

THE HOUSING AUTHORITY OF THE CITY OF AUSTIN



BOARD OF COMMISSIONERS

Chairperson - Carl S. Richie, Jr.

Vice-Chairperson - Charles Bailey

2nd Vice-Chairperson - Mary Apostolou

Commissioner - Dr. Tyra Duncan-Hall

Commissioner - Edwina Carrington

Michael G. Gerber, President & CEO

BOARD OF COMMISSIONERS

Annual Board Meeting

Thursday, March 25, 2021

12:00 PM

Via Video Conference Call

+1 (571) 317-3122; Access Code: 320-742-061

Austin, TX

**PUBLIC NOTICE OF A MEETING
TAKE NOTICE OF A BOARD OF COMMISSIONERS
ANNUAL BOARD MEETING
OF THE HOUSING AUTHORITY OF THE CITY OF AUSTIN**

**TO BE HELD AT
Via Video Conference Call**

**Please join from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/320742061> You can also dial in using your phone.
United States: +1 (571) 317-3122 Access Code: 320-742-061
Austin, TX
(512.477.4488)**

**Thursday, March 25, 2021
12:00 PM**

CALL TO ORDER, ROLL CALL

CERTIFICATION OF QUORUM

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

CONSENT ITEMS

1. Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on February 18, 2021
2. Presentation, Discussion, and Possible Action regarding Resolution No. 02695: Approval to ratify all actions taken by the Board of Commissioners during FYE 2021, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Commissioners as reflected within the approved minutes and resolution

ACTION ITEMS

3. Update on HACA's actions related to the Coronavirus (COVID-19) and update on HACA's Resident and Client Support Center
4. Update on impacts to the Housing Authority of the City of Austin properties resulting from the February 2021 Winter Storm
5. Presentation, Discussion and Possible Action regarding Resolution No. 02696: Operating Budgets for the Fiscal Year April 1, 2021 to March 31, 2022
6. Presentation, Discussion and Possible Action regarding Resolution No: 02702: Approval of revision to HACA's retirement plan to add an Employee Loan provision
7. Presentation, Discussion, and Possible Action regarding Resolution No. 02697: Authorizing HACA to Project-base 100 (one-hundred) Housing Choice Vouchers in response to a Request for Proposal issued on December 23, 2020
8. Presentation, Discussion, and Possible Action regarding Resolution No. 02698: Authorizing HACA to Project-base 25 (twenty-five) Veteran Affairs Supportive Housing (VASH) Housing Choice Vouchers in response to a Request for Proposal issued on January 14, 2021
9. Update on AAHC's acquisition and development programs

10. Presentation, Discussion, and Possible Action regarding Resolution No. 02699: Resolution authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of Austin Affordable PFC, Inc.
11. Presentation, Discussion, and Possible Action regarding Resolution No. 02700: Resolution authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of South Congress Public Facility Corporation

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 accepts the following reports:

- President's Report
- Other Staff Reports
- Commissioners' Reports/Questions to the Department Staff

ADJOURNMENT

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

EXECUTIVE

ITEM NO. 1.

MEETING DATE: March 25, 2021

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on February 18, 2021

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 February 18, 2021.

ATTACHMENTS:

- ▣ **20210218 HACA Minutes Summary**

**THE HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

February 18, 2021

SUMMARY OF MINUTES

THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS REGULAR BOARD MEETING NOTICE WAS POSTED FOR 12:00 P.M. ON THURSDAY, FEBRUARY 18, 2021, AND WAS HELD VIA CONFERENCE CALL FROM THE HACA CENTRAL OFFICE, 1124 S. IH 35, AUSTIN, TX

CALL TO ORDER, ROLL CALL, CERTIFICATION OF QUORUM

Carl S. Richie, Jr., HACA Chairperson called the Board of Commissioners Regular Board Meeting of the Housing Authority of the City of Austin, of February 18, 2021, to order, at 12:03 p.m. The meeting was held via Conference Call from the HACA Central Office, 1124 S. IH 35, Austin, TX

Roll call certified a quorum was present on the call.

MEMBERS PRESENT:

Carl S. Richie, Jr., Chairperson
Charles Bailey, Vice-Chairperson
Dr. Tyra Duncan-Hall, Commissioner
Edwina Carrington, Commissioner

MEMBER(S) ABSENT:

Mary Apostolou, 2nd Vice-Chairperson

ALSO ON THE CALL:

Mary Aleshire, Gaston resident

STAFF PRESENT ON THE CALL:

Andrea Galloway, Ann Gass, Barbara Jackson, Catherine Crago, Gloria Morgan, Kelly Crawford, Leilani Lim-Villegas, Lisa Garcia, Michael Gerber, Nidia Hiroms, Nora Velasco, Ron Kowal, Suzanne Schwertner, Tammy Fotinos, and Sylvia Blanco

CITIZENS COMMUNICATION – Citizen communication was opened up during each item on the agenda.

Mary Aleshire, Gaston resident, reported that Gaston residents are desperately in need of water due to the citywide water outage. Sylvia Blanco, HACA Chief Operating Officer informed Ms. Aleshire that staff is aware of the situation and is currently working on the issue.

CONSENT ITEMS

ITEM 1: Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on January 21, 2020

Commissioner Duncan-Hall moved the Approval of the Board Minutes Summary for the Board Meeting held on January 21, 2021. Commissioner Carrington seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ACTION ITEMS

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS

ITEM 2: Presentation and Overview of the Fiscal Year 2021-2022 Budget process and Schedule

Tabled until the March 2021 Board Meeting.

ITEM 3: Presentation, Discussion, and Possible Action regarding Resolution No. 02690: Approving the extension of the contract for independent auditing services

Resolution No. 02383 was approved by the HACA Board in February 2015. This authorized a contract with the firm of Berman, Hopkins, Wright and LaHam, CPAs and Associates, LLP to provide independent annual auditing services for HACA for two years (2015 and 2016), with an option to renew for an additional two years (2017 and 2018). The contract was renewed with resolution 02586 for two additional years (2019 and 2020) in February 2019.

HACA's conversion from the Section 9 Low-Income Housing Program to the Section 8 PBRA-RAD program from 2016 to 2020 has introduced different accounting, reporting, compliance and new complexity. Due to this conversion to PBRA RAD, coupled with recent tenured staff changes (CFO in 2021 and Director of Finance in 2019), staff recommends continuity with the firm of Berman, Hopkins, Wright and LaHam, CPAs and Associates, LP, for the next two years.

HACA has a unique set of circumstances as mentioned above and staff recommends extension of the contract for two additional years. This request would extend the contract for Fiscal Year End 2021 and Fiscal Year End 2022.

Vice-Chairperson Bailey moved the Approval of Resolution No. 02690: Approving the two-year extension of the contract with Berman, Hopkins, Wright and LaHam, CPAs and Associates, LP for independent auditing services in an amount not to exceed \$185,000. **Commissioner Carrington** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

Barbara Chen, HACA new Chief Financial Officer, was introduced and welcomed by the Commissioners and staff.

ITEM 4: Update on HACA's actions related to the Coronavirus (COVID-19) and update on HACA's Resident and Client Support Center

Tabled until the March 2021 Board Meeting.

ITEM 5: Presentation, Discussion and Possible Action regarding Resolution No. 02691: Approval of renewal of a Contract for Employee Medical Insurance

As part of its compensation package, the Housing Authority of the City of Austin currently offers its full-time employees medical coverage through United Healthcare's Exclusive Provider Organization (EPO) plan. Last year was the fourth year renewal of a four (4) year contract that was awarded to United Healthcare.

On December 1, 2020, HACA staff met with the Gallagher Group, HACA's insurance brokers, to discuss the upcoming renewal for the 2021-2022 fiscal year. United Healthcare initially proposed a 9% premium rate increase for HACA's medical coverage. Through a series of negotiations between United Healthcare and the Gallagher Group, United agreed to provide HACA with a rate pass for the 2021-2022 fiscal year, based on HACA's claims experience. This will result in HACA not receiving an increase in premiums this year.

In light of the ongoing COVID-19 pandemic, ensuring continuity and stability in medical and dental coverage for our employees is a high priority. Therefore, HACA desires a three (3) year extension, with the option to renew annually, for United Healthcare to continue to provide medical coverage to regular, full-time employees. In addition, for the fiscal year 2021-2022, HACA will continue to impose the surcharge of \$50 per month to employees who choose to continue to use tobacco products. Employees may participate in and complete a tobacco cessation program if they wish to avoid the surcharge.

In an effort to provide employees with the best affordable, available healthcare coverage, HACA recommended United Healthcare be awarded a three (3) year extension to its current contract, with the option to renew annually, to provide employee health insurance coverage for the 2021-2022 fiscal year.

Vice-Chairperson Bailey moved the Approval of Resolution No. 02691: Approval of renewal of a Contract for Employee Medical Insurance. The Housing Authority of the City of Austin Board of Commissioners agrees to a three-year contract extension with United Healthcare, with the option to renew annually, to provide health insurance coverage for all regular full-time employees of the Housing Authority of the City of Austin, the Southwest Housing Compliance Corporation, Blueprint Consulting, Austin Affordable Housing Corporation and Austin Pathways. **Commissioner Carrington** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ITEM 6: Presentation, Discussion, and Possible Action Regarding Resolution No. 02692: Approval of Contract for Employee Dental Insurance

As part of its compensation package, the Housing Authority of the City of Austin currently provides its employees with two (2) options for dental coverage through United Healthcare: a Dental Health Maintenance Organization (DHMO) and Preferred Provider Plan (PPO), a buy-up plan. Last year was HACA's final year for renewal of our four (4) year contract with United Healthcare.

On December 1, 2020, HACA staff met with the Gallagher group, HACA's insurance brokers, regarding the renewal rates from United Healthcare for HACA's dental insurance coverage. United Healthcare initially proposed a 14.06% premium increase to the DHMO plan and 6.64% premium increase to the PPO/buy-up plan for the plan year 2021-2022. Through a series of negotiations between United Healthcare and the Gallagher Group, United Healthcare has agreed not to increase the premiums for either of the dental plans for the fiscal year 2021-2022.

In light of the ongoing COVID-19 pandemic situation, ensuring continuity and stability in medical and dental coverage for our employees is a high priority. Therefore, HACA wishes to extend the contract with United Healthcare for three years, with the option to renew each year.

In order to continue to provide employees with the best available and affordable dental coverage and based ITEM upon the renewal rates provided by United Healthcare, the agency recommended that United Healthcare's contract be awarded a three-year extension, with the option to renew each year, to provide employee dental coverage for the 2021-2022 fiscal year.

Commissioner Carrington moved to approve Resolution No. 02692: Approval of Contract for Employee Dental Insurance. The Housing Authority of the City of Austin Board of Commissioners agrees to a three-year contract extension, with the option to renew annually, with United Healthcare to provide dental insurance coverage for all regular full-time employees of the Housing Authority of the City of Austin, Southwest Housing Compliance Corporation, Blueprint Housing, Austin Affordable

Housing Corporation and Austin Pathways. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ITEM 7: Presentation, Discussion and Possible Action of Resolution No. 02693: Approval of the adoption of the revised Housing Choice Voucher Program Utility Allowance Schedules

Per 24 CFR 982.517, HUD regulations require housing authorities to review utility allowance schedules annually and adjust the schedules if there has been a 10% or more rate change per category since the last revision.

Residential Life Utility Allowances, a Division of the Nelrod Company, completed the annual utility allow a review for HACA's Housing Choice Voucher Program. A comparison was made of the utility rates utilized in the previous study compared to the current utility rates.

The review indicated that overall rates and charges changed more than 10%, therefore the current utility allowance schedules should be adjusted. In summary, the gas rates increased and Austin Energy's electric rates decreased. The complete utility allowance study is included as attachment 4 and 5 and page 2 of the study provides a summary of the utility rate changes as compared to last year.

This year, Resident Life also completed a Multi-family Energy Efficient utility allowance schedule for energy efficient multi-family tax credit developments. Resident Life used HUD's Utility Schedule Model to calculate the base community-wide consumptions, which take into consideration current usage patterns and more energy efficient equipment. The tool provides for an Energy Star option and this was selected to modify consumption averages for the Multi-family Energy Efficient Utility Allowance Schedule.

Staff recommended approving the six (6) revised utility allowance schedules and the new Multi-family Energy Efficient utility allowance schedule.

The revised utility allowance schedules will be effective June 1, 2021 for participants who are issued new vouchers and for annual re-examinations. The new Multi-Family Energy Efficient Utility Allowance Schedule will be effective February 18, 2021 and be available for use for any qualified energy efficient multi-family tax credit property, per HACA and HUD approval.

Vice-Chairperson Bailey moved to approve Resolution No. 02693: Approval of renewal of the adoption of the revised Housing Choice Voucher Program Utility Allowance Schedules. **Commissioner Carrington** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ITEM 8: Update on AAHC's acquisition and development programs

Tabled until the March 2021 Board Meeting.

ITEM 9: Presentation, Discussion, and Possible Action on Resolution No. 02694 by the Board of Commissions of the Housing Authority of the City of Austin to take the following actions with regard to the James on South First Apartments in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution

Austin Affordable Housing Corporation (AAHC), was presented with an opportunity to partner with Belveron Corporation, to purchase a 250 unit apartment complex called the James on South First. The complex is located at 8800 South 1st Street, Austin, Texas 78748, just north of Slaughter Lane.

AAHC's proposed partner, Belveron Corporation, prides itself on long-term preservation of workforce housing. Based in San Francisco, Belveron is a privately held investment firm with a current portfolio of more than 25,000 units across the United States. Founded in 2006, Belveron has invested in more than 200 properties in 32 states. AAHC is working with Managing partner, Paul Odland, and Senior Portfolio Manager, Josh Plattner. This would be AAHC's fourth acquisition with the Belveron team.

The James was built in 2016 and sits on 13.25 acres. Some of the property amenities include a sparkling swimming pool with lounge seating and a poolside cabana, outdoor kitchen with 2 gas grills, 24-hour athletic center, an elegant clubhouse with entertainment spaces and a big screen TV and a large dog park with agility equipment, package lockers and a spacious private business center. All units come with full size washer and dryers. Other amenities include a number of attached garages and private pet yards. The property feeds into Casey Elementary School, Bedichek Middle School and Akins High School. The property's location provides key access to many employers, retail shops, grocery stores and medical providers. Below is a breakdown of the many variations of unit sizes. The property is currently 97% occupied and rents currently range from \$1,190 for a 1 bedroom to \$1,798 for a 3 bedroom.

The purchase price for the James on South First is \$50,000,000. Belveron will be investing approximately \$10MM as a down payment. In addition, Belveron will place an additional \$1,200,000.00 for future capital needs. Fannie Mae will carry the debt of approximately \$40 MM at a rate of 2.97%. Belveron has also committed to place in escrow an additional reserve amount equal to 1 full year of mortgage payments to ease any potential future rental issues due to the Covid-19 virus. AAHC will not have any

liability and will not be responsible for any guarantees required by the lender. 86% of the property currently serves residents below 80% area median income (AMI). AAHC and Belveron have committed to not raising rents for the next 12 months and are committed to leasing to HCV voucher holders. AAHC and Belveron have agreed to reductions. The property will be managed by Apartment Management Professionals.

Board approval allows HACA to take the following actions with regard to the James on South First Apartments in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution.

Commissioner Carrington moved to approve Resolution No. 02694 by the Board of Commissions of the Housing Authority of the City of Austin to take the following actions with regard to the James on South First Apartments in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

REPORTS

The Board accepts the following reports from the President:

1. No additional reporting.

THE BOARD DID NOT RECESS INTO EXECUTIVE SESSION.

Commissioner Carrington moved to adjourn the meeting. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

The meeting adjourned at 12:57 pm.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02695

EXECUTIVE

ITEM NO. 2.

MEETING DATE: March 25, 2021

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02695: Approval to ratify all actions taken by the Board of Commissioners during FYE 2021, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Commissioners as reflected within the approved minutes and resolution

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve Resolution No. 02695: which ratifies all actions taken by the Board of Commissioners during the 2020-2021 Fiscal Year, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Commissioners as reflected within the approved minutes and resolutions.

SUMMARY

Background:

Upon past advisement of legal counsel, Resolution No. 02695 was drafted to ensure all actions taken by the Board during FYE 2021 be ratified, thus ensuring resolution of any irregularities during the voting process taken by the Commissioners. This is an action that will be 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 2020-2021 Fiscal Year by the Board of Commissioners are fully enforceable.

Staff Recommendation:

Staff recommends Board approval of Resolution No. 02695 to ratify all actions taken by the Board of Commissioners during the 2020-2021 Fiscal Year.

RESOLUTION NO. 02695

APPROVAL TO RATIFY ALL ACTIONS TAKEN BY THE BOARD OF COMMISSIONERS DURING FYE 2021, IN ORDER TO RESOLVE ANY IRREGULARITIES WHICH MAY HAVE OCCURRED REGARDING A QUORUM OR VOTE BY THE COMMISSIONERS AS REFLECTED WITHIN THE APPROVED MINUTES AND RESOLUTIONS

WHEREAS, in the event that there were any irregularities in any action or vote taken by the Housing Authority of the City of Austin Board of Commissioners during the 2020-2021 Fiscal Year, the Housing Authority of the City of Austin desires to ratify and affirm all of the actions and votes taken by the Board of Commissioners regardless of the irregularity, as each action and vote taken represents the true intention of a quorum or more of the Housing Authority of the City of Austin Board of Commissioners.

WHEREAS, the purpose of this resolution is to give full legal force and effect to each action or vote of the Board of Commissioners taken during the 2020-2021 Fiscal Year as if each action was taken by a quorum of the board without any irregularity, and therefore, every action taken by the Board of Commissioners during the 2020-2021 Fiscal Year is fully enforceable.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Housing Authority of the City of Austin Board of Commissioners hereby ratifies and affirms all actions and votes taken by the Board of Commissioners during 2020-2021 Fiscal Year.

PASSED, APPROVED AND ADOPTED on this 25th day of March 2021.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

EXECUTIVE

ITEM NO. 3.

MEETING DATE: March 25, 2021

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Update on HACA's actions related to the Coronavirus (COVID-19) and update on HACA's Resident and Client Support Center

BUDGETED ITEM: N/A

TOTAL COST: N/A

ATTACHMENTS:

- ▣ **COVID-19 Division Reports**
- ▣ **At-Home Learning Program**
- ▣ **Client Support Center**

FEBRUARY 2020-MARCH 2021, COVID-19 DIVISION ACTIONS

This report reflects HACA and its subsidiaries' actions taken to date in response to the Corona virus (COVID-19). Although all actions are not listed, below you will find the top five actions from each division.

ADMISSIONS-LAURA BODAI

1. Paige Super, Admissions Manager will be assisting with RENT 3.0.
2. Developing the first Project Based Voucher process to remotely process applicants for Chalmers PBV units.
3. Continuing to process applicants remotely for the PBRA vacancies.
4. Continuing to manage a remote front desk call center while one staff member at a time mans the front desk lobby.

ASSISTED HOUSING-LISA GARCIA

1. The Special Programs team has identified 76 eligible clients for the new Mainstream vouchers. Twenty-seven vouchers issued to households so they can exit the ProLodges into stable permanent housing.
2. The inspections department implemented and Remote Video inspection (RVI) protocol.
3. The FSS team gathered referrals and documents to qualify 19 HCV residents for All Together ATX funds to assist with bills due to being impacted by COVID-19. Payments were between \$750-\$1000 per resident.
4. Distributed \$1,653.04 in Austin Energy Plus One funds for utility bill assistance to eligible Housing Choice Voucher households.
5. The FSS team made request of Dell to provide 75 deeply discounted and donated laptops for FSS participants in need of devices. Details of Dell's offer are being finalized.

AUSTIN AFFORDABLE HOUSING CORPORATION-RON KOWAL

1. Construction sites continue to vigilantly monitor subcontractors by taking temperature, requiring masks, social distancing especially during breaks and lunch, and keeping each trade separated from other trades while working on the site.
2. Construction sites are slowly allowing us to hold owner's/draw meetings on site. Numbers of individuals allowed on site are limited and all meetings are held outside with masks while everyone is spread apart.
3. Our sites are working closely with AISD to allow their buses to park on sites to allow for internet hot spots to reach the students learning at home. We are also adding hot spots to some of our properties to allow more students to use our internet access to do school work.
4. Management offices are fully open to the public, but maintain strict controls over how many people are allowed in the office and masks are required. A thorough wipe down of desks, etc. is followed after each visit.
5. Our properties that are in lease up are adding a table and chairs outside the leasing trailer so that potential tenants can meet with staff outside, social distance and wear masks.

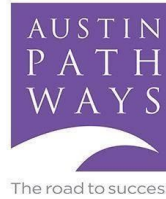
AUSTIN PATHWAYS/COMMUNITY DEVELOPMENT-PILAR SANCHEZ

1. To address food and water insecurity during and after the freezing storms in February, Austin Pathways delivered water and over 17K meals at several of our HACA LIH properties. We worked with the City of Austin and Good Work Austin.
2. AP continues to operate the HACA Support Center Monday - Friday. Over 1300 outbound calls were made to remind seniors of the COVID testing and vaccinations coming to their property. The Center was able to keep residents informed of resources available during freezing storm and made calls to residents to let them know meals/water would be delivered. Please see the one page report in your board book. ACC Interns provide technical and Internet service support.
3. The Boys&Girls Club is operating at Meadowbrook, Chalmers South, and we added a club at BTW. Resident Para Educators continue to train to be able to assist their students and parents with at home/digital learning. Nine new resident parents entered the Paraeducator certification program; ten previously certified paraeducators completed 3 more courses (Conflict RESolution, Emotional Intelligence, Organizational Skills).
4. HACA's Bringing Health Home team met with over 100 residents in February. Anthony was able to coordinate COVID-29 vaccinations with APH at our 4 elderly sites and Rosewood Courts. 116 vaccinations were administered at Gaston Place. Northloop, Lakeside and Salinas/Rosewood are scheduled for March. The BHH team has also continued COVID testing at several sites.

