

Board Agenda for Regular Meeting



September 3, 2026

AGENDA

September 3, 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 before the start of the Board Meeting by emailing Patricia Tate at patricia.tate@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 August 6, 2026, Regular Meeting.

IV. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
 - i. Voucher Programs/Homeless Initiatives
 - 1. HCV Programs (Conventional)
 - 2. Homeless Initiatives
 - 3. Special Purpose Vouchers
 - 4. Resident Spotlight: *Thomas Tutt*
 - ii. Affordable Housing Program [Compliance, Occupancy, Physical Improvements, Delinquency, Service Requests]
 - 1. Eastern Oaks
 - 2. Summit Oaks
 - 3. Alexander Oaks

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 | September 3, 2026

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- 4. Carson Creek
 - 5. Manor Town Apartments
 - 6. Manor II
 - iii. HATC Finance Report for Period ending on 07/31/2026
 - iv. September Programs Calendar
 - b. 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.*
 - v. Ad Hoc Resident Advocacy Tenant Protections Committee- *Report on rental assistance pilot program as needed.*

V. 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*

VI. ADJOURNMENT



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

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

II. PUBLIC FORUM / CITIZEN COMMUNICATION

III. CONSENT AGENDA

- a. Approval of the Minutes from the August 6, 2026, Regular Meeting

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

**August 6, 2026
9:30 AM**

MINUTES

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on August 6, 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 9:33 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. CEO/Executive Director Patrick B. Howard 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; Administrative Support Specialist Patricia Tate; Interim Chief Operating Officer Veronica Macon; and Executive Assistant and Director of Communications and Outreach Arlenne Lozano
- e. Others in attendance: DNRBSZ Stanley Oliver Springerley (virtual); Carleton Living Vice President of Operations Ashley Shelite; Carleton Living Director of Compliance Benjamin Smith; BASTA Tenant Organizer Bren Bradford (virtual); Kim Hayes (virtual); and HATC Consultant Kevin Bryniak

II. PUBLIC FORUM / CITIZEN COMMUNICATION

N/A

III. CONSENT AGENDA

- a. Approval of the Minutes from the July 7, 2026, Regular Meeting.
 - i. Commissioner Roberts made a **motion** for approval.
 - ii. Commissioner Farid **seconded** the motion.
 - iii. Motion **passed** unanimously.

IV. ACTION ITEMS

- a. Resolution No. HATC-2026-08: To Amend the TexPool Resolution Authorized Representative.
 - i. Commissioner Keene made a **motion** for approval.
 - ii. Commissioner Roberts **seconded** the motion.
 - iii. Motion **passed** unanimously.
- b. Resolution No. HATC-2026-09: To Amend the HATC Procurement Policy, Superseding the Previously Amended Policy Approved via Resolution No. HATC-2024-19.

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

V. DISCUSSION ITEMS

a. 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. CEO/Executive Director Howard provided the Board with a series of program updates, such as staff mapping county "high opportunity areas" to create landlord incentives targeting neighborhoods underrepresented in voucher utilization; current housing software runs on Travis County servers, and the transition to a cloud-based system is underway.

ii. Affordable Housing Program [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 Guzman and Carleton VP of Operations Ashley Shelite provided the Board with an update on the Affordable Housing portfolio for the period of 06/01/2026 through 06/30/2026.

Eastern Oaks:

- 93% occupied – 2 (two) vacant units
- \$3,110.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Summit Oaks:

- 92 % occupied – 2 (two) vacant units
- \$11,720.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Alexander Oaks:

- 96% occupied – 2 (two) vacant units
- \$15,114.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Carson Creek:

- 94% occupied – 1 (one) vacant unit

- \$1,553.85 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

Manor Town:

- 91% occupied – 3 (three) vacant units
- \$2,627.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions
 - a. Director Guzman noted that the engineering company will assess truss issues on unit 114 and develop a relocation strategy for residents in units potentially affected by the rehab restart.

