

CITY OF DOUGLAS COMMUNITY HOUSING CORPORATION

**AGENDA WITH ACTIONS TAKEN**

Board of Directors Regular Meeting  
City of Douglas Community Housing Corporation  
Thursday, January 4, 2024, at 1:00 p.m.

**Zoom Meeting:**  
Meeting ID: 812 9483 9765  
Passcode: 332280

1. CALL TO ORDER. **1:31 p.m.**
2. ROLL CALL.

**Board Members present were Vicky Merritt, 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, Stacey Loucks and Ana Salazar.**

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 OCTOBER 5, 2023.

**Motion by Belen Durazo, second by Denise Machado to approve the meeting minutes for October 5, 2023. Motion passed unanimously.**

5. MANAGEMENT REPORT AND PRESENTATION OF CURRENT FINANCIAL REPORTS FOR THE CHC AND FACILITY TO INCLUDE THE OCTOBER THROUGH DECEMBER 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/UPDATE REGARDING THE STATUS OF WORK PERFORMED AS A RESULT OF THE CAPITAL NEEDS ASSESSMENT REPORT RECOMMENDATIONS.

**Not an action item, no action taken**

8. DISCUSSION/DECISION TO AUTHORIZE THE PRESIDENT OF THE COMMUNITY HOUSING CORPORATION TO SIGN ALL NECESSARY DOCUMENTS RELATED TO THE SALE OF RANCHO LA PERILLA APARTMENTS.

**Motion by Denise Machado, second by Belen Durazo to allow the president of the corporation to sign all necessary documents related to the sale of Rancho La Perilla Apartments with the amendment to the purchase agreement. Motion passed unanimously.**

9. ADJOURNMENT

**Motion by Belen Durazo, second by Denise Machado to adjourn the meeting at 2:09 p.m.**

Posted on Thursday, January 25, 2024 @ 4:30 p.m.

By:  Cynthia Acuña Robles, Deputy City Clerk