

# **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 Regular Meeting**

**Thursday, January 19, 2023**

**1:00 PM**

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

**To attend virtually: Meeting ID: 838 2134 3208 Passcode: 933302**

**Austin, TX**

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

**TO BE HELD AT  
HACA Central Office, 1124 S. Interstate Highway 35  
To attend virtually: Meeting ID: 838 2134 3208 Passcode: 933302  
Austin, TX  
(512.477.4488)**

**Thursday, January 19, 2023  
1:00 PM**

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

---

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

**Citywide Advisory Board Update**

**CONSENT AGENDA**

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

**CONSENT ITEMS**

1. Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on December 7, 2022

**ACTION ITEMS**

2. Presentation, Discussion, and Possible Action regarding Resolution No. 02783 By the Board of Commissions of the Housing Authority of the City of Austin (the "Authority") authorizing the Authority to terminate the Annual Contributions Contract and complete the transition to Project Based Rental Assistance
3. Presentation, Discussion, and Possible Action regarding Resolution No. 02784 Renewal of the Boys and Girls Club contract (Chalmers and Meadowbrook) for Comprehensive Youth Development Clubs
4. Presentation, Discussion, and Possible Action regarding Resolution No. 02785: Approval to Renew Communities in Schools In-Schools Case Management and Property- Based Tutoring Services
5. Presentation, Discussion, and Possible Action on Resolution No. 02786 by the Board of Commissioners of the Housing Authority of the City of Austin (the "Authority") to take the following actions with regard to the Indigo Apartments (the "Development") 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
6. Presentation, Discussion, and Possible Action Regarding Resolution No: 02787 Awarding a Renewal Contract for Agency Wide Trash Disposal & Recycling Services

## **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
- Finance Report

## **ADJOURNMENT**

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

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

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

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

---

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

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

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### EXECUTIVE

### ITEM NO. 1.

---

---

**MEETING DATE:** January 19, 2023

**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 December 7, 2022

**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 December 7, 2022.

### ATTACHMENTS:

- ▣ **20221207 HACA Minutes Summary**

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

**December 7, 2022**

**SUMMARY OF MINUTES**

**THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS REGULAR BOARD MEETING NOTICE WAS POSTED FOR 8:00 AM ON WEDNESDAY, DECEMBER 7, 2022, AND WAS HELD AT THE HACA CENTRAL OFFICE, 1124 S. INTERSTATE HIGHWAY 35, AUSTIN, TX 78704 AND VIRTUALLY**

**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 December 7, 2022, to order at 12:12 pm. The meeting was held at the HACA Central Office, 1124 S. Interstate 35, Austin, TX 78704 and virtually.

Roll call certified a quorum was present on the call.

**MEMBERS PRESENT:**

Carl S. Richie, Jr., Chairperson  
Chuck Bailey, Vice-Chairperson  
Mary Apostolou, 2<sup>nd</sup> Vice-Chairperson  
Edwina Carrington, Commissioner  
Dr. Tyra Duncan-Hall, Commissioner

**MEMBER(S) ABSENT:**

**ALSO IN ATTENDANCE:**

Wilson Stoker, Cokinos Law Firm  
Bill Walter, Coats Rose Law Firm  
Orlando Cabrera, Arnall Golden Gregory Law Firm (virtually) for Executive Session only

**STAFF PRESENT ON THE CALL:**

Gloria Morgan, Jimi Teasdale, Keith Swenson, Kelly Crawford, Leilani Lim-Villegas, Lisa Garcia, Michael Cummings, Michael Gerber, Nidia Hiroms, Ron Kowal, Suzanne Schwertner, and Sylvia Blanco

The Board of Commissioners acknowledged the passing of former HACA Commissioner Isaac Robinson. Mr. Robinson was a very active member of the HACA Board. Isaac was highly regarded by all and he brought a wealth of personal experience to the Board. The HACA Commissioners and staff are very grateful for Mr. Robinson's work and service over the years and he will be deeply missed.

**ITEMS WERE PRESENTED OUT OF ORDER.**

**CITYWIDE ADVISORY BOARD (CWAB) – Lupe Garcia**, Citywide Advisory Board President reported that the October CWAB Meeting was held virtually on Tuesday, November 8, 2022. •**Michael Roth**, HACA Director of Housing Operations & Policy announced that the Rosewood closing will be on November 10<sup>th</sup> and once the property is completed, Rosewood will add 84 new units, including 3-4 bedrooms and a Homeownership Program. All Rosewood residents have the first right to return. •**Michael** also announced that the majority of HACA properties are getting signatures for the Gross Rent Change. •**Catherine Crago**, HACA Head of Strategic Initiatives shared that there are plans to roll out high-speed internet at Lakeside, Santa Rita, and Northgate through a partnership with PCs for People. •**Leilani Lim-Villegas**, HACA Senior Director of Community Development mentioned that the Turkey gift card distribution for all HACA properties is scheduled for Tuesday, November 15th. This event has been sponsored by the Austin Apartment Association for the past 36 years. •**Barbara Jackson**, HACA Family Opportunity Program Design Director provided Youth Education Success updates. •**Barbara** reminded everyone that Blue Santa applications are processed through the HACA Resident and Client Support Center. Families with children from 0-14 years of age will qualify for a gift package from the Austin Police Department. •**Sandy Fernandez**, UT Social Work Intern announced that HACA is developing a homeownership brochure for Rosewood and it will be launched the beginning of next year. •**Corey Jones** provided i-DADS and i-MOMS updates. i-DADS is currently recruiting neighborhood safety ambassadors to enhance the AROW program. •**Leilani** gave Bringing Health Home (BHH) updates and announced that mobile vaccination clinics will be available at Lakeside, Gaston, and North Loop. Flu, COVID and shingles vaccines will be administered by Austin Public Health. New Business: • Introduction of **Jeff Patterson**, HACA's new Director of Communications and Marketing.

## CONSENT ITEMS

### APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS

#### ITEM 1: Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on October 20, 2022

**Commissioner Duncan-Hall** moved the Approval of the Board Minutes Summary for the Board Meeting held on October 20, 2022. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

#### ITEM 2: Presentation, Discussion, and Possible Action regarding Resolution No. 02772: Approval of the Board of Commissioners Meeting Schedule for 2023

Per the HACA Bylaws, each year the Board of Commissioners is to adopt by resolution a meeting schedule for the following year. This schedule is to be posted and given to the City Clerk's office and posted on the HACA's website and all HACA property management community bulletin boards.

A comprehensive list was created to show all future conference dates of state, regional and national associations. This list also includes the dates for the Austin Independent School District's Spring Break for 2023. Based on these dates, the 2023 HACA Board of Commissioners Meeting Schedule was created. The 2023 HACA Board Meeting schedule follows.

Thursday, January 19	Thursday, July 20
Thursday, February 16	Thursday, August 17
Thursday, March 23	Thursday, September 21
Thursday, April 20	Thursday, October 19
Thursday, May 18	Thursday, November 16
Thursday, June 15 (Optional)	Thursday, December 21

**Commissioner Duncan-Hall** moved the Approval of Resolution No. 02772: Approval of the Board of Commissioners Meeting Schedule for 2023. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

#### PUBLIC COMMUNICATION - (3 minute time limit)

**Kate Moore**, Ending Homelessness in Austin and Travis County (ECHO), spoke in support of the revisions to the Housing Choice Voucher Administrative Plan

**J. Paul Connolly**, Austin Justice Coalition, spoke in support of the revisions to the Housing Choice Voucher Administrative Plan

**Larry Franklin**, Black Lives Veggies, spoke in support of the revisions to the Housing Choice Voucher Administrative Plan

Public communication was opened during each item on the agenda. No one provided any additional communication during any of the items.

## ACTION ITEMS

### APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS

#### ITEM 3: Presentation, Discussion and Possible Action Regarding Resolution No. 02771: Approval of Revisions to the Housing Choice Voucher Administrative Plan

The Housing Choice Voucher (HCV) Administrative Plan is required by HUD. The Administrative Plan aims to establish policies for carrying out the program in a manner consistent with HUD requirements and local goals and objectives contained in HACA's agency plan. The Administrative Plan is a supporting document to HACA's agency plan and is available for public review as required by CFR 24 Part 903. The HACA Board of Commissioners must approve the original policy and any subsequent changes to comply with HUD regulations.

The following summarizes the proposed changes to the HCV Administrative Plan:

#### Criminal Screening Criteria

- Revised Criminal Screening Criteria policy to include only federal mandatory denial language.
- Deleted other permitted reasons for denial of assistance for criminal activity.

The reasons for the proposed change are outlined below:

- Allow broader access to those experiencing homelessness referred through coordinated entry;
- Align with local strategies for ending homelessness; and
- Advance racial equity.
- Deleted Mainstream voucher program criminal background screening criteria as HUD's waiver expired.
- Regular HCV criminal background screening criteria will apply to Mainstream program.

**Rent Increase policy**

- Changed rent increase policy to proposed increase effective per the current lease or month-to-month renewal effective date rather than reexamination effective date.

**Reexaminations – Fixed income**

- Revised policy regarding clients with 90% or more fixed income to allow for the cost of living adjustments for fixed income every two years, with third-party verification of fixed income and non-fixed income every two years.

**Reexaminations continued – custody documentation**

- Revised verification requirements for custody documentation of minors who are not head of household's children to allow for custodial affidavit or declaration from at least one of the parents authorizing the head of household to maintain custody of the minor.

**Reexaminations – Interims**

- Revised interim reporting requirements to streamline processes, so families increases in income and assets are processed at the next annual reexaminations. The exception includes processing interim increases for families on zero income, families receiving earned income disallowance, and FSS participants requesting that the increase be processed.

**Special Housing Types**

- Changed policy to permit the use of Single Room Occupancy (SROs) and manufactured homes as an approved special housing type. This policy change will expand affordable housing options to program participants.

**Administrative Policies**

- Per Nan McKay revision service made several suggested changes to include the use of administrative fees to facilitate leasing, the ability to increase the VASH payment standard to 120% of the published fair market rents, and slight revisions to the repayment of debts owned and retention policy.

**Project-based vouchers**

- Added language to project-base 50 units at Rosewood Courts. Also, to seek HUD approval to add 50 project-based voucher units to the Cady Loft HAP Contract without competition. The justification for this includes HACA's commitment to expanding housing opportunities to people experiencing homelessness, and Cady Lofts received a 9% low-income housing tax credit allocation. The 9% LIHTC allocation qualifies for the selection of a proposal subject to a previous competition under a federal, state, or local housing assistance program.
- Revised the name of Texas Bungalows to Bungalows at Century Park.
- Added PBV tenant selection criteria for Balcones Terrace, Libertad Austin at Gardner, Candlewood Suites Hotel Conversion Project at Pecan Park, and Cady Lofts.

**Special Purpose Vouchers**

- Added Special Purpose Vouchers Chapter 19 provide by Nan McKay revision service to clarify policies per federal requirements and local policies for the Family Unification (FUP), Foster Youth to Independence (FYI), Veterans Affairs Supportive Housing (VASH), Mainstream, and Non-Elderly Disabled (NED) programs.

Proposed changes to the Housing Choice Voucher (HCV) Administrative Plan went out for public comment for 30 days beginning on October 21, 2022, until November 21, 2022.

HACA held a public hearing and presentation to the Housing Choice Voucher Advisory Board on October 6, 2022, with five attending via video conference and two attending in person. Presentations were conducted on the changes to the HCV Administrative Plan that are included in the P HA Annual Plan, required changes to the FSS Action Plan, and the P HA Annual and Five Year Plans with focus on agency goals and progress towards those goals.

During the presentation, participants asked questions to further their understanding of the items discussed. However, no comments on proposed changes were provided.

Participants were advised of the deadline and manner to provide public comment if they chose to do so after the presentation.

Additionally, HACA held a public hearing on November 10, 2022. Five people attend including representatives from Black Leaders Collective, Austin Justice Coalition, Ending Community Homeless Coalition (ECHO), and Tomorrow's Promise Foundation. Attendees expressed support for the changes to the criminal screening criteria.

The Reentry Round Table (RRT) sent a comment letter. Amendments were made to the proposed HCV Admin plan after reviewing and considering the RRT comments to include the following:

Added an initial statement before the mandatory denial language that clarifies that the policy aims to screen applicants fairly and in a manner that seeks to reduce barriers for persons with criminal histories.

Also, added language that HACA may consider admitting an applicant if the household member who currently engaged in drug-related criminal activity has successfully completed a supervised drug rehabilitation program approved by HACA or the household member who engaged in the drug-related criminal activity no longer lives in the household.

The Reentry Roundtable suggested that HACA clarify that it will not deny an applicant solely on the basis of an arrest, and this policy already exists as reflected on pages 78-79 of the HCV Administrative Plan.

HACA also received over 50 emailed comment letters of support for the changes made to the criminal screening criteria.

**Commissioner Duncan-Hall** moved the Approval of Resolution No. 02771: Approval of Revisions to the Housing Choice Voucher Administrative Plan. **Commissioner Carrington** seconded the motion. **Vice-Chairperson Bailey** voted against. The motion Passed (4-Ayes and 1-Nays).

**ITEM 5: Presentation, Discussion, and Possible Action regarding Resolution No. 02782 Veteran Affairs Supportive Housing (VASH) Exception payment standards**

The United States Department of Housing and Redevelopment officials (HUD) allows housing authorities to establish HUD-Veterans Affairs Supportive Housing (VASH) program's exception payment standard up to 120 percent of the published fair market rents.

In 2022, the average lease-up success rate for VASH households was 63 percent with 37 percent of VASH participants struggling to lease an affordable home. An increase in the payment standards to 120 percent of the published fair market rents for the VASH program aims to improve the lease-up success rates and help more veterans move from homelessness into a stable home.

In addition, approving the exception payment standard will streamline processes, as many HUDVASH households have documented disabilities and often request increased payment standards as a reasonable accommodation to lease a unit. Setting the VASH payment standards at 120% of the published fair market rents will reduce the administrative burden for veterans, Veterans Affairs social workers, and HACA staff to request, review, and approve reasonable accommodation requests.

Staff recommended approving an exception payment standard for the HUD-Veterans Affairs Supportive Housing (VASH) program at 120 percent of the published fair market rents.

The new payment standards will go into effect on February 1, 2023, for any new VASH leases/HAP Contracts and annual re-examinations.

**2<sup>nd</sup> Vice-Chairperson Apostolou** moved the Approval of Resolution No. 02782 Veteran Affairs Supportive Housing (VASH) Exception payment standards. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**Chairperson Richie left the room at 8:55 am**

**ITEM 9: Presentation, Discussion, and Possible Action regarding Resolution No. 02776: Ratification of an Award of Contract for Fire Pump/Jockey Pump Assembly Installation for Pathways at Gaston Place Apartments**

The Pathways at Gaston Place Apartments underwent a major RAD rehab project in 2016-17 and at that time the facility was outfitted with a fire sprinkling system. Over past few years, the property's annual fire system inspection has revealed that the water pressure supplied to the property from the City of Austin (COA) is lower than a pressure rating that would provide the most effectiveness. This condition has been verified with COA/Austin Water/Austin Fire Dept. representatives who also confirm the pressure is not expected to increase to the point that HACA would prefer, for its' system.

While the system is operative and functional, and passes inspection for those parameters, if the water pressure could be increased, the system would be able to provide a higher degree of safety. Such modification would improve safety for the facility's Residents and Staff, and reduce HACA's risk level, regarding the asset.

HACA has now explored the possibility of installing a "fire pump" assembly, which if installed, would boost the water pressure (psi) to a higher level. That higher psi would result in stronger flow and better effectiveness of the spray patterns from the sprinkler heads that in turn, would extinguish fire faster, and more comprehensively. Austin Water, and AFD also agree that this approach will provide the highest degree of safety for the facility and its occupants.

Moving swiftly, bids were taken and negotiated for the proposed project, and an award of contract was agreed upon, based on the overall value and time benefit to HACA. HACA engaged a fire suppression services firm, Pye-Barker/AAA Fire & Safety, for assistance with designing the solution for the issue. Work was undertaken immediately, to not lose any time with such an important issue. The fire services firm engineered a fire pump assembly solution, and instructed HACA how to modify the property's existing fire riser room, to accommodate the new fire pump assembly.

Based on the satisfactory past and current performance of Pye Barker Fire & Safety, Inc. of Austin, staff recommended that the Board ratify the approval of Award of Contract.



**Commissioner Carrington** moved the Approval of Resolution No. 02776: Ratification of an Award of Contract for Fire Pump/Jockey Pump Assembly Installation for Pathways at Gaston Place Apartments. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

**Chairperson Richie** returned to the room at 9:10 am.

**ITEM 4: Presentation, Discussion and Possible Action Regarding Resolution No. 02772; Approval to Submit the 2023 PHA Annual Plan and Update to the 2020-2024 Five-Year Plan to the U.S. Department of Housing and Urban Development**

The Five-Year and Annual PHA Plans provide a ready source for interested parties to locate basic housing authority policies, rules and requirement concerning its operations, programs, and services, including changes to these policies. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families. PHAs with no public housing, such as HACA, that administer only Housing Choice Voucher (HCV) programs utilize Form HUD-50075-HCV and HUD-50075-5Y to submit changes to its PHA Plans.

The Draft 2023 PHA Annual Plan incorporates proposed changes to the Housing Choice Voucher Administrative Plan along with updates regarding the agency's Five-Year Goals and Objectives.