Manor Town II:

- 100% occupied – 0 (zero) vacant units
- \$2,236.00 in delinquent rent
- 0 (zero) outstanding service requests
- 0 (zero) pending evictions

iii. HATC Foundation

1. Director Silva-Barber provided the Board with an overview of the ongoing and planned initiatives within the Foundation/Resident Services program, including the 2026 Back-to-School event, Health Fair at Alexander Oaks, Summer Meals program wrap-up, rent and utility assistance pilot program, and Family Self-Sufficiency (FSS) program growth.

iv. HATC and TCFC Finance Reports for Period Ending on 06/30/2026.

1. CEO/Executive Director Howard mentioned to the Board that he met with newly appointed Travis County Precinct Four Commissioner George Morales to discuss expectations for property development within the precinct. Additionally, there are approximately \$7.5 million in TCFC discretionary funding, and \$2.4 million allocated to operations.

v. TCFC Project Status Update

1. CEO/Executive Director Howard confirmed that a standing real estate committee meeting has been established to streamline communication relating to current and potential TCFC projects.

b. Board Reports

- i. Executive Committee- N/A
- ii. Real Estate Committee- N/A
- iii. Governance Committee- N/A
- iv. HR Committee- Commissioner Roberts confirmed that the committee has a meeting scheduled for August 11, 2026.
- v. Ad Hoc Resident Advocacy Tenant Protections Committee- Commissioner Farid and Director Silva-Barber noted that they are in the process of finalizing the recommendations from stakeholders. The next step is to receive final guidelines with attorney remarks before sending the revised draft to the stakeholders.

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, Secretary
Housing Authority of Travis County

IV. DISCUSSION ITEMS

a. CEO/Executive Director's Report

i. Voucher Programs/Homeless Initiatives

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

CEO/Executive Director's Report

Item IV.a.i. Voucher Programs/Homeless Initiatives

September 3, 2026

IV.a.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 7/31/26

691	Total Number of Vouchers
427	Number of Vouchers utilized (<i>Conventional</i>)
646	Total Lease-up for the HCV program (<i>Actual, i.e., 667/691</i>)
93.49%	Total Lease-up for the HCV program (<i>Percentage, i.e., 667/691</i>)
82	Applicants on the Waiting List
92	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- Ends 9/2027

Monthly Data July 2026	Housing Assistance Program Operations
1 FUP/ 1 CoC	New Admissions
89	Annual Reexaminations Completed
32	Interims Completed
24	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)	427		426	100.23%
Port-Outs (PO) HCV	26	1	27	100%
Non-Elderly and Disabled (NED)	66		75	88.00%
**HUD-VASH Vouchers	23		30	76.67%
**Homeless Preference	36		37	97.30%
**Family Unification Program (FUP)	43	1	72	61.11%
**Stability Voucher Program (SV)	4		5	80.00%
Total	644	2	691	93.49%
Total HCV Leased after the first of the month:	646			

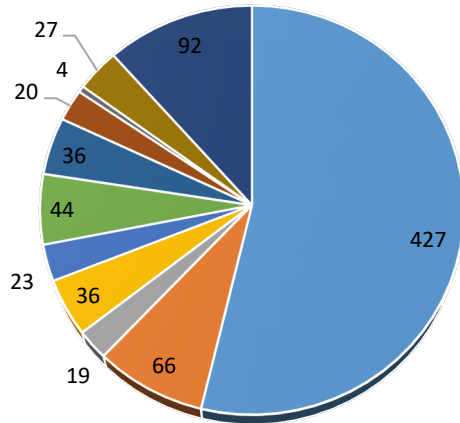
Programs not counted in HCV TOTAL:	Leased (Last Day of month)	Voucher Allocation	% Leased
**Continuum Of Care (COC)	79	74	106.76%
Mainstream (MVP)	36	49	73.47%
**Emergency Housing Vouchers (EHV)	20	20	100%
Port Ins	92	N/A	N/A

Vouchers Searching (Not Leased)	Applicants	Current Participants	Total
TOTAL All Projects	12	7	19

Waiting List (HCV, Choice PBRA, HP, MVP)			82
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ATTACHMENT B

July 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 IV.a.i. Voucher Programs/Homeless Initiatives

September 3, 2026

IV.a.i.2.

