

**HOUSING AUTHORITY OF TRAVIS COUNTY
BOARD OF COMMISSIONERS
SPECIAL BOARD MEETING
502 East Highland Mall Blvd.
Suite 106-B
Austin, Texas 78752
March 4, 2015
10:00 a.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 10:17 a.m.

ROLL CALL

Roll Call of Commissioners: Chairman Melvin G. Wrenn, Commissioner Willie S. Anderson (via phone), Commissioner Richard Moya. Absent: Vice Chairman Philip Barnes, Commissioner Sarah Anderson. Guest: Sherri Fleming, County Executive Travis County Health & Human Services and Veterans Service, Juanita Jackson, Executive Assistant Travis County Health & Human Services and Veterans Service. Staff in Attendance: Interim Executive Director/Secretary Melvin G. Wrenn, Executive Administrative Assistant Debbie Honeycutt, Finance Manager Betty Black. Interim Executive Director Melvin G. Wrenn 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.

REPORTS

Item 1: Presentation

- A. Housing Choice Voucher Report
- B. Public and Affordable Housing Report
- C. The Interim Executive Director's Report

Interim Executive Director Melvin G. Wrenn presented Item 1.A.

Finance Manager Betty Black presented the finance report.

ACTION ITEMS – DISCUSSION

Item 4: Presentation of Travis County Commissioner's Court action plan on the pro's and con's of transferring the HCV Program to the Housing Authority of the City of Austin. Time is reserved for a representative of Travis County.

Sherri Fleming, County Executive Travis County Health & Human Services and Veterans Service said she would be presenting a status report to the Travis County Commissioners Court March 10, 2015.

No action taken.

Item 5: Discussion, deliberation and possible action regarding Maintenance Management Plan Intergovernmental Agreement with Southwest Housing Compliance Corporation (SHCC).

Commissioner Richard Moya made a **motion** to authorize the Interim Executive Director to negotiate the terms of the Maintenance Management Plan Intergovernmental Agreement Phase One with Southwest Housing Compliance

Corporation (SHCC) and then bring back to the Board for approval. Commissioner Willie Anderson seconded the motion, which **passed** unanimously.

ACTION ITEMS – CONSENT

Item 2: Discussion and possible action to approve the emergency repair and/or purchase of a maintenance truck for the Housing Authority's Public Housing Program.

Mr. Moya made a **motion** to approve Item 2. Willie Anderson seconded the motion, which **passed** unanimously.

ACTION ITEMS – DISCUSSION

Item 6: Discussion, deliberation and possible action regarding a long-term plan for office equipment replacement.

Mr. Moya made a **motion** to replace two printers in the office, renegotiate the lease for the Cannon iR3245i printer/copier and to establish a long-term plan for the office equipment replacement. Willie Anderson seconded the motion, which **passed** unanimously.

Item 3: Presentation, deliberation and possible action regarding transition management, organizational and operational processes and program implementation procedures regarding the departure of the Executive Director of the Housing Authority of Travis County (HATC) and Executive Secretary of Strategic Housing Finance Corporation (SHFC). The discussion will cover impact to daily operations, budget, finance and progress reporting during the interim phase while both HATC and SHFC are seeking personnel replacements.

No action taken.

Item 7: Discussion, deliberation and possible action regarding a Fleet Management Plan.

No action taken.

Item 8: 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.

There were none at that time.

Item 9: Reconvene from Executive Session and take any action deemed necessary as a result of the Executive Session discussions.

N/A

ADJOURN

Willie Anderson made a **motion** to adjourn the Board meeting. Mr. Moya seconded the motion, which **passed** unanimously. The Board meeting was adjourned at 11:16 a.m.

Respectfully submitted,

Melvin G. Wrenn
Interim Executive Director/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.