

# **Board Agenda for Regular Meeting**



**March 5, 2026**

**AGENDA**

**March 5, 2026**  
**9:30 A.M.**

**The Board of Commissioners will meet at 502 E. 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**

*MISSION STATEMENT: To create safe, affordable, and livable housing options that empower individuals and families to thrive, fostering strong, inclusive communities for generations to come.*

**II. PUBLIC FORUM / CITIZEN COMMUNICATION**

- *Anyone desiring to discuss or comment on items directly related to the HATC is always welcome.*
- *If the item is deemed related to an Agenda item at the current meeting, the presiding officer will inform the guest that pending action(s) remain(s).*
- *Speakers must sign in prior to the start of the Board Meeting by emailing Arlenne Lozano at [arlenne.lozano@traviscountytexas.gov](mailto:arlenne.lozano@traviscountytexas.gov).*
- *Each speaker is allotted a maximum of three minutes for their comments.*
- *In cases where multiple speakers represent the same organization, the primary speaker is permitted three minutes, while subsequent speakers are limited to one minute each. The total speaking time for all representatives from the same organization is capped at ten minutes.*

**III. CONSENT AGENDA**

- a. Approval of the Minutes from the February 5, 2026, Regular Meeting.

**IV. ACTION ITEMS**

<p>a. Resolution No. HATC-2026-02</p>	<p>To <u>Approve</u> a request made on behalf of Travis County to provide a required PY 25 25% match of their HUD-awarded HOME Investment Partnership Program Allocation of \$89,648.81 for the Purposes of Launching a Homeownership Downpayment Assistance Program.</p>
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**V. DISCUSSION ITEMS**

- a. Committee Appointments
- b. Resident Spotlight – Good News: *Ramon Suniga, Shining STAR student*
- c. CEO/Executive Director’s Report

HATC 2026-2030 Strategic Plan Priority Areas:

Enhance Housing Quality and Management Excellence | Maximize Resident Self-Sufficiency and Holistic Support | Visibility, Communication, and Community Engagement | Achieve Organizational Stability and Operational Efficiency | Drive Sustainable Growth and Resource Diversification

- 
- i. Voucher Programs/Homeless Initiatives
    - 1. HCV Programs (Conventional)
    - 2. Homeless Initiatives
    - 3. Special Purpose Vouchers
  - ii. Affordable Housing Program [Resident Services, Compliance, Occupancy, Physical Improvements, Delinquency, Service Requests]
    - 1. Eastern Oaks
    - 2. Summit Oaks
    - 3. Alexander Oaks
    - 4. Carson Creek
    - 5. Manor Town Apartments
    - 6. Manor II
  - iii. HATC Finance Report for Period Ending in 01/31/2026
  - iv. HATC Foundation
  - v. HR/Organizational Development
- d. Board Reports
- i. Executive Committee- *Report on organizational leadership, long-range planning concepts, and high-level operational or administrative topics that may later be presented to the full Board for consideration.*
  - ii. Real Estate Committee- *Report on real property, redevelopment opportunities, community development initiatives, and potential real estate activities that may come before the Board.*
  - iii. Governance Committee- *Report on board structure, governance practices, policy frameworks, and board development topics for possible future presentations to the full Board.*
  - iv. HR Committee- *Report on personnel-related topics, organizational structure considerations, and human resources policy concepts that may be presented to the Board for future action.*
    - 1. Discussion of CEO/Executive Director's Employment Contract

## **VI. EXECUTIVE SESSION**

- *The Board of Commissioners may consider any item posted on the Agenda in the Executive Session if there are issues that require consideration, and the Board of Commissioners announces that the item will be considered during such time in accordance with one or more of the following:*
  - *Texas Government Code Annotated 551.071, Consulting with Attorney*
  - *Texas Government Code Annotated 551.072, Real Property*
  - *Texas Government Code Annotated 551.074, Personnel Matters*
  - *Texas Government Code Annotated 551.076, Security*
  - *Texas Government Code Annotated 551.087, Economic Development Negotiations*

## **VII. ADJOURNMENT**

HATC 2026-2030 Strategic Plan Priority Areas:

Enhance Housing Quality and Management Excellence | Maximize Resident Self-Sufficiency and Holistic Support | Visibility, Communication, and Community Engagement | Achieve Organizational Stability and Operational Efficiency | Drive Sustainable Growth and Resource Diversification

Regular Board Meeting | March 5, 2026

*Patrick B. Howard*

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

HATC 2026-2030 Strategic Plan Priority Areas:

Enhance Housing Quality and Management Excellence | Maximize Resident Self-Sufficiency and Holistic Support | Visibility, Communication, and Community Engagement | Achieve Organizational Stability and Operational Efficiency | Drive Sustainable Growth and Resource Diversification

Regular Board Meeting | March 5, 2026

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

## **II. PUBLIC FORUM / CITIZEN COMMUNICATION**

### **III. CONSENT AGENDA**

- a.** Approval of the Minutes from the February 5, 2026, Regular Meeting

### **III. CONSENT AGENDA**

- a. Approval of the Minutes from the February 5, 2026, Regular Meeting.

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

**February 5, 2026  
9:30 AM**

**MINUTES**

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on March 5, 2026, 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 9:30 A.M.
- b. Executive Assistant Arlene Lozano conducted a Roll Call of Commissioners.
  - i. Chair Laura Goettsche: Present
  - ii. Commissioner Jolene Keene: 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 Voucher Programs & Homeless Initiatives Christina Diaz; Director of Affordable Housing Programs Carlos Guzman; Director of Finance Subra Narayanaiyer; Director of Resident Services Brenda Silva-Barber; Housing Manager Victoria Perez; Housing Specialist Joanne Lopez; Executive Assistant to the CEO Arlene Lozano; Housing Specialist Renea Frazier (virtual); and Housing Specialist Tiffany Jerrells (virtual)
- e. Others in attendance: DNRBSZ Charles Zech (virtual); Bracewell Attorney Summer Greathouse (virtual); Tamiko Richardson (virtual); Carleton Living Regional Manager Kim Hayes; BASTA Tenant Organizer Bren Bradford; Carleton Living President and CEO Tasha Krawiec (virtual); Carleton Living Vice President of Operations Ashley Schelle (virtual); and HATC Consultant Kevin Bryniack

**II. PUBLIC FORUM / CITIZEN COMMUNICATION**

- a. N/A

**III. CONSENT AGENDA**

- a. Approval of the Minutes from the January 14, 2026, Annual Meeting.
  - i. Chair Goettsche moved Consent Agenda to item no. III (Originally posted as item no. IV).
    1. Commissioner Brown made a **motion** for approval.
    2. Commissioner Keene **seconded** the motion.
    3. Motion **passed** unanimously.

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**IV. PUBLIC HEARING**

- i. Consideration and possible action regarding Resolution No. HATC-206-01, which is to Authorize:
  1. Travis County Facilities Corporation Multifamily Housing Tax-Exempt Revenue Bonds (Belmont Apartments) Series 2026A;
  2. Travis County Facilities Corporation Multifamily Housing Taxable Revenue Bonds (Belmont Apartments) Series 2026B;
  3. Travis County Facilities to Approve Authorizing the Bonds;
  4. Travis County Facilities Corporation to Approve Authorizing its Participation in the Belmont Apartments Transaction;
  5. And Other Matters in Connection Therewith
    - a. Chair Goettsche opened the Public Hearing at 10:27 am.
    - b. Attorney Greathouse provided a summary of Resolution No. HATC-2026-01.
    - c. Commissioner Brown expressed concern about staff capacity to manage once it closes and gave staff directions to ensure that issue is addressed.
    - d. There were no persons present to speak in front of the Board.
    - e. Chair Goettsche closed the public hearing at 10:32 am.

