

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
502 East Highland Mall Blvd., Suite 106-B
Austin, Texas 78752
March 4, 2021
10:00 a.m.**

MINUTES

The Housing Authority of Travis County, Texas, held its Regular Board of Commissioners Meeting via Zoom on the above date.

<https://us02web.zoom.us/j/2496318264?pwd=TmVYWEVVRM3JRK1pPMHdhNmVDWDTNvQT09>

- **CALL TO ORDER**

Chair Robbye Meyer, called the meeting to order at 12:05 pm.

ROLL CALL / CONFIRMATION OF QUORUM

Roll Call of Commissioners: Chairperson Robbye Meyer; Vice Chairperson John Hernandez; Commissioner Ann Denton; Commissioner Eddie Karam; Commissioner Wilmer Roberts.

Staff in Attendance: CEO/Executive Director Patrick Howard; Executive Assistant Shannon Farese; Director of Real Estate Development Robert Onion; Asset Manager Keith Hoffpauir; Sr. Administrative Assistant Debbie Honeycutt; Director of Voucher Programs and Homeless Initiatives Christina Montes; Director of Finance Subra Narayanaiyer; Housing Managers Gabrielle Jones and Carlos Guzman.

CEO/Executive Director Patrick Howard certified the quorum at 12: 05 pm.

- **CONSENT AGENDA**

Approval of the Minutes, Regular Board Meeting February 4, 2021.

Commissioner Wilmer Roberts made a **motion** to approve Item. Commissioner Eddie Karam seconded the motion, which **passed** unanimously.

- **PUBLIC FORUM / CITIZEN COMMUNICATION.**

There was no citizen communication.

- **ACTION ITEM**

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| Resolution No. HATC-2021-01 | To <u>Approve</u> an amendment to the Housing Choice Voucher (HCV) Annual Contributions Contract (ACC) to include HATC participation in the Moving to Work (MTW) demonstration program. |
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Commissioner Wilmer Roberts made a **motion** to approve Item IV.A. - Resolution No. HATC-2021-01. Commissioner Eddie Karam seconded the motion, which **passed** unanimously.

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| Resolution No. HATC-2021-02 | To <i>Recommend</i> to the Travis County Commissioners Court via an Amendment to its Articles of Incorporation, the establishment of an HATC tenant Commissioner ex-Officio position on the HATC Board of Commissioners. |
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Commissioner Wilmer Roberts made a **motion** to approve Item IV.B. - Resolution No. HATC-2021-01. Commissioner Eddie Karam seconded the motion, which **passed** unanimously.

- **CEO/EXECUTIVE DIRECTOR'S REPORT**

- **Voucher Programs / Homeless Initiatives** - *Christina Montes*

Christina Montes provided an update to the Board about the various programs under her purview. As of January 31, 2021, the HCV program occupancy rates was 96.68%. Staff will be focusing on MTW program, leasing, and special projects.

- **Affordable Housing Programs**- *Gabrielle Jones & Carlos Guzman*

Gabrielle Jones provided the Board with a status update of the *Affordable Housing Program*. On Monday, February 15, 2021, Manor Town Apartments lost water due to the winter storms. Since the water was off, staff was on-site 24 hours a day for fire watch until Friday, February 19th when water was restored. Once water was restored, leaks were discovered, and the water was shut back off. On-site staff worked diligently to complete the necessary repairs to any broken piping as well as any drywall repairs that were needed. As of February 22, 2021, all apartment homes had water.

- **Finance & Administration**- *Subra Narayanaier*

Subra Narayanaier provided financial updates to the Board. *Subra* shared that the HATC 2020 Audit was released this week and that was emailed to all Commissioners. The draft audit for Sea Rad LP is currently waiting on approval, once approved, the report will be forwarded to 42 Equity.

- **Real Estate Development**- *Robert Onion / Keith Hoffpauir*

Keith Hoffpauir provided an update to the Board about *Real Estate Development* program. There was no winter storm damage to Eastern Oaks. This project is about 40% complete, HATC will be receiving draw once the inspection has been completed. Manor-the plot work is completed and approved. All 8609's for SeaRad Oaks are approved and we are waiting on issuance. All files have been corrected and are with 42 Equity for review.

BOARD COMMITTEE REPORTS

- Real Estate Committee - Commissioner Ann Denton made a proposal that a Real Estate Work Session be held involving all board members. Staff was directed to identify an appropriate meeting time and date.
- Finance, Governance and Administration Committee – did not meet.
- HR Committee – Commissioners Denton and Hernandez met with Laura Lozano with the WHY Group three weeks ago to review the draft report. Recommendations will be made. Staff was directed to schedule a meeting for the report to be presented.

- **NEW / UNFINISHED BUSINESS**

- **EXECUTIVE SESSION**

There was no Executive Session discussion.

- **ADJOURNMENT**

Commissioner Ann Denton made a **motion** to adjourn the Board meeting. Commissioner Wilmer Roberts seconded the motion, which **passed** unanimously.

The Board meeting adjourned at 12:40 pm.

Respectfully submitted and approved,



Patrick Howard, CEO/Executive Director