



# 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, April 10, 2017

4:00 PM

City Council Chambers

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

Vice President Guerra called the meeting to order at 4:02 p.m.

**B. Call Roll & Excuse Absences**

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

(Note: Mr. Trujillo arrived at 4:03 p.m. President Gulley arrived at 4:25 p.m.)

**Present:** 5 - President R. Bryan Gulley, Secretary Gabriel Guerra, Board Member Bart Braselton, Board Member Randy Maldonado and Board Member Lee Trujillo

**C. MINUTES**

**1. Approval of Minutes of the March 20, 2017 Meeting.**

Vice President Guerra referred to approval of the minutes. Mr. Braselton made a motion to approve the minutes, seconded by Mr. Maldonado and passed (Gulley and Trujillo - absent).

Enactment No:

**D. FINANCIAL REPORT**

**2. Type A Financial Reports for February 28, 2017.**

Vice President Gulley referred to Item 2. Senior Accountant Barbara Bailey presented the sales tax report; cash flow statements; the commitment reports; and the pro forma for the economic development fund.

A board member asked questions regarding the increase to the transfer to visitors facility in the arena fund.

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

**F. AGENDA ITEMS:(ITEMS 3-4)**

**3. Affordable Housing - FY18 Homebuyer Assistance Program Agreement**

Motion transferring \$220,000 in Fund 1140 Economic Development Fund from the Affordable Housing's "Available for Projects" balance to the Affordable Housing's "Homebuyer Assistance Program" balance in the amount of \$200,000 and to the Affordable Housing's "City of Corpus Christi - Reimbursement" balance in the amount of \$20,000 to reimburse the City for staff time in implementing the Program; and authorizing the president to execute an affordable housing services agreement with the City's Housing and Community Development Department.

Vice President Guerra referred to Item 3. Director of Housing and Community Development Rudy Bentancourt stated that the purpose of this item is to execute the Homebuyer Assistance Program Agreement to provide qualified homebuyers with up to \$10,000 in down payment assistance for the purchase of a new or pre-existing home and to reimburse City staff in an amount of not more than \$20,000 to implement the program.

Board members and staff discussed the following topics: review of the Board's action to change the down payment assistance amount from \$20,000 to \$10,000; the substantial reduction in staff reimbursement costs; the remaining balance committed unpaid; and adding an additional \$200,000 to the Homebuyer Assistance Program for one full year.

Mr. Braselton made a motion to approve Item 3, seconded by Mr. Trujillo and passed (President Gulley - absent).

Enactment No:

**4.**

**Seawall Fund - Bayshore Park Update & Parking Lot**

Motion authorizing the expenditure of up to \$424,500 from the No. 1120 Seawall Improvement Fund for the Bayshore Park Parking Lot; appropriating \$424,500 from the unreserved fund balance of the No. 1120 Seawall Improvement Fund; and changing the FY 17 operating budget to increase expenditures by \$424,500.

Vice President Guerra referred to Item 4. Assistant Director of Parks and Recreation Stacie Talbert Anaya stated that the purpose of this item is to provide an update on the Bayshore Park Design-Build project and discuss potential funding of the parking lot. Ms. Anaya presented the following information: the target date for completion; the Bayshore Park Task Force; re-branding of the project to The Water's Edge; the design overview; HEB Champions Playground and Health Beat Equipment; the design for the dog park; the components of the park; and the projected budget.

Board members and staff discussed the following topics: the estimated costs for the parking lot; the scope of the parking lot project; the contract for the parking lot awarded via an existing Indefinite Delivery/Indefinite Quantity (IDIQ) contract; drainage improvements for the parking lot; removal of the medians; the playground equipment; expanding shaded areas around the park; the addition of planters on Shoreline Boulevard; use of small businesses to complete the project; and information on the pier at McGee Beach including contribution, cost, and project scope.

Mr. Braselton made a motion to approve Item 4, seconded by Mr. Maldonado and passed unanimously.

Enactment No:

**G. PRESENTATION ITEMS: (ITEMS 5-6)**

**5. Affordable Housing Update - January to March 2017**

President Gulley referred to Item 5. Director of Housing and Community Development Rudy Bentancourt presented the quarterly activity report for affordable housing covering January through March 2017.

Board members and staff discussed the following topics: opportunities to expand the program; the staff reimbursement costs for three months; how the department informs the public of the available funds; income requirements; utilization of program; price point of homes; and individuals taking advantage of both the down payment assistance and the homebuyer assistance program.

**6. Engineering Services Update - April 2017**

President Gulley referred to item 6. Director of Engineering Services Jeff Edmonds presented the Engineering Services monthly project updates and 15-year Seawall and Flood Protection System Maintenance Budget.

Board members and staff discussed the following: the beginning balance for the cash flow model; Salt Flats Levee project; Museum flood wall; Kinney and Power Street Pump Station Improvements; and Port of Corpus Christi's ownership of the property at the Museum.

**H. EXECUTIVE DIRECTOR COMMENTS:**

None.

**I. PUBLIC COMMENT**

None.

**J. IDENTIFY FUTURE AGENDA ITEMS**

None.

**K. ADJOURNMENT**

The meeting was adjourned at 4:58 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.*