

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, February 15, 2024
12:00 PM**

**HACA Central Office, 1124 S. Interstate Highway 35
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
Austin, TX
(512.477.4488)**

**Thursday, February 15, 2024
12:00 PM**

CALL TO ORDER, ROLL CALL

CERTIFICATION OF QUORUM

Pledge of Allegiance

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 January 18, 2024

ACTION ITEMS

2. Presentation, Discussion, and Possible Action regarding Resolution No. 02829: to approve the revised Utility Allowance Schedules for the Housing Choice Voucher Program
3. Presentation, Discussion, and Possible Action on Resolution No. 02830 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 Bridge at Three Hills (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.
4. Presentation, Discussion, and Possible Action regarding Resolution No. 02831 Approval of the renewal of the Contract for Employee Dental Insurance with United Healthcare
5. Presentation, Discussion and Possible Action regarding Resolution No: 02832: Approval of renewal of Employee Medical Insurance with United Healthcare
6. Presentation, Discussion, and Possible Action Regarding Resolution No. 02833: Approving the

Award of a 5th final Year Renewal Contract For Janitorial and Day Porter Services to M & R Elite Janitorial Solutions, LLC.

7. Presentation, Discussion, and Possible Action regarding Resolution No. 02834: Approval of the Revisions to the Travel Policy of the Housing Authority of the City of Austin

EXECUTIVE SESSION

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

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

OPEN SESSION

If there is an Executive Session, the Board will return to Open Session for discussion, consideration and possible action of matters discussed in Executive Session.

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

ADJOURNMENT

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

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

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

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

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

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: February 15, 2024

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 January 18, 2024

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to review and approve the Board Minutes Summary for the Board Meeting held on January 18, 2024.

ATTACHMENTS:

- ▣ **20240118 HACA Minutes Summary**

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

January 18, 2024

SUMMARY OF MINUTES

THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS REGULAR BOARD MEETING NOTICE WAS POSTED FOR 11:00 AM ON THURSDAY, JANUARY 18, 2024, AND WAS HELD AT THE HACA CENTRAL OFFICE, 1124 S. INTERSTATE HIGHWAY 35 AUSTIN, TX 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 January 18, 2024, to order at 11:09 am. The meeting was held at the HACA Central Office, 1124 S. Interstate Highway 35, Austin, TX and virtually

Roll call certified a quorum was present on the call.

MEMBERS PRESENT:

Carl S. Richie, Jr., Chairperson
Chuck Bailey, Vice-Chairperson (via Zoom-arrived at 11:30 am)
Edwina Carrington, Commissioner
Mary Apostolou, 2nd Vice-Chairperson
Dr. Tyra Duncan-Hall, Commissioner

MEMBER(S) ABSENT:

ALSO IN ATTENDANCE:

Lauren Aldredge, Cokinos Law Firm

STAFF PRESENT:

Ann Gass, Barbara Chen, Jorge Vazquez, Keith Swenson, Kelly Crawford, Leilani Lim-Villegas, Lisa Garcia, Michael Cummings, Michael Gerber, Michael Roth, Nidia Hiroms, Nora Velasco, Ron Kowal, and Sylvia Blanco

PUBLIC COMMUNICATION - (3 minute time limit)

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

CITYWIDE ADVISORY BOARD (CWAB) – Lupe Garcia, CWAB President, reported that the January CWAB Meeting was held on Tuesday, January 9th. •**Michael Roth**, HACA Vice President of Pathways of Asset Management, reported that freeze warnings notices have been posted on property in preparation of the upcoming cold weather. **Michael** reminded everyone to make sure to drip faucets and turn on their heaters before they leave the unit. They were also reminded to call maintenance for repairs in preparation of inclement weather. •**Leilani Lim-Villegas**, HACA Senior Director of Community Development, announced that in preparation of tax season, Foundation Communities has Volunteer Income Tax Assistance. •**Leilani** reminded everyone that 2024 is an election year for Resident Council officers. •HACA offices will be closed January 15th in honor of MLK day. •It was shared that Scholarships through NAHRO are available and HACA Resident Scholarships are due on March 2024. •**Murphy Roland**, HACA Workforce Development Manager, reported that the 2-Gen Program will resume in January with ACC and Artyl World at Booker T. Washington. •**Borami Lee**, HACA Health & Wellness Manager, reported that Community Health Catalyst Cohort #5 is scheduled at North Loop. •Chalmers CommUnityCare Clinic is coordinating with HACA to increase HACA resident patients to make CUC their primary care home. •**Daniel Ruiz**, HACA Family Opportunity reported that Financial Journey Classes are complete for residents interested in homeownership. More classes are scheduled for the remainder of January. •**Kioiunis Williams**, HACA i-DADS, the kickoff meeting for i-DADS was January 9th and it was a Super Bowl and New Year's theme. •**Lupe Garcia** announced that the i-MOMS were invited to McAllen to deliver coats and other items to 100 children. •**Lupe Garcia** also announced that she is being awarded with a Proclamation from the City of Austin on February 29th and 9 am, and invited Commissioners and staff to attend the event.

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 December 15, 2023

2nd Vice-Chairperson Apostolou moved the Approval of the Board Minutes Summary for the Board Meeting held on December 15, 2023. Commissioner Carrington seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ACTION ITEMS

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS

ITEM 2: Presentation, Discussion and Possible Action Regarding Resolution No. 02827: Awarding a renewal contract for Agency Wide Ground Maintenance Services HACA-19-P-0234

This service contract will provide weekly, timely, planned, safe ground maintenance of all HACA's Project Based Rental Assistance and Tax Credit blended portfolio including office and rental buildings. Mandatory responsibilities as per scope of work include but not limited to mowing, edging, flower bed maintaining and debris clean up. Drip system maintenance and plant mulching will be optional services as needed at an additional cost per property.

A Request for Proposals was issued on November 24, 2019. Thirty proposals were emailed, downloaded or picked up. On January 6, 2020, the Housing Authority opened and publicly read the six proposals received under this invitation. The received proposals were evaluated by a committee and the proposal of Unity Contractors was deemed the most responsive and responsible.

Unity's performance under the contract scope has been satisfactory. Staff's recommendation is to exercise the option to award the 4th renewal contract to Unity Contractors with a zero increase as per bid. Unity Contractor Services will continue to provide weekly services to all of our properties to ensure all the grounds stay mowed and manicured for curb appeal and safety.

The Board was asked to Approve Resolution No. 02827 to enter into the 4th year renewal contract with Unity Contractor Services for agency wide ground maintenance contract in an amount not to exceed \$322,011.04.

Commissioner Duncan-Hall moved the Approval of Regarding Resolution No. 02827: Awarding a renewal contract for Agency Wide Ground Maintenance Services HACA-19-P-0234 4th year renewal contract with Unity Contractor Services for agency wide ground maintenance contract in an amount not to exceed \$322,011.04. **2nd Vice-Chairperson Apostolou** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

ITEM 3: Presentation, Discussion and Possible Action Regarding Resolution No. 02826: Awarding a Renewal Contract for Agency Wide Trash Disposal & Recycling Services

The services provided under this contract include the collection of non-hazardous solid waste and recyclable materials generated by all HACA properties. Each property has the required service days, dumpsters, and recycling totes depending on the layout of the buildings.

Waste Management of Texas, Inc., HACA's current service provider 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 5.35% on all the services provided.

HACA staff recommended the award of Agency Wide Trash Disposal and Recycling Services to Waste Management of Texas, Inc. based on the pricing received, prior performance and overall best value to HACA. This justification is to maintain all communities' refuse services and recycling ordinance. In the coming months HACA will be bringing more information, awareness and the importance of recycling to comply with the City of Austin recycling ordinance for multi-family communities.

The Board was asked to approve a one year renewal contract to Waste Management of Texas, Inc. for agency wide trash pickup and recycling services in an amount not to exceed \$371,166.67.

2nd Vice-Chairperson Apostolou moved the Approval on Resolution No. 02826: Awarding a Renewal Contract for Agency Wide Trash Disposal & Recycling Services to Waste Management of Texas, Inc. for one year agency wide trash pickup and recycling services in an amount not to exceed \$371,166.67. **Commissioner Carrington** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

Vice-Chairperson Bailey logged into the meeting at 11:30 am

Ron Kowal, Vice-President, Austin Affordable Housing Corporation, reported on a fire at Bent Tree Apartments, and updated the Board on other AAHC properties.

Michael Roth, HACA Vice President of Pathways of Asset Management provided a storm update.

Ann Gass, HACA Director of Strategic Housing Initiatives, was joined by Will Henderson and Jonathan Gary of Carlton Companies to provide updates on Chalmers West.

Borami Lee, HACA Health & Wellness Manager and **Leilani Lim-Villegas**, HACA Senior Director of Community Development, provided program updates

EXECUTIVE SESSION

The Board recesses into Executive Session at 12:45 pm.

The Board returned to Open Session at 1:25 pm. No action was taken during the Executive Session.

REPORTS

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

The meeting adjourned at 1:27 pm.

Michael G. Gerber, Secretary

Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02829

ASSISTED HOUSING ITEM NO. 2.

MEETING DATE: February 15, 2024

STAFF CONTACT: Lisa Garcia, Vice President of Assisted Housing

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02829: Approval of the revised Utility Allowance Schedules for the Housing Choice Voucher Program

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve Resolution No. 02829: Approval of the revised Housing Choice Voucher Program Utility Allowance Schedules. This is a routine annual action item.

SUMMARY

Background:

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

Process:

Residential Life Utility Allowances, a Division of the Nelrod Company, recently completed the annual utility allowance review for HACA's Housing Choice Voucher Program. A comparison was made between the utility rates utilized in the previous study compared to the current utility rates. This comparison indicated that Austin Energy's electric tier-1 rates increased by 15%, tier-2 rates decreased by 6%, tier-3 rates increased by 13%, the monthly charge increased by 30%, and taxes increased by 2%.

Texas Gas Services' natural gas rates decreased 14%, the monthly charges increased 12%, and taxes increased 1%. Austin Water's Multi-Family water rates increased 7% and the monthly charges increased 2%, sewer rates increased 7% and the monthly charges increased 2%, and Single-Family water tier-1 rates increased 9%, tier-2 rates increased 7%, tier-3 rates increased 6%, and the monthly charges increased 2% each, sewer rates tier-1 increased 5%, tier-2 increased 6%, and the monthly charges increased 2%. And trash collection monthly charge increased 5% for 0-2 br, 3-5 br increased 6% each, and taxes remained the same.

The review indicated that overall rates and charges changed by more than 10%, and therefore the current utility

allowance schedules should be adjusted.

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

Staff Recommendation:

Staff recommends approving the six (6) revised utility allowance schedules and the multi-family energy efficient utility allowance schedule. The proposed revised utility allowance schedules are reflected in Attachment 1, the current utility allowance schedules are include as Attachment 2, and the multi-family energy efficient utility allowance schedule is included as Attachment 3. The current utility allowance study is included as Attachment 4.

The revised utility allowance schedules will be effective June 1, 2024, for participants who are issued new vouchers and for annual re-examinations. The multi-family energy efficient utility allowance schedule will be effective February 15, 2024, and be available for use for any qualified energy-efficient multi-family tax credit property, per HACA and HUD approval.

ATTACHMENTS:

- ▣ **Attachment 1 Proposed revised utility allowance schedules**
- ▣ **Attachment 2 Current utility allowance schedules**
- ▣ **Attachment 3 multi-family energy efficient UA schedule**
- ▣ **Attachment 4 Utility Allowance Study Nov 2023**

RESOLUTION NO. 02829

**Approval of the adoption of the revised Housing Choice Voucher
Utility Allowance Schedules**

WHEREAS, Federal Regulations require housing authorities to review utility allowance schedule(s) annually and adjust the schedule(s) if there has been a 10% or more rate change per category since the last revision; and

WHEREAS, Residential Life Utility Allowances, a Division of the Nelrod Company completed the utility allowance review for the Housing Choice Voucher Program and as required by HUD regulations 24 CFR 982.517, a comparison was made between the utility rates utilized in the previous study compared to the current utility rates; and

WHEREAS, the utility allowance review indicated that utility providers' rates have changed by more than 10%, therefore, staff recommends revising the utility allowance schedules as reflected in Attachment 1; and

WHEREAS, Federal Regulations require the use of the revised utility allowance schedules at the next annual reexamination; and

WHEREAS, the Housing Authority of the City of Austin will use the revised utility allowance schedules for new families assisted under the Housing Choice Voucher Program and current participants with reexaminations effective June 1, 2024 or later.

WHEREAS, Resident Life Utility Allowances also completed a multi-family energy efficient utility allowance schedule for qualified energy-efficient tax credit properties.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Authority of the City of Austin's Board of Commissioners approves and adopts the revised utility allowance schedules for the Housing Choice Voucher program and a multi-family energy efficient utility allowance schedule.

IT IS FURTHER RESOLVED that the Board approves the application of the multi-family energy efficient utility allowance schedule (Attachment 3) for any qualified energy-efficient multi-family tax credit property, per HACA and HUD approval, effective February 15, 2024.

PASSED, APPROVED, AND ADOPTED this 15th day of February 2024.

Carl S. Richie, Jr., Chairperson

Michael G. Gerber, Secretary

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					Date: 06/01/2024
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$14.00	\$16.00	\$19.00	\$20.00	\$22.00	\$23.00
	Bottle Gas						
	Electric	\$9.00	\$10.00	\$12.00	\$15.00	\$17.00	\$19.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$30.00	\$33.00	\$41.00	\$49.00	\$57.00	\$65.00
Air Conditioning		\$14.00	\$16.00	\$22.00	\$28.00	\$34.00	\$41.00
Water Heating	Natural Gas	\$7.00	\$8.00	\$12.00	\$15.00	\$19.00	\$22.00
	Bottle Gas						
	Electric	\$10.00	\$12.00	\$15.00	\$18.00	\$22.00	\$25.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					Date 06/01/2024
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$14.00	\$16.00	\$19.00	\$20.00	\$22.00	\$23.00
	Bottle Gas						
	Electric	\$9.00	\$10.00	\$12.00	\$15.00	\$17.00	\$19.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$30.00	\$33.00	\$41.00	\$49.00	\$57.00	\$65.00
Air Conditioning		\$14.00	\$16.00	\$22.00	\$28.00	\$34.00	\$41.00
Water Heating	Natural Gas	\$7.00	\$8.00	\$12.00	\$15.00	\$19.00	\$22.00
	Bottle Gas						
	Electric	\$10.00	\$12.00	\$15.00	\$18.00	\$22.00	\$25.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S. Department of Housing and Urban
Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Row House/Townhouse				Date 06/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$20.00	\$23.00	\$26.00	\$27.00	\$29.00	\$32.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$18.00	\$21.00	\$24.00	\$26.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$34.00	\$38.00	\$48.00	\$59.00	\$69.00	\$80.00
Air Conditioning		\$13.00	\$16.00	\$27.00	\$39.00	\$51.00	\$63.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Semi-Detached/Duplex				Date 06/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$20.00	\$23.00	\$26.00	\$27.00	\$29.00	\$32.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$18.00	\$21.00	\$24.00	\$26.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$34.00	\$38.00	\$48.00	\$59.00	\$69.00	\$80.00
Air Conditioning		\$13.00	\$16.00	\$27.00	\$39.00	\$51.00	\$63.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type Single-Family (Detached House)				Date 06/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$21.00	\$25.00	\$27.00	\$29.00	\$32.00	\$34.00
	Bottle Gas						
	Electric	\$17.00	\$20.00	\$23.00	\$26.00	\$28.00	\$31.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$38.00	\$42.00	\$54.00	\$67.00	\$79.00	\$91.00
Air Conditioning		\$10.00	\$12.00	\$28.00	\$44.00	\$61.00	\$78.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
					Range / Microwave		
Number of Bedrooms					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S. Department of Housing and Urban
Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type Manufactured/Mobile Home				Date 06/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$18.00	\$21.00	\$22.00	\$25.00	\$27.00	\$29.00
	Bottle Gas						
	Electric	\$19.00	\$22.00	\$23.00	\$23.00	\$24.00	\$24.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$38.00	\$42.00	\$54.00	\$67.00	\$79.00	\$91.00
Air Conditioning		\$13.00	\$15.00	\$26.00	\$37.00	\$48.00	\$60.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range / Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Multi-Family (Elevator)**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$16.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00
b. Bottle Gas/Propane						
c. Electric	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$24.00	\$27.00	\$34.00	\$40.00	\$47.00	\$53.00
Air Conditioning	\$12.00	\$14.00	\$19.00	\$24.00	\$29.00	\$35.00

Water Heating

a. Natural Gas	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00
b. Bottle Gas/Propane						
c. Electric	\$9.00	\$10.00	\$13.00	\$16.00	\$19.00	\$21.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					
Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Monthly Dollar Allowances							
Heating							
a. Natural Gas	\$16.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00	
b. Bottle Gas/Propane							
c. Electric	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
d. Oil							
Cooking							
a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00	
b. Bottle Gas/Propane							
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00	
Other Electric & Cooling							
Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$24.00	\$27.00	\$34.00	\$40.00	\$47.00	\$53.00	
Air Conditioning	\$12.00	\$14.00	\$19.00	\$24.00	\$29.00	\$35.00	
Water Heating							
a. Natural Gas	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00	
b. Bottle Gas/Propane							
c. Electric	\$9.00	\$10.00	\$13.00	\$16.00	\$19.00	\$21.00	
d. Oil							
Water, Sewer, Trash Collection							
Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00	
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00	
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00	
Tenant-supplied Appliances							
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Other--specify: Monthly Charges							
Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	
Actual Family Allowances		Utility or Service		per month cost			
To be used by the family to compute allowance. <i>Complete below for the actual unit rented</i>		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
		Water		\$			
		Sewer		\$			
Address of Unit		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
		Other		\$			
		Other		\$			
Number of Bedrooms		Total		\$			



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Row House/Townhouse**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$23.00	\$27.00	\$29.00	\$31.00	\$33.00	\$36.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$15.00	\$18.00	\$20.00	\$23.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$28.00	\$31.00	\$40.00	\$48.00	\$56.00	\$68.00
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Air Conditioning	\$11.00	\$13.00	\$23.00	\$33.00	\$42.00	\$54.00
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Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Semi-Detached/Duplex**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$23.00	\$27.00	\$29.00	\$31.00	\$33.00	\$36.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$15.00	\$18.00	\$20.00	\$23.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$28.00	\$31.00	\$40.00	\$48.00	\$56.00	\$68.00
Air Conditioning	\$11.00	\$13.00	\$23.00	\$33.00	\$42.00	\$54.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Single-Family (Detached House)**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$24.00	\$28.00	\$31.00	\$33.00	\$36.00	\$39.00
b. Bottle Gas/Propane						
c. Electric	\$15.00	\$17.00	\$20.00	\$22.00	\$24.00	\$26.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$31.00	\$35.00	\$45.00	\$54.00	\$66.00	\$79.00
Air Conditioning	\$9.00	\$11.00	\$24.00	\$37.00	\$51.00	\$69.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$24.00	\$25.00	\$32.00	\$48.00	\$61.00	\$73.00
Sewer	\$69.00	\$70.00	\$86.00	\$101.00	\$116.00	\$131.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



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adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Manufactured/Mobile Home**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$20.00	\$24.00	\$25.00	\$28.00	\$31.00	\$33.00
b. Bottle Gas/Propane						
c. Electric	\$16.00	\$19.00	\$19.00	\$20.00	\$20.00	\$21.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$31.00	\$35.00	\$45.00	\$54.00	\$66.00	\$79.00
Air Conditioning	\$11.00	\$13.00	\$22.00	\$31.00	\$40.00	\$50.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$24.00	\$25.00	\$32.00	\$48.00	\$61.00	\$73.00
Sewer	\$69.00	\$70.00	\$86.00	\$101.00	\$116.00	\$131.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family Energy Efficient				Date 06/01/2024	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$12.00	\$14.00	\$15.00	\$16.00	\$18.00	\$20.00
	Bottle Gas						
	Electric	\$7.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	Electric Heat Pump						
	Fuel Oil						
Cooking	Natural Gas	\$2.00	\$4.00	\$5.00	\$6.00	\$7.00	\$9.00
	Bottle Gas						
	Electric	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
Other Electric	<i>(Includes climate credit)</i>	\$27.00	\$30.00	\$36.00	\$42.00	\$49.00	\$56.00
Air Conditioning		\$11.00	\$13.00	\$18.00	\$23.00	\$28.00	\$33.00
Water Heating	Natural Gas	\$6.00	\$7.00	\$9.00	\$13.00	\$15.00	\$19.00
	Bottle Gas						
	Electric	\$8.00	\$10.00	\$12.00	\$15.00	\$18.00	\$20.00
	Fuel Oil						
Water		\$35.00	\$39.00	\$46.00	\$53.00	\$60.00	\$68.00
Sewer		\$72.00	\$79.00	\$92.00	\$106.00	\$119.00	\$133.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



adapted from form HUD-52667
(04/2023)

The Nelrod Company 11/2023 Update

Utility Allowances

November 2023

HOUSING AUTHORITY OF THE CITY OF AUSTIN

Austin, Texas



UPDATE REPORT

SECTION 8 HCV

UTILITY ALLOWANCE SURVEY AND STUDY

(INCLUDES ENERGY EFFICIENT UTILITY ALLOWANCES)

The **Nelrod** Company®

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Email: ResidentLife@nelrod.com – Website: www.nelrod.com

January 23, 2024

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

Re: Section 8 HCV Utility Allowances (Includes Energy Efficient Utility Allowances Schedule) Update Report - 2023

Dear Ms. Velasco:

ResidentLife Utility Allowances® is pleased to enclose a copy of the Section 8 Housing Choice Voucher Program Utility Allowances (Includes Energy Efficient Utility Allowances) Update Report – 2023. Please see the Survey and Study Results section of the study analysis for details of changes.

ResidentLife Utility Allowances is putting our seal of compliance on the work we perform for your agency certifying that we have developed your Utility Allowances in compliance with HUD Regulations and guidelines. ***We recommend that you post your adopted utility allowance schedule(s) on your webpage. We have made this process easy for you by providing, by email, an electronic version of your currently updated Utility Allowances in a pdf format that is ready to upload directly to your website.*** This format displays our Seal of Certified Compliance assuring residents, Agency staff, HUD representatives, or other interested parties, that an approved method was used to efficiently and accurately develop your utility allowances and that the utility allowances are current.

Please carefully review this report for any identifiable problems, changes, corrections, and/or special needs and let me know if you have any changes or questions as soon as possible. If there are no changes requested to this report, then this report serves as the final report as well. **See attached Closure Acceptance Statement. Please sign and return as soon as possible.** You can contact me at (817) 922-9000 ext 140 or amy@nelrod.com. It is a pleasure working with your agency and we will contact you again next year.

Sincerely,

Amy Garnica

Amy Garnica
ResidentLife Utility Allowances® Specialist
Enclosure

Disclaimer: ResidentLife Utility Allowances® will make any necessary corrections to work previously performed prior to submission of final report. It is important to note that many local communities have different rate structures, weather patterns, types of charges, etc. ResidentLife Utility Allowances® has made every effort to be as accurate as possible, but will not be held responsible for changes involving different methodologies, rate structures, regulatory changes, omission and/or misinformation of cost calculation data from utility providers, selection of most advantageous cost calculation methodology in areas with multiple costing methods, and inaccurate allowances resulting from lack of information or data not provided by the agency.



Email: ResidentLife@nelrod.com – Website: www.nelrod.com

Closure Acceptance Statement

Re: Section 8 HCV Utility Allowances (Includes Energy Efficient Utility Allowances Schedule) Update Report - 2023

Upon signing this Closure Statement, I, _____, on behalf of the **Housing Authority of the City of Austin, TX** acknowledge receipt of the survey study report.

I, or a member of our agency staff, have reviewed this report and have requested edits, changes or additions if needed. Our agency now accepts this survey study report as final. This does not mean that we will adopt these results as our Agency's actual allowances.

Signed

Signature

Title

Print Name

Date

Please sign and return within 30 days
fax to: (817) 922-9100 or email to residentlife@nelrod.com

Job# 1019-RU-012

U:\2023\2023 Utility Allowances\2023 Agency Studies\Austin, TX\S8 & EE Update 2023\0001b-Austin TX-S8 UA UPDATE S8&EE Study Letter- Nov 2023.docx

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OBJECTIVES AND METHODOLOGY

OBJECTIVES AND METHODOLOGY

Section 8 Housing Choice Voucher Program (Standard and Energy Efficient) ANNUAL UPDATE 2023

Utility Rate Comparison

As required by HUD regulations 24 CFR 982.517, prior to beginning this update study for the **Housing Authority of the City of Austin, TX**, a comparison (annual review) was made of the utility rates and charges (**November 2022**) utilized in the previous study and the current utility rates and charges (**November 2023**). This comparison indicated that Austin Energy's electric tier-1 rates increased 15%, tier-2 rates decreased 6%, tier-3 rates increased 13%, the monthly charge increased 30%, and taxes increased 2%. Tiers were restructured. Texas Gas Services' natural gas rates decreased 14%, the monthly charges increased 12%, and taxes increased 1%. Austin Water's Multi-Family water rates increased 7% and the monthly charges increased 2%, sewer rates increased 7% and the monthly charges increased 2%, and Single-Family water tier-1 rates increased 9%, tier-2 rates increased 7%, tier-3 rates increased 6%, and the monthly charges increased 2% each, sewer rates tier-1 increased 5%, tier-2 increased 6%, and the monthly charges increased 2%. And trash collection monthly charge increased 5% for 0-2 br, 3-5 br increased 6% each, and taxes remained the same. (See comparison in Support Documentation section of this report.) Since the utility providers' **rates and charges** have changed more than 10%, the current utility allowance schedule will be adjusted. This does not mean that **utility allowances** will change by the actual percentage values listed above.

