

NOTICE: ANY SUBJECT APPEARING ON THIS AGENDA, REGARDLESS OF HOW THE MATTER IS STATED, MAY BE ACTED UPON BY THE BOARD OF DIRECTORS OF TEXAS CITY HOUSING CORPORATION AND TEXAS CITY HOUSING FINANCE CORPORATION.

TEXAS CITY HOUSING FINANCE CORPORATION  
BOARD OF DIRECTORS ANNUAL MEETING

AGENDA

OCTOBER 3, 2018- 2:00 P.M.  
CITY HALL CONFERENCE ROOM  
1801 9th Ave. N.  
Texas City, TX 77590

PLEASE NOTE: Public comments and matters from the floor are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

1. ROLL CALL
2. NEW BUSINESS
  - a. Consider and take action on the election of Officers and the Oath of Officers.
  - b. Consider and take action on the Texas City Housing Finance Corporation Minutes for February 12, 2018.
  - c. Consider and take action on the Texas City Housing Finance Corporation Minutes for October 18, 2016.
  - d. Consider and take action on Resolution No. 18-02, approving the action of the Officers of the Texas City Housing Finance Corporation for the 2017-2018 fiscal year.
3. UPDATES
4. BOARD COMMENTS
5. ADJOURNMENT

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON SEPTEMBER 28, 2018 PRIOR TO 2:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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Texas City Housing Finance Corporation

**Texas City Housing and Texas City Housing  
Finance Corp Agend**

**2. a.**

**Meeting Date:** 10/03/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the election of Officers and the Oath of Officers.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Attachment

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**TEXAS CITY HOUSING FINANCE CORPORATION**

**CHARTER/ FILE NO. 601709 APPROVED BY SECRETARY OF STATE ON 3/25/82**

**PURPOSE:** The Corporation is organized solely to implement the purposes of the Texas Housing Finance Corporations Act by assisting in carrying out or assisting in carrying out (including assistance by borrowing and lending funds) one or more housing project for elderly persons of low income located in the City of Texas City, Texas, and approved for assistance under Section 8 of the United States Housing Act of 1937, as amended.

**TEXAS CITY HOUSING FINANCE CORPORATION-** Five (5) directors will serve three-year (3) staggered terms. No limit on number of terms. Each Director shall hold office for the term for which he is appointed and until his successor shall have been appointed and qualified unless sooner removed. Meetings are held as required.

<b>William T. Etheredge, III, Chairperson</b>  Phone: 409 771-0630  <a href="mailto:bether3206@aol.com">bether3206@aol.com</a>	<b>Genie Jennings, Vice Chairperson</b>  Phone: 409 948-2330  <a href="mailto:GenieJennings@remax.net">GenieJennings@remax.net</a>
<b>John Hackbarth</b>	<b>Rev. Jerry Lee</b>
<b>Randy Dietel</b>	<b>City Staff:</b> Russell F. Plackemeier, City Attorney Nicholas Finan, Executive Director of Management Services James Hartshorn, Deputy Director of Management Services Laura Boyd, Director of Finance Justin Herter, Board Secretary

**Texas City Housing and Texas City Housing  
Finance Corp Agend**

**2. b.**

**Meeting Date:** 10/03/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the Texas City Housing Finance Corporation Minutes for February 12, 2018.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Minutes

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TEXAS CITY HOUSING CORPORATION AND  
TEXAS CITY HOUSING FINANCE CORPORATION  
JOINT BOARD OF DIRECTORS MEETING

MINUTES

MONDAY, FEBRUARY 12, 2018- 3:00 P.M.

CITY HALL CONFERENCE ROOM

Texas City Housing Finance Corporation Board of Directors met Monday, February 12, 2018 at 3:00 P.M. in the City Hall Conference Room, 1801 9th Avenue North, in Texas City, Texas. A quorum having been met, the meeting was called to order at 3:00 P.M. by Chairperson William Etheredge, III, with the following in attendance:

**(1) ROLL CALL**

**Present:** William T. Etheredge, Chairperson  
Genie Jennings, Vice-Chairperson  
Kyle Dickson, Director

**Absent:** Beverly Delany Mitchell, Director  
Laura Boyd, Finance Director / Ex-Officio Member

**Staff Present:** Nicholas Finan, Executive Director of Management Services  
James Hartshorn, Deputy Director of Management Services  
Russell F. Plackemeier, City Attorney  
Rhomari Jackson, City Staff  
Justin Herter, Board Secretary

**Attendees:** Henry Gomez

**(2) NEW BUSINESS**

- (a)** Consider and take action on election of officers and Oath of Officers.

Kevin Dickson, Director, requested that the officers of the corporation do not change.

Motion by Director Kyle Dickson, Seconded by Vice-Chairperson Genie Jennings to keep the same Chairperson and Vice-Chairperson.

**Vote: 3 - 0 CARRIED**

- (b)** Consider and take action on October 18, 2016, joint Texas City Housing Corporation and Texas City Housing Finance Corporation meeting minutes.

James Hartshorn, Deputy Director of Management Services, explained that our Agenda Quick software crashed over the weekend and the minutes are unaccessible. It was agreed upon that the October 18, 2016 minutes will be added to the next meetings agenda.

