



Item 1

Travis County Commissioners Court Agenda Request
TRAVIS COUNTY HOUSING FINANCE CORPORATION

Meeting Date: September 11, 2012

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive, Planning and Budget/854-9106

Commissioners Court Sponsor: Samuel T. Biscoe, President

AGENDA LANGUAGE:

Consider and take appropriate action to approve minutes of Board of Directors meetings of May 1, May 29, June 5 and June 26, 2012.

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, Budget Manager/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, MAY 1, 2012**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, May 1, 2012, 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; Margaret Gomez, Secretary; Karen Huber, Treasurer; and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETINGS OF JANUARY 10, JANUARY 17, JANUARY 31, FEBRUARY 21, FEBRUARY 28, MARCH 6, MARCH 13, MARCH 20, AND MARCH 27, 2012.

The Board heard from: Andrea Shields, Manager

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 1:43 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, MAY 29, 2012**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, May 29, 2012, at 10:57 a.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; Karen Huber, Treasurer.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON AMENDMENT ONE TO MEMORANDUM OF UNDERSTANDING WITH TRAVIS COUNTY HEALTH AND HUMAN SERVICES AND VETERANS SERVICE EXTENDING THE TERM AND REIMBURSEMENT FOR ADMINISTRATIVE COSTS CONNECTED TO THE OPERATION OF THE TENANT-BASED RENTAL ASSISTANCE PROGRAM.

The Board heard from: Andrea Shields, Manager

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

Motion carried:

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

Staff Note: N/A

ADJOURN

The meeting was adjourned at 10:59 a.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
HELD ON TUESDAY, JUNE 5, 2012**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION Board of Directors was held on Tuesday, June 5, 2012, at 2:54 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; Karen Huber, Treasurer; and Ron Davis, Assistant Secretary.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING REQUESTS:
 - A. MEMBERSHIP DUES OF \$300.00 FOR TWO MEMBERSHIPD IN THE TEXAS AFFILIATION OF AFFORDABLE HOUSING PROVIDERS; AND
 - B. REGISTRATION FEES OF \$790 FOR TWO ATTENDEES TO THE TEXAS HOUSING CONFERENCE HELD IN AUSTIN, TEXAS JULY 23 THROUGH JULY 25, 2012 TO BE PAID FOR BY THE CORPORATION.

The Board heard from: Karen Thigpen, Assistant Corporations Manager

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 2:57 p.m.

Margaret Gomez, Secretary

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF
TRAVIS COUNTY HOUSING FINANCE CORPORATION
TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION
TRAVIS COUNTY CULTURAL & EDUCATIONAL FACILITIES DEVELOPMENT
COPORATION
TRAVIS COUNTY CAPITAL INDUSTRIAL FACILITIES DEVELOPMENT CORPORATION
TRAVIS COUNTY DEVELOPMENT AUTHORITY
HELD ON TUESDAY, JUNE 26, 2012**

A regular meeting of the TRAVIS COUNTY HOUSING FINANCE CORPORATION, TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION, TRAVIS COUNTY CULTURAL & EDUCATIONAL FACILITIES DEVELOPMENT COPORATION, TRAVIS COUNTY CAPITAL INDUSTRIAL FACILITIES DEVELOPMENT CORPORATION, TRAVIS COUNTY DEVELOPMENT AUTHORITY Board of Directors was held on Tuesday, June 26, 2012, at 2:48 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 Karen Huber, Treasurer.

1. CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE THE ENGAGEMENT LETTER TO RENEW THE CONTRACT WITH THE OUTSIDE AUDITOR, ATCHLEY & ASSOCIATES, LLP, BEGINNING JULY 1, 2012.

The Board heard from: Andrea Shields, Manager

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

Motion carried:

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

Staff Note: N/A

ADJOURN

The meeting was adjourned at 2:50 p.m.

Margaret Gomez, Secretary