus Christi Regional Economic Development Corporation (EDC), stated that the purpose of this item is to discuss the current internship program and possible changes to support job skills identified by the Type A Board. Leonora Keys, Del Mar College, assisted in the presentation. Mr. Culbertson presented the following: the current Type A guidelines regarding small business support; the history of Texas A & M University - Corpus Christi and Del Mar's Internship programs; Section 8 of the Type A guidelines for education/skills development; and the proposed internship addition to the guidelines. The Board would need to amend the guidelines in Section 8 by adding the interns to education/skills

development to include the following requirements: for capital only, grant match in cash, not in-kind; and include a bullet for interns.

Board members discussed the following topics: whether there is a need for the internship program; and targeting the internship program to education/skills development and demand jobs.

**6. Engineering Services Update - October 2016**

President Gulley referred to Item 6. Director of Engineering Services Jeff Edmonds presented the Engineering Services monthly project update.

Board members spoke regarding the following topics: the Request for Qualifications (RFQ) for the design of the McGee Beach Breakwater Safety; the funding set aside by the City for Bayshore Park; the boat basin dredging; and the Barge Dock funding.

**I. PUBLIC COMMENT**

None.

**J. IDENTIFY FUTURE AGENDA ITEMS**

President Gulley referred to Future Agenda Items. The following items were identified: an action item for Peterson Development Company Proposal; information on the current available affordable housing lots for sale and price ranges; a Miradores update; the internship proposals and agreements; and the agreement with PTAC.

Mr. Braselton spoke regarding the improvements to the Miradores.

**H. EXECUTIVE DIRECTOR COMMENTS:**

Executive Director Constance Sanchez received a consensus of the Board to move the regular meeting to November 14, 2016.

**K. ADJOURNMENT**

The meeting was adjourned at 5:16 p.m.

*\* Regardless of the agenda heading under which any item is listed, any word or phrase of any item listed on this agenda shall be considered a subject for consideration for purposes of the Texas Open Meetings Act and other relevant laws, and the Board of Directors may deliberate and vote upon any such subject and resolutions related thereto. Any descriptions of property or amounts stated in this agenda are descriptive and not restrictive, and property and amounts may be changed in the motions, actions or documents. In addition to other items listed in this agenda, policies and procedures of this corporation, legal analysis of any items, policies or procedures, and any items that are currently receiving funding from this corporation may be discussed and deliberated and these matters are added as subjects of discussion to this meeting. This agenda has been reviewed and approved by the attorney for the governing body, and the presence of any subject or description in the Executive Session portion of this agenda constitutes a written interpretation of Chapter 551 of the Texas Local Government Code by the attorney for this corporation indicating that said subject or description thereof may be legally discussed in a closed meeting.*