5.	Austin Pathways has received the following grants related to COVID-19 since March: \$10K United Way Aging Populations Grant, \$10K Texas Capital Bank, \$6K St. David's Foundation, \$20K Austin Public Health RISE Grant, \$15K United Way Critical Needs grant; \$75K St. David's Foundation; \$11K from SAATVA Mattress; \$7,500 from Regions Bank, and \$20K from Saatva Mattress, another \$100K from United Way. In December we received news that United Healthcare will provide HACA at least \$100K. In February we received \$20,000 from the Anderson Foundation for a roving Service Coordinator.
COMMUNICATIONS-KEN BODDEN	
1.	Completed new resident welcome webpage to improve virtual orientation.
2.	Shot and edited virtual tour video at Meadowbrook.
3.	Designed 8 flyers, English/Spanish for free COVID testing coming to residents.
FINANCE-ANN GASS	
1.	We continue to reallocate work and develop new processes and controls for use during this extended COVID period.
2.	We have adjusted the methodology for the budget process to allow for remote collaboration on each department's budget.
3.	Most staff continue to work from home. Some Accounts Receivable and Accounts Payable functions need to be done in person. Staff is observing all safety protocols when they have to be in the office.
HUMAN RESOURCES-GLORIA MORGAN	
1.	The Human Resources department continues to conduct New Employee Orientation virtually, via GoToMeeting. This month, New Hire orientation was conducted for one (1) new employee. With the conversion of the new hire packet into a digital format, using DocuSign, the process of obtaining forms that require the employee's signature continues to be seamless.
2.	The Human Resources department also continues to conduct virtual New Hire Benefits Enrollment via GoTo Meeting. The necessary forms required to conduct this process were previously converted into a digital format using DocuSign. The process of obtaining new employees information to properly enroll them into benefit has been successful.
3.	The Human Resource Department, continued to work with the Low Income Housing department and assist them with their efforts to recruit one of HACA's hard to fill positions, the Apartment Maintenance Technician. By developing a recruitment plan, revising the job posting, highlighting HACA's benefits and training, offering a sign-on bonus and implementing a targeted ad campaign with Indeed.com, we were able to attract viable candidates for this position. As a result, we saw an increase in the number of candidates applying for this position and we were successful in filling the position. We are pleased to report the positions have been filled.
4.	The Human Resources department collaborated Austin Affordable Housing and the AMP staff during the recent snowstorm to assist our employees that were without electricity, heat and/or water with locating a warm place for themselves and their immediate family. With the help of AAHC and AMP, we were able to assist approximately 5 staff members. Staff were allowed to utilize AMP properties throughout the Austin area that had vacant units. Staff had to provide their own personal necessities and were able to utilize the units for a few days.
5.	The Human Resources department continued to collaborate with the COO and the staff needing assistance in receiving the COVID-19 vaccine. More than half the staff expressed an interest in receiving the vaccine. Human Resources has worked with the COO, who has been in contact with Austin Public Health. Approximately 60 staff self-identified with having an underlying condition, which would make them eligible to receive the vaccine with APH. HR is worked with assisting staff to get them registered on APH's website.
LOW INCOME HOUSING - MICHAEL ROTH & NANCY MCILHANEY	
1.	Due to Austin-Travis County reducing the COVID-19 risk category to stage 4, property management offices are re-opening for limited, scheduled appointments with residents. Property management staff continue to operate remotely, communicating with residents by phone, email and text messages. Residents can also drop documents in the property drop box which is checked on a daily basis.
2.	Maintenance staff continue to complete all work orders, with the exception of four properties: Meadowbrook, Lakeside, North Loop, and Booker T Washington. During much of February, these four properties have reached an established threshold of active Covid-19 cases on property (5% or 5 units, whichever is less). As of this report, all have returned to completing routine work orders except Meadowbrook. Only emergency work orders are being completed at Meadowbrook until the number of active cases drops. Staff continue to use masks and PPE while working on property.

3.	Property management continues to complete socially distant move-ins to fill vacancies; for February 2021 we had 98.3% occupancy. Resident interim and annual recertifications for the PBRA program remain current and completed via a primarily virtual process. Interim Recertifications remain at 97% complete, and only six March ARs are outstanding (due to storm delays and tenant non-compliance). Socially-distant Annual Eligibility Certifications (AECs) for the LIHTC program continue and are current.
4.	Starting in late January, Elite DNA Screening began completing weekly COVID-19 testing at Lakeside, North Loop, Gaston, Rosewood/Salina. Starting the first week of February, this was expanded to include Meadowbrook and BTW. Staff at these sites can also get tested while Elite DNA Screening is onsite. Planning has been completed to hold vaccination events at the 4 Senior properties.
5.	Moving forward, staff are making plans to return to regular operations activities. We are finalizing plans to conduct virtual and in-person unit inspections (when safe), socially distant document signing, and socially distant training sessions to move the next group of property staff to the "site-based" model of property operations.
OPERATIONS & PROCUREMENT-NORA MORALES	
1.	Austin Pathways has received the following grants related to COVID-19 since March: \$10K United Way Aging Populations Grant, \$10K Texas Capital Bank, \$6K St. David's Foundation, \$20K Austin Public Health RISE Grant, \$15K United Way Critical Needs grant; \$75K St. David's Foundation; \$11K from SAATVA Mattress; \$7,500 from Regions Bank, and \$20K from Saatva Mattress, another \$100K from United Way. In December we received news that United Healthcare will provide HACA at least \$100K. In February we received \$20,000 from the Anderson Foundation for a roving Service Coordinator.
2.	Procurement staff continues to work from home, with one rotating Purchasing staff member manning all daily shipping, receiving, and working with contractors for HACA headquarters from 8-12 and 1-4 PM.
3.	Support the agency and departments with completion of all projects. Finance transition, Rent 3.0, Maintaining off site fleet vehicles operation, and all other special projects that arise.
4.	We continue to work with P/D and other departments to create a "back to work" plan as directed. We are replacing all restroom water faucets with "touch free" sensor features. Main water fountains will be replaced with a bottle filler options.
5.	We continue to explore online or virtual training possibilities to all OPS staff to enhance skills and become cross-trained. Prepping and having weekly meetings for the transition to the new software, Yardi. Building partnerships with new vendors to provide PPE. Adjusting to the new normal of HACA Operations. We continue to operate peerlessly and electronically more now than ever before.
PLANNING & DEVELOPMENT-JIMI TEASDALE	
1.	COMPLETED HVAC Ion Kit retrofits installations for IAQ improvements to Community/Mgmt Centers at all sites that have been quoted, less Lakeside and North Loop. Awaiting POs from the site teams. Lakeside and North Loop were quoted separately, due to different type HVAC systems. Last site, Meadowbrook being quoted, currently. Approx. 30 days +/- to complete all, barring supply chain delays.
2.	Lakeside Lobby Ceiling and Lighting replacement is underway and approx. 75% complete, now.
3.	Elevator renovation project at Lakeside underway, elevator #1 is near complete with only control wiring left to finish. Elevator # 2 will be taken offline by mid-January, until approx. March 1, 2021. Contractor crew working in PPE and have isolated work space with barriers.
4.	HACA HQ ERV/Fresh air Unit Replacement equipment delayed by Mfr. Equipment lift to rooftop now scheduled for Jan. 11, 2021. Install/completion now revised to Jan 31, 2021.
5.	Assisting staff and site teams with implementing emergency work and some selective work with work crews using PPE, and distanced from residents and staff, and keeping the work moving that is possible to do, in safest ways we can.
QUALITY CONTROL-KELLY CRAWFORD	
1.	In addition to the standard ways the Compliance has adapted to working from home, QC/Compliance is working on program planning for the RENT 3.0 program.
RAD-ANN GASS	
1.	We are completing virtual interviews with residents who are relocating at Chalmers. Some in-person meetings have been necessary. All necessary protocols are being taken to ensure the safety of staff and residents.

2.	Construction is almost at Chalmers East, with social distancing in place. We expect the first units to be available within 90 days.
3.	Elevator work is underway at Lakeside.
4.	All staff is working from home except for the Tenant Protection Project Manager, who holds office hours at Chalmers for relocation.
SOUTHWEST HOUSING COMPLIANCE CORPORATION-MICHAEL CUMMINGS	
1.	In February, 39 Management and Occupancy Reviews (MORs) were scheduled and 18 were performed. 2 were cancelled due to COVID related reasons affecting property operations and/or residents and 19 due to the weather event. MOR cancellations due to COVID are trending down, for now. Staff continue to be equipped with masks, hand sanitizer, and disinfectant wipes for each MOR and were previously provided safety training specific to COVID-19 travel. Prior to the MOR, SHCC performs outreach to owner/agents each month to ensure the Owner/Agent can provide proper space for social distancing and will reciprocate in the use of PPE. Overall, the travel to, and performance of, MORs is going well with the safety precautions noted above and owner/agent cooperation. Staff also indicate that despite a recent surge in COVID infections nationally, they remain comfortable performing MORs with necessary precautions. We will continue to monitor state and local COVID-19 conditions to ensure a reasonably safe travel and performance environment.
2.	SHCC has continued to meet all HUD Annual Contributions Contract (ACC) requirements and earned 100% of eligible fees with minor adjustments to systems related to work from home and COVID protocol.
3.	SHCC continues to perform updates to its work in progress tracking systems (STARS) and overall policies and procedures to continue to prepare for the procurement of the SHCC contracts expected sometime in late 2021 or early 2022.
TECHNOLOGY MANAGEMENT & INNOVATION-ANDREA GALLOWAY	
1.	Continued support of staff with their work from home needs – equipment and technical assistance.
2.	Started implementation on new staff VPN.
3.	Continued Cyber Security training and phishing tests



Housing Authority of the City of Austin

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AUSTIN PATHWAYS REPORT FOR FEBRUARY 2021

HACA AT-HOME LEARNING PROGRAM

Austin Pathways is committed to support resident children and parents to experience success in both “teacher-led” and “student-led” learning. The AP team has been addressing three goals:

- **Support Youth After School & Prevent Academic Slide.** (1) Communities in Schools (CIS) continues to meet with youth at HACA sites in February including assistance with emergency meals during the winter storms. CIS continues to address remote learning challenges. (2) Boys and Girls Club is open at Meadowbrook with 25 youth participating; at Chalmers Courts with 20 youth participating, and at Booker T. Washington 25 students. Priority is given to youth with working parents or with high needs. The BTW Club was open 7:30am – 5:30pm after the winter storm in February.
- **Ensure Family Homes and HACA Community Rooms can support remote learning.** (1) Staff investigated models and safety requirements to use community rooms as remote classrooms. Necessary space and adult supervision may fit an afterschool model most effectively. (2) We engaged 20 residents certified as para-educators to provide remote support to HACA families. In February, these para-educators completed Organizational Skills and Emotional Intelligence training better assist students and parents. 10 additional residents have now started technology and Para-educator certification with ACC.
- **Provide Parents with Tools & Resources to Provide 1:1 In-Home Classroom;** Help Parents Continue to Work Remotely from Home. (1) To secure affordable high-speed broadband access, we are developing a reimbursement program. Hotspot loans will be available and delivered through a partnership with Austin Public Library by end of March; (2) A total of 86 devices were deployed to AISD parents and a new cohort of HACA Para-educators; (3) 14 ACC IT interns and Ambassadors providing technical support and assistance. To ensure Para-educators have a “living lab” reflecting the technology in HACA student homes, we began loaning Chromebooks per our new loan agreement with KLRU.



In February, Austin Pathways completed negotiations to keep struggling families connected. Austin Pathways completed hotspot testing with state-of-the-art hotspots loaned to us by T-Mobile. AISD set aside funds to replace poorly performing hotspots at HACA properties. AISD also will now provide hotspots from mobile internet service providers that perform best at each HACA property. For example, AT&T hotspots far outperform T-Mobile hotspots at Santa Rita. Santa Rita residents who received a poorly performing T-Mobile hotspot can now request a replacement hotspots from AISD. AISD will overnight ship by FedEx a brand new hotspot with unlimited data.



Housing Authority of the City of Austin

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AUSTIN PATHWAYS REPORT FOR FEBRUARY 2021

HACA RESIDENT & CLIENT SUPPORT CENTER

We're seeing an overall shift in calls from post-COVID emergency needs to the largest number of requests for rent and utility assistance. Dozens of residents call several times each week, just to talk and check in about their property or life in general. When residents call this winter, they can reach ACC IT interns at all times to provide technical support and internet service support.

The Support Center is now a critical platform from which we can organize resident activities and gain insight and all important relationships. This method of communication continues to build that TRUST we have with residents!

February Highlights: Inbound calls for the HACA Resident & Client Support Center increased in February after the snowstorms. Calls were taken from residents with property concerns related to the storm and directed to the HACA response teams. Other residents called with needs for food and water. The HRCSC staff were able to keep residents informed of food and water deliveries in real time. Inbound calls were also received in response to the ATATX grant for direct financial assistance to HACA residents impacted financially by COVID-19. HACA property managers continued to refer residents to the call center to get more information on how to receive financial assistance.



Over 650 Outbound texts were made in early February to senior and disabled residents living at “senior” properties and Rosewood Courts. These texts were to remind residents of Free COVID-19 testing being offered door-to-door in partnership with Elite DNA. At the end of February, another 650 texts were sent to notify residents that COVID-19 VACCINES were scheduled for in February and March which were delayed one week due to the impact of the snowstorm.

Positive Impact/Snowstorm Response: In the days after the winter storm, the HRCSC took a call from a Coronado resident who had a pipe burst and water on the floor. It was still cold and wet outside - and *inside* for this resident. We were able to quickly connect this resident with the property manager, who ensured that maintenance responded. The property manager also shared our information regarding a nearby warming center so that the resident could get to a better place while repairs were made to her unit.

HRCSC also took a call from a resident who needed formula for her baby and wasn't able to get to the store. HRCSC staff located formula and then drove out to the The Austin Diaper Bank to pick up the formula and deliver it to the family. The Diaper Bank also provided extra formula that was quickly shared with families in need at other properties.

HOUSING AUTHORITY OF THE CITY OF AUSTIN
REPORT
EXECUTIVE
ITEM NO. 4.

MEETING DATE: March 25, 2021

STAFF CONTACT: Sylvia C. Blanco, Chief Operating Officer

ITEM TITLE: Update on impacts to the Housing Authority of the City of Austin properties resulting from the February 2021 Winter Storm

BUDGETED ITEM: N/A

TOTAL COST: N/A

SUMMARY

Background:

The February 2021 Winter Storm caused damage at several HACA properties. Staff will provide an overview of these damages, recovery efforts which are currently underway, as well as a report on the actions staff have taken to address food and other supply shortages faced by some residents.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02696

FINANCE ITEM NO. 5.

MEETING DATE: March 25, 2021

STAFF CONTACT: Barbara Chen, Chief Financial Officer

ITEM TITLE: Presentation, Discussion and Possible Action regarding Resolution No. 02696:
Operating Budgets for the Fiscal Year April 1, 2021 to March 31, 2022

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve the proposed operating budgets for HACA and its subsidiaries for Fiscal Year 2021-2022.

SUMMARY

Background:

The regulations of the U.S. Department of Housing and Urban Development require the Commissioners of the Housing Authority of the City of Austin to approve the agency's Operating Budget.

Process:

A detailed overview is attached for the Board's review.

Staff Recommendation:

Staff recommends approval.

ATTACHMENTS:

- ❑ **Fiscal Year 2022 Operating Budget**
- ❑ **Form HUD 52574**



Housing Authority of the City of Austin

Established in 1937

1124 So IH 35, Austin, TX 78704 | 512-477-1314 | fax 512-476-0686

INTEROFFICE MEMORANDUM

DATE: March 25, 2021

TO: Board of Commissioners
Michael Gerber, President & CEO

FROM: Barbara Chen, CFO

SUBJECT: FY22 Operating Budget, Management Summary and Assumptions

Management Summary:

The **Operating Budget** for the Fiscal Year (FY) ending March 31, 2022 is enclosed for your review. This consolidated Housing Authority of the City of Austin (HACA) budget, with tax credit properties has Provision for Reserve (excess revenue) for the twelve month operating cycle ending March 31, 2022 of \$5.9M. The proposed FY22 remaining reserve balance is a \$3.3M or 43 percent decrease from last year's Budget Revision. The decrease is due to the additional funding of \$2.4M for COVID-19 activities, and our practices of only including nine months of revenue and twelve months of expenses for SHCC (same as prior years). After projected debt service and additions to reserves for replacement for FY22, the remaining balance is \$4.3M. On the Balance Sheet, HACA carries an average of \$22M in unrestricted cash for ongoing operations, future needs and reserves. HACA's financial position is strong, and the Agency's budget is balanced to cover various strategic and operational goals, and agreements with HUD and our partners. This proposed budget is prepared assuming that the COVID-19 pandemic will transition toward normalcy in the third and fourth quarters. We will monitor the situation closely and keep the Board updated.

Total Revenues are comprised of both subsidized and un-subsidized affordable housing as owner and / or property manager, a project based contract administration entity, commercial leases, and a non-profit focused on tenant services and a consulting service for affordable housing. Approximately \$542M, or 89% of our revenues are passed through in expenses as Housing Assistance Payments (HAP), which net to zero on our bottom line. The majority of HAP is earned and passed through our project based contract administration entity (SHCC), followed by our Housing Choice Voucher program with private landlords, then our multi-family properties that were formerly in low income public housing.

Our Total Revenues increased \$34.7M, or six percent, compared to the prior year's budget revision. Although we have a contract budgeted at nine months in FY22, versus twelve months in FY21, the revenue increase is primarily due to higher HAP payments offset by administrative fees from COVID-19 Relief funding in FY21.

Revenues from the Housing Choice Voucher program are budgeted at a nine percent increase compared to last year, from higher HAP and grant amounts. Other income includes developer and other fees earned from Austin Affordable Housing Corporation (AAHC), budgeted the same as last year at \$9.0M.

Expenses:

Total Administrative expenses are \$1M, or four percent lower, compared to the FY21 Budget primarily due to lower management fees and donations, and lower Sundry expenses almost offsetting higher salary and legal expenses. Higher salaries is due to annual performance based merit increases across the organization.

Total Maintenance is \$40K or 1% percent lower than prior year budget, the decrease is primarily due to newer renovated properties requiring less maintenance in FY22.

Total General Expenses are expected to decrease \$.1M or one percent, primarily due to lower benefits and interest expenses offset by higher insurance expenses.

Total Other Routine Expenses are budgeted at \$.1M or two percent higher than the prior year, primarily due to higher tenant service expenses to provide additional services to eligible families.

Other Expenses / Donations are \$43.6M or eight percent higher than last year's budget, primarily due to higher pass-through HAP expenses, referenced in the Total Revenue section above. Donations reflect intercompany transfers from SHCC and AAHC to support various programs.

Budget Assumptions

Overview

This comprehensive annual budget includes all programs, Central Office Cost Center, all Pathways Asset Management properties, Austin Affordable Housing Corporation (AAHC), tax credit properties, Southwest Housing Compliance Corporation (SHCC), Blueprint Consulting and Austin Pathways. As part of the budget process this year, each of our property sites and departments prepared a budget and this information was assembled into the agency-wide Operating Budget. This enabled us to make more accurate projections of our Operating Budget and ensure HACA's compliance with HUD regulations and third party agreements. You will also recall that the Low Income Housing properties (RAD properties) operate on a calendar fiscal year, and that the Board already approved their budgets late last year.

HACA's consolidated budget includes revenue and expenses from the tax credit partnerships, from a stewardship standpoint. The budget for revenue and expenses is based on an accrual approach that matches revenues and expenses for the 12 months shown, except for one contract shown at nine months of revenue for conservatism. In this year's budget in the "Expenditures" section, we show principal on debt for informational purposes as well as the annual additions the properties make to Reserves for Replacement for planned capital improvements and replacements.

Fee Model

All programs and properties are charged a management fee to support common central office functions. Each site is charged fees as appropriate and as recommended by HUD. The properties full budget is shown in this presentation. Per agreement with partners and lenders, in monthly reporting we reclassify some expenses to the COCC, such as educational computer labs, additional security or benefits. Expenditures to support allowed resident programs, security, benefits and other expenses are incorporated into the site-based budgets, or as part of the COCC if it deemed an owner expense or part of HACA's mission. Due to the program deficit, no management fee is charged to the Housing Choice Voucher program. SHCC and AAHC are charged both management fees (for central support) and donations to support various tenant services and operations.

Key Assumptions

The FY22 budget reflects an average 3% annual performance evaluation merit increase. Employee benefits remained relatively the same as prior year.

RESOLUTION NO. 02696

**Resolution Approving the Operating Budgets
For the Fiscal Year April 1, 2021 to March 31, 2022**

WHEREAS, the regulations of the U. S. Department of Housing and Urban Development require the Commissioners of a Public Housing Agency to approve Operating Budgets; and

WHEREAS, the Commissioners of the Housing Authority of the City of Austin have reviewed the Operating Budgets and do find: 1) That the proposed expenditures are necessary for the efficient and economical operation of the program for the purpose of serving low-income families. 2) That the financial plan is reasonable in that: (a) It includes sources of funding adequate to cover all proposed expenditures, and (b) It does not provide for use of Federal funding in excess of that payable under the provisions of the Annual Contributions Contract. 3) That all proposed rental charges and expenditures are consistent with provisions of law and the Annual Contributions Contract; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Austin hereby certify that the Housing Authority of the city of Austin is in compliance with the Annual Contributions Contract; and

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Austin hereby certify that the Housing Authority of the City of Austin is in compliance with the requirement of the Annual Contributions Contract, and that rents and utility allowance calculations have been, or will be, adjusted in accordance with current HUD requirements and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Year 2022 Revised Operating Budgets, copies of such budgets attached be hereby approved by the Board of Commissioners of the Housing Authority of the City of Austin.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2021.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

SCHEDULE 1 ALL PROGRAMS BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Rental & Rental Related Income	\$ 15,547,295	\$ 15,288,488	\$ (258,807)
Interest	37,457	0	(37,457)
HAP Reimbursements	500,127,532	542,814,618	42,687,086
HUD Subsidy, Admin Fees and Grants	31,259,664	26,495,879	(4,763,785)
COCC Fees and Revenues	3,826,692	3,589,539	(237,153)
Gain/Loss on Sale of Scattered Sites	4,530,299	0	(4,530,299)
Public Donations/NonFederal Donations/ Other	22,827,950	24,718,445	1,890,495
Total Revenues	\$ 578,156,889	\$ 612,906,969	\$ 34,750,080
EXPENSE:			
Administrative:			
Salaries	\$ 13,483,393	\$ 13,626,391	\$ 142,998
Performance Incentive	345,830	0	(345,830)
Legal	407,250	558,750	151,500
Travel & Training	431,209	497,161	65,952
Audit Fees	298,976	217,924	(81,052)
Office Rent/Utilities	216,287	216,287	0
Sundry Administrative	5,477,334	4,787,622	(689,712)
Property General & Admin. Costs	730,031	767,050	37,019
Mgmt Fees & Commissions	3,826,692	3,589,539	(237,153)
Total Administrative	\$ 25,217,002	\$ 24,260,725	\$ (956,277)
Maintenance:			
Labor	\$ 1,426,080	\$ 2,132,171	\$ 706,091
Materials	605,077	608,304	3,227
Contracts	3,731,534	2,982,490	(749,044)
Total Maintenance	\$ 5,762,691	\$ 5,722,965	\$ (39,726)
General Expense:			
Insurance	\$ 961,010	\$ 1,069,810	\$ 108,799
Employee Benefit Contributions	7,705,986	7,612,410	(93,576)
Interest Expense	3,982,119	3,855,849	(126,270)
Property /FranchiseTaxes	115,838	115,838	0
Total General Expenses	\$ 12,764,953	\$ 12,653,906	\$ (111,047)
Other Routine Expenses:			
Tenant Services	\$ 2,953,232	\$ 3,148,084	\$ 194,852
Utilities	3,293,291	3,247,058	(46,232)
Protective Services	617,290	576,364	(40,926)
Total Other Routine Expenses	\$ 6,863,812	\$ 6,971,506	\$ 107,694
Non-Routine Expenses:			
Other/ Land Lease	66,767	66,667	(100)
ExtraOrdinary Maintenance	105,000	60,000	(45,000)
Total Non-Routine Expenses	\$ 171,767	\$ 126,667	\$ (45,100)
Housing Assistance Payments	\$ 500,127,531	\$ 542,814,618	\$ 42,687,087
Scholarships/ Digital Inclusion	0	25,000	25,000
Tenant Education Program	10,000	0	(10,000)
Fin. Lit. ED & Hm. Ownership/ Other	3,000	3,000	0
Down payment Assistance	100,000	100,000	0
Community Initiatives/ Other	125,000	150,000	25,000
Donations to Housing Programs	13,318,629	14,227,975	909,346
Other Expenses/Donations	\$ 513,684,160	\$ 557,320,593	\$ 43,636,433
Total-All Expenses	\$ 564,464,385	\$ 607,056,361	\$ 42,591,976
PROVISION FOR RESERVE	\$ 13,692,504	\$ 5,850,608	\$ (7,841,897)
Expenditures in FY22 Budget			
Debt Principal	936,609	931,226	(5,383)
Replacement Reserve	\$ 590,305	\$ 604,081	\$ 13,776
Restricted Reserves for Affordable Housing	4,530,299	0	(4,530,299)
Total Expenditures in FY22 Budget	6,057,213	1,535,307	(4,521,906)
REMAINING BALANCE	\$ 7,635,291	\$ 4,315,301	\$ (3,319,991)

