

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
BOARD MEETING
502 East Highland Mall Blvd.
Suite 106-B
Austin, Texas 78752
May 1, 2014
6:15 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 Chairman Melvin Wrenn called the meeting to order at 6:38 p.m.

ROLL CALL

Roll Call of Commissioners: Chairman Melvin G. Wrenn, Vice Chairman Philip Barnes, Commissioner Willie S. Anderson, Commissioner Richard Moya. Absent: Commissioner Sarah Anderson. Guest: Roberto Carter and Norma Little with Leal & Carter, P.C. Staff in Attendance: Executive Director Craig Alter, Administrative Assistant Debbie Honeycutt, Housing Choice Voucher Manager Christina Diaz, Affordable Housing Manager Jose Villanueva, Account Manager Betty Black. Executive Director Craig Alter certified the quorum.

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.

There were none at that time.

Item 5: Presentation, deliberation and possible action regarding the following fiscal matters:

- A. Presentation of the Housing Authority of Travis County Fiscal Year 2013 annual audit report by Robert Carter, Sr., Leal and Carter, P.C. Certified Public Accountants
- B. Presentation of the February 28, 2014 financial statements. B & C was not presented with A
- C. Presentation of the proposed Housing Authority of Travis FY2015 annual operating budget.

Roberto Carter with Leal & Carter, P.C. presented Item 5.A.

REPORTS

Item 1: Presentation, deliberation and possible action regarding:

- A. The Executive Director's Report
 - a. Alexander Oaks resident meeting
 - b. VISTA volunteers
 - c. SPC HUD program review
 - d. HATC office search
 - e. Discrimination case filed with HUD by resident
- B. Public and Affordable Housing Report
- C. Housing Choice Voucher Report

Affordable Housing Manager Jose Villanueva presented Item 1. A. a.

Executive Director Craig Alter presented Item 1. A. b. – e.

Affordable Housing Manager Jose Villanueva presented Item 1. B.

Housing Choice Voucher Manager Christina Diaz presented Item 1. C.

Item 7: Presentation, deliberation and possible action regarding the following Housing Choice Voucher program matters:

- A. Suggested revisions to the Administrative Plan.
- B. Request from Foundation Communities to issue thirty-four project based vouchers for Capital Studios, 309 E. 11th Street, Austin, TX 78701.

Mr. Alter presented Item 7. B.

ACTION ITEMS - CONSENT

Item 3: Presentation, deliberation, and possible action regarding minutes from:

- A. August 23, 2013 Annual Board Meeting
- B. August 23, 2013 Annual Election Meeting
- C. September 11, 2013 Special Planning Session
- D. September 27, 2013 Special Board Meeting
- E. October 16, 2013 Board Meeting
- F. November 8, 2013 Special Planning Meeting
- G. December 19, 2013 Board Meeting
- H. February 20, 2014 Board Meeting
- I. March 20, 2014 Special Board Meeting

Commissioner Richard Moya made a **motion** to approve Item 3.A –I. as presented. Vice Chairman Philip Barnes seconded the motion, which **passed** unanimously.

Item 5: Presentation, deliberation and possible action regarding the following fiscal matters:

- A. Presentation of the Housing Authority of Travis County Fiscal Year 2013 annual audit report by Robert Carter, Sr., Leal and Carter, P.C. Certified Public Accountants
- B. Presentation of the February 28, 2014 financial statements.
- C. Presentation of the proposed Housing Authority of Travis FY2015 annual operating budget.

Mr. Alter presented Item 5. C.

Vice Chairman Barnes made a **motion** to authorize the signing of the budget resolution. Mr. Moya seconded the motion, which **passed** unanimously.

ACTION ITEMS – DISCUSSION

Item 6: Presentation, deliberation and possible action regarding an update on the five year strategic plan consulting services provided by TAG Associates, Inc.

Mr. Alter asked the Board members to look at the material that is in the Board book and send him any comments.

Mr. Moya said Item 6 should be placed back on the agenda.

ACTION ITEMS – DISCUSSION

Item 4: Presentation, deliberation and possible action regarding the following personnel matters:

- A. Executive Director Employment Agreement renewal.

Chairman Wrenn asked if there was an (Exhibit A) for 3.A. on the Employment Agreement.

Item 9: Presentation, deliberation and possible action regarding the calendar year 2014 Housing Authority of Travis County regular, annual, and special Board meeting dates.

The Board members discussed Item 9.

REPORTS

Item 2: Presentation of Board Committee Reports.

- A. Finance Committee
- B. Personnel Committee

Item 2 was not discussed

ACTION ITEMS – DISCUSSION

Item 8: Presentation, deliberation and possible action regarding outstanding matters of the Housing Authority Board of Commissioners.

Item 8 was not discussed.

Item 10: 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 4A: Presentation, deliberation and possible action regarding the following personnel matters:
Executive Director Employment Agreement renewal.*

There were none at that time.

Item 11: Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

N/A

ADJOURN

Mr. Moya made a **motion** to adjourn the Board meeting. Commissioner Willie Anderson seconded the motion, which **passed** unanimously. The Board meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Craig Alter, Secretary

- A copy of these Minutes can be found on the web site (www.hatctx.com)
- An audio recording is available upon request. 512-480-8245.