A 45-day public comment period commencing at 8:00 a.m. on Friday, October 21, 2022 and concluding at 5:00 p.m. on Monday, December 5, 2022 was held to solicit comments regarding the 2023 Public Housing Authority (PHA) Annual Plan and updates to the Five-Year Plan. Notices regarding the announcement of the public comment period for these plans were sent to various community organizations, posted on the HACA website, and advertised in the Austin American Statesman, The Villager and La Prensa. Notice letters of the draft 2023 PHA Annual Plan were sent to the Austin Tenants' Council, the City of Austin Housing and Planning department, ADAPT of Texas, ECHO, and Texas Rio Grande Legal Aid, along with other interested community leaders and stakeholders. Additionally, a public hearing was held on November 10, 2022.

HACA received numerous written comments from the public in support of the changes in the HCV program criminal background screening policies. We also received comments at the public hearing held on November 10, 2022 indicating positive support for the changes in the HCV Administrative Plan's criminal background screening policies.

**Commissioner Duncan-Hall** moved the Approval of Resolution No. 02772; Approval to Submit the 2023 PHA Annual Plan and Update to the 2020-2024 Five-Year Plan to the U.S. Department of Housing and Urban Development. **Commissioner Carrington** seconded the motion. **Vice-Chairperson Bailey** was present but did not vote. The motion Passed (4-Ayes and 0-Nays).

**ITEM 10: Presentation, Discussion, and Possible Action regarding Resolution No. 02777: Roofing Replacements for Pathways at Bouldin Oaks Apartments**

The winter season of early 2021 produced significant hailstorms that damaged the majority of HACA's apartment communities in the Pathways Asset Management Inc (PAMI) portfolio. Eleven of 16 properties incurred hail impact damages that qualified for claims with our insurance carrier, to replace their existing shingle roofing. This project will only address shingle roofing and not any TPO (thermal plastic overlay) roof areas, which did not incur damages due to the resilient nature of that type of roofing. In phase I and II, six sites, Manchaca II, Coronado Hills, Santa Rita Courts, Booker T. Washington Terraces, Gaston Place, and Georgian Manor have already had this work completed over the past year. Phase III is the remaining sites of Meadowbrook, Bouldin Oaks, Thurmond Heights, and Manchaca Village.

For all sites, HACA worked with an architectural firm to produce the plan-sets and specifications needed to publicly advertise and solicit bids for the project, utilizing the online Housing Agency Marketplace procurement system. The scope of work for all sites is relatively identical, with full demo/removal of all damaged roofing down to the decking, and new shingle roofing systems installed back, utilizing HACA's standard requirements for such work. Underlying needs for decking replacements, fascia repairs, flashing, and other typically related work will be completed on a Unit Pricing basis, as captured in the bid forms.

The work at each site will address all damaged buildings of each property, as warranted, and includes: Bouldin Oaks-All seventy-two (72) residential buildings, management office building and laundry center building in the amount of \$496,738.00.

An Invitation for Bid (IFB) was advertised in The Austin American Statesman on Tuesday, September 13, 2022 and again on Monday, September 19, 2022, and faxed Monday, September 12, 2022 to the minority/small business organizations designated in the HACA Procurement Policy. The IFB was also sent to numerous plan rooms and advertised on the HACA website and in the Housing Agency Marketplace e-procurement website.

Thirty (30) Project Manuals were distributed and nine (9) Bid Proposals were submitted. Bids were received electronically on October 14, 2022 by 5:00 p.m., local time.

Of the nine (9) submitted bid proposals, QA Roofing, Inc. was the lowest priced qualified bidder. Based on the satisfactory reference verifications, staff recommended Award of Contract to QA Roofing, Inc.

**Vice-Chairperson Bailey** moved the Approval of Resolution No. 02777: Roofing Replacements for Pathways at Bouldin Oaks Apartments Award of Contract to QA Roofing, Inc. in an amount not to exceed \$496,738.00. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 11: Presentation, Discussion, and Possible Action regarding Resolution No. 02778: Ratification of an Award of Contract for Roofing Replacements for Pathways at Georgian Manor Apartments**

The winter season of early 2021 produced significant hailstorms that damaged the majority of HACA's apartment communities in the PAMI portfolio. Eleven of 16 properties incurred hail impact damages that qualified for claims with our insurance carrier, to replace their existing shingle roofing. This project will only address shingle roofing and not any TPO (thermal plastic overlay) roof areas, which did not incur damages due to the resilient nature of that type of roofing. Two sites, Manchaca II and Coronado Hills, have already had this work completed over the past year. Now, in a 2nd phase, the Planning & Development (P&D) Dept. are addressing another four large sites, Santa Rita Courts, Booker T. Washington Terraces, Gaston Place, and Georgian Manor. The remaining sites of Meadowbrook, Bouldin Oaks, Thurmond Heights, and Manchaca Village will make up the final 3rd phase.

For all sites, P&D worked with an architectural firm to produce the plan-sets and specifications needed to publicly advertise and solicit bids for the project, utilizing the online Housing Agency Marketplace procurement system. The scope of work for all sites is relatively identical, with full demo/removal of all damaged roofing down to the decking, and new shingle roofing systems installed back, utilizing HACA's standard requirements for such work. Underlying needs for decking replacements, fascia repairs, flashing, and other typically related work will be completed on a Unit Pricing basis, as captured in the bid forms. The work at each site will address all damaged buildings of each property, as warranted, and includes:

Pathways at Georgian Manor of remaining (24) residential buildings, management/community office building, storage building and a mail kiosk.

After contract default by the original contractor, and in effort to get the project back on track and completed as soon as possible, HACA negotiated rebids for the remainder of the work with the next two lowest-priced qualified bidders from the original solicitation.

This process was acceptable to and recommended by HACA's insurer, the HAIG Insurance firm, to complete the remainder of this insurance claim project.

Time is of the essence to complete the work before the hardest part of winter impacts the local weather. To move quickly, P&D reviewed bids in the original sealed bidding and requested revised bids from next two bidders in that solicitation. The amount of rebid by Precision is in line with HACA and its A&E's estimates for completion, given inflationary costs, for labor and material, seen over the course of the last quarter, and factoring the portion of work already completed on the project by the original contractor.

Precision Reconstruction, which has just completed two other HACA sites satisfactorily, is best suited for the rebid work, able to mobilize faster, and has the best price. HAIG personnel agree. Based on their acceptable bid and current performance, staff recommended that the Board ratify the approval of Award of Contract to Precision Reconstruction Group, LLC.

**Vice-Chairperson Bailey** moved the Approval of Resolution No. 02778: Ratification of an Award of Contract to Precision Reconstruction Group, LLC. for Roofing Replacements for Pathways at Georgian Manor Apartments. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 12: Presentation, Discussion, and Possible Action regarding Resolution No. 02779: Roofing Replacements for Pathways at Manchaca Village Apartments**

The winter season of early 2021 produced significant hailstorms that damaged the majority of HACA's apartment communities in the PAMI portfolio. Eleven of 16 properties incurred hail impact damages that qualified for claims with our insurance carrier, to replace their existing shingle roofing. This project will only address shingle roofing and not any TPO (thermal plastic overlay) roof areas, which did not incur damages due to the resilient nature of that type of roofing. In phase I and II, six sites, Manchaca II, Coronado Hills, Santa Rita Courts, Booker T. Washington Terraces, Gaston Place, and Georgian Manor have already had this work completed over the past year. Phase III is the remaining sites of Meadowbrook, Bouldin Oaks, Thurmond Heights, and Manchaca Village.

For all sites, HACA worked with an architectural firm to produce the plan-sets and specifications needed to publicly advertise and solicit bids for the project, utilizing the online Housing Agency Marketplace procurement system. The scope of work for all sites is relatively identical, with full demo/removal of all damaged roofing down to the decking, and new shingle roofing systems installed back, utilizing HACA's standard requirements for such work. Underlying needs for decking replacements, fascia repairs, flashing, and other typically related work will be completed on a Unit Pricing basis, as captured in the bid forms.

The work at each site will address all damaged buildings of each property, as warranted, and includes: Pathways at Manchaca Village-All seventeen (17) residential buildings, management/community office building, and a maintenance garage in the amount of \$124,488.00.

An Invitation for Bid (IFB) was advertised in the Austin American Statesman on Tuesday, September 13, 2022 and again on Monday, September 19, 2022, and faxed Monday, September 12, 2022 to the minority/small business organizations designated in the HACA Procurement Policy. The IFB was also sent to numerous plan rooms and advertised on the HACA website and in the Housing Agency Marketplace e-procurement website.

Thirty (30) Project Manuals were distributed and nine (9) Bid Proposals were submitted. Bids were received electronically on October 14, 2022 by 5:00 p.m., local time.

Of the nine (9) submitted bid proposals, South Texas BuildCon, LLC was the lowest priced qualified bidder. Based on the satisfactory reference verifications, staff recommended Award of Contract to South Texas BuildCon, LLC.

**Commissioner Duncan-Hall** moved the Approval of Resolution No. 02779: Roofing Replacements for Pathways at Manchaca Village Apartments Award of Contract to South Texas BuildCon, LLC. in an amount not to exceed \$124,488.00. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 13: Presentation, Discussion, and Possible Action regarding Resolution No. 02780: Roofing Replacements for Pathways at Meadowbrook Apartments**

The winter season of early 2021 produced significant hailstorms that damaged the majority of HACA's apartment communities in the PAMI portfolio. Eleven of 16 properties incurred hail impact damages that qualified for claims with our insurance carrier, to replace their existing shingle roofing.

This project will only address shingle roofing and not any TPO (thermal plastic overlay) roof areas, which did not incur damages due to the resilient nature of that type of roofing. In phase I and II, six sites, Manchaca II, Coronado Hills, Santa Rita Courts, Booker T. Washington Terraces, Gaston Place, and Georgian Manor have already had this work completed over the past year. Phase III is the remaining sites of Meadowbrook, Bouldin Oaks, Thurmond Heights, and Manchaca Village.

For all sites, P&D worked with an architectural firm to produce the plan-sets and specifications needed to publicly advertise and solicit bids for the project, utilizing the online Housing Agency Marketplace procurement system.

The scope of work for all sites is relatively identical, with full demo/removal of all damaged roofing down to the decking, and new shingle roofing systems installed back, utilizing HACA's standard requirements for such work. Underlying needs for decking replacements, fascia repairs, flashing, and other typically related work will be completed on a Unit Pricing basis, as captured in the bid forms.

The work at each site will address all damaged buildings of each property, as warranted, and includes: Pathways at Meadowbrook-All twenty-five (25) residential buildings and an infant center building in the amount of \$347,433.00.

An Invitation for Bid was advertised in The Austin American Statesman on Tuesday, September 13, 2022 and again on Monday, September 19, 2022, and faxed Monday, September 12, 2022 to the minority/small business organizations designated in the HACA Procurement Policy. The IFB was also sent to numerous plan rooms and advertised on the HACA website and in the Housing Agency Marketplace e-procurement website.

Thirty (30) Project Manuals were distributed and nine (9) Bid Proposals were submitted. Bids were received electronically on October 14, 2022 by 5:00 p.m., local time.

Of the nine (9) submitted bid proposals, Precision Reconstruction Group, LLC was the lowest priced. Based on the satisfactory reference verifications, staff recommended Award of Contract to Precision Reconstruction Group, LLC.

**Vice-Chairperson Bailey** moved the Approval of Resolution No. 02780: Roofing Replacements for Pathways at Meadowbrook Apartments Award of Contract to Precision Reconstruction Group, LLC in an amount not to exceed \$347,433.00. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 14: Presentation, Discussion, and Possible Action regarding Resolution No. 02781: Roofing Replacements for Pathways at Thurmond Heights Apartments**

The winter season of early 2021 produced significant hailstorms that damaged the majority of HACA's apartment communities in the PAMI portfolio. Eleven of 16 properties incurred hail impact damages that qualified for claims with our insurance carrier, to replace their existing shingle roofing.

This project will only address shingle roofing and not any TPO (thermal plastic overlay) roof areas, which did not incur damages due to the resilient nature of that type of roofing. In phase I and II, six sites, Manchaca II, Coronado Hills, Santa Rita Courts, Booker T. Washington Terraces, Gaston Place, and Georgian Manor have already had this work completed over the past

year. Phase III is the remaining sites of Meadowbrook, Bouldin Oaks, Thurmond Heights, and Manchaca Village.

For all sites, HACA's Planning & Development team worked with an architectural firm to produce the plans and specifications needed to publicly advertise and solicit bids for the project, utilizing the online Housing Agency Marketplace procurement system.

The scope of work for all sites is relatively identical, with full demo/removal of all damaged roofing down to the decking, and new shingle roofing systems installed back, utilizing HACA's standard requirements for such work. Underlying needs for decking replacements, fascia repairs, flashing, and other typically related work will be completed on a Unit Pricing basis, as captured in the bid forms.

The work at each site will address all damaged buildings of each property, as warranted, and includes: Pathways at Thurmond Heights Apartments - all seventy-two (72) residential buildings, management/community office building, storage building and a mail kiosk in the amount of \$384,124.00.

An Invitation for Bid was advertised in the Austin American Statesman on Tuesday, September 13, 2022 and again on Monday, September 19, 2022, and faxed Monday, September 12, 2022 to the minority/small business organizations designated in the HACA Procurement Policy. The IFB was also sent to numerous plan rooms and advertised on the HACA website and in the Housing Agency Marketplace e-procurement website.

Thirty (30) Project Manuals were distributed and nine (9) Bid Proposals were submitted. Bids were received electronically on October 14, 2022 by 5:00 p.m., local time.

Of the nine (9) submitted bid proposals, Credence Construction, LLC dba Crystal Roofing, LLC was the lowest qualified bidder. Based on the satisfactory reference verifications, staff recommended Award of Contract to Credence Construction, LLC dba Crystal Roofing, LLC.

**Vice-Chairperson Bailey** moved the Approval of Resolution No. 02781: Roofing Replacements for Pathways at Thurmond Heights Apartments Award of Contract to Credence Construction, LLC dba Crystal Roofing, LLC. in an amount not to exceed of \$384,124.00. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

#### **EXECUTIVE SESSION**

The Board of Directors recessed into Executive Session at 9:15 am.

The Board returned into open session at 11:28 am. No Action was taken

**Commissioner Carrington left the meeting at 11:28 am.**

**Chairperson Richie left the meeting at 11:30 am. Vice-Chairperson Bailey presiding over meeting.**

**ITEM 6: Presentation, Discussion, and Possible Action on Resolution No. 02773 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 1 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 was presented with an opportunity to partner with River City Capital Partners (RCCP), LDG Multifamily and Battery Global Advisors (BGA) on three lots on East Parmer Lane and Yager Lane, located in the Austin ETJ. The first (Parmer Gateway – Lot 1) is an 11.47 acre tract of land located at 3901 E Parmer Lane, Austin, Texas 78754.

This project will consist of 273 family apartment units. Fifty percent of the units will be affordable to tenants earning less than 80% median family income (MFI) and 50% will be rented to tenants earning at or greater than 80% MFI. The following schools in the Manor ISD will serve this property: Pioneer Crossing Elementary, Decker Middle School and Manor High School. The name will be some form of "Bridge at".

This partnership with RCCP and LDG will be similar to our partnership on Urban East (located off Riverside Drive and Vargas) which was approved by the board in November 2020 and is under construction currently.

HACA is pleased to be partnering with River City Capital and LDG on this development. Both organizations are strongly committed to broadened affordability and serving the lowest-income persons in our community.

This development will bring much needed affordability to an emerging area of opportunity, where a significant investment is being made in employment opportunities, education, and healthcare. By participating in this development, HACA is meeting its agency objectives by providing high-quality, affordable housing in an area of rapid growth for families below the 80% AMI income limits and the many families being served through HACA's Housing Choice Voucher program.

RCCP is and Austin-based developer of innovative residential and commercial urban in-fill projects. Peter Kehle, co-founder is responsible for all aspects of the company's development, financing, construction and acquisition activities. He brings 30 years

of experience in these areas. Prior to RCCP, Peter founded Alliance Credit Corporation, a nationwide provider of commercial equipment leasing and accounts receivable factory; Cherokee Construction, a civil construction firm performing private and public works construction in Central Texas; and Kehle Management, Inc., a provider of real estate development services including site selection, market analysis, project design, securing entitlements and financial modeling. Cory Older, co-founder leads investment relations, property acquisition, sales, financial modeling, and accounting. Cory began his career as an Audit Consultant with the big-four accounting firm, Deloitte. After 4 years at Deloitte, he became Controller of Keller Williams Realty International. Cory received the distinct honor of being selected by the Keller Williams Realty executive team to attend the Acton School of Entrepreneurship's MBA program. Upon graduating from this program, Cory returned to Keller Williams Realty International to head up their Commercial Real Estate Division. He later led the Global Property Specialist division and the Young Professionals Division.

This lot is located in an Opportunity Zone. Real estate investments within Opportunity Zones stand to provide investors with meaningful federal and state tax incentives, as a result of the Tax Cuts and Jobs Act of 2017. This parcel was attractive due to the appetite by equity firms to invest in Opportunity Zones.

