

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
ANNUAL BOARD MEETING
CityView at the Park Apartments
2000 Woodward Street, Austin, TX 78741
August 23, 2013
12:00 p.m.**

AGENDA

The Board of Commissioners of the Housing Authority of Travis County will consider and possibly act on the following:

August 23, 2013

**CALL TO ORDER, ROLL CALL
CERTIFICATION OF QUORUM**

Melvin G. Wrenn
Craig Alter

CITIZEN COMMUNICATION

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.

REPORTS

- Item 1: Presentation, deliberation and possible action regarding:
- A. The Executive Director's Report of the FY2013 accomplishments and FY2014 challenges.
 - B. Public and Affordable Housing Report
 - C. Housing Choice Voucher Report
- Item 2: Presentation of Board Committee Reports.

ACTION ITEMS - CONSENT

- Item 3: Presentation, deliberation, and possible action regarding minutes from:
- A. April 18, 2013 Board Meeting.
 - B. May 7, 2013 Special Board Meeting.
 - C. May 24, 2013 Special Board Meeting.
 - D. June 28, 2013 Board Meeting.
 - E. July 16, 2013 Board Meeting.
- Item 4: Presentation, deliberation and possible action regarding proposed changes to and annual renewal of the Public Housing program Admittance and Continued Occupancy Plan (ACOP).
- Item 5: Presentation, deliberation and possible action regarding proposed changes to and annual renewal of the Housing Choice Voucher program Administrative Plan.
- Item 6: Presentation, deliberation and possible action regarding the renewal of and proposed revisions to the Housing Authority of Travis County Operating Policies and Procedures.

ACTION ITEMS – DISCUSSION

Item 7: Presentation, deliberation and possible action regarding annual professional contracts for services:

- a. Legal services provided by Naman Howell Smith and Lee.
- b. Legal services provided by Warren Law Firm.
- c. Fee accounting services provided by Brown Graham and Company, PC.
- d. Independent audit services provided by Leal and Carter, PC.

Item 8: Presentation, deliberation and possible action regarding the five year strategic plan consulting services provided by TAG Associates, Inc.

Item 9: Presentation, deliberation and possible action regarding the following fiscal matters:

- A. Presentation of the June 30, 2013 fiscal year-end financial statements and HUD Financial Data Schedule.
- B. Amendments to the FY2014 operating budget, including known increased costs; recommended changes for financial statements or key performance indicators; and desired reports for the Board.
- C. DHAP-Ike program reconciliation payment made to HUD.
- D. Consideration of revising the Housing Authority of Travis County Board of Commissioners fiscal year 2014 travel and training budget.
- E. Schedule overview presentation by Linda Patterson, Patterson & Associates, of the Public Funds Investment Act requirements upon the Housing Authority of Travis County for October 17, 2013.
- F. Potential future amendments to the Interlocal Agreement between the Housing Authority of Travis County and Strategic Housing Finance Corporation related to increasing staff positions.

Item 10: Presentation, deliberation and possible action regarding the following personnel and policy review matters:

- A. Executive Director performance evaluation.
- B. Executive Director Employment Agreement renewal.
- C. Consideration of revisions to the Housing Authority of Travis County employee retirement plan.
- D. Organizational chart and currently filled staff positions.

Item 11: Presentation, deliberation and possible action regarding the fiscal year 2014 Housing Authority of Travis County regular and annual Board meeting dates.

Item 12: Presentation, deliberation and possible action regarding amending the Housing Authority of Travis County Bylaws to:

- A. Establish the Board officer position of Treasurer.
- B. Allow or require Board members to also serve on the Strategic Housing Finance Corporation Board of Directors if so requested by Strategic Housing Finance Corporation.

Item 13: Presentation, deliberation and possible action regarding the officers nominating committee report.

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.

- A. According to the Texas Government Code Annotated 551.071, Consulting with Attorney.
- B. According to the Texas Government Code Annotated 551.072, Real Property.
- C. According to the Texas Government Code Annotated 551.074, Personnel Matters.

Item 10: Presentation, deliberation and possible action regarding the following personnel matters:

- A. Executive Director performance evaluation.*
- B. Executive Director Employment Agreement renewal.*
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Item 15: Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

ADJOURN

Please take notice that the Board of Commissioners of the Housing Authority of Travis County, Texas will hold an Annual meeting beginning at 12:00 p.m. on Friday, August 23, 2013. The Housing Authority of Travis County will meet at CityView at the Park Apartments located at 2000 Woodward Street Austin, Texas 78741.

The Housing Authority of Travis County offers accommodations for persons accessing its facilities, as required by the Americans with Disabilities Act. If you require special accommodations, please contact the Housing Authority of Travis County office at 512-480-8245 for assistance. Hearing impaired may contact Relay Texas 1-800-735-2989 or TDD.

The Board of Commissioners will consider and may take action on the following items:

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Craig Alter, Secretary
Housing Authority of Travis County