HOUSING AUTHORITY OF THE CITY OF AUSTIN

SCHEDULE 1A CENTRAL OFFICE BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
COCC Fees and Revenue	\$ 3,593,716	\$ 3,589,539	\$ (4,177)
Interest	17,779	0	(17,779)
Non-Federal Donations	9,182,353	10,072,975	890,622
Total Revenues	\$ 12,793,848	\$ 13,662,514	\$ 868,666
EXPENSE:			
Administrative:			
Salaries	\$ 5,485,080	\$ 5,604,231	\$ 119,151
Legal	54,500	76,500	22,000
Travel & Training	201,980	183,030	(18,950)
Audit Fees	154,000	120,000	(34,000)
Sundry Administrative	2,070,606	1,691,594	(379,012)
Total Administrative	\$ 7,966,166	\$ 7,675,355	\$ (290,811)
Maintenance:			
Labor	\$ 286,045	\$ 261,335	\$ (24,710)
Materials	108,880	95,430	(13,450)
Contracts	343,200	346,250	3,050
Total Maintenance	\$ 738,125	\$ 703,015	\$ (35,110)
General Expense:			
Insurance	\$ 115,500	\$ 136,688	\$ 21,188
Employee Benefit Contributions	2,684,224	2,756,816	72,592
Scholarships	0	25,000	25,000
Fin. Lit. ED & Hm. ownership	3,000	100,000	97,000
Down payment Assistance	100,000	3,000	(97,000)
Interest on Notes	118,024	-	(118,024)
Total General Expenses	\$ 3,020,748	\$ 3,021,504	\$ 756
Other Routine Expenses:			
Utilities	\$ 219,049	\$ 229,999	\$ 10,950
Protective Services	62,000	72,000	10,000
Community Initiatives	45,000	70,000	25,000
Total Other Routine Expenses	\$ 326,049	\$ 371,999	\$ 45,950
Non-Routine Expenses:			
Extraordinary Maintenance	\$ 75,000	\$ 60,000	\$ (15,000)
Total Non-Routine Expenses	\$ 75,000	\$ 60,000	\$ (15,000)
Total-All Expenses	\$ 12,126,088	\$ 11,831,873	\$ (294,215)
PROVISION FOR RESERVE	\$ 667,760	\$ 1,830,641	\$ 1,162,881

SCHEDULE 1Ba
PATHWAYS ASSET MANAGEMENT
UNITS AVAILABLE - 1,618
OPERATING REVENUES & EXPENSES
BUDGET WORKSHEET

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Dwelling Rentals	\$ 5,462,612	\$ 5,407,626	\$ (54,986)
Vacancy	(538,312)	(546,205)	(7,893)
Bad Debts	(307,608)	(312,117)	(4,509)
Interest			0
Other Income	168,036	194,573	26,537
Inter AMPS Transfer			0
Non Federal Donations			0
HUD Subsidy	9,917,735	10,198,236	280,501
Total Revenues	\$ 14,702,463	\$ 14,942,113	\$ 239,650
EXPENSE:			
Administrative:			
Salaries	\$ 1,337,715	\$ 1,382,997	\$ 45,282
Legal	76,750	76,750	0
Travel & Training	38,167	35,934	(2,233)
Audit Fees	86,156	59,224	(26,932)
Management Fee	804,132	597,685	(206,447)
Sundry Administrative	484,875	714,142	229,267
Total Administrative	\$ 2,827,795	\$ 2,866,732	\$ 38,937
Maintenance:			
Labor	\$ 1,086,997	\$ 1,151,586	\$ 64,589
Materials	476,947	504,074	27,127
Contracts	1,285,109	1,392,295	107,186
Total Maintenance	\$ 2,849,053	\$ 3,047,954	\$ 198,901
General Expense:			
Insurance	\$ 495,849	\$ 530,558	\$ 34,709
Employee Benefit Contributions	1,126,181	1,167,405	41,224
Property Taxes	12,732	12,732	
Collection Losses	0	0	0
Total General Expenses	\$ 1,634,762	\$ 1,710,695	\$ 75,933
Other Routine Expenses:			
Tenant Services	\$ 40,450	\$ 40,450	\$ 0
Utilities	2,181,362	2,236,132	54,770
Protective Services	344,734	311,357	(33,377)
Total Other Routine Expenses	\$ 2,566,546	\$ 2,587,939	\$ 21,393
Non-Routine Expenses:			
Extraordinary Maintenance	\$ 0	\$ 0	\$ 0
Capital Expenditures	590,305	1,535,307	945,002
Interest on Notes	2,343,828	2,325,416	(18,412)
Other - Land Lease Expense	66,767	66,667	(100)
Total Non-Routine Expenses	\$ 3,000,900	\$ 3,927,390	\$ 926,490
Total-All Expenses	\$ 12,879,056	\$ 14,140,710	\$ 1,261,654
PROVISION FOR RESERVE	\$ 1,823,407	\$ 801,403	\$ (1,022,004)

HOUSING AUTHORITY OF THE CITY OF AUSTIN

SCHEDULE 1C ASSISTED HOUSING BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Estimated Administrative Fees	\$ 4,576,783	\$ 4,825,278	\$ 248,495
HAP Reimbursements	59,699,753	65,195,944	5,496,191
Total Revenues	\$ 64,276,536	\$ 70,021,222	\$ 5,744,686
EXPENSE:			
Administrative:			
Salaries	\$ 2,863,462	\$ 3,105,823	\$ 242,361
Legal	5,500	5,500	0
Travel & Training	37,500	31,500	(6,000)
Audit Fees	0	0	0
Management fees	0	0	0
Sundry Administrative	371,950	334,880	(37,070)
Total Administrative	\$ 3,278,412	\$ 3,477,703	\$ (17,303)
Maintenance:			
Labor	\$	\$	\$ 0
Materials	8,200	5,200	(3,000)
Contracts	5,000	5,000	0
Total Maintenance	\$ 13,200	\$ 10,200	\$ (3,000)
Other:			
Insurance	\$	\$	\$ 0
Protective Services	27,500	27,500	0
Employee Benefit Contributions	1,345,827	1,459,737	113,910
Tenant Education Program	10,000	0	
Landlord Incentive/Appreciation	50,000	0	
Total Other Expenses	\$ 1,433,327	\$ 1,487,237	\$ 113,910
Housing Assistance Payments	\$ 59,699,753	\$ 65,195,944	\$ 5,496,191
FSS Programs		0	0
Total-All Expenses	\$ 64,424,693	\$ 70,171,084	\$ 5,589,798
PROVISION FOR RESERVE	\$ (148,157)	\$ (149,862)	\$ 154,888

AUSTIN AFFORDABLE HOUSING CORPORATION

SCHEDULE 3 ALL AAHC PROGRAMS COMBINED BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Rental & Rental Related Income	\$ 10,668,626	\$ 10,739,184	\$ 70,558
Other Income	6,664,820	9,016,807	2,351,987
Total Revenues	\$ 17,333,446	\$ 19,755,991	\$ 2,422,545
EXPENSE:			
Administrative:			
Property Mgmt - Fees & Commis.	447,802	469,864	22,061
Property Mgmt - Payroll Costs	651,087	637,670	(13,417)
Property Admn. Costs	730,031	767,050	37,019
HACA Management Fees	2,278,756	2,541,854	263,098
Promotions & Advertising	93,225	84,810	(8,415)
Total Administrative	\$ 4,200,902	\$ 4,501,248	\$ 300,346
Maintenance:			
Materials & Contracts	\$ 2,038,111	\$ 1,238,945	\$ (799,166)
Maintenance Labor	\$	\$ 719,250	719,250
Total Maintenance	\$ 2,038,111	\$ 1,958,195	\$ (79,916)
General Expense:			
Insurance	\$ 259,145	\$ 316,285	\$ 57,140
Protective Services	164,817	165,507	690
Property Taxes	88,106	88,106	0
Other - Interest on Note	1,520,267	1,530,433	10,166
Franchise Tax	15,000	15,000	0
Donations	7,715,527	10,072,975	
Community Initiatives	80,000	80,000	0
Total General Expenses	\$ 9,842,861	\$ 12,268,306	\$ 67,997
Other Routine Expenses:			
Employee Benefits	\$ 218,716	\$ 247,315	\$ 28,599
Utilities	\$ 799,880	\$ 780,927	\$ (18,953)
Total Other Routine Expenses	\$ 1,018,596	\$ 1,028,242	\$ (18,953)
PROVISION FOR RESERVE	\$ 232,977	\$ 1	\$ (1,209,149)

SOUTHWEST HOUSING COMPLIANCE CORPORATION

SCHEDULE 4 BLUEPRINT HOUSING SOLUTIONS BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Other Income	350,000	330,000	(20,000)
Total Revenues	\$ 350,000	\$ 330,000	\$ 0
EXPENSE:			
Administrative:			
Salaries	\$ 173,884	\$ 183,953	\$ 10,069
Legal	0	0	0
Travel & Training	16,381	3,000	(13,381)
Audit Fees	5,000	8,000	3,000
Other	23,371	4,075	(19,296)
Total Administrative	\$ 218,636	\$ 199,028	\$ (19,608)
Maintenance:			
Materials	0	0	0
Total Maintenance	\$ 0	\$ 0	\$ 0
Other:			
Insurance	\$ 0	\$ 0	\$ 0
Emp. Benefit	81,725	86,458	4,733
Capital Expenditures			0
Total Other Expenses	\$ 81,725	\$ 86,458	\$ 4,733
Total-All Expenses	\$ 300,361	\$ 285,485	\$ (14,876)
PROVISION FOR RESERVE	\$ 49,639	\$ 44,515	\$ 14,876

HACA SCHOLARSHIP FOUNDATION

SCHEDULE 5 AUSTIN PATHWAYS BUDGET ANALYSIS

	2020/2021 Approved	2021/2022 Budget	Over (Under) Prior Budget
REVENUE:			
Public Donations/Grants	\$ 1,143,463	\$ 949,090	\$ (194,373)
HACA Donations	3,605,000	4,155,000	550,000
HACA Donations Carryover			0
Grants			0
Total Revenues	\$ 4,748,463	\$ 5,104,090	\$ 355,628
EXPENSE:			
Administrative:			
Salaries	\$ 600,781	\$ 422,645	\$ (178,136)
Travel & Training	52,100	35,900	(16,200)
Audit Fees	6,000	8,000	2,000
Other	345,295	370,654	25,359
Total Administrative	\$ 1,004,176	\$ 837,199	\$ (166,977)
Scholarships/Digital inclusion			
Tenant Services - Salaries	\$ 648,168	\$ 681,844	\$ 33,675
Tenant services	1,722,193	2,425,790	703,597
Total Scholarship/Digital Inclusion	\$ 2,370,361	\$ 3,107,634	\$ 737,273
Other:			
Maintenance Contract and Materials	\$ 3,600	\$ 3,600	\$ 0
Emp. Benefit	587,006	519,110	(67,896)
Total Other Expenses	\$ 590,606	\$ 522,710	\$ (67,896)
Total-All Expenses	\$ 3,965,143	\$ 4,467,543	\$ 502,400
PROVISION FOR RESERVE	\$ 783,319	\$ 636,547	\$ (146,773)

FY2022 Budget Admissions

Annualized Data is Apr 2020 - Sep 2020 Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>Admin Salaries</i>	\$396,031	\$441,877	\$45,846
<i>Admin Salaries - OT</i>	\$0	\$3,000	\$3,000
	\$396,031	\$444,877	\$48,846
<i>Legal</i>	\$5,000	\$5,000	\$0
<i>Training</i>	\$4,000	\$4,000	\$0
<i>Travel-Out of Town</i>	\$2,000	\$0	(\$2,000)
	\$11,000	\$9,000	(\$2,000)
<i>Office Supplies</i>	\$5,000	\$2,500	(\$2,500)
<i>Postage Expense</i>	\$10,000	\$10,000	\$0
<i>Advertising</i>	\$4,000	\$6,000	\$2,000
<i>Printing</i>	\$1,500	\$1,500	\$0
<i>Equipment Leases</i>	\$8,000	\$8,000	\$0
<i>Office Equipment(Under \$2,500)</i>	\$2,000	\$1,000	(\$1,000)
<i>Meeting Expense</i>	\$1,000	\$1,000	\$0
<i>Subscriptions</i>	\$4,400	\$16,000	\$11,600
<i>Criminal & Credit Reports</i>	\$12,000	\$12,000	\$0
<i>Interpreter Fee</i>	\$2,000	\$1,500	(\$500)
<i>Document Shredding</i>	\$600	\$300	(\$300)
	\$50,500	\$59,800	\$9,300
	\$457,531	\$513,677	\$56,146
<i>Employee Benefit Contributions</i>	\$186,134	\$209,092	\$22,958
	\$186,134	\$209,092	\$22,958
	\$643,665	\$722,769	\$79,104
<i>Provisions For Reserve</i>	(\$643,665)	(\$722,769)	(\$79,104)

(\$361,384.31)

FY2022 Budget - Commissioners

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
	\$0		
<i>Travel-Convention & Meetings</i>	\$5,000	5,000	\$0
<i>Travel-Out of Town</i>	\$20,000	20,000	\$0
<i>Travel-Local</i>	\$200	200	\$0
	\$25,200	\$25,200	\$0
<i>Printing</i>	\$50	50	\$0
	\$50	\$50	\$0
	\$25,250	\$25,250	\$0
	\$25,250	\$25,250	\$0
<i>Provisions For Reserve</i>	(\$25,250)	(\$25,250)	\$0

FY2022 Budget - Compliance Oversight

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
Admin Salaries	\$403,086	391,850	(\$11,236)
Salaries Totals	\$403,086	391,850	(\$11,236)
Legal	\$1,000	1,000	\$0
Training	\$7,000	5,000	(\$2,000)
Travel-Out of Town	\$4,500	4,500	\$0
Admin Totals	\$12,500	10,500	(\$2,000)
Office Supplies	\$2,000	1,000	(\$1,000)
Postage Expense	\$75	75	\$0
Membership, Dues & Fees	\$1,000	1,000	\$0
Equipment Leases	\$3,000	3,000	\$0
Office Equipment(Under \$2,500)	\$1,000	1,000	\$0
Meeting Expense	\$200	200	\$0
Subscriptions	\$260	500	\$240
Criminal & Credit Reports	\$7,000	5,000	(\$2,000)
Interpreter Fee	\$250	250	\$0
Sundry Totals	\$14,785	12,025	(\$2,760)
Admin Totals	\$430,371	414,375	(\$15,996)
Employee Benefit Contributions	\$189,450	184,170	(\$5,280)
General Expenses Totals	\$189,450	184,170	(\$5,280)
Expense Totals	\$619,821	598,545	(\$21,276)
Provisions For Reserve	(\$619,821)	-598,545	\$21,276

FY2022 Budget - Executive

Description	Current Budget	Requested Budget	Budget Variance
<i>Admin Salaries</i>	\$644,056	\$665,272	\$21,216
Salaries Totals	\$644,056	\$665,272	\$21,216
<i>Legal</i>	\$30,000	\$40,000	\$10,000
<i>Training</i>	\$5,000	\$5,000	\$0
<i>Travel-Convention & Meetings</i>	\$8,000	\$8,000	\$0
<i>Travel-Out of Town</i>	\$20,000	\$20,000	\$0
<i>Travel-Local</i>	\$1,000	\$1,000	\$0
Admin Totals	\$64,000	\$74,000	\$10,000
<i>Office Supplies</i>	\$8,500	\$8,500	\$0
<i>Postage Expense</i>	\$10,000	\$10,000	\$0
<i>Advertising</i>	\$8,000	\$8,000	\$0
<i>Printing</i>	\$6,000	\$6,000	\$0
<i>Membership, Dues & Fees</i>	\$35,000	\$35,000	\$0
<i>Telephone</i>	\$4,500	\$4,500	\$0
<i>Equipment Leases</i>	\$30,000	\$30,000	\$0
<i>Office Equipment(Under \$2,500)</i>	\$3,000	\$3,000	\$0
<i>Contractor/Consultants</i>	\$20,000	\$20,000	\$0
<i>Meeting Expense</i>	\$15,000	\$15,000	\$0
<i>Miscellaneous Expense</i>	\$1,500	\$1,500	\$0
<i>Subscriptions</i>	\$8,500	\$8,500	\$0
<i>HACA Videos</i>	\$20,000	\$10,000	(\$10,000)
<i>Newsletter</i>	\$2,000	\$2,000	\$0
<i>Interpreter Fee</i>	\$500	\$500	\$0
Sundry Totals	\$172,500	\$162,500	(\$10,000)
Admin Totals	\$880,556	\$901,772	\$21,216
<i>Community Grants</i>	\$25,000	\$50,000	\$25,000
Tenant Services Totals	\$25,000	\$50,000	\$25,000
Services and Fees Totals	\$25,000	\$50,000	\$25,000
<i>Materials-Gas & Oil</i>		\$750	\$750
Maintenance Materials Totals		\$750	
<i>Vehicle Repairs</i>	\$0	\$750	\$750
Maintenance Contracts Totals	\$0	\$750	\$750
Maintenance Totals	\$0	\$1,500	\$750
<i>Safety an Security</i>	\$0		\$0
<i>Police Officers</i>	\$0		\$0
Protective Services Totals	\$0	\$0	\$0
<i>Employee Benefit Contributions</i>	\$302,706	\$312,678	\$9,972
General Expenses Totals	\$302,706	\$312,678	\$9,972
Other Expenses Totals	\$302,706	\$312,678	\$9,972
Expense Totals	\$1,208,262	\$1,265,949	\$56,937
<i>Provisions For Reserve</i>	(\$1,208,262)	(\$1,265,949)	(\$56,937)

FY2022 Budget - Finance

Description	Current Budget	Requested Budget	Budget Variance
<i>Admin Salaries</i>	\$1,054,699	\$994,452	(\$60,247)
<i>Admin Salaries - OT</i>		\$12,000	\$12,000
<i>Admin Temp</i>		\$24,000	\$24,000
Salaries Totals	\$1,054,699	\$1,030,452	(\$60,247)
<i>Training</i>	\$14,000	\$25,000	\$11,000
<i>Travel-Convention & Meetings</i>	\$5,000	\$10,000	\$5,000
<i>Travel-Out of Town</i>	\$4,000		(\$4,000)
<i>Audit Fees</i>	\$154,000	\$110,000	(\$44,000)
Admin Totals	\$177,000	\$145,000	(\$32,000)
<i>Office Supplies</i>	\$8,000	\$6,000	(\$2,000)
<i>Postage Expense</i>	\$6,000	\$5,000	(\$1,000)
<i>Printing</i>	\$1,000	\$1,000	\$0
<i>Membership, Dues & Fees</i>	\$4,000	\$1,000	(\$3,000)
<i>Telephone</i>	\$1,500	\$1,500	\$0
<i>Equipment Leases</i>	\$4,000	\$4,000	\$0
<i>Office Equipment(Under \$2,500)</i>	\$6,000	\$6,000	\$0
<i>Office Equipment Repairs</i>	\$750	\$500	(\$250)
<i>Contractor/Consultants</i>	\$650,000	\$75,000	(\$575,000)
<i>Meeting Expense</i>	\$1,000	\$1,250	\$250
<i>Miscellaneous Expense</i>	\$500	\$500	\$0
<i>Subscriptions</i>	\$1,000	\$750	(\$250)
<i>Bank Charges</i>	\$60,000	\$60,000	\$0
<i>Document Shredding</i>	\$1,200	\$1,200	\$0
<i>Storage Lease</i>	\$7,000	\$7,000	\$0
Sundry Totals	\$751,950	\$170,700	(\$581,250)
Admin Totals	\$1,983,649	\$1,346,152	(\$673,497)
<i>Water & Sewer</i>	\$46,224	\$48,535	\$2,311
<i>Electric</i>	\$166,529	\$174,855	\$8,326
<i>Gas</i>	\$6,294	\$6,609	\$315
Utilities Totals	\$219,047	\$229,999	\$10,952
Services and Fees Totals	\$219,047	\$229,999	\$10,952
<i>Insurance</i>	\$115,500	\$136,688	\$21,188
<i>Employee Benefit Contributions</i>	\$467,974	\$484,312	\$16,338
<i>Interest Expense</i>	\$118,024	0	(\$118,024)
General Expenses Totals	\$701,498	\$621,000	(\$80,498)
Other Expenses Totals	\$701,498	\$621,000	(\$80,498)
Expense Totals	\$2,904,194	\$2,197,151	(\$743,043)
Provisions For Reserve	(\$2,904,194)	(\$2,197,151)	\$743,043

FY2022 Budget - Human Resources

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>Admin Salaries</i>	\$272,592	347,935	\$75,343
	\$272,592	347,935	\$75,343
<i>Legal</i>	\$10,000	15,000	\$5,000
<i>Training</i>	\$8,000	8,000	\$0
<i>Travel-Convention & Meetings</i>	\$3,000	3,000	\$0
<i>Travel-Out of Town</i>	\$7,500	7,500	\$0
<i>Travel-Local</i>	\$100	100	\$0
	\$28,600	33,600	\$5,000
<i>Office Supplies</i>	\$2,500	1,000	(\$1,500)
<i>Postage Expense</i>	\$200	100	(\$100)
<i>Advertising</i>	\$30,000	30,000	\$0
<i>Membership, Dues & Fees</i>	\$2,500	2,500	\$0
<i>Intern</i>	\$46,800	30,000	(\$16,800)
<i>Telephone</i>	\$700	700	\$0
<i>Equipment Leases</i>	\$0	5,000	\$5,000
<i>Office Equipment(Under \$2,500)</i>	\$2,500	2,500	\$0
<i>Office Equipment Repairs</i>	\$100	100	\$0
<i>Contractor/Consultants</i>	\$20,000	100,000	\$80,000
<i>Meeting Expense</i>	\$9,000	35,000	\$26,000
<i>Miscellaneous Expense</i>	\$3,000	3,000	\$0
<i>Subscriptions</i>	\$3,500	3,500	\$0
<i>Criminal & Credit Reports</i>	\$1,500	1,000	(\$500)
<i>Employee Physical</i>	\$5,000	3,500	(\$1,500)
<i>Document Shredding</i>	\$100	0	(\$100)
<i>Wellness Program</i>	\$16,000	15,000	(\$1,000)
<i>Application Tracking System</i>	\$3,500	3,500	\$0
<i>Tuition Reimbursement</i>	\$5,000	7,500	\$2,500
<i>Scholarships</i>	\$0	25,000	\$25,000
<i>Employee Referral Program</i>	\$5,000	5,500	\$500
<i>Recruiting</i>	\$20,000	20,000	\$0
	\$176,900	294,400	\$117,500
	\$478,092	675,935	\$197,843
<i>Employee Benefit Contributions</i>	\$128,118	163,529	\$35,411
	\$128,118	163,529	\$35,411
	\$128,118	163,529	\$35,411
	\$606,210	839,464	\$233,254
<i>Provisions For Reserve</i>	(\$606,210)	-839,464	(\$233,254)