The development will use debt financing originated by International Bank of Commerce (IBC) and equity from a combination of RCCP and Battery Global Advisors (BGA) out of Boston, MA. BGA uses a wide variety of private funds to invest in projects in Opportunity Zones. A large number of their investors are family investors. The total development cost is estimated to be \$85,600,000. The equity provided will be an estimated \$36,000,000, which is about 42% of the total cost. The construction loan through IBC will be in an amount not to exceed \$50,000,000. The planned development will consist of 178 one bedroom and one bath units, 86 two bedroom and two bath units, and 9 three bedroom and two bath units.

The project will include a fitness center, pool, co-work area, and sky-lounge. This project will be an Urban style with two 4-story buildings with elevators and surface parking. All units will be marketed to HACA's Housing Voucher residents. Approval allows AAHC to complete the closing transaction and start construction.

**Commissioner Duncan-Hall** moved the Approval of Resolution No. 02773 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 1 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. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (3-Ayes and 0-Nays).

**ITEM 7: Presentation, Discussion, and Possible Action on Resolution No. 02774 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 4 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 is being presented with an opportunity to partner with River City Capital Partners (RCCP), LDG Multifamily and Battery Global Advisors (BGA) on three lots on East Parmer Lane and Yager Lane, located in the Austin ETJ. The second (Parmer Gateway – Lot 4) is a 13.61 acre tract of land located at 3911 E. Parmer Lane, Austin, TX 78754. The following schools in the Manor ISD will serve this property: Pioneer Crossing Elementary, Decker Middle School and Manor High School.

This partnership with RCCP and LDG will be similar to our partnership on Urban East (located off Riverside Drive and Vargas) which was approved by the board in November 2020 and is under construction currently.

HACA is pleased to be partnering with River City Capital and LDG on this development. Both organizations are strongly committed to broadened affordability and serving the lowest-income persons in our community. This development will bring much needed affordability to an emerging area of opportunity, where significant investment is being made in employment opportunities, education, and healthcare. By participating in this development, HACA is meeting its agency objectives by providing high-quality, affordable housing in an area of rapid growth for families below the 80% AMI income limits and the many families being served through HACA's Housing Choice Voucher program.

This lot is located in an Opportunity Zone. Real estate investments within Opportunity Zones stand to provide investors with meaningful federal and state tax incentives, as a result of the Tax Cuts and Jobs Act of 2017. This parcel was attractive due to the appetite by equity firms to invest in Opportunity Zones.

The request of the Board on Lot 4 is different from Lot 1 and Lot 5. The request for approval is only for the purchase of the lot by the partnership with equity funds from BGA, the transfer of the lot to HACA and execution of a ground lease from HACA to the partnership. In 18 months when staff is ready to start construction on the property, assuming the project is still feasible, it will be brought to the board for approval to close on construction financing and commencement of construction.

**2<sup>nd</sup> Vice-Chairperson Apostolou** moved the Approval of Resolution No. 02774 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 4 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 (3-Ayes and 0-Nays).

**ITEM 8: Presentation, Discussion, and Possible Action on Resolution No. 02775 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 5 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 was presented with an opportunity to partner with River City Capital Partners (RCCP), LDG Multifamily and Battery Global Advisors (BGA) on three lots on East Parmer Lane and Yager Lane, located in the Austin ETJ. The third (Parmer Gateway – Lot 5) is a 24.67 acre tract of land located at 4835 E. Yager Lane, Austin, TX 78754. This project will consist of 300 family apartment units. Fifty percent of the units will be affordable to tenants earning less than 80% median family income (MFI) and 50% will be rented to tenants earning at or greater than 80% MFI. The following schools in the Manor ISD will serve this property: Pioneer Crossing Elementary, Decker Middle School and Manor High School. The name will be some form of “Bridge at”.

This partnership with RCCP and LDG will be similar to our partnership on Urban East (located off Riverside Drive and Vargas) which was approved by the board in November 2020 and is under construction currently.

HACA is pleased to be partnering with River City Capital and LDG on this development. Both organizations are strongly committed to broadened affordability and serving the lowest-income persons in our community.

This development will bring much needed affordability to an emerging area of opportunity, where significant investment is being made in employment opportunities, education, and healthcare. By participating in this development, HACA is meeting its agency objectives by providing high-quality, affordable housing in an area of rapid growth for families below the 80% AMI income limits and the many families being served through HACA’s Housing Choice Voucher program.

RCCP is and Austin-based developer of innovative residential and commercial urban in-fill projects. Peter Kehle, co-founder is responsible for all aspects of the company’s development, financing, construction and acquisition activities. He brings 30 years of experience in these areas. Prior to RCCP, Peter founded Alliance Credit Corporation, a nationwide provider of commercial equipment leasing and accounts receivable factory; Cherokee Construction, a civil construction firm performing private and public works construction in Central Texas; and Kehle Management, Inc., a provider of real estate development services including site selection, market analysis, project design, securing entitlements and financial modeling. Cory Older, co-founder leads investment relations, property acquisition, sales, financial modeling, and accounting. Cory began his career as an Audit Consultant with the big-four accounting firm, Deloitte. After 4 years at Deloitte, he became Controller of Keller Williams Realty International. Cory received the distinct honor of being selected by the Keller Williams Realty executive team to attend the Acton School of Entrepreneurship’s MBA program. Upon graduating from this program, Cory returned to Keller Williams Realty International to head up their Commercial Real Estate Division. He later led the Global Property Specialist division and the Young Professionals Division.

This lot is located in an Opportunity Zone. Real estate investments within Opportunity Zones stand to provide investors with meaningful federal and state tax incentives, as a result of the Tax Cuts and Jobs Act of 2017. This parcel was attractive due to the appetite by equity firms to invest in Opportunity Zones.

The development will use debt financing originated by Comerica and equity from a combination of RCCP, LDG and Battery Global Advisors (BGA) out of Boston, MA. BGA uses a wide variety of private funds to invest in projects in Opportunity Zones. A large number of their investors are family investors. The total development cost is estimated to be \$97,550,000. The equity provided will be an estimated \$38,550,000, which is about 40% of the total cost. The construction loan through Comerica will be in amount not to exceed \$59,000,000. The planned development will consist of 24 one bedroom and one bath units, 168 two bedroom and two bath units, 96 three bedroom and two bath units, and 12 four bedroom and two bath units.

The project will include a large clubhouse, fitness center, playground and pool as well as a large amount of greenspace. This project will be Garden-style with buildings spread out over the 24+ acres. All units will be marketed to HACA’s Housing Choice Voucher residents. Approval allows AAHC to complete the closing transaction and start construction.

**2<sup>nd</sup> Vice-Chairperson Apostolou** moved the Approval of Resolution No. 02775 by the Board of Commissioners of the Housing Authority of the City of Austin authorizing the Authority to take the following actions with regard to Parmer Gateway Lot 5 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 (3-Ayes and 0-Nays).

**REPORTS**

The Board accepts the following reports from the President:

**Mike Gerber**, HACA President & CEO reported:

- The Rosewood Courts groundbreaking is scheduled for Thursday, December 15<sup>th</sup> at 10 am.

**Commissioner Duncan-Hall** moved to adjourn the meeting. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (3-Ayes and 0-Nays).

The meeting adjourned at 12:03 pm.

---

**Michael G. Gerber, Secretary**

---

**Carl S. Richie, Jr., Chairperson**

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02783

#### RENTAL ASSISTANCE DEMONSTRATION

#### ITEM NO. 2.

---

---

**MEETING DATE:** January 19, 2023

**STAFF CONTACT:** Ann Gass, Director of Strategic Housing Initiatives

**ITEM TITLE:** Presentation, Discussion, and Possible Action regarding Resolution No. 02783 By the Board of Commissions of the Housing Authority of the City of Austin (the “Authority”) authorizing the Authority to terminate the Annual Contributions Contract and complete the transition to Project Based Rental Assistance

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

#### **ACTION**

Motion to authorize HACA to complete the transition to project based rental assistance (PBRA) by terminating the annual contributions contract (ACC).

#### **SUMMARY**

##### ***Background:***

The ACC is a written contract between HUD and a PHA that initially established the terms and conditions of the public housing grant program under the U.S. Housing Act of 1937. The ACC is the mechanism through which a PHA receives funding, defines the agency’s obligations, and outlines remedies for breaches of contract. Through the Rental Assistance Demonstration (RAD) program, the ACC for HACA's multifamily portfolio has been replaced by Housing Assistance Payments (HAP) contracts for each of the former public housing properties. PBRA is a more reliable form of subsidy that allows for redevelopment and renovation of former public housing properties, as well as regular funding increases. Conversion to PBRA has helped ensure the long term viability of this critical resource and will allow HACA to continue to serve extremely low income families for decades to come.

##### ***Process:***

HACA closed our last RAD transaction in November 2020, converting the last of our public housing units to PBRA. The last step to complete the transition to project based rental assistance is to terminate the ACC in accordance with HUD Notice PIH 2019-13. Staff has gathered the items required by the notice and prepared the following resolution for approval by the Board. This resolution is the final item required to complete our request to HUD.



***Staff Recommendation:***

Staff recommends approval of this resolution.

---

---

**RESOLUTION NO. 02783**

**Resolution authorizing the Housing Authority of the City of Austin to terminate its Annual Contributions Contract (“ACC”) and any other actions necessary or convenient to carry out this resolution**

**WHEREAS**, the Housing Authority of the City of Austin, a body politic formed under the laws of Texas (“HACA”), is shifting from a standard provider of public housing services to a dynamic business enterprise with a service mission and has obtained the conversion of assistance pursuant to the Rental Assistance Demonstration and provision of rental assistance to the project comprising certain properties located in Austin, Texas;

**WHEREAS**, HACA desires to request ACC termination from the United States Department of Housing and Urban Development (“HUD”);

**WHEREAS**, HACA confirms that it has complied with all applicable closeout requirements of the PIH notice, the ACC, the 1937 Act, and 2 CFR part 200, to the best of the Board of Commissioners of HACA’s knowledge;

**WHEREAS**, HACA certifies that it retains no real or personal public housing property, including no non-dwelling public housing real property; and

**WHEREAS**, HACA certifies it has no outstanding litigation claims, audits, debt obligations, or civil rights matters and there are adequate assurances in place to ensure compliance with prior approvals by HUD, as applicable.

**NOW THEREFORE BE IT RESOLVED:**

That the Board of Commissioners of HACA hereby approves the termination of HACA’s ACC, and authorizes HACA and its President and CEO to undertake any such actions as may be necessary and/or desirable in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, including any applications or filings necessary to effectuate the foregoing, as the President and CEO shall deem to be necessary or desirable, and all acts heretofore taken by the President and CEO to such end are hereby expressly ratified and confirmed as the acts and deeds of HACA.

[End of Resolution]

**PASSED, APPROVED AND ADOPTED** this 19th day of January, 2023.

---

**Michael G. Gerber, Secretary**

---

**Carl S. Richie, Jr., Chairperson**

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02784

#### AUSTIN PATHWAYS

#### ITEM NO. 3.

---

---

**MEETING DATE:** January 19, 2023

**STAFF CONTACT:** Leilani Lim-Villegas, Director of Community Development

**ITEM TITLE:** Presentation, Discussion, and Possible Action regarding Resolution No. 02784  
Renewal of the Boys and Girls Club contract (Chalmers and Meadowbrook) for  
Comprehensive Youth Development Clubs

**BUDGETED ITEM:** Yes

**TOTAL COST:** \$114,030

#### **ACTION**

The Board is being asked to approve a third renewal of contract with the Boys and Girls Club of the Austin Area (BGCAA) in the amount of \$114,030. This will be the fourth year of a possible five year contract.

#### **SUMMARY**

##### ***Background:***

The Boys and Girls Club of the Austin Area (BGCAA) engages youth in activities that build academic, character, social, and interpersonal skills, while fostering positive relationships with caring adults. BGCAA is an important component of HACA's Youth Educational Success (YES) strategy. Especially during the height of the pandemic, BGCAA was one of the local organizations that continued operating in-person while other services went remote. BGCAA was an essential youth service that offered students a safe place to learn and develop leadership skills. BGCAA provided meals, pre-packaged COVID-19 items, and education to keep HACA families safe. BGCAA also transported HACA youth to their home club and administered field trips. These experiences provided HACA youth a new and thriving academic setting, promoted more physical activity, and were vital programs to combat mental health issues.

##### ***Process:***

This is a request for the third renewal of this competitively bid contract. We are seeking renewal for Boys and Girls Club services at Meadowbrook and Chalmers at this time.

**Boys and Girls Club of the Austin Area**  
**\$114,030**

Sites:

Pathways at Chalmers Courts: 50 youth per day

Pathways at Meadowbrook: 75 youth per day

Ages Served: 5-17 years

Key Components: Holistic, mind-body-soul approach featuring tutoring, homework time, sports teams, technology and recreation. Activities to build leadership and Character Development that are structured by peer groups. Meals are offered through a federal nutrition partnership. Transportation is provided for field trips and from school to club as needed.

BGCAA delivers 5 key elements of “Formula for Impact” for HACA youth.

BGCAA staff is trained to follow these steps to foster youth leaders to become responsible adults and positive contributors to their communities:

- A safe, positive environment
- A sense of fun
- Supportive relationships
- Opportunities and expectations
- Recognition

Program Hours After School:

Monday – Friday

3pm – 6:00 pm

Summer/Breaks:

7:30am – 5:30pm

11 weeks\*

HACA has partnered with the Boys and Girls Club of the Austin Area for over 15 years. HACA is also separately contracting with the Boys and Girls Club to provide a Club program at Booker T. Washington Apartments. BGCAA has consistently met or exceeded contracted outcomes.

### **2021-2022 BGCAA Summary of Outcomes at Chalmers and Meadowbrook Clubs:**

Goal #1: 80% of youth will be actively involved in tutoring or homework help.

Outcome: 88% of youth were actively involved in tutoring or homework help.

Goal #2: 70% of youth will successfully complete a prevention program.

Outcome: 45% of youth successfully complete a prevention program.\*

Goal # 3: 60% of students will participate in STEM activities including technology classes.

Outcome: 80% of students participated in STEM activities including technology classes.

Goal #4: 80% of members will successfully matriculate to the next grade.

Outcome: 99.5% of members attending Austin Independent School District (AISD) matriculated to the next grade.\*\*

Goal #5: 20% of parents will be actively involved in the afterschool program defined by parent participation 4-5 times per year.

Outcome: 21% of parents were actively involved in the afterschool program.

*\* Staff turnover and retention impacted the BGCAA's ability to provide high quality prevention program to all eligible students.*

*\*\* This is data from all Austin BGCAA members, not only the Chalmers and Meadowbrook youth.*

***Staff Recommendation:***

Staff recommends that the Comprehensive Youth Development Program Contract is renewed for a fourth year with the Boys and Girls Club of the Austin Area to serve Pathways at Chalmers and Pathways at Meadowbrook for \$114,030 from January 2023 – December 31, 2023. This contract may be renewed annually, not to exceed five years.

**ATTACHMENTS:**

- ▣ **BGCAA Negotiated Terms**
- ▣ **BGCAA Annual Report**
- ▣ **BGCAA Staff Recommendation to Renew Contract**

---

---

**RESOLUTION NO. 02784**

**Comprehensive Youth Development Clubs Contract Renewal**

**WHEREAS**, the Housing Authority of the City of Austin offers programs focused on dropout prevention for children living at HACA communities; and

**WHEREAS**, HACA has contracted with the Boys and Girls Club of the Austin Area (BGCAA) to provide comprehensive youth development programs for youth ages 5-17 at HACA communities; and

**WHEREAS**, The Boys and Girls Club focuses on character building, leadership development, education and career development, health and life skills, arts, sports and fitness, and recreation; and

**WHEREAS**, the performance by BGCAA has been satisfactory over the life of the current contract, and approval of funding the program in the amount of \$114,030 will allow for the Boys and Girls Club to provide services at Pathways at Meadowbrook and Pathways at Chalmers for a fourth year;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Austin authorizes the President and CEO to negotiate and award a contract to the Boys and Girls Club of the Austin Area, to provide services as proposed under HACA's Comprehensive Youth Development Programs RFP, with a total not to exceed \$114,030.

