

**SOUTH CONGRESS  
PFC**

**BOARD OF DIRECTORS  
Regular Meeting**

**Thursday, October 17, 2024  
12:00 PM**

**HACA Central Office, 1124 S. Interstate Highway 35**

To attend via Zoom: <https://bit.ly/4dAXNDT> Meeting ID: 822 7025 2953

Passcode: 859380

Austin, TX

**PUBLIC NOTICE OF A MEETING  
TAKE NOTICE OF A BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
OF THE SOUTH CONGRESS PFC**

**TO BE HELD AT  
HACA Central Office, 1124 S. Interstate Highway 35  
To attend via Zoom: <https://bit.ly/4dAXNDT> Meeting ID: 822 7025 2953 Passcode:  
859380  
Austin, TX  
(512.477.4488)  
Thursday, October 17, 2024  
12:00 PM**

**CALL TO ORDER, ROLL CALL**

**CERTIFICATION OF QUORUM**

**Citizens Communication (Note: There will be a three-minute time limitation)**

**CONSENT AGENDA**

Items on the Consent Agenda may be removed at the request of any Commissioner and considered at another appropriate time on this agenda. Placement on the Consent Agenda does not limit the possibility of any presentation, discussion, or action at this meeting. Under no circumstances does the Consent Agenda alter any requirements under Chapter 551 of the Texas Government Code, Texas Open Meetings Act.

**CONSENT ITEMS**

1. Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on March 21, 2024

**ACTION ITEMS**

2. Presentation, Discussion and Possible Action on Resolution No. 00018 by the Board of Directors of South Congress Public Facility Corporation (“SCPFC”) appointing and/or ratifying officers

**EXECUTIVE SESSION**

The Board may go into Executive Session (close its meeting to the public) Pursuant to:

- a. 551.071, Texas Gov't Code, consultations with Attorney regarding legal advice, pending or contemplated litigation; or a settlement offer;
- b. 551.072, Texas Gov't Code, discussion about the purchase, exchange, lease or value of real property;
- c. 551.074, Texas Gov't Code, discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.
- d. 551.087, Texas Gov't Code, discuss certain economic development negotiations.

**OPEN SESSION**

If there is an Executive Session, the Board will return to Open Session for discussion,

consideration and possible action of matters discussed in Executive Session.

**REPORTS - The Board will receive program updates from the President/CEO and other senior staff.**

**ADJOURNMENT**

"Pursuant to 30.06, Penal Code, (trespass by holder of license with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"Pursuant to 30.07, Penal Code (trespass by holder of license with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

"En virtud del 30.06, Código Penal, (traspaso titular de licencia con una pistola), una persona bajo el subcapítulo H, capítulo 411, código de gobierno (Ley de licencia de arma o pistola), no se permiten en esta reunión con una arma o pistola.

"En virtud de 30.07, Código Penal (prevaricación por titular de la licencia con un arma o pistola abiertamente llevado), una persona bajo el subcapítulo H, capítulo 411, código de gobierno (Ley de licencia de arma o pistola), no se permiten en esta reunión con un arma o pistola que lleva abiertamente.

\*The Housing Authority of the City of Austin (HACA) Board of Commissioners reserves the right to discuss and consider items out of order on the agenda on an as needed basis.

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The Housing Authority of the City of Austin is committed to compliance with the Americans with Disability Act. Reasonable modifications and equal access to the communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Nidia Hiroms at HACA at 512.477.4488, for additional information; TTY users route through Relay Texas at 711. For more information on HACA, please contact Nidia Hiroms at 512.477.4488 x 2104.

**SOUTH CONGRESS PFC**  
**BOARD ACTION REQUEST**  
**ITEM NO. 1.**

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**MEETING DATE:** October 17, 2024

**STAFF CONTACT:** Ron Kowal, Vice President of Housing Development/Asset Mgmt

**ITEM TITLE:** Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on March 21, 2024

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

**ACTION**

The Board is being asked to review and approve the Board Minutes Summary for the Board Meeting held on March 21, 2024.