Modernization

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>Admin Salaries</i>	\$510,313	421,697	(\$88,616)
	\$510,313	421,697	(\$88,616)
<i>Legal</i>	\$1,000	1,000	\$0
<i>Training</i>	\$5,500	5,500	\$0
<i>Travel-Convention & Meetings</i>	\$1,500	1,500	\$0
<i>Travel-Out of Town</i>	\$1,500	1,500	\$0
	\$9,500	9,500	\$0
<i>Office Supplies</i>	\$1,000	1,000	\$0
<i>Postage Expense</i>	\$100	150	\$50
<i>Advertising</i>	\$2,000	2,500	\$500
<i>Printing</i>	\$1,000	1,500	\$500
<i>Telephone</i>	\$3,000	3,500	\$500
<i>Equipment Leases</i>	\$3,500	3,500	\$0
<i>Office Equipment(Under \$2,500)</i>	\$1,500	1,500	\$0
<i>Contractor/Consultants</i>	\$2,500	110,000	\$108,000
<i>Meeting Expense</i>	\$200	200	\$100
	\$14,800	123,850	\$109,650
	\$534,613	555,047	\$21,034
<i>Materials-Gas & Oil</i>	\$2,500	2,500	\$0
<i>Auto Parts</i>	\$1,500	1,500	\$0
	\$4,000	4,000	\$0
<i>Vehicle Repairs</i>	\$1,500	1,500	\$0
	\$1,500	1,500	\$0
	\$5,500	5,500	\$0
<i>Employee Benefit Contributions</i>	\$239,847	198,198	(\$41,649)
	\$239,847	198,198	(\$41,649)
<i>ExtraOrdinary Contracts</i>	\$75,000	60,000	(\$15,000)
	\$75,000	60,000	(\$15,000)
	\$314,847	258,198	(\$56,649)
	\$854,960	818,745	(\$35,615)
<i>Provisions For Reserve</i>	(\$854,960)	-818,745	\$35,615

Operations and Procurement

Description	Current Budget	Requested Budget	Budget Variance
Admin Salaries	\$307,203	\$312,206	\$5,003
Admin Salaries - OT			\$0
	\$307,203	\$312,206	\$5,003
Legal	\$10,000	\$15,000	\$5,000
Training	\$5,000	\$5,000	\$0
Travel-Convention & Meetings	\$1,000	\$1,000	\$0
Travel-Out of Town	\$2,500	\$1,000	(\$1,500)
Travel-Local	\$500	\$0	(\$500)
	\$19,000	\$22,000	\$3,000
Office Supplies	\$500	\$1,000	\$500
Postage Expense	\$15,000	\$10,000	(\$5,000)
Printing	\$200	\$200	\$0
Membership, Dues & Fees	\$5,000	\$5,000	\$0
Telephone	\$5,520	\$5,520	\$0
Equipment Leases			\$0
Office Equipment(Under \$2,500)	\$1,000	\$1,000	\$0
Meeting Expense	\$200	\$200	\$0
Breakroom Supplies	\$18,000	\$12,000	(\$6,000)
	\$45,420	\$34,920	(\$10,500)
	\$371,623	\$369,126	(\$2,497)
Maintenance Labor	\$166,162	\$132,778	(\$33,384)
Maintenance Labor - OT	\$2,500	\$4,000	\$1,500
	\$168,662	\$136,778	(\$31,884)
Custodial Materials	\$25,000	\$20,000	(\$5,000)
Electrical Materials	\$2,500	\$2,500	\$0
Plumbing Materials	\$5,000	\$2,500	(\$2,500)
Lawn Care & Grounds Materials	\$2,000	\$7,000	\$5,000
Tools & Equipment	\$2,000	\$2,000	\$0
Water Heater, Boiler & parts	\$3,000	\$1,500	(\$1,500)
Miscellaneous Materials	\$1,000	\$1,000	\$0
HVAC Materials	\$25,000	\$15,000	(\$10,000)
Materials-Gas & Oil	\$15,000	\$12,000	(\$3,000)
Exterior Lighting	\$500	\$500	\$0
Auto Parts	\$3,000	\$3,000	\$0
Paint & Supplies	\$2,000	\$2,000	\$0
Flooring/Ceiling Materials	\$500	\$2,000	\$1,500

Pest Control Materials	\$500	\$500	\$0
Appliance Parts	\$0	\$100	\$100
Alarms/Extinguishers/Sprinklers	\$500	\$2,000	\$1,500
Hardware/Locks	\$1,000	\$1,000	\$0
Safety Equipment (Gloves/Belts/Goggles)	\$3,500	\$3,000	(\$500)
Window Coverings	\$2,800	\$2,800	\$0
Countertops/Cabinets	\$500	\$500	\$0
Lumber & Sheetrock	\$0	\$500	\$500
Doors	\$500	\$500	\$0
Refrigerators	\$1,000	\$1,000	\$0
	\$96,800	\$82,900	(\$13,900)
Elevator Contracts	\$18,500	\$16,000	(\$2,500)
Trash Removal	\$16,000	\$25,000	\$9,000
Custodial Contracts	\$120,000	\$120,000	\$0
Plumbing Contracts	\$15,000	\$15,000	\$0
Grounds Contracts	\$30,000	\$40,000	\$10,000
HVAC Contracts	\$25,000	\$25,000	\$0
Fire Protection Contracts	\$6,000	\$8,000	\$2,000
Vehicle Repairs	\$40,000	\$30,000	(\$10,000)
ACM Abatement	\$1,000	\$1,000	\$0
Contract Painting	\$2,000	\$2,000	\$0
Carpet/Flooring Cleaing & Repair	\$200	\$4,000	\$3,800
Pest Control Contracts	\$10,000	\$7,000	(\$3,000)
Door/Window Repair Contracts	\$2,000	\$2,000	\$0
Masonry Work	\$2,000	\$2,000	\$0
Electrical Contracts	\$7,500	\$2,000	(\$5,500)
Key & Lock Services	\$5,000	\$5,000	\$0
Building & Equipment Repair	\$25,000	\$25,000	\$0
Uniforms Contract	\$2,500	\$2,500	\$0
Equipment Rental	\$2,000	\$2,000	\$0
Tree Trimming	\$5,000	\$5,000	\$0
	\$334,700	\$338,500	\$3,800
	\$600,162	\$558,178	(\$41,984)
Safety an Security	\$60,000	\$70,000	\$10,000
Police Officers	\$2,000	\$2,000	\$0
	\$62,000	\$72,000	\$10,000
Employee Benefit Contributions	\$223,656	\$211,023	(\$12,633)
	\$223,656	\$211,023	(\$12,633)
	\$285,656	\$283,023	(\$2,633)
	\$1,257,441	\$1,210,328	(\$47,113)
Provisions For Reserve	(\$1,257,441)	(\$1,210,328)	\$47,113

FY2022 Budget - TMI

Annualized Data is Apr - Sep Totals x 2

<i>Description</i>	<i>Current Budget</i>	<i>Requested Budget</i>	<i>Variance \$</i>
<i>Admin Salaries</i>	\$394,640	517,835	\$123,195
	\$394,640	517,835	\$123,195
<i>Training</i>	\$2,500	1,000	(\$1,500)
<i>Travel-Convention & Meetings</i>	\$2,570	4,580	\$2,010
<i>Travel-Out of Town</i>	\$1,038	6,750	\$5,712
<i>Travel-Local</i>	\$75	75	\$0
	\$6,183	12,405	\$6,222
<i>Office Supplies</i>	\$1,000	1,000	\$0
<i>Postage Expense</i>	\$100	100	\$0
<i>Membership, Dues & Fees</i>	\$250	250	\$0
<i>Telephone</i>	\$38,726	39,422	\$696
<i>Internet/Cable</i>	\$30,840	26,928	(\$3,912)
<i>Maintenance Agreements</i>	\$281,252	294,769	\$13,517
<i>Computer Equipment</i>	\$209,850	152,088	(\$57,762)
<i>Office Equipment(Under \$2,500)</i>	\$895	0	(\$895)
<i>Contractor/Consultants</i>	\$382,487	204,000	(\$178,487)
<i>Meeting Expense</i>	\$350	350	\$0
<i>Subscriptions</i>	\$540	540	\$0
<i>Software</i>	\$178,847	105,682	(\$73,165)
	\$1,125,137	825,129	(\$300,008)
	\$1,525,960	1,355,369	(\$170,591)
<i>Employee Benefit Contributions</i>	\$185,481	243,382	\$57,901
	\$185,481	243,382	\$57,901
	\$185,481	243,382	\$57,901
	\$1,711,441	1,598,751	(\$112,690)
<i>Provisions For Reserve</i>	(\$1,711,441)	-1,598,751	\$112,690

FY2022 Budget - Austin Pathways

Description	Total Current AP	Total Requested AP	Variance \$
Other Receipts - Grants	\$1,188,463	\$949,090	(\$239,373)
Other Donations	\$4,155,000	\$4,155,000	\$0
Revenue Totals	\$5,343,463	\$5,104,090	(\$239,373)
Admin Salaries	\$600,780	\$422,645	(\$178,135)
Salaries Totals	\$600,780	\$422,645	(\$178,135)
Training	\$20,500	\$18,000	(\$2,500)
Travel-Convention & Meetings	\$8,500	\$6,500	(\$2,000)
Travel-Out of Town	\$16,300	\$4,100	(\$12,200)
Travel-Local	\$6,800	\$7,300	\$500
Audit Fees	\$6,000	\$8,000	\$2,000
Admin Totals	\$58,100	\$43,900	(\$14,200)
Office Supplies	\$9,150	\$6,950	(\$2,200)
Postage Expense	\$1,000	\$2,050	\$1,050
Printing	\$3,750	\$4,250	\$500
Advertising	\$9,500	\$5,250	(\$4,250)
Membership, Dues & Fees	\$4,000	\$2,500	(\$1,500)
Telephone	\$10,480	\$12,000	\$1,520
Office Equipment(Under \$2,500)	\$4,000	\$3,000	(\$1,000)
Office Equipment Repairs	\$500	\$0	(\$500)
Contractor/Consultants	\$255,202	\$289,254	\$34,052
Meeting Expense	\$26,700	\$18,000	(\$8,700)
Miscellaneous Expense	\$8,913	\$5,500	(\$3,413)
Software	\$4,400	\$4,400	\$0
Sponsorship/Industry Contributions	\$2,000	\$2,000	\$0
Sponsor Outreach Events	\$5,000	\$2,500	(\$2,500)
Subscriptions	\$500	\$1,500	\$1,000
Interpreter Fee	\$22,500	\$11,000	(\$11,500)
Permits, Licenses & Certificates	\$500	\$500	\$0
Sundry Totals	\$368,095	\$370,654	\$2,559
Admin Totals	\$1,026,975	\$837,199	(\$189,776)
Salaries - Tenant Services	\$648,168	\$681,844	\$33,676
In School Case Management/Tutoring	\$610,000	\$610,000	\$0
COVID - In School Case Management / Tutoring	\$0	\$250,000	\$250,000
A/B Honor Roll/Perfect Attendance	\$30,000	\$40,000	\$10,000
School Supplies	\$6,000	\$8,000	\$2,000
Comprehensive Youth Development Club	\$200,000	\$200,000	\$0
Youth Leadership Lifeskills & Service	\$26,000	\$29,000	\$3,000
Parenting Classes	\$30,000	\$30,000	\$0
Collaborating with Priority One Schools	\$1,100	\$1,100	\$0
Youth Stem/Steam Programming	\$18,000	\$32,400	\$14,400
Childcare Program - Voucher	\$50,150	\$50,150	\$0
At-Home Learning Program - Community Room	\$110,000	\$83,900	(\$26,100)
At-Home Learning Program - Para Educators	\$140,000	\$85,758	(\$54,242)
At Home Learning Program - Digital Inclusion Connectivity	\$174,000	\$139,360	(\$34,640)
Tenant Computer Equipment	\$82,200	\$33,000	(\$49,200)
Education and Training	\$123,890	\$0	(\$123,890)
Supportive Services	\$10,000	\$10,000	\$0
Apprenticeship Stipends	\$93,500	\$93,500	\$0
Homeownership Assistance	\$10,000	\$10,000	\$0
Program Coordinating Committee & Partner Events	\$1,275	\$1,275	\$0
Program Outreach & Marketing	\$850	\$850	\$0
Transportation Assistance	\$34,071	\$31,446	(\$2,625)
Workforce Development Services	\$117,500	\$92,500	(\$25,000)
Rosewood Redevelopment Workforce	\$0	\$25,000	\$25,000
Acc Tech Support Program	\$5,500	\$5,500	\$0
HACA Resident Children	\$50,000	\$70,000	\$20,000
Wi-Fi Hotspot	\$17,500	\$18,000	\$500
Community Building	\$15,025	\$15,025	\$0
Community Educational Events	\$20,000	\$20,000	\$0

<i>Elderly Supportive Services Administrative</i>	\$323,422	\$359,476	\$36,054
<i>New Resident Orientation Packets</i>	\$7,000	\$6,000	(\$1,000)
<i>Citywide Advisory Board Support</i>	\$2,900	\$2,900	\$0
<i>FSS Childcare</i>	\$15,000	\$18,000	\$3,000
<i>FSS Banquet/Recruitment and Marketing</i>	\$16,400	\$16,400	\$0
<i>FSS GED Incentives</i>	\$2,000	\$2,500	\$500
<i>FSS Support Services</i>	\$15,000	\$15,000	\$0
<i>Scholarship Marketing</i>	\$3,500	\$3,750	\$250
<i>Smoking Cessation Support</i>	\$1,500	\$1,000	(\$500)
<i>Incentives</i>	\$10,000	\$15,000	\$5,000
Tenant Services Totals	\$3,021,451	\$3,107,634	\$86,183
<i>Materials-Gas & Oil</i>	\$2,600	\$2,600	\$0
Maintenance Materials Totals	\$2,600	\$2,600	\$0
<i>Vehicle Repairs</i>	\$1,000	\$1,000	\$0
Maintenance Contracts Totals	\$1,000	\$1,000	\$0
Maintenance Totals	\$3,600	\$3,600	\$0
<i>Employee Benefit Contributions</i>	\$587,005	\$519,110	(\$67,895)
General Expenses Totals	\$587,005	\$519,110	(\$67,895)
Expense Totals	\$4,639,031	\$4,467,543	(\$171,488)
<i>Provisions For Reserve</i>	<i>\$704,432</i>	<i>\$636,547</i>	<i>(\$67,885)</i>
	13%	12%	

FY2022 Budget - Digital Inclusion

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
Other Receipts - Grants	\$499,500	522,500	\$23,000
Other Donations	\$510,000	390,000	(\$120,000)
Revenue Totals	\$1,009,500	912,500	(\$97,000)
Admin Salaries	\$186,465	155,597	(\$30,868)
Salaries Totals	\$186,465	155,597	(\$30,868)
Training	\$4,000	4,000	\$0
Travel-Convention & Meetings	\$500	500	\$0
Travel-Out of Town	\$6,500	1,500	(\$5,000)
Travel-Local	\$300	300	\$0
Audit Fees	\$6,000	8,000	\$2,000
Admin Totals	\$17,300	14,300	(\$3,000)
Office Supplies	\$2,500	1,000	(\$1,500)
Postage Expense	\$500	750	\$250
Advertising	\$9,000	5,000	(\$4,000)
Printing	\$2,750	2,750	\$0
Membership, Dues & Fees	\$1,500	1,500	\$0
Telephone	\$0	-	\$0
Office Equipment(Under \$2,500)	\$1,000	1,000	\$0
Contractor/Consultants	\$77,000	76,240	(\$760)
Meeting Expense	\$5,000	3,000	(\$2,000)
Miscellaneous Expense	\$2,500	2,500	\$0
Software	\$4,400	4,400	\$0
Sponsorship/Industry Contributions	\$2,000	2,000	\$0
Sponsor Outreach Events	\$5,000	2,500	(\$2,500)
Sundry Totals	\$113,150	102,640	(\$10,510)
Admin Totals	\$316,915	272,537	(\$44,378)
Salaries - Tenant Services	\$0	-	\$0
Parenting Classes	\$0	-	\$0
Youth Stem/Steam Programming	\$18,000	32,400	\$14,400
At Home Learning Program - Digital Inclusion Connectivity	\$174,000	139,360	(\$34,640)
Tenant Computer Equipment	\$82,200	33,000	(\$49,200)
Apprenticeship Stipends	\$83,500	83,500	\$0
Workforce Development Services	\$17,500	17,500	\$0
Transportation Assistance	\$21,446	21,446	\$0
Acc Tech Suport Program	\$5,500	5,500	\$0
Elderly Supportive Services Administrative	\$0	30,054	\$30,054
HACA Resident Children	\$50,000	70,000	\$20,000
WI-Fi Hotspot	\$17,500	18,000	\$500
Incentives	\$10,000	10,000	\$0
Tenant Services Totals	\$479,646	460,760	(\$18,886)
Services and Fees Totals	\$479,646	460,760	(\$18,886)
Employee Benefit Contributions	\$87,639	73,131	(\$14,508)
General Expenses Totals	\$87,639	73,131	(\$14,508)
Expense Totals	\$884,200	806,427	(\$77,773)
Provisions For Reserve	\$125,300	106,073	(\$19,227)

FY2022 Budget - Community Development

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>Other Receipts - Grants</i>	\$493,248	326,590	(\$166,658)
<i>Other Donations</i>	\$3,440,000	3,594,000	\$154,000
Revenue Totals	\$3,933,248	3,920,590	(\$12,658)
<i>Admin Salaries</i>	\$326,765	267,049	(\$59,716)
	\$326,765	\$267,049	(\$59,716)
<i>Training</i>	\$11,000	11,000	\$0
<i>Travel-Convention & Meetings</i>	\$4,000	4,000	\$0
<i>Travel-Out of Town</i>	\$2,600	2,600	\$0
<i>Travel-Local</i>	\$6,000	6,000	\$0
	\$23,600	23,600	\$0
<i>Office Supplies</i>	\$4,950	4,950	\$0
<i>Postage Expense</i>		1,050	
<i>Printing</i>	\$0	1,000	\$1,000
<i>Membership, Dues & Fees</i>	\$2,000	1,000	(\$1,000)
<i>Telephone</i>	\$10,000	10,000	\$0
<i>Office Equipment Repairs</i>	\$500	0	(\$500)
<i>Contractor/Consultants</i>	\$52,400	52,400	\$0
<i>Meeting Expense</i>	\$6,200	5,000	(\$1,200)
<i>Subscriptions</i>	\$500	1,500	\$1,000
<i>Interpreter Fee</i>	\$21,500	10,000	(\$11,500)
<i>Permits, Licenses & Certificates</i>	\$500	500	\$0
	\$98,550	87,400	(\$12,200)
	\$448,915	378,049	(\$71,916)
<i>Salaries - Tenant Services</i>	\$648,168	681,844	\$33,676
<i>In School Case Management/Tutoring</i>	\$610,000	610,000	\$0
<i>COVID - In School Case Management / Tutoring</i>	\$0	250,000	\$250,000
<i>A/B Honor Roll/Perfect Attendance</i>	\$30,000	40,000	\$10,000
<i>School Supplies</i>	\$6,000	8,000	\$2,000
<i>Comprehensive Youth Development Club</i>	\$200,000	200,000	\$0
<i>Youth Leadership Lifeskills & Service</i>	\$26,000	29,000	\$3,000
<i>Parenting Classes</i>	\$30,000	30,000	\$0
<i>Collaborating with Priority One Schools</i>	\$1,100	1,100	\$0
<i>Youth Stem/Steam Programming</i>	\$0	0	\$0
<i>Childcare Program - Voucher</i>	\$50,150	50,150	\$0
<i>At-Home Learning Program - Community Room</i>	\$110,000	83,900	(\$26,100)
<i>At-Home Learning Program - Para Educators</i>	\$140,000	85,758	(\$54,242)
<i>Education and Training</i>	\$123,890	0	(\$123,890)
<i>Supportive Services</i>	\$10,000	10,000	\$0
<i>Apprenticeship Stipends</i>	\$10,000	10,000	\$0
<i>Homeownership Assistance</i>	\$10,000	10,000	\$0
<i>Program Coordinating Committee & Partner Events</i>	\$1,275	1,275	\$0

<i>Program Outreach & Marketing</i>	\$850	850	\$0
<i>Transportation Assistance</i>	\$12,625	10,000	(\$2,625)
<i>Workforce Development Services</i>	\$100,000	75,000	(\$25,000)
<i>Rosewood Redevelopment Workforce</i>	\$0	25,000	\$25,000
<i>Community Building</i>	\$15,025	15,025	\$0
<i>Community Educational Events</i>	\$20,000	20,000	\$0
<i>Elderly Supportive Services Administrative</i>	\$323,422	329,422	\$6,000
<i>New Resident Orientation Packets</i>	\$7,000	6,000	(\$1,000)
<i>Citywide Advisory Board Support</i>	\$2,900	2,900	\$0
<i>Scholarship Marketing</i>	\$3,500	3,750	\$250
<i>Incentives</i>	\$0	5,000	\$5,000
	\$2,491,905	2,593,974	\$102,069
<i>Materials-Gas & Oil</i>	\$2,600	2,600	\$0
	\$2,600	2,600	\$0
<i>Vehicle Repairs</i>	\$1,000	1,000	\$0
	\$1,000	1,000	\$0
	\$3,600	3,600	\$0
<i>Employee Benefit Contributions</i>	\$458,218	445,979	(\$12,239)
	\$458,218	445,979	(\$12,239)
Expense Totals	\$3,402,638	3,421,602	\$17,914
<i>Provisions For Reserve</i>	\$530,610	498,988	(\$30,572)

FY2022 Budget - Family Self Sufficiency

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
Other Donations	\$55,000	59,000	\$4,000
	\$55,000	59,000	\$4,000
<i>FSS Childcare</i>	\$15,000	18,000	\$3,000
<i>FSS Banquet/Recruitment and Marketing</i>	\$16,400	16,400	\$0
<i>FSS GED Incentives</i>	\$2,000	2,500	\$500
<i>FSS Support Services</i>	\$15,000	15,000	\$0
	\$48,400	51,900	\$3,500
	\$48,400	51,900	\$3,500
<i>Provisions For Reserve</i>	\$6,600	7,100	\$500