**PASSED, APPROVED, AND ADOPTED** this 19th of January of 2023.

\_\_\_\_\_ Carl S. Richie, Jr., Chairperson

\_\_\_\_\_  
Michael G. Gerber, Secretary

Contract # C-23-0184

Boys & Girls Clubs of the Austin Area

Contract Dates: January 1, 2023 and ending December 31, 2023

Amount of Contract: **\$114,030**

#### **4) Negotiated Terms:**

The contractor agrees to the following services over the life of this agreement:

- 1) Operate two (2) Boys & Girls Clubs on or adjacent to HACA public Housing communities providing youth development activities
  - A. The Clubs onsite at Chalmers Courts and Meadowbrook will operate after school from 2:30pm to 7:00pm Monday through Friday (during the school year) and 7:30 am to 5:30pm on school holidays and during the spring, summer, fall and winter breaks. Total weeks of program services will be no less than 36 weeks during the school year and 9 weeks during the summer break.
  - B. Contractor agrees to implement appropriate safety protocols and follow guidelines for recreational youth programs set by Austin Public Health and the Center for Disease Control (CDC).
  - C. In the event HACA site changes are made or Club program is determined to be of better service elsewhere, contractor agrees to move services to another mutually agreed upon HACA public housing property with adequate lead-time and discussion.
- 2) Serve no fewer than: 60 resident youth per month at the Chalmers Courts Club; 90 resident youth per month at the Meadowbrook Club for a total of 150 unduplicated HACA youth served each month.
  - A. In the event of restrictions placed by local, state and or national health authorities on gathering sizes or number of youth allowed per square foot, accommodations in number of youth served will be agreed upon by the Contractor and HACA.
- 3) Conduct outreach to HACA youth and families living in the Chalmers Courts, and Meadowbrook communities.
- 4) Provide a comprehensive range of youth development programs: Homework help, Character & Leadership Development; Education & Career Development; Health & Life Skills; the Arts; and Sports, Fitness and Recreation on a regular basis to Club members at HACA Boys and Girls club sites.
- 5) To adhere to HACA's Key Use Agreement and Space Use Agreement (for Clubs on HACA property.)
- 6) To provide parents with adequate information about safety protocols, planned activities and to secure necessary permission forms.
- 7) Provide referrals to other community programs from which the HACA families and children can benefit, including but not limited to HACA partner programs such as Communities in Schools (In-School case management and afterschool tutoring).
- 8) Staff Clubs with qualified youth development professionals responsible for operating programs and developing mentoring relationships with HACA youth Club members.
- 9) Strive to achieve the following annual outcomes for members:
  - 90% of youth members will be actively involved in homework assistance.
  - 80% of registered members will successfully matriculate to the next grade.
  - 70% of youth members who qualify, will successfully complete a prevention program (Successful: completed pre and post-test. Scored higher on post-test).
  - 80% of students will participate in STEM activities including technology classes
  - 20% of parents will be actively involved in the afterschool /summer program (Active involvement: participated 4-5 times per year in BGC activities).
- 10) Provide annual report with verification that positive outcome goals are being met. Annual report to include a list of youth attending Club Tech computer classes and the hours that they have completed. Annual reports will also include the names of HACA children who are no longer attending the Club and any follow up completed. Annual report showing will also include a list of all the HACA club members that have improved their GPA by .5 or

more since the start of the school year. Include a list of students matriculating to the next grade. Annual Report Due December 10, 2023

- 11) Provide monthly invoices by the 5<sup>th</sup> day of each month accompanied by monthly service reports for HACA members that include the first and last names and HACA public housing property of residents being served, dates of attendance and the number of hours each youth attended. Monthly reports should show the average daily attendance, list of all registered members to date and a brief summary of successes and upcoming events.
- 12) Contractor agrees that it is solely responsible for the transportation, selection, monitoring and control over all staff, volunteers or any other personnel in connection with their services provided. Contractor agrees that it will advise all participants in their program that HACA has no responsibility or liability for transportation, selection, monitoring or control over Contractor's personnel or volunteers.
- 13) The contractor warrants they are supplying employees/volunteers who have passed a background check(s). The contractor warrants they will screen employees/volunteers for a professional reference check, social security trace, criminal background search, driver's license search and national sex offender search in a background check. Contractor agrees to defend, indemnify and hold harmless HACA, its officers, directors and employees for any claims, suits or proceedings alleging a breach of this warranty.

HACA agrees to the following over the life of this agreement:

- 1) Provide Contractor with lists of HACA school-aged children who live in the designated HACA public housing communities.
- 2) Provide assistance with program outreach and referral services to participant families who reside at the designated HACA public housing communities.
- 3) Provide Contractor's staff access to the designated HACA public housing communities for the club activities, or appropriate alternate sites, with building alarm codes and building keys, as necessary.
- 4) Provide space for Contractor activities at the designated HACA communities or appropriate alternate sites.
- 5) Work with Contractor to develop methods of collecting and tracking data regarding the educational success of children living at HACA public housing communities, and participating in HACA/Boys and Girls club programs.

Both parties shall secure the confidentiality of records and agree and acknowledge that all information provided to them by the other party is confidential by law and will only be used for the purposes set forth in the agreement.

**Compensation** shall be paid to the contractor based on the following schedule.

Monthly	Amount
January 2023– December 2023 (12 months)	\$9,502.50 per month

Contractor invoices must be accompanied by a monthly report of services provided. Invoices will not be paid without a monthly report attached. **Compensation for this contract is scheduled as noted above under "Compensation", and not to exceed \$114,030 during the contract term.** HACA will only pay for services that are verified on the corresponding monthly report. Quarterly progress meetings will be held between HACA and the Contractor to discuss the program and assess achievement of the benchmarks outlined in these negotiated terms. Payment is contingent upon the achievement of benchmarks outlined and/or plans for corrective action should appropriate benchmarks not be achieved at the time of quarterly check-ins. Contractor should allow a minimum of 30 days after submitting invoices for payment to allow for quality inspection and verification of 100% completion of work submitted for payment.

Received: HACA \_\_\_\_\_

Contractor \_\_\_\_\_



# Boys and Girls Club of the Austin Area

## 2021-2022 Service Report:

### Chalmers and Meadowbrook Clubs

#### **Grant Information**

Amount of Contract: \$114,000 annually- Chalmers & Meadowbrook

Project name: Boys & Girls Clubs of the Austin Area

Program Dates: October of 2021- September of 2022

#### **Overview of Program and Goals of Grant**

The Boys & Girls Clubs of the Austin Area (BGCAA), founded in 1967, is dedicated to its mission to inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible, and caring citizens. To impact the lives of young people most effectively through our mission and vision, we offer after school and summer programming in three Core Focus Areas: Academic Success, Healthy Lifestyles, and Character & Leadership. BGCAA currently serves 3,000 children, ages 5 to 18 every day (16,000 per year) at 28 Clubs located throughout greater Austin, at schools, community centers and public housing sites. 91% of our members come from economically disadvantaged families. BGCAA is committed to breaking the cycle of poverty by helping under-served youth become successful, healthy, and compassionate adults.

#### **Expected Outputs, Outcomes & Results**

Outcome 1 – 80% of youth will be actively involved in tutoring or homework help.

Outcome 2 – 70% of youth will successfully complete a prevention program

Outcome 3 – 60% of students will participate in STEM activities including technology classes

Outcome 4 - 80% of members will successfully matriculate to the next grade.

Outcome 5– 20% of parents will be actively involved in the afterschool program defined by parent participation 4-5 times per year.

Results– We were successful in meeting our goals. Data was tracked through a membership tracking system including demographic and school information as well as participation attendance. Club Directors and site staff were dedicated and committed to serving our youth on HACA properties.

	<b>Outcome</b>	<b>Evaluation Method</b>
1	88% of youth were actively involved in tutoring or homework help.	Club Participation records (see aggregate data below)
2	<b>45% of youth successfully complete a prevention program.</b>	Club Participation records (see aggregate data below)
3	80% of students participated in STEM activities including technology classes	Club Participation records (see aggregate data below)

4	99.5% of members attending AISD matriculated to the next grade.	Student Aggregate data from Austin ISD**
5.	21% of BGCAA parents were actively involved in the afterschool program defined by parent participation 4-5 times.	Club Participation records (see aggregate data below)

## Explanation regarding Missed Outcome (#2)

Youth members who qualify for a prevention program are between 10 and 18. Of youth that qualify, **45% participated in a prevention program**. BGCAA runs two prevention programs, one of which requires pre and post tests. Of the youth that participated in this program, 40% successfully completed the program.

Recent staffing changes have slowed down prevention programs to ensure staff are properly trained to implement programming and build relationships with Club kids. Going forward, BGCAA is applying a renewed focus on prevention programs to insure eligible and interested youth are able to benefit from the program.

**\*\*Graduation and promotion data is only available for BGCAA Club members who attend Austin ISD schools. We cannot filter out Meadowbrook and Chalmers Club members and BGCAA members who are not AISD students**

### More information on Boys and Girls Club Programs and Activities:

The key to moving our outcomes involves implementing quality programming as well as ensuring our members attend the Club as often as possible. We require members to attend school before coming to the Boys & Girls Clubs when school is in session. Our SAR results support that our members are attending more regularly than other students that do not attend Boys & Girls Clubs.

BGCAA offers an outcome driven club experience by embracing the five key elements of positive youth development; a safe, positive environment, a sense of fun, supportive relationships, opportunities, and expectations; and recognition. We pair these with high-yield activities, targeted programs, and the expectation of regular attendance. The product of these efforts are youth who are prepared to graduate from high school ready for college trade school or employment, who are engaged citizens who are who model strong character and are involved in their communities and who adopt a healthy lifestyle including wise dietary choices and a commitment to fitness.

## **Boys and Girls Club of the Austin Area**

Unduplicated Activity Participation Report

Activity Participation from 10/1/2021 thru 9/30/2022

Activity Classification	Activity	Sessions	Female	Male	All Other & Unknowns	Total
Academic Success	AS- Book Club	547	12	10	0	22
Academic Success	AS- Bricklab	183	29	25	0	54
Academic Success	AS- Money Matters	71	1	9	0	10
Academic Success	AS- Power Hour	2940	72	58	0	130
Academic Success	AS- Read It & Eat It	138	19	17	0	36
Academic Success	AS-Project Learn	257	0	5	0	5
Academic Success	Field Trips	91	16	10	0	26
Character & Leadership Development	CLD- Junior Leaders	523	11	18	0	29
Character & Leadership Development	CLD- OJP Mentoring	96	29	29	0	58
Character & Leadership Development	CLD- Youth Of The Month	104	7	7	0	14
Character & Leadership Development	CLD-Torch Club	340	18	18	0	36
Character & Leadership Development	H&LS- Be A Star	98	9	13	0	22
Family Engagement	Family Night	40	14	19	0	33
General Attendance	General Attendance	3998	80	67	0	147
Healthy Lifestyles	H&LS- CATCH	1001	35	32	0	67
Healthy Lifestyles	H&LS- Healthy Habits	132	52	48	0	100
Healthy Lifestyles	H&LS- Healthy LifeStars	101	32	27	0	59

Healthy Lifestyles	H&LS- Misc.	480	36	31	0	67
Healthy Lifestyles	H&LS- SMART Moves Emotional Welln	161	31	28	0	59
Healthy Lifestyles	H&LS- Triple Play	967	64	57	0	121
Healthy Lifestyles	H&LS-Cooking	725	37	39	0	76
Healthy Lifestyles	H&LS-IM Healthy	53	19	19	0	38
Healthy Lifestyles	H&LS-IM Successful	2	7	5	0	12
Sports, Fitness & Recreation	SF&R- Gameroom	2910	64	58	0	122
Sports, Fitness & Recreation	SF&R- League Soccer	68	26	24	0	50
Sports, Fitness & Recreation	SF&R Misc	1906	37	40	0	77
Sports, Fitness & Recreation	SF&R- Open Rec	895	59	56	0	115
STEM	STEM- Misc.	990	48	45	0	93
STEM	STEM-NI CREATES	92	15	16	0	31
STEM	STEM-Outreach	256	22	14	0	36
STEM	STEM-STEM Academy	404	38	32	0	70
The Arts	Arts- Art Academy	362	59	55	0	114
The Arts	Arts- DIY	394	22	15	0	37
The Arts	Arts-Dance	511	9	13	0	22
The Arts	Arts-Fine Arts	1189	56	56	0	112
Winter/Spring Break	Winter/Spring Break	92	41	36	0	77

## Boys and Girls Club of the Austin Area

### Unduplicated Activity Participation Report

Activity Classification Participation from 10/1/2021 thru 9/30/2022

Activity Classification	Female	Male	All Other & Unknowns	Total
Academic Success	77	61	0	138
Character & Leadership Development	44	43	0	87
Family Engagement	14	19	0	33
General Attendance	80	67	0	147
Healthy Lifestyles	79	66	0	145
Sports, Fitness & Recreation	80	66	0	146
STEM	66	51	0	117
The Arts	77	64	0	141
Winter/Spring Break	41	36	0	77

### Torch Club

Torch Club is a powerful vehicle through which young people develop and strengthen their 21st-century leadership skills, giving them a firm foundation of good character and integrity. Torch Club members elected officers and worked together to implement projects in four focus areas: service to Club and community; education; health and fitness; and social recreation.

### Keystone

Keystone Clubs provide leadership development opportunities for young people ages 14 to 18. Youth participated in activities in three focus areas: academic success, career preparation and community service. With the guidance of an adult advisor, Keystone Clubs aims to have a positive impact on members, the Club and community.

### Junior Leaders

The Junior Leaders program assisted Club members ages 13 to 18 in exploring a career in youth or

services professionals by participating in career development activities, discovering the importance of community service, building customer service skills, and completing a Club apprenticeship. The program is meant to develop Club members' interpersonal skills, work ethic and sense of community responsibility.

### **Career Launch**

Career Launch encouraged Club members ages 13 to 18 to assess their skills and interests, explore careers, make sound educational decisions, and prepare to join our nation's work force. Club staff or volunteers helped teens build their job-search skills and job readiness by using the Career Launch

Facilitator Guide and working with teens individually or in small groups. The Career Launch page provided Club teens, staff and volunteers with online career exploration, college and job search information and interactive activities. Mentoring, job shadowing, and training opportunities rounded out the program.

### **Be a Star**

BGCA has joined WWE and the Yale Center for Emotional Intelligence to participate in Be A STAR, WWE's bullying prevention initiative, and its mission to encourage young people to treat each other with respect through education and grassroots initiatives. The Be A STAR program, focused on social and emotional learning, gives Club members ages 11-13 the tools they need to enhance their learning, decision making, creativity, relationships, and mental health.

### **BGC Leagues Sports**

BGC organized league sports and fitness programs for flag football, basketball, cheer, volleyball, and soccer for youth ages 6-18. These programs increased opportunities for physical activity, social interaction, and recognition through organized sports programming for youth.

### **Triple Play**

Is a comprehensive health and wellness program. It strives to improve the overall health of Club members ages 6-18 by increasing daily physical activity, teaching them about good nutrition and helping them develop healthy relationships.

### **Member of the Month**

Member of the Month is BGCA's way of recognizing club members that have demonstrated excellent character and leadership skills at your club that month.

### **OJP Mentoring**

OJP Mentoring is a Boys and Girls Club of America program brought to us by the Office of Justice Programs. This is one of two mentoring programs at BGCAA in which a number of club members build a mentoring relationship with a staff member in an effort to keep kids out of the Juvenile Justice System.

### **Youth for Unity**

Youth for Unity is the hallmark program of BGCA's diversity initiative. Youth for Unity provides youth with the groundwork that will help them better understand diversity and combat prejudice, bigotry, and discrimination.

### **Teen Summer of Service**

Teen Summer of Service is a teen only program in which a group of our teenage members create and participate in a variety of community service projects around the Austin Area.

### **Power Hour**

Power Hour is a homework support and tutoring activity that clubs offer during before-school and/or after-school time.

### **Book Club**

Book Club is an academic enrichment class in which children read/discuss/and create something tangible based on a book that the entire group will read.

### **Brick lab**

Brick lab is an academic enrichment class in which club members get to create original pieces using Lego/Kinect blocks. This class allows students to explore STEM concepts.

### **Read It & Eat It**

Is an academic enrichment class in which club members get the opportunity to read an article, short story, book, etc. and then get to cook or snack on something healthy that ties back to the story.

### **STEM Academy and Hour of Code**

STEM Academy and Hour of Code consists of a range of curriculum within the specific subject areas of: Robotics, Computer Science, Engineering and Natural Sciences.

### **Arts**

Arts consists of a range of curriculum within a variety of art disciplines: Dance, arts & crafts, Music, Do it Yourself Art, Digital Art, and Theatre.

### **CATCH**

CATCH (Coordinated Approach to Child Health) is a physical activity and nutrition education program in an after-school or summer setting. CATCH is composed of nutrition education including snack activities and physical activities.

### **HLS- Smart Moves**

Smart Moves is a health and life skills class in which club members participate and learn more about the dangers of drinking and driving, drug use, human trafficking prevention, net smart skills, anti-bullying, and development of positive self-esteem.

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** LEILANI LIM VILLEGAS, SENIOR DIRECTOR AUSTIN PATHWAYS

**FROM:** BARBARA JACKSON, FAMILY OPPORTUNITY PROJECT DIRECTOR

**SUBJECT:** BOYS AND GIRLS CLUB CONTRACT RENEWAL FOR 2023

**DATE:** 1/2/2023

**CC:** NORA VELASCO, DIRECTOR OF OPERATIONS & PROCUREMENT

---

<b>PROPOSED AWARDEE AND HACA HOUSING SITES</b>	<b>AGES SERVED</b>	<b>KEY COMPONENTS</b>	<b>PROGRAM HOURS</b>
<b>Boys and Girls Club of the Austin Area</b>  \$114,030  Sites: <u>Chalmers Courts</u> -50 youth per day <u>Meadowbrook Apartments</u> -75 youth per day	5-17 years	<p>Holistic, mind-body- Soul approach featuring tutoring, homework time, sports teams, technology and recreation. Activities to build leadership and Character Development that are structured by peer groups.</p> <p>5 key elements of “Formula for Impact”:</p> <ul style="list-style-type: none"><li>• A safe, positive environment</li><li>• A sense of fun</li><li>• Supportive relationships</li><li>• Opportunities and expectations</li><li>• Recognition</li></ul> <p>Meals offered through federal nutrition partnership.</p> <p>Transportation provided for field trips and from school to club as needed.</p>	<p>Afterschool:  Monday – Friday  3pm – 6:00 pm</p> <p>Summer/breaks:  7:30am – 5:30pm  11 weeks*</p>



*History of HACA partnership:* Over 15 years of partnering with HACA, both at off-site clubs and later at Clubs operated in HACA communities. HACA is also contracting with the Boys and Girls Club (in a contract) to provide a Club program at Booker T. Washington Apartments. *Past performance notes:* BGC has consistently met or exceeded contracted outcomes. The one unmet outcome this year is related to the continued Covid19 pandemic and staffing challenges felt throughout Austin Area human service organizations.