**V. DISCUSSION ITEMS**

- a. Resident Spotlight – Good news: *Tamiko Richardson & Family, Former HCV Program Participant*
  - i. Housing Specialist Joanne Lopez introduced Tamiko Richardson.
  - ii. Tamiko Richardson provided the Board with an overview of her journey with HATC’s HCV program during her relocation from Wisconsin to Texas, simultaneously expressing her gratitude to the agency and Housing Specialist Lopez for the assistance she received during her time as a participant.
- b. CEO/Executive Director’s Report
  - i. Voucher Programs/Homeless Initiatives
    1. HCV Programs (Conventional)
    2. Homeless Initiatives
    3. Special Purpose Vouchers
      - a. Director Christina Diaz provided the Board with a series of program updates such as the purging of the HCV waiting list, collaboration with FUP partner TX DFPS/*Lifeworks* to revise MOU and working with MRI software due to launch by the end of June 2026.
  - ii. Affordable Housing Program [Resident Services, Compliance, Occupancy, Physical Improvements, Delinquency, Service Requests]
    1. Eastern Oaks Apartments
    2. Summit Oaks Apartments
    3. Alexander Oaks Apartments
    4. Carson Creek Homes
    5. Manor Town Apartments
    6. Manor II Apartments
      - a. Director Carlos Guzman and Carleton Regional Manager Kim Hayes provided the Board with an update on the Affordable Housing portfolio for the period of 12/01/2025 through 12/31/2025.

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**Eastern Oaks:**

- 97% occupied – 1 vacant unit
- \$6,712.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

**Summit Oaks:**

- 92 % occupied – 2 vacant units
- \$10,038.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 pending eviction

**Alexander Oaks:**

- 94% occupied – 3 vacant units
- \$17,823.00 in delinquent rent
- 1 (one) outstanding service request
- 0 (zero) pending evictions

**Carson Creek:**

- 94% occupied – 1 vacant unit
- \$1,124.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions
  - a. Commissioner Brown asked for an update on HATC identifying a company to donate old appliances to.
    - i. COO/Deputy Director Thomas responded that the chosen organization is *Habitat for Humanity*.

**Manor Town:**

- 67% occupied – 11 vacant units
- \$5,925.00 in delinquent rent
- 1 (one) outstanding service request
- 0 (zero) pending evictions
  - a. Director Guzman provided an update on the unit renovations, noting that nine units are complete.
    - i. Commissioner Keene asked where residents will go during renovations on their units.
    - ii. Director Guzman replied that further clarification will be required from TDHCA.
  - b. Commissioner Roberts asked if there were plans to update the parking lot.
    - i. COO Thomas briefed that the parking lot is undergoing restriping and speed humps will be installed.

**Manor Town II:**

- 95% occupied – 1 vacant unit
- \$4,369.00 in delinquent rent

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- 0 (zero) outstanding service requests
  - 0 (zero) pending evictions
    - a. Commissioner Brown asked if there were any issues with the Texas freeze.
      - i. Director Guzman noted that there was only one issue with the pipe in the laundry unit at Manor I.
  - iii. HATC Finance Report for Period Ending in 12/31/2025
    - 1. Director Narayanaier provided the Board with a finance summary highlighting that audited financials are due to HUD in March 2026, and that SEA RAD Oaks will have an audit at the end of the week.
  - iv. HATC Foundation
    - 1. Director Silva-Barber introduced herself in her new role as Resident Services Director, overseeing the HATC Foundation, then provided the Board with an overview of the Foundation including current and developing initiatives that underscore the Foundation's three pillars: Self-Sufficiency, Youth Development, and Family Enrichment.
  - v. Human Resources/Organizational Development
    - 1. COO Thomas provided the Board with highlights regarding Human Resources and professional development initiatives for the staff in 2026. She introduced the StrengthFinders initiative that is due to begin in late February 2026 and will address staff strengths, areas of improvement, and develop efficiency and collaboration in the workplace.
  - c. Board Reports
    - i. Executive Committee- N/A
    - ii. Real Estate Committee
      - 1. Commissioner Brown noted that the Real Estate Committee held a meeting to discuss three projects in partnership with Stillwater Capital that are on the Travis County Facilities Corporation agenda.
    - iii. Governance Committee- N/A
    - iv. HR Committee
      - 1. Commissioner Paver informed the Board that he has an email regarding the renewal of the CEO's contract.
    - v. 50<sup>th</sup> Anniversary Committee
      - 1. Commissioner Roberts provided the Board with a final summary of the 50<sup>th</sup> Anniversary Gala noting that there were 16 total sponsorships, \$20,000 in sponsorship and ticket revenue, and an overall attendance of approximately 150 people, 30 of those being residents and program participants.

**VI. ACTION ITEMS**

- a. *Resolution No. HATC-2026-01: To Authorize Travis County Facilities Corporation Multifamily Housing Tax-Exempt Revenue Bonds (Belmont Apartments) Series 2026A; Travis County Facilities Corporation Multifamily Housing Taxable Revenue Bonds (Belmont Apartments) Series 2026B; Travis County Facilities Corporation to Approve Authorizing the Bonds; Travis County Facilities Corporation to Approve Authorizing its Participation in the Belmont Apartments Transaction; And Other Matters in Connection Therewith.*

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

**VII. EXECUTIVE SESSION**

N/A

**VIII. ADJOURNMENT**

- a. Commissioner Keene made a **motion** for approval.
- b. Commissioner Brown **seconded** the motion.
- c. Motion **passed** unanimously.

*The meeting was adjourned at approximately 10:34 A.M.*



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

#### **IV. ACTION ITEMS**

- a. Resolution No. HATC-2026-02

**Action Item IV.a.**

**March 5, 2026**

**Subject:** To *Approve* a request made on behalf of Travis County to provide a required PY 25 25% match of their HUD awarded HOME Investment Partnership Program Allocation of \$89,648.81 for the Purposes of Launching a Homeownership Downpayment Assistance Program.

**Background Info:**

Per 24 CFR 92.218, the Travis County CDBG HOME office is to establish or receive a 25% match of its annual HOME allocation, less administrative, planning, and CHDO costs. The match is required to be from a non-federal source. Travis County requested its first match from HATC/TCFC for the PY24 HOME allocation. The funding agreement was approved and fully executed in December 2025. This request, as mentioned above is for the PY25 HOME allocation match, less administrative, planning, and CHDO costs, in the amount of \$89,648.81.

**Recommended Action:**

To approve Resolution No. HATC-2026-02.

**Alternate Option:**

The Board can elect to NOT approve the resolution.

**Fiscal Impact:**

\$89,648.81 from a non-federal source. The funds will be used for downpayment and closing costs assistance for eligible homebuyers between 50-80% AMI/MFI.