FY2022 Budget - Bringing Health Home

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
Other Donations	\$150,000	112,000	(\$38,000)
Other Receipts - Grants	\$195,715	100,000	(\$95,715)
	\$345,715	212,000	(\$133,715)
Admin Salaries	\$87,550	-	(\$87,550)
	\$87,550	-	(\$87,550)
Training	\$5,500	3,000	(\$2,500)
Travel-Convention & Meetings	\$4,000	2,000	(\$2,000)
Travel-Out of Town	\$7,200	-	(\$7,200)
Travel-Local	\$500	1,000	\$500
	\$17,200	6,000	(\$11,200)
Office Supplies	\$1,700	1,000	(\$700)
Postage Expense	\$500	250	(\$250)
Advertising	\$500	250	(\$250)
Printing	\$1,000	500	(\$500)
Membership, Dues & Fees	\$500	-	(\$500)
Telephone	\$480	2,000	\$1,520
Office Equipment (under \$2,500)	\$3,000	2,000	(\$1,000)
Other Supplies & Equipment	\$0	-	\$0
Contractor/Consultants	\$125,802	160,614	\$34,812
Meeting Expense	\$15,500	10,000	(\$5,500)
Miscellaneous Expense	\$6,413	3,000	(\$3,413)
Interpreter Fee	\$1,000	1,000	\$0
	\$156,395	180,614	\$24,219
	\$261,145	186,614	(\$74,531)
Smoking Cessation Support	\$1,500	1,000	(\$500)
	\$1,500	1,000	(\$500)
Employee Benefit Contributions	\$41,148	-	(\$41,148)
	\$41,148	-	(\$41,148)
	\$42,648	1,000	(\$41,648)
	\$303,793	187,614	(\$116,179)
Provisions For Reserve	\$41,922	24,386	(\$17,536)

FY2022 Budget - Blueprint

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>Other Income</i>	\$350,000	\$330,000	(\$20,000)
	\$350,000	\$330,000	(\$20,000)
<i>Admin Salaries</i>	\$173,884	\$183,953	\$10,069
	\$173,884	\$183,953	\$10,069
<i>Training</i>	\$0	\$0	\$0
<i>Travel-Convention & Meetings</i>	\$565	\$0	(\$565)
<i>Travel-Out of Town</i>	\$15,816	\$3,000	(\$12,816)
<i>Audit Fees</i>	\$5,000	\$8,000	\$3,000
	\$21,381	\$11,000	(\$10,381)
<i>Office Supplies</i>	\$1,252	\$0	(\$1,252)
<i>Postage Expense</i>	\$1,075	\$0	(\$1,075)
<i>Printing</i>	\$500	\$0	(\$500)
<i>Membership, Dues & Fees</i>	\$1,075	\$1,075	\$0
<i>Telephone</i>	\$0	\$0	\$0
<i>Office Equipment(Under \$2,500)</i>	\$250	\$0	(\$250)
<i>Meeting Expense</i>	\$15,000	\$0	(\$15,000)
<i>Miscellaneous Expense</i>	\$177	\$0	(\$177)
<i>Bank Charges</i>	\$542	\$500	(\$42)
<i>Software</i>	\$3,500	\$2,500	(\$1,000)
	\$23,371	\$4,075	(\$19,296)
	\$218,636	\$199,028	(\$19,608)
<i>Employee Benefit Contributions</i>	\$81,725	\$86,458	\$4,733
	\$81,725	\$86,458	\$4,733
	\$300,361	\$285,485	(\$14,876)
<i>Provisions For Reserve</i>	\$49,639	\$44,515	(\$5,124)

FY2022 Budget - Assisted Housing

Description	Current Budget	Requested Budget	Budget Variance
<i>Admin Fees</i>	\$6,694,862	\$4,825,278	(\$1,869,584)
<i>Other Income</i>	\$0		\$0
<i>Interest Revenue</i>	\$0	\$0	\$0
<i>HAP Subsidy</i>	\$63,453,190	\$65,195,944	\$1,742,754
	\$70,148,052	\$70,021,222	(\$126,830)
<i>Admin Salaries</i>	\$2,651,461	\$2,644,369	(\$7,092)
<i>Admin Salaries - OT</i>	\$3,985	\$10,000	\$6,015
<i>Admin Salaries - Temp</i>	\$10,000		(\$10,000)
<i>Salaries - Tenant Services</i>	\$0	\$229,015	\$229,015
	\$2,665,446	\$2,883,385	\$217,939
<i>Legal</i>	\$3,000	\$3,000	\$0
<i>Training</i>	\$15,000	\$15,000	\$0
<i>Travel-Convention & Meetings</i>	\$4,000	\$4,000	\$0
<i>Travel-Out of Town</i>	\$15,000	\$10,000	(\$5,000)
<i>Travel-Local</i>	\$500	\$500	\$0
	\$37,500	\$32,500	(\$5,000)
<i>Office Supplies</i>	\$17,000	\$7,000	(\$10,000)
<i>Postage Expense</i>	\$30,000	\$20,000	(\$10,000)
<i>Advertising</i>	\$2,000	\$2,000	\$0
<i>Fiscal Agent Fees</i>	\$70,000	\$50,000	(\$20,000)
<i>Printing</i>	\$8,000	\$4,000	(\$4,000)
<i>Membership, Dues & Fees</i>	\$1,000	\$1,000	\$0
<i>Telephone</i>	\$5,000	\$2,186	(\$2,814)
<i>Equipment Leases</i>	\$16,000	\$16,000	\$0
<i>Software</i>		\$6,194	\$6,194
<i>Office Equipment(Under \$2,500)</i>	\$1,500	\$1,000	(\$500)
<i>Contractor/Consultants</i>	\$140,000	\$120,000	(\$20,000)
<i>Meeting Expense</i>	\$2,000	\$2,000	\$0
<i>Subscriptions</i>	\$40,000	\$68,000	\$28,000
<i>Criminal & Credit Reports</i>	\$3,000	\$3,000	\$0
<i>Interpreter Fee</i>	\$4,000	\$2,000	(\$2,000)
<i>Document Shredding</i>	\$1,200	\$600	(\$600)
<i>Storage Lease</i>	\$6,000	\$0	(\$6,000)
	\$346,700	\$304,980	(\$41,720)
	\$3,049,646	\$3,220,865	\$171,219
<i>Materials-Gas & Oil</i>	\$8,000	\$5,000	(\$3,000)
<i>Auto Parts</i>	\$200	\$200	\$0
	\$8,200	\$5,200	(\$3,000)

<i>Vehicle Repairs</i>	\$5,000	\$5,000	\$0
	\$5,000	\$5,000	\$0
	\$13,200	\$10,200	(\$3,000)
<i>HACA/Police Liaison</i>	\$27,500	\$27,500	\$0
	\$27,500	\$27,500	\$0
<i>Employee Benefit Contributions</i>	\$1,252,759	\$1,355,191	\$102,432
<i>Collection Losses</i>	\$0		\$0
	\$1,252,759	\$1,355,191	\$102,432
<i>Housing Assistance Payments</i>	\$63,453,190	\$65,195,944	\$1,742,754
	\$63,453,190	\$65,195,944	\$1,742,754
	\$64,733,449	\$66,578,635	\$1,845,186
	\$67,796,295	\$69,809,700	\$2,013,405
<i>Provisions For Reserve</i>	\$2,351,757	\$211,522	(\$2,140,235)

FY 2022 Budget - LIH Central Office

Annualized Data is Apr - Sep Totals x 2

Description	Current Budget	Requested Budget	Variance \$
<i>COCC Fees Revenue</i>	\$628,509	\$597,685	(\$30,824)
<i>OTHER INCOME</i>	\$0	\$0	\$666,734
	\$628,509	\$597,685	\$635,910
<i>Admin Salaries</i>	\$1,259,129	\$1,274,213	\$15,084
	\$1,259,129	\$1,274,213	\$15,084
<i>Legal</i>	\$1,000	\$2,000	\$1,000
<i>Training</i>	\$47,190	\$11,075	(\$10,531)
<i>Travel-Convention & Meetings</i>	\$8,295	\$4,750	(\$3,545)
<i>Travel-Out of Town</i>	\$14,000	\$9,500	(\$4,500)
<i>Travel-Local</i>	\$2,500	\$500	(\$2,000)
	\$72,985	\$27,825	(\$19,576)
<i>Office Supplies</i>	\$3,800	\$2,000	(\$1,800)
<i>Postage Expense</i>	\$150	\$150	\$0
<i>Advertising</i>	\$2,000	\$1,000	(\$1,000)
<i>Printing</i>	\$1,000	\$500	(\$500)
<i>Membership, Dues & Fees</i>	\$500	\$500	\$0
<i>Telephone</i>	\$42,713	\$9,200	(\$4,874)
<i>Equipment Leases</i>	\$3,500	\$0	(\$3,500)
<i>Office Equipment(Under \$2,500)</i>	\$2,100	\$2,000	(\$100)
<i>Contractor/Consultants</i>	\$22,500	\$15,000	(\$7,500)
<i>Meeting Expense</i>	\$2,200	\$1,500	(\$700)
<i>Subscriptions</i>	\$1,200	\$2,800	\$1,600
<i>Employee Physical</i>	\$170	\$170	\$0
<i>Interpreter Fee</i>	\$250	\$1,500	\$1,250
<i>Software</i>	\$42,599	\$11,500	\$10,639
<i>Permits, Licenses & Certificates</i>	\$100	\$100	\$0
<i>Inspections</i>	\$33,920	\$0	(\$30,800)
	\$158,702	\$47,920	(\$37,285)
	\$1,490,816	\$1,349,958	(\$41,777)
<i>Maintenance Labor</i>	\$117,382	\$121,057	\$3,675
<i>Maintenance Labor - OT</i>	\$0	\$3,500	\$3,500
	\$117,382	\$124,557	\$7,175
<i>Tools & Equipment</i>	\$0	\$600	\$600
<i>Materials-Gas & Oil</i>	\$10,300	\$5,000	(\$5,300)
<i>Auto Parts</i>	\$1,550	\$1,500	(\$50)
<i>Safety Equipment (Glove/Belts/Goggles)</i>	\$50	\$500	\$450
<i>Maintenance Licenses and Fee</i>	\$80	\$80	\$0

	\$11,980	\$7,680	(\$4,300)
<i>Custodial Contracts</i>	\$26,266	\$0	\$1,450
<i>Vehicle Repairs</i>	\$5,500	\$5,500	\$0
	\$31,766	\$5,500	\$1,450
	\$161,128	\$137,737	\$4,325
<i>Police Officers</i>	\$206,404	\$0	(\$9,510)
<i>HACA/Police Liaison</i>	\$26,858	\$0	(\$638)
	\$233,262	\$0	(\$10,148)
<i>Employee Benefit Contributions</i>	\$1,196,794	\$657,422	(\$222,549)
<i>Land Lease Expense</i>	\$66,767	\$0	(\$66,767)
	\$1,263,561	\$657,422	(\$289,316)
<i>ExtraOrdinary Contracts</i>	\$75,000	\$0	(\$75,000)
	\$75,000	\$0	(\$75,000)
	\$1,571,823	\$657,422	(\$374,464)
	\$3,223,767	\$2,145,117	(\$411,916)
<i>Provisions For Reserve</i>	(\$2,595,258)	(\$1,547,432)	\$1,047,826

AAHC Central Office

Description	Current Budget	Requested Budget	Budget Variance
COCC Fees Revenue		\$2,991,854	\$2,991,854
Other Income	\$500,000	\$10,072,975	\$9,572,975
Interest Income	\$17,779	\$0	(\$17,779)
	\$517,779	\$13,064,829	\$12,547,050
Admin Salaries	\$380,689	\$420,333	\$39,644
	\$380,689	\$420,333	\$39,644
Training		\$4,000	\$4,000
Travel-Convention & Meetings	\$10,000		(\$10,000)
Travel-Out of Town	\$4,000		(\$4,000)
Travel-Local	\$2,000	\$1,000	(\$1,000)
	\$16,000	\$5,000	(\$11,000)
Office Supplies	\$1,800	\$1,500	(\$300)
Audit Fees	\$0	\$10,000	\$10,000
Postage Expense	\$500	\$500	\$0
Advertising	\$1,500	\$1,000	(\$500)
Printing	\$500	\$500	\$0
Membership, Dues & Fees	\$5,000	\$10,000	\$5,000
Telephone	\$1,200	\$1,200	\$0
Admin Contractor/Temp (Salary)	\$30,000		(\$30,000)
Meeting Expense	\$500	\$500	\$0
Subscriptions	\$250		(\$250)
	\$41,250	\$25,200	(\$16,050)
	\$437,939	\$450,533	\$12,594
Homeownership Assistance	\$3,000	\$3,000	\$0
	\$3,000	\$3,000	\$0
Financial Literacy Ed. & Homeownership	\$100,000	\$100,000	\$0
Community Grants	\$20,000	\$20,000	\$0
	\$120,000	\$120,000	\$0
	\$123,000	\$123,000	\$0
Materials-Gas & Oil	\$100	\$100	\$0
	\$100	\$100	\$0
	\$0	\$0	\$0
	\$100	\$100	\$0
Employee Benefit Contributions	\$178,924	\$197,557	\$18,633
	\$178,924	\$197,557	\$18,633
	\$178,924	\$197,557	\$18,633
	\$739,963	\$771,190	\$31,227
Provisions For Reserve	(\$222,184)	\$12,293,639	\$12,515,823

All Properties Combined

Description	Current Budget	Requested Budget	Actual Variance
<i>Dwelling Rentals</i>	\$8,572,440	\$8,640,500	\$207,899
<i>Nondwelling Rental</i>	\$2,096,184	\$2,098,684	(\$72,239)
<i>Other Income</i>	\$1,174,070	\$9,016,807	\$4,279,493
	\$11,842,694	\$19,755,991	\$4,415,153
<i>Admin Salaries</i>	\$651,086	\$637,670	(\$35,324)
	\$651,086	\$637,670	(\$35,324)
<i>Telephone</i>	\$0	\$4,710	\$633
<i>Property Management-Admin Costs</i>	\$730,031	\$762,340	(\$32,759)
<i>Property Management - Other Promo</i>	\$93,225	\$84,810	\$359
<i>Property Management - Management Fees</i>	\$447,801	\$469,864	\$21,045
	\$1,271,057	\$1,321,723	(\$10,722)
	\$1,922,143	\$1,959,394	(\$46,046)
<i>Other COCC Management Fees</i>	\$2,173,075	\$2,541,854	(\$1,273,671)
	\$2,173,075	\$2,541,854	(\$1,273,671)
<i>Community Grants</i>	\$80,000	\$80,000	\$80,000
	\$80,000	\$80,000	\$80,000
<i>Water & Sewer</i>	\$623,100	\$627,180	\$63
<i>Electric</i>	\$134,000	\$119,160	\$21,052
<i>Gas</i>	\$42,780	\$34,587	\$3,434
	\$799,880	\$780,927	\$24,548
	\$3,052,955	\$3,402,781	(\$1,169,123)
<i>Maintenance Labor</i>	\$668,204	\$693,330	(\$42,053)
<i>Maintenance Labor - OT</i>	\$30,504	\$25,920	\$25,920
	\$698,708	\$719,250	(\$16,133)
<i>Materials</i>	\$0	\$0	(\$39,924)
	\$0	\$0	(\$39,924)
<i>Trash Removal</i>	\$157,800	\$138,920	\$137,148
<i>Property Management-Cleaning & Decorating</i>	\$96,390	\$327,756	\$48
<i>Property Management-Maintenance & Repair</i>	\$363,690	\$503,325	\$77,624
<i>Property Management-Contract Services</i>	\$721,521	\$268,944	(\$42,633)
	\$1,339,401	\$1,238,945	\$172,186
	\$2,038,109	\$1,958,195	\$116,130
<i>Security Contracts</i>	\$85,500	\$117,809	(\$47,340)
<i>Safety an Security</i>	\$79,316	\$47,698	\$41,307
	\$164,816	\$165,507	(\$6,033)
<i>Insurance</i>	\$153,213	\$316,285	\$43,787
<i>Employee Benefit Contributions</i>	\$218,714	\$247,315	(\$121,357)
<i>Interest Expense</i>	\$1,629,093	\$1,530,433	\$1,001,286
<i>Property Taxes</i>	\$88,106	\$88,106	\$1
<i>Franchise Tax</i>	\$15,000	\$15,000	(\$3,795)
	\$2,104,126	\$2,197,139	\$919,923
<i>Transfers/Donations - Expenses</i>	\$2,514,613	\$10,072,975	\$1,037,156
	\$2,514,613	\$10,072,975	\$1,037,156
	\$4,783,555	\$12,435,621	\$1,951,046
	\$11,796,762	\$19,755,990	\$852,006
<i>Provisions For Reserve</i>	\$45,932	\$1	\$3,563,147

FY2022 Budget - Single Family Homes

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$265,308	\$270,000	\$4,692
<i>Nondwelling Rental</i>	\$0		\$0
<i>Other Income</i>	\$1,000	\$1,000	\$0
	\$266,308	\$271,000	\$4,692
<i>Admin Salaries</i>	\$31,500		(\$31,500)
	\$31,500	\$0	(\$31,500)
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$15,000	\$1,500	(\$13,500)
<i>Property Management - Other Promo</i>	\$500	\$500	\$0
<i>Property Management - Management Fees</i>	\$1,330	\$15,000	\$13,670
	\$16,830	\$17,000	\$170
	\$48,330	\$17,000	(\$31,330)
<i>Other COCC Management Fees</i>	\$163,072	\$35,895	(\$127,177)
	\$163,072	\$35,895	(\$127,177)
<i>Community Grants</i>	\$0		\$0
	\$0	\$0	\$0
<i>Water & Sewer</i>	\$100	\$0	(\$100)
<i>Electric</i>	\$100	\$100	\$0
<i>Gas</i>	\$0	\$375	\$375
	\$200	\$475	\$275
	\$163,272	\$36,370	(\$126,902)
<i>Maintenance Labor</i>	\$21,000	\$22,000	\$1,000
<i>Maintenance Labor - OT</i>	\$0		\$0
	\$21,000	\$22,000	\$1,000
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$0		\$0
<i>Property Management-Cleaning & Decorating</i>	\$0	\$5,000	\$5,000
<i>Property Management-Maintenance & Repair</i>	\$0	\$28,000	\$28,000
<i>Property Management-Contract Services</i>	\$24,500	\$5,500	(\$19,000)
	\$24,500	\$38,500	\$14,000
	\$45,500	\$60,500	\$15,000
<i>Security Contracts</i>	\$0		\$0
<i>Safety an Security</i>	\$0		\$0
	\$0	\$0	\$0
<i>Insurance</i>	\$2,606	\$6,750	\$4,144
<i>Employee Benefit Contributions</i>	\$6,600	\$6,800	\$200
<i>Interest Expense</i>	\$0		\$0
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$0		\$0
	\$9,206	\$13,550	\$4,344
<i>Transfers/Donations - Expenses</i>	\$0	\$143,580	\$143,580
	\$0	\$143,580	\$143,580
	\$9,206	\$157,130	\$147,924
	\$266,308	\$271,000	\$4,692
<i>Provisions For Reserve</i>	\$0	\$0	\$0

FY2022 Budget - Eastland Plaza

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$0		\$0
<i>Nondwelling Rental</i>	\$970,000	\$972,500	\$2,500
<i>Other Income</i>	\$259,500	\$262,000	\$2,500
	\$1,229,500	\$1,234,500	\$5,000
<i>Admin Salaries</i>	\$0		\$1,234,500
	\$0	\$0	\$1,234,500
<i>Telephone</i>	\$0	\$4,710	\$0
<i>Property Management-Admin Costs</i>	\$6,500	\$6,500	(\$1,790)
<i>Property Management - Other Promo</i>	\$5,000	\$5,000	\$1,500
<i>Property Management - Management Fees</i>	\$54,000	\$54,000	(\$49,000)
	\$65,500	\$70,210	(\$49,290)
	\$65,500	\$70,210	\$1,185,210
<i>Other COCC Management Fees</i>	\$292,388	\$124,835	(\$222,178)
	\$292,388	\$124,835	(\$222,178)
<i>Community Grants</i>	\$80,000	\$80,000	\$44,835
	\$80,000	\$80,000	\$44,835
<i>Water & Sewer</i>	\$33,500	\$45,500	\$46,500
<i>Electric</i>	\$22,500	\$17,500	\$23,000
<i>Gas</i>	\$0		\$17,500
	\$56,000	\$63,000	\$87,000
	\$428,388	\$267,835	(\$90,343)
<i>Maintenance Labor</i>	\$20,500	\$21,500	\$247,335
<i>Maintenance Labor - OT</i>	\$0		\$21,500
	\$20,500	\$21,500	\$268,835
<i>Materials</i>	\$0		\$21,500
	\$0	\$0	\$21,500
<i>Trash Removal</i>	\$4,500	\$4,500	(\$4,500)
<i>Property Management-Cleaning & Decorating</i>	\$50,500	\$2,550	(\$46,000)
<i>Property Management-Maintenance & Repair</i>	\$0	\$55,500	\$2,550
<i>Property Management-Contract Services</i>	\$65,500	\$42,500	(\$10,000)
	\$120,500	\$105,050	(\$57,950)
	\$141,000	\$126,550	\$232,385
<i>Security Contracts</i>	\$85,500	\$95,000	\$41,050
<i>Safety an Security</i>	\$0	\$3,766	\$95,000
	\$85,500	\$98,766	\$136,050
<i>Insurance</i>	\$32,500	\$37,500	\$66,266
<i>Employee Benefit Contributions</i>	\$1,450	\$3,020	\$36,050
<i>Interest Expense</i>	\$70,000	\$43,174	(\$66,980)
<i>Property Taxes</i>	\$88,106	\$88,106	(\$44,932)
<i>Franchise Tax</i>	\$0		\$88,106
	\$192,056	\$171,800	\$78,510
<i>Transfers/Donations - Expenses</i>	\$317,056	\$499,339	(\$145,256)
	\$317,056	\$499,339	(\$145,256)
	\$594,612	\$769,905	\$69,304
	\$1,229,500	\$1,234,500	\$1,396,556
<i>Provisions For Reserve</i>	\$0	\$0	(\$1,391,556)