Objective

The objective of this study is to update current **standard** and **energy efficient** Section 8 Housing Choice Voucher Program utility allowances for electricity, natural gas, water, sewer, and trash collection with current rates and charges for each utility provider. HUD's Utility Schedule Model (**HUSM-Ver13i_813_Summit-Update**) will be used in this update study.

This Section 8 Housing Choice Voucher Program update study will be conducted in accordance with HUD Regulations 24 CFR 982.517 Utility Allowance Schedule.

Methodology

The following steps were taken by a utility allowances specialist to accomplish the above objective:

1. Utility Rates and Charges

The following information was obtained by a rate specialist and input in the Utility Providers Residential Rates and Charges document:

- a. Documentation on current residential **electric** rates and charges from **Austin Energy** through their internet website and telephone inquiries.
- b. Documentation on current residential **natural gas** rates and charges from **Texas Gas Service** through their internet website and telephone inquiries.
- c. Documentation on current residential **water and sewer** rates and charges from the **Austin Water** through their internet website and telephone inquiries.
- d. Documentation on current residential **trash collection** charges from the **Austin Water** through their internet website and telephone inquiries.

2. Comparison of Utility Rates and Charges

A rate specialist created charts comparing the previously applied electric, natural gas, water, sewer, and trash collection rates and charges for each provider to their current utility rates and charges. These charts calculate a percentage difference.

A rate specialist then analyzed the comparison charts and emailed the draft charts to the Agency with the recommendation to adjust current utility allowances due to a greater than 10% change in utility rates (HUD Regulations 24 CFR 982.517(c)(1)).

3. Data Gathering

a. Currently Adopted Utility Allowances

A copy of the proposed monthly Section 8 HCV Utility Allowance Schedules were gathered from the previously study. These utility allowances were adopted by the Agency.

b. *Monthly Utility Consumption Averages and Climatic Adjustment*

HUD's Utility Schedule Model (**Ver13i_813_Summit-Update**) was utilized for the base community-wide consumptions which take into consideration current usage patterns and more energy efficient equipment. This tool provides for a "**Green Discount**" choice of "**None**" (**Standard**), "**Energy Star**", "**LEED**", or "**Significant Green Retrofit**". Choosing "**None**" provides "**Standard**" equipment and measures, and choosing "**Energy Star**", "**LEED**", or "**Significant Green Retrofit**" provides "**Energy Efficient**" equipment and measures. Each selection modifies the consumption averages.

In this engineering-methodology study "**None**" was chosen for **standard utility allowances** and "**Energy Star**" was chosen for **Energy Efficient** utility allowances.

The HUSM tool provides a choice of locations for the climatic adjustment of the base consumptions, by housing agency code or zip code. For agencies that cover more than one climatic zone, we utilize climatic data from the PHA_Average_HDD-CDD spreadsheet to determine the appropriate base consumptions.

HUD's tool combines consumptions and utility allowances for the building types, **Row House and Semi-Detached** together on one form HUD-52667.

Water average consumption is based on a national average, acquired via internet research, per building type and bedroom size.

There was no change in the consumption averages from the last study.

4. *Utility Allowance Adjustments (Cost of Consumption)*

The following steps were taken by a utility allowance specialist:

- a. Updated the Cost of Consumption charts from the previous study with current utility rates and charges for **electric** usage for each building type and each bedroom size.
- b. Updated the Cost of Consumption charts from the previous study with current utility rates and charges for **natural gas** usage for each building type and each bedroom size.

- c. Updated the Cost of Consumption charts from the previous study with current utility rates and charges for **water and sewer** usage for **each provider**, each building type, and each bedroom size.
- d. Applied the current **trash collection** charge.

These new utility allowances were entered into **7** forms HUD-52667 for applicable building types.

5. Section 8 Utility Allowance Schedules - Form HUD-52667

ResidentLife Utility Allowances® has provided **7** updated forms HUD-52667, one each for **Multi-Family (Elevator), Multi-Family (Apartment), Row House/Townhouse, Semi-Detached/Duplex, Single-Family (Detached House)**, and **Manufactured/Mobile**, and a **Multi-Family Energy Efficient**.

NOTE 1: The **Natural Gas** utility provider has a **monthly customer charge** that is not based on consumption. This charge is shown in the "Other-Specify:" row of the form HUD-52667. This charge should be added for residents utilizing this utility but add it only one time. (See Explanation...Monthly Fixed Charges following these HUD forms). The **Electric** utility provider has a **Monthly Charge** that is not based on consumption. This charge has been calculated from the "Other Electric, Lighting, Refrigeration, Etc." calculations and is included in the "Other Electric" (Lights & Appliances) row of the form HUD-52667, **per the Agency**.

NOTE 2: If the owner/landlord does not provide a range or refrigerator with the leased unit, the agency must provide an allowance for the **tenant-provided range or refrigerator**, to supplement maintenance costs, and should be based on the lesser of the cost of leasing or installment purchasing of suitable equipment. Microwave applies only to studio/efficiency units that do not have a range/stove cooking source. Who provided the range and refrigerator must be indicated on the Request for Tenancy Approval (RFTA) and dwelling unit lease.

NOTE 3: For your convenience, we have provided utility allowances for Reasonable Accommodations medical equipment.

NOTE 4: On December 20, 2018, HUD revised the Section 8 HCV utility allowance regulations (24 CFR §982.517) item (d) Use of Utility Allowances Schedule, to now specify "The PHA must use the appropriate utility allowance for the lesser of the size of dwelling unit actually leased by the family or the family unit size as determined under the PHA subsidy standards." See HUD regulations for the exceptions.

NOTE 5: According to HUD's instructions provided with form HUD-52667, this form shall be reproduced by the Agency and given to families with their Voucher or subsequently in connection with any revisions. This form will provide the family, while shopping for a unit, with the amount of the allowances for various types of units for rent. With these allowances the family can compare gross rents and fair market rents. This form shall also be used by the Agency to record the actual allowance for each family and this form must be maintained in the tenant's file.

6. Support Documentation

Per HUD regulations (24 CFR 982.517(c)(1)), the Agency must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule.

This report contains a copy of all such supporting documentation.

7. Annual Update

Section 8 Housing Choice Voucher HUD regulations (24 CFR 982.517(a)(2)) state that housing authorities **must review its schedule of utility allowances each year**, and **must revise** its allowance for a utility category **if there has been a change of 10% or more** in the utility rate since the last time the utility allowance schedule was revised. **If the Energy Efficient utility allowances are going to be used by affordable housing Tax Credit developers and builders, these allowances must be updated annually, regardless of 10% rate change.**

8. Submission of Adopted Utility Allowance Schedule

According to Section 8 Housing Choice Voucher Program HUD Regulations (24 CFR 982.517(a)(2)), a copy of the adopted utility allowance schedules (form HUD-52667) must be sent to your local HUD Field Office. At HUD's request, the Agency also must provide any information or procedures used in the preparation of the schedule.

9. Reasonable Accommodations

We have provided utility allowances for Reasonable Accommodations medical equipment. If a family has a person with disabilities, and they need a higher utility allowance as a reasonable accommodation (in accordance with 24 CFR part 8, they may make a request to the housing agency. The housing agency must approve the higher utility allowance to make the program accessible to, and usable by, the family member with a disability (24 CFR 982.517(e)).

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SURVEY AND STUDY RESULTS

SURVEY AND STUDY RESULTS

SECTION 8 HOUSING CHOICE VOUCHER

(Standard and Energy Efficient)

ANNUAL UPDATE 2023

The HUD Regulation (24 CFR 982.517) requirement of a comparison of the utility providers' rates and charges was conducted and indicated a greater than 10% change in utility rates and charges since the 2022 study was conducted (refer to page 2, first paragraph, and/or the Comparison of Previous and Current Utility Rates, in the Support Documentation section of this report). Therefore, the **Housing Authority of the City of Austin, TX** is updating utility allowances (using HUSM, conversion factors, and national averages) for electricity, natural gas, water, sewer, and trash collection for a **Section 8 HCV Multi-Family (Elevator), Multi-Family (Apartment), Row House/Townhouse, Semi-Detached/Duplex, Single-Family (Detached House), and Manufactured/Mobile Home**, and a **Multi-Family Energy Efficient**.

This update study was conducted in accordance with HUD Regulations 24 CFR 982.517 Utility Allowance Schedule (Section 8 Housing Choice Voucher Program). HUSM-Ver13i_813_Summit-Update was used.

The proposed Section 8 HCV Utility Allowances are shown in the following section on **7** forms HUD-52667.

SECTION 8 UTILITY ALLOWANCE SCHEDULES (form HUD-52667)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					Date (mm/dd/yyyy)
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$14.00	\$16.00	\$19.00	\$20.00	\$22.00	\$23.00
	Bottle Gas						
	Electric	\$9.00	\$10.00	\$12.00	\$15.00	\$17.00	\$19.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$30.00	\$33.00	\$41.00	\$49.00	\$57.00	\$65.00
Air Conditioning		\$14.00	\$16.00	\$22.00	\$28.00	\$34.00	\$41.00
Water Heating	Natural Gas	\$7.00	\$8.00	\$12.00	\$15.00	\$19.00	\$22.00
	Bottle Gas						
	Electric	\$10.00	\$12.00	\$15.00	\$18.00	\$22.00	\$25.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	\$14.00	\$16.00	\$19.00	\$20.00	\$22.00	\$23.00	
	Bottle Gas							
	Electric	\$9.00	\$10.00	\$12.00	\$15.00	\$17.00	\$19.00	
	Fuel Oil							
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00	
	Bottle Gas							
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00	
Other Electric	<i>(Includes Monthly Charge)</i>	\$30.00	\$33.00	\$41.00	\$49.00	\$57.00	\$65.00	
Air Conditioning		\$14.00	\$16.00	\$22.00	\$28.00	\$34.00	\$41.00	
Water Heating	Natural Gas	\$7.00	\$8.00	\$12.00	\$15.00	\$19.00	\$22.00	
	Bottle Gas							
	Electric	\$10.00	\$12.00	\$15.00	\$18.00	\$22.00	\$25.00	
	Fuel Oil							
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00	
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00	
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00	
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Row House/Townhouse				Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$20.00	\$23.00	\$26.00	\$27.00	\$29.00	\$32.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$18.00	\$21.00	\$24.00	\$26.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$34.00	\$38.00	\$48.00	\$59.00	\$69.00	\$80.00
Air Conditioning		\$13.00	\$16.00	\$27.00	\$39.00	\$51.00	\$63.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Semi-Detached/Duplex				Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$20.00	\$23.00	\$26.00	\$27.00	\$29.00	\$32.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$18.00	\$21.00	\$24.00	\$26.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$34.00	\$38.00	\$48.00	\$59.00	\$69.00	\$80.00
Air Conditioning		\$13.00	\$16.00	\$27.00	\$39.00	\$51.00	\$63.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S. Department of Housing and Urban
Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type Single-Family (Detached House)				Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$21.00	\$25.00	\$27.00	\$29.00	\$32.00	\$34.00
	Bottle Gas						
	Electric	\$17.00	\$20.00	\$23.00	\$26.00	\$28.00	\$31.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$38.00	\$42.00	\$54.00	\$67.00	\$79.00	\$91.00
Air Conditioning		\$10.00	\$12.00	\$28.00	\$44.00	\$61.00	\$78.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range /Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
					Range / Microwave		
Number of Bedrooms					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type Manufactured/Mobile Home				Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$18.00	\$21.00	\$22.00	\$25.00	\$27.00	\$29.00
	Bottle Gas						
	Electric	\$19.00	\$22.00	\$23.00	\$23.00	\$24.00	\$24.00
	Fuel Oil						
Cooking	Natural Gas	\$4.00	\$4.00	\$6.00	\$7.00	\$9.00	\$11.00
	Bottle Gas						
	Electric	\$4.00	\$5.00	\$8.00	\$10.00	\$12.00	\$14.00
Other Electric	<i>(Includes Monthly Charge)</i>	\$38.00	\$42.00	\$54.00	\$67.00	\$79.00	\$91.00
Air Conditioning		\$13.00	\$15.00	\$26.00	\$37.00	\$48.00	\$60.00
Water Heating	Natural Gas	\$8.00	\$11.00	\$15.00	\$20.00	\$23.00	\$28.00
	Bottle Gas						
	Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Fuel Oil						
Water		\$38.00	\$39.00	\$46.00	\$54.00	\$61.00	\$69.00
Sewer		\$77.00	\$79.00	\$93.00	\$107.00	\$121.00	\$136.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range / Microwave		
					Refrigerator		
					Total		



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban
Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169

(exp. 04/30/2026)

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Housing Authority of the City of Austin, TX		Unit Type: Multi-Family Energy Efficient				Date (mm/dd/yyyy)	
Utility of Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	\$12.00	\$14.00	\$15.00	\$16.00	\$18.00	\$20.00
	Bottle Gas						
	Electric	\$7.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	Electric Heat Pump						
	Fuel Oil						
Cooking	Natural Gas	\$2.00	\$4.00	\$5.00	\$6.00	\$7.00	\$9.00
	Bottle Gas						
	Electric	\$4.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00
Other Electric	(Includes climate credit)	\$27.00	\$30.00	\$36.00	\$42.00	\$49.00	\$56.00
Air Conditioning		\$11.00	\$13.00	\$18.00	\$23.00	\$28.00	\$33.00
Water Heating	Natural Gas	\$6.00	\$7.00	\$9.00	\$13.00	\$15.00	\$19.00
	Bottle Gas						
	Electric	\$8.00	\$10.00	\$12.00	\$15.00	\$18.00	\$20.00
	Fuel Oil						
Water		\$35.00	\$39.00	\$46.00	\$53.00	\$60.00	\$68.00
Sewer		\$72.00	\$79.00	\$92.00	\$106.00	\$119.00	\$133.00
Trash Collection		\$32.00	\$32.00	\$32.00	\$33.00	\$33.00	\$39.00
Other specify: Natural Gas Charge \$25.52		\$26.00	\$26.00	\$26.00	\$26.00	\$26.00	\$26.00
Range/Microwave		\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Actual Family Allowances -May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance	
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					Total		



adapted from form HUD-52667

(04/2023)

The Nelrod Company 11/2023 Update

Reasonable Accommodation Medical Equipment Allowances

Electric Provider: Austin Energy

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.10478	\$23.00
Nebulizer	2	75	5	0.10478	\$1.00
Electric Hospital Bed	0.2	200	1	0.10478	\$1.00
Alternating Pressure Pad	24	70	52	0.10478	\$5.00
Low Air-Loss Mattress	24	120	89	0.10478	\$9.00
Power Wheelchair/Scooter	3	360	33	0.10478	\$3.00
Feeding Tube Pump	24	120	89	0.10478	\$9.00
CPAP Machine	10	30	9	0.10478	\$1.00
Leg Compression Pump	24	30	22	0.10478	\$2.00
Dialysis Machine/Equipment	2	710	44	0.10478	\$5.00

Oxygen Concentrator

Use per day varies, assume 12-14 hours a day. The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

Nebulizer

A medicine delivery system used mostly for pediatric care. Used 4-6 times a day for 20 minutes at a time at 75W.

Semi/Fully Electric Hospital Bed

Use depends on adjustments. 200 W.

Alternating Pressure Pad

An air-filled mattress overlay. Used 24 hours a day for someone who is bed-ridden.

Low Air-Loss Mattress

Takes the place of mattress - air -filled pressurized mattress. Cycles air around every 15-20 minutes.

Power Wheelchairs and Scooters

Need to be charged approximately 8 hours every 3 days. Batteries are 120 V, 3 Amp, 360 W.

Feeding Tube Pump (Continuous Feed)

A pump delivers a constant amount of formula throughout the day or night.

CPAP Machine

For Sleep Apnea. Runs only at night for people who have a tendency to stop breathing at night. At maximum pressure use is 40 Watts. On average - 30 Watts

Leg Compression Pump

Provides intensive compression therapy. Use varies, generally from 8-24 hours daily.

Dialysis Machine/Equipment (Small/Portable)

Filters a patient's blood to remove excess water and waste products. Used 2 hours daily.

INSTRUCTIONS FOR HUD FORMS-52667 UTILITY ALLOWANCE SCHEDULE

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally airconditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

Determining Allowances: In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance

The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The Department of Housing and Urban Development (HUD) is authorized to collect the information on this form by Section 8 of the U.S. Housing Act (42 U.S.C. 1437f). Form is only valid if it includes an OMB Control Number.

Privacy Act Statement: The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). Collection of family members' names and unit address, and owner's name and payment address is mandatory. The information is used to provide Section 8 tenant-based assistance under the Housing Choice Voucher program in the form of housing assistance payments. The information also specifies what utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. HUD may disclose this information to Federal, State, and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. Failure to provide any of the information may result in delay or rejection of family or owner participation in the program.

Previous versions are obsolete.

Form HUD-52667 (04/2023)

UTILITY ALLOWANCES MONTHLY FIXED CHARGES

Form HUD-52667

Explanation of Utility Provider Monthly Fixed Charges **(Monthly Customer Charge - See "Other-specify")**

- Fact 1: Utility providers do not separate consumption usage like that required for the form HUD-52667 (by end-uses: Space Heating is Natural Gas; Cooking is Natural Gas; Water Heating is Natural Gas; or Space Heating is Electric; etc.).
- Fact 2: Most utility providers bill their customers a service charge that is not based on usage. It is usually called a Monthly Customer Charge (e.g. Base Charge, Service Availability Charge, etc.). Some utility providers have an ongoing monthly (or Semi-Annual) credit. It is added to (or subtracted from) the customer's bill each month. Even if the client does not use any utilities during the month, they are still billed a monthly service charge.
- Fact 3: Per HUD regulations, Section 8 HCV Utility Allowances are based on the community as-a-whole. Your agency doesn't necessarily know in advance what utilities the tenant will have to pay, or whether the unit has natural gas appliances, bottle gas service, etc.

Service Fixed Charge (Monthly Customer Charge)

Therefore, since the service charge is not based on consumption usage, it cannot be divided equally between the end-uses on the form HUD-52667. That is why HUD supplied a row on the utility allowance schedule labeled **"Other-specify"**. This row is to be used for **any monthly charges** that cannot be divided or combined with any other end-use. Some examples of customer charges: extermination charge for mosquito spraying (which is billed to tenant by the City even though the tenant themselves do not pay for water usage); fire protection charge; street lights; etc.).

Calculating Total Utility Allowances on form HUD-52667

Natural Gas Service Monthly Fixed Charge

When the total utility allowance is calculated for a particular unit which has natural gas appliances, if the tenant pays natural gas utilities, and the utility provider has a monthly service charge, **add the service charge amount once in the "per month cost" column on the form HUD-52667**. It does not matter how many appliances the tenant has that are fueled by natural gas.

Electric Service Monthly Fixed Charge

All dwelling units are supplied with electricity. Some housing agency's management systems software is not designed with these separate allowances entry, therefore, they have chosen to include the **electric monthly charge** in the calculations in the "Other Electric (Lights and Appliances) allowances.

Description of Unit (Structure/Building) Types (Grouped by use of Energy)

1. **Apartment/Walk-Up/Condominium/Garden Apartment/Low-Rise/Flat/Mid-Rise (Multi-Family) – 3 or More Units**

Building with a group of individual units with 2 or more common walls; attached to other units; separate entrances, and may have common staircases.

- Each building may have an end unit, inside unit, top unit, bottom unit, etc.
- Usually, but not always, have units on both sides of building.
- Apartments usually have one owner while condominiums are usually individually owned.

2. **High-Rise Apartment (Multi-Family) – 5 or More Units**

A multi-unit building; 5 or more stories; sharing one or more common entrances (may have elevator).

3. **Row House/Townhouse/Triplex/Fourplex/Multiplex (Multi-Family) - 3 or More Units**

An individual unit attached to other individual units; 1 or more common walls; separate ground level entrances; 1 or 2 story units.

- Each building will have end units and inside units.
- Fourplex units usually share 2 common walls; can be square-shaped or L-shaped.
- Triplex building can be V-shaped.

4. **Semi-Detached/Duplex (Multi-Family)**

Building with 2 individual housing units; with separate entrances; one common wall; 1 or 2 story units.

5. **Detached House (Single-Family)**

A detached building intended to house one family; sits on its own piece of land; not attached to another dwelling.

6. **Manufactured/Mobile Home (Single-Family)**

A detached movable or portable housing structure; at least 32 feet in length and over 8 feet in width; constructed to be towed on its own chassis and designed to be installed with or without a permanent foundation.

- May be 2 or more units fitted together to make one residence.

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SECTION 8 CONSUMPTION SOURCES AND ADJUSTMENTS

SECTION 8 CONSUMPTION SOURCES AND ADJUSTMENTS

We have utilized HUD's engineering-methodology tool for developing the base consumptions and utility allowances for the Section 8 Program. The Microsoft Excel spreadsheet HUD Utility Schedule Model (**HUSM-Ver13i_813_Summit-Update**) is available on HUD User's website.

Note: HUSM-Ver13i_813_Summit-Update includes allowances for a Heat Pump for Electric space Heating. Only one type of Heating should be chosen for determining the total utility allowances for a unit.

HUSM is a tool provided by HUD for use in Section 8 HCV utility allowances. HUD realizes there may be errors or discrepancies in the database regarding consumptions and adjustments, and expects the user to correct them as needed.

The Nelrod Company and its ResidentLife Utility Allowance division assume no liability for discrepancies in the HUD HUSM Tool or from uses of the outcome data produced and utilized for utility allowances.

This tool provides for a choice of "None" (Standard), "Energy Star", "LEED", or "Significant Green Retrofit", utility allowances.

The HUSM tool provides a choice of locations for the climatic adjustment of the base consumptions, by housing agency code or zip code. For agencies that cover more than one climatic zone, we utilize climatic data from the PHA_Average_HDD-CDD spreadsheet to determine the appropriate base consumptions.

HUD's tool combines consumptions and allowances for the building types, **Row House and Semi-Detached** together on one form HUD-52667.

Water average consumption is based on a national average, acquired via internet research, per building type and bedroom size.

Since HUSM only provides export of the results of the calculations on the form HUD-52667, we have provided in this report Cost of Consumption charts showing how the allowances are calculated for each applicable building type, fuel type and bedroom size.

Tenant Purchased Refrigerator and/or Range:

Allowances for ranges and refrigerators must be based on the lesser of the cost of leasing or installment purchasing of suitable equipment (reference Instructions to Form HUD-52667). This allowance is not intended to cover the cost of purchase or lease of the appliance. The maintenance of a landlord-provided appliance is the responsibility and cost of the landlord. This allowance is provided to supplement the tenant-supplied appliance's maintenance cost.

This amount is added to the monthly utility allowance only if the dwelling unit was not furnished with a refrigerator, a range (stove), or for a SRO (Single Room Occupancy-studio unit) a microwave, and the tenant has had to purchase or lease the appliance(s). Note: An allowance cannot be given for both a range and a microwave.

