

**HOUSING AUTHORITY OF TRAVIS COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
502 East Highland Mall Blvd., Suite 106-B  
Austin, Texas 78752  
September 3, 2021  
9:00 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 and via Zoom.

<https://us02web.zoom.us/j/84309207788?pwd=aG9vZWtTeGs3Z1hIV0F1eENPTFVvUT09>

Find your local number: <https://us02web.zoom.us/j/84309207788?pwd=aG9vZWtTeGs3Z1hIV0F1eENPTFVvUT09>

Meeting ID: 843 0920 7788

Passcode: 422540

**I. CALL TO ORDER**

Chair Robbye Meyer called the meeting to order at 10:41 a.m.

**ROLL CALL / CONFIRMATION OF QUORUM**

Roll Call of Commissioners: Chair Robbye Meyer; Vice Chair John Hernandez; Commissioner Eddie Karam; Commissioner Wilmer Roberts. Commissioner Ann Denton. CEO/Executive Director Patrick Howard certified the quorum.

Guest: Cliff Blount with Naman, Howell, Smith & Lee PLLC

Staff in Attendance: CEO/Executive Director Patrick Howard; Executive Assistant Omar Nesbit; Director of Real Estate Development Robert Onion; Asset Manager Keith Hoffpauir; Director of Voucher Programs and Homeless Initiatives Christina Montes; Director of Finance Subra Narayanaier; Housing Managers Gabrielle Jones and Carlos Guzman; Foundation Coordinator Eric Lindholm.

**II. CONSENT AGENDA**

- A. Approval of the Minutes from the August 5, 2021 Regular Meeting

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

**III. PUBLIC FORUM / CITIZEN COMMUNICATION**

There was no citizen communication.

#### IV. ACTION ITEMS

A. Resolution No. HATC-2021-08	To <u>Amend</u> the Housing Choice Voucher (HCV) Administrative Plan by redefining the number of days a person may be absent from their unit for incarceration before terminating rental assistance.
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Commissioner Karam made a **motion** to approve Item IV.A. Resolution No. HATC-2021-08. Commissioner Hernandez seconded the motion, which **passed** unanimously.

B. Resolution No. HATC-2021-09	To <u>Approve</u> the Emergency Housing Voucher (EHV) Program Policy.
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Chair Meyer made a **motion** to approve Item IV.B. Resolution No. HATC-2021-09. Commissioner Roberts seconded the motion, which **passed** unanimously.

C. Resolution No. HATC-2021-10	To <u>Amend</u> Policy Statements on Affordable Housing Development as drafted.
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Commissioner Roberts made a **motion** to approve Item IV.C. Resolution No. HATC-2021-10. Commissioner Hernandez seconded the motion, which **passed** unanimously.

#### V. REGULAR AGENDA

A. Discussion / update on the status of the Strategic Planning Process

Board members were briefed by Patrick Howard on drafted strategic priorities for input/review.

#### VI. CEO / EXECUTIVE DIRECTOR's REPORT

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

*Victoria Perez* provided an update to the Board about the various programs HCV, Homeless Initiatives, and Special Purpose Vouchers.

- As of July 31<sup>st</sup>, 2021, the occupancy rate for the HCV program was at 100%
- 40 port-ins were absorbed in the month of July
- Currently 39 Mainstream Vouchers, 34 FUP Vouchers, 30 VASH Vouchers, 75 Non-Elderly Disabled Vouchers, and 32 Voucher holders actively searching
- Commissioner Wilmer Roberts inquired about the absence of Veteran Vouchers, in which Patrick Howard informed the Board that we don't have adequate support from the local VA.

B. Affordable Housing Programs – *Gabrielle Jones & Carlos Guzman*

*Gabrielle Jones and Carlos Guzman* provided the Board with a status update of the Affordable Housing Program.

- Vacancies: Eastern – 11; Manor Town – 2; Carson Creek – 0; Alexander/Summit – 6
- Currently 16 "Market Rate Renters", 23 "Zero Income Renters"

C. Real Estate Development – *Robert Onion / Keith Hoffpauir*

*Keith Hoffpauir* provided the Board with a status update on Eastern Oaks, Manor Town Phase II, and Travis County Facilities Corporation.

- Eastern Oaks – 95% complete
- Manor Town Phase II – RFP has been finalized
- Travis County Facilities Corporation – Tech Ridge is 47% complete as of 8/5/21. The Marcus Project and Bercy Chen Studio LP/Cambrian Development are potential partners for “South First Apartments” & “Lamar at Koenig” projects

D. Finance – *Subra Narayanaier*

*Subra Narayanaier* provided the Board with the HATC June 30, 2021 Monthly Finance Report. This report reflects 12 months into the fiscal year 2021 which was extended to 18 months.

E. HATC Foundation – *Eric Lindholm*

*Eric Lindholm* provided the Board with a status update for HATC Foundation

- Three residents were recipients of HATC Foundation Scholarships
- On August 12<sup>th</sup>, the Back-to-School supply drive provided 40+ children with school supplies
- HATC Foundation has renewed its partnership with the Literacy Coalition of Central Texas (LCCT)
- UT School of Nursing has partnered with The HATC Foundation for health and wellness inquiries

## VII. BOARD COMMITTEE REPORTS

- A. Real Estate Development Committee – Commissioners Karam and Denton met to discuss Rosemont and the Policy Statements on Affordable Housing
- B. Governance Committee – DNM
- C. HR Committee – DNM

## VIII. NEW / UNFINISHED BUSINESS

- A. Discussion and consideration regarding Board of Commissioners issues and concerns.

No discussion was held on this item.

## IX. EXECUTIVE SESSION

There was no Executive Session.

## X. ADJOURNMENT

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

The Board meeting adjourned at 12:16 p.m.

Respectfully submitted and approved,

*Patrick B. Howard*

Patrick Howard, CEO/Executive Director