Subject: Homeless Initiatives

Synopsis of Housing Continuum of Care (CoC) Program – as of 7/31/26

\$1,444,955	HATC Total CoC award for FY 2025
7/1/26 – 6/30/27	Grant period for current award – serving chronically homeless clients with a disability
79	Continuum of Care participants provided housing assistance

Synopsis of Homeless Preference (HP HCV) – as of 7/31/26

1 in every 4 Voucher Offers	Allocation of new Vouchers given to a referred homeless applicant via the HATC- adopted preference
Referrals	Those made by homeless-providing agencies in which HATC has a current MOU
36	Number of tenants under contract 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 IV.a.i. Voucher Programs/Homeless Initiatives

September 3, 2026

IV.a.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 7/31/26

75	Total Number of Housing Choice Vouchers awarded to HATC specifically for non-elderly persons with disabilities
66	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 7/31/26

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

c. Mainstream Voucher Program (MVP)

Synopsis of Mainstream Voucher Program (MVP) – as of 7/31/26

49	Total Number of Mainstream Voucher Program allocation
30	Original number of MVP awarded to HATC (as of 2/01/20) ^{1,2}
9	Additional Vouchers awarded to HATC as of 8/01/20
10	Additional Vouchers awarded to HATC as of 9/01/22
36	Number of tenants under contract

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

²**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 7/31/26

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

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 7/31/26

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

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

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 7/31/26

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

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*

IV. DISCUSSION ITEMS

a. CEO/Executive Director's Report

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

CEO/Executive Director's Report

Item IV.a.ii Affordable Housing Program

September 3, 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
TOTAL		174

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*

PROPERTY	SEA RAD Apartments – Eastern Oaks	30 units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
93% / 97%	1 / 0	Applicant(s): 1	\$2,654	- Current-\$1,003 30 days-\$819 60 days-\$358 90 days - \$474

MANAGEMENT PRIORITIES	STATUS
Compliance / Inspections - REAC/NSPIRE Inspection deficiencies- Submitted to HUD for review. - Pending Final Close-out letter. - HATC Building Exterior Inspections OCAF / Annual Rent Adjustments - No new update. Routine / Periodic Maintenance - Bi-monthly Pest Control Services Capital Improvements - No new update.	

SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
- Appliance - Building Exterior - Communications - Doors and Locks - Electrical and lighting - Flooring - General - Grounds and Landscaping - Heating and cooling - Plumbing and Bath - Preventative Maintenance - Safety Equipment	1 0 0 2 2 0 7 0 5 3 0 0 SUBTOTAL 20	20 Service Requests during this period have been resolved.
TOTAL	20	
		0 Pending, 0 In Progress

¹REPORTING PERIOD 07/01/26-07/31/26

PROPERTY	SEA RAD Apartments – Summit Oaks	24 Units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
96% / 96%	1 / 0	Applicant(s): 0	\$7,684	- Current - \$2,094 30 days - \$3,308 60 days - \$2,108 90 days - \$174

MANAGEMENT PRIORITIES	STATUS
▪ Compliance / Inspections	▪ <i>HATC Building Exterior Inspections.</i>
▪ OCAF / Annual Rent Adjustments	▪ <i>No new update.</i>
▪ Routine / Periodic Maintenance	▪ <i>Bi-monthly Pest Control Services</i>
▪ Capital Improvements	▪ <i>No new update.</i>

SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
▪ Appliance	3	11 Service Requests during this period have been resolved.
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	1	
▪ Electrical and lighting	0	
▪ Flooring	0	
▪ General	3	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	2	
▪ Plumbing and Bath	3	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
SUBTOTAL	12	
	0	1 Pending, 0 In Progress
TOTAL	12	

¹REPORTING PERIOD 07/01/26-07/31/26

PROPERTY	SEA RAD Apartments – Alexander Oaks Apartments	51 Units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
96% / 98%	2 / 0	Applicant(s): 1	\$10,872	- Current - \$2,911 30 days - \$5,591 60 days - \$1,454 90 days - \$916

MANAGEMENT PRIORITIES	STATUS
Compliance / Inspections OCAF / Annual Rent Adjustments Routine / Periodic Maintenance Capital Improvements	<i>HATC Building Exterior Inspections</i> <i>No new update.</i> <i>Bi-monthly Pest Control Services</i> <i>No new update.</i>

SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
- Appliance - Building Exterior - Communications - Doors and Locks - Electrical and lighting - Flooring - General - Grounds and Landscaping - Heating and cooling - Plumbing and Bath - Preventative Maintenance - Safety Equipment	12 0 0 3 7 1 2 2 3 0 0 3	32 Service Requests during this period have been Resolved.
SUBTOTAL	38	
	0	
TOTAL	38	
		6 Pending, 0 In Progress

¹REPORTING PERIOD 07/01/26-07/31/26

PROPERTY	Carson Creek Homes	16 Units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
88% / 100%	2 / 0	Applicant(s): 2	\$677	- Current - \$677 30 days - \$0 60 days - \$0 90 days - \$0

MANAGEMENT PRIORITIES	STATUS
Compliance / Inspections OCAF / Annual Rent Adjustments Routine / Periodic Maintenance Capital Improvements	<i>HATC Building Exterior Inspections</i> <i>No new update.</i> <i>Preventative maintenance completed on all units.</i> <i>Bi-monthly Pest Control Services</i> <i>No new update.</i>

SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
- Appliance - Building Exterior - Communications - Doors and Locks - Electrical and lighting - Flooring - General - Grounds and Landscaping - Heating and cooling - Plumbing and Bath - Preventative Maintenance - Safety Equipment	0 0 0 0 0 0 1 0 0 1 0 0	1 service request during this period has been Resolved.
SUBTOTAL	1	
	0	
TOTAL	1	
	0	
	0	
	0	
	0	
	0	
	0	
	0	
	0	
	0	
	0	
	0	0 Pending, 0 In Progress

¹REPORTING PERIOD 07/01/26-07/31/26

PROPERTY	Manor Town Apartments	33 Units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
91% / 91%	3 / 0	Applicant(s): 0	\$3,848	- Current - \$2,333 30 days - \$772 60 days - \$663 90 days - \$80

MANAGEMENT PRIORITIES	STATUS
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- Compliance / Inspections - OCAF / Annual Rent Adjustments - Routine / Periodic Maintenance - Capital Improvements	- HATC Building Exterior Inspections - No new update. - Bi-monthly Pest Control Services. Landscaping: Expecting to receive the signed License and Maintenance Agreement to the City of Manor by 08.21.26. Drainage System: Drainage Camera Inspection completed for blockages. - Pending drainage blockage clearance bid. Unit Interior Renovation: Scope of Work (SOW) to demo floor to expose and assess truss issues distributed to contractors for bidding. - Floor demo completed 08.20.26. Coordinating a site assessment to evaluate truss issues and develop a SOW. Air Flow Vents: Re-developed SOW after site visit with the General Contractor (GC). Pending review for approval and distribution. Extension of Gutter Down Spouts: The SOW will be distributed once the drainage system is addressed. Pending. Dumpster Enclosure: Installing metal gates and gate panels.
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SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
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- Appliance - Building Exterior - Communications - Doors and Locks - Electrical and lighting - Flooring - General - Grounds and Landscaping - Heating and cooling - Plumbing and Bath - Preventative Maintenance - Safety Equipment	1 0 0 2 4 0 4 0 2 8 0 1	18 Service Requests during this period have been Resolved.
SUBTOTAL	22	
	0	
TOTAL	20	
		4 Pending, 0 In Progress

