

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
Paddock at Norwood
1044 Norwood Park Blvd.
Austin, Texas 78753
February 2, 2017
10:00 a.m.**

MINUTES

The Housing Authority of Travis County, Texas, held a Regular Board of Commissioners meeting at the Paddock at Norwood located at 1044 Norwood Park Blvd., Austin, Texas 78753 on the above date. A quorum was established, and Chairman John Hernandez called the meeting to order at 10:10 a.m.

1. CALL TO ORDER, ROLL CALL

Roll Call of Commissioners: Chairman John Hernandez, Vice Chairperson Ann Denton, Commissioner Eddie Karam, Commissioner Robbye Meyer, Commissioner Wilmer Roberts. Guest: Dewayne Street with Goodwill of Central Texas and Sam Woollard with Woollard Nichols & Associates, LLC. Staff in Attendance: CEO/Executive Director Patrick Howard, Director of Real Estate Development Robert Onion, Director of Finance and Administration Jenilee Ramirez, Director of Housing Operations Christina Montes, and Assistant Director of Housing Operations Barry Hall.

2. CERTIFICATION OF QUORUM

CEO/Executive Director Patrick Howard certified the quorum.

3. CITIZEN COMMUNICATION

Anyone desiring to discuss or comment on items directly related to the HATC is always welcome; sign-in must be completed prior to the opening of the meeting. Please limit all presentations to 3 minutes or less. If the item is deemed related to an agenda item at the current meeting, the presiding officer will inform the citizen that pending action(s) remain.

There were none at that time.

4. CONSENT AGENDA

4A. Approval of the Minutes from January 5, 2017 Annual Meeting

4B. Approval of the Minutes from January 5, 2017 Strategic Planning Session Meeting

Vice Chairperson Ann Denton made a **motion** to approve Items 4A and 4B. Commissioner Wilmer Roberts seconded the motion, which **passed** unanimously.

5. REPORTS

5A. Housing Operations {Christina Montes / Barry Hall}

5A.1. Housing Choice Voucher (HCV)

- i. Conventional
- ii. Cambridge Villas Project-Based Vouchers (PBV)
- iii. Homeownership Program

Director of Housing Operations Christina Montes presented Items 5A.1.

5A.2. Homeless Initiatives

- i. Continuum of Care Program
- ii. Front Steps Partnership
- iii. ECHO HCV Set-Aside
- iv. Crime Justice PBV for Homeless
- v. HUD-VASH

Ms. Montes presented Item 5A.2.

5A.3. Other Special Populations

i. (Non-Elderly Disabled (NED))

Ms. Montes presented Item 5A.3.

5A.4. Project Based Rental Assistance (PBRA) formally known as Public Housing
Assistant Director of Housing Operations Barry Hall presented Item 5A.4.

5A.5. Affordable Housing (non-subsidized)

Mr. Hall presented Item 5A.5.

5B. Finance/Administration {Jenilee Ramirez}

Director of Finance and Administration Jenilee Ramirez presented Item 5B.

5C. Real Estate Development {Patrick Howard}

5C.1. Project Based Rental Assistance (PBRA) Conversion/Tax Credit/Rehab {Patrick Howard}

CEO/Executive Director Patrick Howard presented Item 5C.1.

5D. CEO/Executive Director {Patrick Howard}

Mr. Howard presented Item 5D.

5E. Governance, Finance and Administration Committee

Vice Chairperson Denton presented Item 5E.

5F. Real Estate Development Committee

Commissioner Eddie Karam said the Real Estate Committee met via phone.

6. REGULAR AGENDA

6A. Presentation and discussion with representatives from Goodwill of Central Texas

Dewayne Street with Goodwill of Central Texas presented Item 6A.

6B. Discussion and review of the January 5, 2017 Strategic Planning Session {Woollard Nichols & Associates, LLC}

Sam Woollard with Woollard Nichols & Associates, LLC presented Item 6B.

6C. Presentation, discussion and possible action of Resolution No. HATC-2017-02: To Amend the Housing Choice Voucher Administrative Plan (HCV) by redefining the commencement dates for new Housing Assistance Payment (HAP) contracts for new admissions and unit transfers.

Vice Chairperson Denton made a **motion** to approve **Resolution No. HATC-2017-02**. Commissioner Robbye Meyer seconded the motion, which **passed** unanimously.

6D. Discussion and possible action regarding the CEO/Executive Director's Performance Review

Chairman John Hernandez made a **motion** to adjourn to Executive Session to discuss Item 6D. Vice Chairperson Denton seconded the motion, which **passed** unanimously.

The Board adjourned to Executive Session at 11:37 a.m.

7. EXECUTIVE SESSION

7A. Pursuant to the Texas Government Code Annotated, the Commissioners may discuss the following agenda items. In addition the Commissioners may also discuss and consider any other item posted on this agenda if there are issues that require consideration in Executive Session and the Commissioners announce that the item will be considered during the Executive Session.

- According to the Texas Government Code Annotated 551.071, Consulting with Attorney
- According to the Texas Government Code Annotated 551.072, Real Property
- According to the Texas Government Code Annotated 551.074, Personnel Matters

7B. Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session Discussions

The Board meeting was reconvened at 12:40 p.m.

6D. Discussion and possible action regarding the CEO/Executive Director's Performance Review

Vice Chairperson Denton said the Board agreed with the Executive Director's Self Evaluation with one exception on page 6. Vice Chairperson Denton said **Meets High** expectations was selected for Delegation and Accountability; however, the Board agreed that Patrick is doing too much himself.

Mr. Roberts said some things that were discussed in the committee meeting was to start documenting and moving towards those individuals needs to start happening.

Commissioner Eddie Karam made a **motion** to give Patrick Howard a bonus of Ten Thousand Dollars (\$10,000.00) from last year. Mr. Roberts seconded the motion, which **passed** unanimously.

8. ADJOURNMENT

Chairman Hernandez made a **motion** to adjourn the Board meeting. Mr. Karam seconded the motion, which **passed** unanimously.

The Board meeting was adjourned at 12:45 p.m.

Respectfully submitted,


Patrick Howard, CEO/Executive Director

NOTE: The Strategic Housing Finance Corporation Board of Directors Regular Meeting will convene following the adjournment of the Housing Authority of Travis County Board of Commissioners Regular meeting.

- A copy of these minutes can be found on the web site (www.hatctx.com)
- An audio recording is available upon request, 512-854-8245.