**ATTACHMENTS:**

- ▣ **20240321 SCPFC Minutes Summary**

**SOUTH CONGRESS PFC  
BOARD OF DIRECTORS  
ANNUAL BOARD MEETING**

**March 21, 2024**

**SUMMARY OF MINUTES**

**SOUTH CONGRESS PFC (HACA) BOARD OF DIRECTORS ANNUAL BOARD MEETING NOTICE WAS POSTED FOR 12:00 P.M. ON THURSDAY, MARCH 21, 2024, AND WAS HELD AT THE CHALMERS COURTS EAST, 1700 E. 3<sup>RD</sup> STREET, AUSTIN, TX AND VIRTUALLY**

**CALL TO ORDER, ROLL CALL, CERTIFICATION OF QUORUM**

Dr. Tyra Duncan-Hall, Director, called the Board of Directors Annual Board Meeting of the South Congress PFC, of March 21, 2024, to order, at 12:19 p.m. The meeting was held at the Chalmers Courts East, 1700 E. 3rd Street, Austin, TX 78704

Roll call certified a quorum was present on the call.

**MEMBERS PRESENT:**

Edwina Carrington, Chairperson (via Zoom)  
Charles Bailey, Vice-Chairperson (via Zoom)  
Mary Apostolou, 2<sup>nd</sup> Vice-Chairperson  
Carl S. Richie, Jr., Director  
Dr. Tyra Duncan-Hall, Director

**MEMBER(S) ABSENT:**

**ALSO IN ATTENDANCE:**

Lauren Aldredge, Cokinos Law Firm

**STAFF PRESENT:**

Ann Gass, Barbara Chen, Jimi Teasdale, Jorge Sanchez, Keith Swenson, Kelly Crawford, Leilani Lim-Villegas, Lisa Garcia, Michael Cummings, Michael Gerber, Nidia Hiroms, Nora Velasco, and Ron Kowal

**PUBLIC COMMUNICATION** – Citizen communication was opened up during each item on the agenda. No one provided any communication during any of the items.

**CONSENT AGENDA**

**APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS:**

**ITEM 1: Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on June 15, 2023**

**Director Duncan-Hall** moved the Approval of the Board Minutes Summary for the Board Meeting held on June 15, 2023. **2<sup>nd</sup> Vice-Chairperson** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 2: Presentation, Discussion, and Possible Action regarding Resolution No. 00016: Approval to ratify all actions taken by the Board of Directors during FYE 2024, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Directors as reflected within the approved minutes and resolutions**

Upon past advisement of legal counsel, Resolution No. 00016 was drafted to ensure all actions taken by the Board of Directors during FYE 2024 be ratified, thus ensuring resolution of any irregularities during the voting process taken by the Directors. This is an action that is presented for board action on an annual basis.

This Resolution resolves any irregularities in the voting process found in the Board meeting minutes and/or resolutions, and all actions taken during the FYE 2024 by the Board of Directors are fully enforceable.

**Director Duncan-Hall** moved the Approval of Resolution No. 00016: Approval to ratify all actions taken by the Board of Directors during FYE 2024, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Directors as reflected within the approved minutes and resolutions. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ACTION ITEMS**

**ITEM 3: Presentation, Discussion, and Possible Action regarding Resolution No. 00017: Election of Officers for the South Congress PFC**

With the current officer terms expiring at the end of April 2024, and new terms beginning May 1, 2024, it is necessary for the Board to elect officers for South Congress PFC Board of Directors. Resolution No. 00017 approves the following board officers: Chairperson-Edwina Carrington; Vice-Chairperson-Charles Bailey; 2nd Vice-Chairperson-Mary Apostolou

**Director Duncan-Hall** moved to Approve Resolution No. 00017: Election of Officers for South Congress PFC. The officers for South Congress PFC are Chairperson-Edwina Carrington; Vice-Chairperson-Charles Bailey; 2nd Vice-Chairperson-Mary Apostolou. **Director Richie** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**EXECUTIVE SESSION**

The Board did not recess into Executive Session.

**Director Duncan-Hall** moved to adjourn the meeting. **Director Bailey** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

The meeting adjourned at 2:37 p.m.