¹REPORTING PERIOD 07/01/26-07/31/26

PROPERTY	Manor Town II Apartments	20 Units
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OCCUPANCY & RENT COLLECTION (07/01/26-07/31/26)

Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
100% / 95%	0 / 1	Applicant(s): 0	\$2,000	- Current - \$1,127 30 days - \$622 60 days - \$251 90 days - \$0

MANAGEMENT PRIORITIES	STATUS
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▪ Compliance / Inspections	▪ <i>HATC Building Exterior Inspections</i>
▪ OCAF / Annual Rent Adjustments	▪ <i>No new update.</i>
▪ Routine / Periodic Maintenance	▪ <i>Bi-monthly Pest Control Services.</i>
▪ Capital Improvements	▪ <i>No new update.</i>

SERVICE ISSUES BY CATEGORY ¹	NUMBER OF REQUESTS	COMMENTS
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▪ Appliance	0	5 Service Requests during this period have been Resolved.
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	1	
▪ Electrical and lighting	0	
▪ Flooring	0	
▪ General	1	
▪ Grounds and Landscaping	1	
▪ Heating and cooling	0	
▪ Plumbing and Bath	1	
▪ Preventative Maintenance	0	
▪ Safety Equipment	1	
SUBTOTAL	5	
	0	0 Pending, 0 In Progress
TOTAL	5	

¹REPORTING PERIOD 07/01/26-07/31/26

IV. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
- iii. HATC Finance Report for Period
Ending on 07/31/2026

CEO/Executive Director Report

Item IV.a.iii. Finance

September 3, 2026

Subject: HATC July 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 July 31, 2026. This report reflects financial activities for the 7 months of the fiscal year beginning January 1, 2026.

Please refer to the schedules in the 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 the period ending July 31, 2026

Prepared by:

Subra Narayanaier, CPA, Director of Finance

Approval:



Patrick B. Howard, CEO/Executive Director

IV. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
- iv. September Programs Calendar

HATC September 2026 Programs Calendar

[Affordable Housing](#) | [Foundation/Resident Services](#) | [HCV/CoC](#)

Mon	Tue	Wed	Thu	Fri
	1 Submit Annual Certification to TSAHC for Manor Town II	2 PHA PRO UAT Session (new software training) Staff Lunch 'n Learn	3 Board Meeting MANOR TOWN-Joy for Seniors 1-2:30 PM	4
7	8	9 PHA PRO UAT Session Staff Visit to Central Health Respite Center	10 MANOR TOWN- Joy for Seniors 1-2:30 PM Process mid-month adjustments	11
14 Review mid-month adjustments	15 MANOR TOWN- Farmer's Market 11:30 AM-12:30 PM -Mid-month adjustments approved- due to Finance -PHA PRO UAT Session	16 Staff Lunch 'n Learn	17 MANOR TOWN- Health Fair (tentative) HUD Field Office Meeting	18
21	22 MANOR TOWN- Fraud Bingo PHA PRO UAT Session	23	24 MANOR TOWN- Joy for Seniors 1-2:30 PM	25 -Review end-of-month adjustment
28 - End-of-month adjustments approved- due to Finance -CoC Annual Performance Report Due	29 HAP Registers for October due to Finance	30 Staff Lunch 'n Learn		Review Mandatory HUD Reports: deceased, immigration, IVT, and ID discrepancy

IV. DISCUSSION ITEMS

b. Board Reports

IV. DISCUSSION ITEMS

b. Board Reports

IV. DISCUSSION ITEMS

b. Board Reports

V. EXECUTIVE SESSION

VI. ADJOURNMENT