Range or Microwave (for SRO or Studio Units) Purchase/Lease

\$450.00 (includes tax) @ 14.95% add-on interest for 60 months = \$11.00

Refrigerator Purchase/Lease

\$500.00 (includes tax) @ 14.95% add-on interest for 60 months = \$12.00

SECTION 8 CONSUMPTIONS

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

January 23, 2024

Apartment - Total Monthly Consumptions

Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	12	14	16	17	19	20
Heating with Electric Resistance	kWh	79	93	115	137	159	180
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	154	182	253	324	395	466
Air Conditioning	kWh	125	147	204	261	317	374
Water Heating with Natural Gas	therms	6	7	10	13	16	19
Water Heating with Electricity	kWh	93	109	140	170	200	230

Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

January 23, 2024

Row House/Townhouse/Semi-Detached/Duplex - Total Monthly Consumptions

Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	17	20	22	23	25	27
Heating with Electric Resistance	kWh	117	138	165	192	218	245
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	195	230	319	409	499	589
Air Conditioning	kWh	123	145	248	352	455	558
Water Heating with Natural Gas	therms	7	9	13	17	20	24
Water Heating with Electricity	kWh	116	137	175	212	250	288

Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

January 23, 2024

Single-Family Detached House - Total Monthly Consumptions

Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	18	21	23	25	27	29
Heating with Electric Resistance	kWh	159	187	211	236	260	285
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	227	267	371	476	580	685
Air Conditioning	kWh	97	114	256	398	540	682
Water Heating with Natural Gas	therms	7	9	13	17	20	24
Water Heating with Electricity	kWh	116	137	175	212	250	288

Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

January 23, 2024

Mobile/Manufactured Home - Total Monthly Consumptions							
Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	15	18	19	21	23	25
Heating with Electric Resistance	kWh	174	204	209	214	219	223
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	227	267	371	476	580	685
Air Conditioning	kWh	118	139	237	335	433	532
Water Heating with Natural Gas	therms	7	9	13	17	20	24
Water Heating with Electricity	kWh	116	137	175	212	250	288

Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Energy Efficient Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

January 23, 2024

Apartment - Total Monthly Consumptions

Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	10	12	13	14	15	17
Heating with Electric Resistance	kWh	65	77	94	112	130	148
Cooking with Natural Gas	therms	2	3	4	5	6	8
Cooking with Electricity	kWh	34	39	57	75	92	110
Other Electric	kWh	127	149	207	265	324	382
Air Conditioning	kWh	102	121	167	214	260	307
Water Heating with Natural Gas	therms	5	6	8	11	13	16
Water Heating with Electricity	kWh	76	90	114	139	164	189

Developed by ResidentLife Utility Allowances®

Water	gal	3000	3720	5160	6600	8040	9480
Sewer	gal	3000	3720	5160	6600	8040	9480

Based on research of national averages (with water saving appliances)

**UTILITY ALLOWANCE
COST OF CONSUMPTION
CALCULATIONS**

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

ELECTRICITY - Austin Energy

UPDATE 2023

Building Type: Apartment

**A Monthly Charge of \$13.00 is included in the
 'Other Electric, Lighting, Refrigeration, Etc' calculations.**

HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	79	93	115	137	159	180
Total Energy Charges (0-300) per kwh 0.10478	\$8.28	\$9.74	\$12.05	\$14.35	\$16.66	\$18.86
Total Taxes % of total 3.1637%	\$0.26	\$0.31	\$0.38	\$0.45	\$0.53	\$0.60
Total Monthly Average Cost	\$8.54	\$10.05	\$12.43	\$14.80	\$17.19	\$19.46

AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - Summer	0BR	1BR	2BR	3BR	4BR	5BR
	125	147	204	261	317	374
Total Energy Charges (0-300) per kwh 0.10478	\$13.10	\$15.40	\$21.38	\$27.35	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478					\$1.95	\$8.49
Subtotal	\$13.10	\$15.40	\$21.38	\$27.35	\$33.38	\$39.92
Total Taxes % of total 3.1637%	\$0.41	\$0.49	\$0.68	\$0.87	\$1.06	\$1.26
Total Monthly Average Cost	\$13.51	\$15.89	\$22.06	\$28.22	\$34.44	\$41.18

COOKING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Charges (0-300) per kwh 0.10478	\$4.30	\$5.03	\$7.33	\$9.53	\$11.84	\$14.04
Total Taxes % of total 3.1637%	\$0.14	\$0.16	\$0.23	\$0.30	\$0.37	\$0.44
Total Monthly Average Cost	\$4.44	\$5.19	\$7.56	\$9.83	\$12.21	\$14.48

OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	154	182	253	324	395	466
Customer Charge per month \$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Energy Charges (0-300) per kwh 0.10478	\$16.14	\$19.07	\$26.51	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478				\$2.75	\$10.90	\$19.05
Subtotal	\$29.14	\$32.07	\$39.51	\$47.18	\$55.33	\$63.48
Total Taxes % of total 3.1637%	\$0.92	\$1.01	\$1.25	\$1.49	\$1.75	\$2.01
Total Monthly Average Cost	\$30.06	\$33.08	\$40.76	\$48.67	\$57.08	\$65.49

WATER HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	93	109	140	170	200	230
Total Energy Charges (0-300) per kwh 0.10478	\$9.74	\$11.42	\$14.67	\$17.81	\$20.96	\$24.10
Total Taxes % of total 3.1637%	\$0.31	\$0.36	\$0.46	\$0.56	\$0.66	\$0.76
Total Monthly Average Cost	\$10.05	\$11.78	\$15.13	\$18.37	\$21.62	\$24.86

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

ELECTRICITY - Austin Energy

UPDATE 2023

Building Type: Row House/Townhouse/Semi-Detached/Duplex

**A Monthly Charge of \$13.00 is included in the
 'Other Electric, Lighting, Refrigeration, Etc' calculations.**

HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	117	138	165	192	218	245
Total Energy Charges (0-300) per kwh 0.10478	\$12.26	\$14.46	\$17.29	\$20.12	\$22.84	\$25.67
Total Taxes % of total 3.1637%	\$0.39	\$0.46	\$0.55	\$0.64	\$0.72	\$0.81
Total Monthly Average Cost	\$12.65	\$14.92	\$17.84	\$20.76	\$23.56	\$26.48

AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - Summer	0BR	1BR	2BR	3BR	4BR	5BR
	123	145	248	352	455	558
Total Energy Charges (0-300) per kwh 0.10478	\$12.89	\$15.19	\$25.99	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478				\$5.97	\$17.79	\$29.61
Subtotal	\$12.89	\$15.19	\$25.99	\$37.40	\$49.22	\$61.04
Total Taxes % of total 3.1637%	\$0.41	\$0.48	\$0.82	\$1.18	\$1.56	\$1.93
Total Monthly Average Cost	\$13.30	\$15.67	\$26.81	\$38.58	\$50.78	\$62.97

COOKING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Charges (0-300) per kwh 0.10478	\$4.30	\$5.03	\$7.33	\$9.53	\$11.84	\$14.04
Total Taxes % of total 3.1637%	\$0.14	\$0.16	\$0.23	\$0.30	\$0.37	\$0.44
Total Monthly Average Cost	\$4.44	\$5.19	\$7.56	\$9.83	\$12.21	\$14.48

OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	195	230	319	409	499	589
Customer Charge per month \$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Energy Charges (0-300) per kwh 0.10478	\$20.43	\$24.10	\$31.43	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478			\$2.18	\$12.51	\$22.84	\$33.17
Subtotal	\$33.43	\$37.10	\$46.61	\$56.94	\$67.27	\$77.60
Total Taxes % of total 3.1637%	\$1.06	\$1.17	\$1.47	\$1.80	\$2.13	\$2.46
Total Monthly Average Cost	\$34.49	\$38.27	\$48.08	\$58.74	\$69.40	\$80.06

WATER HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	116	137	175	212	250	288
Total Energy Charges (0-300) per kwh 0.10478	\$12.15	\$14.35	\$18.34	\$22.21	\$26.20	\$30.18
Total Taxes % of total 3.1637%	\$0.38	\$0.45	\$0.58	\$0.70	\$0.83	\$0.95
Total Monthly Average Cost	\$12.53	\$14.80	\$18.92	\$22.91	\$27.03	\$31.13

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

ELECTRICITY - Austin Energy

UPDATE 2023

Building Type: Detached House

A Monthly Charge of \$13.00 is included in the
 'Other Electric, Lighting, Refrigeration, Etc' calculations.

HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	159	187	211	236	260	285
Total Energy Charges (0-300) per kwh 0.10478	\$16.66	\$19.59	\$22.11	\$24.73	\$27.24	\$29.86
Total Taxes % of total 3.1637%	\$0.53	\$0.62	\$0.70	\$0.78	\$0.86	\$0.94
Total Monthly Average Cost	\$17.19	\$20.21	\$22.81	\$25.51	\$28.10	\$30.80

AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - Summer	0BR	1BR	2BR	3BR	4BR	5BR
	97	114	256	398	540	682
Total Energy Charges (0-300) per kwh 0.10478	\$10.16	\$11.94	\$26.82	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478				\$11.25	\$27.55	\$43.85
Subtotal	\$10.16	\$11.94	\$26.82	\$42.68	\$58.98	\$75.28
Total Taxes % of total 3.1637%	\$0.32	\$0.38	\$0.85	\$1.35	\$1.87	\$2.38
Total Monthly Average Cost	\$10.48	\$12.32	\$27.67	\$44.03	\$60.85	\$77.66

COOKING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Charges (0-300) per kwh 0.10478	\$4.30	\$5.03	\$7.33	\$9.53	\$11.84	\$14.04
Total Taxes % of total 3.1637%	\$0.14	\$0.16	\$0.23	\$0.30	\$0.37	\$0.44
Total Monthly Average Cost	\$4.44	\$5.19	\$7.56	\$9.83	\$12.21	\$14.48

OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	227	267	371	476	580	685
Customer Charge per month \$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Energy Charges (0-300) per kwh 0.10478	\$23.79	\$27.98	\$31.43	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478			\$8.15	\$20.20	\$32.14	\$44.19
Subtotal	\$36.79	\$40.98	\$52.58	\$64.63	\$76.57	\$88.62
Total Taxes % of total 3.1637%	\$1.16	\$1.30	\$1.66	\$2.04	\$2.42	\$2.80
Total Monthly Average Cost	\$37.95	\$42.28	\$54.24	\$66.67	\$78.99	\$91.42

WATER HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	116	137	175	212	250	288
Total Energy Charges (0-300) per kwh 0.10478	\$12.15	\$14.35	\$18.34	\$22.21	\$26.20	\$30.18
Total Taxes % of total 3.1637%	\$0.38	\$0.45	\$0.58	\$0.70	\$0.83	\$0.95
Total Monthly Average Cost	\$12.53	\$14.80	\$18.92	\$22.91	\$27.03	\$31.13

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

ELECTRICITY - Austin Energy

UPDATE 2023

Building Type: Mobile Home

**A Monthly Charge of \$13.00 is included in the
 'Other Electric, Lighting, Refrigeration, Etc' calculations.**

HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	174	204	209	214	219	223
Total Energy Charges (0-300) per kwh 0.10478	\$18.23	\$21.38	\$21.90	\$22.42	\$22.95	\$23.37
Total Taxes % of total 3.1637%	\$0.58	\$0.68	\$0.69	\$0.71	\$0.73	\$0.74
Total Monthly Average Cost	\$18.81	\$22.06	\$22.59	\$23.13	\$23.68	\$24.11

AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - Summer	0BR	1BR	2BR	3BR	4BR	5BR
	118	139	237	335	433	532
Total Energy Charges (0-300) per kwh 0.10478	\$12.36	\$14.56	\$24.83	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478				\$4.02	\$15.27	\$26.63
Subtotal	\$12.36	\$14.56	\$24.83	\$35.45	\$46.70	\$58.06
Total Taxes % of total 3.1637%	\$0.39	\$0.46	\$0.79	\$1.12	\$1.48	\$1.84
Total Monthly Average Cost	\$12.75	\$15.02	\$25.62	\$36.57	\$48.18	\$59.90

COOKING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Charges (0-300) per kwh 0.10478	\$4.30	\$5.03	\$7.33	\$9.53	\$11.84	\$14.04
Total Taxes % of total 3.1637%	\$0.14	\$0.16	\$0.23	\$0.30	\$0.37	\$0.44
Total Monthly Average Cost	\$4.44	\$5.19	\$7.56	\$9.83	\$12.21	\$14.48

OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	227	267	371	476	580	685
Customer Charge per month \$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Energy Charges (0-300) per kwh 0.10478	\$23.79	\$27.98	\$31.43	\$31.43	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478			\$8.15	\$20.20	\$32.14	\$44.19
<i>Subtotal</i>	\$36.79	\$40.98	\$52.58	\$64.63	\$76.57	\$88.62
Total Taxes % of total 3.1637%	\$1.16	\$1.30	\$1.66	\$2.04	\$2.42	\$2.80
Total Monthly Average Cost	\$37.95	\$42.28	\$54.24	\$66.67	\$78.99	\$91.42

WATER HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	116	137	175	212	250	288
Total Energy Charges (0-300) per kwh 0.10478	\$12.15	\$14.35	\$18.34	\$22.21	\$26.20	\$30.18
Total Taxes % of total 3.1637%	\$0.38	\$0.45	\$0.58	\$0.70	\$0.83	\$0.95
Total Monthly Average Cost	\$12.53	\$14.80	\$18.92	\$22.91	\$27.03	\$31.13

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

NATURAL GAS - Texas Gas Service

UPDATE 2023

Building Type: Apartment

Total Monthly Charges of \$23.59 plus taxes of \$1.93 are not included in these calculations.
 (See form HUD-52667 - Other:Specify: \$25.52)

HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	12	14	16	17	19	20
Total Energy Charges per ccf 1.08007	\$12.96	\$15.12	\$17.28	\$18.36	\$20.52	\$21.60
Total Taxes % of Total 8.1637%	\$1.06	\$1.23	\$1.41	\$1.50	\$1.68	\$1.76
Total Monthly Average Cost	\$14.02	\$16.35	\$18.69	\$19.86	\$22.20	\$23.36

COOKING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Charges per ccf 1.08007	\$3.24	\$3.24	\$5.40	\$6.48	\$8.64	\$9.72
Total Taxes % of Total 8.1637%	\$0.26	\$0.26	\$0.44	\$0.53	\$0.71	\$0.79
Total Monthly Average Cost	\$3.50	\$3.50	\$5.84	\$7.01	\$9.35	\$10.51

WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	6	7	10	13	16	19
Total Energy Charges per ccf 1.08007	\$6.48	\$7.56	\$10.80	\$14.04	\$17.28	\$20.52
Total Taxes % of Total 8.1637%	\$0.53	\$0.62	\$0.88	\$1.15	\$1.41	\$1.68
Total Monthly Average Cost	\$7.01	\$8.18	\$11.68	\$15.19	\$18.69	\$22.20

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

NATURAL GAS - Texas Gas Service

UPDATE 2023

Building Type: Row House/Townhouse/Semi-Detached/Duplex

Total Monthly Charges of \$23.59 plus taxes of \$1.93 are not included in these calculations.
 (See form HUD-52667 - Other:Specify: \$25.52)

HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	17	20	22	23	25	27
Total Energy Charges per ccf 1.08007	\$18.36	\$21.60	\$23.76	\$24.84	\$27.00	\$29.16
Total Taxes % of Total 8.1637%	\$1.50	\$1.76	\$1.94	\$2.03	\$2.20	\$2.38
Total Monthly Average Cost	\$19.86	\$23.36	\$25.70	\$26.87	\$29.20	\$31.54

COOKING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Charges per ccf 1.08007	\$3.24	\$3.24	\$5.40	\$6.48	\$8.64	\$9.72
Total Taxes % of Total 8.1637%	\$0.26	\$0.26	\$0.44	\$0.53	\$0.71	\$0.79
Total Monthly Average Cost	\$3.50	\$3.50	\$5.84	\$7.01	\$9.35	\$10.51

WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	7	9	13	17	20	24
Total Energy Charges per ccf 1.08007	\$7.56	\$9.72	\$14.04	\$18.36	\$21.60	\$25.92
Total Taxes % of Total 8.1637%	\$0.62	\$0.79	\$1.15	\$1.50	\$1.76	\$2.12
Total Monthly Average Cost	\$8.18	\$10.51	\$15.19	\$19.86	\$23.36	\$28.04

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

NATURAL GAS - Texas Gas Service

UPDATE 2023

Building Type: Detached House

Total Monthly Charges of \$23.59 plus taxes of \$1.93 are not included in these calculations.
 (See form HUD-52667 - Other:Specify: \$25.52)

HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	18	21	23	25	27	29
Total Energy Charges per ccf 1.08007	\$19.44	\$22.68	\$24.84	\$27.00	\$29.16	\$31.32
Total Taxes % of Total 8.1637%	\$1.59	\$1.85	\$2.03	\$2.20	\$2.38	\$2.56
Total Monthly Average Cost	\$21.03	\$24.53	\$26.87	\$29.20	\$31.54	\$33.88

COOKING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Charges per ccf 1.08007	\$3.24	\$3.24	\$5.40	\$6.48	\$8.64	\$9.72
Total Taxes % of Total 8.1637%	\$0.26	\$0.26	\$0.44	\$0.53	\$0.71	\$0.79
Total Monthly Average Cost	\$3.50	\$3.50	\$5.84	\$7.01	\$9.35	\$10.51

WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	7	9	13	17	20	24
Total Energy Charges per ccf 1.08007	\$7.56	\$9.72	\$14.04	\$18.36	\$21.60	\$25.92
Total Taxes % of Total 8.1637%	\$0.62	\$0.79	\$1.15	\$1.50	\$1.76	\$2.12
Total Monthly Average Cost	\$8.18	\$10.51	\$15.19	\$19.86	\$23.36	\$28.04

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

NATURAL GAS - Texas Gas Service

UPDATE 2023

Building Type: Mobile Home

Total Monthly Charges of \$23.59 plus taxes of \$1.93 are not included in these calculations.
 (See form HUD-52667 - Other:Specify: \$25.52)

HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	15	18	19	21	23	25
Total Energy Charges per ccf 1.08007	\$16.20	\$19.44	\$20.52	\$22.68	\$24.84	\$27.00
Total Taxes % of Total 8.1637%	\$1.32	\$1.59	\$1.68	\$1.85	\$2.03	\$2.20
Total Monthly Average Cost	\$17.52	\$21.03	\$22.20	\$24.53	\$26.87	\$29.20

COOKING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Charges per ccf 1.08007	\$3.24	\$3.24	\$5.40	\$6.48	\$8.64	\$9.72
Total Taxes % of Total 8.1637%	\$0.26	\$0.26	\$0.44	\$0.53	\$0.71	\$0.79
Total Monthly Average Cost	\$3.50	\$3.50	\$5.84	\$7.01	\$9.35	\$10.51

WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	7	9	13	17	20	24
Total Energy Charges per ccf 1.08007	\$7.56	\$9.72	\$14.04	\$18.36	\$21.60	\$25.92
Total Taxes % of Total 8.1637%	\$0.62	\$0.79	\$1.15	\$1.50	\$1.76	\$2.12
Total Monthly Average Cost	\$8.18	\$10.51	\$15.19	\$19.86	\$23.36	\$28.04

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Energy Efficient Schedule

ELECTRICITY - Austin Energy

UPDATE 2023

Building Type: Apartment

**A Monthly Charge of \$13.00 is included in the
 'Other Electric, Lighting, Refrigeration, Etc' calculations.**

HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	65	77	94	112	130	148
Total Energy Charges (0-300) per kwh 0.10478	\$6.81	\$8.07	\$9.85	\$11.74	\$13.62	\$15.51
Total Taxes % of total 3.1637%	\$0.22	\$0.26	\$0.31	\$0.37	\$0.43	\$0.49
Total Monthly Average Cost	\$7.03	\$8.33	\$10.16	\$12.11	\$14.05	\$16.00

AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - Summer	0BR	1BR	2BR	3BR	4BR	5BR
	102	121	167	214	260	307
Total Energy Charges (0-300) per kwh 0.10478	\$10.69	\$12.68	\$17.50	\$22.42	\$27.24	\$31.43
Total Energy Charges (301-900) per kwh 0.11478						\$0.80
Subtotal	\$10.69	\$12.68	\$17.50	\$22.42	\$27.24	\$32.23
Total Taxes % of total 3.1637%	\$0.34	\$0.40	\$0.55	\$0.71	\$0.86	\$1.02
Total Monthly Average Cost	\$11.03	\$13.08	\$18.05	\$23.13	\$28.10	\$33.25

COOKING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	34	39	57	75	92	110
Total Energy Charges (0-300) per kwh 0.10478	\$3.56	\$4.09	\$5.97	\$7.86	\$9.64	\$11.53
Total Taxes % of total 3.1637%	\$0.11	\$0.13	\$0.19	\$0.25	\$0.30	\$0.36
Total Monthly Average Cost	\$3.67	\$4.22	\$6.16	\$8.11	\$9.94	\$11.89

OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	127	149	207	265	324	382
Customer Charge per month \$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Energy Charges (0-300) per kwh 0.10478	\$13.31	\$15.61	\$21.69	\$27.77	\$31.43	\$31.43
Total Energy Charges (301-900) per kwh 0.11478					\$2.75	\$9.41
Subtotal	\$26.31	\$28.61	\$34.69	\$40.77	\$47.18	\$53.84
Total Taxes % of total 3.1637%	\$0.83	\$0.91	\$1.10	\$1.29	\$1.49	\$1.70
Total Monthly Average Cost	\$27.14	\$29.52	\$35.79	\$42.06	\$48.67	\$55.54

WATER HEATING

Monthly Average Unit Consumption KWH for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	76	90	114	139	164	189
Total Energy Charges (0-300) per kwh 0.10478	\$7.96	\$9.43	\$11.94	\$14.56	\$17.18	\$19.80
Total Taxes % of total 3.1637%	\$0.25	\$0.30	\$0.38	\$0.46	\$0.54	\$0.63
Total Monthly Average Cost	\$8.21	\$9.73	\$12.32	\$15.02	\$17.72	\$20.43

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Energy Efficient Schedule

NATURAL GAS - Texas Gas Service

UPDATE 2023

Building Type: Apartment

Total Monthly Charges of \$23.59 plus taxes of \$1.93 are not included in these calculations.
 (See form HUD-52667 - Other:Specify: \$25.52)

HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Winter	0BR	1BR	2BR	3BR	4BR	5BR
	10	12	13	14	15	17
Total Energy Charges per ccf 1.08007	\$10.80	\$12.96	\$14.04	\$15.12	\$16.20	\$18.36
Total Taxes % of Total 8.1637%	\$0.88	\$1.06	\$1.15	\$1.23	\$1.32	\$1.50
Total Monthly Average Cost	\$11.68	\$14.02	\$15.19	\$16.35	\$17.52	\$19.86

COOKING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	2	3	4	5	6	8
Total Energy Charges per ccf 1.08007	\$2.16	\$3.24	\$4.32	\$5.40	\$6.48	\$8.64
Total Taxes % of Total 8.1637%	\$0.18	\$0.26	\$0.35	\$0.44	\$0.53	\$0.71
Total Monthly Average Cost	\$2.34	\$3.50	\$4.67	\$5.84	\$7.01	\$9.35

WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - Year Round	0BR	1BR	2BR	3BR	4BR	5BR
	5	6	8	11	13	16
Total Energy Charges per ccf 1.08007	\$5.40	\$6.48	\$8.64	\$11.88	\$14.04	\$17.28
Total Taxes % of Total 8.1637%	\$0.44	\$0.53	\$0.71	\$0.97	\$1.15	\$1.41
Total Monthly Average Cost	\$5.84	\$7.01	\$9.35	\$12.85	\$15.19	\$18.69

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

WATER, SEWER, & TRASH COLLECTION - Austin Water

UPDATE 2023

Building Type: Multi-Family

WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Total Monthly Charges per month \$19.95	\$19.95	\$19.95	\$19.95	\$19.95	\$19.95	\$19.95
Total Usage Charges per 1000 gallons \$5.03	\$18.11	\$18.86	\$26.41	\$33.95	\$41.50	\$49.04
Total Monthly Average Cost	\$38.06	\$38.81	\$46.36	\$53.90	\$61.45	\$68.99

SEWER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Total Monthly Charges per month \$43.28	\$43.28	\$43.28	\$43.28	\$43.28	\$43.28	\$43.28
Total Usage Charges per 1000 gallons \$9.47	\$34.09	\$35.51	\$49.72	\$63.92	\$78.13	\$92.33
Total Monthly Average Cost	\$77.37	\$78.79	\$93.00	\$107.20	\$121.41	\$135.61

TRASH COLLECTION

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Total Monthly Charges (24 gal) per month \$29.55	\$29.55	\$29.55	\$29.55			
Total Monthly Charges (32 gal) per month \$30.90				\$30.90	\$30.90	
Total Monthly Charges (64 gal) per month \$36.35						\$36.35
Sales Tax % of total 8.25%	\$2.44	\$2.44	\$2.44	\$2.55	\$2.55	\$3.00
Total Monthly Charges	\$31.99	\$31.99	\$31.99	\$33.45	\$33.45	\$39.35

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Standard Schedule

WATER, SEWER, & TRASH COLLECTION - Austin Water

UPDATE 2023

Building Type: Single-Family

WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Total Monthly Charges (if 2001-6000) per month \$11.00	\$11.00	\$11.00	\$11.00			
Total Monthly Charges (if 6001-11000) per month \$16.70				\$16.70	\$16.70	\$16.70
Total Usage Charges (0-2000) per 1000 gallons \$3.20	\$6.40	\$6.40	\$6.40	\$6.40	\$6.40	\$6.40
Total Usage Charges (2001-6000) per 1000 gallons \$5.19	\$8.30	\$9.08	\$16.87	\$20.76	\$20.76	\$20.76
Total Usage Charges (6001-11000) per 1000 gallons \$8.85				\$6.64	\$19.91	\$33.19
Total Monthly Average Cost	\$25.70	\$26.48	\$34.27	\$50.50	\$63.77	\$77.05

SEWER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Total Monthly Charges (House) per month \$43.36	\$43.36	\$43.36	\$43.36	\$43.36	\$43.36	\$43.36
Total Usage Charges (0-2000) per 1000 gallons \$5.25	\$10.50	\$10.50	\$10.50	\$10.50	\$10.50	\$10.50
Total Usage Charges (over 2000) per 1000 gallons \$10.60	\$16.96	\$18.55	\$34.45	\$50.35	\$66.25	\$82.15
Total Monthly Average Cost	\$70.82	\$72.41	\$88.31	\$104.21	\$120.11	\$136.01