FY2022 Budget - Sterling Village

Annualized Data is Apr - Sep Totals x 2

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$1,770,706	\$1,786,851	\$16,145
<i>Nondwelling Rental</i>	\$0		\$0
<i>Other Income</i>	\$185,765	\$219,905	\$34,140
	\$1,956,471	\$2,006,756	\$50,285
<i>Admin Salaries</i>	\$152,674	\$181,350	\$28,676
	\$152,674	\$181,350	\$28,676
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$148,689	\$161,918	\$13,229
<i>Property Management - Other Promo</i>	\$4,500	\$7,560	\$3,060
<i>Property Management - Management Fees</i>	\$88,041	\$90,304	\$2,263
	\$241,230	\$259,782	\$18,552
	\$393,904	\$441,132	\$47,228
<i>Other COCC Management Fees</i>	\$391,294	\$131,531	(\$259,763)
	\$391,294	\$131,531	(\$259,763)
<i>Community Grants</i>	\$0		\$0
	\$0	\$0	\$0
<i>Water & Sewer</i>	\$182,100	\$175,200	(\$6,900)
<i>Electric</i>	\$18,000	\$15,720	(\$2,280)
<i>Gas</i>	\$720	\$456	(\$264)
	\$200,820	\$191,376	(\$9,444)
	\$592,114	\$322,907	(\$269,207)
<i>Maintenance Labor</i>	\$160,940	\$174,423	\$13,483
<i>Maintenance Labor - OT</i>	\$9,480	\$11,100	\$1,620
	\$170,420	\$185,523	\$15,103
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$32,400	\$31,800	(\$600)
<i>Property Management-Cleaning & Decorating</i>	\$0	\$43,140	\$43,140
<i>Property Management-Maintenance & Repair</i>	\$74,050	\$78,170	\$4,120
<i>Property Management-Contract Services</i>	\$92,560	\$36,200	(\$56,360)
	\$199,010	\$189,310	(\$9,700)
	\$369,430	\$374,833	\$5,403
<i>Security Contracts</i>	\$0		\$0
<i>Safety an Security</i>	\$11,400	\$13,200	\$1,800
	\$11,400	\$13,200	\$1,800
<i>Insurance</i>	\$51,935	\$63,024	\$11,089
<i>Employee Benefit Contributions</i>	\$55,423	\$68,754	\$13,331
<i>Interest Expense</i>	\$197,749	\$196,780	(\$969)
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$0		\$0
	\$305,107	\$328,558	\$23,451
<i>Transfers/Donations - Expenses</i>	\$284,515	\$526,126	\$241,611
	\$284,515	\$526,126	\$241,611
	\$601,022	\$867,884	\$266,862
	\$1,956,470	\$2,006,756	\$50,286
<i>Provisions For Reserve</i>	\$1	\$0	(\$1)

FY2022 Budget - Bent Tree

Annualized Data is Apr - Sep Totals x 2

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$1,237,365	\$1,270,102	\$32,737
<i>Nondwelling Rental</i>	\$0		\$0
<i>Other Income</i>	\$85,720	\$152,520	\$66,800
	\$1,323,085	\$1,422,622	\$99,537
<i>Admin Salaries</i>	\$80,458	\$88,567	\$8,109
	\$80,458	\$88,567	\$8,109
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$87,746	\$95,566	\$7,820
<i>Property Management - Other Promo</i>	\$4,655	\$7,740	\$3,085
<i>Property Management - Management Fees</i>	\$59,538	\$64,018	\$4,480
	\$151,939	\$167,324	\$15,385
	\$232,397	\$255,891	\$23,494
<i>Other COCC Management Fees</i>	\$264,617	\$111,428	(\$153,189)
	\$264,617	\$111,428	(\$153,189)
<i>Community Grants</i>	\$0		\$0
	\$0	\$0	\$0
<i>Water & Sewer</i>	\$67,800	\$80,000	\$12,200
<i>Electric</i>	\$24,300	\$19,080	(\$5,220)
<i>Gas</i>	\$0		\$0
	\$92,100	\$99,080	\$6,980
	\$356,717	\$210,508	(\$146,209)
<i>Maintenance Labor</i>	\$101,408	\$96,152	(\$5,256)
<i>Maintenance Labor - OT</i>	\$2,100	\$2,040	(\$60)
	\$103,508	\$98,192	(\$5,316)
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$28,200	\$24,300	(\$3,900)
<i>Property Management-Cleaning & Decorating</i>	\$44,890	\$70,566	\$25,676
<i>Property Management-Maintenance & Repair</i>	\$38,790	\$58,500	\$19,710
<i>Property Management-Contract Services</i>	\$89,922	\$33,480	(\$56,442)
	\$201,802	\$186,846	(\$14,956)
	\$305,310	\$285,038	(\$20,272)
<i>Security Contracts</i>	\$0		\$0
<i>Safety an Security</i>	\$624	\$672	\$48
	\$624	\$672	\$48
<i>Insurance</i>	\$29,836	\$36,426	\$6,590
<i>Employee Benefit Contributions</i>	\$31,816	\$36,695	\$4,879
<i>Interest Expense</i>	\$147,622	\$151,678	\$4,056
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$0		\$0
	\$209,274	\$224,799	\$15,525
<i>Transfers/Donations - Expenses</i>	\$218,763	\$445,714	\$226,951
	\$218,763	\$445,714	\$226,951
	\$428,661	\$671,185	\$242,524
	\$1,323,085	\$1,422,622	\$99,537
<i>Provisions For Reserve</i>	\$0	\$0	(\$0)

FY2022 Budget - Lexington

Annualized Data is Apr - Sep Totals x 2

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$2,313,515	\$2,339,178	\$25,663
<i>Nondwelling Rental</i>	\$0		\$0
<i>Other Income</i>	\$243,610	\$284,212	\$40,602
	\$2,557,125	\$2,623,390	\$66,265
<i>Admin Salaries</i>	\$182,315	\$164,721	(\$17,594)
	\$182,315	\$164,721	(\$17,594)
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$169,885	\$186,084	\$16,199
<i>Property Management - Other Promo</i>	\$24,260	\$23,010	(\$1,250)
<i>Property Management - Management Fees</i>	\$115,071	\$118,053	\$2,982
	\$309,216	\$327,146	\$17,930
	\$491,531	\$491,867	\$336
<i>Other COCC Management Fees</i>	\$511,425	\$177,380	(\$334,045)
	\$511,425	\$177,380	(\$334,045)
<i>Community Grants</i>	\$0		\$0
	\$0	\$0	\$0
<i>Water & Sewer</i>	\$168,000	\$152,700	(\$15,300)
<i>Electric</i>	\$33,520	\$31,260	(\$2,260)
<i>Gas</i>	\$20,280	\$16,380	(\$3,900)
	\$221,800	\$200,340	(\$21,460)
	\$733,225	\$377,720	(\$355,505)
<i>Maintenance Labor</i>	\$156,397	\$157,065	\$668
<i>Maintenance Labor - OT</i>	\$6,024	\$6,600	\$576
	\$162,421	\$163,665	\$1,244
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$30,780	\$25,520	(\$5,260)
<i>Property Management-Cleaning & Decorating</i>	\$0	\$79,360	\$79,360
<i>Property Management-Maintenance & Repair</i>	\$110,460	\$138,770	\$28,310
<i>Property Management-Contract Services</i>	\$162,610	\$56,200	(\$106,410)
	\$303,850	\$299,850	(\$4,000)
	\$466,271	\$463,515	(\$2,756)
<i>Security Contracts</i>	\$0		\$0
<i>Safety an Security</i>	\$16,560	\$18,060	\$1,500
	\$16,560	\$18,060	\$1,500
<i>Insurance</i>	\$0	\$54,957	\$54,957
<i>Employee Benefit Contributions</i>	\$51,358	\$49,110	(\$2,248)
<i>Interest Expense</i>	\$445,002	\$443,639	(\$1,363)
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$15,000	\$15,000	\$0
	\$511,360	\$562,706	\$51,346
<i>Transfers/Donations - Expenses</i>	\$338,178	\$709,521	\$371,343
	\$338,178	\$709,521	\$371,343
	\$866,098	\$1,290,287	\$424,189
	\$2,557,125	\$2,623,389	\$66,264
<i>Provisions For Reserve</i>	\$0	\$1	\$1

FY2022 Budget - Sweetwater

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$1,130,513	\$1,132,019	\$1,506
<i>Nondwelling Rental</i>	\$0	\$0	\$0
<i>Other Income</i>	\$117,070	\$130,652	\$13,582
	\$1,247,583	\$1,262,671	\$15,088
<i>Admin Salaries</i>	\$105,304	\$104,583	\$1,157,367
	\$105,304	\$104,583	\$1,157,367
<i>Telephone</i>	\$0		\$104,583
<i>Property Management-Admin Costs</i>	\$134,274	\$132,154	(\$134,274)
<i>Property Management - Other Promo</i>	\$14,550	\$4,900	\$117,604
<i>Property Management - Management Fees</i>	\$56,141	\$56,820	(\$51,241)
	\$204,965	\$193,875	\$36,672
	\$310,269	\$298,458	\$1,194,039
<i>Other COCC Management Fees</i>	\$215,524	\$59,389	\$82,934
	\$215,524	\$59,389	\$82,934
<i>Community Grants</i>	\$0		\$59,389
	\$0	\$0	\$59,389
<i>Water & Sewer</i>	\$77,400	\$78,480	(\$77,400)
<i>Electric</i>	\$14,100	\$10,500	\$64,380
<i>Gas</i>	\$10,980	\$11,040	(\$480)
	\$102,480	\$100,020	(\$13,500)
	\$318,004	\$159,409	\$128,823
<i>Maintenance Labor</i>	\$92,552	\$97,813	\$66,857
<i>Maintenance Labor - OT</i>	\$4,500	\$3,780	\$93,313
	\$97,052	\$101,593	\$160,170
<i>Materials</i>	\$0		\$101,593
	\$0	\$0	\$101,593
<i>Trash Removal</i>	\$27,540	\$28,500	(\$27,540)
<i>Property Management-Cleaning & Decorating</i>	\$0	\$37,560	\$28,500
<i>Property Management-Maintenance & Repair</i>	\$80,970	\$84,440	(\$43,410)
<i>Property Management-Contract Services</i>	\$97,509	\$40,660	(\$13,069)
	\$206,019	\$191,160	(\$55,519)
	\$303,071	\$292,753	\$206,244
<i>Security Contracts</i>	\$0	\$11,880	\$292,753
<i>Safety an Security</i>	\$0	\$0	\$11,880
	\$0	\$11,880	\$304,633
<i>Insurance</i>	\$36,336	\$45,119	(\$24,456)
<i>Employee Benefit Contributions</i>	\$29,748	\$39,298	\$15,371
<i>Interest Expense</i>	\$178,718	\$178,197	(\$139,420)
<i>Property Taxes</i>	\$0	\$0	\$178,197
<i>Franchise Tax</i>	\$0	\$0	\$0
	\$244,802	\$262,614	\$29,692
<i>Transfers/Donations - Expenses</i>	\$71,437	\$237,558	(\$71,437)
	\$71,437	\$237,558	(\$71,437)
	\$316,239	\$512,052	\$262,888
	\$1,247,583	\$1,262,672	\$1,791,994
<i>Provisions For Reserve</i>	\$0	(\$1)	(\$1,776,906)

FY2022 Budget - Leisure Time Condos

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$165,000	\$165,000	\$0
<i>Nondwelling Rental</i>	\$0	\$0	\$0
<i>Other Income</i>	\$500	\$500	\$0
	\$165,500	\$165,500	\$0
<i>Admin Salaries</i>	\$0	\$0	\$165,500
	\$0	\$0	\$165,500
<i>Telephone</i>	\$0	\$0	\$0
<i>Property Management-Admin Costs</i>	\$40,500	\$40,500	(\$40,500)
<i>Property Management - Other Promo</i>	\$0	\$0	\$40,500
<i>Property Management - Management Fees</i>	\$15,000	\$15,000	(\$15,000)
	\$55,500	\$55,500	(\$15,000)
	\$55,500	\$55,500	\$150,500
<i>Other COCC Management Fees</i>	\$33,100	\$33,100	\$22,400
	\$33,100	\$33,100	\$22,400
<i>Community Grants</i>	\$0	\$0	\$33,100
	\$0	\$0	\$33,100
<i>Water & Sewer</i>	\$0	\$0	\$0
<i>Electric</i>	\$600	\$600	(\$600)
<i>Gas</i>	\$0	\$0	\$600
	\$600	\$600	\$0
	\$33,700	\$33,700	\$55,500
<i>Maintenance Labor</i>	\$14,500	\$14,500	\$19,200
<i>Maintenance Labor - OT</i>	\$0	\$0	\$14,500
	\$14,500	\$14,500	\$33,700
<i>Materials</i>	\$0	\$0	\$14,500
	\$0	\$0	\$14,500
<i>Trash Removal</i>	\$0	\$0	\$0
<i>Property Management-Cleaning & Decorating</i>	\$0	\$0	\$0
<i>Property Management-Maintenance & Repair</i>	\$0	\$0	\$0
<i>Property Management-Contract Services</i>	\$13,000	\$13,000	(\$13,000)
	\$13,000	\$13,000	(\$13,000)
	\$27,500	\$27,500	\$35,200
<i>Security Contracts</i>	\$0	\$0	\$27,500
<i>Safety an Security</i>	\$6,500	\$6,500	(\$6,500)
	\$6,500	\$6,500	\$21,000
<i>Insurance</i>	\$0	\$0	\$6,500
<i>Employee Benefit Contributions</i>	\$4,350	\$4,350	(\$4,350)
<i>Interest Expense</i>	\$0	\$0	\$4,350
<i>Property Taxes</i>	\$0	\$0	\$0
<i>Franchise Tax</i>	\$0	\$0	\$0
	\$4,350	\$4,350	\$6,500
<i>Transfers/Donations - Expenses</i>	\$37,950	\$37,950	(\$33,600)
	\$37,950	\$37,950	(\$33,600)
	\$48,800	\$48,800	(\$6,100)
	\$165,500	\$165,500	\$235,100
<i>Provisions For Reserve</i>	\$0	\$0	(\$235,100)

FY2022 Budget - Bridge at South Point

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$1,690,033	\$1,677,350	(\$12,683)
<i>Nondwelling Rental</i>	\$0		\$0
<i>Other Income</i>	\$265,905	\$211,617	(\$54,288)
	\$1,955,938	\$1,888,967	(\$66,971)
<i>Admin Salaries</i>	\$98,835	\$98,450	\$112,782
	\$98,835	\$98,450	\$112,782
<i>Telephone</i>	\$0		\$98,450
<i>Property Management-Admin Costs</i>	\$127,437	\$138,118	(\$28,987)
<i>Property Management - Other Promo</i>	\$39,760	\$36,100	(\$39,760)
<i>Property Management - Management Fees</i>	\$58,680	\$56,669	\$79,438
	\$225,877	\$230,887	\$109,141
	\$324,712	\$329,337	\$221,922
<i>Other COCC Management Fees</i>	\$73,515	\$98,679	\$157,372
	\$73,515	\$98,679	\$157,372
<i>Community Grants</i>	\$0		\$98,679
	\$0	\$0	\$98,679
<i>Water & Sewer</i>	\$94,200	\$93,300	(\$94,200)
<i>Electric</i>	\$20,880	\$20,400	(\$20,880)
<i>Gas</i>	\$10,800	\$6,336	\$82,500
	\$125,880	\$120,036	(\$32,580)
	\$199,395	\$218,715	\$223,471
<i>Maintenance Labor</i>	\$100,907	\$109,878	\$19,129
<i>Maintenance Labor - OT</i>	\$8,400	\$2,400	\$210,315
	\$109,307	\$112,278	\$229,444
<i>Materials</i>	\$0		\$2,400
	\$0	\$0	\$2,400
<i>Trash Removal</i>	\$34,380	\$24,300	(\$34,380)
<i>Property Management-Cleaning & Decorating</i>	\$0	\$88,580	\$0
<i>Property Management-Maintenance & Repair</i>	\$59,420	\$59,945	(\$35,120)
<i>Property Management-Contract Services</i>	\$158,920	\$24,404	(\$70,340)
	\$252,720	\$197,229	(\$139,840)
	\$362,027	\$309,507	\$92,004
<i>Security Contracts</i>	\$0	\$10,929	\$197,229
<i>Safety an Security</i>	\$42,732	\$0	\$266,775
	\$42,732	\$10,929	\$464,004
<i>Insurance</i>	\$0	\$69,508	\$0
<i>Employee Benefit Contributions</i>	\$37,969	\$39,288	(\$27,040)
<i>Interest Expense</i>	\$590,002	\$516,965	(\$520,494)
<i>Property Taxes</i>	\$0		\$39,288
<i>Franchise Tax</i>	\$0		\$516,965
	\$627,971	\$625,761	\$8,719
<i>Transfers/Donations - Expenses</i>	\$399,101	\$394,719	(\$399,101)
	\$399,101	\$394,719	(\$399,101)
	\$1,069,804	\$1,031,409	\$73,622
	\$1,955,938	\$1,888,968	\$611,020
<i>Provisions For Reserve</i>	\$0	\$0	(\$677,991)

FY2022 Budget - 1100 & 1124 S. IH35

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$0		\$0
<i>Nondwelling Rental</i>	\$929,984	\$929,984	\$0
<i>Other Income</i>	\$15,000	\$13,000	(\$2,000)
	\$944,984	\$942,984	(\$2,000)
<i>Admin Salaries</i>	\$0		\$0
	\$0	\$0	\$0
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$0		\$0
<i>Property Management - Other Promo</i>	\$0		\$0
<i>Property Management - Management Fees</i>	\$0		\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<i>Other COCC Management Fees</i>	\$188,900	\$184,997	(\$3,903)
	\$188,900	\$184,997	(\$3,903)
<i>Community Grants</i>	\$0		\$0
	\$0	\$0	\$0
<i>Water & Sewer</i>	\$0	\$2,000	\$2,000
<i>Electric</i>	\$0	\$4,000	\$4,000
<i>Gas</i>	\$0		\$0
	\$0	\$6,000	\$6,000
	\$188,900	\$190,997	\$2,097
<i>Maintenance Labor</i>	\$0		\$0
<i>Maintenance Labor - OT</i>	\$0		\$0
	\$0	\$0	\$0
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$0		\$0
<i>Property Management-Cleaning & Decorating</i>	\$0		\$0
<i>Property Management-Maintenance & Repair</i>	\$0		\$0
<i>Property Management-Contract Services</i>	\$5,000	\$5,000	\$0
	\$5,000	\$5,000	\$0
	\$5,000	\$5,000	\$0
<i>Security Contracts</i>	\$0		\$0
<i>Safety an Security</i>	\$0	\$4,000	\$4,000
	\$0	\$4,000	\$4,000
<i>Insurance</i>	\$0	\$3,000	\$3,000
<i>Employee Benefit Contributions</i>	\$0		\$0
<i>Interest Expense</i>	\$0		\$0
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$0		\$0
	\$0	\$3,000	\$3,000
<i>Transfers/Donations - Expenses</i>	\$724,153	\$739,987	\$15,834
	\$724,153	\$739,987	\$15,834
	\$724,153	\$746,987	\$22,834
	\$918,053	\$942,984	\$24,931
<i>Provisions For Reserve</i>	\$26,931	\$0	(\$26,931)

FY2022 Budget - Office Bldg 1503 & 1507

Annualized Data is Apr - Sep Totals x 2

Descriptions	Current Budget	Requested Budget	Budget Variance
<i>Dwelling Rentals</i>	\$0		\$0
<i>Nondwelling Rental</i>	\$196,200	\$196,200	\$0
<i>Other Income</i>	\$0		\$0
	\$196,200	\$196,200	\$0
<i>Admin Salaries</i>	\$0		\$196,200
	\$0	\$0	\$196,200
<i>Telephone</i>	\$0		\$0
<i>Property Management-Admin Costs</i>	\$0		\$0
<i>Property Management - Other Promo</i>	\$0		\$0
<i>Property Management - Management Fees</i>	\$0		\$0
	\$0	\$0	\$0
	\$0	\$0	\$196,200
<i>Other COCC Management Fees</i>	\$39,240	\$36,340	(\$39,240)
	\$39,240	\$36,340	(\$39,240)
<i>Community Grants</i>	\$0		\$36,340
	\$0	\$0	\$36,340
<i>Water & Sewer</i>	\$0		\$0
<i>Electric</i>	\$0		\$0
<i>Gas</i>	\$0		\$0
	\$0	\$0	\$0
	\$39,240	\$36,340	(\$2,900)
<i>Maintenance Labor</i>	\$0		\$36,340
<i>Maintenance Labor - OT</i>	\$0		\$0
	\$0	\$0	\$36,340
<i>Materials</i>	\$0		\$0
	\$0	\$0	\$0
<i>Trash Removal</i>	\$0		\$0
<i>Property Management-Cleaning & Decorating</i>	\$1,000	\$1,000	(\$1,000)
<i>Property Management-Maintenance & Repair</i>	\$0		\$1,000
<i>Property Management-Contract Services</i>	\$12,000	\$12,000	(\$12,000)
	\$13,000	\$13,000	(\$12,000)
	\$13,000	\$13,000	\$24,340
<i>Security Contracts</i>	\$0		\$13,000
<i>Safety an Security</i>	\$1,500	\$1,500	(\$1,500)
	\$1,500	\$1,500	\$11,500
<i>Insurance</i>	\$0		\$1,500
<i>Employee Benefit Contributions</i>	\$0		\$0
<i>Interest Expense</i>	\$0		\$0
<i>Property Taxes</i>	\$0		\$0
<i>Franchise Tax</i>	\$0		\$0
	\$0	\$0	\$1,500
<i>Transfers/Donations - Expenses</i>	\$123,460	\$145,360	(\$123,460)
	\$123,460	\$145,360	(\$123,460)
	\$124,960	\$146,860	(\$110,460)
	\$177,200	\$196,200	\$107,180
<i>Provisions For Reserve</i>	\$19,000	\$0	(\$107,180)

FY2022 Budget - Other Properties

Fund Description	Current Budget	Requested Budget	Budget Variance
<i>Pathways at Chalmers South</i>	\$0		\$0
<i>Other Income</i>	\$72,738		(\$72,738)
<i>Elysium GP</i>	\$0		\$0
<i>Bridge at Northwest Hills</i>	\$81,200		(\$81,200)
<i>Bridge at Terracina</i>	\$45,412		(\$45,412)
<i>Bridge at Asher</i>	\$152,400		(\$152,400)
<i>Bridge at Granada</i>	\$11,007	\$300,000	\$288,993
<i>SOCO II</i>	\$0		\$0
<i>North Plaza</i>	\$0		\$0
<i>Bridge at Canyon View</i>	\$0		\$0
<i>Estates at Norwood</i>	\$0		\$0
<i>Bridge at Loyola Lofts</i>	\$75,000	\$90,000	\$15,000
<i>Harris Ridge</i>	\$0	\$100,000	\$100,000
<i>Harris Branch Senior</i>	\$0		\$0
<i>The Bridge at Tech Ridge</i>	\$200,000		(\$200,000)
<i>The Bridge at Center Ridge</i>	\$250,000		(\$250,000)
<i>Urban Oaks</i>	\$0	\$50,000	\$50,000
<i>The Park at Summers Grove</i>	\$700,000	\$610,000	(\$90,000)
<i>Pointe at Ben White</i>	\$0	\$150,000	\$150,000
<i>The Reserve at Springdale</i>	\$0	\$50,000	\$50,000
<i>Villages of Ben White</i>	\$16,977	\$75,000	\$58,023
<i>Think East</i>	\$0	\$50,000	\$50,000
<i>AAHC-PFC (Public Facilities Corp)</i>	\$0		\$0
<i>Bridge at Volente</i>	\$364,000		(\$364,000)
<i>Circle S</i>	\$0		\$0
<i>Bridge at Sterling Springs</i>	\$125,000		(\$125,000)
<i>Bridges at Cameron</i>	\$0	\$90,000	\$90,000
<i>Commons at Goodnight</i>	\$0	\$300,000	\$300,000
<i>Arbors at Tallwood</i>	\$0	\$38,869	\$38,869
<i>Montecito</i>	\$0	\$68,833	\$68,833
<i>Melrose Trail</i>	\$0	\$44,511	\$44,511
<i>The Royce @1800</i>	\$0	\$129,933	\$129,933
<i>The James</i>	\$0	\$94,255	\$94,255
<i>AAHC-Future Developments</i>	\$3,397,016	\$5,500,000	\$2,102,984
Total Revenue	\$5,490,750	\$7,741,401	\$2,250,651
Expenses			
<i>Management Fees</i>	\$398,067	\$1,548,280	\$1,150,213
<i>Donations</i>	\$5,092,683	\$6,193,121	\$1,100,438
Expense Totals	\$5,490,750	\$7,741,401	\$2,250,651
Provisions For Reserve	\$0	\$0	\$0

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 07/31/2019)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: *****PHA Code:

PHA Fiscal Year Beginning: *****Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☐ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02702

HUMAN RESOURCES

ITEM NO. 6.

