

HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD MEETING
502 East Highland Mall Blvd.
Suite 106-B
Austin, Texas 78752
July 22, 2010
5:30 p.m.

MINUTES

The Housing Authority of Travis County, Texas held a Board of Commissioners Meeting at 502 East Highland Mall Blvd., Suite 106-B, Austin, Texas 78752 on the above date. A quorum was established, and Vice Chairman Melvin Wrenn called the meeting to order at 6:39 p.m.

ROLL CALL

Roll Call of Commissioners: Chairman Tommy A. Nobles, Vice Chairman Melvin Wrenn, Commissioner Philip Barnes, Commissioner Richard Moya. Absent: Commissioner Tracy Burkhalter. Staff in Attendance: Executive Director Craig Alter, Administrative Assistant Debbie Honeycutt, Section 8 Assisted Housing Supervisor Lupe Riojas, Housing Manager Jose Villanueva. Executive Director Craig Alter certified the quorum.

Item 1: Citizen Communications *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.

Item 2: Review and approval of Minutes from the June 28, 2010 Board Meeting.

Commissioner Philip Barnes made a **motion** to approve the minutes as presented. Commissioner Richard Moya seconded the motion, which **passed** unanimously.

Item 3: Review and approval of Minutes from the July 7, 2010 Special Board Meeting.

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

Item 4: Presentation of Properties Report.

Housing Manager Jose Villanueva presented the Housing Report. Mr. Villanueva said the Housing Authority opened the public housing wait list July 9th and they would close it July 26th. He said there had been over 500 applications received. Mr. Villanueva said the names on the wait list would be entered in the system as a lottery. Chairman Tommy A. Nobles asked what type of lottery system would be used. Mr. Villanueva said it would be HMS. Mr. Villanueva said the lottery system was suggested by Mary Ann from the Dallas Housing Authority. Mr. Wrenn asked what preferences were listed in the system. Mr. Villanueva said there were no preferences. Executive Director Craig Alter said preferences were not listed in the ACOP (Admissions & Continued Occupancy Policy). He suggested discussing preferences for the wait list at the Annual Board meeting. Mr. Moya said if the Board decided to have a preference of Veterans and/or Disabled it would not be effective until next year. Mr. Alter said if the Board decided to have a preference that they wanted to implement, there would be a waiting list in order, and from that waiting list, preferences could be decided.

Mr. Moya asked if the preferences would be brought up before the clients were notified what number they would be on the waiting list. Mr. Moya said if the waiting list was compiled and then preferences were decided that would mean that the people with preferences would be placed at the top of the waiting list.

Mr. Villanueva said TDHCA would be performing a sight audit at Manor Town Apartments August 10, 2010.

Mr. Wrenn suggested staff should notify the Manor School District, Waste Management and Applied Materials to let them know there are vacant units at Manor Town Apartments.

Section 8 Assisted Housing Supervisor Lupe Riojas presented the Section 8 Report.

Ms. Riojas said there will be an audit next week. She said the auditors would be in the office July 26-30, 2010.

Frameworks' is still conducting their presentations on Saturdays for the Section 8 tenants.

Mr. Moya made a **motion** to adjourn to Executive Session to discuss Items 11, 12, and 13. Mr. Wrenn seconded the motion, which **passed** unanimously.

The Board adjourned at 7:07 p.m.

Item 14: 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

Item 15: Reconvene from Executive Session and take any action deemed necessary as the result of the Executive Session discussions

The Board reconvened at 8:10 p.m.

Item 11: Presentation, deliberation and possible action regarding a request from the Texas State Affordable Housing Corporation for reimbursement of its cost to repair the gutter and downspout system for the building located at 2200 MLK Boulevard, Austin, TX.

Mr. Barnes made a **motion** to authorize the Executive Director of the Housing Authority of Travis County to negotiate a settlement with Texas State Affordable Housing Corporation. Mr. Moya seconded the motion.

Chairman Nobles called for a vote but there was no response from the Commissioners. Therefore, Chairman Nobles said he would withdraw the motion.

Chairman Nobles called for another motion

Mr. Barnes made a **motion** to authorize the Executive Director of the Housing Authority of Travis County to negotiate a settlement with Texas State Affordable Housing Corporation.

Mr. Moya seconded the motion, which **passed** unanimously.

Item 12: Presentation, deliberation and possible action regarding hiring an Executive Director of the Housing Authority of Travis County.

Mr. Barnes said he did not think a motion was necessary, but he said he would like the record to show that the Search Committee would continue negotiations with Mr. Alter.