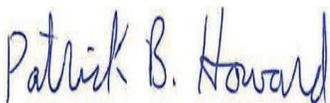
**Attachment:**

1. Memo request for matching funding commitment – PY25 HOME Investment Partnerships Program.

**Prepared by:**

Monique Coleman, *Supportive Housing Division Director*

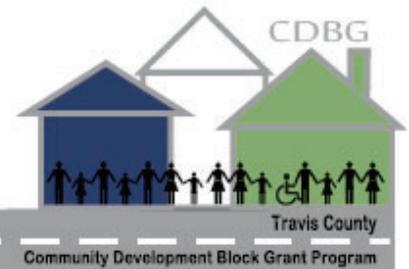
**Approval:**



Patrick B. Howard, *CEO/Executive Director*



**Travis County Health and Human Services  
& AgriLife Extension**  
CDBG Program  
P.O. Box 1748  
Austin, Texas 78767  
PH (512) 854-3460  
[www.traviscountytx.gov/cdbg](http://www.traviscountytx.gov/cdbg)



## MEMO

**TO:** Patrick B. Howard, CEO/Executive Director | Housing Authority of Travis County  
**FROM:** Somchan (Ying) Vuthipadadon, CDBG Planning Manager | Travis County Health & Human Services, CDBG/HOME Program  
**COPY:**  
Laura Goettsche, Chair, Housing Authority of Travis County  
Pilar Sanchez, County Executive, Travis County HHS  
Monique Coleman, Director, Supportive Housing Division, Travis County HHS  
**SUBJECT:** Request for Matching Funding Commitment – PY25 HOME Investment Partnerships Program  
**DATE:** January 21, 2026

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Travis County is requesting the Housing Authority of Travis County's (HATC) consideration of providing the required 25% non-federal match for the County's Program Year 2025 (PY25) HOME Investment Partnerships Program allocation from the U.S. Department of Housing and Urban Development (HUD).

In 2024, HATC agreed to provide the required 25% HOME match to Travis County, and the associated match funding agreement was approved and executed on December 5, 2025. The HOME program launch is nearing completion, with the following development underway: 1) the development of an MOU between Travis County, Frameworks CDC, and HATC; 2) the development of a Homeowner Agreement; 3) the development of the Deed of Trust; 4) escrow procedures; 5) lender program rules and regulations; 6) finalized HOME program Policies and Procedures; and 7) the official program launch. The Travis County CDBG/HOME Office anticipates the program will be ready to launch in mid-to-late 2026.

Based on a PY25 HOME allocation of \$478,126.94, HUD regulations require a 25% non-federal match in the amount of \$89,648.81, pursuant to 24 CFR 92.218. As outlined in the PY24-28 Consolidated Plan, Travis County intends to use its HOME allocation for homeowner assistance through down payment and closing cost assistance for homebuyers, as well as affordable housing (to-buy), which may include the provision of HOME funds for the construction of affordable housing. The provision of housing assistance is closely aligned with HATC's mission and affordable housing goals, and more specifically with the goals of the Self-Sufficiency Program.

Travis County respectfully requests HATC's consideration of this match commitment for PY25. The County understands that the HOME match requirement is annual and recurring and that HATC's Board of Commissioners considers funding commitments through its annual budget approval process. Travis County respectfully requests that the HATC Board of Commissioners consider this PY25 funding match request and the accompanying match funding agreement at the March 2026 HATC Board meeting.

Travis County appreciates HATC's prior support of the HOME match requirement and greatly values our continued partnership in advancing affordable housing opportunities for Travis County residents.

For reference, the executed HUD HOME Grant Agreement confirming the PY25 allocation is attached. Please let us know if additional information is needed or if you have any questions regarding this request.

Thank you for your consideration.

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
FEDERAL AWARD AGREEMENT**

**A. General Federal Award Information**

1. Recipient name (must match Unique Entity Identifier name) and address: Travis County 700 LAVACA ST STE.1200 AUSTIN, TX 78701	12. Assistance listing number and title: 14.239, HOME Investment Partnerships Program
2. Recipient's Unique Entity Identifier: GXKLEZK8C7U8	13. Amount of federal funds obligated by this action: \$478,126.94
3. Tax identification number: 746000192	14. Total amount of federal funds obligated: \$478,126.94
4. Federal Award Identification Number (FAIN): M25UC480503	15. Total approved cost sharing (if applicable): See Addendum 2
5. Instrument type: Grant <input checked="" type="checkbox"/> Cooperative agreement <input type="checkbox"/> Loan Guarantee <input type="checkbox"/>	16. Total federal award amount, including approved cost sharing: \$478,126.94
6. Period of performance start and end date: <b>1/8/2026</b> - 09/30/2034	17. Budget approved by HUD: <b>1/8/2026</b>
7. Budget period start and end date: FY 2025 through FY 2033	18. Fiscal year: See Addendum 2
8. Initial Agreement <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> #	19. Statutory authority: 42 U.S.C. 12701 et seq
9. Indirect cost rate (per § 200.414): Recipients must complete Addendum 3: Indirect Cost Rate Schedule	20. Applicable appropriations act(s): Public Law 118-158, Public Law 119-4
10. Is this award for research and development (per 2 C.F.R. § 200.1)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	21. Notice/notice of funding opportunity this award is made under (if applicable): N/A
11. Awarding official name and contact information:  <b>Valerie Reed-Sweed CPD Director</b>	22. Program regulations (if applicable): 24 C.F.R. Part 92
23. Federal award description: Under the HOME Investment Partnerships Program, HUD allocates funds by formula among eligible State and local governments to strengthen public-private partnerships and to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing, for very low-income and low-income families. <ul style="list-style-type: none"> <li>• Addendum 1. Policy Requirements</li> <li>• Addendum 2. Program-Specific Requirements</li> <li>• Addendum 3. Indirect Cost Rate Schedule</li> </ul>	

*Authority and Agreement.* This agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the statutory authority above (box 19) and is subject to the applicable appropriations act(s) (box 20). This agreement incorporates by reference the HOME Investment Partnerships program statute 42 U.S.C. 12701 et seq., the program regulations at 24 C.F.R. § 92 (as now in effect and as may be amended

## U.S. Department of Housing and Urban Development — Federal Award Agreement

from time to time), Recipient's consolidated plan/action plan, the relevant funding notice (box 21), any attached Specific Terms and Conditions, and the attached addenda (box 23).

**B. Terms and Conditions**

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.
2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:
  - The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.
  - The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.
3. *Applicability of 2 C.F.R. part 200.*
  - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
  - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.
5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, either with its application using HUD-426 (competitive grants) or with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.
6. *Recipient integrity and performance matters.* If the Federal share of this award is more than \$500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.
7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt, and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in

## U.S. Department of Housing and Urban Development — Federal Award Agreement

such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

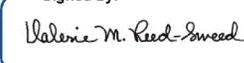
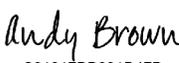
8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. *Waste, Fraud, Abuse, and Whistleblower Protections.* Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. *Rule of Construction and No Construction Against Drafter.* Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

### C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

U.S. Department of Housing and Urban Development — Federal Award Agreement

D. Specific Terms and Conditions    Not applicable     Attached

For the U.S. Department of HUD (name and title of authorized official) <b>Valerie Reed-Sweed    CPD Director</b>	Signature Signed by:  <small>3AFF3425AB3147F...</small>	Date <b>1/8/2026</b>
For the Recipient (name and title of authorized official) Honorable Andy Brown, County Judge	Signature DocuSigned by:  <small>C21317DB291D47D...</small>	Date 1/7/2026

## U.S. Department of Housing and Urban Development — Federal Award Agreement

**ADDENDUM 1. POLICY REQUIREMENTS**

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended ([8 U.S.C. 1601-1646](#)) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, [Executive Order 14218](#), or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

## U.S. Department of Housing and Urban Development — Federal Award Agreement

**ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS****Assistance Listing 14.239, HOME Investment Partnerships Program**

