

**Housing Authority of Travis County
Board of Commissioners
Regular Meeting
502 East Highland Mall Blvd., Suite 106-B
Austin, TX 78752**

**August 14, 2025
9:30 AM**

MINUTES

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on July 17, 2025, at 502 East Highland Mall Blvd., Suite 106-B, Austin, Texas 78752, and via the Zoom link provided below.

<https://Hatctx.com/zoom>

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

- a. Chair Laura Goettsche called the meeting to order at approximately 10:05 A.M.
- b. CEO/Executive Director Patrick B. Howard conducted a Roll Call of Commissioners.
 - i. Chair Laura Goettsche: Present
 - ii. Vice Chair Judy Flores: Present
 - iii. Commissioner Sharal Brown: Present
 - iv. Commissioner Wilmer Roberts: Present
 - v. Commissioner Jimmy Paver: Present
- c. CEO/Executive Director Patrick B. Howard confirmed a quorum.
- d. Staff in attendance: CEO/Executive Director Patrick B. Howard; COO/Deputy Director Cora Thomas; Director of Finance & Administration Subra Narayanaier; Director of Affordable Housing Programs Carlos Guzman; and Director of Voucher Programs & Homeless Initiatives Christina Diaz; Administrative Specialist Brittany Brown; HATC Foundation Liaison Itzel Cornejo Diaz.
- e. Others in attendance: Rampage Law Attorney Stanley Oliver Springerley [virtual]; Carleton Living Property Manager Christina Esparza [virtual]; Carleton Living Regional Vice President Sharon Carpenter [virtual].

II. PUBLIC FORUM / CITIZEN COMMUNICATION

- a. None at that time.

III. CONSENT AGENDA

- a. Approval of the Minutes from June 5, 2025, Regular Meeting
- b. CEO/Executive Director's Report
 - i. Voucher Programs/Homeless initiatives
 1. HCV Program (*Conventional*)
 2. Homeless Initiatives
 3. Special Purpose Vouchers
 - ii. HATC Finance Report for Period ending 05/31/2025
 - iii. TCFC Finance Report for Period ending 05/31/2025

1. Commissioner Wilmer Roberts made a **motion** for approval.
2. Commissioner Sharal Brown **seconded** the motion.
3. Motion **passed** unanimously.

IV. ACTION ITEMS

- a. Resolution No. HATC-2025-09: To Approve a HOME Investment Partnerships Program Match Funding Cooperative Agreement between Travis County and the Housing Authority of Travis County; and other matters in connection therewith.
 - i. CEO/Executive Director Patrick B. Howard reminded the Board members that the proposed action being taken was merely formalizing/codifying the actions taken via the Board's approval of Resolution No. HATC-2025-08 on June 5, 2025. Executive Director Howard went on to state that he has been in discussions with Travis County Staff to establish/refine eligibility, including consideration of households whose incomes fall within 50 to 80% of the Area Median Income (AMI), and other components of the proposed downpayment assistance program.
 1. Commissioner Brown made a **motion** for approval.
 2. Commissioner Roberts **seconded** the motion.
 3. Motion **passed** unanimously.

V. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
 - iii. Affordable Housing Program
 1. Portfolio Overview
 - a. Carleton Living Regional Vice President Sharon Carpenter presented updates on Eastern Oaks, Summit Oaks, and Alexander Oaks Apartments.

Eastern Oaks:

- 100% occupied
- \$9,107 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Summit Oaks:

- 83.33 % occupied – 4 vacant units
- \$1,626.00 in delinquent rent
- 0 (zero) outstanding service requests
- 2 pending evictions

Alexander Oaks:

- 94% occupied – 3 vacant units

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- \$14,602 in delinquent rent
 - 0 (zero) outstanding service requests
 - 0 (zero) pending evictions

Carson Creek:

- 69% occupied – 5 vacant units
- \$55.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Manor Town:

- 70% occupied – 10 vacant units
- \$2,836.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Manor Town II:

- 90% occupied – 2 vacant units
- \$470.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

2. Carson Creek Homes Rehabilitation Update

- a. Director of Affordable Housing Programs Guzman provided an update to the Board on the status of Carson Creek rehabilitation activities, signaling that the project is nearing completion, with more than half of the residents having returned to their newly rehabilitated units - the balance of the work is set to be completed by the end of August.

3. Manor Town II Construction Update

- a. Director of Affordable Housing Programs Guzman made the Board aware of the fact that the work was substantially completed and that the required closeout documents are being submitted to TDHCA for final approval.

b. Strategic Planning Process Update

- i. Deputy Director Cora Thomas provided the Board with a brief update on the agency's current ongoing strategic planning process, to include details on outreach and engagement efforts involving HATC staff and community stakeholders.

c. PFC Monitoring Report Update

- i. CEO/Executive Director Patrick B. Howard informed all of the PFC Monitoring Report recently sent to him and Board Members regarding deficiencies at The Upland Apartments. Additionally, the Board was informed that the deficiencies were being addressed in a timely fashion and that the staff would continue to monitor the situation.

d. HATC Fall 2025 Update to Travis County Commissioners Court

- i. CEO/Executive Director Patrick B. Howard reminded the Board members of the request made by Travis County Commissioners Court for a second joint meeting in 2025, and provided the available dates of October 30, 2025, and November 13, 2025. The consensus of the Board was reached on November 13, 2025. Additionally, Board members provided feedback on a tentative outline for the presentation to the Travis County Commissioners Court.

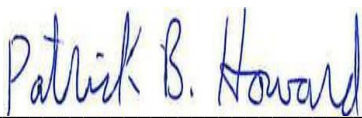
VI. EXECUTIVE SESSION

- a. N/A

VII. ADJOURNMENT

- i. Commissioner Brown made a **motion** for adjournment.
ii. Commissioner Roberts **seconded** the motion.
iii. Motion **passed** unanimously.

The meeting was adjourned at approximately 10:47 A.M.



Patrick B. Howard, Secretary
Housing Authority of Travis County