## **21-2022 CONTRACTED OUTPUTS AND, OUTCOMES**

Outcome 1 – 80% of youth will be actively involved in tutoring or homework help.

Outcome 2 – 70% of youth will successfully complete a prevention program

Outcome 3 – 60% of students will participate in STEM activities including technology classes

Outcome 4 – 80% of members will successfully matriculate to the next grade.

Outcome 5 – 20% of parents will be actively involved in the afterschool program defined by parent participation 4-5 times per year.

### **BGC 21-2022 Summary Outcomes at Chalmers and Meadowbrook Clubs:**

Outcome 1 – 88% of youth were actively involved in tutoring or homework help.

**Outcome 2 – 45% of youth successfully complete a prevention program\***

Outcome 3 – 80% of students participated in STEM activities including technology classes

Outcome 4 – 99.5% of members attending AISD matriculated to the next grade.\*\*

Outcome 5 – 21% of parents were actively involved in the afterschool program.

*\* Staff turnover and retention impacted the BGC's ability to provide high quality prevention program to all eligible students*

*\*\* This is data from all Austin BGC members, not only the Chalmers and Meadowbrook youth*

### ***Staff Recommendation:***

Staff recommend that the Comprehensive Youth Development Program Contract is renewed with the Boys and Girls Club to serve Chalmers and Meadowbrook for \$114,030 from January of 2023 – December 31, 2023.

This contract may be renewed annually, not to exceed five years.

### **Attachments:**

- Boys and Girls Club DRAFT Contract for Renewal
- Boys and Girls Club 2020-2021 program outcomes

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02785

#### AUSTIN PATHWAYS

#### ITEM NO. 4.

---

---

**MEETING DATE:** January 19, 2023

**STAFF CONTACT:** Leilani Lim-Villegas, Director of Community Development

**ITEM TITLE:** Presentation, Discussion, and Possible Action regarding Resolution No. 02785: Approval to Renew Communities in Schools In-Schools Case Management and Property- Based Tutoring Services

**BUDGETED ITEM:** Yes

**TOTAL COST:** \$600,000

#### **ACTION**

The Board is being asked to approve a contract with Communities in Schools to provide In-School Case Management and Enrichment and Tutoring Services to HACA youth at nine (9) local schools and four (4) HACA properties:

Schools: Oaksprings Elementary, Zavala Elementary, Becker Elementary, Dawson Elementary, Lively Middle, Kealing Middle, Martin Middle, Eastside Memorial High School, Travis High School

HACA Properties: Meadowbrook, Santa Rita, Bouldin Oaks, Booker T. Washington

#### **SUMMARY**

##### ***Background:***

HACA has contracted with Communities in Schools (CIS) since 2001. The goal of the program is to support resident youth in their journey to economic self-sufficiency through school-based and property-based educational, enrichment, and case management services. CIS has consistently met or exceeded their contract outcomes each year. Although the 2021-2202 school year continued to be impacted by the COVID-19 pandemic and the related workforce issues, CIS still met or exceeded the majority of the contracted outcomes. The program is one of the top evidenced-based dropout prevention programs in the country and has received ongoing support by the Austin Independent School District (AISD) Board of Trustees, as well as several other Central Texas school districts and the Texas Education Agency (TEA).

##### **GOALS AND OUTCOMES**

As in previous year contracts, the goals and outcomes for Communities in Schools remain the same, except for new COVID-19 protocols which were added to adhere to Austin Public Health and City of Austin orders. Even during local shutdowns, CIS found creative ways to meet and exceed their goals.

Goal #1: Provide school based services to no less than 300 HACA students.

Outcome: 303 HACA students were served by CIS Smartkids through case management and/or afterschool programs.

Goal #2: 70% of participants will demonstrate academic improvement. 67% of participants demonstrated academic improvement. *This pertains to students who showed a need for academic improvement.*

Goal #3: 85% of all participants will improve or maintain performance in academics, attendance or behavior.

Outcome: 89% of all participants improved or maintained academics, attendance or behavior.

Goal #4: 85% of all participants will improve or maintain performance in academics, attendance or behavior.

Outcome: 89% of all participants improved or maintained academics, attendance or behavior.

Goal #5: 90% of all participants will stay in school.

Outcome: 97% of all participants were promoted to the next grade level or graduated.

Goal #6: Compass to College participants (seniors) will complete a minimum of one college application and complete the Federal Application for Student Aid (FAFSA).

Outcome: CIS is unable to report on *Compass to College (CtC)* outcomes. The CtC position went unfilled for the majority of the academic year. A new Compass to College Coordinator was hired and started work on December 5, 2022. *While CIS provided some assistance to seniors applying to college, FAFSA and scholarships, data was not tracked for Travis High and Eastside Early College High.*

Goal #7: Provide tutoring services to a minimum of **250** HACA students throughout the year.

Outcome: 175 unduplicated youth served in after school program/tutoring services. *CIS had difficulty filling 2 SmartKids Coordinator positions, which impacted the number of students served afterschool. The program is currently fully staffed. CIS anticipates meeting the target this year.*

CIS will provide the following services to public housing youth:

- After school programming (2-4 days a week per site)
- Educational enrichment
- Home visits
- Supportive guidance
- Enrichment activities
- Family engagement
- Summer transition camps

### ***Process:***

A notification and request for approval to utilize Communities in Schools (CIS) as a sole-source for providing in-school case management and tutoring services to HACA youth grades K-12 was sent to HUD on September 12, 2017. In addition to the notification request, an Independent Cost Estimate (ICE) was also submitted for HUD review.

On Tuesday, May 8, 2018, Nora Velasco, Director of Operations & Procurement, was informed via e-mail by the HUD field office in San Antonio that HACA's request for CIS to be a sole-source provider was noted in their file, and that HACA could proceed with the contract, as long as HACA followed Procurement Policy, and verified through an Independent Cost Estimate that the price for CIS services is reasonable.

### ***Staff Recommendation:***

Staff recommends that Communities in Schools be awarded the contract to provide in-school case

management and tutoring to HACA youth grades K-12.

**ATTACHMENTS:**

- ▣ **Communities in Schools Negotiated Terms**
- ▣ **CIS Annual Impact Report**
- ▣ **CIS Annual Report**
- ▣ **CIS Contract Staff Recommendations**

---

---

**RESOLUTION NO. 02785**

**RESOLUTION APPROVING RENEWAL OF FUNDING FOR IN-SCHOOL CASE  
MANAGEMENT AND PROPERTY-BASED TUTORING SERVICES**

**WHEREAS**, the Housing Authority of the City of Austin (HACA) provides programming focused on youth educational success and dropout prevention for children living at HACA Project Based Rental Assistance developments;

**WHEREAS**, HACA currently contracts with Communities in Schools (CIS) to provide targeted school-based educational and case management services at nine schools and property-based tutoring services at four sites;

**WHEREAS**, Communities in Schools' program help support children with the journey toward economic self-sufficiency through school-based case management services and property-based educational, enrichment, and tutoring services;

**WHEREAS**, On May 8, 2018, HACA was informed via e-mail by the HUD field office in San Antonio that HACA's request for CIS to be a sole-source provider was noted in their file, and that HACA could proceed with the contract, as long as HACA followed Procurement Policy, and verified through an Independent Cost Estimate (ICE) that the price for CIS services is reasonable.

**WHEREAS**, the September 19, 2019, resolution (Resolution #02611) stipulated that funding was being provided to CIS to operate for one year, with the option for the contract to be extended up to five years through an annual renewal process;

**NOW, THEREFORE, BE IT RESOLVED**, that the Housing Authority of the City of Austin approves the renewal of Communities in Schools In-school case Management and Tutoring Services contract from January 1, 2023 through December 31, 2023 in the amount of \$600,000.

**PASSED, APPROVED, AND ADOPTED** this 19th of January of 2023.

\_\_\_\_\_  
Carl S. Richie, Jr., Chairperson

\_\_\_\_\_  
Michael G. Gerber, Secretary

Communities in Schools SmartKids Program

Contract # C 14-0183

Contract Dates: January 1, 2023 and ending December 31, 2023

Amount of Contract: \$600,000

## NEGOTIATED TERMS

The contractor agrees to the following **case management** services over the life of this agreement:

- 1) Outreach to HACA children and families in the following catchment areas:
  - Oak Springs Elementary (Booker T. Washington)
  - Zavala Elementary (Chalmers and Santa Rita Courts)
  - Becker Elementary (Meadowbrook)
  - Dawson Elementary (Bouldin Oaks)
  - Lively Middle School (Meadowbrook and Bouldin Oaks)
  - Kealing Middle School (Booker T. Washington and Rosewood Courts)
  - Martin Middle School (Chalmers and Santa Rita Courts)
  - Eastside Memorial High School (Booker T. Washington, Chalmers, Rosewood, and Santa Rita Courts)
  - Travis High School (Meadowbrook and Bouldin Oaks)
- 2) Provide school-based services (case management) for a minimum of **300** unduplicated HACA youth during the contract period.
  - Zavala Elementary - no less than 50 case-managed students /month
  - Oak Springs Elementary - no less than 60 case-managed students /month
  - Becker Elementary - no less than 25 case-managed students / month
  - Dawson Elementary- no less than 60 case-managed students/ month
  - Lively Middle School – no less than 35 case-managed students / month
  - Kealing Middle School - no less than 30 case-managed students / month
  - Martin Middle School - no less than 15 case-managed students / month
  - Eastside Memorial High School - no less than 20 case-managed students / month
  - Travis High School - no less than 30 case-managed students / month

Note: See below for the definition of a case-managed student. Effort will be made to provide weekly services to all case-managed students.
- 3) Assess all case-managed youth to determine individual needs. Track the academic progress of all case-managed youth.
- 4) Provide crisis intervention for HACA families with children who attend the schools listed above and are at risk of dropping out of school.
- 5) Provide referrals to other community programs from which the HACA families and youth can benefit.
- 6) Provide individual and group counseling with supportive guidance.
- 7) Provide special enrichment, motivational, and recreational activities.

- 8) Provide monthly reports for case management services across all participating schools. The monthly service report shall be submitted by the 15<sup>th</sup> of each month following services. Monthly reports shall document:
- The total number of youth served that month
  - For each HACA youth- the campus, housing site, grade level, and the number of services and service hours provided that month
  - Aggregate number of service hours for HACA youth listed by type of service. Services are categorized as supportive guidance and counseling, educational enhancement, enrichment, parental involvement, postsecondary preparation, health and human services, and consultation/staffing.
- 9) Provide semi-annual report showing student performance and progress to be submitted to HACA on or before March 31<sup>st</sup>. Report will include the following Fall semester data:
- Each student's passing all core classes status (Y/N)
  - Each student's 90% attendance rate status (Y/N)
  - Each student's "received zero discipline referrals" status (Y/N)
  - Narrative description of services provided and upcoming events
- 10) Provide annual report on the ABA (Attendance, Behavior, and Academic) outcomes of youth served during the contract period, to be submitted to HACA on or before September 30, 2023. Reports will include:
- Narrative description of services provided
  - The names of HACA youth enrolled in CIS who have met the requirements for High School graduation
  - The names of HACA youth who are no longer at the school and any follow-up services completed
- 11) The annual report will also include progress regarding the following objectives:
- 90% of all participants at CIS schools will stay in school
  - 90% of all participants at CIS schools will be promoted to the next grade
  - 85% of all participants at CIS schools will pass all core classes (on track to graduate indicator)
  - 70% of all participants at CIS schools will attend school at or above 90% of the time (on track to graduate indicator)
  - 70% of all participants at CIS schools with demonstrated need will demonstrate academic improvement
  - 70% of all participants at CIS schools with demonstrated need will demonstrate improved attendance
  - 85% of all participants will improve in one or more of the ABAs
- 12) Annual report to be submitted to HACA on or before September 30, 2022, showing the names of HACA youth enrolled in CIS who have met the requirements for High School graduation. Annual reports will show all the HACA case-managed students that have improved in one or more core classes by at least 10%. Annual reports will also include the names of HACA children who are no longer at the school and any follow-up services completed

13) Contractor will work with HACA on methods to collect and track data regarding the educational success of youth living at HACA public housing/PBRA communities, to include children not participating in HACA/CIS programs.

14) Definition of Terms:

- A ***case-managed student*** is defined as a HACA youth who has received a minimum of four (4) hours of service while enrolled in CIS services, or who has received at least two (2) services in any two months of the school year. Every effort will be made to provide weekly services to case managed students.  
\*One ***service*** is defined as one case management intervention of no less than .25 hours in duration.
- A ***HACA youth*** is defined as a child or youth currently living in a public housing/PBRA property managed by HACA. The child or youth must be on the family's lease.
- ***Attendance demonstrated needs*** are defined as a student having less than 90% attendance rate at the time of intake.
- ***Attendance improvement*** is defined by an increase in average daily attendance at point of intake with CIS to exit, calculated by averaging ADA across all grading periods while student was in CIS.
- ***Academic demonstrated needs*** are defined by students failing two or more core classes, failed a standardized assessment (STAAR), or did not meet benchmark assessment (students in Pre-K through 3<sup>rd</sup> grade)
- ***Academic Improvement*** is defined by an increase of 10% or more in a core class or improving from failing to passing

The Contractor agrees to the following **college readiness** (Compass to College) services over the life of this agreement:

- 1) Provide Compass to College services to no less than 15 youth attending Eastside Memorial or Travis High Schools, consisting of activities designed to cultivate the knowledge, skills, and habits that are the basis for successful college enrollment and completion.
- 2) Provide monthly service reports including
  - Cumulative number of postsecondary preparation service hours provided that month
  - The total number of youth served that month.
- 3) Provide a semi-annual report on the Compass to College outcomes to be submitted to HACA on or before March 31<sup>st</sup>. This report should include
  - Participants (juniors and seniors) that have completed college level courses, college entrance exams such as PSAT, SAT, ACT, and COMPASS test or have completed test prep courses.
  - Participants (seniors) that have completed the FAFSA application and college applications.



- Participants (seniors) that have completed a minimum of one college scholarship application.
  - Narrative description of services provided and upcoming events
- 4) Provide an annual report on the Compass to College outcomes to be submitted to HACA on or before September 30, 2023. Reports will include a summary of the services provided along with progress regarding the following objectives:
- Participants (seniors) will complete a minimum of one college or pre-employment training program application.
  - Participants (seniors) will complete a minimum of one college scholarship application.
  - Participants (seniors) will complete the FAFSA application.
  - College enrollment and persistence reports as available.

The Contractor agrees to the following **after school program** services over the life of this agreement:

- 1) Provide outreach to HACA youth and families living at Booker T. Washington, Bouldin Oaks, Chalmers Courts/Santa Rita, and Meadowbrook. In the event HACA site changes are made, the Contractor will move services to a mutually agreed upon HACA property.
- 2) Provide tutoring services to a minimum of **250** unduplicated HACA youth throughout the year living at Booker T. Washington, Bouldin Oaks, Chalmers Courts/Santa Rita, and Meadowbrook. The after school program will operate 4 days per week at BTW and Santa Rita, and 2 days per week at Meadowbrook and Bouldin Oaks. Of the HACA youth participating in tutoring services throughout the year, a minimum of 100 should qualify as participants. Note: See below for the definition of participant.
- 3) Provide special enrichment, motivational, and recreational activities.
- 4) Adhere to HACA's Key Use Agreement and Space Use Agreement.
- 5) Provide monthly reports including a summary of all after school sites of the total number of youth served and total number of participants served. The monthly report will also include a breakdown of this information by site, including the total number of youth at each site and the total number of participants at each site.
- 6) Provide semi-annual and annual reports documenting the ABA (Academic, Behavior, Attendance) outcomes of youth served in the contract period submitted on or before March 31, 2023 and September 30, 2023. The semi-annual and annual reports will include a summary of services and progress for after school "participants" who attend a CIS served school.

\*The semi-annual report will include the following Fall semester data:

- Each "participant's" passing all core classes status (Y/N)
- Each "participant's" 90% attendance rate status (Y/N)
- Each "participant's" "received zero discipline referrals" status (Y/N)
- Narrative description of services provided and upcoming events

\*The annual report will include a summary of the main services provided along with progress regarding the following objectives:

- 90% of all participants at CIS schools will stay in school
- 90% of all participants at CIS schools will be promoted to the next grade

- 85% of all participants at CIS schools will pass all core classes (on track to graduate indicator)
- 70% of all participants at CIS schools will attend school at or above 90% of the time (on track to graduate indicator)
- 70% of all participants at CIS schools with demonstrated need will demonstrate academic improvement
- 70% of all participants at CIS schools with demonstrated need will demonstrate improved attendance
- 85% of all participants will improve in one or more of the ABAs

7) Definition of Terms:

- A **participant** is defined as a youth living in a HACA PBRA housing who attends the program ten (10) times or more during the contract period.
- A **HACA youth** is defined as a child or youth living in HACA PBRA housing and is on the lease agreement.