1. For the purposes of this Agreement and any applicable addenda, the term “recipient” shall have the meaning of “grantee”, “participating jurisdiction” as defined in 24 C.F.R. 92.2., or “insular area” as defined in 24 C.F.R. 92.2.
2. *Community Housing Development Organizations (CHDOs)*. When 42 U.S.C. 12771(b) is suspended by a given year’s appropriations, the Secretary shall not deduct funds set aside for CHDOs from the Recipient’s HOME Investment Trust Fund for failure to reserve those funds for projects owned, developed, or sponsored by CHDOs within 24 months after the last day of the month in which HUD notifies the Recipient of HUD's execution of this Agreement.
3. *Commitment*. When 42 U.S.C. 12749(g) is suspended by a given year’s appropriations, the Recipient’s ability to commit funds provided through this Agreement will not expire 24 months after the last day of the month in which such funds are deposited in the jurisdiction's HOME Investment Trust Fund.
4. *Deobligations*. To the extent authorized by HUD regulations at 24 C.F.R. Part 92, HUD may, by its execution of an amendment to this Agreement, deobligate funds previously awarded to the Recipient without the Recipient’s execution of the amendment or other consent.
5. *State Environmental Review*. If a Recipient is a State, as defined in 24 C.F.R. 92.2, and the Recipient provides HOME funds to a "State recipient", as that term is defined in 24 CFR 92.2, then the Recipient must require that the "State recipient" shall assume responsibility for the environmental review in accordance with 24 CFR 92.352 in the written agreement entered into pursuant to 24 CFR 92.504. Notwithstanding the foregoing, as per 24 CFR 92.504(c)(1)(vi), the "State recipient" shall not assume the Recipient's responsibilities for release of funds under 24 CFR 92.352.
6. *Reallocations*. All funds for the specified Fiscal Year provided by HUD by formula reallocation are covered by this Agreement upon execution of an amendment by HUD, without the Recipient’s execution of the amendment or other consent.
7. *Repayments*. The Recipient agrees that funds invested in affordable housing under 24 C.F.R. Part 92 are repayable when the housing no longer qualifies as affordable housing. Repayment shall be made as specified in 24 C.F.R. Part 92.
8. *Cost Sharing*. This award is subject to match provisions in 24 C.F.R. 92.64(a)(1) and 24 C.F.R. 92.218-222, as applicable. The amount of match that a recipient may be required to provide in a year is not based upon the amount of the recipient’s award. Under 24 C.F.R. 92.218, the amount of match that a recipient may be required to provide is determined by the type of eligible costs incurred by the recipient and the amount of funds drawn from the HOME Investment Trust Fund Treasury Account in that year. Since these factors are fact-sensitive, the amount of match is not included in either **Box 15** or **Box 16** of this Agreement.

U.S. Department of Housing and Urban Development — Federal Award Agreement

9. *Funding Information:*

Source of Funds	Appropriation Code	PAS Code	Amount
2023	86 3/6 0205	HMF (M)	\$2,376.96
2024	86 4/7 0205	HMF (N)	\$1,784.03
2025	86 5/8 0205	HMF (P)	\$473,965.95

U.S. Department of Housing and Urban Development — Federal Award Agreement

**ADDENDUM 3. INDIRECT COST RATE SCHEDULE**

As the duly authorized representative of the Recipient, I certify that the Recipient:

- Will not use an indirect cost rate to calculate and charge indirect costs under the grant.
- Will calculate and charge indirect costs under the grant by applying a *de minimis* rate as provided by 2 C.F.R. § 200.414(f), as may be amended from time to time.
- Will calculate and charge indirect costs under the grant using the indirect cost rate(s) listed below, and each rate listed is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 C.F.R. part 200 and, *if required*, was approved by the cognizant agency for indirect costs.

Agency/department/major function	Indirect cost rate	Type of Direct Cost Base
	%	
	%	
	%	

Instructions for the Recipient:

The Recipient must mark the one (and only one) checkbox above that best reflects how the Recipient’s indirect costs will be calculated and charged under the grant. Do not include indirect cost rate information for subrecipients.

The table following the third box must be completed only if that box is checked. When listing a rate in the table, enter both the percentage amount (e.g., 10%) and the type of direct cost base to be used. For example, if the direct cost base used for calculating indirect costs is Modified Total Direct Costs, then enter “MTDC” in the “Type of Direct Cost Base” column.

If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

If the Recipient is a government and more than one agency or department will carry out activities under the grant, enter each agency or department that will carry out activities under the grant, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied.

To learn more about the indirect cost requirements, see 2 C.F.R. part 200, subpart E and Appendix VII to Part 200 (for state and local governments).

*Resolution to be provided later.*

## **V. DISCUSSION ITEMS**

### a. Committee Assignments

## **V. DISCUSSION ITEMS**

b. Resident Spotlight- Good News: *Ramon Suniga, Shining STAR student*

## **V. DISCUSSION ITEMS**

### **c. CEO/Executive Director's Report**

#### **i. Voucher Programs/Homeless Initiatives**

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

**CEO/Executive Director’s Report**

**Item V.c.i.** Voucher Programs/Homeless Initiatives

**March 5, 2026**

**III.b.i.1.**

**Subject:** Housing Choice Voucher (HCV) Program (*Conventional*)

**Background Information:** The HCV program is financed by the U.S. Department of Housing and Urban Development (HUD) to provide rent subsidies in the form of housing assistance payments (HAP) to private Landlords on behalf of extremely low, very low-income individuals/families, senior citizens, and persons with disabilities. *HCV totals do not include COC, Mainstream, or EHV.*

**Synopsis of Housing Choice Voucher Utilization – as of 1/31/26**

691	Total Number of Vouchers
437	Number of Vouchers utilized ( <i>Conventional</i> )
661	Total Lease-up for the HCV program ( <i>Actual, i.e., 667/691</i> )
95.66%	Total Lease-up for the HCV program ( <i>Percentage, i.e., 667/691</i> )
396	Applicants on the Waiting List
85	Port-In Families served by HATC
19	Number of HATC Project-Based Vouchers ( <i>designated for Cambridge Villas</i> )
19	Number of HATC Project-Based Vouchers currently leased/under contract

Monthly Data Jan 2026	Housing Assistance Program Operations
0	New Admissions
42	Annual Reexaminations Completed
21	Interims Completed
25	Annual HQS Completed
2	End of Participation

**Recommended Action:**

For discussion/information only. No action is needed.

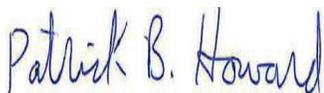
**Attachments:**

- A. Housing Choice Voucher Programs Overview
- B. Total Households Served

**Prepared by:**

Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

**Approval:**



Patrick B. Howard, *CEO/Executive Director*

## ATTACHMENT A

	Leased		HCV Allocation	% Leased
	First of the month	After the first of the month		
Project Based Vouchers (PBV)	19		19	100%
Housing Choice Vouchers ( <i>Conventional</i> ) (HCV)	437		423	103.31%
Port-Outs (PO) HCV	27		27	100%
Non-Elderly and Disabled (NED)	65		75	86.67%
**HUD-VASH Vouchers	24		30	80.00%
**Homeless Preference	39		40	97.50%
**Family Unification Program (FUP)	46		72	63.89%
**Stability Voucher Program (SV)	4		5	80.00%
<b>Total</b>	<b>661</b>		<b>691</b>	<b>95.66%</b>
Total HCV Leased after the first of the month:	<b>661</b>			

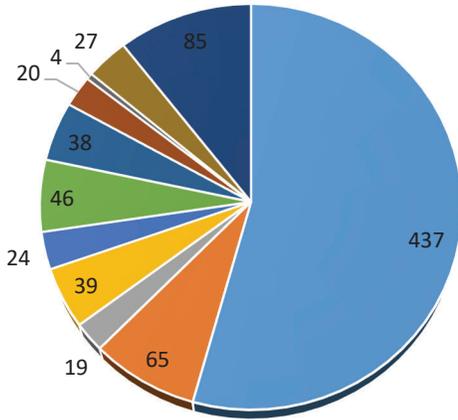
Programs not counted in HCV TOTAL:	Leased (Last Day of month)	Voucher Allocation	% Leased
**Continuum Of Care (COC)	80	74	108.11%
Mainstream (MVP)	38	49	77.55%
**Emergency Housing Vouchers (EHV)	20	20	100%
Port Ins	85	N/A	N/A

