

**BOARD OF COMMISSIONERS MEETING
HOUSING AUTHORITY OF TRAVIS COUNTY, TEXAS
2200 East Martin Luther King, Jr. Blvd.
Austin, Texas 78702
April 18, 2009
9:00 a.m.**

MINUTES

The Housing Authority of Travis County, Texas held a Board of Commissioners Meeting at 2200 East Martin Luther King, Jr. Blvd. on the above date. A quorum was established, and Chairman Tommy A. Nobles called the meeting to order at 10:12 a.m.

ROLL CALL

Roll Call of Commissioners: Chairman Tommy A. Nobles, Vice Chair Ofelia Elizondo, Commissioner Melvin Wrenn. Absent: Commissioner Tracy Burkhalter, Commissioner Richard Moya. Staff in Attendance: Executive Director Wiley Hopkins, Assistant Executive Director/CFO Bill Friday, Director of Development & Planning Keith Hoffpauir, PR/Marketing Manager Cindy Noland, Administrative Assistant Debbie Honeycutt. Executive Director Wiley Hopkins certified the quorum.

NEW BUSINESS

Item 1: Citizen Communications

There were no citizen communications.

Item 2: Approval of Minutes from the February 21, 2009 Board Meeting

Commissioner Ofelia Elizondo made a **motion** to approve the minutes as presented. Commissioner Melvin Wrenn seconded the motion, which **passed** unanimously.

Item 3: Approval of Minutes from the March 21, 2009 Board Meeting

Ms. Elizondo made a **motion** approve Item 3 as presented. Mr. Wrenn seconded the motion. Mr. Wrenn said that he was not present at the last Board meeting. Ms. Elizondo said he could vote anyway. Assistant Executive Director/CFO Bill Friday said that the Board book provided an opportunity to review the minutes from the previous meeting. A vote was taken, which **passed** unanimously.

Item 4: Presentation, discussion and possible action regarding current operations and projected revenues from development initiatives properties

Director of Development and Planning Keith Hoffpauir presented the report. He said that Cambridge Villas was currently at 93% occupancy with no problems foreseen in maintaining the debt ratio. He said currently, there was no rent increase at time of renewal and a \$300 bonus if the renewal was signed within seven days of receiving notice.

Mr. Hoffpauir said that 502 Highland Mall was on target except for inside doors, which were on back order. He said that Asset Manager Sherri Griffin had done an excellent job overseeing the project.

Mr. Hoffpauir said that a six-month extension was being requested for converting the Cambridge loan from interim to permanent. He said it was delayed due to many changes occurring at Centerline, the equity partner.

Chairman Tommy Nobles asked when the next Residents Meeting would be. He said he had not received a call yet, nor any newsletter. Mr. Hoffpauir said he would find out.

Item 5: Presentation, discussion and possible action regarding the operation of the Housing Authority Scholarship Program

Executive Director Wiley Hopkins introduced the item, saying that an introductory letter had been drafted. Mr. Wrenn asked when the estimate of the kickoff was. Mr. Hopkins said that things were still evolving.

Chairman Nobles said the letter was excellent.

Item 6: Presentation, discussion and possible action regarding recommendations for direction of changes in the Housing Authority of Travis County website

PR/Marketing Manager Cindy Noland presented the monthly report. Chairman Nobles asked if there was a possibility of a UT student working on the new website. Ms. Noland replied that the department restricted interns to website companies, so they might learn more about their crafts. Mr. Nobles suggested that other area colleges and universities could be consulted.

Item 7: Presentation, discussion and possible action regarding reports of vacancies and operations of Housing Authority Programs

Mr. Hopkins presented the report. Chairman Nobles said that Tracy Rico was doing an outstanding job. Discussion followed.

Mr. Hopkins presented an update on a resident that was under eviction. He said she had been offered a Section 8 voucher, but had turned it down. He said the matter was going to trial on May 27th, and there would be a psychiatrist and police witnesses. Mr. Wrenn asked if this was the resident that was putting others at risk. Mr. Hopkins replied yes. Chairman Nobles asked to be kept updated on the matter. He said that the report had good notes.

Assistant Executive Director/CFO Bill Friday presented the Section 8 report, saying there were currently 836 people on the waiting list.

Ms. Elizondo asked if the 93% PIC score meant there were vouchers available. Mr. Friday said yes, and people were being called in from the waiting list.

Mr. Wrenn asked if the stimulus money had an impact. Mr. Friday said no, that the funds were for public housing only. Discussion followed. Mr. Wrenn asked if there was any money available that the Housing Authority could step in and aid more homeless. Mr. Friday said there were many discussions going on at the Federal level regarding continuum of care. He said the Housing Authority was monitoring those and would apply for any funds the Authority would be eligible for.

Item 8: Presentation, discussion and possible action regarding financial statements and current status of the Housing and Urban Development Office of the Inspector General and related audits

Mr. Friday presented the report. Discussion followed.

Chairman Nobles said the Finance Committee should meet, determine what actions need to take place on the OIG audit, and report back to the Board, and when they would be done. Mr. Wrenn said they held no April meeting because nothing had changed in the interim. He said they would be meeting on the budget three times in May. Chairman Nobles said the Committee shouldn't wait on the OIG matter. He said they should meet the first week in May. Mr. Hopkins said that actions required by the OIG had to be responded to immediately, rather than waiting for a Board meeting.

Item 9: Presentation, deliberation and possible action regarding the employee Simplified Employee Pension (SEP) IRA Plan

Chairman Nobles said that the item would be tabled until the following Board meeting.

Item 10: Presentation, discussion and possible action regarding recommendations for actions from Board Committee members

Chairman Nobles noted that the reports had been presented during previous items.

Item 11: Presentation, discussion and possible action regarding the Executive Director accepting \$182,074.00 in special American Recovery and Reinvestment Act of 2009 funds and to authorize the Executive Director to utilize the funds based upon the revised Capital Fund Program budget and guidelines (approved at the March 21, 2009 Board meeting)

Mr. Hopkins stated that the item had been approved at the previous Board meeting.

Mr. Wrenn made a **motion** to approve the item and let it stand. Ms. Elizondo seconded the motion, which **passed** unanimously.

Item 12: Appointments to Committees

There were none at that time.

Item 13: Executive Session – 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

There was not one at that time.

Item 14: Reconvene from Executive Session and take any action deemed necessary as the result of Executive Session discussions

N/A

REPORTS

- Executive Director's Report

Mr. Hopkins said that a new resident candidate had been forwarded to Judge Biscoe, who was planning to meet with the resident and was deliberating the choice.

- Issues and concerns of the Board

Chairman Nobles asked to be kept abreast of the basics of the OIG audit proceedings, at staff's discretion.

ADJOURN

There being no further business, Ms. Elizondo made a **motion** to adjourn. Mr. Wrenn seconded the motion, which **passed** unanimously. The Board adjourned at 11:45 a.m.

Respectfully submitted,

Wiley J. Hopkins, Executive Director/Secretary