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

April 2, 2026
9:30 AM

MINUTES

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on April 2, 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 9:34 A.M.
   b. Executive Assistant Arlenne Lozano conducted a Roll Call of Commissioners.
      i. Chair Laura Goettsche: Present
      ii. Vice-Chair Sharal Brown: Present
      iii. Commissioner Jolene Keene: Present
      iv. Commissioner Wilmer Roberts: Present
      v. Commissioner Hala Farid: Present
   c. Chair Goettsche confirmed a quorum.
   d. Staff in attendance: CEO/Executive Director Patrick B. Howard; Director of Affordable Housing Carlos Guzman; Resident Services Director Brenda Silva-Barber; Director of Housing Choice Voucher Programs Christina Diaz; Director of Finance Subra Narayanaiyer; Interim Administrative Specialist Patricia Tate; Executive Assistant and Director of Communications and Outreach Arlenne Lozano; and Social Worker Jacqueline Garcia (virtual).
   e. Others in attendance: Carleton Regional Manager Kim Hayes; BASTA Tenant Organizer Bren Bradford; DNRBSZ Charles Zech (virtual); Carleton Vice President of Operations Ashley Shelite (virtual); and HATC Consultant Kevin Bryniack

II. **PUBLIC FORUM / CITIZEN COMMUNICATION**
   a. N/A

III. **ACTION ITEMS**
   a. Administer the Oath of Office to newly appointed Commissioner: *Hala Farid*
      i. Chair Goettsche administered the oath of Oath of Office and swore in Commissioner Farid.
   b. Resolution No. HATC-2026-03: To *Amend* the CEO/Executive Director's Contract.
      i. Commissioner Roberts informed the Board that the singular change made to the contract is an extension from a 2-year tenure to 4-year tenure.
         1. Commissioner Keene made a **motion** for approval.
         2. Commissioner Roberts **seconded** the motion.
         3. Motion **passed** unanimously.

IV. **CONSENT AGENDA**

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

V. DISCUSSION ITEMS

a. Strategic Plan Q1 Update
   i. CEO/Executive Director Patrick Howard provided an overview of Q1 accomplishments by categories: Resident Services, Finance, Foundation, Real Estate Development, HR/Organizational Development, Voucher Programs/Homeless Initiatives, and Affordable Housing.
   ii. CEO/Executive Director Howard noted that a draft for an eviction policy is in preparation.

b. CEO/Executive Director's Report
   i. Voucher Programs/Homeless Initiatives
      1. HCV Programs (Conventional)
      2. Homeless Initiatives
      3. Special Purpose Vouchers
      4. CoC Program
         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, processing the transfer of Emergency Housing Vouchers to other Projects, and reviewing fraud cases for HCV programs.
   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 02/01/2026 through 02/28/2026.

Eastern Oaks:
- 100% occupied – 0 (zero) vacant units
- $3,665.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Summit Oaks:
- 92 % occupied – 2 (two) vacant units
- $6,842.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending eviction

Alexander Oaks:
- 94% occupied – 3 (three) vacant units
- $22,049.00 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:
- 88% occupied – 4 (four) vacant units
- $2,316.00 in delinquent rent
- 0 (zero) outstanding service request
- 2 (two) pending evictions
  a. Director Guzman provided an update on capital improvement projects, noting that re-striping is on hold until asphalt is addressed, landscaping contract phase one began in late March, unit interior renovation was set for late March, and gathering of the pre-construction survey for the new laundry facility is in process.

Manor Town II:
- 95% occupied – 1 (one) vacant unit
- $2,944.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

iii. HATC and TCFC Finance Report for Period Ending in 01/31/2026
   1. Director Subra Narayanaiyer provided the Board with a synopsis of the HATC and TCFC finance reports, noting that onsite file testing for compliance work is complete.

iv. HATC Foundation
   1. Director Brenda Silva-Barber updated the Board on recent accomplishments, events, and initiatives including a health fair clinic at each affordable housing property, a virtual financial education session for HCV participants, and continued exploration of future projects with potential external partners.

v. Human Resources/Organizational Development
   1. CEO/Executive Director Howard provided the Board with five key updates regarding consultant procurement, job description revising, creating a streamlined onboarding process, personnel policy language review, and creating a professional development calendar to keep staff and the Board updated.

c. Board Reports
   i. Executive Committee
      1. Chair Goettsche mentioned that with the fulfillment of a fifth Board member, committee re-assignments are to come at the next Board meeting.

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

VI. EXECUTIVE SESSION

a. *N/A*

VII. ADJOURNMENT

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

The meeting was adjourned at approximately 11:24 A.M.

Patrick B. Howard

Patrick B. Howard, Secretary
Housing Authority of Travis County