

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, April 18, 2024

12:00 PM

HACA Central Office, 1124 S. Interstate Highway 35

To attend the meeting via ZOOM dial: 1 346 248 7799 Meeting ID: 833 2673

9421 Passcode: 067156 <https://bit.ly/3PWLn0q>

Austin, TX

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

**TO BE HELD AT
HACA Central Office, 1124 S. Interstate Highway 35
To attend the meeting via ZOOM dial: 1 346 248 7799 Meeting ID: 833 2673 9421
Passcode: 067156 <https://bit.ly/3PWLn0q>
Austin, TX
(512.477.4488)**

**Thursday, April 18, 2024
12:00 PM**

**CALL TO ORDER, ROLL CALL
CERTIFICATION OF QUORUM
Pledge of Allegiance**

CERTIFICATION OF QUORUM

Recognition of the re-appointment of Commissioners Apostolou, Bailey and Richie

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

Citywide Advisory Board Update

Recognition of the Texas NAHRO Award Winners

CONSENT AGENDA

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

CONSENT ITEMS

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

ACTION ITEMS

2. Presentation, Discussion, and Possible Action regarding Resolution No. 02841: Approval to Renew In-Schools Case Management and Property-Based Tutoring Services
3. Presentation, Discussion, and Possible Action on Resolution No. 02842 by the Board of Commissioners of the Housing Authority of the City of Austin (the "Authority") to take the following actions with regard to Urban East Apartments Phase II (the "Development") in Austin, Texas: (i) amend and restate the ground lease covering the site of the Development; and (ii) such

other actions necessary or convenient to carry out this Resolution

4. Presentation on Ethics, Responsibilities, and Policies of the Agency

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 este 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
REPORT
EXECUTIVE
ITEM NO. 1

MEETING DATE: April 18, 2024

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Recognition of the re-appointment of Commissioners Apostolou, Bailey and Richie

BUDGETED ITEM: N/A

TOTAL COST: N/A

HOUSING AUTHORITY OF THE CITY OF AUSTIN
REPORT
EXECUTIVE
ITEM NO. 2

MEETING DATE: April 18, 2024

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Recognition of the Texas NAHRO Award Winners

BUDGETED ITEM: N/A

TOTAL COST: N/A

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

EXECUTIVE

ITEM NO. 3

MEETING DATE: April 18, 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 March 21, 2024

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

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

ATTACHMENTS:

- **20240321 HACA Minutes Summary**

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

March 21, 2024

SUMMARY OF MINUTES

THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS ANNUAL BOARD MEETING NOTICE WAS POSTED FOR 12:00 PM ON THURSDAY, MARCH 21, 2024, AND WAS HELD AT THE PATHWAYS AT CHALMERS COURTS EAST, 1700 E. 3RD STREET, AUSTIN, TX AND VIRTUALLY

CALL TO ORDER, ROLL CALL, CERTIFICATION OF QUORUM

Dr. Tyra Duncan-Hall, HACA Commissioner called the Board of Commissioners Annual Board Meeting of the Housing Authority of the City of Austin, of March 21, 2024, to order at 12:19 pm. The meeting was held at the Pathways at Chalmers Courts East, 1700 E. 3rd Street, Austin, TX 78702

Roll call certified a quorum was present on the call.

MEMBERS PRESENT:

Carl S. Richie, Jr., Chairperson (via Zoom) arrived in person at 1:06 pm
Chuck Bailey, Vice-Chairperson (via Zoom)
Mary Apostolou, 2nd Vice-Chairperson
Edwina Carrington, Commissioner (via Zoom)
Dr. Tyra Duncan-Hall, Commissioner

MEMBER(S) ABSENT:

ALSO IN ATTENDANCE:

Lauren Aldredge, Cokinos Law Firm

STAFF PRESENT:

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

PUBLIC COMMUNICATION - (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.

Ashley Shelite with Carlton Management Services and the staff of the Pathways at Chalmers Courts introduced themselves.