TRASH COLLECTION

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Total Monthly Charges (24 gal) per month \$29.55	\$29.55	\$29.55	\$29.55			
Total Monthly Charges (32 gal) per month \$30.90				\$30.90	\$30.90	
Total Monthly Charges (64 gal) per month \$36.35						\$36.35
Sales Tax % of total 8.25%	\$2.44	\$2.44	\$2.44	\$2.55	\$2.55	\$3.00
Total Monthly Charges	\$31.99	\$31.99	\$31.99	\$33.45	\$33.45	\$39.35

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX
Section 8 HCV Program (Community-Wide)

UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS
Energy Efficient Schedule

WATER, SEWER, & TRASH COLLECTION - Austin Water

UPDATE 2023

Building Type: Multi-Family

WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3000	3720	5160	6600	8040	9480
Total Monthly Charges per month \$19.95	\$19.95	\$19.95	\$19.95	\$19.95	\$19.95	\$19.95
Total Usage Charges per 1000 gallons \$5.03	\$15.09	\$18.71	\$25.95	\$33.20	\$40.44	\$47.68
Total Monthly Average Cost	\$35.04	\$38.66	\$45.90	\$53.15	\$60.39	\$67.63

SEWER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3000	3720	5160	6600	8040	9480
Total Monthly Charges per month \$43.28	\$43.28	\$43.28	\$43.28	\$43.28	\$43.28	\$43.28
Total Usage Charges per 1000 gallons \$9.47	\$28.41	\$35.23	\$48.87	\$62.50	\$76.14	\$89.78
Total Monthly Average Cost	\$71.69	\$78.51	\$92.15	\$105.78	\$119.42	\$133.06

TRASH COLLECTION

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Total Monthly Charges (24 gal) per month \$29.55	\$29.55	\$29.55	\$29.55			
Total Monthly Charges (32 gal) per month \$30.90				\$30.90	\$30.90	
Total Monthly Charges (64 gal) per month \$36.35						\$36.35
Sales Tax % of total 8.25%	\$2.44	\$2.44	\$2.44	\$2.55	\$2.55	\$3.00
Total Monthly Charges	\$31.99	\$31.99	\$31.99	\$33.45	\$33.45	\$39.35

SUPPORT DOCUMENTATION

UTILITY PROVIDER RATES AND CHARGES

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

SECTION 8 HCV PROGRAM

Utility Providers Residential Rates and Charges As of November 2023

UPDATE 2023

ELECTRICITY

Source: Austin Energy

800-240-3400

www.austinenergy.com*

Year Round				
Customer Charge	Per Month	\$13.00		
	Tiers*	0-300	301-900	901-2000
Energy Charge*	Per KWH	0.041	0.051	0.07307
Power Supply Adjustment	Per KWH	0.04371	0.04371	0.04371
Community Benefit Charge	Per KWH	0.00516	0.00516	0.00516
Regulatory Charge	Per KWH	0.01491	0.01491	0.01491
Total Energy Charges	Per KWH	0.10478	0.11478	0.13685
Public Utility Gross Receipts Tax	% of Total	0.1667%		
Misc Gross Receipts Tax (pop > 10000)	% of Total	1.997%		
Local Tax Rate	% of Total	1%		
Total Taxes	% of Total	3.1637%		

Tiers were restructured

NATURAL GAS

Source: Texas Gas Service

830-875-2133

www.texasgasservice.com*

Year Round		Central Texas Service Area (RS 10)
Total Customer Charge	Per Month	\$22.85
Conservation Adjustment Clause Rate	Per Month	\$0.74
Total Monthly Charges	Per Month	\$23.59
	Tiers*	All
Energy Charge	Per CCF	0.32626
Cost of Gas (COG)	Per CCF	0.59853
Pipeline Integrity Testing (PIT) Surcharge	Per CCF	0.0003
Weather Normalization Adjustment (WNA)	Per CCF	0.15498
Total Energy Charges	Per CCF	1.08007
Public Utility Gross Receipts Tax	% of Total	0.1667%
Misc Gross Receipts Tax (pop > 10000)	% of Total	1.997%
Local Tax Rate	% of Total	1%
Franchise Fee	% of Total	5%
Total Taxes	% of Total	8.1637%

Continue...

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

SECTION 8 HCV PROGRAM

WATER, SEWER, AND TRASH COLLECTION

Source: Austin Water

512-494-9400

www.austintexas.gov

& Call

Water		<i>Multi-Family</i>		
Retail Meter Equivalent Charge	Per Month	\$7.45		
Fixed Minimum Charge	Per Month	\$12.50		
Total Monthly Charges	Per Month	\$19.95		
Volume Charge Peak (Jul-Oct) (4)	Per 1000 Gals	\$5.15		
Volume Charge Off Peak (Nov-Jun) (8)	Per 1000 Gals	\$4.67		
Volume Charge (year round wtd avg)	Per 1000 Gals	\$4.83		
Reserve Fund Surcharge	Per 1000 Gals	\$0.05		
Community Benefit Charge	Per 1000 Gals	\$0.15		
Total Usage Charges	Per 1000 Gals	\$5.03		
Sewer				
Wastewater Charge	Per Month	\$10.35		
Transportation User Fee (avg)	Per Month	\$15.09		
Drainage Charge* (avg)	Per Month	\$17.85		
Total Monthly Charges	Per Month	\$43.28		
Wastewater Volume Charge	Per 1000 Gals	\$9.32		
Community Benefit Charge	Per 1000 Gals	\$0.15		
Total Usage Charges	Per 1000 Gals	\$9.47		
Water		<i>Single Family</i>		
	Tiers*	if 0-2000	if 2001-6000	if 6001-11000
Retail Meter Equivalent Charge	Per Month	\$7.45	\$7.45	\$7.45
Water Fixed Charge*	Per Month	\$1.25	\$3.55	\$9.25
Total Monthly Charges	Per Month	\$8.70	\$11.00	\$16.70
	Tiers*	0-2000	2001-6000	6001-11000
Water Volume Charge*	Per 1000 Gals	\$3.00	\$4.99	\$8.65
Reserve Fund Surcharge	Per 1000 Gals	\$0.05	\$0.05	\$0.05
Community Benefit Charge	Per 1000 Gals	\$0.15	\$0.15	\$0.15
Total Usage Charges	Per 1000 Gals	\$3.20	\$5.19	\$8.85
Sewer				
Wastewater Charge	Per Month	\$10.35		
Transportation Fee (avg)	Per Month	\$15.17		
Drainage Charge* (avg)	Per Month	\$17.85		
Total Monthly Charges (House)	Per Month	\$43.36		
	Tiers*	0-2000	over 2000	
Wastewater Volume Charge*	Per 1000 Gals	\$5.10	\$10.45	
Community Benefit Charge	Per 1000 Gals	\$0.15	\$0.15	
Total Usage Charges	Per 1000 Gals	\$5.25	\$10.60	

*based on the avg of 1500-2500 sq footage of impervious cover

Continue...

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

SECTION 8 HCV PROGRAM

Austin Water Continued...

Trash Collection		MF/SF		
	Tiers*	24 gal (0-2 br)	32 gal (3-4 br)	64 gal (5 br)
Trash Cart*	Per Month	\$24.55	\$25.90	\$31.35
Clean Community Fee	Per Month	\$5.00	\$5.00	\$5.00
Total Monthly Charges		Per Month	\$29.55	\$30.90
Total Tax Rate		% of Total	8.25%	\$36.35

UTILITY PROVIDER DOCUMENTATION

Texas Taxes
Public Utility Gross Receipts Assessment

Public Utility Gross Receipts Assessment

A fee is imposed on each public utility within the jurisdiction of the Public Utility Commission.

Rate Details and Other Information

Rates

Public Utility Gross Receipts Tax:

1/6 of 1% (.001667) of gross receipts from rates charged to the ultimate customers in Texas.

Percentage of gross receipts from business done in incorporated cities and towns, according to population:

Miscellaneous Gross Receipts Tax

- 1,000 to 2,499 = .581% (.00581)
- 2,500 to 9,999 = 1.07% (.0107)
- 10,000 or more = 1.997% (.01997)

Listing of Cities with sales tax for electricity and natural gas -

http://www.window.state.tx.us/taxinfo/utility/gas_elec.html

For individual city rates – www.window.state.tx.us/taxinfo/local/city.html

<http://www.window.state.tx.us/taxinfo/audit/utility/ch3.htm#nontaxableutil>

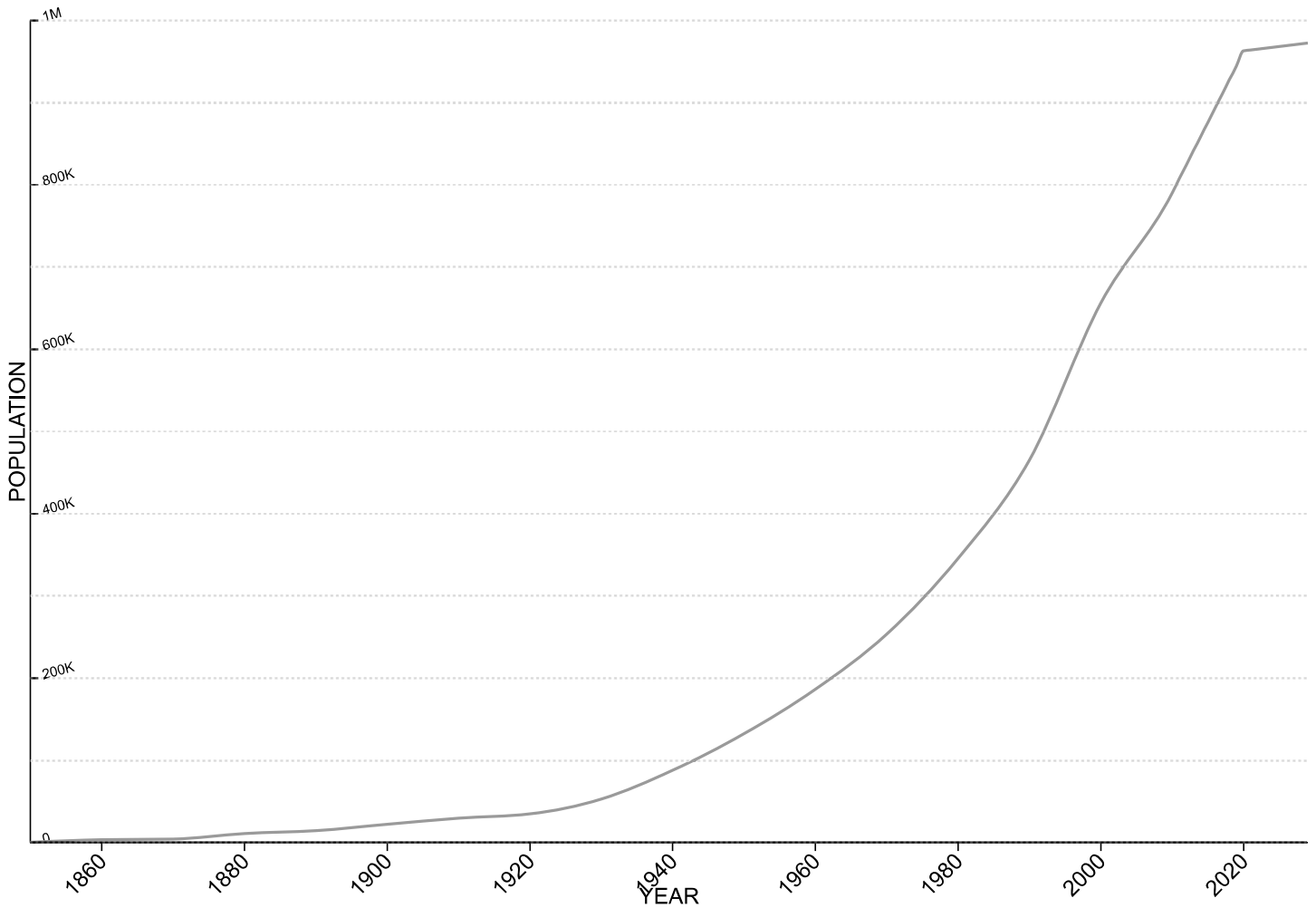
Nontaxable Utilities

The following types of utilities are exempt from taxation under the Miscellaneous Gross Receipts Tax:

- A plant or utility used for distribution but who does not make retail sales to the ultimate consumer within an incorporated city or town in this state. (*Tax Code, Sec. 182.021*)
- **Municipal utilities:**
Any utility owned and operated by any city or town, county, water improvement district or conservation district. (*Tax Code, Sec. 182.026*)
- **Co-ops:**
A utility organized under the "Electric Cooperative Corporation Act" is exempt. (*Miscellaneous Tax Rule. 3.52*)

Austin, Texas Population 2023

966,292



Austin is a city located in Hays County, Travis County, and Williamson County Texas. Austin has a 2023 population of **966,292**. It is also the county seat of Travis County. Austin is currently growing at a rate of 0.11% annually and its population has increased by 0.33% since the most recent census, which recorded a population of **963,121** in 2020.

The average household income in Austin is \$111,233 with a poverty rate of 12.52%. The median rental costs in recent years comes to - per month, and the median house value is -. The median age in Austin is 33.9 years, 33.8 years for males, and 34.1 years for females.

While Austin has a sizable Hispanic population, the city has struggled to attract more African Americans, the only ethnic group in Austin that is shrinking. Two critical factors are causing a decline in the African-American community: moving away from the city center and higher mortality rates.

TEXAS SALES AND USE TAX RATES – April 2023

Name	Local Code	Local Rate	Total Rate	Name	Local Code	Local Rate	Total Rate
Amarillo/Randall Co Asst Dist 1 (Randall Co)	6191606	.020000	.082500	Aransas Pass (San Patricio Co)	2205012	.010000	.082500
Ames	2146096	.010000	.077500	Aransas Pass Mun Dev Dist	5205502	.005000	
Liberty Co	4146005	.005000		Aransas Pass Crm Con Dist	5205511	.005000	
Amherst (Lamb Co)	2140010	.012500	.075000	Archer City	2005023	.015000	.082500
Ammansville			.067500	Archer Co	4005005	.005000	
Fayette Co	4075000	.005000		Arcola (Fort Bend Co)	2079131	.020000	.082500
Amsterdam			.067500	Argenta			.067500
Brazoria Co	4020006	.005000		Live Oak Co	4149002	.005000	
Anahuac (Chambers Co)	2036017	.010000	.082500	Argyle (Denton Co)	2061104	.015000	.082500
Chambers Co Health Serv	5036507	.005000		Argyle Crm Con Dist	5061550	.002500	
Anahuac Mun Dev Dist	5036534	.005000		Argyle Mun Dev Dist	5061710	.002500	
Anchor			.067500	Arlington (Tarrant Co)	2220095	.020000	.082500
Brazoria Co	4020006	.005000		Arnett			.067500
Anderson	2093035	.012500	.080000	Coryell Co	4050009	.005000	
Grimes Co	4093008	.005000		Arney			.067500
Andrews (Andrews Co)	2002017	.020000	.082500	Castro Co	4035009	.005000	
Angleton	2020042	.015000	.082500	Arp	2212068	.015000	.082500
Brazoria Co	4020006	.005000		Smith Co	4212004	.005000	
Angus	2175107	.015000	.082500	Art (Mason Co)			.072500
Navarro Co	4175009	.005000		Mason Co Health Serv	5157500	.010000	
Anna (Collin Co)	2043134	.020000	.082500	Arthur City			.067500
Annarose			.067500	Lamar Co	4139004	.005000	
Live Oak Co	4149002	.005000		Asa			.067500
Annetta	2184099	.012500	.082500	McLennan Co	4161005	.005000	
Parker Co	4184008	.005000		Asherton	2064030	.015000	.082500
Annetta Crm Con Dist	5184525	.002500		Dimmit Co	4064003	.005000	
Annetta North	2184124	.015000	.082500	Ashland			.067500
Parker Co	4184008	.005000		Upshur Co	4230002	.005000	
Annetta South	2184115	.010000	.082500	Asia			.067500
Parker Co	4184008	.005000		Polk Co	4187005	.005000	
Parker Co ESD 1	5184534	.005000		Aspermont (Stonewall Co)	2217018	.020000	.082500
Annona	2194042	.010000	.077500	Atascocita (Harris Co)			.072500
Red River Co	4194006	.005000		Houston MTA	3101990	.010000	
Anson (Jones Co)	2127026	.020000	.082500	Atascosa (Bexar Co)			.082500
Anthony	2071022	.010000	.082500	San Antonio MTA	3015995	.005000	
El Paso Co	4071004	.005000		Bexar Co ESD 5	5015628	.015000	
El Paso Co ESD 2	5071503	.005000		Ater			.067500
Anton (Hockley Co)	2110025	.020000	.082500	Coryell Co	4050009	.005000	
Appleby (Nacogdoches Co)	2174055	.010000	.082500	Athens (Henderson Co)	2107011	.020000	.082500
Nacogdoches Co Hosp Dist	5174509	.010000		Atlanta (Cass Co)	2034028	.020000	.082500
Aquilla	2109108	.010000	.082500	Aubrey (Denton Co)	2061051	.015000	.082500
Hill Co	4109000	.005000		Aubrey Mun Dev Dist	5061676	.005000	
Hill Co ESD 2	5109518	.005000		Augusta			.067500
Aransas Pass	2205012	.010000	.082500	Houston Co	4113004	.005000	
Aransas Co	4004006	.005000		Aurora	2249136	.010000	.077500
Aransas Co Health Serv	5004505	.005000		Wise Co	4249001	.005000	
Aransas Pass (Nueces Co)	2205012	.010000	.082500	Austin (Travis Co)	2227016	.010000	.082500
Aransas Pass Mun Dev Dist	5205502	.005000		Austin MTA	3227999	.010000	
Aransas Pass Crm Con Dist	5205511	.005000		Austin (Williamson Co)	2227016	.010000	.082500
				Austin MTA	3227999	.010000	



CITY OF AUSTIN UTILITY RATES AND FEES SCHEDULE

T-44185
3/1/23



For detailed information on rates and fees, call **512-494-9400** or **1-888-340-6465**.
Para información detallada o tarifas en español, llame al **512-494-9400** o llame al **1-888-340-6465**.

RATES

Austin Energy — ELECTRIC

Residential Rates

Customer Classification	Customer Charge (\$/Month)	Energy Charge (\$/kWh) kWh Tier	Power Supply Adjustment (\$/kWh)	Regulatory Charge (\$/kWh)	Community Benefit Charge (\$/kWh)
Inside Residential (Inside City Limits)	\$13.00	0 - 300 \$0.04100 301 - 900 \$0.05100 901 - 2,000 \$0.07307 Over 2,000 \$0.10564	\$0.04371	\$0.01491	\$0.00516
Outside Residential (Outside City Limits)	\$13.00	0 - 300 \$0.04100 301 - 900 \$0.04637 901 - 2,000 \$0.06001 Over 2,000 \$0.07820	\$0.04371	\$0.01491	\$0.00344

Inside Commercial Rates - Inside City Limits

Customer Classification	Customer Charge (\$/Month)	Demand Charge (\$/kW)	Energy Charge (\$/kWh)	Power Supply Adjustment (\$/kWh)	Regulatory Charge	Community Benefit Charge (\$/kWh)
Secondary < 10 kW	\$35.00	N/A	\$0.02865	\$0.04371	\$0.01491 / kWh	\$0.00420
Secondary ≥ 10 < 300 kW	\$55.00	\$9.00	\$0.01769	\$0.04371	\$4.15 / kW	\$0.00420
Secondary ≥ 300 kW	\$275.00	\$11.50	\$0.01684	\$0.04371	\$4.15 / kW	\$0.00420
Primary < 3 MW	\$300.00	\$11.50	\$0.00109	\$0.04271	\$4.07 / kW	\$0.00413
Primary ≥ 3 < 20 MW	\$2,500.00	\$14.00	\$0.00019	\$0.04271	\$4.07 / kW	\$0.00413
Primary ≥ 3 < 20 MW HLF	\$6,299.00	\$13.42	N/A	\$0.04271	\$4.07 / kW	\$0.00180
Primary ≥ 20 MW	\$2,750.00	\$14.87	\$0.00152	\$0.04271	\$4.07 / kW	\$0.00413
Primary ≥ 20 MW HLF	\$20,000.00	\$14.41	N/A	\$0.04271	\$4.07 / kW	\$0.00058
Transmission	\$3,500.00	\$13.00	\$0.00343	\$0.04217	\$4.02 / kW	\$0.00408
Contract Transmission	\$20,000.00	\$11.07	N/A	\$0.04217	\$4.02 / kW	\$0.00058

Outside Commercial Rates - Outside City Limits

Customer Classification	Customer Charge (\$/Month)	Demand Charge (\$/kW)	Energy Charge (\$/kWh)	Power Supply Adjustment (\$/kWh)	Regulatory Charge	Community Benefit Charge (\$/kWh)
Secondary < 10 kW	\$35.00	N/A	\$0.02865	\$0.04371	\$0.01491 / kWh	\$0.00296
Secondary ≥ 10 < 300 kW	\$55.00	\$9.00	\$0.01769	\$0.04371	\$4.15 / kW	\$0.00296
Secondary ≥ 300 kW	\$275.00	\$11.50	\$0.01684	\$0.04371	\$4.15 / kW	\$0.00296
Primary < 3 MW	\$300.00	\$11.50	\$0.00109	\$0.04271	\$4.07 / kW	\$0.00291
Primary ≥ 3 < 20 MW	\$2,500.00	\$14.00	\$0.00019	\$0.04271	\$4.07 / kW	\$0.00291
Primary ≥ 3 < 20 MW HLF	\$6,299.00	\$13.42	N/A	\$0.04271	\$4.07 / kW	\$0.00058
Primary ≥ 20 MW	\$2,750.00	\$14.87	\$0.00152	\$0.04271	\$4.07 / kW	\$0.00291
Primary ≥ 20 MW HLF	\$20,000.00	\$14.41	N/A	\$0.04271	\$4.07 / kW	\$0.00058
Transmission	\$3,500.00	\$13.00	\$0.00343	\$0.04217	\$4.02 / kW	\$0.00288
Contract Transmission	\$20,000.00	\$11.07	N/A	\$0.04217	\$4.02 / kW	\$0.00058

Other Rates

Customer Classification	Customer Charge (\$/Month)	Energy Charge (\$/kWh)	Power Supply Adjustment (\$/kWh)
Customer Owned Metered Lighting	\$15	\$ 0.07636	\$0.04371
Customer Owned Non-Metered Lighting	-	\$ 0.02908	\$0.04371

Customer Classification	100 Watt or Less (Billed 35 kWh)	101 - 175 Watt (Billed 60 kWh)	176 - 250 Watt (Billed 90 kWh)	251 Watt or Greater (Billed 140 kWh)	Power Supply Adjustment (\$/kWh)
Security Lights	\$9.30	\$15.90	\$23.90	\$37.20	ITEM NO. 024

RESIDENTIAL SERVICE RATE

APPLICABILITY

Applicable to a residential customer or builder in a single dwelling, or in a dwelling unit of a multiple dwelling or residential apartment, for domestic purposes. A residential consumer includes an individually-metered residential unit or dwelling that is operated by a public housing agency acting as an administrator of public housing programs under the direction of the U.S. Department of Housing and Urban Development and builders prior to sale or re-sale of a property for domestic purposes. This rate is only available to full requirements customers of Texas Gas Service Company, a Division of ONE Gas, Inc.

TERRITORY

The incorporated areas of the Central-Gulf Service Area which includes Austin, Bayou Vista, Beaumont, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Galveston, Gonzales, Groves, Jamaica Beach, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Nederland, Nixon, Pflugerville, Port Arthur, Port Neches, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

COST OF SERVICE RATE

During each monthly billing period:

A customer charge per meter per month of	\$16.00 plus
Interim Rate Adjustments (IRA)	\$ 6.85 per month (Footnote 1)
Total Customer Charge	\$22.85 per month

All Ccf per monthly billing period @	\$0.32626 per Ccf
--------------------------------------	-------------------

OTHER ADJUSTMENTS

Cost of Gas Component: The basic rates for cost of service set forth above shall be increased by the amount of the Cost of Gas Component for the billing month computed in accordance with the provisions of Rate Schedule 1-INC.

Conservation Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Conservation Adjustment Clause, Rate Schedule CAC and Rate Schedule 1C, if applicable.

Excess Deferred Income Taxes Rider: The billing shall reflect adjustments in accordance with provisions of the Excess Deferred Income Taxes Rider, Rate Schedule EDIT-Rider.

Hurricane Harvey Surcharge Rider: The billing shall reflect adjustments in accordance with provisions of the Hurricane Harvey Surcharge Rider, Rate Schedule HARV-Rider, if applicable.

Pipeline Integrity Testing Rider: The billing shall reflect adjustments in accordance with provisions of the Pipeline Integrity Testing Rider, Rate Schedule PIT, if applicable.

Supersedes Rate Schedule Dated
May 26, 2022 (CGSA Cities except Buda, Marble Falls and Pflugerville)
September 15, 2022 (Cities of Buda, Marble Falls, and Pflugerville)

Meters Read On and After
May 25, 2023

RESIDENTIAL SERVICE RATE
(Continued)

Rate Case Expense Rider: The billing shall reflect adjustments in accordance with provisions of the Rate Case Expense Surcharge Rider, Rate Schedule RCE.

