

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

**March 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 9:32 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
- 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 Affordable Housing Carlos Guzman; Resident Services Director Brenda Silva-Barber; Director of Housing Choice Voucher Programs Christina Diaz; Interim Administrative Specialist Patricia Tate; and Executive Assistant Arlene Lozano.
- e. Others in attendance: Carleton Regional Manager Kim Hayes; BASTA Tenant Organizer Bren Bradford; Travis County Supportive Housing Division Director Monique Coleman; Travis County CDBG Planning Manager Somchan (Ying) Vuthipadadon; DNRBSZ Charles Zech (virtual); Carleton Vice President of Operations Ashley Shelite (virtual); BASTA Tenant Organizer Estefania Ponce-Dominguez (virtual); and HATC Consultant Kevin Bryniack

II. PUBLIC FORUM / CITIZEN COMMUNICATION

- a. N/A

III. CONSENT AGENDA

- a. Approval of the Minutes from the February 5, 2026, Regular Meeting.
 1. Commissioner Keene made a **motion** for approval.
 2. Commissioner Brown **seconded** the motion.
 3. Motion **passed** unanimously.

IV. DISCUSSION ITEMS

- a. Resolution No. HATC-2026-02: To Approve a Request Made on Behalf of Travis County to Provide a Required PY25 25% Match of Their HUD-awarded HOME Investment Partnership Program Allocation of \$89,648.81 for the Purpose of Launching a Homeownership Downpayment Assistance Program.

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- i. Travis County Supportive Housing Division Director Monique Coleman and CDBG Planning Manager Somchan (Ying) Vuthipadadon gave an overview of the CDBG program noting how it works, who is eligible, what the timeline of implementation looks like, and how the funds are to be allocated.
 - ii. Commissioner Roberts made a **motion** for approval.
 - iii. Commissioner Brown **seconded** the motion.
 - iv. Motion **passed** unanimously.

V. DISCUSSION ITEMS

- a. Committee Appointments
 - i. Commissioner Roberts made a motion to wait until a fifth HATC Board of Commissioners member is appointed.
 - ii. Chair Goettsche confirmed that the Board will postpone committee appointments until a new Board member is appointed.
- b. Resident Spotlight – Good News: *Ramon Suniga, Shining STAR student*
 - i. Director Brenda Silva-Barber introduced Shining STAR student, Ramon Suniga, who received straight As on his most recent report card, and received a Shining STAR certificate for his outstanding work.
- c. 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 working with auditors to complete the audit for HCV programs, working through immigration discrepancies, and initiating preparation for Moving To Work (MTW) policy changes and revisions for 2027.
 - 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 01/01/2026 through 01/31/2026.

Eastern Oaks:

- 100% occupied – 0 (zero) vacant units
- \$4,730.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Summit Oaks:

- 92 % occupied – 2 (two) vacant units
- \$8,542.00 in delinquent rent
- 0 (zero) outstanding service requests
- 2 (two) pending eviction
 - a. CEO/Executive Director Howard mentioned that HATC will explore debt forgiveness policies and work on a draft policy to mitigate delinquency.

Alexander Oaks:

- 94% occupied – 2 (two) vacant units
- \$22,545.00 in delinquent rent
- 0 (zero) outstanding service request
- 0 (zero) pending evictions

Carson Creek:

- 94% occupied – 1 (one) vacant unit
- \$738.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Manor Town:

- 73% occupied – 9 (nine) vacant units
- \$6,731.00 in delinquent rent
- 0 (zero) outstanding service request
- 0 (zero) pending evictions
 - a. Director Guzman provided an update on capital improvement projects, noting that re-striping, landscaping, unit interior renovation, and the new laundry facility are all following their exact timelines.

Manor Town II:

- 95% occupied – 1 (one) vacant unit
- \$8,018.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

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

1. CEO/Executive Director Howard provided the Board with a brief update on the Belmont Apartment project deal, summarizing that the deal closed and TCFC received \$1.5 million.

iv. HATC Foundation

1. Director Silva-Barber provided the Board with a summary of the Foundation’s ongoing programs and activities, newly launched initiatives, and upcoming and exploratory services, all which underscore the Foundation’s three pillars: Self-Sufficiency, Youth Development, and Family Enrichment.

v. Human Resources/Organizational Development

1. COO/Deputy Director Cora Thomas provided the Board with updates regarding Human Resources and professional development initiatives for the staff in 2026 noting that all initiatives are going according to plan.

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2. CEO/Executive Director Howard mentioned that he drafted a Tenant Protections Policy to bring to the Board for consideration in April.

d. Board Reports

- i. Executive Committee- N/A
- ii. Real Estate Committee- N/A
- iii. Governance Committee- N/A
- iv. HR Committee

1. Commissioner Roberts informed the Board that this committee has agreed to a CEO/Executive Director employment contract extension from two to four years.
2. Chair Goettsche mentioned that she will circulate for consideration.

VI. EXECUTIVE SESSION

- a. N/A

VII. ADJOURNMENT

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

The meeting was adjourned at approximately 10:53 A.M.



Patrick B. Howard, Secretary
Housing Authority of Travis County