

City of Douglas Community Housing Corporation

AGENDA WITH ACTIONS TAKEN

Board of Directors Regular Meeting
City of Douglas Community Housing Corporation
Thursday, October 5, 2023, at 1:00 p.m.
Zoom Meeting

1. Call to Order **1:07 p.m.**

2. Roll Call.

Board Members present were Vicky Merritt, Deborah Wendt, Belen Durazo and Denise Machado. City Official(s) present were Ana Urquijo, City Manager and Luis Pedroza, Deputy City Manager. Others present were Frank Moro.

3. Persons wishing to address the committee in writing or verbally on any item not on the agenda.

Not an action item, no action taken

4. Discussion/Decision on approval of meeting minutes for January 5, 2023; March 30, 2023; April 19, 2023 and July 13, 2023.

Motion by Deborah Wendt, second by Denise Machado to approve the meeting minutes for January 5, 2023; March 30, 2023; April 19, 2023 and July 13, 2023. Motion passed unanimously.

5. Management Report and presentation of current Financial Reports for the CHC and Facility to include the July through September 2023 Monthly Owner Report(s), to include Balance Sheets, Rent Rolls and 12-month trailing(s), and any related facility valuation, loan, tax matter or property condition.

Not an action item, no action taken

6. Standing Report from management regarding ongoing marketing efforts and general results of these efforts for the CHC and Facility, to include possible Discussion/Decision on any related marketing concept and considerations on rental rate related concepts.

Not an action item, no action taken

7. Discussion/Decision on approval of renewal of Management Agreement with First West Properties Corporation.

Motion by Belen Durazo, second by Denise Machado to approve the renewal of the Management Agreement with First West Properties Corporation. Motion passed unanimously.

8. Discussion/Update regarding the Execution of Sale Process, the Transfer of the Community Housing Corporation HUD Loan and timeline as Part of the Sale of the Rancho La Perilla Apartments.

Not an action item, no action taken

9. Discussion/Update regarding the status of work performed as a result of the Capital Needs Assessment Report recommendations.

Not an action item, no action taken

10. Adjournment

Motion by Denise Machado, second by Belen Durazo to adjourn the meeting at 1:39 p.m.

Posted on Friday, October 6, 2023 @ 4:45 p.m.


by: Cynthia Acuña Robles, Deputy City Clerk