

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
SPECIAL MEETING
Alexander Oaks Community Room
6119 Valiant Circle
Austin, Texas 78749
May 21, 2011
9:00 a.m. –Breakfast tacos will be furnished**

MINUTES

The Housing Authority of Travis County, Texas held a Special Meeting at Alexander Oaks Community Room 6119 Valiant Circle, Austin, Texas 78749 on the above date. A quorum was established, and Chairman Melvin Wrenn called the meeting to order at 9:05 a.m.

ROLL CALL

Roll Call of Commissioners: Chairman Melvin Wrenn, Vice Chairman Richard Moya, Commissioner Sarah Anderson; Commissioner Philip Barnes Absent: Commissioner Tracy Burkhalter. Staff in Attendance: Executive Director Craig Alter, Administrative Assistant Debbie Honeycutt, Housing Manager Jose Villanueva. Executive Director Craig Alter certified the quorum.

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.

Chairman Melvin Wrenn said the purpose of holding the Board meeting here is to try to make sure we, as Commissioners, are communicating and have an open door to any and all residents and persons the Board has a responsibility to work with. Chairman Wrenn said this will not be the last Board meeting that is held here at Alexander Oaks.

Chairman Wrenn said he has some business cards he would hand out to the residents.

Chairman Wrenn asked if there were any residents that would like to speak.

Executive Director Craig Alter asked Ms. Fabeolia Johnson if she would like to speak. Ms. Johnson said she would like to purpose changing the Community Center into an Alexander Oaks Community Library. She said she would be willing to donate her time in the evenings.

She asked if the Authority would be willing to let the children of Alexander Oaks use the computers. She said she would be willing to bring in her computer from home to let the children use.

Chairman Wrenn asked the number of children that lived at Alexander Oaks. She said there is an estimated 25 children ranging in age; 2 – 19.

Chairman Wrenn suggested establishing a date of June 15, 2011 where the Board could have some things in place and have another Board meeting to get some of those ideas implemented.

Chairman Wrenn said the next person on the Citizen Comment Sheet is Ms. Clara Shields. Ms. Shields said she had used the Community Center when she was with Aids Services of Austin. She said she would like to use the Community Center again.

Commissioner Sarah Anderson asked what the process was if a tenant wanted to use the Community Center.

Housing Manager Jose Villanueva said at the moment no one has come to him to ask to use the facility.

Chairman Wrenn said there is an Item on the agenda to establish a residence council.

Mr. Alter said the next person on the Citizen Comment Sheet was Mr. Victor Mendoza. Mr. Mendoza asked if there was a plan for any unit improvements. He said for example, the cabinets in the units need some improvements. Vice Chairman Moya stated that would determine the amount of funds that would be in next year's budget. Mr. Alter said the Housing Authority receives a certain amount of money from HUD every year to help take care of the property, in addition to the rent that is received. Mr. Alter said unfortunately, what HUD is giving the Housing Authority has been reduced year after year. Mr. Alter said the Authority does tell HUD what needs to be done to the property. He said the Authority is looking in to replacing the roofs, water heaters, appliances and tubs. He said in addition to that, the Authority can look at allocating some of that money towards units that need special attention. Mr. Alter said what needs to be done is go through each and every unit and do a complete needs assessment to determine the overall improvements that are necessary to preserve the quality of the units.

Mr. Alter said there is an inspection of the property scheduled by HUD.

Mr. Alter said the Authority would like to get the input from the residents regarding some repairs.

Ms. Johnson said years ago the residents cut their own grass. She asked if she cut all the grass at Alexander Oaks if that would free up some money to be spent on some repairs. She said the current lawn service is not doing a very good job. She said she would start cutting the grass in the month of June and treating for ants and other insects. Ms. Johnson said sometimes the lawn service company does not show up for months. Mr. Villanueva said he was giving the current lawn service company a 30 day notice, and would be looking for a new contractor.

A resident asked if there was something that could be put out to kill the animals: for example, snakes, possums, and skunks.

Mr. Alter said there are organizations that the Authority can reach out to, in conjunction with the resident council.

A resident asked if a basketball goal could be put back up, along with 2 baby swings, and 2 adult swings.

A resident asked if there was a way to stop the outside use of the dumpsters. Chairman Wrenn suggested the residents take pictures. A resident said that usually occurs at night. Chairman Wrenn suggested, as soon as the excess trash is discovered the residents should call maintenance. Chairman Wrenn said the Authority would try to interact more with the local police department so they could patrol the area more.

Chairman Wrenn suggested the Authority looking into putting up a gate.

Ms. Anderson said since the dumpster could be seen from the road, maybe the fence could be extended.

Mr. Alter said another way for a deterrent, might be a surveillance camera.

REPORTS

Item 1: Presentation of the Housing Authority 2011 Public Housing Capital Improvement plan for Alexander Oaks.

Mr. Alter said everything that needed to be covered has been covered. He said he would like to get the residents input on what is needed for improvements. Mr. Alter said every year the Authority would post on the front door of the Community Center a list of the improvements the Authority would like to make with the available funds. He said the residents would have an opportunity to comment on the list.

Mr. Alter said the resident council would be able to bring to the Housing Authority the needs of the repairs for the residents.

Mr. Alter said there is an estimated \$170,000.00 to use for repairs over the next 5 years.

DISCUSSION

Item 2: The Board will receive input on and discuss how the Housing Authority may better serve the residents of Alexander Oaks, such as specific resident programs, different use of the community center, common area improvements, and residential unit upgrading.

Chairman Wrenn said Item 2 had been discussed during the Citizen Communications.

Item 3: The Board seeks input from the residents of Alexander Oaks on and encourages the establishment of an Alexander Oaks Resident Council for purposes of advising the Housing Authority on its policies and operations.

Chairman Wrenn said Item 3 had been discussed during the Citizen Communications.

Vice Chairman Moya said that staff would help the residents organize the first resident's council meeting.

ANNOUNCEMENTS

Item 4: Invitation for youth residents to participate in the National Association of Housing and Redevelopment Officials' calendar drawing competition, "What Home Means To Me".

Mr. Alter presented the application for the submission of a poster to the National Association of Housing and Redevelopment and it is available. Mr. Alter said the deadline for the submission of the posters is August 19, 2011. He said the winners will receive a \$100.00 savings bond and the grand prize winner will receive a \$500.00 savings bond and in addition, and a fully paid trip to Washington D.C. for the conference at which the art work is recognized, and the art would get posted in the capital in D.C.

Item 5: Announcement of the procedure to appoint a public housing resident as the Tenant Representative Member of the Housing Authority Board of Commissioners and to solicit interest in serving on the Board.

Chairman Wrenn said any resident that would like to serve on the Housing Authority Board would need to contact the County Judge's office.

CONCLUSION

- Chairman's comment

There were none at the time.

ADJOURN

Vice Chairman Moya made a **motion** to adjourn the Board meeting. Ms. Anderson seconded the motion, which **passed** unanimously. The Board meeting was adjourned at 10:26 a.m.

Respectfully submitted,

Craig Alter, Executive Director