Item 13: Presentation, deliberation and possible action regarding a request for consideration from a terminated employee and new action taken by another terminated employee.

Mr. Wrenn made a **motion** to authorize the Executive Director of the Housing Authority of Travis County with the understanding where as applicable would accept the advice of counsel and move forward in resolving those personnel matters. Mr. Moya seconded the motion which **passed** unanimously.

Mr. Barnes made a **motion** to adjourn. Mr. Moya seconded the motion. Mr. Barnes said he would withdraw the motion to adjourn.

Chairman Nobles left the Board meeting at 8:15.

Item 6: Presentation of Board Committee Reports.

Vice Chairman Melvin Wrenn said there were no Committee reports at that time.

Item 7: Presentation, deliberation and possible action regarding the Progress Report prepared in response to the fiscal year 2009 Independent Auditor's Report.

Mr. Barnes made a **motion** to adopt the Progress Report that was prepared in response to the fiscal year 2009 Independent Auditor's Report. Mr. Moya seconded the motion, which **passed** unanimously.

Vice Chairman Wrenn said there had been some discussions regarding the Commissioners of the Housing Authority of Travis County presenting the Progress Report to the County Commissioner's.

Item 8: Presentation of the June 30, 2010 quarterly Memorandum of Agreement between the U. S. Department of Housing and Urban Development and the Housing Authority of Travis County report.

Vice Chairman Wrenn said the Finance Committee had reviewed the Progress Summary thoroughly. Mr. Barnes said Chairman Nobles had reviewed it as well and signed it. Mr. Alter said the Progress Summary had been submitted to HUD as required by July 15, 2010 representing the June 30th condition of the Housing Authority. Mr. Alter said he had spoken to HUD on July 22, 2010 regarding Item 3.1 on the Progress Summary where the Public Housing owes Voucher money. He said moving the Public Housing to Voucher debt off the books of the Authority would produce an asset to liability ratio that the Real Estate Assessment Center of HUD, which is called REAC, would accept. Mr. Alter said the only reason the Housing Authority is troubled is because of that ratio. He said the Authority has a negative asset to liability ratio and if that could be corrected the Authority would be removed from troubled status.

Mr. Barnes said basically it would be an agreement between the Strategic Housing Finance Corporation (SHFC) and the Housing Authority for SHFC to acknowledge the liability.

Vice Chairman Wrenn said the Strategic Housing Finance Corporation acknowledging the liability would need to be placed on their agenda for discussion and also how it would relate to the Housing Authority.

Item 9: Presentation, deliberation and possible action regarding a resolution to accept the fiscal year 2010 Capital Fund Program grant from the U.S. Department of Housing and Urban Development.

Mr. Barnes made a **motion** to approve the acceptance of the Capital Fund Grant Number TX59P48050110 in the amount of \$142,609. Mr. Moya seconded the motion, which **passed** unanimously.

Item 10: Presentation, deliberation and possible action regarding holding the Housing Authority of Travis County Board of Commissioners Annual Meeting.

Mr. Wrenn suggested starting the Annual meetings on Friday, September 10th, 2010 and finishing up on Saturday, September 11th, 2010. Mr. Moya said the Board meetings could start on Friday and meet for a few hours, and then adjourn to go eat dinner as a group. Mr. Wrenn suggested starting the Board meetings Friday, September 10th at 4:00 p.m., due to some Board members' work schedule. Mr. Moya said, so the Annual Board meetings will begin September 10th at 4:00 p.m. and resume on Saturday, September 11th at 9:00 a.m.

Mr. Barnes made a **motion** to hold the Annual Board meeting Friday, September 10th and Saturday, September 11th, 2010; agendas to be determined, with the starting time for Friday's meetings to begin at 4:00 p.m. and adjourn at 7:00 p.m., then reconvene Saturday morning at 9:00 a.m. and work until the Annual agendas are complete. Mr. Moya seconded the motion, which **passed** unanimously.

Item 5: Presentation of the Authority Financial Reports.

Item 5 was not discussed.

Item 16: Review list of outstanding matters from previous Board meetings

There were none at that time.

Item 17: Issues for consideration, discussion, planning, and possible action

- Discussion of regular Board Meeting dates and locations (Chairman Tommy A. Nobles)

There were none at that time.

REPORTS

- Executive Director's Report

There were none at the time.

- Chairman's comment

There were none at the time.

- Issues and concerns of the Board

There were none at the time.

ADJOURN

There being no further business, Mr. Moya made a **motion** to adjourn. Mr. Barnes seconded the motion, which **passed** unanimously. The Board adjourned at 8:33 p.m.

Respectfully submitted,

Craig Alter, Executive Director