Vouchers Searching (Not Leased)	Applicants	Current Participants	Total
TOTAL All Projects	1	4	5

Waiting List (HCV, Choice PBRA, HP, MVP)			396
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## ATTACHMENT B

**January 2026**



- Housing Choice Voucher (HCV)
- Non-Elderly and Disabled (NED)
- Project-Based Vouchers (PBV)
- Homeless Preference (HP)
- Veterans Assistance Supportive Housing (VASH)
- Family Unification Program (FUP)
- Mainstream (MVP)
- Emergency Housing Vouchers (EHV)
- Stability Vouchers (SV)
- Port-Outs (PO)
- Port-Ins (PI)

**CEO/Executive Director’s Report**

**Item III.b.i.** Voucher Programs/Homeless Initiatives

**March 5, 2026**

**III.b.i.2.**

**Subject:** Homeless Initiatives

**Synopsis of Housing Continuum of Care (CoC) Program – as of 1/31/26**

<b>\$1,518,808</b>	<b>HATC Total CoC award for 2024 competition</b>
7/1/25 – 6/30/26	Grant period for current award – serving chronically homeless clients with a disability
80	Continuum of Care participants provided housing assistance

**Synopsis of Homeless Preference (HP HCV) – as of 1/31/26**

<b>One in every Four</b>	<b>Allocation of new Vouchers given to a referred homeless applicant via the HATC-adopted preference</b>
Referrals	Those made by homeless-providing agencies in which HATC as a current MOU
39	Number of tenants under contact via the Homeless Preference

**Recommended Action:**

For discussion/information only. No action is needed.

**Attachments:**

N/A

**Prepared by:**

Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

**Approval:**



Patrick B. Howard, *CEO/Executive Director*

**CEO/Executive Director’s Report**

**Item III.b.i.** Voucher Programs/Homeless Initiatives

**March 5, 2026**

**III.b.i.3.**

**Subject:** Special Purpose Vouchers (SPVs assigned by HUD)

**a. Non-Elderly Disabled Vouchers (NED)**

HATC has been awarded **75** Housing Choice Vouchers (HCVs) under different special-purpose voucher program types to serve non-elderly persons with disabilities.

**Synopsis of Non-Elderly Disabled Vouchers (NED) – as of 1/31/26**

<b>75</b>	<b>Total Number of Housing Choice Vouchers awarded to HATC specifically for non-elderly persons with disabilities</b>
<b>65</b>	Number of tenants under contract

**b. Family Unification Program (FUP)**

The FUP is a program under which Housing Vouchers are provided to two different populations:

- i. Families for whom the lack of adequate housing is a primary factor in:
  - The imminent placement of the family’s child or children in out-of-home care, or
  - The delay in the discharge of the child or children to the family from out-of-home care.

There is no time limitation on FUP family vouchers.

- ii. For a period not to exceed 36 months, otherwise eligible youths who have attained at least 18 years and not more than 24 years of age and who have left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act and is homeless or is at risk of becoming homeless at age 16 or older.

Limitation for youth must not exceed 36 months.

**Synopsis of Family Unification Program (FUP) – as of 1/31/26**

<b>72</b>	<b>Total Number of Family Unification Vouchers (FUP)</b>
<b>34</b>	Original number of FUP awarded to HATC (as of 1/01/19)
<b>38</b>	Additional FUP awarded to HATC (as of 11/01/21)
<b>46</b>	Number of tenants under contract

**c. Mainstream Voucher Program (MVP)**

**Synopsis of Mainstream Voucher Program (MVP) – as of 1/31/26**

<b>49</b>	<b>Total Number of Mainstream Voucher Program allocation</b>
30	Original number of MVP awarded to HATC (as of 2/01/20) <sup>1,2</sup>
9	Additional Vouchers awarded to HATC as of 8/01/20
10	Additional Vouchers awarded to HATC as of 9/01/22
<b>38</b>	<b>Number of tenants under contract</b>

<sup>1</sup>**Note:** Original allocation of Vouchers under different special purpose voucher program types to serve non-elderly people (18-61) with disabilities.

<sup>2</sup>**Note:** The head of household does not have to be the qualifying disabled applicant. A member of the household must meet the qualifications.

**d. Veteran’s Affairs Supportive Housing (HUD-VASH)**

**Synopsis of Veteran’s Affairs Supportive Housing (HUD-VASH) – as of 1/31/26**

<b>30</b>	<b>Total Number of HUD-VASH allocation</b>
15	Original number of HUD-VASH awarded to HATC as of 06/16
15	Additional Vouchers awarded to HATC as of 2/01/20
<b>24</b>	<b>Number of tenants under contract</b>

**e. Emergency Housing Vouchers (EHV)**

- The Emergency Housing Voucher (EHV) program is available through the American Rescue Plan Act (ARPA).
- Through EHV, HUD provided 70,000 Housing Choice Vouchers to local Public Housing Authorities (PHAs) to assist individuals and families who are homeless, at risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking or were recently homeless or have a high risk of housing instability.
- HATC has an MOU with Integral Care and Travis County Mental Health Public Defender to provide supportive services.
- Funding for this program ends in 2026. Participants will transfer to CoC or HCV.

**Synopsis of Emergency Housing Vouchers (EHV) – as of 1/31/26**

<b>34</b>	<b>Total Number of EHV allocation</b>
20	Updated Attrition Total (as per HUD)
<b>20</b>	<b>Number of tenants under contract</b>

**f. Stability Vouchers (SV)**

- The Stability Voucher initiative makes Housing Choice Voucher (HCV) assistance available to Public Housing Agencies (PHAs) in partnership with local Continuum of Care and/or Victim Service Providers to assist households experiencing or at risk of homelessness, those fleeing or attempting to flee

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domestic violence, dating violence, sexual assault, stalking, human trafficking, and veterans and families that include a veteran family member that meets one of the proceeding criteria.

**Synopsis of Stability Vouchers (SV) – as of 1/31/26**

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<b>5</b>	<b>Total Number of SV allocation (as of 11/1/23)</b>
4	Number of tenants under contract

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**Recommended Action:**

For discussion/information only. No action is needed.

**Attachments:**

N/A

**Prepared by:**

Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

**Approval:**



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Patrick B. Howard, *CEO/Executive Director*

## **V. DISCUSSION ITEMS**

### **c. CEO/Executive Director's Report**

**ii. Affordable Housing Program [Occupancy, Physical Improvements, Delinquency, Service Requests]**

**CEO/Executive Director’s Report**

**Item V.c.ii** Affordable Housing Program

**March 05, 2026**

**Subject:** An overview and summary of the activities within the Affordable Housing Program, consisting of the Project Based Rental Assistance (PBRA) properties (3), non-subsidized Senior Properties (2) and a Family site (1).

**Background information:**

PROPERTY	ADDRESS	UNIT COUNT
SEA RAD Apartments – Eastern Oaks	4922 Nuckols Crossing, Austin, TX 78744 11607	30
SEA RAD Oaks – Summit Oaks	Sierra Nevada Austin, TX. 78759	24
SEA RAD Oaks – Alexander Oaks	6119 Valiant Circle, Austin, TX. 78749	51
Carson Creek Homes	1300 Cool Shadow, Del Valle, TX. 78617	16
Manor Town Apartments	200 W. Carrie Manor St., Manor, TX. 78653	33
Manor Town II	212 S. Bastrop St, Manor, TX 78653	20
<b>TOTAL</b>		<b>174</b>

**Recommended Action:**

For discussion/information only. No action is needed.

