

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

**December 4, 2025  
9:30 AM**

**MINUTES**

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on December 4, 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 9:36 A.M.
- b. Executive Assistant Arlenne Lozano 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 Voucher Program & Homeless Initiatives Christina Diaz; Director of Affordable Housing Program Carlos Guzman; and Executive Assistant to the CEO Arlenne Lozano
- e. Others in attendance: Carleton Living Regional Manager Kim Hayes; and IT Consultant Kevin Bryniak

**II. PUBLIC FORUM / CITIZEN COMMUNICATION**

- a. N/A

**III. CONSENT AGENDA**

- a. Approval of the Minutes of November 6, 2025, Regular Meeting
  1. Commissioner Brown made a **motion** for approval.
  2. Commissioner Roberts **seconded** the motion.
  3. Motion **passed** unanimously.
- b. Resolution No. HATC-2025-17: To Approve the HATC 2026-2030 Strategic Plan
  1. Commissioner Brown made a **motion** for approval.
  2. Commissioner Roberts **seconded** the motion.
  3. Motion **passed** unanimously.

**IV. ACTION ITEMS**

- a. Resolution No. HATC-2025-18: To Approve the Fiscal Year 2026 Budget for HATC

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- i. Amended to reflect the removal of the Director of Real Estate position from the HATC FY2026 budget.

1. Commissioner Brown made a **motion** as amended.
2. Vice Chair Flores **seconded** the motion.
3. Motion **passed** unanimously.

**V. DISCUSSION ITEMS**

- a. Resident Spotlight- Good News: Patty Galindo
- b. CEO/Executive Director's Report

- i. Voucher Programs/Homeless initiatives

1. HCV Program (*Conventional*)
2. Homeless Initiatives
3. Special Purpose Vouchers

- a. Christina Diaz, Director of the HCV Program and Homeless Initiatives, provided the Board with a program update. Director Diaz reported that a funding shortfall remains for December, and as a result, December rent payments have not yet been issued. Director Diaz also informed the Board that the Notice of Funding Opportunity (NOFO) for the 2026 Continuum of Care program has been released. Funding reductions are anticipated across the Travis County CoC, which will impact the program, though the specific effects are not yet known. Director Diaz will submit the grant application later this month.

- ii. Affordable Housing Program

1. Portfolio Overview

- a. Director of Affordable Housing Carlos Guzman and Carleton Living Regional Manager Kim Hayes presented updates on recent property events.

**Eastern Oaks:**

- 97% occupied – 1 vacant unit
- \$1,200.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

**Summit Oaks:**

- 92 % occupied – 2 vacant units
- \$5,739.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 pending eviction

**Alexander Oaks:**

- 94% occupied – 3 vacant unit
- \$8,562.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

**Carson Creek:**

- 94% occupied – 1 vacant unit

- \$2,336.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

**Manor Town:**

- 70% occupied – 10 vacant units
- \$963.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

- a. Director Guzman provided the Board with a Physical Improvements update on Manor Town noting that exterior painting is nearing completion. Director Guzman additionally showed the Board a video of a resident's positive reaction to the new paint.

**Manor Town II:**

- 100% occupied – 0 vacant unit
- \$1,348.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

iii. HATC Finance Report for Period ending in 10/31/2025

- 1. Director of Finance Narayanaier provided the Board with an update on the budget summary which consists of revenues and expense information from all of HATC's programs and properties.

c. Upcoming Annual Elections

- i. CEO/Executive Director Patrick B. Howard suggested that a process should be developed by the Board in January.
- ii. Chair Goettsche concurred and stated that she would develop a process.

a. Board Reports

i Human Resources Committee

- 1. N/A

ii Real Estate Committee

- 1. N/A

iii 50<sup>th</sup> Anniversary Committee

- 1. Commissioner Roberts and COO/Deputy Director Cora Thomas updated the Board on the progression of the 50<sup>th</sup> anniversary Gala planning noting that:
  - a. 13 sponsorships have been secured to date.
  - b. The commemorative program booklet is in the printing stage, and the program agenda is in its final stages of completion.
  - c. All commemorative items have been delivered, the historical display is completed, and the committee's planning timeline remains aligned.

**VI. EXECUTIVE SESSION**

- a. N/A

**VII. ADJOURNMENT**

- 1. Commissioner Brown made a **motion** for adjournment.

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2. Vice Chair Flores **seconded** the motion.
  3. Motion **passed** unanimously.

*The meeting was adjourned at approximately 10:49 A.M.*



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**Patrick B. Howard, Secretary**  
**Housing Authority of Travis County**