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**Michael G. Gerber, Secretary**

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**Chairperson**

**SOUTH CONGRESS PFC**  
**BOARD ACTION REQUEST**  
**RESOLUTION NO. 00018**  
**ITEM NO. 2.**

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**MEETING DATE:** October 17, 2024

**STAFF CONTACT:** Suzanne Schwertner, Director of Development

**ITEM TITLE:** Presentation, Discussion and Possible Action on Resolution No. 00018 by the Board of Directors of South Congress Public Facility Corporation (“SCPFC”) appointing and/or ratifying officers

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

**ACTION**

The Board is being asked to approve Resolution No. 00018 appointing and/or ratifying officers.

***Process:***

The Board is being asked to approve Suzanne Schwertner as an officer of South Congress Public Facility Corporation with signing authorization.

***Staff Recommendation:***

Staff recommends approval of Resolution No. 00018.

**RESOLUTION NO. 00018**

**A RESOLUTION BY THE BOARD OF DIRECTORS OF SOUTH CONGRESS PUBLIC FACILITY CORPORATION (“SCPFC”) APPOINTING AND/OR RATIFYING OFFICERS**

**WHEREAS**, SCPFC wishes to appoint and/or ratify the current officers of SCPFC (the “Officers”);

**WHEREAS**, at a meeting of the Board of Directors of SCPFC, SCPFC takes the following actions:

**NOW, BE IT RESOLVED**, that the Board of Directors of SCPFC hereby adopt the following resolutions at a duly-called meeting of SCPFC:

**RESOLVED**, that SCPFC hereby appoints Suzanne Schwertner to serve as Administrative Vice President (“AVP”) of SCPFC;

**RESOLVED**, that SCPFC hereby confirms and ratifies that the individuals named below are the current Officers of SCPFC (upon adoption of this Resolution):

President – Sylvia Blanco  
Vice President – Ron Kowal  
Administrative Vice President – Suzanne Schwertner  
Treasurer – Biliang Chen  
Secretary – Michael Gerber

**RESOLVED**, that each Officer above may enter into contracts or execute and deliver instruments on behalf of SCPFC;

**RESOLVED**, that these Officers are empowered to carry out the day-to-day business of SCPFC, to perform all acts necessary and appropriate to carry out the business of SCPFC, subject to the direction and control of the Directors;

**RESOLVED**, that all acts, transactions, agreements, or actions undertaken by any of the Officers, Directors, and/or representatives of SCPFC, prior to this date, in connection with the foregoing matters, the formation of the Corporation, and all matters resolved in all previous resolutions of SCPFC, are hereby ratified and confirmed as the valid actions of SCPFC, effective as of the date such actions were taken;

**RESOLVED**, that all resolutions, consents, certificates, agreements, and actions undertaken prior hereto by any of the Officers and/or Directors of SCPFC, are hereby ratified and



confirmed as the valid actions of SCPFC, effective as of the date such actions were taken;

**RESOLVED**, that the Officers and Directors of SCPFC be, and they hereby are, authorized to do any and all acts and things and to execute any and all agreements, consents, certificates, and documents as in their opinion, or in the opinion of counsel to SCPFC, may be necessary or appropriate in order to carry out the purposes and intent of any of the foregoing resolutions;

**RESOLVED**, that all officers of SCPFC (each, an “Executing Officer”) are each hereby authorized, empowered and directed, for and on behalf of, and in the name of each of SCPFC, to execute and deliver documents and instruments as may be necessary or desirable, with such changes and modifications thereto as shall be approved by executing the same, such execution and delivery to be conclusive evidence of such approvals;

**RESOLVED**, that the Executing Officer is authorized and directed for and on behalf of SCPFC, in the aforementioned capacity, to execute and deliver such other notices, requests, consents, approvals, orders, undertakings, amendments, further assurances or other instruments as may be necessary or appropriate in order to cause SCPFC to carry into effect the intent of the foregoing resolutions and such other instruments are hereby approved, ratified and confirmed in all respects; and

**RESOLVED**, that to the extent any of the actions authorized by these Resolutions have already been taken on behalf of SCPFC such actions are hereby ratified and confirmed as the valid actions of SCPFC, effective as of the date such actions were taken.

*[End of Resolution]*

**PASSED, APPROVED AND ADOPTED** this 17th day of October, 2024.

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CHAIRPERSON

ATTEST:

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SECRETARY