

**HOUSING AUTHORITY OF TRAVIS COUNTY
STRATEGIC HOUSING FINANCE CORPORATION
BOARD OF COMMISSIONERS & DIRECTORS
SPECIAL MEETING**

502 East Highland Mall Blvd., Suite 106-B

Austin, Texas 78752

May 29, 2014

6:00 p.m.

AGENDA

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

May 29, 2014

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

Melvin G. Wrenn, Ofelia Elizondo
Craig Alter

CITIZEN COMMUNICATION

Anyone desiring to discuss or comment on items directly related to the HATC or SHFC 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.

ACTION ITEMS – DISCUSSION

- Item 1: Presentation, deliberation and possible action regarding the following Housing Authority of Travis County personnel matters:
1. Approving the Executive Director job description.
 2. Approving the Executive Director position vacancy notice.
 3. Authorizing solicitation of candidates for the Executive Director position.
- Item 2: Presentation, deliberation and possible action regarding issues related to the current Executive Director's ongoing duties and transition of hiring a new Housing Authority of Travis County Executive Director.
- Item 3: Presentation, deliberation and possible action regarding the following Strategic Housing Finance Corporation personnel matters:
1. Approving the Asset Manager job description.
 2. Approving the Asset Manager position vacancy notice.
 3. Authorizing solicitation of candidates for the Asset Manager position.
- Item 4: Presentation, deliberation and possible action regarding issues related to the current Executive Vice President's duties and future vacancy in the Strategic Housing Finance Corporation Executive Vice President position.
1. Consider contracting for interim construction inspection services.
 2. Discuss status of work in progress.
- Item 5: Executive Session – Pursuant to the Texas Government Code Annotated, the Housing Authority of Travis County 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 1: Presentation, deliberation and possible action regarding the following Housing Authority of Travis County personnel matters:

- 1. Approving the Executive Director job description.*
- 2. Approving the Executive Director position vacancy notice.*
- 3. Authorizing solicitation of candidates for the Executive Director position.*

Item 2: Presentation, deliberation and possible action regarding issues related to the transition of hiring a new Housing Authority of Travis County Executive Director.

Item 6: Executive Session – Pursuant to the Texas Government Code Annotated, the Strategic Housing Finance Corporation Directors may discuss the following agenda items. In addition the Directors may also discuss and consider any other item posted on this agenda if there are issues that require consideration in Executive Session and the Directors 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 3: Presentation, deliberation and possible action regarding the following Strategic Housing Finance Corporation personnel matters:

- 1. Approving the Asset Manager job description.*
- 2. Approving the Asset Manager position vacancy notice.*
- 3. Authorizing solicitation of candidates for the Asset Manager position.*

Item 4: Presentation, deliberation and possible action regarding issues related to the future vacancy in the Strategic Housing Finance Corporation Executive Vice President position.

- 1. Consider contracting for interim construction inspection services.*
- 2. Discuss status of work in progress.*

Item 7: Reconvene from the Housing Authority of Travis County Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

Item 8: Reconvene from the Strategic Housing Finance Corporation Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

ADJOURN