Taxes: Plus applicable taxes and fees (including franchise fees) related to above.

Weather Normalization Adjustment: The billing shall reflect adjustments in accordance with the provisions of the Weather Normalization Adjustment Clause, Rate Schedule WNA.

CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Footnote 1: 2020 IRA - \$2.37 (Gas Utilities Case No. 00005813); 2021 IRA - \$1.99 (Gas Utilities Case No. 00008748); 2022 IRA - \$2.49 (Gas Utilities Case No. 00012592)

Supersedes Rate Schedule Dated
May 26, 2022 (CGSA Cities except Buda, Marble Falls and Pflugerville)
September 15, 2022 (Cities of Buda, Marble Falls, and Pflugerville)

Meters Read On and After
May 25, 2023

Texas Gas Service
Cost of Gas - \$/Mcf (including CRR)
November 2023

	November 2023	October 2023	Change from last month	November 2022	Change from last year
Central Texas					
Austin - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Cedar Park - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Westlake Hills - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Sunset Valley - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Rollingwood - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Kyle - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Dripping Springs - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Bee Cave - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Lakeway - Inc.	5.9853	5.5883	0.3970	7.7339	(1.7486)
Pflugerville - Inc.	5.9853	5.5883	0.3970		
Austin, Cedar Park & Westlake - Env.	5.9347	5.5377	0.3970	7.7836	(1.8489)
Kyle/Buda - Env.	5.9347	5.5377	0.3970	7.7836	(1.8489)
Dripping Springs - Env.	5.9347	5.5377	0.3970	7.7836	(1.8489)
Pflugerville - Env.	5.9347	5.5377	0.3970		
South Texas					
STX - Inc.	6.0180	5.6188	0.3992	7.7761	(1.7581)
STX - Env.	5.9671	5.5679	0.3992	7.8261	(1.8590)
West Texas					
El Paso - Inc.	4.1597	3.6584	0.5013	6.2011	(2.0414)
Vinton - Inc.	4.1597	3.6584	0.5013	6.0182	(1.8585)
Clint - Inc.	4.1597	3.6584	0.5013	6.0182	(1.8585)
Anthony - Inc.	4.1597	3.6584	0.5013	6.2011	(2.0414)
Socorro - Inc.	4.1597	3.6584	0.5013	6.0182	(1.8585)
Horizon City - Inc.	4.1597	3.6584	0.5013	6.2011	(2.0414)
San Elizario - Inc.	4.1597	3.6584	0.5013	6.2011	(2.0414)
El Paso, Vinton, Clint, Anthony, Socorro, S.Elizario & Horizon City - Env.	4.1343	3.6584	0.4759	6.0182	(1.8839)
Fort Bliss	4.7494	4.1771	0.5723	7.0802	(2.3308)
Dell City - Inc.	4.1597	3.6584	0.5013	4.9623	(0.8026)
Dell City - Env.	4.1343	3.6584	0.4759	4.9623	(0.8280)
Monahans, Wink - Inc.	4.3829	3.8547	0.5282	6.5337	(2.1508)
Barstow - Inc.	4.3829	3.8547	0.5282	6.3410	(1.9581)
Pyote - Inc.	4.3829	3.8547	0.5282	6.3410	(1.9581)
Pecos - Inc.	4.3829	3.8547	0.5282	6.5337	(2.1508)
Thorntonville - Inc.	4.3829	3.8547	0.5282	6.3410	(1.9581)
Wickett - Inc.	4.3829	3.8547	0.5282	6.5337	(2.1508)
Pecos, Monahans, Barstow, Wink, Wickett, Thorntonville, Pyote - Env.	4.3560	3.8547	0.5013	6.3410	(1.9850)
Andrews - Inc.	4.2554	3.7425	0.5129	6.1565	(1.9011)
Andrews - Env.	4.2293	3.7425	0.4868	6.1565	(1.9272)
Crane - Inc.	4.3829	3.8547	0.5282	6.3410	(1.9581)
Crane - Env.	4.3560	3.8547	0.5013	6.3410	(1.9850)
McCamey - Inc.	4.3829	3.8547	0.5282	6.5337	(2.1508)
McCamey - Env.	4.3560	3.8547	0.5013	6.3410	(1.9850)
North Texas					
Jacksboro, Bryson, Mineral Wells, Milsap, Graford, Aledo, Hudson Oaks, Willow Park and Possum Kingdom - Inc.	5.9107	5.4836	0.4271	7.0439	(1.1332)
Jacksboro, Bryson, Mineral Wells, Milsap, Graford, Aledo, Hudson Oaks, Willow Park and Possum Kingdom - Env.	5.8303	5.4836	0.3467	6.8703	(1.0400)
Breckenridge, Graham - Inc.	6.0118	5.5774	0.4344	7.1643	(1.1525)
Breckenridge, Graham - Env.	5.9300	5.5774	0.3526	6.9878	(1.0578)
Weatherford - Inc.	6.2672	5.8401	0.4271	7.3748	(1.1076)
Weatherford - Env.	5.8303	5.4836	0.3467	6.8703	(1.0400)
Panhandle					
Borger - Inc.	4.4384	3.9147	0.5237	6.2516	(1.8132)
Borger - Env.	4.3478	3.9147	0.4331	5.5644	(1.2166)
Skellytown - Inc.	4.4119	3.8913	0.5206	6.2143	(1.8024)
Skellytown - Env.	4.3218	3.8913	0.4305	5.5313	(1.2095)
Rio Grande Valley					
RGV - Inc.	4.5432	3.7580	0.7852	6.0244	(1.4812)
RGV - Env.	4.2624	3.7580	0.5044	5.1006	(0.8382)
Galveston					
Galveston - Inc.	6.1079	5.7028	0.4051	7.8922	(1.7843)
Bayou Vista & Jamaica Beach - Inc.	6.1079	5.7028	0.4051	7.8922	(1.7843)
Galveston & Bayou Vista - Env.	6.0563	5.6512	0.4051	7.9430	(1.8867)
Port Arthur					
Port Arthur, Nederland, Port Neches, Groves, Beaumont - Inc.	6.1079	5.7028	0.4051	7.8922	(1.7843)
Port Arthur, Nederland, Port Neches, Groves - Env.	6.0563	5.6512	0.4051	7.9430	(1.8867)

Texas Gas Service Company, a Division of ONE Gas, Inc.
Central-Gulf Service Area (Select cities)
(formerly Central Texas Service Area)

RATE SCHEDULE 1C

CONSERVATION ADJUSTMENT CLAUSE RATE

A. APPLICABILITY

The Conservation Adjustment Clause (“CAC”) rate, calculated pursuant to Rate Schedule CAC, shall apply to the following rate schedules listed below for all incorporated areas served by the Company in Austin, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Nixon, Pflugerville, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas.

B. CURRENT CAC RATE

<u>Rate Schedule</u>	<u>Customer Class</u>	<u>*Monthly Conservation Rate</u>
10	Residential Service	\$ 0.74 fixed customer charge
20	Commercial Service	\$ 0.00520 per Ccf
T-1	Commercial Transportation Service	\$ 0.00520 per Ccf

*The Conservation Rate will change every three years pursuant to Rate Schedule CAC.

Supersedes Rate Schedule Dated
December 31, 2018 (CGSA eff. August 4, 2020)

Meters Read On and After
December 29, 2021 (CGSA except Buda, Marble Falls and Pflugerville)
September 15, 2022 (Buda, Marble Falls and Pflugerville)

PIPELINE INTEGRITY TESTING (PIT) SURCHARGE RIDER

A. APPLICABILITY

The Pipeline Integrity Testing Surcharge (PIT) rate as set forth in Section (B) below is for the recovery of costs associated with pipeline integrity testing as defined in Rate Schedule PIT. This rate shall apply to the following gas sales and standard transportation rate schedules of Texas Gas Service Company, a Division of ONE Gas, Inc. currently in force in the Company's Central-Gulf Service Area ("CGSA") within the incorporated and unincorporated areas of Austin, Bee Cave, Buda, Cedar Park, Cuero, Dripping Springs, Gonzales, Kyle, Lakeway, Lockhart, Luling, Marble Falls, Nixon, Pflugerville, Rollingwood, Shiner, Sunset Valley, West Lake Hills and Yoakum, Texas and in the environs area of Bastrop, Texas: 10, 20, 30, 40, 48, C-1, CNG-1, T-1, 1Z, 2Z, 3Z, 4Z, 4H, C-1-ENV, CNG-1-ENV and T-1-ENV.

B. PIT RATE

\$0.00030 per Ccf

This rate will be in effect until all approved and expended pipeline integrity testing expenses are recovered under the applicable rate schedules.

C. OTHER ADJUSTMENTS

Taxes: Plus applicable taxes and fees (including franchises fees) related to above.

D. CONDITIONS

Subject to all applicable laws and orders, and the Company's rules and regulations on file with the regulatory authority.

Supersedes Rate Schedule Dated
March 28, 2022 (CGSA except Bastrop Env.,
Buda Inc., Marble Falls and Pflugerville)
September 15, 2022 (Bastrop Env., Buda Inc.,
Marble Falls and Pflugerville)

Meters Read On and After
March 28, 2023

WEATHER NORMALIZATION ADJUSTMENT CLAUSE
(Continued)

WNAD = (HDD Diff * CB * WF) * COS rate, where

HDD Diff = (Normal HDD – Actual HDD), the difference between normal and actual heating degree days for the billing period.

CB = Number of customers billed for the billing period.

WF = Weather factor determined for each rate schedule in the most recent rate case.

Austin, Bastrop (environs only), Bee Cave, Buda, Cedar Park, Dripping Springs, Kyle, Lakeway, Marble Falls, Pflugerville, Rollingwood, Sunset Valley, and West Lake Hills:

Residential 0.15498; Commercial 0.38392; Public Authority 1.94154; Public Schools 3.95052

Weather Station: KATT

Cuero, Gonzales, Lockhart, Luling, Nixon, Shiner, and Yoakum:

Residential 0.14213; Commercial 0.21988; Public Authority 0.95317

Weather Station: KSAT

Bayou Vista, Galveston, and Jamaica Beach:

Residential 0.18569; Commercial 0.44273; Public Authority 3.44053

Weather Station: KGLS

Beaumont, Groves, Nederland, Port Arthur, and Port Neches:

Residential 0.17379; Commercial 0.28946; Public Authority 2.28489

Weather Station: KBPT

CV = Current Volumes for the billing period.

FILING WITH THE CITIES AND THE RAILROAD COMMISSION OF TEXAS (RRC)

The Company will file monthly reports showing the rate adjustments for each applicable rate schedule. Supporting documentation will be made available for review upon request. By each October 1, the Company will file with the Cities and the RRC an annual report verifying the past year's WNA collections or refunds.

Supersedes Rate Schedule Dated

October 26, 2016 (Cities of Austin, Bee Cave, Cedar Park, Dripping Springs, Kyle, Lakeway, Rollingwood, Sunset Valley, and West Lake Hills, TX)

January 6, 2017 (Cities of Cuero, Gonzales, Lockhart, Luling, Nixon, Shiner, and Yoakum, TX)

November 23, 2016 (Unincorporated Areas of the Central Texas Service Area)

May 9, 2016 (Gulf Coast Service Area)

May 22, 2019 (City of Beaumont)

Meters Read On and After

August 4, 2020 (CGSA except Bastrop Env., Buda Inc., Marble Falls and Pflugerville)

September 15, 2022 (Bastrop Env., Buda Inc., Marble Falls and Pflugerville)

Need Franchise Fee amounts for these cities:

Travis County

Austin 5%

Cameron County

Brownsville 5%

Rio Grande Valley *Not a city*

Harlingen 5%

La Feria 2%

Los Fresnos 2%

Port Isabel 5%

San Benito 5%

Dewitt County

Cuero 2%

El Paso County

Anthony 2.25%

El Paso City 5%

Fabens *Not an incorporated city
No Franchise Fee*

Hidalgo County

Alamo 5%

Donna 5%

Edcouch 3%

Edinburg 5%

Elsa 5%

Hidalgo 5%

La Joya 5%

McAllen 5%

Mercedes 5%

Mission 4%

North Alamo *Not TGS*

Pharr 5%

San Juan 5%

Weslaco 5%

Caldwell County

Luling 5%

Jefferson County

Port Arthur 5%

Parker County

* Weatherford .02846/ccf. (2016)

Willacy County

Raymondville 4%

* Weatherford franchise fee is charged on volumetric basis. The rate is re-calculated each year base on previous year revenue and volume.

Water & Wastewater Rates

Multi-Family Water Customers – Monthly water charges include: billing, metering, collections, customer service, and servicing / monitoring of fire hydrants.

Meter Size	Retail Meter Equivalent Charge	Fixed Minimum Charge	TOTAL
5/8*	\$7.45	\$12.50	\$19.95
3/4	\$10.81	\$21.00	\$31.81
1	\$13.87	\$33.00	\$46.87
1½	\$15.81	\$42.00	\$57.81
2	\$25.91	\$83.00	\$108.91
3	\$76.60	\$292.00	\$368.60
4	\$127.30	\$500.00	\$627.30
6	\$258.88	\$1,042.00	\$1,300.88
8	\$491.84	\$2,000.00	\$2,491.84
10	\$775.40	\$3,167.00	\$3,942.40
12	\$1,018.37	\$4,167.00	\$5,185.37

**5/8 is the average residential customer meter size*

Volume Unit Charge – Rate is charged per 1,000 gallons of wastewater billed during the billing period.

Season	Charge
Off Peak (<i>November – June Bills</i>)	\$4.67
Peak (<i>July – October Bills</i>)	\$5.15

Reserve Fund Surcharge – fee goes into a restricted reserve fund to offset water service revenue shortfalls that may impact operations and services. This **\$0.05** surcharge is based on 1,000 gallons billed.

Community Benefit Charge – fee charged per 1,000 gallons of water billed for the billing period to fund the Customer Assistance Program (CAP). This **\$0.15** charge is billed per 1,000 gallons.

Multi-Family Wastewater Customers – A monthly wastewater charge of **\$10.35** includes the costs of billing, collections, customer service and other account management services.

Volume Charge – A rate of **\$9.32** is charged per 1,000 gallons of wastewater billed during the billing period. The amount of wastewater billed is based on the same volume as domestic meter water usage for properties with an irrigation meter, otherwise it is based on a **Wastewater Average**.

Community Benefit Charge – fee charged per 1,000 gallons of wastewater billed for the billing period to fund the Customer Assistance Program (CAP). This **\$0.15** charge is billed per 1,000 gallons.

Water & Wastewater Rates

Residential Water Customers – Monthly water charges include: billing, metering, collections, customer service, and servicing / monitoring of fire hydrants.

Meter Size	Retail Meter Equivalent Charge
5/8*	\$7.45
3/4	\$10.81
1	\$13.87
1½	\$15.81
2	\$25.91
3	\$76.60
4	\$127.30
6	\$258.88
8	\$491.84
10	\$775.40
12	\$1,018.37

*5/8 is the average residential customer meter size

Five-Tier Fixed Charge – Based on total billed water consumption for the billing period.

Gallons of Water	Fixed Charge
0 - 2,000 Gallons	\$1.25
2,001 - 6,000 Gallons	\$3.55
6,001 - 11,000 Gallons	\$9.25
11,001 - 20,000 Gallons	\$29.75
20,001 - over Gallons	\$29.75

Five-Tier Volume Charge – Rate is charged per 1,000 gallons of total billed water consumption for the billing period. Customers must meet qualifications for **Community Assistance Program (CAP)** rates.

Gallons of Water	Non-CAP	CAP**
0 - 2,000 Gallons	\$3.00	\$1.23
2,001 - 6,000 Gallons	\$4.99	\$3.65
6,001 - 11,000 Gallons	\$8.65	\$6.00
11,001 - 20,000 Gallons	\$13.18	\$11.51
20,001 - over Gallons	\$14.74	\$14.21

Reserve Fund Surcharge – fee goes into a restricted reserve fund to offset water service revenue shortfalls that may impact operations and services. This **\$0.05** surcharge is billed per each 1,000 gallons billed.

Community Benefit Charge – fee charged per 1,000 gallons of water billed for the billing period to Non-CAP customers to fund the Customer Assistance Program (CAP). This **\$0.15** charge is billed per 1,000 gallons.

Residential Wastewater Customers – A monthly wastewater charge of **\$10.35** includes the costs of billing, collections, customer service and other account management services.

Two-Tier Volume Charge – Rate is charged per 1,000 gallons of wastewater billed during the billing period. The amount of wastewater billed is based upon water usage during the Wastewater Averaging period, or monthly water consumption, whichever is lower.

Gallons of Water	Volume Charge Non-CAP	Volume Charge CAP**
0 - 2,000 Gallons	\$5.10	\$3.11
2,001 – or more Gallons	\$10.45	\$7.90

Community Benefit Charge – fee charged per 1,000 gallons of wastewater billed for the billing period to Non-CAP customers to fund the Customer Assistance Program (CAP). This **\$0.15** charge is billed per 1,000 gallons.

**Customers must meet qualifications for Customer Assistance Program (CAP) rates.

The Transportation User Fee (TUF) is a fee assessed to residents and businesses based on the traffic levels generated by each dwelling unit or business. **[View the City of Austin Ordinance regarding the fee.](#)**

This monthly fee, as defined in the municipal code, funds the maintenance and repair of roadways, signs, signals and markings, sidewalks and urban trails. This includes annual street resurfacing and other maintenance activities necessary for keeping Austin connected and our infrastructure in good condition. By managing and maintaining public right of way infrastructure, the City of Austin is able to save taxpayer money by intervening before full reconstruction is needed. Full street reconstruction can be costly and time-consuming, therefore preventative maintenance provided by the fee helps reduce these costs.

As part of the annual budget process, Austin City Council reviews and adjusts the fee based on current needs. Residents can expect to see the new rate go into effect during the November billing cycle. For residential customers, the fee is a variable monthly rate.

Residential Transportation User Fee Rates as of Nov. 1, 2022:

House/garage apartment	\$17.87
Duplex	\$16.28
Triplex/fourplex	\$13.89
Townhouse/condo	\$13.89
Mobile home	\$12.46
Five or more units	\$14.06

For commercial customers, the rate is \$88.66 per developed acre and then multiplied by the usage category which is based on the type of business.

For additional billing information, call 3-1-1 or contact Austin Energy Customer Care at (512) 494-9400.

The Drainage Charge Estimator can provide a rough estimate of your future drainage charge. In general, the more accurate the information you enter into the calculator the more accurate the estimate is likely to be. View our [frequently asked questions](#) for more information about how the charge will be calculated.

Enter the amount of impervious cover in square feet.

Please enter in Sq. Ft.

(You can estimate by measuring buildings, driveways, garages, decks, walkways, etc., or by using the ruler tool on free [Google Earth Pro](#) software. The City uses aerial photography, permit information and GIS as data sources.)

Enter the size of the property in square feet.

Please enter in Sq. Ft.

(You can estimate by measuring property boundaries or by getting information online from the [Travis Central Appraisal District](#), [Hays Central Appraisal District](#) or the [Williamson Central Appraisal District](#). The City uses the appraisal districts and GIS as data sources.)

Calculate

Reset

Percentage of impervious cover: 100%

Adjustment Factor: 1.735800

Estimated Monthly Drainage Charge: \$13.38

Disclaimer:

- The drainage charges shown are estimates made available by the City of Austin as a service to drainage charge ratepayers. The estimates are subject to change.
- The City of Austin makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of the information provided.

The Drainage Charge Estimator can provide a rough estimate of your future drainage charge. In general, the more accurate the information you enter into the calculator the more accurate the estimate is likely to be. View our [frequently asked questions](#) for more information about how the charge will be calculated.

Enter the amount of impervious cover in square feet.

Please enter in Sq. Ft.

(You can estimate by measuring buildings, driveways, garages, decks, walkways, etc., or by using the ruler tool on free [Google Earth Pro](#) software. The City uses aerial photography, permit information and GIS as data sources.)

Enter the size of the property in square feet.

Please enter in Sq. Ft.

(You can estimate by measuring property boundaries or by getting information online from the [Travis Central Appraisal District](#), [Hays Central Appraisal District](#) or the [Williamson Central Appraisal District](#). The City uses the appraisal districts and GIS as data sources.)

Calculate

Reset

Percentage of impervious cover: 100%

Adjustment Factor: 1.735800

Estimated Monthly Drainage Charge: \$22.31

Disclaimer:

- The drainage charges shown are estimates made available by the City of Austin as a service to drainage charge ratepayers. The estimates are subject to change.
- The City of Austin makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of the information provided.

Austin Resource Recovery provides bundled services to manage your recycling, composting, trash, large brush and bulk collection. Costs are based on your trash cart size and are a per-gallon charge.

We offer four trash cart sizes; choose the size that best fits your household’s needs. Save money on your utility bill by recycling and composting as much as possible so that you can switch to a smaller trash cart.

Trash cart size	Monthly rates
24-gallon	\$24.55*
32-gallon	\$25.90*
64-gallon	\$31.35*
96-gallon	\$55.00*

*Includes a base fee of \$20.45

Learn about the clean community fee

All residents in Austin, including single-family homes and apartment and condo dwellers, pay a monthly \$5.00 Clean Community Fee (this includes the Austin Resource Recovery portion only and is a price increase of \$0.15, effective October 1, 2023) for services that keep Austin clean and enhance the livability of our neighborhoods and the downtown area. The Clean Community Fee funds the following:

- **Street sweeping**
- Litter Abatement
- **Recycle & Reuse Drop-off Center**
- **Business outreach**
- Austin Reuse Centers
- **Zero waste program development**
- Clean Austin
- **Dead animal collection**
- Boulevard sweeping

Utility Rate Gathering Form

Date: 1/23/2018

Housing Agency: Housing Authority of the City of Austin, TX

Utility (highlight):	Electricity	Natural Gas	Water	Sewer	Trash
	Propane Bottle Gas	Fuel Oil			

Provider Name: Austin Water

Provider Phone No: 512-494-9400

Provider Contact Name: Gabby

Provider Website: www.austintexas.gov

RL Staff Gathering Data: Edie

Notes: For the Single-Family water Fixed Charge, tiers are not added together. The customer is only billed for the tier that is reached. Usage is billed for all applicable tiers.

(This documentaion should be pulled over in all updated studies.)

[illegible]

Utility Rate Gathering Form

Date: 1/23/2018

Housing Agency: Housing Authority of the City of Austin, TX

Utility (highlight):	Electricity	Natural Gas	Water	Sewer	Trash
	Propane Bottle Gas	Fuel Oil			

Provider Name: Austin Water

Provider Phone No: 512-494-9400

Provider Contact Name: Gabby

Provider Website: www.austintexas.gov

RL Staff Gathering Data: Edie

Notes: For the Single-Family water Fixed Charge, tiers are not added together. The customer is only billed for the tier that is reached. Usage is billed for all applicable tiers.

(This documentaion should be pulled over in all updated studies.)

[illegible]

COMPARISON OF PREVIOUS AND CURRENT UTILITY RATES

Comparison of Previous and Current Utility Rates

SECTION 8 HCV PROGRAM

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Note: Rates in bold text indicate changes and gray print indicates removal.

(We use the absolute value of the changes which gives us the percentage of change. This is the best way to determine a 10% change in utility rates and charges.)

ELECTRIC

UPDATE 2023

Description	Measure	Rates		Difference	
		11/2022	11/2023	Amount	Percent
Austin Energy					
Customer Charge	per month	\$10.00	\$13.00	\$3.00	30%
Tier-1 Total Energy Charges (0-500 300)	per kwh	0.09179	0.10478	0.01299	15%
Tier-2 Total Energy Charges (501-1000) (301-900)	per kwh	0.12210	0.11478	-0.00732	-6%
Tier-3 Total Energy Charges (901-2000)	per kwh	0.12210	0.13685	0.01475	13%
Total Taxes	% of total	1.1667%	3.1637%	0.019970	2%

Tiers were restructured

NATURAL GAS

Description	Measure	Rates		Difference	
		11/2022	11/2023	Amount	Percent
Texas Gas Service (RS 10)					
Total Monthly Charges	per month	\$21.10	\$23.59	\$2.49	12%
Total Energy Charges	per ccf	1.24883	1.08007	-0.16876	-14%
Total Taxes	% of total	7.1637%	8.1637%	0.010000	1%

WATER, SEWER & TRASH COLLECTION

Description	Measure	Rates		Difference	
		11/2022	11/2023	Amount	Percent
Austin Water - Multi-Family					
Description - Water					
Total Monthly Charges	per month	\$19.75	\$19.95	\$0.20	2%
Total Usage Charges	per 1000 gals	\$4.74	\$5.03	\$0.29	7%
Description - Sewer					
Total Monthly Charges	per month	\$42.68	\$43.28	\$0.60	2%
Wastewater Vol Chg Total Usage Charges	per 1000 gals	\$8.93	\$9.47	\$0.54	7%
Austin Water - Single-Family					
Description - Water					
Total Monthly Charges (if 2001-6000)	per month	\$10.80	\$11.00	\$0.20	2%
Total Monthly Charges (if 6001-11000)	per month	\$16.50	\$16.70	\$0.20	2%
Tier-1 Total Usage Charges (0-2000)	per 1000 gals	\$2.94	\$3.20	\$0.26	9%
Tier-2 Total Usage Charges (2001-6000)	per 1000 gals	\$4.86	\$5.19	\$0.33	7%
Tier-3 Total Usage Charges (6001-11000)	per 1000 gals	\$8.39	\$8.85	\$0.46	6%
Description - Sewer					
Total Monthly Charges	per month	\$42.76	\$43.36	\$0.60	2%
Tiers-1 Total Usage Charges (0-2000)	per 1000 gals	\$5.00	\$5.25	\$0.25	5%
Tiers-2 Total Usage Charges (over 2000)	per 1000 gals	\$10.09	\$10.60	\$0.51	6%

Continue...

