

## AGENDA WITH ACTIONS TAKEN

Board of Directors Meeting  
Douglas Housing Corporations I and II

Thursday, July 10, 2014 at 12:00 p.m.

City of Douglas  
City Hall  
425 10<sup>th</sup> Street  
Douglas, AZ 85607

**I. Call to Order**

Meeting was called to order by Board President Gary Clark at 12:05 p.m.

**II. Roll Call**

Board Members present included: Gary Clark, Irene Garcia, Rosa Vertrees and, Angelica Garcia. Absent was Board Member Ray Anthony Novoa.

City Staff Members present: Xenia Gonzalez, Housing Manager, Michael Moulinet, Housing Specialist for Property Management, Carlos De La Torre, City Manager and Juan Pablo Flores, City Attorney.

**III. Approval of Minutes – from February 25, 2014 meeting.**

Minutes from the February 25, 2014 meeting were reviewed and considered and a correction was offered by way of motion by Irene Garcia and seconded by Rosa Vertrees. The correction was to the spelling of Mrs. Garcia's last name as it appeared on item VB of the minutes. Correction motion passed unanimously. Motion to approve minutes as corrected made by Irene Garcia and seconded by Rosa Vertrees. Motion to approve minutes as corrected passed unanimously.

**IV. Resignations/Appointments and possible Discussion/Decision on:**

a) Discussion/Direction item to informally recommend to Mayor, Danny Ortega Jr., candidates for possible appointment to vacant seats on the Board(s).  
**No action taken/Membership is currently full.**

b) Discussion/Decision item to entertain and accept and pending resignations.  
**No action taken/Membership is currently stable.**

**V. Discussion/Decision**

a) Discussion/Decision - to approve the proposed 2014-2015 Fiscal Year Budget and Capital Replacement Plan for Casas de Esperanza.  
**Motion to approve the proposed 2014-2015 Fiscal Year Budget and Capital Replacement Plan for Casas de Esperanza made by Angelica Garcia and**

**seconded by Irene Garcia. Motion to approve item as presented passed unanimously.**

- b) Discussion/Decision - to approve the proposed 2014-2015 Fiscal Year Budget and Capital Replacement Plan for Pioneer Village.

**Motion to approve the proposed 2014-2015 Fiscal Year Budget and Capital Replacement Plan for Pioneer Village made by Irene Garcia and seconded by Angelica Garcia. Motion to approve item as presented passed unanimously.**

- c) Discussion/Decision - approval to RATIFY action taken to authorize the renewal of insurance policy(s) for Douglas Housing Corporation II.

a. Farmer Insurance Hazard Policy - Premium for renewing entire present coverage from 07-01-2014 to 07-01-2015 (\$8649.00)

b. Truck Exchange Insurance Umbrella Policy - Premium for renewing entire present coverage from 07-01-2014 to 07-01-2015 (\$1,616.00)

**Motion to ratify both insurance policy renewal items as presented made by Irene Garcia and seconded by Rosa Vertrees. Motion to approve and ratify insurance policy item as presented passed unanimously.**

- d) Discussion/Decision - to approve the proposed contract to audit the statements of financial position for Douglas Housing Corporation I as of June 30, 2014 in the amount of \$8,400.00 with C. Wesley Addison, P.C.

**Motion to approve the proposed DHC I financial audit contract with C. Wesley Addison, P.C. made by Angelica Garcia and seconded by Irene Garcia. Motion to approve item as presented passed unanimously.**

- e) Discussion/Decision - to approve the proposed contract to audit the statements of financial position for Douglas Housing Corporation II as of June 30, 2014 in the amount of \$8,400.00 with C. Wesley Addison, P.C.

**Motion to approve the proposed DHC II financial audit contract with C. Wesley Addison, P.C. made by Irene Garcia and seconded by Rosa Vertrees. Motion to approve item as presented passed unanimously.**

## **VI. Management Report**

- a) City Manager, Carlos De La Torre  
**No action taken/Not an action item.**

- b) Property Manager to discuss all corresponding issues pertaining to Casas De Esperanza and Pioneer Village.  
**No action taken/Not an action item.**

**VII. Persons wishing to address the Board in writing or verbally, on any item not on the agenda.**

**NONE**

**VIII. Next Meeting**

**To be called on an as needed basis.**

**IX. Adjournment**

**Motion to Adjourn made by Irene Garcia and second by Rosa Vertrees.**

**Motion carried unanimously. Meeting adjourned at 12:50 p.m.**

For questions, please call Michael Moulinet at (520) 417-7314