

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
August 2, 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 10:30 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. Guests: Cliff Blount with Naman, Howell, Smith & Lee, and Andrea Torres with Woollard Nichols & Associates. 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 and Intern Joviale Kambo.

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 the June 21, 2018 Regular Meeting

Commissioner Eddie Karam made a **motion** to approve Item 4A. Vice Chairman Wilmer Roberts 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.

Intern Joviale Kambo presented a presentation regarding the Housing Authority of Travis County Tenants and Landlords Satisfaction Report.

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}

Director of Finance & Administration presented Item 5C.

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

Executive Director Patrick Howard presented Item 5D.

5E. Governance, Finance and Administration Committee

Vice Chairman Roberts said the committee had met and reviewed the document that was submitted by Woollard Nichols and Associates. He said the only concern was that there was no direct input from the Governance Committee.

5F. Real Estate Development Committee

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

6. REGULAR AGENDA

6A. Presentation, discussion and possible action to Resolution No. HATC -2018-09: To Approve the Personnel Evaluation Template recommendations from Woollard Nichols and Associates {Patrick Howard, CEO/Executive Director}

Vice Chairman Roberts made a **motion** to approve the document as presented; the details and recommendations will come out in the discussion. Commissioner John Hernandez seconded the motion. A vote was taken, which **passed** with 4 Yea's and 1 Abstained.

6B. Presentation and discussion of Manor Town Apartments: overview and background information

Director of Affordable Housing Barry Hall presented Item 6B.

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

The Board meeting adjourned at 12:28 p.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.hatctx.com)
- An audio recording is available upon request, 512-854-8245.