The Contractor agrees to the following for all contracted services over the life of this agreement:

- 1) Contractor agrees that it is solely responsible for the transportation, selection, monitoring, and control over all staff and volunteers or any other personnel of Contractor in connection with their services provided. Contractor agrees that it will advise all participants in their program that HACA has no responsibility or liability for transportation, selection, monitoring or control over Contractor's personnel or volunteers.
- 2) The contractor warrants they will screen employees/volunteers for a professional reference check, social security trace, criminal background search, driver's license search, and national sex offender search in a background check. Contractor agrees to defend, indemnify and hold harmless HACA, its officers, directors and employees for any claims, suits or proceedings alleging a breach of this warranty.
- 3) Funding provided by HACA will be used exclusively to serve youth living within HACA PBRA properties. If youth not living at HACA properties are served by HACA-paid CIS staff, CIS shall disclose that information to HACA.
- 4) In the event of school closures or other pandemic/public health related mandated closures the contractor will work with HACA to establish agreed upon services and terms to ensure continued support for students and families during the crisis period.

HACA agrees to the following over the life of this agreement:

- 1) Provide Contractor with lists of HACA school-aged youth who live in PBRA developments in the above listed catchment areas.
- 2) Provide assistance with program outreach and referral services to participant families who live in the above HACA sites.
- 3) Provide Contractor's staff access to the assigned HACA communities for after school tutoring services, or appropriate alternate sites, with building alarm codes and building keys, if necessary.

- 4) Provide space for SmartKids tutoring and enrichment activities at the designated HACA PBRA communities or appropriate alternate sites.
- 5) HACA will work with the Contractor on methods to collect and track data regarding the educational success of children living at HACA PBRA communities, to include children not participating in HACA/CIS programs.
- 6) In the event of school closures or other pandemic/public health related mandated closures the contractor will work with HACA to establish agreed upon services and terms to ensure continued support for students and families during the crisis period.

Both parties shall secure the confidentiality of records and agree and acknowledge that all information provided to them by the other party is confidential by law and will only be used for the purposes set forth in the agreement.

**Compensation** shall be paid to the contractor based on one twelfth of the contracted amount per month for the length of the contract. Compensation for this contract is scheduled at twelve (12) monthly payments of \$50,000, or in an amount not to exceed \$600,000 over the duration of the contract term. Contractor invoices must be accompanied by a monthly attendance report. Contractor should allow a minimum of 30 days after submitting invoices for payment to allow quality inspection and verification of 100% completion of work submitted for payment. HACA will only pay for services that are verified on the corresponding monthly report. Quarterly progress meetings will be held between HACA and the Contractor to discuss the program and assess achievement of benchmarks outlined, and/or plans for corrective action should the appropriate benchmarks not be achieved at the time of the quarterly check-ins.

Received:     HACA     \_\_\_\_\_  
                     Contractor     \_\_\_\_\_



Communities  
In Schools®

Central Texas

Housing Authority of the City of Austin

# IMPACT REPORT

## SMARTKIDS PROGRAM

### IN THE 2021-2022 SCHOOL YEAR, THE COMMUNITIES IN SCHOOLS SMARTKIDS PROGRAM SERVED 303 STUDENTS

Campuses and sites served: Becker, Dawson, Oak Springs, and Zavala Elementary Schools, Lively, Martin, and Kealing Middle Schools, Eastside High School and Travis High School, and Bouldin Oaks, Meadowbrook, Santa Rita, and Booker T. Washington housing communities.



- **87%** of HACA students received school wide, basic needs or crisis support



- CIS made **465 community resource referrals** for HACA families

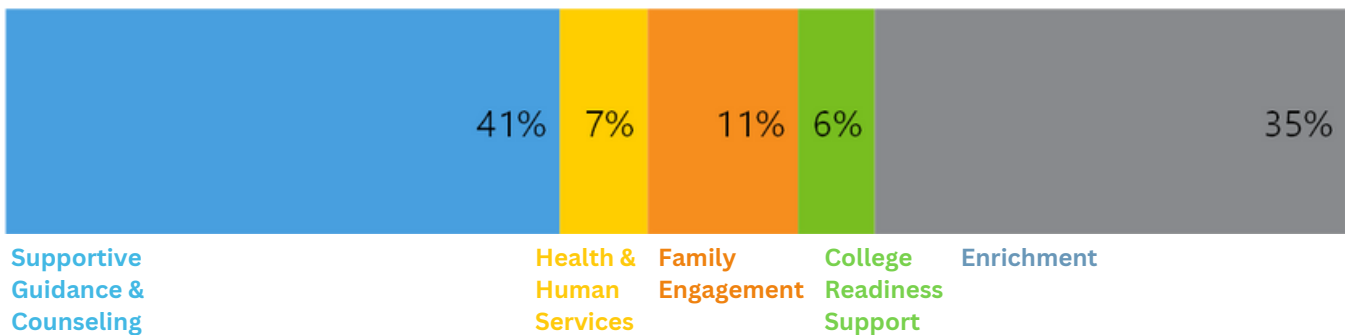


- CIS completed **408 home visits**



- **53%** HACA students participated in CIS Summer Programming

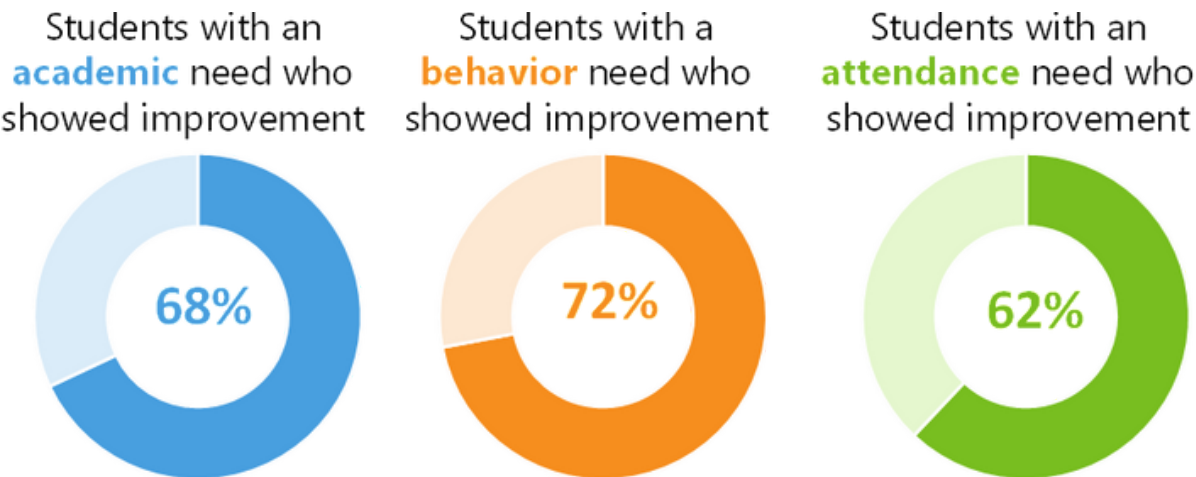
Over **9,800 hours** of service across five service areas



# CHARACTERISTICS OF STUDENTS SERVED BY THE SMARTKIDS PROGRAM



## OUTCOMES





## CIS SmartKids Partnerships

- CIS partners with the Mexican American Cultural Center (MACC) to provide HACA students with enrichment activities, and to increase student awareness of Mexican culture through art and music.
- The CIS partnership with Meals on Wheels (MOW) continues. CIS SmartKids Coordinators picked up nutritious snacks from MOW twice a week for distribution to students and families.



“

Had it not been for CIS Support I'm not sure how I would've gotten through this school year. I'm very grateful for all the support I've received thus far from CIS. They've been very kind, professional, and helpful throughout these past 2 years!

-Lively Parent

”

“

"CIS helped me with my credits and motivated me to complete school; "CIS has also helped me bond more with my family"

-Travis Student

”

CIS has been an integral part of our school and helps students daily.

- Oak Springs Staff

”

## Meadowbrook Highlights

At the start of Spring semester, due to high numbers of SmartKids students attending, we split the students up into two groups: Becker students and Dawson students. This allowed students to get additional one-on-one attention while trying to rebuild any academic and social skills, previously lost during pandemic isolation and protocols. This time also allowed students and staff to continue building strong, trust-based relationships that continued into summer programming. We held some site-based events and end of semester celebrations for students, honoring all of the hard work they'd put in throughout the year!



# Bouldin Oaks Highlights

- Once a month we celebrated birthdays with a special snack and birthday cards that all the students signed. Throughout the semester we had fun with science experiments, and once we made ice cream from scratch. Social-emotional learning (SEL) activities such as glitter jars, breathing and mindfulness techniques, and art activities were also part of our spring programming.
- From February through May we incorporated Common Thread's Small Bites curriculum. In total, our students participated in 8 nutrition lessons with games and activities, and 8 delicious recipes that taught them teamwork and encouraged them to try new things. We concluded the program by making chicken tenders. Students not only helped prepare the ingredients, but they also set the table and helped clean up.
- We hosted two community events at Bouldin this spring. With Tiny Tails students learned about small animals and had a chance to pet and engage with a bearded dragon, a blue-tongued skink, bunny rabbits, baby chicks, guinea pigs, a hedgehog, a tortoise, a chicken, and even a chinchilla! Students and families enjoyed their time with Tiny Tails and tacos. Charles Schwab donated their time (with volunteers) and funds to help have a field day at Bouldin Oaks. Students went to different activity stations, had face painting, and were given goody bags.



# Booker T. Washington Highlights

- Students received snacks donated by Meals on Wheels (16 snacks donated each day of program), and a snack pack from the CIS Central Office. Two students who didn't live at Booker T. Washington but were enrolled in CIS and had interest in Smartkids, so they were able to get snacks when they stopped by. Smartkids also received a cool, 3-D dinosaur book donation from Meals on Wheels that the Smartkids Coordinators were able to distribute to 10 elementary school students!
- Track and field day event in April that was funded by Charles Schwab. They also provided a handful of volunteers to support the CIS staff. The Smartkids Coordinators had a variety of concessions available and multiple stations. They had water activities, such as a sprinkler, water balloons, and water versions of regular activities (ex. Hot potato). There were over 50 people in attendance, including 3 parents/guardians.
- In May, Kayla, the librarian from the Willi Mae Kirk public library, came to visit our program and lead an activity with the students. They created felt geodes during the session and learned about how geodes are created in nature. The kids loved it and so did the Smartkids Coordinators!



# Santa Rita Courts Highlights

- HACA students were able to explore the community art and murals surrounding their neighborhood on a walking field trip with the Mexican American Cultural Center (MACC). MACC staff came to Santa Rita each week, engaging students in lively craft activities while learning about Mexican-American history.
- Over the course of the semester, SmartKids Coordinators (SKCs) helped HACA students learn about coping skills and self regulation. We helped students create “comfort kits”, which included physical items either chosen or created by the students with the goal to help them de-stress during difficult times.
- We hosted a field day event for HACA students, with help from volunteers at Charles Schwab. The kids had a blast! This event included pizza, snacks, water balloon fights, relay races, and many rounds of “Hot Potato”.
- Finally, we ended the semester with an end of school year celebration. We had a few raffles for students and families, along with food and drinks, face painting, a photo booth, and bingo.



CIS help me get comfort when I felt mad or upset, it was calming to be in CIS. They also help me with school and helped me set goals for myself.

-Lively Student



CIS as touched and helped our family in a major way; from financial assistance to supporting resources. Our family loves, appreciate and thanks CIS so much for all the love and support. Definitely the best support group a school could offer.

-Becker Parent



## Summer Programming Highlights

HACA students participated in up to 6 weeks of programming that included:

- Field trips to fun Central Texas attractions such as the Central Library, Austin Zoo, Rock 'n River Water Park, Innerspace Caverns, Thinkery, Casa De Miel, San Antonio Witte Museum, and many more!
- Ongoing student and family support services that included direct financial assistance, connection with community organizations and resources, and transition services for students moving into new schools this fall
- Site-based supports and events including volunteer-led field days, self-care sessions, creative writing programs, and traditional summer camp activities





Communities In Schools Annual Report 2021-2022 on Outcomes								
Service	Description	Performance Measure	Goal	Actual	Comments	Names of youth enrolled who have met requirements for HS grad	Names of HACA children who are no longer at the school and any follow up services completed	
Case Management Services	Youth who has received a minimum of 3 services per month (no less than .25 hrs per service)	Output	300	303	N/A	Student Name	Follow-up services provided to family, students connected to services (CIS or alternative) at new school	
		Outcomes	90% of all participants will stay in school	97%	N/A	Rafael Guerrero: graduated, applied to Southern Career Institute	Student Name	HACA Site
			90% will be promoted to the next grade	97%	N/A	Jesus Ruiz: graduated, applied to the automotive program at ACC	Jazlyn Ramos	Chalmers Courts
			70% will demonstrate academic improvement	67%	N/A	Emily Beltran: graduated	Julian Pescador-Martinez	Meadowbrook
			85% will improve or maintain in one or more of the ABAs	89%	N/A	Kaylan Garcia: graduated	Angel Trevino-Barrientes	BTW
			All HACA case managed students who have improved in one or more classes by at least 10%	113 Improved 1+ core course grade by at least 10%	65 students had "baseline" grades over 90%+ so could not improve by that amount. Based on 238 students eligible, 48% met the 10% improvement threshold	Angelina Garcia: graduated through GPA Program	Gabrielle Vallejo	BTW
							Sa'Miyah Brooks	Bouldin Oaks
College Readiness (C2C)	Activities designed to cultivate the knowledge, skills, and habits that are the basis for successful college enrollment and completion	Output	15 youth attending Eastside Memorial or Travis HS	5	The Compass to College position became vacant February 2021. As a result of COVID-19 the job market has been tight and many employers are struggling finding talent.	Lailani Johnson	Bouldin Oaks	
		Outcomes	Participants (seniors) will complete a minimum of one college application	2	As an agency we experienced several key leadership transitions in Fall 2021 which delayed our recruitment process. Beginning in 2022, we held multiple interviews in January through August with three offers made with no acceptance. Reasons provided: (different offer accepted; personal reasons; salary offer was too low). The Compass to College position was filled internally in Aug 12, 2022	AMARIA WEBB	BTW	
			Participants (seniors) will complete a minimum of one college scholarship application	N/A		Joseph Holmes	BTW	
			Participants (seniors) will complete the FAFSA applications	N/A		Jaheim Holmes	BTW	
			College enrollment and persistence reports as available	N/A	The staff member in this role was offered a position elsewhere, resigned and their last day with CIS was Sept 23, 2022. We hired a new Compass to College Coordinator on Oct 27, 2022. They are scheduled to start December 5, 2022.	Sean Holmes	BTW	
After School Program - Tutoring Services	Special enrichment, motivational, recreational activities	Output	250 unduplicated youth	175	The program also faced challenges filling vacancies for two SmartKids Coordinator positions, which impacted our ability to serve the targeted number of students. The program is currently fully staffed, and we anticipate meeting the target this school year.	Sophia Adame-De Leon	Meadowbrook	
			100 of these qualify as participants = attend 10x or more during contract period	118	N/A	Julian Hernandez	Santa Rita	
		Outcomes	90% of all participants will stay in school	100%	N/A	Jasmaine Gonzales	Meadowbrook	
			90% of all participants will be promoted to the next grade level	100%	N/A	Kayla Martinez	Meadowbrook	
			70% of all participants will demonstrate academic improvement	68%	N/A	Yvette Martinez	Bouldin Oaks	
			85% of all participants will improve or maintain in one or more of the ABAs	91%	N/A	Angelina Martinez	Meadowbrook	
						Alicia Hernandez	BTW	
					Angel Escobar	BTW		
					Christopher Escobar-Oviedo	BTW		
					Jashia Benitez	BTW		
			Karlee Martinez	Meadowbrook				
			Malorie Saucedo	Bouldin Oaks				
			Genesis Salinas Escalante	BTW				
			Lorena Maldonado	BTW				
			Laura Zuniga Villarreal	Bouldin Oaks				
			Juan Carbajal	Meadowbrook				
			Aaliyah Gallegos	Rosewood				
			Javion Gallegos	Rosewood				

---

---

## INTEROFFICE MEMORANDUM

---

---

**TO:** LEILANI LIM VILLEGAS, SENIOR DIRECTOR AUSTIN PATHWAYS

**FROM:** BARBARA JACKSON, FAMILY OPPORTUNITY PROJECT DIRECTOR

**SUBJECT:** COMMUNITIES IN SCHOOLS CONTRACT RENEWAL FOR 2023

**DATE:** 12/22/2022

**CC:** NORA MORALES,

---

We have reviewed the contract with Communities in Schools to provide In-School Case Management and Enrichment and Tutoring Services to HACA youth at nine (9) local schools and four (4) HACA properties:

Schools

- Oaksprings Elementary
- Zavala Elementary
- Becker Elementary
- Dawson Elementary
- Lively Middle
- Kealing Middle
- Martin Middle
- Eastside Memorial High School
- Travis High School

HACA Properties:

- Booker T Washington
- Bouldin Oaks
- Meadowbrook
- Santa Rita (also serves Chalmers)

### Summary

HACA has contracted with Communities in Schools (CIS) since 2001. The goal of the program is to support resident youth in their journey to economic self-sufficiency through school-based and property-based educational, enrichment, and case management services. CIS has consistently met or exceeded their contract outcomes each year. Although the 21-22 school year continued to be impacted by the Covid19 pandemic and the related workforce issues, CIS still met or exceeded the majority of the contracted outcomes. The program is one of the top evidenced based dropout prevention programs in the country and has received ongoing support by the AISD Board of trustees as well as several other Central Texas school districts and the TEA.