MEETING DATE: March 25, 2021

STAFF CONTACT: Gloria Morgan, Human Resources Director

ITEM TITLE: Presentation, Discussion and Possible Action regarding Resolution No: 02702:
Approval of revision to HACA's retirement plan to add an Employee Loan provision

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve an amendment to the Joinder Agreement of the Housing Agency Retirement Trust (HART), HACA's retirement plan, in order to implement an employee loan provision.

SUMMARY

Background:

As part of its comprehensive benefits package, the Housing Authority of the City of Austin currently provides employees a retirement plan, through the Housing Agency Retirement Trust (HART). Under HACA's current joinder agreement of our retirement plan, employees are not provided the opportunity to borrow or use any of the funds in the plan while they are currently employed with HACA. In order for an employee to access the funds from their account, they must resign or be terminated from the agency. Unfortunately, in the past, there have been several employees who have opted to resign in order to access their funds.

Process:

During a recent HACA Executive Team meeting, there was discussion of whether or not employees should be allowed to borrow money from their retirement account to meet personal or emergency needs and expenses. In previous years, HACA's joinder agreement did not allow employees this opportunity. On February 12, 2021, the HR Director contacted our retirement Administrator at HART and inquired about revising HACA's joinder agreement in order to make this a viable option for employees.

- If approved employees would be required to complete a financial counseling session with the HART retirement plan.
- Employees will only be allowed to borrow up to fifty percent (50%) of their vested account balance with a minimum loan amount of \$1,000.00 and maximum amount of \$50,000.00.
- The total amounts of all loans cannot exceed \$50,000 in one year and only one loan is permitted at a

time.

- The interest rate on the loan is calculated at New York prime, plus 1%(the employee would be paying the interest back to their own account). Loan repayments will be made via payroll deductions.
- There are no penalties for early payoff, however, it must be a lump sum payment.
- Failure to make payments on the loan will result in default. In an effort to prevent default, if an employee is laid off or on an unpaid leave of absence, the employee may make arrangements with HACA to continue to make loan payments.
- If employment is terminated and there is an outstanding balance, the balance of the loan becomes immediately due and payable. Unless the loan is repaid in full prior to termination, the remaining loan amount is treated as a distribution from the Plan and is subject to taxation. This will occur whether or not an employee request a distribution of their vested retirement account. The Form 1099R will be forwarded to the employee and the taxable information will be report to the Internal Revenue Service.
- You must be an active employee to request a loan.

Staff Recommendation:

In an effort to assist employees with personal and emergency needs, and to help alleviate employees from leaving the agency, in the future, in order to access funds from their retirement account, HACA is proposing an amendment be made to our joinder agreement with HART. This agreement would allow employees the opportunity to access funds from their vested retirement account with a loan provision. This option would also be considered an additional benefit to HACA, assisting with recruiting and retaining employees. Additionally, HACA believes during this recent economic environment, this option may also be very beneficial for our employees.

ATTACHMENTS:

▣ **HART Loan Provisions**

RESOLUTION NO. 02702

**APPROVAL OF REVISION TO HACA'S RETIREMENT PLAN TO ADD AN EMPLOYEE
LOAN PROVISION**

WHEREAS, the Housing Authority of the City of Austin ("Authority") is a participating Employer in the Housing Agency Retirement Trust ("Plan") for the benefit of its Employees; and

WHEREAS, the Authority has the right pursuant to Section 8.1 of the Plan to amend its Joinder Agreement and Plan Specifications as of the first day of any month; and

WHEREAS, effective April 1, 2021, the Authority desires to amend its Joinder Agreement and Plan Specification to add a loan provision and to incorporate prior amendments.

NOW, THEREFORE, BE IT RESOLVED that the Authority's Restated Joinder Agreement and Plan Specifications, a copy of which is attached hereto and incorporated herein by reference, is hereby approved and adopted effective April 1, 2021.

BE IT FUTHER RESOLVED by the Board of Commissioners that the President/CEO of this Authority is hereby authorized to sign the Restated Joinder Agreement and Plan Specifications for and on behalf of the Authority, and to take any and all actions necessary or appropriate to carry into effect the resolutions herein approved.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2021.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson



Housing Agency Retirement Trust

PO Box 22669, Louisville, KY 40252-0669

In order for you to obtain loan information or initiate a loan, you may access your personal account at *the HART* Web-site www.hart-retire.com or call a Customer Service Representative at 1-888-801-3534 between the hours of 9:00 a.m. – 5:00 p.m. (EST). When asked for your PIN number, press 0 for assistance.

LOANS: The following are the general loan provisions and restrictions which your agency adopted:

1. *All loan requests must be initiated either by accessing your personal account at www.hart-retire.com or by calling a Customer Service Representative at 1-888-801-3534 between the hours of 9:00 a.m. - 5:00 p.m. (EST).* When asked for your PIN number, press 0 for assistance.
2. Minimum loan amount — \$1,000.
3. The amount available for a loan is 50% of the participant's *vested* account balance, with a maximum of \$50,000. Since accounts are valued each day, the amount available will be determined by the value of the vested account balance on the day the loan is requested.

The total amount of all loans cannot exceed \$50,000, reduced by the highest outstanding balance of loans from the Plan during the one year period ending on the day before the loan is made.
4. Terms range from 12 months to 60 months.
5. The interest rate will be calculated at New York prime, plus 1%. Please note that you are paying the interest back to your own account.
6. The initial loan fee application will be \$75.00 which will be taken from your account.
7. Only one loan is permitted at a time.
8. Loan repayments, including interest, will be made via payroll deduction and credited to your account.
9. No penalties for early payoff; however, it must be a lump sum payoff.
10. Failure to make payments on your loan will result in a default. To prevent a default, if you are laid off or on an unpaid leave of absence, you may make arrangements with your employer to continue making loan payments.
11. If you terminate employment and have an outstanding loan balance, the balance of that loan becomes immediately due and payable. Unless the loan is repaid in full prior to termination, the remaining loan amount is treated as a distribution from the Plan and is subject to taxation. This will occur whether or not you request a distribution of your vested retirement account balance. The Form 1099R will be forwarded to you and the taxable information will be reported to the Internal Revenue Service. **However, if you do not withdraw your account balance from the retirement plan and your agency's joinder agreement provides for it, you may be able to make arrangements to continue making loan payments. Please contact the Plan Administrator (1-800-798-2044) for special instructions.** For tax implications, you should consult your tax advisor.

You must be an active employee to request a loan. Loans are paperless. Your endorsement on the back of the check is your acknowledgement of the terms of the loan.

Loans are processed daily. Assuming you initiate a loan by 4:00 P.M. Eastern Standard Time on any business day, your check will be mailed the next business day. Checks are sent via US Mail from ADP in Salem, New Hampshire; so please allow adequate time for mail delivery. In most cases, this would be three to five business days after the check is mailed.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02697

ASSISTED HOUSING ITEM NO. 7.

MEETING DATE: March 25, 2021

STAFF CONTACT: Lisa Garcia, Vice President of Assisted Housing

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02697: Authorizing HACA to Project-base 100 (one-hundred) Housing Choice Vouchers in response to a Request for Proposal issued on December 23, 2020

BUDGETED ITEM: No

TOTAL COST: N/A

ACTION

Motion to Approve Resolution No. 02697 authorizing HACA to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with four properties which best fulfilled the requirements of a Request for Proposals issued on December 23, 2020 to provide permanent supportive housing to homeless persons in the City of Austin. The four projects authorized to receive project-based vouchers are:

- 1) Espero Austin at Rutland, LP - 25 Housing Choice Vouchers
- 2) Texas Bungalows Permanent Supportive Housing Conversion, Austin Housing Finance Corporation, in collaboration with Integral Care - 50 Housing Choice Vouchers;
- 3) Waterloo Terrace, Waters Park Housing, LP, Foundation Communities - 15 Housing Choice Vouchers; and
- 4) Capital Studios, Capital Studios Housing, L.P., Foundation Communities - 10 Housing Choice Vouchers

SUMMARY

Background:

The allocation of 100 project-based Housing Choice Vouchers reflects HACA's dedication to expand supportive housing and services to vulnerable homeless individuals and those experiencing chronic homelessness. HUD regulations allow communities that are participating in the Housing Choice Voucher Program to project-base up to 20 percent of its allocated vouchers. HACA's Housing Choice Voucher Programs Administrative plan authorizes HACA to project-base up to 20 percent of tenant-based vouchers. On December 23, 2020, the Housing Authority of the City of Austin (HACA) issued a Request for Proposal soliciting proposals from developers/owners to provide rental units under the project-base voucher program

to serve vulnerable homeless individuals with a "housing first" approach. The "housing first" approach removes unnecessary barriers, provides immediate access to housing and then offers supportive services to foster long-term stability to prevent a return to homelessness.

Process:

Eight proposals were received. A review committee evaluated all proposals and assigned points based upon the Respondent's demonstrated competence, experience, capacity to provide supportive services, financial feasibility, project design, commitment to serve the homeless or those experiencing chronic homelessness, location in or near a high opportunity area, and project readiness. The scoring criteria is included as Attachment 1.

Staff Recommendation:

Staff recommends allocating project-based Housing Choice Vouchers to the four respondents that scored the highest by the RFP review committee. The four projects are:

- 1) Espero Austin at Rutland, LP - 25 Housing Choice Vouchers
- 2) Texas Bungalows Permanent Supportive Housing Conversion, Austin Housing Finance Corporation, in collaboration with Integral Care - 50 Housing Choice Vouchers;
- 3) Waterloo Terrace, Waters Park Housing, LP, Foundation Communities - 15 Housing Choice Vouchers; and
- 4) Capital Studios, Capital Studios Housing, L.P., Foundation Communities - 10 Housing Choice Vouchers

A description of each development is included as Attachment 2.

ATTACHMENTS:

- ❑ **HACA-20-P-0236 RFP scoring criteria**
- ❑ **Request for Proposals HACA-20-P-0236 Proposal Summaries**

RESOLUTION NO. 02697

AUTHORIZING HACA TO PROJECT-BASE 100 HOUSING CHOICE VOUCHERS

WHEREAS, HUD regulations allow communities that are participating in the Housing Choice Voucher Program to project-base up to 20 percent of its allocated vouchers;

WHEREAS, HACA's Housing Choice Voucher Programs Administrative plan authorizes HACA to project-base up to 20 percent of tenant-based vouchers;

WHEREAS, the Housing Authority issued a Request for Proposal on December 23, 2020 soliciting proposals from developers/owners to provide rental units under the project-base voucher program to serve vulnerable homeless individuals with a "housing first" approach;

WHEREAS, Espero Austin at Rutland,LP submitted a proposal requesting project-base vouchers for a property located at 1934 Rutland Drive, Austin, TX 78758;

WHEREAS, Austin Housing Finance Corporation in collaboration with Integral Care submitted a proposal requesting project-base vouchers for the Texas Bungalows Permanent Supportive Housing (PSH) Hotel Conversion located at 13311 Burnet Rd, Austin, TX 78727;

WHEREAS, FC Waters Park Housing, LP (Foundation Communities) submitted a proposal requesting project-base vouchers for Waterloo Terrace located at 12190 N Mopac Expwy, Austin, TX 78758;

WHEREAS, Capital Studios Housing, L.P. (Foundation Communities) submitted a proposal requesting project-base vouchers for Capital Studios located at 309 E. 11th St, Austin, TX 78701; and

WHEREAS, it is the recommendation of the President & CEO for the Housing Authority of the City of Austin to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with Espero Austin at Rutland, LP to project-base 25 Housing Choice Vouchers (HCV); Austin Housing Finance Corporation to project-base 50 HCVs for Texas Bungalows Permanent Supportive Housing (PSH) Hotel Conversion; FC Waters Park Housing, LP (Foundation Communities) to project-base 15 HCVs at Waterloo Terrace; and Capital Studios Housing, L.P. (Foundation Communities) to project-base 10 HCVs at Capital Studios.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Authority of the City of Austin's Board of Commissioners approve the Housing Authority of the City of Austin to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with Espero Austin at Rutland, LP to project-base 25 Housing Choice Vouchers (HCV); Austin Housing Finance Corporation to project-base 50 HCVs for Texas Bungalows Permanent Supportive Housing (PSH) Hotel Conversion; FC Waters Park Housing, LP (Foundation Communities) to project-base 15 HCVs at Waterloo Terrace; and Capital Studios Housing, L.P. (Foundation Communities) to project-base 10 HCVs at Capital Studios.

PASSED, APPROVED, AND ADOPTED this 25th day of March 2021.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson



REQUEST FOR PROPOSAL

HACA-20-P-0236

DEVELOPER/OWNER

HOUSING CHOICE VOUCHER PROGRAM

PROJECT BASED VOUCHERS

Date Issued: December 23, 2020

Please deliver completed bid packets to:

https://ha.internationalprocurement.com/requests.html?company_id=10217

DUE DATE: February 12, 2021 at 5:00 PM/CST

EXHIBIT 3

SCORING CRITERIA

REQUEST FOR PROPOSAL

PROJECT BASED VOUCHERS

FACTOR	MAX POINTS
A. Supportive Services Plan and Capacity	20 points
B. Financial Feasibility	20 points
C. Previous Experience of Applicant in Development and Property Management of Projects of Similar Scale for Similar Target Population	20 points
D. Project Design	20 points
E. Development Serves Homeless or Chronic Homeless individuals or families and complies with a <i>Housing First</i> approach.	20 points
F. High Opportunity Area	20 points
G. Project Readiness	20 points
TOTAL MAXIMUM POINTS:	140 points (Minimum points required for voucher award: 100)

A. SUPPORTIVE SERVICES PLAN AND CAPACITY

A high scoring Supportive Services Plan must demonstrate that the proposer:

Has planned and documented a high quality supportive services program that is results/outcome oriented and responsive to projected needs of the resident population. It should include narrative and a matrix that lists the types of supportive services, the eligible target population for each type of service, the number of persons to be served for each type of service, where the service will be provided, who will provide each services, the amount budgeted for each service, and the projected outcomes of each service;

Has identified and secured the resources, partnerships and staffing needed to effectively execute the plan.

This must include specific funding amounts by service type and provider including information on the duration of the funding. General or conditional support letters are not adequate; and,

Has assembled and obtained firm commitments from a team with documented track record(s) of effectively providing such services in residential locations to comparable populations. This must be demonstrated by providing reference projects of similar scale and scope.

Supportive Services Plan must include:

- A comprehensive case management component with reasonable staff to case manager ratios identified; and
- A discussion of issues and proposed strategies to address the specific supportive service needs related to housing of chronically homeless households.

The types of services that HACA will deem eligible to qualify a project to meet HUD’s definition of families receiving supportive services include, but are not limited to:

- **Job readiness / Job training:** Includes preparation and counseling, job development and placement, follow-up assistance after placement, completion of FSS “Contract of Family Participation;
- **Education:** Includes education for the completion of GED, post-secondary education, or computer training classes for children and adults;
- **Household Training:** Includes homemaking, parenting skills, financial literacy and stability programs;
- **Self-Sufficiency Services and Resources:** Includes participating in the FSS program and accessing all appropriate services to assist the family to achieve economic independence and self-sufficiency;
- **Substance Abuse Treatment:** Includes counseling, treatment for substance abuse and participation in ongoing support groups; and
- **Onsite Office Space and Group Room:** Includes office space to be used by VA case managers and or group space to conduct onsite classes and groups.

(20 points) Development has secured resources to provide at least 5 eligible support services.

(15 point) Development has secured resources to provide at least 4 eligible support services.

(10 points) Development has secured resources to provide at least 3 eligible support services.

(5 points) Development has secured resources to provide at least 2 eligible support services.

(0 points) Development has not secured resources to provide eligible support services.

MAXIMUM POINTS	20 points
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B. FINANCIAL FEASIBILITY

For new construction or rehabilitated housing, 10 of 20 points will be assigned based on the extent to which the proposal demonstrates that:

- A comprehensive and realistic construction and permanent financing budget has been prepared; and,
- Construction and permanent funding is firmly committed including documentation from all funding sources.

HACA will assign points by reviewing the construction and permanent financing committed at the time of application – or deemed by HACA to be highly likely to be committed within a reasonable period of time after proposal submission - and specifics on the plan to secure remaining funding. HACA may defer final approval of a proposal pending receipt of financing commitments from the City of Austin or other funding sources from which the developer has requested funding.

All projects (whether new construction, rehab or existing) must provide a 15 year operating proforma with line item detail sufficient for a knowledgeable reviewer to evaluate the feasibility and completeness

of the budget. For new construction and rehabilitation projects, the operating proforma will constitute 10 of the 20 points for this rating factor. For existing housing, the operating proforma will constitute 20 of 20 points for this rating factor. The operating proforma must include line item detail including, but not limited to:

- Estimated revenue by all sources; and,
- Estimated expenses for all categories including maintenance, utilities, capital reserves, security, resident supportive services, insurance, taxes, etc.
- Footnotes or other narrative must be presented where necessary to clarify assumptions about sources and uses. HACA will review budgets to assess whether realistic and appropriate assumptions have been made regarding the cost and level of on-site staffing, security and other costs.
- The amount of the compliance monitoring fee.

MAXIMUM POINTS

20 points

C. PREVIOUS EXPERIENCE OF APPLICANT IN DEVELOPMENT AND PROPERTY MANAGEMENT

For new construction and rehabilitation projects, a high scoring proposal must demonstrate that the applicant has either directly or through its team assembled all of the personnel, skills and other resources needed to complete the development project described in the proposal. This can be evidenced by reference projects of similar scale, budget and complexity.

For all proposals (new construction, rehab, existing), a high scoring proposal must demonstrate that the applicant has a track record of successfully leasing up and managing projects of similar scale, complexity and resident populations, and has developed a responsive and comprehensive management plan:

- Information on the portfolio currently managed by the property management team must be presented including number of units, population housed, and location. Proposals should include experience managing properties of comparable scale that house chronically homeless individuals or families.
- The management/maintenance plan presented in the proposal should not be a boilerplate example. A high scoring proposal will include a management plan that reflects the specific considerations of the site and the resident population including site/occupancy rules where applicable.
- Include a detailed management and maintenance staffing plan that provides sufficient information for HACA reviewers to determine the level of staffing that will be present on-site during business and nonbusiness hours, the approach to off-hour emergencies and other relevant property management information.

MAXIMUM POINTS

20 points

D. PROJECT DESIGN

A high scoring proposal will demonstrate that the project incorporates good design, especially utilizing “green,” environmentally sustainable building principles. Good design also incorporates site, unit and common area features and amenities that are responsive to the needs of the resident population. In evaluating this rating factor, HACA will consider information presented in the proposal including:

- The extent to which the project design incorporates “best practices” for the resident population. For example, projects that house chronically homeless must incorporate a range of design considerations related to safety, durability, the need to encourage socialization, the need for on-site services.
- LEED or other similar designations that provide evidence of environmentally sustainable design.
- Other energy efficiency features and improvements.
- Treatment of common areas and building grounds.
- Availability of other on-site amenities.

MAXIMUM POINTS**20 points****E. DEVELOPMENT SERVES HOMELESS OR CHRONIC HOMELESS COMMUNITY**

(20 points) Development serves Chronic Homeless individuals or families and will comply with a Housing First approach.

(15 points) Development serves Homeless individuals or families and will comply with a *Housing First* approach.

MAXIMUM POINTS**20 points**

F. HIGH OPPORTUNITY AREA

A high scoring proposal will be located in a high opportunity area that provides improved educational and economic opportunities for residents. In evaluating this factor, HACA will consider information provided in the proposal including:

(20 points) Development located in a census tract with a poverty rate at or below 20%.

(10 points) Development located in a census tract with a poverty rate greater than 20% but the site includes one of the following feature:

- A census tract in which the proposed PBV development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community;
- A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;
- A census tract in which the location of the proposed PBV development will be located is undergoing significant revitalization as a result of state, local, or federal dollars invested in the area;
- A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area;
- A census tract where there has been an overall decline in the poverty rate within the past five years; or
- A census tract where there are meaningful opportunities for educational and economic advancement.

MAXIMUM POINTS

20 points

G. PROJECT READINESS

The proposal must include a project timeline indicating major milestones including when project units will be ready for occupancy:

- **(20 points):** Existing housing that will be ready for occupancy within 60 days of award selection date for PBVs under this notice.
- **(20 points):** Newly constructed or rehabilitated units that will execute an agreement to enter into housing assistance payments (AHAP) and start construction within 24 months of the award announcement.

MAXIMUM POINTS

20 points

Attachment 2

Request for Proposals HACA-20-P-0236 Proposal Summaries

Espero Austin at Rutland

New Construction - 171 affordable housing zero bedroom units located at 1934 Rutland, Austin Texas with 101 units provided to persons identified by Continuum of Care as homeless. Site includes a fitness center, community dining room, furnished community room, interior resident courtyard. 12.5% poverty rate; significant private investment fueling revitalization in the area; less than 1/2 mile from the development is the site for the FC Austin Soccer Stadium; the Broadmoor 66-acre transit oriented mixed use 1 mile from site; and ACC Northridge Campus less than 2 miles away.

Lead Developer, the Vecino Bond Group. The Vecino Bond Group formed in 2011 has 61 developments across the United States, 23 supportive housing communities in 9 states, 1815 units of housing to end homelessness and has raised 3.5 M in supportive services. Vecino dedicates 75% of its time to affordable rental housing. Caritas of Austin, co-developer and supportive service provider. Caritas was founded in 1964 and has 14 years of experience addressing housing instability through supportive housing. Austin Housing Finance Corp, general partner, 50 years of experience developing and managing affordable housing. Alpha Barnes will provide property management. Alpha Barnes presently manages 30,000 multi-family units and was founded in 2000.

Austin Housing Finance Corp (AHFC) in collaboration with Integral Care

Permanent supportive housing for Hotel Conversion project at The Bungalows located at 13311 Burnet Road, Austin TX. Resident population single, disabled homeless persons. Existing hotel with 60 units that has been in use since 2018. Van transportation, 24-hour desk coverage; and computer stations. 5.4 poverty rate; the development is in Census Tract 18.47, which is a current high opportunity area which means it has deconcentrated poverty, has access to jobs, quality schools, services and green spaces. Significant federal, state and local dollars invested in the revitalization of this area. Employers in agreements with the City of Austin near the site include Hanger, HID Global, Samsung, Visa, the Domain and Apple.

