



Travis County Commissioners Court Agenda Request Travis County Housing Finance Corporation

Meeting Date: January 10, 2012

Prepared By/Phone Number: Andrea Shields, Manager/854-9116

Elected/Appointed Official/Dept. Head: Leroy Nellis, Acting County Executive, Planning and Budget

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE: Consider and take appropriate action to approve minutes of Board of Directors meetings of September 6, September 13, September 27, October 11, November 29, December 6, December 13 and December 20, 2011.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: See attached backup.

STAFF RECOMMENDATIONS: Staff recommends approval.

ISSUES AND OPPORTUNITIES: None.

FISCAL IMPACT AND SOURCE OF FUNDING: None.

REQUIRED AUTHORIZATIONS: Andrea Shields, Manager/854-9116;
Leroy Nellis, Acting County Executive, Planning and Budget/854-9066

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, SEPTEMBER 6, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, September 6, 2011, at 12:11 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary. Karen Huber, Treasurer, was absent.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO APPROVE PAYMENT OF \$120.00 IN REGISTRATION FEES FOR ANA POMPA TO ATTEND UNIFORM PHYSICAL CONDITION STANDARDS INSPECTION PROTOCOL TRAINING RELATED TO THE TENANT-BASED RENTAL ASSISTANCE GRANT PROGRAM.

The Board heard from: Andrea Shields, Manager

Motion: Director Eckhardt moved to approve the request.
Director Gomez seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	absent
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 12:12 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, SEPTEMBER 13, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, September 13, 2011, at 1:42 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE MINUTES OF BOARD OF DIRECTORS MEETINGS OF JULY 19, JULY 26, AUGUST 2 AND AUGUST 9, 2011.

The Board heard from: None

Motion: Director Gomez moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:42 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, SEPTEMBER 27, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, September 27, 2011, at 1:58 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE CORPORATIONS' BUDGETS FOR FISCAL YEAR 2012.

The Board heard from: Andrea Shields, Manager

Motion: Director Eckhardt moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 2:02 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, OCTOBER 11, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, October 11, 2011, at 1:39 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO APPROVE MODIFICATION NO. 2 TO CONTRACT WITH OUTSIDE AUDITOR, ATCHLEY & ASSOCIATES, L.L.P.

The Board heard from: Andrea Shields

Motion: Director Gomez moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

2. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST FOR TRAVIS COUNTY HOUSING FINANCE CORPORATION TO JOINTLY HOST THE NATIONAL ASSOCIATION OF LOCAL HOUSING FINANCE AGENCIES SPRING 2012 EDUCATIONAL CONFERENCE WITH THE CAPITAL AREA HOUSING FINANCE CORPORATION, THE CITY OF AUSTIN'S NEIGHBORHOOD HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT.

The Board heard from: Andrea Shields

Motion: Director Biscoe moved to approve the request.
Director Gomez seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:44 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, NOVEMBER 29, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, November 29, 2011, at 1:40 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE TRANSFER OF MOUNTAIN RANCH APARTMENTS FROM COLLIER RANCH LIMITED PARTNERSHIP TO POST INVESTMENT GROUP, LLC.

The Board heard from: Andrea Shields, Manager and Cliff Blount, Legal

Motion: Director Biscoe moved to approve the request.
Director Davis seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:42 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, DECEMBER 6, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, December 6, 2011, at 1:37 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO AUTHORIZE A RELEASE OF LIEN FOR A FIRST-TIME HOMEBUYER THAT PARTIALLY REPAID A LOAN EXECUTED ON JUNE 22, 2006.

The Board heard from: Andrea Shields, Manager

Motion: Director Eckhardt moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

2. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE:

A. RELEASE OF LIEN; AND

B. REIMBURSEMENT PAYMENT TO TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR REPAYMENT OF HOME PROJECT LOAN #36662000-24.

The Board heard from: Andrea Shields, Manager

Motion: Director Eckhardt moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes

Director Gomez	yes
Director Davis	yes

C. Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:39 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, DECEMBER 13, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, December 13, 2011, at 1:39 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; Margaret Gomez, Secretary and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO AUTHORIZE A RELEASE OF LIEN AND A PAYOFF-STATEMENT FOR A FIRST-TIME HOMEBUYER THAT RECEIVED A LOAN EXECUTED IN MARCH 2007.

The Board heard from: Jessica Rio, Assistant Budget Director (in place of Andrea Shields, Manager)

Motion: Director Gomez moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	yes
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:41 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, DECEMBER 20, 2011**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, December 20, 2011, at 1:42 p.m. at Travis County Commissioners' Court Room, 314 W. 11th St., Austin, Texas pursuant to proper notice and call of said meeting.

Members of the Board of Directors in attendance were Samuel T. Biscoe, President; Sarah Eckhardt, Vice President; Karen Huber, Treasurer; and Ron Davis, Assistant Secretary. Margaret Gomez, Secretary, was absent.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE THE PURCHASE OF QUICKBOOKS PRO 2012 FOR USE BY THE CORPORATIONS.

The Board heard from: Andrea Shields, Manager

Motion: Director Eckhardt moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	absent
Director Davis	yes

Staff Note: N/A

2. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING SUPPLEMENTAL INDENTURE FOR MULTIFAMILY HOUSING REVENUE BONDS (THE MOUNTAIN RANCH APARTMENTS PROJECT) SERIES 1998.

The Board heard from: Cliff Blount, Legal Counsel

Motion: Director Biscoe moved to approve the request.
Director Huber seconded the motion.

Motion carried:

Director Biscoe	yes
Director Eckhardt	yes
Director Huber	yes
Director Gomez	absent
Director Davis	yes

Staff Note: N/A

ADJOURN

The meeting was adjourned at 1:45 p.m.

Margaret Gomez, Secretary