- (c)** Consider and take action on Resolution No. 18-01, approving the actions of the Officers of the Texas City Housing Corporation and Texas City Housing Corporation for the 2016-2017 fiscal year.

Motion by Director Kyle Dickson, Seconded by Vice-Chairperson Genie Jennings

**Vote: 3 - 0 CARRIED**

**(3) UPDATES**

**(4) BOARD COMMENTS**

**(5) ADJOURNMENT**

Having no further business, William Etheredge, made a motion to adjourn at 3:05 p.m.; the motion was **SECONDED** by Genie Jennings. The meeting was adjourned.

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Board Secretary  
Texas City Housing Finance Corporation

Date Approved: \_\_\_\_\_

**Texas City Housing and Texas City Housing  
Finance Corp Agend**

**2. c.**

**Meeting Date:** 10/03/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on the Texas City Housing Finance Corporation Minutes for October 18, 2016.

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Minutes

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TEXAS CITY HOUSING CORPORATION AND  
TEXAS CITY HOUSING FINANCE CORPORATION  
JOINT BOARD OF DIRECTORS MEETING

MINUTES

OCTOBER 18, 2016 - 3:00PM

CITY HALL CONFERENCE ROOM

The Texas City Housing Corporation and Texas City Housing Finance Corporation Joint Board of Directors met ON OCTOBER 18, 2016, at 3:00PM in the City Hall Conference Room, 1801 9th Avenue North, in Texas City, Texas. A quorum having been met, the meeting was called to order at 3:00PM by with the following in attendance:

**(1) ROLL CALL**

Present: Genie Jennings, Vice-Chairperson  
Beverly Delany Mitchell, Director  
Kyle Dickson, Director  
Laura Boyd, Finance Director / Ex-Officio Member

Absent: William T. Etheredge, Chairperson

**(2) NEW BUSINESS**

- (a)** Consider and take action on election of officers and Oath of Officers.

Motion by Vice-Chairperson Genie Jennings, Seconded by Director Kyle Dickson to keep officers as last year.

**Vote: 3 - 0 CARRIED**

- (b)** Consider and take action on October 21, 2015, joint Texas City Housing Corporation and Texas City Housing Finance Corporation meeting minutes.

Motion by Vice-Chairperson Genie Jennings, Seconded by Director Beverly Delany Mitchell to approve minutes.

**Vote: 3 - 0 CARRIED**

- (c)** Consider and take action on Resolution No. 16-01, approving the actions of the Officers of the Texas City Housing Corporation and Texas City Housing Finance Corporation for the 2015-2016 fiscal year.

Motion by Vice-Chairperson Genie Jennings, Seconded by Director Kyle Dickson Ron Plackemeier, City Attorney, explained this was to approve the actions of the officers for the previous year.

**Vote: 3 - 0 CARRIED**

**(3) UPDATES**

Nick Finan, City Secretary, advised the board that the last of the Galveston County Ike homes have been completed. He also stated that Livable Center Study was moving along and there should be many improvements in the City.

**(4) BOARD COMMENTS**

There were no Board comments.

**(5) ADJOURNMENT**

Having no further business, Genie Jennings, made a motion to adjourn at 3:26 PM; the motion was **SECONDED** by Kyle Dickson. The meeting was adjourned.

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Board Secretary  
Texas City Housing Corporation  
Texas City Housing Finance Corporation

Date Approved: \_\_\_\_\_

**Texas City Housing and Texas City Housing  
Finance Corp Agend**

2. d.

**Meeting Date:** 10/03/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 18-02, approving the action of the Officers of the Texas City Housing Finance Corporation for the 2017-2018 fiscal year.

**BACKGROUND**

Our City Attorney has recommended this resolution to validate the smaller items not budgetary in nature or that typically do not need the Board's approval in a formal meeting such as a change order under the allowable percentage of advertisement in a newspaper and approved within the budget.

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Attachments**

Resolution

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**TEXAS CITY HOUSING FINANCE CORPORATION**

**RESOLUTION NO. 18-02**

**A RESOLUTION APPROVING THE ACTIONS OF THE OFFICERS OF THE BOARD OF DIRECTORS OF THE CITY OF TEXAS CITY HOUSING FINANCE CORPORATION (TCHFC) DURING THE 2017-2018 FISCAL YEAR; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, at a meeting of the Board of Directors of the Texas City Housing Finance Corporation, duly held on October 3, 2018, consideration was given to approving the actions of the Officers of the Board of Directors of the Texas City Housing Finance Corporation during the 2017-2018 Fiscal Year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY HOUSING FINANCE CORPORATION THAT:**

**SECTION 1:** All of the actions taken by the Officers of the Board of Directors of the Texas City Housing Finance Corporation during the 2017-2018 Fiscal Year are hereby approved.

**SECTION 2:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 3rd day of October 2018.**

\_\_\_\_\_  
CHAIRPERSON/VICE CHAIRPERSON  
Texas City Housing Finance Corporation

ATTEST:

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Justin Herter  
BOARD SECRETARY  
Texas City Housing Finance Corporation