Comparison of Previous and Current Utility Rates

SECTION 8 HCV PROGRAM

Austin Water Continued...

Description - Trash Collection (MF/SF)	Measure	11/2022	11/2023	Amount	Percent
Total Monthly Charges 24 gal (0-2 br)	per month	\$28.15	\$29.55	\$1.40	5%
Total Monthly Charges 32 gal (3-4 br)	per month	\$29.40	\$30.90	\$1.50	6%
Total Monthly Charges 64 gal (5 br)	per month	\$34.55	\$36.35	\$1.80	6%
Total Tax Rate	% of total	8.25%	8.25%	0.00	0%

CURRENTLY ADOPTED SECTION 8 UTILITY ALLOWANCES

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Multi-Family (Elevator)**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$16.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00
b. Bottle Gas/Propane						
c. Electric	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$24.00	\$27.00	\$34.00	\$40.00	\$47.00	\$53.00
Air Conditioning	\$12.00	\$14.00	\$19.00	\$24.00	\$29.00	\$35.00

Water Heating

a. Natural Gas	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00
b. Bottle Gas/Propane						
c. Electric	\$9.00	\$10.00	\$13.00	\$16.00	\$19.00	\$21.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: Housing Authority of the City of Austin, TX		Unit Type: Multi-Family (Apartment)					
Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Monthly Dollar Allowances							
Heating							
a. Natural Gas	\$16.00	\$19.00	\$21.00	\$23.00	\$25.00	\$27.00	
b. Bottle Gas/Propane							
c. Electric	\$7.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
d. Oil							
Cooking							
a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00	
b. Bottle Gas/Propane							
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00	
Other Electric & Cooling							
Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$24.00	\$27.00	\$34.00	\$40.00	\$47.00	\$53.00	
Air Conditioning	\$12.00	\$14.00	\$19.00	\$24.00	\$29.00	\$35.00	
Water Heating							
a. Natural Gas	\$8.00	\$9.00	\$13.00	\$17.00	\$21.00	\$25.00	
b. Bottle Gas/Propane							
c. Electric	\$9.00	\$10.00	\$13.00	\$16.00	\$19.00	\$21.00	
d. Oil							
Water, Sewer, Trash Collection							
Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00	
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00	
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00	
Tenant-supplied Appliances							
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Other--specify: Monthly Charges							
Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	
Actual Family Allowances		Utility or Service		per month cost			
To be used by the family to compute allowance. <i>Complete below for the actual unit rented</i>		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
Address of Unit		Water Heating		\$			
		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Number of Bedrooms		Other		\$			
		Other		\$			
		Total		\$			



Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Row House/Townhouse**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$23.00	\$27.00	\$29.00	\$31.00	\$33.00	\$36.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$15.00	\$18.00	\$20.00	\$23.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$28.00	\$31.00	\$40.00	\$48.00	\$56.00	\$68.00
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Air Conditioning	\$11.00	\$13.00	\$23.00	\$33.00	\$42.00	\$54.00
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Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Semi-Detached/Duplex**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$23.00	\$27.00	\$29.00	\$31.00	\$33.00	\$36.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$15.00	\$18.00	\$20.00	\$23.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$28.00	\$31.00	\$40.00	\$48.00	\$56.00	\$68.00
Air Conditioning	\$11.00	\$13.00	\$23.00	\$33.00	\$42.00	\$54.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$37.00	\$38.00	\$45.00	\$52.00	\$59.00	\$66.00
Sewer	\$75.00	\$76.00	\$90.00	\$103.00	\$116.00	\$130.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

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(7/2019)

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Single-Family (Detached House)**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$24.00	\$28.00	\$31.00	\$33.00	\$36.00	\$39.00
b. Bottle Gas/Propane						
c. Electric	\$15.00	\$17.00	\$20.00	\$22.00	\$24.00	\$26.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Monthly Charge)	\$31.00	\$35.00	\$45.00	\$54.00	\$66.00	\$79.00
Air Conditioning	\$9.00	\$11.00	\$24.00	\$37.00	\$51.00	\$69.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$24.00	\$25.00	\$32.00	\$48.00	\$61.00	\$73.00
Sewer	\$69.00	\$70.00	\$86.00	\$101.00	\$116.00	\$131.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

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(7/2019)

Utility Allowance Schedule

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U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Housing Authority of the City of Austin, TX

Unit Type: **Manufactured/Mobile Home**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas	\$20.00	\$24.00	\$25.00	\$28.00	\$31.00	\$33.00
b. Bottle Gas/Propane						
c. Electric	\$16.00	\$19.00	\$19.00	\$20.00	\$20.00	\$21.00
d. Oil						

Cooking

a. Natural Gas	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane						
c. Electric	\$4.00	\$4.00	\$7.00	\$8.00	\$10.00	\$12.00

Other Electric & Cooling

Other Electric (Lights & Appliances) <i>(Includes Monthly Charge)</i>	\$31.00	\$35.00	\$45.00	\$54.00	\$66.00	\$79.00
Air Conditioning	\$11.00	\$13.00	\$22.00	\$31.00	\$40.00	\$50.00

Water Heating

a. Natural Gas	\$9.00	\$12.00	\$17.00	\$23.00	\$27.00	\$32.00
b. Bottle Gas/Propane						
c. Electric	\$11.00	\$13.00	\$16.00	\$20.00	\$23.00	\$27.00
d. Oil						

Water, Sewer, Trash Collection

Water	\$24.00	\$25.00	\$32.00	\$48.00	\$61.00	\$73.00
Sewer	\$69.00	\$70.00	\$86.00	\$101.00	\$116.00	\$131.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
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Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



The Nelrod Company 11/2022 Update

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(7/2019)

Utility Allowance Schedule

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U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: Housing Authority of the City of Austin, TX		Unit Type: Multi-Family Energy Efficient				
Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances						
Heating						
a. Natural Gas	\$13.00	\$16.00	\$17.00	\$19.00	\$20.00	\$23.00
b. Bottle Gas/Propane						
c. Electric	\$6.00	\$7.00	\$9.00	\$10.00	\$12.00	\$14.00
d. Electric Heat Pump						
e. Oil						
Cooking						
a. Natural Gas	\$3.00	\$4.00	\$5.00	\$7.00	\$8.00	\$11.00
b. Bottle Gas/Propane						
c. Electric	\$3.00	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00
Other Electric & Cooling						
Other Electric (Lights & Appliances) <i>(includes climate credit)</i>	\$22.00	\$24.00	\$29.00	\$35.00	\$40.00	\$46.00
Air Conditioning	\$9.00	\$11.00	\$16.00	\$20.00	\$24.00	\$29.00
Water Heating						
a. Natural Gas	\$7.00	\$8.00	\$11.00	\$15.00	\$17.00	\$21.00
b. Bottle Gas/Propane						
c. Electric	\$7.00	\$8.00	\$11.00	\$13.00	\$15.00	\$18.00
d. Oil						
Water, Sewer, Trash Collection						
Water	\$34.00	\$37.00	\$44.00	\$51.00	\$58.00	\$65.00
Sewer	\$69.00	\$76.00	\$89.00	\$102.00	\$114.00	\$127.00
Trash Collection	\$30.00	\$30.00	\$30.00	\$32.00	\$32.00	\$37.00
Tenant-supplied Appliances						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Other--specify: Monthly Charges						
Natural Gas Charge \$22.61	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Actual Family Allowances		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$		
		Cooking		\$		
Name of Family		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
		Water		\$		
Address of Unit		Sewer		\$		
		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
		Other		\$		
		Other		\$		
Number of Bedrooms		Total		\$		



The Nelrod Company 11/2022 Update

adapted from form HUD-52667
(7/2019)

LOCAL CLIMATOLOGICAL DATA

General Information

HUSM-Ver13i_813_Summit-Update

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Study Date: January 23, 2024

PHA/Zip Code* Lookup: TX001

*If zip code is unavailable, choose adjacent zip code.

Name/City of HA: Austin

State: TX

Building Types		#BR	Grouping
Apartment	Yes	0-5	
Row House/Townhouse	Yes	0-5	
Semi-Detached/Duplex			
Detached House	Yes	0-5	
Mobile/Manufactured Home	Yes	0-5	

Average	
Electric	No
Natural Gas	No
Water	No
Sewer	No
Trash	No

6 Schedules - all separate, per Agency

MF (Elevator), MF (Apt), (RH/TH), (S-D/D), SF (DH), & (M/MH)

No Heat Pump

Standard Schedule

Climate Data (Degree Days)

HEATING

January	489
February	367
March	218
April	54
May	2
Jun	0
July	0
August	0
September	2
October	39
November	210
December	457
Annual	1837

COOLING

January	9
February	18
March	61
April	164
May	361
Jun	516
July	620
August	645
September	450
October	221
November	61
December	13
Annual	3139

Typical Low Temp 49

General Information

HUSM-Ver13i_813_Summit-Update

HOUSING AUTHORITY OF THE CITY OF AUSTIN, TX

Study Date: January 23, 2024

PHA/Zip Code* Lookup: TX001

*If zip code is unavailable, choose adjacent zip code.

Name/City of HA: Austin

State: TX

Building Types		#BR	Grouping
Apartment	Yes	0-5	Multi-Family
Row House/Townhouse			
Semi-Detached/Duplex			
Detached House			
Mobile/Manufactured Home			

Average	
Electric	No
Natural Gas	No
Water	No
Sewer	No
Trash	No

Multi-Family Energy Efficient

Energy Efficient Schedule

Climate Data (Degree Days)

HEATING

January	489
February	367
March	218
April	54
May	2
Jun	0
July	0
August	0
September	2
October	39
November	210
December	457
Annual	1837

COOLING

January	9
February	18
March	61
April	164
May	361
Jun	516
July	620
August	645
September	450
October	221
November	61
December	13
Annual	3139

Typical Low Temp 49

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02830

AUSTIN AFFORDABLE HOUSING CORPORATION

ITEM NO. 3.

MEETING DATE: February 15, 2024

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

ITEM TITLE: Presentation, Discussion, and Possible Action on Resolution No. 02830 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 Bridge at Three Hills (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 approval Resolution No. 02830 to take the following actions with regard to the Bridge at Three Hills (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 JCI Residential (Journeyman Group) on a 280-unit multi-family rental property called Three Hills Apartments. The development is located at 12001 Heatherly Drive, Austin, Texas 78747. This asset is located in southeast Austin only a few minutes from downtown. This would be the fifth (5th) asset AAHC and JCI have partnered on together. We have successfully constructed and completed Bridge at Granada and Bridge at Turtle Creek. AAHC has recently stepped into the general partner role for Bridge at Paloma Apartments and Bridge at Delco Flats Apartments. This site sits just a few minutes from South of downtown with quick access to major thoroughfares IH35 and SH 45.

AAHC’s proposed partner, JCI Residential has a proven record of accomplishment with numerous projects completed in and around the Austin area. JCI has an experienced development team in place and has been an excellent partner on our previous two transactions. JCI is a privately held development firm with a current development pipeline of more than 200 projects. AAHC works with the Managing Partner, Sam Kumar, and President, Kurt Goll.

The Three Hills Apartments are currently in lease up and received their final certificates of occupancy (CO's) in December of 2023. The property sits on 11.94 acres. Some of the property amenities include a resort-style swimming pool with lounge seating and cabanas, elegant clubhouse with gathering spaces and full conference room, full kitchen, coffee bar, and business center. Residents also enjoy the expansive fitness center with beautiful views of the Hill Country. The property feeds into the Austin Independent School District and Blazier Elementary School, Paredes Middle School and Akins High School.

This is an important transaction to HACA and AAHC as we have seen this part of Austin continue to displace the affordable community. This partnership will preserve this asset and add deeper affordability for our current voucher holders and the residents that reside in this area. Being so close to many major employers in and around this location, AAHC and JCI can provide some stable and affordable housing to those stakeholders that are threatened with rising rent costs. This property will provide a home to many individuals and families who work in and around the area with no current affordability in place.

Below is a breakdown of the unit sizes. The property is currently 31.50% occupied and rents currently range from \$1,295 for a one bedroom to \$2,295 for the largest two bedroom.

201 1 -bedroom/1-bath	590 square feet to 910 square feet
79 2-bedroom/2-bath	1150 square feet to 1235 square feet

Process:

This resolution is asking the Board of Directors of the Austin Affordable Housing Corporation to allow AAHC to enter the existing partnership as the General Partner while the property is still under lease up and construction financing. The ability for us to amend the current partnership documents now and prior to the permanent financing gives us the opportunity to get an early jump on leasing these units to our affordable community without any push back from the current lender. The property is currently 31.50% occupied. AAHC and JCI are committed to providing 10% of the affordable units at 60% AMI with a goal to achieve 20% at 60% AMI and leasing units to all voucher holders. JCI Management will manage the property. Once the property is ready to convert from construction financing to permanent financing, AAHC will bring this property back to the Board for approval of the financing package. The new name for the property will be Bridge at Three Hills Apartments.

Staff Recommendation:

Staff recommends approval of Resolution No. 02830.

ATTACHMENTS:

- **EXHIBIT A TO THE RESOLUTION**

RESOLUTION NO. 02830

Resolution authorizing the Housing Authority of the City Of Austin (the “Authority”) to take the following actions with regard to the Bridge at Three Hills (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 completion of construction, development and operation of the Development;

WHEREAS, in connection therewith, the Authority has agreed to acquire certain real property in Austin, Texas, as more particularly described on **Exhibit “A”** attached hereto and incorporated herein by reference (the “**Land**”), which constitutes the site for the Development, and to simultaneously lease the Land to Three Hills Apartments, LP, a Texas limited partnership (the “**Owner**”), the general partner of which will be controlled by AAHC, under a long-term ground lease (the “**Ground Lease**”);

NOW, THEREFORE, the Board of Commissioners of the Authority 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 on behalf of the Authority:

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 development and operation of the Development, including but not limited to an Acknowledgement Agreement (Ground Lease), an Amended and Restated Deed of Trust, Assignment of Leases and Rents, Security Agreement and Fixture Filing and any other security instruments and estoppel certificates 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.
3. Take, or cause to be taken, any and all such action, in the name and on behalf of the Authority, as the Chief Executive Officer (or his designee) shall deem to be necessary, desirable or appropriate in order to effect the purposes of the foregoing resolutions.

This resolution shall be in full force and effect from and upon its adoption. Any and all actions taken by the Chief Executive Officer (or the Chief Executive Officer’s designee) acting on behalf of the Authority prior to the date hereof in effecting the purposes of the foregoing resolutions are hereby approved, ratified, and adopted in all respects.

[End of Resolution]

PASSED, APPROVED AND ADOPTED this 15th day of February, 2024.

CHAIRMAN

ATTEST:

SECRETARY

EXHIBIT "A"

The Land

Lot 2, Block A, THREE HILLS APARTMENTS, a subdivision in Travis County, Texas, according to the map or plat thereof recorded in Document No. 202000027, Official Public Records of Travis County, Texas.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02831

HUMAN RESOURCES

ITEM NO. 4.

MEETING DATE: February 15, 2024

STAFF CONTACT: Gloria Morgan, VP of Human Capital & Professional Development

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02831 Approval of the renewal of the Contract for Employee Dental Insurance with United Healthcare

BUDGETED ITEM: Yes

TOTAL COST: \$152,359.00

ACTION

The Board is being asked to approve the renewal of the Contract for Employee Dental Insurance with United Healthcare.

SUMMARY

Background:

As part of its compensation package, the Housing Authority of the City of Austin currently provides its employee with two (2) options for dental coverage offered by United Healthcare: a Dental Maintenance Organization (DHMO) and a Preferred Provider Plan (PPO) buy-up plan.

Process:

On November 29, 2023, the HACA staff met with the Gallagher Group, HACA's insurance brokers, to discuss the upcoming insurance renewal for the 2024-2025 fiscal year. At the meeting Gallagher informed HACA that United Healthcare was proposing a 12% increase to the current dental coverages provide to staff.

HACA entered into an new contract with United Healthcare last year and received a rate pass for both dental plans.

Based on the proposed amount of the premium increase, HACA and Gallagher agreed to issue a Request for Proposals(RFP) to dental insurance carriers, on behalf of HACA, with a submission deadline of January 3, 2024.

A total of seven (7) proposals were distributed for dental insurance coverage. Four(5) carriers submitted proposals for review: United Healthcare, Aetna, BlueCross/BlueShield, Humana and MetLife. Two (2)

carries Cigna and Mutual of Omaha declined to provide quotes.

The proposals were received and reviewed by Gallagher, in order for them to provide a recommendation to HACA.

Aetna's proposal would result in a .08% decrease in premiums for the DHMO and a 3% decrease in premiums in the PPO plan to the agency.

Blue Cross/ Blue Shield's proposal would result in a 72% increase in premiums for the DHMO plan and 4.8% increase in premiums for the PPO plan to the agency.

Human's proposal would result in a 7% increase in premiums for the DHMO plan and a 10% increase in premiums for the PPO plan to the agency.

MetLife's proposal would result in a 17% increase in premiums for the DHMO plan and a 10% increase in premiums for the PPO plan to the agency.

United Healthcare initially proposed a 12.04% premium increase to the DHMO plan and 12.01% premium increase to the PPO/buy-up plan for the plan year 2024-2025.

Through a series of negotiations between United Healthcare and the Gallagher Group, United Healthcare agreed to a 9.48% increase to the DHMO plan and a 9.5% increase to the PPO dental plan for the fiscal year 2024-2025. Last year HACA received rate passes on both DHMO and PPO dental plans.

After additional review of the plans offered by Aetna, BlueCross/ Blue Shield, Humana and MetLife, HACA and Gallagher believes at this time remaining with United Healthcare for our current dental coverage would be the most beneficial choice for our staff.

Staff Recommendation:

In order to continue to provide employees with the best available and affordable dental coverage, HACA recommends that United Healthcare be awarded the renewal contract to provide employee dental coverage for the 2024-2025 fiscal year.

ATTACHMENTS:

▣ **Proposed Dental Plans & Renewal Rates**

RESOLUTION NO. 02831

APPROVAL OF THE RENEWAL OF THE CONTRACT FOR EMPLOYEE DENTAL INSURANCE WITH UNITED HEALTHCARE

WHEREAS, the Housing Authority of the City of Austin seeks to provide insurance coverage benefits for all regular full-time employees,

WHEREAS, the Housing Authority of the City of Austin has reviewed and recommends the acceptance of the renewal rates for employee dental insurance coverage to be provided by United Healthcare.

NOW, THEREFORE, BE IT RESOLVED, the Housing Authority of the City of Austin Board of Commissioners agrees to renew the contract with United Healthcare to provide dental insurance coverage for all regular full-time employees of the Housing Authority of the City of Austin, Southwest Housing Compliance Corporation, Pathways Asset Management, Austin Affordable Housing Corporation and Austin Pathways.

PASSED, APPROVED AND ADOPTED this 15th day of February 2024.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

Dental / Vision Marketing Summary

Carrier	Marketing Activity		
	Dental PPO	Dental DHMO	Vision
Aetna	3% under current	.08% under current	18% under current
Blue Cross Blue Shield	4.8% over current	72% over current	15% over current
Cigna	DTQ	DTQ	DTQ
Humana	10% under current	7% over current	11% under current
MetLife	17% under current	10% over current	15% over current
Mutual of Omaha	DTQ	DTQ	DTQ

UHC Dental PPO Renewal

PPO Dental | Fully-Insured Renewal | Effective 04/01/2024

		CURRENT		RENEWAL		NEGOTIATED RENEWAL	
Carrier Name		UnitedHealthcare		UnitedHealthcare		UnitedHealthcare	
Plan Name		Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental Passive PPO - 2P924 (Dental Buy-Up Plan)	
PLAN DESIGN*							
Network		INN [Options PPO 30]	OON	INN [Options PPO 30]	OON	INN [Network Name]	OON
Calendar Year (CY) Deductible (Individual / Family)		\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Annual Maximum		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Annual Maximum Provision		Yes	Yes	Yes	Yes	Yes	Yes
Coinsurance							
Preventive Services		100%	100%	100%	100%	100%	100%
Cleaning Frequency		2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months
Deductible Waived?		Yes	Yes	Yes	Yes	Yes	Yes
Basic		80%	80%	80%	80%	80%	80%
Periodontics		80%	80%	80%	80%	80%	80%
Endodontics		80%	80%	80%	80%	80%	80%
Major		50%	50%	50%	50%	50%	50%
Major Waiting period		12 months	12 months	12 months	12 months	12 months	12 months
Implants		50%	50%	50%	50%	50%	50%
Orthodontics		50%	50%	50%	50%	50%	50%
Maximum Age		Child Only (To age 19)	Child Only (To age 19)	Child Only (To age 19)	Child Only (To age 19)	Child Only (To age 19)	Child Only (To age 19)
Deductible		No	No	No	No	No	No
Lifetime Max		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Ortho Waiting Period		12 months	12 months	12 months	12 months	12 months	12 months
OON Reimbursement Level		UCR 90th		UCR 90th		UCR 90th	
COST ANALYSIS							
PEPM Rates - Enrollment per 2024 Renewal doc	Plan 1	Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental Passive PPO - 2P924 (Dental Buy-Up Plan)	
Employee (EE) Only	51	\$46.72		\$52.33		\$51.16	
EE + Spouse	9	\$105.71		\$118.40		\$115.76	
EE + Child(ren)	28	\$102.02		\$114.27		\$111.72	
EE + Family	18	\$161.00		\$180.33		\$176.30	
Total Enrollment	106						
Estimated Monthly Premium		\$9,089		\$10,180		\$9,953	
Estimated Annual Premium		\$109,064		\$122,159		\$119,431	
Dollar Difference from Current				\$13,095		\$10,367	
Percent Change from Current				12.01%		9.51%	

The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

Attachment 1

GALLAGHER RISK MANAGEMENT, L.L.C. Page 20

ITEM NO.4 - Page 5 of 9



Insurance | Risk Management | Consulting

UHC Dental DHMO Renewal

DHMO Dental | Fully-Insured Renewal | Effective 04/01/2024

		CURRENT	RENEWAL	NEGOTIATED RENEWAL
Carrier Name		UnitedHealthcare	UnitedHealthcare	UnitedHealthcare
Plan Name		Dental DHMO - D094C	Dental DHMO - D094C	Dental DHMO - D094C
PLAN DESIGN*				
Network Name		DHMO Network	DHMO Network	DHMO Network
Calendar Year (CY) Deductible (Individual / Family)		\$0	\$0	\$0
Annual Maximum		None	None	None
Office Visit		Observation: \$5; After regularly scheduled hours: \$35	Observation: \$5; After regularly scheduled hours: \$35	Observation: \$5; After regularly scheduled hours: \$35
Coinsurance				
Preventive Services		Various copay apply	Various copay apply	Various copay apply
Cleaning Frequency		2 times per 12 months	2 times per 12 months	2 times per 12 months
Deductible Waived?		No	No	No
Basic		Various copay apply	Various copay apply	Various copay apply
Periodontics		Various copay apply	Various copay apply	Various copay apply
Endodontics		Various copay apply	Various copay apply	Various copay apply
Major		Various copay apply	Various copay apply	Various copay apply
Orthodontics		Various copay apply	Various copay apply	Various copay apply
Maximum Age		N/A	N/A	N/A
Deductible		N/A	N/A	N/A
Lifetime Max		N/A	N/A	N/A
Ortho Waiting Period		N/A	N/A	N/A
COST ANALYSIS				
PEPM Rates - Enrollment per 2024 Renewal document	Enrollment	Dental DMO - D094C	Dental DMO - D094C	Dental DMO - D094C
Employee (EE) Only	74	\$11.30	\$12.66	\$12.37
EE + Spouse	12	\$18.24	\$20.44	\$19.97
EE + Child(ren)	26	\$24.67	\$27.64	\$27.01
EE + Family	19	\$28.93	\$32.41	\$31.67
Total Enrollment	131			
Estimated Monthly Premium		\$2,246	\$2,517	\$2,459
Estimated Annual Premium		\$26,954	\$30,199	\$29,508
Dollar Difference from Current			\$3,245	\$2,554
Percent Change from Current			12.04%	9.48%

