

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
May 3, 2018
10:00 a.m.**

MINUTES

The Housing Authority of Travis County, Texas, held a Regular Board of Commissioners meeting at 502 East Highland Mall Blvd., 106-B Austin, TX 78752 on the above date. A quorum was established, and Chairperson Ann Denton called the meeting to order at 10:01 a.m.

1. CALL TO ORDER, ROLL CALL

Roll Call of Commissioners: Chairperson Ann Denton, Vice Chairman Wilmer Roberts, Commissioner John Hernandez, Commissioner Eddie Karam, Commissioner Robbye Meyer. Staff in Attendance: CEO/Executive Director Patrick Howard, Director of Real Estate Development Robert Onion, Executive Assistant Esther Johnson, Senior Administrative Assistant Debbie Honeycutt, Director of Voucher Programs and Homeless Initiatives Christina Montes, Director of Affordable Housing Barry Hall, Director of Finance and Administration Jenilee Ramirez, Accountant Michael Kagombe.

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. Resolution No. HATC-2018-04: To Adopt Procedures for Requesting and Implementing a Change in Rent Charges for Manor Town Apartments and Carson Creek Homes

Commissioner Robbye Meyer suggested pulling Item 4A from the Consent Agenda in order for it to be discussed.

4B. Approval of the Minutes from April 5, 2018 Regular Meeting

Commissioner John Hernandez made a **motion** to approve Item 4B. Ms. Meyer seconded the motion, which **passed** unanimously.

5. REPORTS

5A. Voucher Programs / Homeless Initiatives {Christina Montes, Director of Voucher Programs}

- 5A.1 Housing Choice Voucher (HCV)
 - i. Conventional
 - ii. Cambridge Villas Project-Based Vouchers (PBV)
 - iii. Homeownership Program

Voucher Programs and Homeless Initiatives Christina Montes presented Item 5A.1.

- 5A.2 Homeless Initiatives
 - i. Continuum of Care Program
 - ii. Front Steps Partnership
 - iii. ECHO HCV Set-Aside
 - iv. Criminal 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.

5B. Affordable Housing Programs {Barry Hall, Director of Affordable Housing Programs}

- 5B.1 Project Based Rental Assistance (PBRA) Units
 - i. SEA RAD Oaks (Alexander Oaks & Summit Oaks Apartments)
 - ii. SEA RAD (Eastern Oaks Apartments)

Director of Affordable Housing Barry Hall presented Item 5B.1.

- 5B.2 Affordable Housing (non-Subsidized) Units (Manor Town Apartments & Carson Creek Homes)
 - i. Property Data
 - ii. Statistics
 - iii. Income Limits and Rent Schedules

Mr. Hall presented Item 5B.2.

5C. Finance/Administration {Jenilee Ramirez, Director of Finance & Administration}

CEO/Executive Director Patrick Howard said Item 6A would be presented during the presentation with 5C.

Director of Finance & Administration Jenilee Ramirez presented Item 5C and 6A.

5D. CEO/Executive Director {Patrick Howard, CEO/Executive Director}

Mr. Howard presented Item 5D.

5E. Governance, Finance and Administration Committee

There were none at that time.

5F. Real Estate Development Committee

Ms. Meyer said the committee did not meet; therefore, there was not a report.

6. REGULAR AGENDA

4A. Resolution No. HATC-2018-04: To Adopt Procedures for Requesting and Implementing a Change in Rent Charges for Manor Town Apartments and Carson Creek Homes

Mr. Hall presented Item 4A.

Mr. Hernandez made a **motion** to table Item 4A and place it back on the agenda for the next scheduled meeting. Ms. Meyer seconded the motion, which **passed** with four yeas and one opposed.

6A. Presentation and discussion on Fiscal Year 2019 (FY '19) Draft Budget {Jenilee Ramirez, Director of Finance & Administration}

Mr. Howard said Item 6A was discussed with Item 5C.

6B. Resolution No. HATC-2018-05: To Authorize HATC staff to file any and all necessary or convenient applications, documents, instruments or other information with the Federal Home Loan Bank, City of Austin, Texas Department of Housing and Community Affairs or other lenders to obtain funding for the revitalization of the Eastern Oaks property, and to take other actions related to the subject.

Commissioner Eddie Karam made a **motion** to approve Resolution No. HATC -2018-05. Ms. Meyer seconded the motion, which **passed** unanimously.

6C. Discussion and consideration regarding Board of Commissioners issues and concerns

There were none at that time.

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
- According to the Texas Government Code Annotated 551.076, Security
- According to the Texas Government Code Annotated 551.087, Economic Development Negotiations

The Board of Commissioners may consider any matter posted on the agenda in Executive Session if there are issues that require consideration in Executive Session and the Board of Commissioners announce that the item will be considered during the Executive Session.

There were none at that time.

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

N/A

ADJOURNMENT

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

The Board meeting adjourned at 11:57 a.m.

Respectfully submitted,


Patrick Howard, CEO/Executive Director

MISSION STATEMENT

Preserving and developing affordable housing and vibrant communities to enhance the quality of life for all.

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