**Alternate Option:**

N/A

**Fiscal Impact:**

N/A

**Attachments:**

- A. Carleton Affordable Housing Report
- B. Service Requests Report

**Prepared by:**

Carlos Guzman, *Director of Affordable Housing Programs*

**Approval:**



Patrick B. Howard, *CEO/Executive Director*

<b>PROPERTY</b>	<b>SEA RAD Apartments – Eastern Oaks</b>
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<b>OCCUPANCY &amp; RENT COLLECTION</b>
--

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
100% / 100%	0 / 0	Applicant(s): 0	\$4,730	<ul style="list-style-type: none"> <li>▪ Current - \$3,381</li> <li>▪ 30 days - \$1,1131</li> <li>▪ 60 days - \$0</li> <li>▪ 90 days - \$218</li> </ul>

<b>MANAGEMENT PRIORITIES</b>	<b>STATUS</b>
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<ul style="list-style-type: none"> <li>▪ <b>Compliance / Inspections</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>A report of deficiencies from the pre-NSPIRE inspection was developed.</i></li> <li>▪ <i>A meeting with Carleton to align a phase-out plan is scheduled for March.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>OCAF / Annual Rent Adjustments</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pending HUD’s approval for the 2026 OCAF.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Routine / Periodic Maintenance</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Capital Improvements</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>The scope of work (SOW) for the gutter replacement was submitted for review.</i></li> <li>▪ <i>Final and approved SOW out for bids first of March.</i></li> </ul>

SERVICE ISSUES BY CATEGORY <sup>1</sup>	NUMBER OF REQUESTS	COMMENTS
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<ul style="list-style-type: none"> <li>▪ Appliance</li> </ul>	<b>1</b>	12 All Service Requests during this period have been resolved
<ul style="list-style-type: none"> <li>▪ Building Exterior</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Communications</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Doors and Locks</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Electrical and lighting</li> </ul>	<b>3</b>	
<ul style="list-style-type: none"> <li>▪ Flooring</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ General</li> </ul>	<b>1</b>	
<ul style="list-style-type: none"> <li>▪ Grounds and Landscaping</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Heating and cooling</li> </ul>	<b>2</b>	
<ul style="list-style-type: none"> <li>▪ Plumbing and Bath</li> </ul>	<b>5</b>	
<ul style="list-style-type: none"> <li>▪ Preventative Maintenance</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Safety Equipment</li> </ul>	0	
<b>SUBTOTAL</b>	<b>12</b>	

<sup>1</sup>01/01/26-01/31/26

<b>PROPERTY</b>	<b>SEA RAD Apartments – Summit Oaks</b>
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<b>OCCUPANCY &amp; RENT COLLECTION</b>
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Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
92% / 92%	2 / 2	Applicant(s): 0	\$8,542	<ul style="list-style-type: none"> <li>▪ Current - \$5,723</li> <li>▪ 30 days - \$1,907</li> <li>▪ 60 days - \$735</li> <li>▪ 90 days - \$177</li> </ul>

<b>MANAGEMENT PRIORITIES</b>	<b>STATUS</b>
------------------------------	---------------

<ul style="list-style-type: none"> <li>▪ <b>Compliance / Inspections</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>A report of deficiencies from the pre-NSPIRE inspection was developed.</i></li> <li>▪ <i>A meeting with Carleton to align a phase-out plan is scheduled for March.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>OCAF / Annual Rent Adjustments</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pending HUD's approval for the 2026 OCAF.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Routine / Periodic Maintenance</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Capital Improvements</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>The scope of work (SOW) for the gutter replacement was submitted for review.</i></li> <li>▪ <i>Final and approved SOW out for bids first of March.</i></li> </ul>

<b>SERVICE ISSUES BY CATEGORY<sup>1</sup></b>	<b>NUMBER OF REQUESTS</b>	<b>COMMENTS</b>
---	---------------------------	-----------------

<ul style="list-style-type: none"> <li>▪ Appliance</li> </ul>	<b>1</b>	10 Service Requests during this period have been resolved
<ul style="list-style-type: none"> <li>▪ Building Exterior</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Communications</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Doors and Locks</li> </ul>	<b>1</b>	
<ul style="list-style-type: none"> <li>▪ Electrical and lighting</li> </ul>	<b>2</b>	
<ul style="list-style-type: none"> <li>▪ Flooring</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ General</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Grounds and Landscaping</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Heating and cooling</li> </ul>	<b>3</b>	
<ul style="list-style-type: none"> <li>▪ Plumbing and Bath</li> </ul>	<b>3</b>	
<ul style="list-style-type: none"> <li>▪ Preventative Maintenance</li> </ul>	0	
<ul style="list-style-type: none"> <li>▪ Safety Equipment</li> </ul>	0	
<b>SUBTOTAL</b>	<b>10</b>	

<sup>1</sup>01/01/26-01/31/26

<b>PROPERTY</b>	<b>SEA RAD Apartments – Alexander Oaks Apartments</b>
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**OCCUPANCY & RENT COLLECTION**

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
94% / 94%	2 / 0	Applicant(s): 0	\$22,545	<ul style="list-style-type: none"> <li>▪ Current - \$7,809</li> <li>▪ 30 days - \$5,228</li> <li>▪ 60 days - \$3,892</li> <li>▪ 90 days - \$5,616</li> </ul>

MANAGEMENT PRIORITIES	STATUS
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<ul style="list-style-type: none"> <li>▪ <b>Compliance / Inspections</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>A report of deficiencies from the pre-NSPIRE inspection was developed.</i></li> <li>▪ <i>A meeting with Carleton to align a phase-out plan is scheduled for March.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>OCAF / Annual Rent Adjustments</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pending HUD’s approval for the 2026 OCAF.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Routine / Periodic Maintenance</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i></li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Capital Improvements</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>The scope of work (SOW) for the gutter replacement was submitted for review.</i></li> <li>▪ <i>Final and approved SOW out for bids first of March.</i></li> </ul>

SERVICE ISSUES BY CATEGORY <sup>1</sup>	NUMBER OF REQUESTS	COMMENTS
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<ul style="list-style-type: none"> <li>▪ Appliance</li> <li>▪ Building Exterior</li> <li>▪ Communications</li> <li>▪ Doors and Locks</li> <li>▪ Electrical and lighting</li> <li>▪ Flooring</li> <li>▪ General</li> <li>▪ Grounds and Landscaping</li> <li>▪ Heating and cooling</li> <li>▪ Plumbing and Bath</li> <li>▪ Preventative Maintenance</li> <li>▪ Safety Equipment</li> </ul>	<p><b>3</b></p> <p>0</p> <p>0</p> <p><b>1</b></p> <p><b>4</b></p> <p>0</p> <p><b>1</b></p> <p>0</p> <p><b>1</b></p> <p>0</p> <p><b>2</b></p> <p><b>1</b></p> <p>0</p>	13 Service Requests during this period have been Resolved
<b>SUBTOTAL</b>	<b>13</b>	

<sup>1</sup>01/01/26-01/31/26

<b>PROPERTY</b>	<b>Carson Creek Homes</b>
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**OCCUPANCY & RENT COLLECTION**

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
94% / 94%	1 / 0	Applicant(s):0	\$738	<ul style="list-style-type: none"> <li>▪ Current - \$738</li> <li>▪ 30 days - \$0</li> <li>▪ 60 days - \$0</li> <li>▪ 90 days - \$0</li> </ul>