Dental PPO Options

CURRENT			MARKET OPTION 1		MARKET OPTION 2		MARKET OPTION 3		MARKET OPTION 4		
Carrier Name	UnitedHealthcare		MetLife		Humana		Aetna		BCBS		
Plan Name	Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental PPO		Dental PPO		Dental PPO		Dental PPO		
PLAN DESIGN*											
Network		INN [Options PPO 30]	OON	INN	OON	INN	OON	INN	OON	INN	OON
Calendar Year (CY) Deductible (Individual / Family)		\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Annual Maximum		\$2,000	\$2,000	\$2,250	\$2,250	\$2,000 w/ *extended max	\$2,000 w/ * extended max	\$2,000	\$2,000	\$2,000	\$2,000
Coinsurance											
Preventive Services		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Cleaning Frequency		2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months	2 times per consecutive 12 months
Deductible Waived?		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Basic		80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
Periodontics		80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
Endodontics		80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
Major		50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Implants		50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Orthodontics		50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Maximum Age		Child Only (To age 19)	Child Only (To age 19)	To age 19	To age 19	To age 19	To age 19	Child Only	Child Only	Child Only	Child Only
Deductible		No	No	No	No	No	No	No	No	No	No
Lifetime Max		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
OON Reimbursement Level		UCR 90th		R&C 90th Percentile		R&C 90th Percentile		90th Percentile R&C		90th Percentile R&C	
COST ANALYSIS											
PEPM Rates - Enrollment per 2024 Renewal doc		Plan 1	Dental Passive PPO - 2P924 (Dental Buy-Up Plan)		Dental PPO		Dental PPO		Dental PPO		Dental PPO
Employee (EE) Only		51	\$46.72		\$38.76		\$41.95		\$45.00		\$48.96
EE + Spouse		9	\$105.71		\$87.71		\$94.92		\$101.82		\$110.78
EE + Child(ren)		28	\$102.02		\$84.66		\$91.61		\$98.27		\$106.92
EE + Family		18	\$161.00		\$133.60		\$144.57		\$155.08		\$168.73
Total Enrollment		106									
Estimated Monthly Premium			\$9,089		\$7,541		\$8,161		\$8,754		\$9,525
Estimated Annual Premium			\$109,064		\$90,497		\$97,933		\$105,053		\$114,299
Dollar Difference from Current					-\$18,567		-\$11,131		-\$4,011		\$5,235
Percent Change from Current					-17.02%		-10.21%		-3.68%		4.80%
PLAN PROVISIONS											
Rate Guarantee		1 Year rate guarantee ending 03/31/2024		1 Year rate guarantee ending 03/31/2025		3 Year rate guarantee ending 3/31/2027		1 Year rate guarantee ending 03/31/2025		1 Year rate guarantee ending 03/31/2025	

*Humana extended max: Additional coverage (30%) for preventive, basic, and major services after the calendar-year maximum is met (excludes ortho)

Dental HMO Options

		CURRENT	MARKET OPTION 1	MARKET OPTION 2	MARKET OPTION 3	MARKET OPTION 4
Carrier Name		UnitedHealthcare	MetLife	Humana	Aetna	BCBS
Plan Name		Dental DMO - D094C	MET290 - Texas	TX DHMO	DHMO 64 \$5/\$2300	MAC
PLAN DESIGN*						
Network Name		DMO Network	Managed Dental	Managed Dental	DHMO Network	
Calendar Year (CY) Deductible (Individual / Family)		\$0	\$0	\$0	\$0	\$50 / \$150
Annual Maximum		None	None	None	None	\$1,000
Office Visit		Observation: \$5; After regularly scheduled hours: \$35	\$5 Copay	\$0 copay After regularly hrs: \$30 Copay	\$5 Copay	NA
Coinsurance						
Preventive Services		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	100%
Cleaning Frequency		2 times per 12 months	2 times per 12 months	2 times per 12 months		2 times per 12 months
Basic		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	50%
Periodontics		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	30%
Endodontics		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	30%
Major		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	30%
Implants			Various copay apply	Various copay apply	Various Copay apply	Not covered
Orthodontics		Various copay apply	Various copay apply	Various copay apply	Various Copay apply	Not covered
Maximum Age		N/A	Adult and adolescent	Adult and adolescent	Adult & Child	NA
Deductible		N/A	N/A	N/A	N/A	N/A
Lifetime Max		N/A	N/A	N/A	N/A	N/A
Ortho Waiting Period		N/A	N/A	N/A	N/A	N/A
COST ANALYSIS						
PEPM Rates - Enrollment per 2024 Renewal document		Enrollment	Dental DMO - D094C	MET290 - Texas	TX DHMO	DHMO 64 \$5/\$2300
Employee (EE) Only		74	\$11.30	\$12.46	\$12.16	\$11.31
EE + Spouse		12	\$18.24	\$20.13	\$19.65	\$18.26
EE + Child(ren)		26	\$24.67	\$27.22	\$26.60	\$24.69
EE + Family		19	\$28.93	\$31.92	\$31.18	\$28.95
Total Enrollment		131				
Estimated Monthly Premium			\$2,246	\$2,478	\$2,420	\$2,248
Estimated Annual Premium			\$26,954	\$29,734	\$29,036	\$26,977
Dollar Difference from Current				\$2,780	\$2,082	\$23
Percent Change from Current				10.31%	7.72%	0.08%
PLAN PROVISIONS						
Rate Guarantee			1 Year rate guarantee ending 03/31/2024	1 Year rate guarantee ending 03/31/2025	3 Year rate guarantee ending 03/31/2027	1 Year rate guarantee ending 03/31/2025
						1 Year rate guarantee ending 03/31/2025

Dental PPO + HMO Contributions- Current vs. Renewal

Current Plan Design - Assumes Same Employer Contribution Percentage

CURRENT							RENEWAL						EE Difference \$ΔEE / %Δ ER	
Coverage Tier	Lives	Monthly Premium Amount	EE Monthly Contribution	EE Semi Monthly Contribution	ER Monthly Contribution	ER Monthly Percentage	Lives	Monthly Premium Amount	EE Monthly Contribution	EE Semi Monthly Contribution	ER Monthly Contribution	ER Monthly Percentage		
PPO							PPO Renewal							
Employee Only:	51	\$46.72	\$35.19	\$17.60	\$11.53	25%	51	\$51.16	\$38.54	\$19.27	\$12.62	25%	\$3.34	0%
Employee + Spouse:	9	\$105.71	\$88.88	\$44.44	\$16.83	16%	9	\$115.76	\$97.32	\$48.66	\$18.44	16%	\$8.45	0%
Employee + Children:	28	\$102.02	\$80.27	\$40.14	\$21.75	21%	28	\$111.72	\$87.91	\$43.95	\$23.81	21%	\$7.63	0%
Employee + Family:	18	\$161.00	\$135.98	\$67.99	\$25.02	16%	18	\$176.30	\$148.91	\$74.45	\$27.39	16%	\$12.92	0%
TOTAL	106	\$9,089	\$7,290	\$3,645	\$1,799	20%	106	\$9,953	\$7,983	\$3,992	\$1,969	20%		
Dental DHMO							DHMO Renewal							
Employee Only:	74	\$11.30	\$0.00	\$0.00	\$11.30	100%	74	\$12.37	\$0.00	\$0.00	\$12.37	100%	\$0.00	0%
Employee + Spouse:	12	\$18.24	\$1.74	\$0.87	\$16.50	90%	12	\$19.97	\$1.90	\$0.95	\$18.07	90%	\$0.16	0%
Employee + Children:	26	\$24.67	\$3.35	\$1.67	\$21.32	86%	26	\$27.01	\$3.66	\$1.83	\$23.35	86%	\$0.32	0%
Employee + Family:	19	\$28.93	\$4.40	\$2.20	\$24.53	85%	19	\$31.67	\$4.82	\$2.41	\$26.85	85%	\$0.42	0%
TOTAL	131	\$2,246	\$191	\$96	\$2,055	91%	131	\$2,459	\$210	\$105	\$2,249	91%		

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02832

HUMAN RESOURCES

ITEM NO. 5.

MEETING DATE: February 15, 2024

STAFF CONTACT: Gloria Morgan, VP of Human Capital & Professional Development

ITEM TITLE: Presentation, Discussion and Possible Action regarding Resolution No: 02832:
Approval of renewal of Employee Medical Insurance with United Healthcare

BUDGETED ITEM: Yes

TOTAL COST: \$4,448,393.00

ACTION

The Board is being asked to approve the renewal of the contract for Employee Medical Insurance with United Healthcare.

SUMMARY

Background:

As part of its comprehensive compensation package, the Housing Authority of the City of Austin(HACA) currently offers its regular full-time employees medical coverage through United Healthcare's Navigate plan.

Process:

On November 29, 2023, the HACA staff met with the Gallagher Group, HACA's insurance brokers, to discuss the upcoming insurance renewal for the 2024-2025 fiscal year. At the meeting Gallagher informed HACA that United Healthcare was proposing a 28% increase to our current coverage. HACA entered into a new contract with United Healthcare last year.

Based on the proposed amount of the premium increase, HACA and Gallagher agreed to issue a Request for Proposals(RFP) to insurance carriers, on behalf of HACA, with a submission deadline of January 3, 2024.

A total of eight (8) proposals were distributed for medical insurance coverage. Six (6) carriers submitted proposals for review: United Healthcare, United Healthcare Surest, Aetna and BlueCross/BlueShield, Curative and Imagine360. Two (2) carries Cigna and TX Health declined to provide quotes. The proposals were received and reviewed by Gallagher, in order for them to provide a recommendation to HACA.

Gallagher received the following proposals:

Aetna's proposal would result in a 31.7% increase of premiums to the agency.

BlueCross/BlueShield' proposal would result in an 18% increase of premiums to the agency.

Curative's proposal would result in a 32% increase of premiums to the agency.

Imagine360's proposal would result in a 39% increase of premiums to the agency.

United Healthcare Surest's proposal would result in a 7.3% increase of premiums to the agency.

Through a series of negotiations between United Healthcare and the Gallagher Group, United Healthcare proposed a 19% rate increase in premiums. This was based on HACA's demographics and claims experience. Last year HACA received a 12.5% rate increase. After additional review of the plans being offered by the five carriers listed above, it was determined that the proposals submitted by Aetna, BlueCross/BlueShield, Curative, Imagine360 and United Healthcare Surest were not comparable to HACA's current coverage with United Healthcare.

The plans would call for employees to be responsible for an increase in their deductible, more out of pocket expenses such as co-pays for primary care office visits, emergency room visits and other diagnostic services. Also, they were not able to provide coverage that would allow our employees to maintain the same level of coverage that is currently being provided with United Healthcare.

HACA currently offers employees the Navigate plan; however, it is considered a Health Maintenance Organization (HMO). Under this plan employees are required to select a Primary Care Physician (PCP) from United Healthcare and employees are also be required to obtain a referral in order to see a United Healthcare Specialist.

Last year HACA received a 12.5% increase. Based on our current demographics and utilization, HACA believes the proposed increase to renew the Navigate Plan with United Healthcare is reasonable and fiscally responsible. In addition, for the fiscal year 2024-2025, HACA will continue to impose the surcharge of \$50 per month, to employees who choose to continue to use tobacco products. Employees may participate in and complete a tobacco cessation program if they wish to avoid the surcharge.

Staff Recommendation:

In an effort to provide employees with the best affordable, available healthcare coverage, HACA recommends United Healthcare be awarded the renewal contract to provide employee health insurance coverage for the 2024-2025 fiscal year by utilizing United Healthcare's Navigate Plan.

ATTACHMENTS:

▣ **Proposed Insurance Plan & Renewal Rates**

RESOLUTION NO. 02832

APPROVAL OF RENEWAL CONTRACT FOR EMPLOYEE MEDICAL INSURANCE

WHEREAS, the Housing Authority of the City of Austin seeks to provide insurance coverage benefits for all regular full-time employees,

WHEREAS, the Housing Authority of the City of Austin recommends acceptance of the renewal for employee medical insurance coverage to be provided by United Healthcare.

NOW, THEREFORE, BE IT RESOLVED, the Housing Authority of the City of Austin Board of Commissioners agrees to renew the contract with United Healthcare to provide health insurance coverage for all regular full-time employees of the Housing Authority of the City of Austin, the Southwest Housing Compliance Corporation, Austin Affordable Housing Corporation and Austin Pathways.

PASSED, APPROVED AND ADOPTED this 15th day of February 2024.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02833

PURCHASING ITEM NO. 6.

MEETING DATE: February 15, 2024

STAFF CONTACT: Nora Velasco, Director of Operations and Procurement

ITEM TITLE: Presentation, Discussion, and Possible Action Regarding Resolution No. 02833: Approving the Award of a 5th final Year Renewal Contract For Janitorial and Day Porter Services to M & R Elite Janitorial Solutions, LLC.

BUDGETED ITEM: Yes

TOTAL COST: \$ 98,000.00

ACTION

The Board is being asked to approve the award of a renewal contract for janitorial and day porter services to M & R Elite Janitorial Solutions, LLC. This is the fifth and final year renewal with a 1.5 % increase.

SUMMARY

Background:

The Housing Authority of the City of Austin utilizes the services of contractors to perform janitorial services to ensure our community rooms are cleaned, presentable, and ready for resident programs. Porter services at HACA's administration building provides all day janitorial services, ensuring a cleaner, sanitized building at all times. The scope of this contract includes after hour services at five of our properties' community rooms and day porter services at our main administration office.

Process:

An Invitation for Bid, HACA-19-I-0233 was issued for Janitorial and Porter Services on November 21, 2019 with a due date of December 20, 2019. It was advertised in the Austin American Statesman on Sunday, November 24th and December 1st, 2019. The invitation for bid was also posted on HACA's website and the Housing Agency Marketplace, HACA's online bidding service. Twenty-nine (29) proposals were read, recorded, and witnessed by Tina Benson, Purchasing Coordinator and bid official Nora Velasco. M & R Elite Janitorial Solutions, LLC was selected as the most responsive bidder and was awarded the contract upon this Board's approval on January 14, 2020.

Staff Recommendation:

Staff recommends awarding the 5th and final year renewal to M & R Elite Janitorial Solutions, LLC. Staff's experience with this firm has been positive and consistent for the past four years. Problems and issues are minimal and are resolved quickly. M & R has continued to be a great partner in our efforts in keeping our

facilities clean and sanitized.

ATTACHMENTS:

- ▣ **ATTACHMENT 1: TABULATIONS**
- ▣ **ATTACHMENT 2: BIDDERS' QUALIFICATIONS**

RESOLUTION NO. 02833

**APPROVAL OF AN AWARD OF RENEWAL CONTRACT FOR JANITORIAL AND
PORTER SERVICES**

WHEREAS, on December 20, 2019, the Housing Authority of the City of Austin opened and publicly read bids to award a contract for Janitorial & Porter Services, and;

WHEREAS, on January 14, 2020 M & R Elite Janitorial Solutions, LLC was deemed responsive, responsible and was awarded such contract;

WHEREAS, the performance of this vendor has been satisfactory during last four years of the contract;

WHEREAS, it is the recommendation of the President & CEO that the contract with M&R be renewed for the fifth and final year with a 1.5% rate increase in the total amount not to exceed \$ 98,000.00.

NOW, THEREFORE BE IT RESOLVED, that the Housing Authority of the City of Austin Board of Commissioners authorizes the President & CEO to accept the proposal as submitted and award such contract.

PASSED, APPROVED, AND ADOPTED this 15th day of February, 2024.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

BID TABULATION
JANITORIAL & PORTER SERVICES
HACA-19-I-0233
December 20, 2019 10:00 AM/CST

Company Name	Thurmond Heights 8436 Goldfinch Ct.	Meadowbrook Learning Center 1201 W. Live Oak	Booker T. Washington Community Center 905 Bedford	Booker T. Washington Neighborhood Networks Center 905-A Bedford St.	ADAPT 1100 S IH 35	TOTAL MONTHLY	TOTAL ANNUAL	RENEW RATE %	PORTER SVC 1124 S. IH 35 LABOR COST PER HOUR/PER INDIVIDUAL	PORTER SVC ANNUAL COST	JANITORIAL AND PORTER SERVICE TOTAL ANNUAL COST	RENEW RATE %
1 M&R's Elite Janitorial	\$616.00	\$1,250.00	\$459.00	\$975.00	\$800.00	\$4,100.00	\$49,200.00	1.5	\$15.80	\$98,592.00	\$147,792.00	1.5
2 UMove it We Clean It	\$3,200.00	\$3,520.00	\$3,200.00	\$4,000.00	\$800.00	\$14,720.00	\$176,640.00	2	\$22.00	\$137,280.00	\$313,920.00	2
3 Jani King	\$697.00	\$2,167.00	\$797.00	\$1,377.00	\$817.00	\$5,855.00	\$70,260.00	3	\$15.00	\$93,600.00	\$163,860.00	3
4 *Capitol City Janitorial	\$794.57	\$1,390.50	\$794.57	\$993.21	\$794.57	\$4,767.42	\$57,209.04	3	\$18.92	\$118,060.80	\$175,269.84	3
5												
6												
7												
8												
9												
10												

* Math Correction +.024 year

Bid Official:

Nora Morales

Date:

1/20/19

Witness:

Tina Benson

Date:

12/20/19

Statement of Bidder's Qualifications

M & R's Elite Janitorial Solutions, LLC is a Texas-based and HUB certified business that specializes in janitorial services. We provide a full line of services, from general janitorial services, to day porters and pressure washing and window cleaning. Our services are custom and are tailored to your scope of work and needs. We never subcontract any work so that the quality of these services, and management oversight adhering to our strict quality standards are always reflected in the work that we do. Our company's personnel experience dates back over 13 years in the industry, assuring high quality standards of the work being done. Organized in 2014, M & R's has been operational for 5 years under its current name in the business of providing janitorial services.

Full permanent business address for M & R's Elite Janitorial Solutions is 20526 Broughwood Cir., Katy, TX 77449. The business is a partnership, owned by Mr. Felipe Romero, Jr (51%) and Mr. Arturo B Mejia (49%), both Hispanic male owners.

Currently, M & R's employs approximately 40 staff members (mostly part-time), and revenue generated is approximately \$628,000 a year. The company is based in Katy, but has satellite offices in South Texas, Austin and San Antonio with accounts in those same markets. Our current workload includes utilities, municipalities, government agencies, and clinics that have dedicated team members ensuring that high quality standards are met, and who regularly meet with clients and team members in order to be proactive with any potential issues. M & R's Elite Janitorial Solutions currently holds accounts in almost every sector throughout Texas. Relevant to this project are our governmental agencies and other Housing Authority office we service, to name a few. Our supervisory team ensures quality standards are met with local clients in that area to ensure compliance.

Current Contracts in place:

Housing Authority of the City of Brownsville - \$21,126 1-year contract – Completion Date: August 2020, with additional 4 years of renewal options (currently in year 1).

City of Beaumont, TX - \$17,115 1-year contract- Completion Date: January 2021, with additional 2 years of renewal options (currently in year 2).

City of Dickinson, TX - \$62,208 2-year contract – Completion Date: October 2021, with additional 2 years of renewal options (currently in year 1).

City of Port Arthur, TX - \$39,960 1-year contract – Completion Date: June 2020, with additional 2 years of renewal options (currently in year 1)

Texas Department of Public Safety – Beaumont Regional Facility - \$37,440 2-year contract – Completion Date: August 2020, with additional option of 2-year renewal (currently in term 1).

Texas Department of Public Safety – Austin Regional Facility - \$14,795 1-year contract – Completion Date: August 2020, with additional 3 years of renewal options (currently in year 2).

Texas Department of Transportation – Lee County Maintenance Warehouse - \$6,676 1-year contract – Completion Date: August 2020, with additional 3 years of renewal options (currently in year 2).

The Gulf Coast Center - \$117,000 1-year contract – Completion Date: August 2020, with 1 year of renewal option (currently in year 2).

Texas Workforce Solutions Alamo - \$161,890 1-year contract – Completion Date: September 2020, with 2 additional years of renewal options (currently in year 2).

Texas Workforce Solutions Cameron - \$62,622 1-year contract – Completion Date: October 2020, with 3 additional years of renewal options (currently in year 2).

Texas Workforce Solutions of the Coastal Bend - \$90,000 1-year contract – Completion Date: December 2020, with 3 additional years of renewal options (currently in year 1).

Texas Workforce Commission - \$7,613 1-year contract – Completion Date: August 2020, with no remaining renewal options (year 3 of 3).

M & R's Elite Janitorial Solutions provides a variety of janitorial services and includes carpet cleaning (shampoo/extraction), floor stripping and waxing, general janitorial services, emergency cleaning, power washing, window cleaning, emergency cleaning, pre/post event cleaning, final cleaning, day porter services and many other solutions for your facility. Our company has experience in almost every sector, and managerial experience dates back to over 13 years. Having hands-on janitorial experience, top management implements a one-on-one approach with all team members to focus on real challenges and addressing and solving issues in the day to day operations.

The company understands the importance of client property, and adherence to local and state laws requiring insurance against employee claims, property damage and bonds. To this end, M & R's is fully insured for general commercial liability up to \$2 million dollars, and has commercial auto liability for its vehicles, and workman's compensation insurance. We also have employee theft bonds, and have access to surety bonds as needed for certain clients.

Name & address of bonding company: Merchants Bonding Company, P.O. Box 14498, Des Moines, IA 50306-3498

Name & address of agent: Surety1, 3225 Monier Circle, Suite 100, Rancho Cordova, CA 95742

Completed contracts:

Houston Area Safety Council

**Contact person: Saul Salas, Office & Administrative Manager; 281-824-2573 ssalas@hasc.com
7720 Spencer Highway, Pasadena, TX 77505**

This account included 1 facility with a total of 65,450 square feet

The Houston Area Safety Council (HASC) is a non-profit trade association that serves the Texas Gulf Coast, offering comprehensive industry solutions, including training and health services. Scope included day porter services, evening janitorial services, floor maintenance and annual deep cleaning services.

BioScience Research Collaborative – Rice University

Contact Person: John T McDevitt, Professor; mcdevittlab@rice.edu

6500 Main Street, Houston, TX 77030

This account includes 1 facility with a total of **13,000 square feet**

Laboratory cleaning and floor work for professor in university setting. Also included preparing, cleaning and help with relocation of professor belongings, and make laboratory ready for next professor.

Texas Department of Public Safety – New Braunfels Driver License Office

Contact person: Herman W. Gray, Jr., Regional Facilities Manager; 210-531-4302
herman.gray@dps.texas.gov

117 Conrads Lane, New Braunfels, TX 78130

DPS Mega Center Driver License office in New Braunfels, TX. Services included general janitorial tasks, including a dedicated day porter servicing the high traffic facility during the day (8am to 5pm), and a night custodian performing general janitorial duties, including floor/carpet maintenance, trash removal, dusting, restrooms, break rooms, and other periodic tasks, including medium and heavy cleaning.

City of Mont Belvieu

Contact person: Dustin Schubert, Parks & Recreation; 281-576-2213, ext. 280,
dschubert@montbelvieu.net

11607 Eagle Drive, Mont Belvieu, TX 77523

This account includes 6 facilities, with a total of **50,441 square feet**

Total employees assigned: 2

The City of Mont Belvieu is a municipality in the east part of Houston, servicing a population of about 6,000. Its recent growth has allowed the city to build a recent state of the art Senior Center (Hilltop), which we currently also service. Services included general janitorial evening services, and annual floor maintenance to include carpet shampoo and floor seal, strip and wax. Full scope included daily, weekly, monthly biannual and annual tasks. Facilities being serviced included City Hall, older Senior Center, Animal Shelter, Maintenance Office, Police – Municipal Court, and the newest Hilltop Senior Center.

Project Methodology & Quality Plan

Having read the RFP in its entirety and through internal meetings to discuss the scope fully, M & R's has a full understanding of the services being requested by the Housing Authority of the City of Austin (HACA) and has developed a summary of its services approach included in this proposal. The timeline to complete the tasks as per the RFP is as follows;

I. Timeline

Initial Phase (first week within start date):

- Bring buildings up to current standards
- Meet with facility manager(s) to discuss current issues, desired outcomes, and coordinate necessary items (access, security clearance, etc.)
- Inventory control (equipment and supplies)

Phase II (after week 1):

- Quality management standards
- Continuous monitoring of implementation of SOW expectations
- Walk-throughs with HACA staff and feedback on performance

Phase III:

- Work closely with HACA staff to address minor deficiencies and correct immediately
- Work and coordinate other special projects, such as floor maintenance (carpet shampoo/ floor strip/wax), carpet shampoo/extraction, or power washing
- Provide inspection reports, logs and other inventory-related documentation as required by the contract and for quality management purposes.

To this end, we will be performing those services being requested on a weekly and monthly basis. Biannual and quarterly services will be scheduled with HACA staff as required on the RFP.

II. Proposed Staffing

The total number of staff to be assigned to this project are approximately 9 persons. This number encompasses a total of 3 full-time day porters, 4 evening custodians, 1 floor technician, 1 supervisor, and a support team of a project manager and the director of operations, and a back-up/floater custodians/day porters. This number reflects personnel required to also provide continuous uninterrupted services as required in the RFP with the listed timeframes. All of our custodians are prescreened and are experienced in the industry, and this is done through verifiable references. Our project managers and supervisors each also have at least 5 years of experience in almost every sector. Servicing similar accounts (Housing Authority of Brownsville) you can expect relevant experience as it relates to servicing facilities such as these in the area. Local supervision is always strictly enforced to ensure compliance with scope of work requirements.