<b>2022 CIS SmartKids Outcomes</b>	<b>Contract Goal</b>	<b>Comments</b>
<b>303 HACA students were served by CIS Smartkids through case management and/or afterschool programs</b>	Provide school based services to no less than <b>300</b> HACA students.	
67% of participants demonstrated academic improvement	70% of participants will demonstrate academic improvement	<i>This pertains to students who showed a need for academic improvement. CIS fell short of this contract goal</i>
<b>89% of all participants improved or maintained academics, attendance or behavior</b>	85% of all participants will improve or maintain performance in academics, attendance or behavior	
<b>97 % of all participants stayed in school.</b>	90% of all participants will stay in school	
<b>97% of all participants were promoted to the next grade level or graduated. (330/336)</b>	90% of all participants will be promoted to the next grade level	
CIS is unable to report on <i>Compass to College (CtC)</i> outcomes. The CtC position went unfilled for the majority of the academic year. A new Compass to College Coordinator was hired and started work on Dec. 5, 2022.	Compass to College participants (seniors) will complete a minimum of one college application and complete the Federal Application for Student Aid (FAFSA)	<b>CIS did not meet the contract goal</b> While CIS provided some assistance to seniors applying to college, FAFSA and scholarships, data was not tracked for Travis High and Eastside Early College High
175 unduplicated youth served in after school program/tutoring services.	Provide tutoring services to a minimum of <b>250</b> HACA students throughout the year	<b>CIS did not meet the contract goal.</b> CIS had difficulty filling 2 SmartKids Coordinator positions, which impacted the number of students served afterschool. The program is currently fully staffed. CIS anticipates meeting the target this year.

**Process:**

A notification and request for approval to utilize Communities in Schools (CIS) as a sole-source for providing in-school case management and tutoring services to HACA youth grades K-12 was sent to HUD on September 12, 2017. In addition to the notification request, an Independent Cost Estimate (ICE) was also submitted for HUD review.

On Tuesday, May 8, 2018, Nora Morales, Director of Operations & Procurement, was informed via e-mail by the HUD field office in San Antonio that HACA's request for CIS to be a sole-source provider was noted in their file, and that HACA could proceed with the contract, as long as HACA followed Procurement Policy, and verified through an Independent Cost Estimate that the price for CIS services is reasonable.

***Staff Recommendation:***

Staff recommend that Communities in Schools be awarded the contract to provide in-school case management and tutoring to HACA youth grades K-12 for \$600,000 annually.

**ATTACHMENTS:**

- Communities in Schools 2021-2022 Outcomes Report
- Communities in Schools Contract Renewal - Sole Source
- Communities in Schools DRAFT Negotiated terms for Renewal

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02786

#### AUSTIN AFFORDABLE HOUSING CORPORATION

#### ITEM NO. 5.

---

---

**MEETING DATE:** January 19, 2023

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

**ITEM TITLE:** Presentation, Discussion, and Possible Action on Resolution No. 02786 by the Board of Commissioners of the Housing Authority of the City of Austin (the “Authority”) to take the following actions with regard to the Indigo Apartments (the “Development”) 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

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

### ACTION

The board is being asked to approve Resolution No. 02786 authorizing the Housing Authority of the City of Austin (the “Authority”) to take the following actions with regard to the Indigo Apartments (the “Development”) 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

### SUMMARY

#### ***Background:***

Austin Affordable Housing Corporation (AAHC) has been presented an opportunity to partner with Belveron Partners to purchase a 325 unit multi-family rental property called The Indigo Apartments. The development is located at 10800 Lakeline Boulevard, Austin, Texas 78717. This would be the thirteenth (13<sup>th</sup>) asset AAHC and Belveron Corporation have purchased together. This asset is located in the extremely high opportunity and rapidly growing area of Northwest Austin and Lakeline Mall.

AAHC’s proposed partner, Belveron Corporation prides itself on long term preservation of workforce housing. Located out of 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 works with the Managing Partner, Paul Odland, and Senior Portfolio Manager, Josh Plattner.

The Indigo Apartments were built in 2013 and sits on 18.226 acres. Some of the property amenities include a resort-style swimming pool with lounge seating and cabanas and a splash pad, elegant clubhouse with

gathering spaces and full conference room, full kitchen, a billiards lounge and coffee bar, and business center. Residents also enjoy the newly renovated fitness center, a large pet park with washing station, detached garages and additional covered parking. The property feeds into the Round Rock School District and Purple Sage Elementary School, Pearson Middle School and McNeil High School. The property's location is ½ mile from the Lakeline Metro Rail Station and provides fantastic access to major tech employers, retail shops, grocery stores and the SH-45 and US-183 roadways.

This is an important transaction to HACA and AAHC as we have yet to obtain an asset in such a high opportunity area as Lakeline. This asset will allow our current voucher holders another excellent opportunity for housing in an extremely strong area for schools, jobs and transportation. With the Lakeline area exploding in growth, AAHC and Belveron can provide some stable and affordable housing not only to our stakeholders but to the community as well. This property is home to many children and their families who attend these strong schools and work in and around the area.

Below is a breakdown of the many variations of unit sizes. The property is currently 98% occupied and rents currently range from \$1,721 for a one bedroom to \$2,345 for a three bedroom.

<b>193 1-bedroom/1-bath</b>	<b>657 square feet to 791 square feet</b>
<b>124 2-bedroom/2-bath</b>	<b>1,039 square feet to 1,204 square feet</b>
<b>8 3-bedroom/2-bath</b>	<b>1,315 square feet</b>

***Process:***

The purchase price for the Indigo Apartments is \$80,262,000. Belveron will be investing approximately \$25,000,000 as a down payment. In addition, \$2,000,000.00 for future capital needs will also be set aside. Bellwether will be providing a Freddie Mac or Fannie Mae permanent loan with a not to exceed loan amount of \$64,000,000 at a rate of approximately 5.02% with a 35-year amortization. A current lease audit is underway to determine the initial number of units already qualified under 80% AMI. The property is currently 95% occupied. AAHC and Belveron are committed to providing 10% of the affordable units at 60% AMI and leasing units to all qualified voucher holders. The property will be managed by Apartment Management Professionals. Belveron has agreed to use the name Bridge at Indigo Apartments once closed.

***Staff Recommendation:***

Staff recommends Board approval of Resolution No. 02786.

---

---

**RESOLUTION NO. 02786**

**Resolution authorizing the Housing Authority of the City of Austin to take the following actions with regard to the Indigo Apartments (the “Development”) 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**

**WHEREAS**, Austin Affordable Housing Corporation (“AAHC”) has agreed to participate in the acquisition and rehabilitation of the Development;

**WHEREAS**, in connection therewith, the Housing Authority of the City of Austin (“HACA”) has agreed to acquire certain real property in Austin, Texas (the “Land”), which constitutes the site for the Development, and to simultaneously lease the Land to Indigo Borrower, LP, a Delaware limited partnership whose general partner is controlled by an affiliate of AAHC (the “Owner”) under a long-term ground lease (the “Ground Lease”);

**NOW, THEREFORE**, the Board of Commissioners of HACA hereby approves and adopts the following resolutions, and hereby authorizes its Chief Executive Officer (or the Chief Executive Officer’s designee) to do the following:

1. Acquire the Land and enter into the Ground Lease with the Owner.
2. Review, execute and approve the Ground Lease and all such other documents necessary to effectuate the acquisition of the Land, execution of the Ground Lease and Owner’s acquisition of the Development, including but not limited to such security instruments and estoppel certificates as any lender involved with the Development may require, all on such terms and containing such provisions as the Chief Executive Officer (or his designee) shall deem appropriate, and the approval of the terms of each such instrument shall be conclusively evidenced by his execution and delivery thereof.

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

[End of Resolution]

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Secretary

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02787

#### PURCHASING ITEM NO. 6.

---

---

**MEETING DATE:** January 19, 2023

**STAFF CONTACT:** Nora Velasco, Director of Operations and Procurement

**ITEM TITLE:** Presentation, Discussion, and Possible Action Regarding Resolution No: 02787 Awarding a Renewal Contract for Agency Wide Trash Disposal & Recycling Services

**BUDGETED ITEM:** Yes

**TOTAL COST:** \$352,225.00

#### **ACTION**

The Board is asked to approve a one year contract to Waste Management of Texas, Inc. for Agency Wide Trash Pickup and Recycling services with an amount not to exceed \$ \$352,225.00.

#### **SUMMARY**

##### ***Background:***

The services provided under this contract include the collection on non-hazardous solid waste and recyclable materials generated by all HACA properties. Each property depending on the layout of the buildings and the number of units, has the required dumpsters and recycling totes. We are currently working with the City of Austin to update our annual recycling plan and we will increase or decrease the numbers of totes and dumpsters to comply with ordinance.

##### ***Process:***

Local competitive firms, of which there are only a couple of haulers that offer front and side loading equipment. Waste Management of Texas, Inc. submitted a renewal letter with the Consumer Price Index (CPI-U) Original Data Value which measures monthly the prices paid by consumers. The increase requested is 6.57 %.

##### ***Staff Recommendation:***

Recommend award to Waste Management of Texas, Inc. based on the costs received, prior performance, and overall best value to HACA. This justification is to maintain all communities' refuse services and recycling mandates. In the coming months HACA will be exploring ways to reduce costs by encouraging residents to recycle more and possibly reduce the amount of refuse pick up.

#### **ATTACHMENTS:**



- ▣ **ATTACHMENT:01 RENEWAL LETTER**
- ▣ **ATTACHMENT: 02 SCHEDULE A NEW PRICING**
- ▣ **ATTACHMENT 03: BIDDERS QUALIFICATIONS**

---

---

**RESOLUTION NO. 02787**

**Approving the Award of Renewal Contract for Agency Wide Trash Disposal and Recycling Services  
to Waste Management of Texas, Inc.**

**WHEREAS**, on January 1, 2022, the Housing Authority of the City of Austin awarded a contract to Waste Management of Texas, Inc for Agency wide trash disposal and recycling services, and

**WHEREAS**, it is the recommendation of the President & CEO that this contract with Waste Management of Texas, Inc. be renewed for an additional 12 month period. Total contract amount not to exceed \$352,225.00 per contract year.

**Now, therefore, it is hereby**

**RESOLVED**, the Housing Authority of the City of Austin Board of Commissioners agree to renew the contract with Waste Management of Texas, Inc. to provide agency wide trash disposal and recycling services.

**PASSED, APPROVED AND ADOPTED** this 19th day of January, 2023.

---

**Michael G. Gerber, Secretary**

---

**Carl S. Richie, Jr., Chairperson**



**Sent Via Certified Mail and Email**

December 20, 2022

Nora A. Velasco  
Director of Operations & Procurement  
Housing Authority of the City of Austin  
1124 South IH 35  
Austin, TX 78704

**RE: Housing Authority of the City of Austin with Waste Management of Texas, Inc. -  
Notice of Solid Waste Collection Service's Discontinuation**

Dear Ms. Velasco,

Waste Management of Texas, Inc. (WM) is proud to be the current provider of solid waste collection services for the Housing Authority of the City of Austin (HACA). Over our long-standing partnership, WM has always considered itself an extension of the HACA's service infrastructure and not simply a "third party vendor". Although WM would welcome the opportunity to continue services, unfortunately, due to insurance and liability policies relating to Agreement expiration, we are unable to continue our current services without a new 1-year Agreement term.

As you are aware, HACA and WM's current Agreement expires December 31, 2022. This letter serves as notice that WM will discontinue solid waste collection if a new Agreement cannot be executed. The last day of service will be January 9, 2023, unless a new agreement is executed prior to that date.

WM's wish is to enter into a new Agreement prior to January 9, 2023, thus enabling WM to continue service to all of the current WM serviced HACA locations.

Attached is the prior email correspondence between WM and HACA regarding upcoming Agreement expiration.

We look forward to working with you during these potential discussions and appreciate your consideration of our continued partnership. Please feel free to contact me to discuss at your convenience.

Sincerely,



Paul Daugereau  
Public Sector Solutions Manager  
Waste Management of Texas, Inc.  
[pdaugere@wm.com](mailto:pdaugere@wm.com)  
(512) 696-0363

## Daugereau, Paul

---

**From:** Nora Velasco <norav@hacanet.org>  
**Sent:** Monday, November 14, 2022 9:43 AM  
**To:** Daugereau, Paul  
**Subject:** [EXTERNAL] Re: [External Sender] RE: Solid Waste Services Bid?

Paul,

We are coming up for air!!! Give me a break!! it is next on my list! Just finished updating the procurement policy! It will be ready!!!

Thank You,

Nora A. Velasco  
Director of Operations & Procurement  
Housing Authority of the City of Austin  
1124 South IH 35  
Austin, TX 78704  
Office: (512) 477-4488 Ext. #2119  
Direct: (512) 767-7799  
Cell: 512-804-8480  
Email: [norav@hacanet.org](mailto:norav@hacanet.org)

On Mon, Nov 14, 2022 at 9:34 AM Daugereau, Paul <[PDaugere@wm.com](mailto:PDaugere@wm.com)> wrote:

Hi Nora,

Could you give me an update on the contract? It is set to expire in less than two months. I do not want us to get into a situation where there will be possible service disruptions after the contract expires at the end of the year. If there is a bid out please let me know, if not we need to discuss renewal options. It would be great if we could get this wrapped up soon, so we don't have to worry about it over the Holidays. I'm available to speak at your convenience.

Thanks,

Paul Daugereau | Public Sector Solutions Manager -Central Texas | 

Cell: 512-696-0363 | [pdaugere@wm.com](mailto:pdaugere@wm.com)

**From:** Daugereau, Paul  
**Sent:** Monday, October 3, 2022 3:04 PM  
**To:** Nora Morales <[norav@hacanet.org](mailto:norav@hacanet.org)>  
**Subject:** FW: Solid Waste Services Bid?

Nora,

Just checking in on this? We have less than three months left on our current contract. If you all want to extend, lets start discussing the details. If not, you will probably need to have a bid out sooner than later. I would absolutely love to continue our long standing and excellent partnership, but they will not let me do a holdover on the current contract. We will need to renew an agreement.

Thanks,

Paul Daugereau | Public Sector Solutions Manager -Central Texas | 

Cell: 512-696-0363 | [pdaugere@wm.com](mailto:pdaugere@wm.com)

**From:** Daugereau, Paul  
**Sent:** Monday, August 1, 2022 5:31 PM  
**To:** Nora Velasco <[norav@hacanet.org](mailto:norav@hacanet.org)>  
**Subject:** Solid Waste Services Bid?

Nora,

Wanted to check in and see if AHA will be putting out a bid for solid waste services this year? As you know we are currently on a 12-month agreement that expires at the end of 2022. If you are not putting out a bid, please let me know, so that we can start discussions on the next extension. I would like to have this wrapped up as soon as possible in order to avoid any confusion towards the end of the contract.

Have a great evening!

Thanks,

Paul Daugereau | Public Sector Solutions Manager -Central Texas | 

Cell: 512-696-0363 | [pdaugere@wm.com](mailto:pdaugere@wm.com)

---

**Recycling is a good thing. Please recycle any printed emails.**

CONFIDENTIALITY NOTICE: This email is for the use of the intended recipient(s) only and may contain confidential information. If you have received this email in error, please notify the sender immediately and then delete it. If you are not the intended recipient, you must not keep, use, disclose, copy or distribute this email.