CITYWIDE ADVISORY BOARD (CWAB) – Veronica Castillo-Perez, Citywide Advisory Board President, welcomed the Board of Commissioners to Chalmers. ●**Lupe Garcia** reported that the March CWAB Meeting was held on Tuesday, March 12, 2024. ●**Michael Gerber**, HACA President, reported that HACA staff came together on March 5th for a Strategic Plan roll out. ●**Michael Roth**, HACA Director of Housing Operations and Policy, reported that removal of pull cords at Lakeside and Salina is complete. North Loop and Gaston will be next. Michael also reported that HUD changes to inspection standards NSPIRA will focus on resident health and safety. ●**Leilani Lim-Villegas**, HACA Senior Director of Community Development, introduced Abigail Bettini, the new Youth Educational Success and Family Self-Sufficiency Manager for Austin Pathways. ●**Leilani** reported that HUD awarded HACA with 3 new FSS grants (Thurmond, Santa Rita, and Coronado) bringing it to 7 grants total. Two FSS Coaches will be hired to ensure proper staffing to meet new grant commitments. ●**Murphy Roland**, HACA Workforce Development Manager, announced that there will be a Spring Bling Workforce Development event at Booker T. Washington, March 14th from 2:00 pm to 5:00 pm. ●**Borami Chung Lee**, HACA Health & Wellness Manager, reported that HACA residents are now prioritized at Chalmers CommUnityCare Clinic to ensure that medical and dental services are readily available for our HACA families. ●**Daniel Ruiz**, HACA Family Opportunity Manager, reported that the Youth Financial Journey Classes started on March 12th at 6:00 PM. ●**Lupe Garcia** shared that an iMOMS Spring Break event was held at Santa Rita Celebrating the 2-year anniversary of iMOMS and they distributed tickets to a Ballet Austin performance on March 22nd.

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 February 15, 2024

2nd Vice-Chairperson Apostolou moved the Approval of the Board Minutes Summary for the Board Meeting held on February 15, 2024. **Vice-Chairperson Bailey** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

ITEM 2: Presentation, Discussion, and Possible Action regarding Resolution No. 02835: Approval to ratify all actions taken by the Board of Commissioners during FYE 2024, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Commissioners as reflected within the approved minutes and resolution

Upon past advisement of legal counsel, Resolution No. 02835 was drafted to ensure all actions taken by the Board during FYE 2024 be ratified, thus ensuring resolution of any irregularities during the voting process taken by the Commissioners. This is an action that is presented for board action on an annual basis.

This Resolution resolves any irregularities in the voting process found in the Board meeting minutes and/or resolutions, and all actions taken during the 2023-2024 Fiscal Year by the Board of Commissioners are fully enforceable.

2nd Vice-Chairperson Apostolou moved the Approval of Resolution No. 02835: Approval to ratify all actions taken by the Board of Commissioners during FYE 2024, in order to resolve any irregularities which may have occurred regarding a quorum or vote by the Commissioners as reflected within the approved minutes and resolution. **Commissioner Carrington** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

ACTION ITEMS

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS

ITEM 3: Presentation, Discussion, and Possible Action regarding Resolution No. 02836: Election of new Officers for the Housing Authority of the City of Austin

With the current officer terms expiring at the end of April 2024, and new terms beginning May 1, 2024, it is necessary for the Board to elect officers for the Housing Authority of the City of Austin Board of Commissioners. Resolution No. 02836 approves the following board officers: Chairperson-Carl S. Richie, Jr.; Vice-Chairperson-Chuck Bailey; 2nd Vice-Chairperson-Mary Apostolou.

Vice-Chairperson Bailey moved the Approval of Resolution No. 02836: Election of new Officers for the Housing Authority of the City of Austin. Chairperson-Carl S. Richie, Jr.; Vice-Chairperson-Chuck Bailey; 2nd Vice-Chairperson-Mary Apostolou. **Commissioner Carrington** seconded the motion. The motion Passed (4-Ayes and 0-Nays).

Chairperson Richie arrived in person at 1:06 pm. Commissioner Duncan-Hall presided over the meeting until Chairperson Richie arrived.

ITEM 4: Presentation, Discussion, and Possible Action regarding Resolution No. 02837: Authorizing HACA to project-base 140 Housing Choice Vouchers (HCV), 77 Veteran Affairs Supportive Housing (VASH), 50 Mainstream (MS), and 25 Foster Youth to Independence (FYI) vouchers in response to a Request for Proposals issued on February 1, 2024

The Board was asked to approve Resolution No. 02837 authorizing HACA to enter into an agreement to enter into a Housing Assistance Payments (HAP) Contract with nine projects that best fulfilled the requirements of a Request for Proposals issued on February 1, 2024 to provide permanent supportive housing to homeless persons in the City of Austin. The nine projects are recommended to receive Housing Choice Vouchers (HCV), Veteran Affairs Supportive Housing (VASH), Mainstream (MS), or Foster Youth to Independence (FYI) project-based vouchers.