MANAGEMENT PRIORITIES	STATUS
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▪ <b>Compliance / Inspections</b>	▪ <i>No new update.</i>
▪ <b>OCAF / Annual Rent Adjustments</b>	▪ <i>No new update.</i>
▪ <b>Routine / Periodic Maintenance</b>	▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i>
▪ <b>Capital Improvements</b>	▪ <i>No new update.</i>

SERVICE ISSUES BY CATEGORY <sup>1</sup>	NUMBER OF REQUESTS	COMMENTS
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▪ Appliance	<b>1</b>	2 Service Requests during this period have been Resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	0	
▪ Electrical and lighting	<b>1</b>	
▪ Flooring	0	
▪ General	0	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	0	
▪ Plumbing and Bath	0	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
<b>SUBTOTAL</b>	<b>2</b>	

<sup>1</sup>01/01/26-01/31/26

<b>PROPERTY</b>	<b>Manor Apartments</b>
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**OCCUPANCY & RENT COLLECTION**

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
73% / 88%	9 / 0	Applicant(s): 5	\$6,731	<ul style="list-style-type: none"> <li>▪ Current - \$5,261</li> <li>▪ 30 days - \$1,470</li> <li>▪ 60 days - \$0</li> <li>▪ 90 days - \$0</li> </ul>

<b>MANAGEMENT PRIORITIES</b>	<b>STATUS</b>
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<ul style="list-style-type: none"> <li>▪ <b>Compliance / Inspections</b></li> <li>▪ <b>OCAF / Annual Rent Adjustments</b></li> <li>▪ <b>Routine / Periodic Maintenance</b></li> <li>▪ <b>Capital Improvements</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>No new update.</i></li> <li>▪ <i>No new update.</i></li> <li>▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i></li> <li>▪ <b>Re-striping:</b> Project pending final confirmation from Parking Compliance Solutions.</li> <li>▪ <b>Landscaping:</b> A contract signing meeting set for February 9, 2026.</li> <li>▪ <b>Unit Interior Renovation:</b> Two units currently being completely rehabbed. Completion date scheduled for March 6, 2026.</li> <li>▪ <b>New Laundry Facility:</b> Currently working and received the first draft from the Architect.</li> </ul>
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SERVICE ISSUES BY CATEGORY <sup>1</sup>	NUMBER OF REQUESTS	COMMENTS
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<ul style="list-style-type: none"> <li>▪ Appliance</li> <li>▪ Building Exterior</li> <li>▪ Communications</li> <li>▪ Doors and Locks</li> <li>▪ Electrical and lighting</li> <li>▪ Flooring</li> <li>▪ General</li> <li>▪ Grounds and Landscaping</li> <li>▪ Heating and cooling</li> <li>▪ Plumbing and Bath</li> <li>▪ Preventative Maintenance</li> <li>▪ Safety Equipment</li> </ul>	<p><b>2</b></p> <p>0</p> <p>0</p> <p><b>1</b></p> <p><b>1</b></p> <p>0</p> <p>0</p> <p>0</p> <p><b>1</b></p> <p><b>4</b></p> <p>0</p> <p>0</p>	9 Service Requests during this period have been Resolved
<b>SUBTOTAL</b>	<b>9</b>	

<sup>1</sup>01/01/26-01/31/26

<b>PROPERTY</b>	<b>Manor II Apartments</b>
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**OCCUPANCY & RENT COLLECTION**

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
95% / 95%	1 / 0	Applicant(s): 0	\$8,018	<ul style="list-style-type: none"> <li>▪ Current - \$6,748</li> <li>▪ 30 days - \$626</li> <li>▪ 60 days - \$622</li> <li>▪ 90 days - \$22</li> </ul>

MANAGEMENT PRIORITIES	STATUS
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▪ <b>Compliance / Inspections</b>	▪ <i>No new update.</i>
▪ <b>OCAF / Annual Rent Adjustments</b>	▪ <i>No new update.</i>
▪ <b>Routine / Periodic Maintenance</b>	▪ <i>Pest Control scheduled for February 3<sup>rd</sup> and February 23<sup>rd</sup>.</i>
▪ <b>Capital Improvements</b>	▪ <i>No new update.</i>

SERVICE ISSUES BY CATEGORY <sup>1</sup>	NUMBER OF REQUESTS	COMMENTS
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▪ Appliance	<b>1</b>	7 Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	0	
▪ Electrical and lighting	<b>4</b>	
▪ Flooring	0	
▪ General	0	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	<b>1</b>	
▪ Plumbing and Bath	<b>1</b>	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
<b>SUBTOTAL</b>	<b>7</b>	

<sup>1</sup>01/01/26-01/31/26

## **V. DISCUSSION ITEMS**

c. CEO/Executive Director's Report

iii. HATC Finance Report for Period Ending  
in 01/31/2026

**CEO/Executive Director Report**

Item V.c.iii Finance

March 5, 2026

**Subject:** HATC January 2026 Monthly Finance Report

**Background Information:** Each schedule reflects a program, property or component unit of HATC. The Monthly Finance Report presented is for the period ending January 31, 2026. This report reflects financial activities for the 1-month period for the fiscal year beginning January 1, 2026.

Please refer to schedules on attachment.

**Recommended Action:**

For discussion/information only. No action is needed.

**Alternate Option:**

N/A

**Fiscal Impact:**

N/A

**Attachment:**

- A. HATC Monthly Finance Report for period ending January 31, 2026

**Prepared by:**

Subra Narayananaiyer, CPA, Director of Finance

**Approval:**



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Patrick B. Howard, CEO/Executive Director

## **V. DISCUSSION ITEMS**

c. CEO/Executive Director's Report

iv. HATC Foundation

**CEO/Executive Director’s Report**

**Item V.c.iv** HATC Foundation

**March 05, 2026**

**Subject:** HATC Foundation / Resident Services

**Background Information**

The HATC Foundation is the nonprofit arm of the Housing Authority of Travis County.

The Foundation’s goal is to advance resident-driven initiatives and programs that foster long-term self-sufficiency. Through strategic partnerships and collaborative efforts, the Foundation supports resident enhancement. This work is guided by three core focus areas:

- Family Enrichment
- Youth Development
- Self-Sufficiency

This update highlights current activities, recently launched initiatives, and services being explored to further strengthen resident outcomes.

**Ongoing Programs & Activities**

<u>Focus Area</u>	<u>Program / Activity</u>	<u>Current Status</u>
Family Enrichment	Golden Harvest Farmers Market (Central Texas Food Bank)	Active and Ongoing - Operating successful; continues a monthly basis. <ul style="list-style-type: none"> <li>• Served a total of 16 residents in February.</li> </ul>
Family Enrichment	Nutrition Class CHOICES (Central Texas Food Bank)	Active and Ongoing – Monthly at Alexander Oaks; 10-week program with 5 weeks completed. <ul style="list-style-type: none"> <li>• 5 Residents attended the February class.</li> </ul>
Family Enrichment	Hospice and Palliative Care (Aspen)	Active and Ongoing – Bimonthly social engagement and craft/bingo activities for senior residents at Manor. <ul style="list-style-type: none"> <li>• 4 Residents attended Valentine’s Day craft activity.</li> </ul>
Self-Sufficiency	Bus Passes for Daily Transportation (Cap Metro)	Active – Transportation assistance remains available to residents in need.