Staffing Procedures

The company has a dedicated recruitment & retention team in human resources aimed at finding and retaining highly qualified personnel for our projects. To this end, only candidates with relevant experience, and a verifiable record of work are considered and hired. The first approach M & R's takes when staffing a new account is to discuss with the client the existing custodial personnel at the facilities, and determine whether they would like to keep current staff. If there are challenges or concerns facing the current custodial team, then new personnel will be hired. All of our candidates go through an extensive application process, from interviewing and criminal background checks, to drug testing to ensure reliable, qualified candidates. Interviews will take place, and job offers may be given to the current custodial team. If accepted, training will take place and policies will be provided to the team members. If the job offers are not accepted, other qualified, interested candidates will be contacted for interviews.

For the HACA, we propose at least 7 days to ramp up and be able to cover staffing and equipment and supplies that we would need to provide. This includes negotiating with our current suppliers and getting everything organized to have enough time for delivery to the facilities by the start date. We would also meet and coordinate with the facility manager(s) to go over the transition plan and to address questions and concerns. Our staff can be easily identified by the uniforms that we provide to each of them and that they are required to wear. Supervisors and team leads are to wear our company polo shirts embroidered with our logo, dress pants and tennis shoes. Evening custodians wear company and logo embroidered cobble aprons with pockets that allow them to carry keys and essentials (attached find a supplement document showcasing our uniforms) or company t-shirts. Badges are also provided to them so that they may be identified by name and a photo of them. A list of the personnel would also be provided at the start of the contract for client's reference of those entering and exiting the premises under our company name. M & R's facilitates the communication with clients and their representatives through a variety of electronic methods. We provide cellular phones to the management team, including the supervisor. An email account is also provided to facilitate electronic communication.

Staff Training

The objectives for our training programs are designed so that the following can be achieved:

- The custodial team member will be able to effectively perform the assigned duties and tasks in a safe manner.
- Demonstrate the safety precautions necessary to avoid accidents and injuries while performing common janitorial tasks.
- Exercise the proper procedures for reporting injuries.
- Emphasize customer interactions and professional conduct

The following areas are covered during new and current employee safety and general trainings:

- I. Use of appropriate work attire
- II. Ergonomic Hazards
- III. Chemical Hazards
- IV. Electrical Hazards
- V. Slips and Falls
- VI. Injuries on the job
- VII. OSHA topics
- VIII. Professional conduct, ethics and attendance

Training is performed on the first day as part of orientation for new employees and on a quarterly basis for current custodians and supervisors. This is performed at the job site or another designated area. Trainings typically take 2-3 hours and do not interfere with regular job schedules. These trainings may also take form of a safety meeting, bringing up any potential issues, news or changes in processes.

Quality Management

M & R's Elite Janitorial Solutions believes that communication with clients is key to a successful outcome. Therefore, all of our supervisors and project managers are provided an email address and cellular phone that will facilitate communication between HACA's representatives and the company. HACA's main point of contact will be the project manager, who will communicate with the working supervisor. Any need to address issues will be immediately communicated. Quality control is strictly enforced by physically having the supervisor inspect all the sites on a daily basis. The project manager does weekly checks as well and addresses any deficiencies. The supervisor and project manager, however, are continually in communication (daily) to discuss the findings and issues and correct and address any areas potential for problems. Checklists are provided on the first day and to be completed based on the scope of work daily by the custodial team and then verified by the supervisor. Attached you will find a sample checklist used for daily inspections.

The operations manager will work closely with the supervisor and custodial team in order to achieve quality assurance goals. Communication between the cleaning staff and the management team will be done on a daily basis. While the company encourages professional work relationships between clients and employees, any issues or special requests/favors for additional services should be done in writing or with the operations manager and not with the custodial team. This will allow the company to determine whether such requests are consistent with HACA's standards. The operations manager and the HACA's representative(s) will have constant email and telephone communication, and arrange for meetings as necessary and to inspect the facilities at least on a monthly basis as

per the RFP, Local supervision is important to maintain quality checks and assurance throughout the period of performance.

M & R's Elite Janitorial Solutions always strives to provide continuous professional services for our customers. There are procedures in place that address the importance of uninterrupted services that our customers come to expect. Therefore, the following applies as it relates to employee substitutions for assurances of staff coverage at all facilities:

At the start of the contract, the number of custodians assigned to the project will be hired. The company will hire an additional custodian on a stand-by basis. These custodians are provided the company's on call and attendance policies. All employees are subject to background checks to adhere to security and background clearance policies. Hiring on call employees allows us to be proactive in the need for additional and immediate manpower. Back-up custodians are continually contacted to check that their availability has not changed. If the scope of work requires emergency services, these same employees are also considered in the event that regular employees are not available. The same is true in the rare event that back-ups are not available. The same custodial team from other facilities would be available to cover. The supervisor is also be available for such emergencies or need for an immediate replacement should one or several be needed. The company also has 1 floater, who is also available to replace someone temporarily on a short notice. Finally, the operations manager would be available to cover should none of the above measures be sufficient.

M & R's Elite Janitorial Solutions prides itself in establishing preventive measures through continuous communication with clients. While our goal is to be proactive, we understand that issues may come up from time to time that are out of our control. Addressing any issues or problems is extremely important in order to ensure excellent customer service. The operations manager will always be in communication with the client and will work closely with his/her supervisor to make sure all tasks are being covered. S/he will serve as a liaison to facilitate addressing any complaints/issues and work with the supervisor to correct any deficiencies. While the company has established procedures to always address any complaints to their immediate supervisors, an open-door policy is also implemented to address areas that cannot be handled directly by the supervisors. This same policy encourages employees to make suggestions or requests on how to facilitate certain procedures. The company encourages employees to reach their potential and grow with the company by addressing areas or providing suggestions on how to improve a process.

Policies & Procedures

The company has many policies and procedures that reflect the values and commitment it has with all of its customers. To this end, the following policies and procedures are in force as they relate to client property, insurance, and additional information about M & R's Elite Janitorial Solutions. These policies further compliment the approach taken for this project:

The company has implemented a policy designed to safeguard and protect employees and clients for whom services are provided or where M & R's is present. In conjunction with general and strict security and access policies, the company does run criminal background checks for every new employee. Whether the facility is a school or an office, security checks are always performed in order to provide a safe, reliable and committed workforce to all our clients. We use several public and private local, state and national databases to perform these checks. Background checks may also be done annually or as deemed necessary (or as per company policy, upon a change that may impact continued employment eligibility) for current employees. Evidence/file of the employee's record check can and will be provided to the client upon request.

The company understands the importance of client property, and adherence to local and state laws requiring insurance against employee claims, property damage and bonds. To this end, M & R's is fully insured for general commercial liability up to \$2 million dollars, commercial auto liability for its vehicles, and workman's compensation insurance. We also have employee theft bonds, and have access to surety bonds as needed for certain clients. The company has also implemented a policy on theft or damage to client's property or job sites. All property found within the job site remains property of the client and under no circumstance should be taken. Any items that may seem to have been dropped, lost or left behind in unusual places shall be reported to the supervisor, who will then communicate with the operations manager for the return of the item. The operations manager will then communicate with the client's representative to coordinate the return. Any employee found to be taking property from the client will be reprimanded and is grounds for immediate termination.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02834

FINANCE ITEM NO. 7.

MEETING DATE: February 15, 2024

STAFF CONTACT: Barbara Chen, Chief Financial Officer

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02834: Approval of the Revisions to the Travel Policy of the Housing Authority of the City of Austin

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is asked to approve Resolution No. 02834: Approving of the Travel Policy Revision for the Housing Authority of the City of Austin.

SUMMARY

Background:

The Travel Policy is revised to make minor changes and eliminate inconsistent wording to make the policy more understandable and follow the current practices.

Process:

It is staff's responsibility to review and update the Travel Policy periodically to ensure compliance with the IRS regulations and reflect current practices.

Staff Recommendation:

Staff recommends approval of the revised Travel Policy.

ATTACHMENTS:

- ▣ **Revised travel policy**

RESOLUTION NO. 02834

**RESOLUTION APPROVING THE REVISED TRAVEL POLICY FOR THE HOUSING
AUTHORITY OF THE CITY OF AUSTIN**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires the Housing Authority of the City of Austin to have adopted and approved a Travel Policy; and

WHEREAS, the Housing Authority of the City of Austin desires to revise the Travel Policy to be compliant with IRS regulations and reflect current practices; and

NOW, THEREFORE, BE IT RESOLVED that the Housing Authority of the City of Austin's Board of Commissioners approves and adopts the Revised Travel Policy for the Housing Authority of the City of Austin.

PASSED, APPROVED AND ADOPTED this 15th day of February 2024.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

TRAVEL POLICY AND PROCEDURES

(Revised 7/16/20 - Resolution 2661)

I. INTRODUCTION

A. Purposes. The purposes of this travel policy are as follows:

1. To establish clear, uniform policies and procedures for the reimbursement of travel costs incurred while on HACA business, which is defined as, but not limited to, conducting or holding oneself out as conducting any business-related activity that benefits HACA, including all meetings, workshops, seminars, conferences attended by Agency Staff or Commissioners.
2. To clearly identify travel expenses eligible for payment by HACA.
3. To account for and report properly for all travel-related expenses.

B. Official Policy. Official travel is travel that is reasonable and necessary for the conducting of official HACA business.

*Travel advances will not be made available to travelers that have outstanding travel reimbursements. [Any outstanding travel reimbursement will be deducted from the next advance within a month.](#)

II. RESPONSIBILITIES

A. Traveler Responsibilities.

1. Ensure that a Travel Expense Claim is filed in accordance with this policy.
2. Be conservative in expenditures while traveling on HACA business, as if such costs were being paid by the traveler personally. Exercise prudence in the selection of lodging, meals, [transportation](#), and training.
3. Travel requests should be submitted [to the Finance Department](#) no fewer than 10 working days before the trip.
4. Complete and submit forms to detail actual travel expenses [with all receipts](#) within ~~one~~ [two](#) weeks (fourteen calendar days) of the travel completion date [to Finance Department](#).
5. Submit the original paper receipt or an electronic receipt with the expense reimbursement to substantiate the expense as reasonable and appropriate. ~~If an~~

~~electronic receipt is submitted, after the pilot period, there will be a transition period of two years, where a) the traveler must also send the original paper receipt to Finance, in the event the expenditure is audited by a third party, and b) HACA will ask third party partners and grantors to update agreements to accept electronic receipts as the new normal.~~

B. Finance Department Responsibilities. Departmental responsibilities include the following areas:

1. Monitor the approved travel budget.
2. Establish adequate internal controls to provide reasonable assurance that instances of noncompliance with this travel policy are detected and resolved.
3. Report travel expenditures under the proper accounting codes and according to procedure.
4. Review Travel Expense Claims to ensure compliance with this travel policy.
5. Authorize reimbursement for properly completed Travel Expense Claims.
6. Submit travel advances and travel claims to the President/CEO's office in a timely manner.
7. Authorize or dispute air travel charges in accordance with section IV-E-2.
8. Assure that duplicate travel claims are not submitted; assure that expenses claimed for reimbursement have not been paid directly by HACA.
9. Ensure that the agency's policy is in total compliance with all HUD, State, and Federal regulations.
10. Make payment for authorized travel advances and for reimbursement of authorized travel claims.
11. Provide periodic reports to the President/CEO of any travel-related problems identified.

III. AUTHORITY TO TRAVEL

Authorization. All travel for the Authority shall be authorized and approved by the Department Director/Vice President, or their designate; if the travel expenditure is budgeted. If the travel expenditure is not budgeted it must be approved by the President/CEO, or their designate.

IV. EXPENSES ELIGIBLE FOR REIMBURSEMENT

A. Receipts are Required for these Expenses ~~on this Page~~

<u>Description</u>	<u>Amount Reimbursed</u> ¹
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Lodging ²:

Cities listed in General Services Administration Index	GSA Lodging rates
Locations not listed in the General Services Administration Index	Use GSA Standard rates
Hotel	Actual

Transportation:

Airline ³	Coach
Car rental, gas	Actual
HACA Vehicle, gas, repairs	Actual
Taxi/Shuttle	Actual
Parking per day	Actual up to \$ 11 14
Toll ⁴	Actual

Training Seminars/Conferences:

Registration	Actual
Books, supplies	Actual

Other:

Business calls/Internet/Faxes	Actual
Personal calls (1 arrival, 1 departure)	\$3 each

~~NOTES (1) — (4) on next page:~~

Notes:

- (1) Reimbursement is for actual costs, limited by the amounts or guidelines noted.
- (2) Request the lowest rate (governmental, corporate, or other) for hotels.
- (3) Attempt to book ahead to obtain lower fares if appropriate.
- (4) Tolls (Limited to \$5 a day without receipts. If fees exceed \$5, receipts are required.)

B. Receipts are NOT Required for these Expenses

**Exception: Commissioners are not eligible for per diem. A Commissioner is entitled to receive a reimbursement for necessary expenses only. Detailed, itemized, receipts must be submitted in order for Commissioners to be reimbursed. The cap on Reasonable Expenses placed on a Commissioner's expenses will be based on the General Services Administration Meals and Incidental Expenses (M&IE). Index rates. (Vernon's Texas Codes Annotated, Local Government Code Section 392.035. Compensation)*

<u>Description</u>	<u>Amount Reimbursed</u>
<u>Meals</u> (including tip): ¹	
Cities listed in the General Services Administration Index	GSA (M&IE) rates
Locations not listed in the General Services Administration Index	Use GSA Standard rates
<u>Transportation:</u>	
Personal vehicle:	
No car allowance	Federal mileage rate
<u>Other:</u>	
Gratuities (other than meals)/Incidentals	Included in Per Diem

Day Travel Only

For travel that is not overnight and less than 12 hours, the traveler must provide receipts for all meals and incidentals. The traveler will be reimbursed in accordance with the GSA (M&IE) rates.

Notes:

(1) Meals included in the registration fee ~~for Seminar~~ will not be advanced or reimbursed unless on official business other than a conference. It is the responsibility of the traveler, if he/she has special dietary needs, to make prior arrangements with the Events Coordinator of the Conference/Seminar or to request from the server at the conference/seminar for a special dietary meal. If this is not possible, the traveler may be compensated for this meal and the traveler must provide a written explanation to be included with the traveler's reimbursement form. If the actual cost of the meal exceeds the GSA (M& IE) rates, the traveler will be responsible for the difference.

C. Personal travel expenses which are not reimbursable include, but are not limited to, the following:

1. Loss of funds or personal property.
2. Entertainment expenses, including the cost of alcoholic beverages, or the cost of movie rental expenses.
3. Transportation - taxi fare, parking, toll fees or mileage - to and from entertainment.
4. Mileage between home and airport.
5. Flight or trip insurance.
6. Laundry/dry-cleaning costs incurred in the first week of travel (these are reimbursable after (8) working days on continuous travel status).
7. Excess baggage charge for personal belongings that exceeds two bags.
8. Gasoline or repair costs for privately owned vehicles.
9. Cost of meals in excess of the allowed amount and meals included in the registration fees.
- ~~10. Cost of lodging in excess of the allowed amount unless it is the hotel where the conference is being held.~~

- 140. Excessive mileage reimbursement (mileage incurred for personal reasons).
- 121. Unauthorized expenses for car rental.
- 132. Unauthorized registration fees.

Expenses will be reimbursed based on the following guidelines:

D. Lodging.

1. Reimbursable Amounts. Lodging receipts are required. Reimbursement is based on the actual costs. ~~For cities that are included in the current General Services Administration (GSA) Per Diem rates, reimbursement will be limited to the GSA Per Diem Lodging Rates, with one exception as noted below. For cities not included in the GSA Per Diem Lodging Rates, reimbursement will be limited to the average cost of closest city.~~

~~*Exception: if a traveler attending a conference or seminar and the conference hotel rate exceeds the GSA Per Diem Lodging Rate, the rate of the conference hotel will be reimbursed.*~~

2. Room Rate. Reservations should be made at the lowest rate possible. In most cases, this will be the governmental rate. In the State of Texas, a Texas Hotel Occupancy Tax Exemption Certificate must be provided upon check-in. Be prepared to provide the hotel with some form of identification, such as a HACA identification card, to indicate official travel status for the Authority.

3 Other. If a guest accompanies a claimant, obtain the single occupancy rate and note it on the lodging bill. In no case will HACA pay more than the (lowest) single occupancy rate when only one HACA traveler occupies the room. Lodging provided by family/friends is non-reimbursable. Meals, groceries, or gifts for people providing lodging to a HACA traveler are non-reimbursable. All travel by spouses or other guests must be paid for by the traveler prior to the trip. Under no circumstances will the travel be charged to HACA's account or credit card.

4. If HACA traveler desires to extend their stay over the weekend following a seminar, and it is financially advantageous to HACA for the employee to do so, HACA will pay for the traveler's allowable expenses. Travelers should not accept airline incentives to prolong or extend stays if it increases HACA's expenses such as lodging and meal allowances.

5. Cancellation Policy. If the traveler cannot attend a seminar or workshop after hotel and other guaranteed reservations have been made, the traveler must immediately cancel any prepaid or guaranteed hotel rooms and must provide documentation including the cancellation number to the Finance Department. Failure to do so will result in the traveler being held personally responsible for any financial expenses incurred by HACA.

E. Meals.

1. **Introduction.** Travelers will be reimbursed for meal costs: based on the General Services Administration (GSA) Per Diem rates, (Receipts are not required for employees, however **Commissioners must provide receipts**).

2. **Reimbursable Meal Costs.** Travelers will be reimbursed for meals based on the General Services Administration (GSA) Per Diem rates. Reimbursement for meals, including tips, is limited to the GSA Meals and Incidental Expenses (M&IE) Index rates. Costs exceeding the GSA Meals and Incidental Expenses (M&IE) Index rates are considered personal expenses. Meals included in the registration fee will not be advanced or reimbursed. It is the responsibility of the traveler, if he/she has special dietary needs, to make prior arrangements with the Events Coordinator of the Conference/Seminar or to request from the server at the conference/seminar for a special dietary meal. If this is not possible, the traveler may be compensated for this meal and the traveler must provide a written explanation to be included with the traveler's reimbursement form. If the actual cost of the meal exceeds the GSA (M& IE) rates, the traveler will be responsible for the difference.

3. **Meals Eligible for Reimbursement.** The time of departure from or arrival in Austin determines the meals eligible for reimbursement, according to the following schedule

<u>Leave from Austin or arrive at Departing Airport *</u>	<u>Allowed</u>
Before 7 a.m.	Breakfast
Before 11 a.m.	Lunch
Before 6 p.m.	Dinner
 <u>Arrive at Departing Airport *or arrive in Austin</u>	 <u>Allowed</u>
After 9 a.m.	Breakfast
After 1 p.m.	Lunch
After 6 p.m.	Dinner

*When flying, travelers can be advanced for meals at a maximum of two hours before flight departure time.

F. Transportation.

Reimbursement of transportation costs will be based on the most economical cost and practical mode of transportation for HACA. The determination of the most economical method is not made on the basis of personal preference or inconvenience to the traveler.

1. **Air Transportation.** Use coach-class accommodations.

a. When arranging air travel, travel arrangements should be booked as early as possible and all discounts should be pursued.

b. Procedures for Booking Air Travel. Airfares may be purchased **online using HACA credit cards** by a designated person selected by the department Vice President/ President & CEO. **If airfare is paid by personal credit card, HACA will reimburse the cost a week before the travel.** ~~either directly from an airline or under special circumstances through a travel agency.~~

~~If purchasing airfare through a travel agency, the following procedures shall be used:~~

- ~~1. Authorized departmental personnel shall call the travel agencies to arrange the flight(s). The department Vice President will provide the travel agency with the appropriate credit card number.~~
- ~~2. Accounts Payable or their designate will then receive a monthly invoice for all HACA air travel, a copy of which will be distributed immediately to the department Vice President for review.~~
- ~~3. Persons authorized to make travel arrangements, will approve and sign the invoice and return once all travel is verified. The person signing the invoice for travel must be on the authorized signature list. If there are charges on the invoice that are not valid, these must be brought to the attention of the Accounts Payable in writing within two weeks.~~

2. Vehicle

The use of a HACA vehicle is the preferred form of transportation. Usage of a rental vehicle may be authorized when flying out of town and the traveler's trip requires extensive driving. If there is no availability of a HACA vehicle for a traveler's usage, the traveler must receive authorization to be reimbursed for usage of a privately owned vehicle.

- a. HACA Vehicle. A HACA-furnished automobile should be used whenever it is reasonably available and a car is required for official travel.
- b. Rental Vehicle. Rental of a vehicle is authorized when it is more practicable and/or less expensive than the use of taxi cabs or other public transportation for official business. Receipts are required.
- c. Personal vehicle. Prior authorization must be given for a traveler and the traveler may be reimbursed for the use of a privately-owned vehicle while on official travel only. Reimbursement for transportation shall be made at the rate allowed by the IRS for cost-estimating purposes.

1. Other Limits. Travelers should limit claims for mileage reimbursement in situations in which claimants can reasonably travel together. When two to three travelers are aware that they have the same itinerary on the same dates and are traveling on the same HACA business for which mileage in a privately-owned vehicle is claimed, payment should be claimed and allowed for only one of the travelers.

2. Other Costs. No other expenses or costs of operating a privately-owned vehicle are allowed, other than for cost of airport parking or other parking fees or toll charges.

3. Airport Parking. Travelers who park at the airport should have their parking receipts turned in with other expenses.

3. Airport Parking. A traveler may park either onsite at the airport or in an offsite parking lot. A traveler will only be reimbursed up to a maximum amount of ~~\$11/day~~ \$14/day for parking. A parking receipt must be submitted with the travel reimbursement form to show the time of arrival and departure from the airport parking lot and the actual expense. If a traveler chooses to valet park at an airport parking lot, the traveler will only be reimbursed at the maximum amount of ~~\$11/day~~ \$14/day.

G. Other Expenses Eligible for Reimbursement.

Other expenses for which all travelers may be reimbursed are listed below.

1. Receipts required. Expenses included as part of a registration fee (e.g. meals, lodging, etc.) are not additionally reimbursable as separate items.

a. Training Seminars and Conferences. The receipt shall include the agenda or program identifying all activities that are included in the registration fee.

b. Books and Supplies. These expenses are reimbursable only if necessary and related to HACA business. The items are HACA property.

c. Taxi/Shuttle Service in Other Cities. Related to approved travel for business purposes. Transportation to/from eating establishments is reimbursable. However, transportation to/from entertainment is not reimbursable.

d. Repair of HACA Vehicles. Repair costs for HACA vehicles (parts, labor and towing charges) should be approved by the Purchasing Department in advance, where circumstances allow.

~~e. Telephone/Internet/Facsimile Business calls charged to lodging bills or credit cards will be recognized as a reasonable expense. Personal Calls. (One arrival and one departure call) may be reimbursed for the actual costs, up to a maximum of \$3 for each call, for a total of \$6.~~

~~f.~~ Parking. Actual costs for parking are reimbursable with receipts (maximum amount reimbursable is ~~\$11~~ \$14 per day)

~~g.~~ Freight charges to ship HACA equipment or materials.

~~h.~~ Laundry/dry-cleaning costs incurred after (8) working days on continuous travel status.

2. Receipts not required. Receipts should be provided if available. Reimbursement is limited to actual costs.

a. Parking Meter Fees and Toll Charges. Actual cost of parking meter fees and toll charges associated with approved travel are reimbursable up to \$5 per day. Parking fees in excess of this amount may be reimbursed only if receipts are provided.

b. Gratuities. Gratuities for meals are included in the GSA per diem meal rates.

V. TRAVEL REIMBURSEMENT

A. Within ~~one~~ ~~two~~ weeks (~~seven~~ ~~fourteen~~ calendar days) after the completion of the trip, the traveler will submit to the Finance Department a properly completed Travel Expense Form. No other advances will be given until the outstanding travel reimbursements are settled with the Finance Department.

The traveler must do the following when requesting reimbursement:

1. Itemize all reimbursable expenses incurred. Do not include any expenses for which reimbursement is not sought. Do not include any expenses that have been paid directly by the HACA; do not include any personal expenses.
2. Attach required original invoices or other receipts. Any amounts included in the invoices or receipts that are personal expenses should be noted on the invoices or receipts; the traveler should initial any amounts so noted.
3. Fill out all applicable sections of the travel reimbursement form appropriately and timely.

B. Amount Due HACA. Within ~~seven~~ ~~fourteen~~ calendar days of returning from the trip, submit a travel reimbursement form and payment by cash or check for any amount owed to HACA.

C. Amount Due Claimant. Travelers seeking reimbursement should follow the same procedures outlined above in section V-A. The travel expense claim, along with receipts and all other supporting documentation, should be sent to the Finance Department.

D. Review Claim. After receiving the properly completed Travel Expense Form to include all the supporting documentation, the Finance Department will process and make payment of any balance due to the traveler within seven calendar days. The Finance Department will review the claim for the reasonableness of the expenses claimed. Compliance reviews of claims will be done on a sample basis, with results communicated periodically to the President/CEO.