

**HOUSING AUTHORITY OF TRAVIS COUNTY  
SPECIAL BOARD MEETING  
502 East Highland Mall Blvd.  
Suite 106-B  
Austin, Texas 78752  
December 29, 2010  
12:00 p.m.**

**MINUTES**

The Housing Authority of Travis County, Texas held a Special 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 Chairman Melvin Wrenn called the meeting to order at 12:03 p.m.

**ROLL CALL**

Roll Call of Commissioners: Chairman Melvin Wrenn, Vice Chairman Richard Moya (via phone), Commissioner Sarah Anderson (via phone), Commissioner Philip Barnes. Absent: Commissioner Tracy Burkhalter. Staff in Attendance: Executive Director Craig Alter, Administrative Assistant Debbie Honeycutt. 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.

**ACTION ITEMS**

**ACTION ITEMS - DISCUSSION**

Item 1: Presentation, deliberation and possible action regarding formulating an inter-fund balance repayment agreement in response to the U.S. Department of Housing and Urban Development Office of Inspector General audit report recommendations.

Executive Director Craig Alter presented the report titled "Repayment agreement To Eliminate Inter-Fund Balances." Mr. Alter said what had been submitted to HUD is a summation of the inter-fund receivables that were confirmed by Robert Carter with Leal & Carter.

Mr. Alter said he would send Mr. Moya and Ms. Anderson the version of the report that was being reviewed since they were attending the Board meeting via the phone.

Mr. Alter said the Housing Authority is proposing to begin the 10 year repayment period January 1, 2011 with the intention to make the first years payment actually at the end of fiscal year June 30, 2011.

Mr. Alter said he has been putting together a package of documentation for each of the Housing Authority Commissioners to deliver to the Travis County Commissioners that includes the progress report that was completed in October 2010, the Leal & Carter Summary Report on the Inter-Fund Balances and the Repayment Agreement. Mr. Alter said he would mail each Housing Authority Commissioner copies of all the documents stated in the previous sentence.

Vice Chairman Richard Moya suggested delivering the documents and copies for each of the Travis County Commissioners to Judge Biscoe so he could distribute them.

Commissioner Philip Barnes made a **motion** to approve the submission of the Repayment Agreement to Eliminate Inter-Fund Balances to HUD by December 31, 2010. Commissioner Sarah Anderson seconded the motion, which **passed** unanimously.

Item 2: 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 were none at the time.

Item 3: Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

N/A

## **ADJOURN**

Mr. Barnes made a **motion** to adjourn the Special Board meeting. Mr. Moya seconded the motion, which **passed** unanimously. The Board meeting was adjourned at 12:20 p.m.

Respectfully submitted,

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Craig Alter, Executive Director