Austin Housing Finance Corporation (AHFC) in collaboration with Integral Care. Integral Care has 50 plus years of experience serving the target population and has development experience to include development of 32 properties. In the past 10 years, Integral Care has acquired and rehabbed 5 buildings, including office space and residential units to include the Terrace at Oak Springs. Integral Care currently manages 13 properties. AHFC has over 50 years of affordable housing development experience and has assembled a development team to advance the project to include James May, Community Development Manager and Dianna Grey, Homeless Strategy Officer. PRAK Property Management will manage the property. PRAK has more than 10 years of property management experience working with individuals with disabilities and who have experienced chronic homelessness.

Foundation Communities Capital Studios

Existing housing ready to house chronically homeless single persons. Capital Studios located at 309 E 11th Street, Austin TX 78701. One building site with 135 zero bedroom units. Unit size 397 to 525 sq ft, total square footage of community 91,976 sq ft on .63 acre site. Five offices available to provide support services to residents. Property has resident community areas to include community kitchen, fitness room and computer lab. Large community room for one-on-one meetings with clients or large meetings for events or trainings with smart TV and access to a balcony overlooking downtown Austin. Energy efficient design and amenities. 13.8% poverty rate; located downtown Austin, block from state capital building and surrounded by new developments in a rapidly changing downtown area. Located in area targeted by City of Austin as priority for future development and public investment to include infrastructure, connectivity, amenities and bike and pedestrian access. Capital Studios is the only affordable housing tax credit development within the census tract. Located in Austin's Central Business District and less than a mile from Austin Community College Rio Grande Campus. According to 2018 census data, located within 1 mile of more than 100,000 jobs.

Foundation Communities has 30 years of experience owning and managing affordable rental developments in Austin, expertise with complex regulatory requirements; mission-focused owner with extensive experience providing on-site support services. Capital Studios is owned by an FC affiliate; FC is the sole member and manager of the general partner and controls the ownership entity. FC also self-manages all of its Austin housing communities. FC partners with many services providers to provide on-site services tailored to individuals coming out of homelessness and/or with other special needs. FC service team delivers services. FC has renovated and opened seven permanent supportive housing communities for single adults with 859 units across Austin.

Foundation Communities Waterloo Terrace

Existing housing ready to house chronically homeless single persons. Located at 12190 N Mope, Austin TX 78758. 132 units from 486 sq. ft. to 633 sq. ft. Total sq. footage 106,705 on 2.45 acres. The site is conveniently located to the Mope Expressway. One building, three story elevator, amenities include computer room with internet access, fitness center, laundry room, food pantry, lounge and community room; BBQ/picnic area, garden space, dog play area. Energy efficient design and amenities. 6.2% poverty rate supports goal of poverty deconcentration; located within a mile of ACC Northridge Campus and the Domain; According to 2018 census data, property is within 1 mile of more than 15,000 jobs. This location offers excellent access to education and employment opportunities. COA affordable housing search tool indicates this is only affordable housing in 78758 zip code. Located near many employment opportunities, the Domain, St David's Medical Center, and multiple options for public transportation within one-mile radius.

Foundation Communities has 30 years of experience owning and managing affordable rental developments in Austin, expertise with complex regulatory requirements; mission-focused owner with extensive experience providing on-site support services. Waterloo is owned by an FC affiliate; FC is the sole member and manager of the general partner and controls the ownership entity. FC also self-manages all of its Austin housing communities, including Waterloo. FC partners with many services providers to provide on-site services tailored to individuals coming out of homelessness and/or with other special needs. FC service team delivers services. FC has renovated and opened seven permanent supportive housing communities for single adults with 859 units across Austin.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02698

ASSISTED HOUSING ITEM NO. 8.

MEETING DATE: March 25, 2021

STAFF CONTACT: Lisa Garcia, Vice President of Assisted Housing

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02698: Authorizing HACA to Project-base 25 (twenty-five) Veteran Affairs Supportive Housing (VASH) Housing Choice Vouchers in response to a Request for Proposal issued on January 14, 2021

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

Motion to Approve Resolution No. 02698 authorizing HACA to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with Espero Austin at Rutland, LP to project-base 25 Veteran Affairs Supportive Housing (VASH) vouchers.

SUMMARY

Background:

HUD regulations allow communities that are participating in the Housing Choice Voucher Program to project-base up to 20 percent of its allocated vouchers. HACA's Housing Choice Voucher Programs Administrative plan authorizes HACA to project-base up to 20 percent of tenant-based vouchers. On January 14, 2021, the Housing Authority of the City of Austin (HACA) issued a Request for Proposal soliciting proposals from developers/owners to provide rental units under the project-base voucher program to serve homeless veterans participating in the Veteran Affairs Supportive Housing (VASH) program. The VASH program combines rental assistance from HUD with case management and clinical services provided by the Veterans Administration (VA). The RFP solicited proposals from developers/owners interested in providing project-based units to homeless veterans with a "housing first" approach. The "housing first" approach removes unnecessary barriers, provides immediate access to housing and then offers supportive services to foster long-term stability to prevent a return to homelessness.

Process:

Four proposals were received and reviewed by a committee. Each proposal was rated on their supportive services plan and capacity, financial feasibility, previous experience, project design, commitment to serve the homeless and chronic homeless, the location of the property in a high opportunity area, project readiness, and percentage of efficiency or 1 bedroom units. The RFP review committee assigned points based on the

Respondent's demonstrated competence and experience, and evaluated each proposal based on the scoring criteria included as Attachment 1.

Staff Recommendation:

Staff recommends allocating 25 project-base VASH vouchers to Espero Austin at Rutland, LP. which was the highest scored proposal. A summary of the proposal is included as Attachment 2.

ATTACHMENTS:

- ▣ **RFP 0237 PBV VASH SCORING CRITERIA**
- ▣ **RFP 0237 Proposal Property Description**

RESOLUTION NO. 02698

**AUTHORIZING HACA TO PROJECT-BASE 25 VETERAN AFFAIR SUPPORTIVE
HOUSING (VASH) HOUSING CHOICE VOUCHERS**

WHEREAS, HUD regulations allow communities that are participating in the Housing Choice Voucher Program to project-base up to 20 percent of its allocated vouchers;

WHEREAS, HACA's Housing Choice Voucher Programs Administrative plan authorizes HACA to project-base up to 20 percent of tenant-based vouchers;

WHEREAS, the Housing Authority issued a Request for Proposal on January 14, 2021 soliciting proposals from developers/owners to provide rental units under the project-based voucher program to serve homeless veterans participating in the VASH program with a "housing first" approach; and

WHEREAS, Espero Austin at Rutland, LP submitted a proposal requesting 25 project-base VASH vouchers for Espero at Rutland located at 1934 Rutland, Austin TX.

WHEREAS, it is the recommendation of the President & CEO for the Housing Authority of the City of Austin to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with Espero Austin at Rutland, LP to project-base 25 Veteran Affairs Supportive Housing (VASH) housing choice vouchers.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Authority of the City of Austin's Board of Commissioners approve the Housing Authority of the City of Austin to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with Espero Austin at Rutland, LP to project-base 25 VASH housing choice vouchers.

PASSED, APPROVED, AND ADOPTED this 25th day of March 2021.

Carl S. Richie, Jr., Chairperson

Michael G. Gerber, Secretary



Request for Proposal

HACA-20-P-0237

DEVELOPER/OWNER

Veterans Affairs Supportive Housing (VASH)

PROJECT BASED VOUCHERS

Date Issued: January 17, 2021

Please deliver completed bid packets to:

https://ha.internationalprocurement.com/requests.html?company_id=10217

DUE DATE: February 4: , 2021 at 5:00PM

EXHIBIT 3

SCORING CRITERIA

REQUEST FOR PROPOSAL

PROJECT BASED VOUCHERS

VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH)

FACTOR	MAX POINTS
A. Supportive Services Plan and Capacity	20 points
B. Financial Feasibility	20 points
C. Previous Experience of Applicant in Development and Property Management of Projects of Similar Scale for Similar Target Population	20 points
D. Project Design	20 points
E. Development Serves Homeless or Chronic Homeless Veterans and complies with a <i>Housing First</i> approach.	20 points
F. High Opportunity Area	20 points
G. Project Readiness	20 points
H. Percentage of efficiency or 1 bedroom units	20 points
TOTAL MAXIMUM POINTS:	160 points (Minimum points required for voucher award: 100)

A. SUPPORTIVE SERVICES PLAN AND CAPACITY

- A high scoring Supportive Services Plan must demonstrate that the proposer:
- Has planned and documented a high quality supportive services program that is results/outcome oriented and responsive to projected needs of the resident population. It should include narrative and a matrix that lists the types of supportive services, the eligible target population for each type of service, the number of persons to be served for each type of service, where the service will be provided, who will provide each services, the amount budgeted for each service, and the projected outcomes of each service;
- Has identified and secured the resources, partnerships and staffing needed to effectively execute the plan. This must include specific funding amounts by service type and provider including information on the duration of the funding. General or conditional support letters are not adequate; and,
- Has assembled and obtained firm commitments from a team with documented track record(s) of effectively providing such services in residential locations to comparable populations. This must be demonstrated by providing reference projects of similar scale and scope.

Supportive Services Plan must include:

- A comprehensive case management component with reasonable staff to case manager ratios identified; and
- A discussion of issues and proposed strategies to address the specific supportive service needs related to housing of chronically homeless households.

The types of services that HACA will deem eligible to qualify a project to meet HUD's definition of families receiving supportive services include, but are not limited to:

- **Job readiness / Job training:** Includes preparation and counseling, job development and placement and follow-up assistance after placement;
- **Education:** Includes education for the completion of GED, post-secondary education, or computer training classes for children and adults;
- **Household Training:** Includes homemaking, parenting skills, financial literacy and stability programs;
- **Self-Sufficiency Services and Resources:** Includes participating in self-sufficiency program and accessing all appropriate services to assist the family to achieve economic independence and self-sufficiency;
- **Substance Abuse Treatment:** Includes counseling, treatment for substance abuse and participation in ongoing support groups; and
- **Onsite Office Space and Group Room:** Includes office space to be used by VA case managers and or group space to conduct onsite classes and groups.

(20 points) Development has secured resources to provide at least 5 eligible support services.

(15 point) Development has secured resources to provide at least 4 eligible support services.

<p>(10 points) Development has secured resources to provide at least 3 eligible support services.</p> <p>(5 points) Development has secured resources to provide at least 2 eligible support services.</p> <p>(0 points) Development has not secured resources to provide eligible support services.</p>	
MAXIMUM POINTS	20 points

B. FINANCIAL FEASIBILITY	
<p>For new construction or rehabilitated housing, 10 of 20 points will be assigned based on the extent to which the proposal <u>demonstrates</u> that:</p> <ul style="list-style-type: none"> • A comprehensive and realistic construction and permanent financing budget has been prepared; and, • Construction and permanent funding is firmly committed including documentation from all funding sources. <p>HACA will assign points by reviewing the construction and permanent financing committed at the time of application – or deemed by HACA to be highly likely to be committed within a reasonable period of time after proposal submission - and specifics on the plan to secure remaining funding. HACA may defer final approval of a proposal pending receipt of financing commitments from the City of Austin or other funding sources from which the developer has requested funding.</p> <p>All projects (whether new construction, rehab or existing) must provide a 15 year operating proforma with line item detail sufficient for a knowledgeable reviewer to evaluate the feasibility and completeness</p> <p>of the budget. For new construction and rehabilitation projects, the operating proforma will constitute 10 of the 20 points for this rating factor. For existing housing, the operating proforma will constitute 20 of 20 points for this rating factor. The operating proforma must include line item detail including, but not limited to:</p> <ul style="list-style-type: none"> • Estimated revenue by all sources; and, • Estimated expenses for all categories including maintenance, utilities, capital reserves, security, resident supportive services, insurance, taxes, etc. • Footnotes or other narrative must be presented where necessary to clarify assumptions about sources and uses. HACA will review budgets to assess whether realistic and appropriate assumptions have been made regarding the cost and level of on-site staffing, security and other costs. • The amount of the compliance monitoring fee. 	
MAXIMUM POINTS	20 points

C. PREVIOUS EXPERIENCE OF APPLICANT IN DEVELOPMENT AND PROPERTY MANAGEMENT	
<p>For new construction and rehabilitation projects, a high scoring proposal must demonstrate that the applicant has either directly or through its team assembled all of the personnel, skills and other resources needed to complete the development project described in the proposal. This can be evidenced by reference projects of similar scale, budget and complexity.</p> <p>For all proposals (new construction, rehab, existing), a high scoring proposal must demonstrate that the applicant has a track record of successfully leasing up and managing projects of similar scale, complexity and resident populations, and has developed a responsive and comprehensive management plan:</p> <ul style="list-style-type: none"> • Information on the portfolio currently managed by the property management team must be presented including number of units, population housed, and location. Proposals should include experience managing properties of comparable scale that house chronically homeless individuals or families. • The management/maintenance plan presented in the proposal should not be a boilerplate example. A high scoring proposal will include a management plan that reflects the specific considerations of the site and the resident population including site/occupancy rules where applicable. • Include a detailed management and maintenance staffing plan that provides sufficient information for HACA reviewers to determine the level of staffing that will be present on-site during business and nonbusiness hours, the approach to off-hour emergencies and other relevant property management information. 	
MAXIMUM POINTS	20 points

D. PROJECT DESIGN	
<p>A high scoring proposal will demonstrate that the project incorporates good design, especially utilizing “green,” environmentally sustainable building principles. Good design also incorporates site, unit and common area features and amenities that are responsive to the needs of the resident population. In evaluating this rating factor, HACA will consider information presented in the proposal including:</p> <ul style="list-style-type: none"> • The extent to which the project design incorporates “best practices” for the resident population. For example, projects that house chronically homeless must incorporate a range of design considerations related to safety, durability, the need to encourage socialization, the need for on-site services. • LEED or other similar designations that provide evidence of environmentally sustainable design. • Other energy efficiency features and improvements. • Treatment of common areas and building grounds. • Availability of other on-site amenities. 	
MAXIMUM POINTS	20 points

E. DEVELOPMENT SERVES HOMELESS OR CHRONIC HOMELESS COMMUNITY	
<p>(20 points) Development serves Chronic Homeless Veterans and will comply with a Housing First approach.</p> <p>(15 points) Development serves Homeless Veterans and will comply with a <i>Housing First</i> approach.</p>	
MAXIMUM POINTS	20 points

F. HIGH OPPORTUNITY AREA	
<p>A high scoring proposal will be located in a high opportunity area that provides improved educational and economic opportunities for residents. In evaluating this factor, HACA will consider information provided in the proposal including:</p> <p>(20 points) Development located in a census tract with a poverty rate at 20% or below. (10 points) Development located in a census tract with a poverty rate greater than 20% but the site includes one of the following feature:</p> <ul style="list-style-type: none"> • A census tract in which the proposed PBV development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community; • A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment; • A census tract in which the location of the proposed PBV development will be located is undergoing significant revitalization as a result of state, local, or federal dollars invested in the area; 	
<ul style="list-style-type: none"> • A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area; • A census tract where there has been an overall decline in the poverty rate within the past five years; or • A census tract where there are meaningful opportunities for educational and economic advancement. 	
MAXIMUM POINTS	20 points

G. PROJECT READINESS	
<p>The proposal must include a project timeline indicating major milestones including when project units will be ready for occupancy:</p> <ul style="list-style-type: none"> • (20 points): Existing housing that will be ready for occupancy within 60 days of award selection date for PBVs under this notice. • (20 points): Newly constructed or rehabilitated units that will execute an agreement to enter into housing assistance payments (AHAP) and start construction within 24 months of the award announcement. 	
MAXIMUM POINTS	20 points

H. PERCENTAGE OF EFFICIENCY OR 1 BEDROOM UNITS	
<p>The proposal must indicate the unit allocation for project-based VASH vouchers requested. Generally, there is a greater need for efficiency and 1 bedroom units for homeless veterans participating in the VASH program:</p> <p>(20 points): percent of requested project-based VASH units are either efficiency or 1-bedroom units.</p> <p>(15 points): 75-89 percent of request project-based VASH units are either efficiency or 1-bedroom units.</p> <p>(10 points): 50-74 percent of request project-based VASH units are either efficiency or 1-bedroom units.</p> <p>(5 points): 25-49 percent of request project-based VASH units are either efficiency or 1-bedroom units.</p> <p>(0 points): less than 25 percent of request project-based VASH units are either efficiency or 1-bedroom units.</p>	
MAXIMUM POINTS	20 points

Attachment 2

Request for Proposals HACA-20-P-0237 Proposal Summary

Espero Austin at Rutland

New Construction - 171 affordable housing zero bedroom units located at 1934 Rutland, Austin Texas with 101 units provided to persons identified by Continuum of Care as homeless. Site includes a fitness center, community dining room, furnished community room, interior resident courtyard. 12.5% poverty rate; significant private investment fueling revitalization in the area; less than 1/2 mile from the development is the site for the FC Austin Soccer Stadium; the Broadmoor 66-acre transit oriented mixed use 1 mile from site; and ACC Northridge Campus less than 2 miles away.

Lead Developer, the Vecino Bond Group. The Vecino Bond Group formed in 2011 has 61 developments across the United States, 23 supportive housing communities in 9 states, 1815 units of housing to end homelessness and has raised 3.5 M in supportive services. Vecino dedicates 75% of its time to affordable rental housing. Caritas of Austin, co-developer and supportive service provider. Caritas was founded in 1964 and has 14 years of experience addressing housing instability through supportive housing. Austin Housing Finance Corp, general partner, 50 years of experience developing and managing affordable housing. Alpha Barnes will provide property management. Alpha Barnes presently manages 30,000 multi-family units and was founded in 2000.

HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD ACTION REQUEST
AUSTIN AFFORDABLE HOUSING CORPORATION
ITEM NO. 9.

MEETING DATE: March 25, 2021

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

ITEM TITLE: Update on AAHC's acquisition and development programs

BUDGETED ITEM: N/A

TOTAL COST: N/A

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02699

AUSTIN AFFORDABLE HOUSING CORPORATION

ITEM NO. 10.

MEETING DATE: March 25, 2021

STAFF CONTACT: Suzanne Schwertner, Director of Development

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02699: Resolution authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of Austin Affordable PFC, Inc.

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve Resolution No. 02699 authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of Austin Affordable PFC, Inc.

SUMMARY

Background:

The Board of Commissioners approved Resolution No. 2292 on October 24, 2012 authorizing the creation of Austin Affordable PFC, Inc. AAPFC was created pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the "Act"), to assist in the development of multifamily housing.

Process:

By amending the AAPFC bylaws, it will clarify that staff members that have been serving as officers are authorized to serve in such capacities. There will also be a ratification of officers by separate resolution that updates the officer roster to provide consistency between AAPFC and SCPFC officers and board members. Because HACA formed AAPFC, it must also approve of the bylaws amendment by resolution.

Staff Recommendation:

Board approval will allow Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of Austin Affordable PFC, Inc.

RESOLUTION NO. 02699

Resolution authorizing the Housing Authority of the City of Austin (the “Authority”) to take such actions necessary or convenient to amend the Bylaws of Austin Affordable PFC, Inc.

WHEREAS, pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the “Act”), the Authority sponsored and created Austin Affordable PFC, Inc., a Texas public facility corporation (“PFC”), to assist in the development of multifamily housing;

WHEREAS, the Authority approved of the filing of a Certificate of Formation (“Certificate”) with the Secretary of State of the State of Texas in order to form the PFC and of the PFC’s adoption of Bylaws (“Bylaws”) pursuant to Resolution No. 2292;

WHEREAS, the Certificate provides that any amendment of the Bylaws must be approved by the Authority;

WHEREAS, the Authority desires for the PFC to amend its Bylaws in order to permit for the appointment and/or election of individuals as officers of the PFC in accordance with the Act pursuant to an amendment to the Bylaws (the “Amendment”);

NOW, THEREFORE, in connection with the foregoing, the Board of Commissioners of the Authority hereby adopts the following resolutions:

BE IT RESOLVED, that the President and CEO of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, leases, company agreements, documents and other writings, including the Amendment (collectively the "Agreements") the President and CEO or his designee shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the President and CEO of the Authority or his designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the President and CEO and his designee are hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the President and CEO or his designee shall deem to be necessary or desirable, and all acts heretofore taken by the President and CEO and his designee to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

PASSED, APPROVED and ADOPTED this 25TH day of March, 2021.

ATTEST:

CHAIR

Secretary

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02700

AUSTIN AFFORDABLE HOUSING CORPORATION

ITEM NO. 11.

MEETING DATE: March 25, 2021

STAFF CONTACT: Suzanne Schwertner, Director of Development

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02700: Resolution authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of South Congress Public Facility Corporation

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve Resolution No. 02700 authorizing the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of South Congress Public Facility Corporation

SUMMARY

Background:

The HACA Board of Commissioners approved Resolution No. 2568 on September 20, 2018 authorizing the creation of South Congress Public Facility Corporation (SCPFC). SCPFC was created pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the "Act"), to assist in the development of multifamily housing.

Process:

The current officers of SCPFC include HACA's Board of Commissioners and HACA CEO/President. By amending the bylaws, it will clarify that staff members are authorized to serve as officers and an additional officer or officers can be added at the staff level. This would allow an additional officer at staff level along with the HACA CEO/President to carry out day-to-day operations. There will also be an appointment and ratification of officers by separate resolution that adds Ron Kowal, in his capacity as Vice President of Asset Management, to serve as an officer and updates the listing of officers to be consistent with HACA's other corporations. Because HACA formed SCPFC, it must also approve of the bylaws amendment by resolution.

Staff Recommendation:

Board approval will allow the Housing Authority of the City of Austin to take such actions necessary or convenient to amend the Bylaws of South Congress Public Facility Corporation.

RESOLUTION NO. 02700

Resolution authorizing the Housing Authority of the City of Austin (the “Authority”) to take such actions necessary or convenient to amend the Bylaws of South Congress Public Facility Corporation

WHEREAS, pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code (the “Act”), the Authority sponsored and created South Congress Public Facility Corporation, a Texas public facility corporation (“PFC”), to assist in the development of multifamily housing;

WHEREAS, the Authority approved of the filing of a Certificate of Formation (“Certificate”) with the Secretary of State of the State of Texas in order to form the PFC and of the PFC’s adoption of Bylaws (“Bylaws”) pursuant to Resolution No. 2568;

WHEREAS, the Certificate provides that any amendment of the Bylaws must be approved by the Authority;

WHEREAS, the Authority desires for the PFC to amend its Bylaws in order to permit for the appointment and/or election of individuals as officers of the PFC as permitted by the Act pursuant to an amendment to the Bylaws (the “Amendment”);

NOW, THEREFORE, in connection with the foregoing, the Board of Commissioners of the Authority hereby adopts the following resolutions:

BE IT RESOLVED, that the President and CEO of the Authority and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, leases, company agreements, documents and other writings, including the Amendment (collectively the "Agreements") the President and CEO or his designee shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the President and CEO of the Authority or his designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the President and CEO and his designee are hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the President and CEO or his designee shall deem to be necessary or desirable, and all acts heretofore taken by the President and CEO and his designee to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

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PASSED, APPROVED, ADOPTED this 25TH day of March, 2021.

CHAIR

ATTEST:

Secretary