<u>Schedule A</u>								
Account Prefix/ Number	Location Name	City	Qty	Size	Freq	22 Rate	Increase	New Rates
161-239845	AHA GASTON PLACE	Austin	1	8	4	\$692.80	\$45.52	\$738.32
161-239853	AHA CORONADO HILLS	Austin	3	4	3	\$779.40	\$51.21	\$830.61
161-239861	AHA NORTHGATE WEST APTS	Austin	5	4	2	\$866.00	\$56.90	\$922.90
161-239926	AHA SANTA RITA COURTS	Austin	10	4	4	\$3,464.00	\$227.58	\$3,691.58
161-239934	AHA LAKESIDE APARTMENTS	Austin	6	2	4	\$1,039.20	\$68.28	\$1,107.48
161-241971	AHA BOOKER T WASHINGTON	Austin	18	4	4	\$6,235.20	\$409.65	\$6,644.85
161-243702	AHA MEADOWBROOK HOMES	Austin	15	4	3	\$3,897.00	\$256.03	\$4,153.03
161-267865	AHA NORTH LOOP APTS	Austin	2	2	3	\$259.80	\$17.07	\$276.87
161-267865	AHA NORTH LOOP APTS	Austin	1	2	3	\$129.90	\$8.53	\$138.43
161-278182	AHA GEORGIAN MANOR	Austin	6	8	2	\$2,078.40	\$136.55	\$2,214.95
161-312844	AHA THURMOND HEIGHTS	Austin	7	4	4	\$2,424.80	\$159.31	\$2,584.11
161-456285	AHA MANCHACA VILLAGE	Austin	4	4	2	\$692.80	\$45.52	\$738.32
161-990737	AHA HACA VEHICLE PEN	Austin	1	4	2	\$173.20	\$11.38	\$184.58
161-1158288	AHA SALINAS COURT	Austin	1	4	3	\$259.80	\$17.07	\$276.87
161-1478656	AHA AUSTIN AFORDABLE	Austin	2	4	1	\$173.20	\$11.38	\$184.58
161-1489356	AHA ADMINISTRATION OFFICE 1124 IH 35	Austin	1	8	3	\$519.60	\$34.14	\$553.74
161-1498367	AHA Admin (Recycle)	Austin	1	6	3	\$389.70	\$25.60	\$415.30
161-1493935	AHA Leisure Time	Austin	1	4	2	\$173.20	\$11.38	\$184.58
161-1489356	AHA Admin Office	Austin			Lock	\$10.00	\$0.66	\$10.66
					Total	\$24,258.00	\$1,593.75	\$25,851.75
161-1493731	Toter Master Cart Account	Austin		size	Quantity	Rate		
161-1493731	AHA/1941 Gaston	Gaston Place		96-gal	4	\$110.00	\$7.23	\$117.23
161-1493730	AHA/ 905 Bedford	BOOKER T WASHINGTON		96-gal	7	\$192.50	\$12.65	\$205.15
161-1493736	AHA/1203 Cumberland	BOULDIN OAKS		96-gal	5	\$137.50	\$9.03	\$146.53
161-1493739	AHA/85 Trinity	LAKESIDE APTS		96-gal	10	\$275.00	\$18.07	\$293.07
161-1493740	AHA/1201 W Live Oak	MEADOWBROOK HOMES		96-gal	12	\$330.00	\$21.68	\$351.68
161-1493741	AHA/2300 North Loop	NORTH LOOP APTS		96-gal	8	\$220.00	\$14.45	\$234.45
161-1493742	AHA/8426 Goldfinch	THURMOND HEIGHTS		96-gal	10	\$275.00	\$18.07	\$293.07



161-1498723	AHA/1144 Airport	EMERGING ENTERPRISES		96-gal	1	\$27.50	\$1.81	\$29.31
161-1499073	AHA/110 Bolles Cir	GEORGIAN MANOR		96-gal	4	\$110.00	\$7.23	\$117.23
161-1499074	AHA/1438 Coronado Hills	CORONADO HILLS		96-gal	2	\$55.00	\$3.61	\$58.61
161-1499075	AHA/Shadow Bend	SHADOWBEND APTS		96-gal	2	\$55.00	\$3.61	\$58.61
161-1499076	AHA/2341 Corta	SANTA RITA		96-gal	7	\$192.50	\$12.65	\$205.15
161-1499077	AHA/3628 Manchaca	MANCHACA VILLAGE		96-gal	2	\$55.00	\$3.61	\$58.61
161-1499078	AHA/9120 Northgate	NORTHGATE		96-gal	5	\$137.50	\$9.03	\$146.53
161-1158288	AHA/1143 Salinas	Salinas Court		96-gal	3	\$82.50	\$5.42	\$87.92
161-1489356	AHA Admin Office	Admin Office		96-gal	5	\$137.50	\$9.03	\$146.53
161-1499073	AHA/110 BOLLES CIRCLE	GEORGIAN MANOR		96-gal	4	\$110.00	\$7.23	\$117.23
					<b>Total</b>	\$2,502.50	\$164.41	\$2,666.91

## Statement of Bidder's Qualifications

Name of Bidder:  
Waste Management of Texas, Inc.

Permanent main office address:  
9708 Gilles Lane  
Austin, TX 78754

When organized:  
1966

State whether bidder is a Corporation, Partnership, or Sole Proprietor.  
Corporation

A breakdown of the minority ownership of the business (Gender, White, Black, Hispanic, American Hispanic, American Indian/Eskimo, Asian/Pacific islander, etc.) Who owns what percent of the business, and any other related information.  
Not applicable

Number of years engaged in contracting business under present name:  
45 years

Contract in progress (gross amounts of contracts, estimated completion dated, project owner, architect.  
Austin Housing Authority, 23,000 Estimated Monthly Revenue, Completion Date: July 1st 2015

General character of work performed by your company.  
Solid waste and recycling collection, transportation, and disposal services.

Report on any failures to complete work awarded to you (where, when & why). Report any contracts you have defaulted on.  
None to our knowledge

Name & address of bonding company and name and address of agent.  
Waste Management has a comprehensive surety program with multiple surety companies participating offering large amounts of capacity.

List of three (3) currently completed projects, including name, address, phone number, and type of work.

City of Harker Heights  
Mark Hyde-Public Works Director  
305 Millers Crossing  
Harker Heights, TX 76548  
254-953-5641

City of Lampasas  
Finley deGraffenried-City Manager  
312 E. Third Street  
Lampasas, TX 76550  
512-556-6831



# FINANCE REPORT

**HACA and AAHC**  
**Calendar Year 2022**  
**Investment Performance Report**

**Presented by:**  
**Barbara Chen**  
**Chief Financial Officer**

**January 19, 2023**





# Investment Performance Summary for CY22

- On October 21, 2021, HACA Board approved the amended investment policy to invest excess funds in accordance with federal and state laws. We adopted an investment strategy in consistent with the commissioners' directives in the policy to fulfill the three objectives, the preservation of capital, liquidity and maximization of earnings.
- As at year-end 2022, total investment return was \$425,404. Based on the sources of funds, two investment portfolios were established with JP Morgan Chase Bank, HACA & AAHC.
- Due to the current market condition, all funds are invested in US Treasury Bonds with maturity dates less than six months. This may be changed after FOMC meeting in March 2023. We anticipate the interest rate will remain in place after the meeting until more economic progress is made.



# Investment Performance Summary for CY22

## Housing Authority of the City of Austin Investment Summary Calendar Year 2022

Date	Description	Par Value	Maturity Date	Sale Proceeds	Purchase Cost	Interest Earned per Chase Bank	Total Costs	Net Gain
1/20/2002	FHLB 3% Coupon	\$ 650,000	12/9/2022	\$ 669,500	\$ 666,566	\$ 648	\$ 667,214	\$ 2,286
2/2/2022	FNMA 2.375%	\$ 1,000,000	1/19/2023	\$ 1,023,750	\$ 1,013,255	\$ 943	\$ 1,014,198	\$ 9,552
3/1/2022	Frisco TX Economic Dev Corp	\$ 1,000,000	2/15/2023	\$ 1,006,211	\$ 999,710	\$ 781	\$ 1,000,491	\$ 5,721
3/31/2022	US Treas Bill, 0.00%	\$ 2,500,000	9/29/2022	\$ 2,500,000	\$ 2,487,241	\$ 1,477	\$ 2,488,718	\$ 11,282
4/4/2022	US Treas Bill, 0.00%	\$ 4,500,000	7/7/2022	\$ 4,500,000	\$ 4,493,778	\$ 2,584	\$ 4,496,362	\$ 3,638
4/4/2022	US Treas Bill, 0.00%	\$ 1,500,000	9/29/2022	\$ 1,500,000	\$ 1,492,454	\$ 887	\$ 1,493,340	\$ 6,660
6/6/2022	Federal Farm Credit Bank, 1.55%	\$ 1,000,000	11/25/2022	\$ 1,015,500	\$ 1,000,374	\$ 276	\$ 1,000,650	\$ 14,850
8/2/2022	US Treas Bill, 0.00%	\$ 3,000,000	10/27/2022	\$ 3,000,000	\$ 2,983,753	\$ 138	\$ 2,983,891	\$ 16,109
11/4/2022	US Treas Bill, 0.00%	\$ 8,000,000	12/27/2022	\$ 8,000,000	\$ 7,956,340	\$ 194	\$ 7,956,533	\$ 43,467
				\$ 23,214,961	\$ 23,093,471	\$ 7,926	\$ 23,101,397	\$ 113,564

**HACA & AAHC Total: \$ 425,404**



# Investment Performance Summary for CY22

## Austin Affordable Housing Corporation

### Investment Summary

Calendar Year 2022

Date	Description	Par Value	Maturity Date	Sale Proceeds	Purchase Cost	Interest Earned per Horizon Bank	Total Costs	Net Gain
8/2/2022	US Treas Bill, 0.00%	\$ 10,000,000	10/27/2022	\$ 10,000,000	\$ 9,945,844	\$ 178	\$ 9,946,022	\$ 53,978
8/2/2022	US Treas Bill, 0.00%	\$ 10,000,000	1/26/2023	\$ 10,000,000	\$ 9,864,202	\$ 409	\$ 9,864,610	\$ 135,390
9/28/2022	US Treas Bill, 0.00%	\$ 3,000,000	10/25/2022	\$ 3,000,000	\$ 2,994,292	\$ 25	\$ 2,994,317	\$ 5,683
11/4/2022	US Treas Bill, 0.00%	\$ 16,000,000	12/27/2022	\$ 16,000,000	\$ 15,912,786	\$ 307	\$ 15,913,093	\$ 86,907
11/18/2022	US Treas Bill, 0.00%	\$ 7,000,000	12/29/2022	\$ 7,000,000	\$ 6,970,016	\$ 102	\$ 6,970,118	\$ 29,882
				\$ 46,000,000	\$ 45,687,139	\$ 1,021	\$ 45,688,160	\$ 311,840



# Investment Performance Summary for CY22

## U.S. Interest Rate Forecast

	Actual	4Q22	1Q23	2Q23	3Q23	4Q23
	16-Dec-22	31-Dec-22	31-Mar-23	30-Jun-23	30-Sep-23	31-Dec-23
<b>Rates (%)</b>						
Effective funds rate	4.33	4.35	4.85	4.85	4.85	4.85
SOFR*	4.32	4.10	4.60	4.80	4.80	4.80
3-mo LIBOR	4.74	4.90	5.10	5.10	5.10	5.10
2-yr Treasury	4.18	4.65	4.50	4.30	4.10	3.80
3-yr Treasury	3.95	4.45	4.30	4.10	3.90	3.65
5-yr Treasury	3.62	4.25	4.15	4.00	3.80	3.45
7-yr Treasury	3.58	4.30	4.15	4.00	3.75	3.40
10-yr Treasury	3.48	4.10	4.00	3.90	3.70	3.40
20-yr Treasury	3.73	4.25	4.25	4.20	4.00	3.85
30-yr Treasury	3.53	4.05	4.05	4.00	3.85	3.75
<b>Spreads (bp)</b>						
Fed funds/3m Libor	41	55	25	25	25	25
Fed funds/2yr	-15	30	-35	-55	-75	-105
2s/10s	-70	-55	-50	-40	-40	-40
2s/5s	-56	-40	-35	-30	-30	-35
5s/10s	-14	-15	-15	-10	-10	-5
5s/30s	-8	-20	-10	0	5	30
10s/30s	5	-5	5	10	15	35

\* 1-month trailing average

Source: J.P. Morgan





# Investment Performance Summary for CY22

J.P.Morgan

Executive Summary

report as of 01/05/2023

Housing Authority of the City

HACA

## Totals & Averages @ Market

### Summary Totals

Original Face	\$13,000,000
Current Face (Par)	\$13,000,000
Market Principal	\$12,861,340
Accrued Interest	\$13,497
Cash & Cash Alternatives	\$0
Fixed Income Funds	\$0
Equity Balance	\$0
Total Portfolio Value	\$12,874,837
Next 12mo Cpn Cash Flow	\$15,125
Generic Annual Cpn Cash Flow	\$30,250

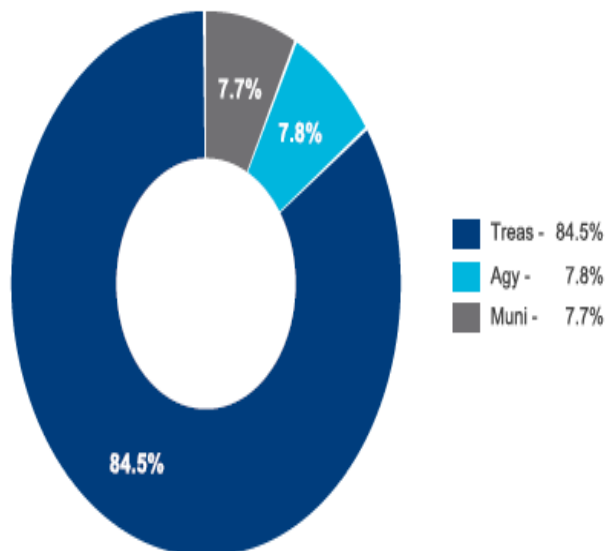
### Weighted Averages

Coupon*	0.233%
Maturity**	0.24 yrs
Duration	0.24
Yield to Worst	4.373%
Yield to Maturity	4.469%
Market Price*	98.945
Tax Lots Holdings Included	4 of 4

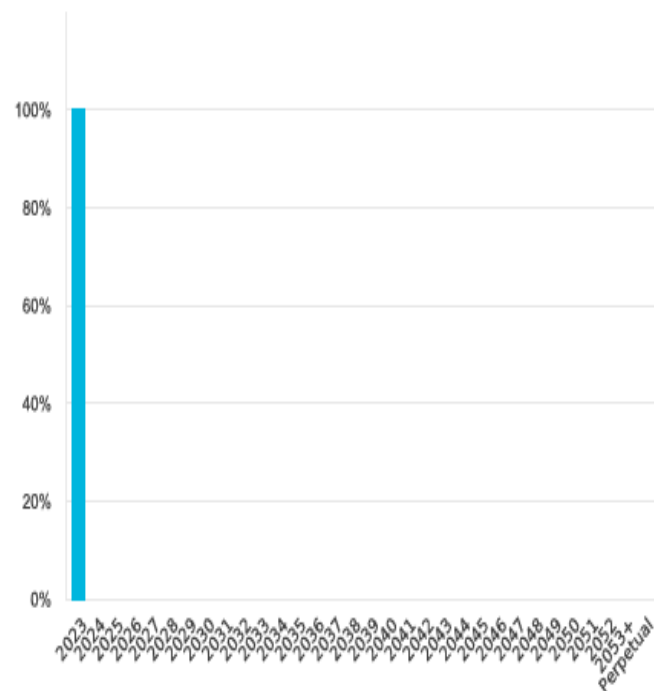
\*Par-Wtd, all else Mkt-Wtd.

\*\*Avg life used for principal paydowns, and perpetual securities are assigned a 40 year maturity.

## Asset Class



## Maturity





# Investment Performance Summary for CY22

J.P.Morgan

Executive Summary

report as of 01/05/2023

Austin Affordable Housing Corp

AAHC

## Totals & Averages @ Market

### Summary Totals

Original Face	\$36,231,000
Current Face (Par)	\$36,231,000
Market Principal	\$35,930,562
Accrued Interest	\$0
Cash & Cash Alternatives	\$0
Fixed Income Funds	\$0
Equity Balance	\$0
Total Portfolio Value	\$35,930,562
Next 12mo Cpn Cash Flow	\$0
Generic Annual Cpn Cash Flow	\$0

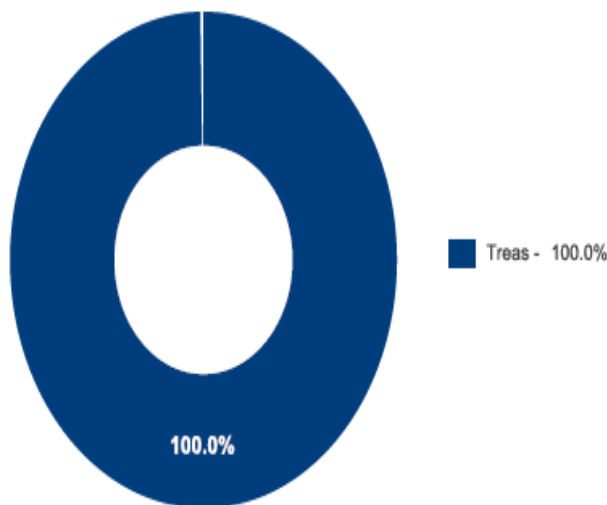
### Weighted Averages

Coupon*	0.000%
Maturity**	0.19 yrs
Duration	0.19
Yield to Worst	4.308%
Yield to Maturity	4.404%
Market Price*	99.171
Tax Lots Holdings Included	4 of 4

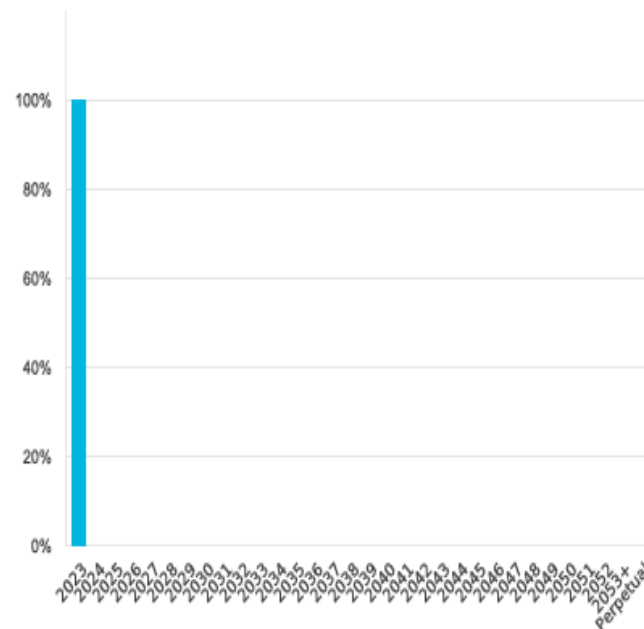
\*Par-Wtd, all else Mkt-Wtd.

\*\*Avg life used for principal paydowns, and perpetual securities are assigned a 40 year maturity.

## Asset Class



## Maturity



## Ratings - Both

## Coupon Cash Flow

## Duration