		<ul style="list-style-type: none"> <li>• Provided up to 25 bus passes in February.</li> </ul>
All Areas	Town Hall Meetings	<p>Ongoing at all HATC properties.</p> <ul style="list-style-type: none"> <li>• February meetings occurred at all properties.</li> </ul>

### Newly Launched Initiatives

Focus Area	Initiative Highlights
Youth Development	<p><b>Scholarship Prep &amp; College Readiness Program</b></p> <ul style="list-style-type: none"> <li>• Nine (9) high school seniors have requested information regarding the HATC Foundation Scholarship.</li> <li>• First informational session for parents and high school seniors scheduled for February 26, 2026.</li> </ul>
Youth Development	<p><b>Shining STARS Youth Incentive Program</b></p> <ul style="list-style-type: none"> <li>• 5 Elementary students received a gift card and certificate.</li> <li>• 5 Middle School students received a gift card and certificate.</li> <li>• 3 High School students received a gift card and certificate.</li> </ul>

### Upcoming & Exploratory Services

Focus Area	Potential Service	Status
Self-Sufficiency	Financial Literacy Classes & Coaching (SouthState Bank)	<ul style="list-style-type: none"> <li>• Fraud bingo scheduled for properties on March 19<sup>th</sup>.</li> <li>• Three-part workshop series covering budgeting, credit building, and pathways to homeownership scheduled for HCV residents on April 2<sup>nd</sup>.</li> </ul>
Family Enrichment	Mobile Library (Austin Public Library)	<ul style="list-style-type: none"> <li>• A meeting is scheduled for April 14<sup>th</sup> to discuss partnership details.</li> <li>• The Mobile Library has indicated potential availability to begin onsite visits in the summer.</li> </ul>
Family Enrichment	Nutrition & Wellness Classes (Prairie View A&M Extension)	<ul style="list-style-type: none"> <li>• Currently exploring a partnership with and evaluating which class offerings would best align with resident interests and needs.</li> </ul>
Family Enrichment	Garden at Manor Town (Prairie View A&M Extension)	<ul style="list-style-type: none"> <li>• A site visit scheduled for February 23<sup>rd</sup> at 3pm to assess the property for possible raised garden.</li> </ul>

Family Enrichment	On-Site Food Pantries	<ul style="list-style-type: none"> <li>Meeting scheduled for February 20<sup>th</sup> to explore possible programs and partnership with Texas Food Bank.</li> </ul>
Youth Development	After-School Meal Program (Central Texas Food Bank)	<ul style="list-style-type: none"> <li>The application has been submitted and awaiting guidance on next steps.</li> </ul>

**Recommended Action**

For discussion and information only. No action required.

**Alternate Option:**

N/A

**Fiscal Impact:**

N/A

**Attachments:**

N/A

**Prepared by:**

Brenda Silva-Barber, *Resident Services Director*

**Approval:**



Patrick B. Howard, *CEO/Executive Director*

## **V. DISCUSSION ITEMS**

c. CEO/Executive Director's Report

v. HR/Organizational Development

**CEO/Executive Director’s Report**

**Item V.c.v.** HR/Organizational Development

**March 5, 2026**

**Subject:** Human Resources and Organizational Development

**Background Info:** The goals align with the five-year strategic plan and address workforce planning, leadership development, organizational effectiveness, and compliance with employment practices, with a focus on leveraging staff strengths to support performance, sustainability, and long-term organizational growth.

<u>Identified Goals (Job Development Enhancement)</u>	<u>Status Update</u>	<u>Next Steps</u>
<ul style="list-style-type: none"> <li>▪ Review and revise all job descriptions.</li> <li>▪ Ensure job descriptions accurately reflect essential tasks and duties.</li> <li>▪ Ensure clarity, relevance and alignment with roles and responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Phase I job descriptions-identified for initial review and revisions.</li> <li>▪ One job description reviewed for revisions- <i>Completed</i></li> <li>▪ Receptionist/Administrative Support - <i>Final draft in progress</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Continued reviewing and revising remaining Phase I descriptions</li> <li>▪ Establish a timeline for Phase II reviews.</li> </ul>

<u>Identified Goals (Operational Organization)</u>	<u>Status Update</u>	<u>Next Steps</u>
<ul style="list-style-type: none"> <li>▪ Develop a Communications Plan to increase organizational visibility within the community.</li> <li>▪ Implement an outreach strategy to elevate the HATC profile.</li> <li>▪ Create standard operating procedures for program-focused roles.</li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Developing</i> key performance metrics to ensure accountability &amp; measurable outcomes. <i>In process</i></li> <li>▪ Standard Operating Procedure - <i>Researching different options and templates.</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Formalize a comprehensive plan for each identified goal by the end of the first quarter.</li> </ul>

<u>Identified Goals (Service Quality Improvement)</u>	<u>Status Update</u>	<u>Next Steps</u>
<ul style="list-style-type: none"> <li>▪ Assist with the professional development of staff.</li> <li>▪ Enhance and improve customer service and engagement with all stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>▪ One comprehensive staff development plan- <i>Completed.</i></li> <li>▪ Coaching plans <i>and schedule developed for consultants, supervisors and staff- Start in February for 90 days</i></li> <li>▪ Stakeholder (Resident/Program Participant) Survey- <i>Currently researching options and developing first draft.</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Identify and develop a plan for the next staff comprehensive development plan.</li> <li>▪ Begin working on a plan for several different options of distribution of survey.</li> </ul>
<u>Identified Goals (HR)</u>	<u>Status Update</u>	<u>Next Steps</u>
<ul style="list-style-type: none"> <li>▪ Establish a formal professional services agreement with an external HR Consultant to provide mediation and conflict resolution services as needed.</li> <li>▪ Define clear, transparent, and productive terms of engagement to support organizational objectives.</li> <li>▪ Utilize consultant recommendations to inform appropriate policy reforms and enhance management practices and staff support.</li> </ul>	<ul style="list-style-type: none"> <li>▪ HR consultant service agreement for FY26- <i>Completed</i></li> <li>▪ Planning session with HR consultant to review identified review of policy- <i>Meeting held on 2/19/26</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Developing a plan for the next step in developing a plan of engagement and support for staff and organizational support.</li> <li>▪ Begin researching different options in SOP templates.</li> </ul>

<u>Identified Goals (Staff Development)</u>	<u>Status Update</u>	<u>Next Steps</u>
<ul style="list-style-type: none"> <li>▪ Provide a comprehensive year-long staff development plan.</li> <li>▪ The FY26 focus is on CliftonStrengths® (StrengthsFinder) approach.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Executive Team strength finder assessment- <i>Completed</i></li> <li>▪ Executive Team orientation and review of results of assessment- <i>Completed</i></li> <li>▪ Employee Engagement Survey- <i>Due 2/20/26</i></li> <li>▪ Staff Listening Session to review results and review discuss Strength Finder Assessment- <i>Scheduled 2/25/26</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Staff complete individual strength finder assessment- March</li> <li>▪ Establishing learning sessions with all staff. Goal is to identify individual staff strengths, team and organizational strengths. April</li> </ul>

**Recommended Action:**

For discussion/information only. No action is needed.

**Alternate Option:**

N/A

**Fiscal Impact:**

N/A

**Attachment:**

N/A

**Prepared by:**

Cora Thomas, *Chief Operating Officer/Deputy Director*

**Approved by:**



Patrick B. Howard, *CEO/Executive Director*

## **V. DISCUSSION ITEMS**

### **d. Board Reports**

**i. Executive Committee**

**ii. Real Estate Committee**

**iii. Governance Committee**

**iv. HR Committee**

- 1. Discussion of CEO/Executive Director's Employment Contract**

## **VI. EXECUTIVE SESSION**

## **VII. ADJOURNMENT**