Project-basing vouchers reflects HACA's dedication to expanding supportive housing and services to vulnerable homeless individuals and those experiencing chronic homelessness. HUD regulations and HACA's Housing Choice Voucher Administrative Plan allows HACA to project-base up to 20 percent of its allocated vouchers.

Considering the great need for affordable housing to house the homeless, staff recommends project-basing 140 Housing Choice Vouchers (HCV), 77 Veteran Affairs Supportive Housing (VASH), 50 Mainstream (MS), and 25 Foster Youth to Independence (FYI) vouchers for a total of 292 project-based vouchers. The 292 additional project-based vouchers, plus the current approved project-based vouchers, reflects a total of t-based vouchers. This PBV total represents 17% of HACA's voucher allocation, just under HACA's 20 percent limit.

On February 1, 2024, the Housing Authority of the City of Austin (HACA) issued a Request for Proposals soliciting proposals from developers/owners to provide rental units under the project-based voucher program to serve vulnerable homeless individuals with a "housing first" approach. The "housing first" approach removes unnecessary barriers, provides immediate access to housing and offers supportive services to foster long-term stability.

Nine proposals were received. A review committee evaluated all proposals and assigned points based upon the Respondent's demonstrated competence, experience, capacity to provide supportive services, financial feasibility, project design, commitment to serve the homeless, location in or near a high opportunity area, and project readiness. All nine proposals were deemed to be responsive to the RFP.

HACA staff is excited to help so many worthwhile projects to create new opportunities to provide homes and supportive

services to serve the homeless. Staff recommends allocating project-based Housing Choice Vouchers (HCV), Veteran Affairs Supportive Housing (VASH), Mainstream (MS), or Foster Youth to Independence (FYI) project-based vouchers to the nine projects/properties. The allocation of VASH project-based vouchers is contingent on applicants obtaining a letter of support from the Veterans Administration.

2nd Vice-Chairperson Apostolou moved the Approval of Resolution No. 02837: Authorizing HACA to project-base 140 Housing Choice Vouchers (HCV), 77 Veteran Affairs Supportive Housing (VASH), 50 Mainstream (MS), and 25 Foster Youth to Independence (FYI) vouchers in response to a Request for Proposals issued on February 1, 2024. **Vice-Chairperson Bailey** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

ITEM 5: Presentation, Discussion, and Possible Action regarding Resolution No. 02838: Operating Budgets for the Fiscal Year April 1, 2024 to March 31, 2025

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

Commissioner Duncan-Hall moved the Approval of Resolution No. 02838: Operating Budgets for the Fiscal Year April 1, 2024 to March 31, 2025. **2nd Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

ITEM 6: Presentation, Discussion and Possible Action regarding Resolution No. 02839: Approving the Replacement of Thirteen (13) Fleet Vehicles

HACA'S 2024 Strategic Plan Objective 4B, item #6, "Replacement of HACA's Fleet by Attrition", calls for implementation of initiatives to promote energy efficiency environmental sustainability, and climate resilience by replacing our fleet through attrition with fuel efficient vehicles such as hybrid and/or EV. Cars being replaced are 2006 Chevrolet Impalas, these vehicles have outlived their useful life of service and will be sold at auction. Section 8 Inspectors and Pathways will be assigned the new vehicles. The Toyota Camry LE Hybrid was selected to meet HACA's Strategic Plan to promote efficiency and environmental sustainability. The purchase will be through a cooperative purchasing or local dealership in the amount not to exceed \$480,000.00.

Over the past two years, HACA researched different hybrid models and costs to reduce HACA's carbon footprint and meet the Agency's strategic initiatives. HACA explored and test drove various models. The Toyota Camry Hybrid LE provided the best mix of price, safety features, reliability and other specifications that meet our needs. HACA will begin replacement of the identified vehicles immediately, working with the dealer for the most advantageous process, and vehicle availability.

Commissioner Duncan-Hall moved the Approval of Resolution No. 02839: Approving the Replacement of Thirteen (13) Fleet Vehicles in the amount not to exceed \$480,000.00. **2nd Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

ITEM 7: Presentation, Discussion, and Possible Action on Resolution No. 02840: Request for Approval of a Contract for Architectural and Engineering Services, Related to Renovation Needs at HACA's Central Administration Building

The HACA Central Administration Building incurred an electrical fire in April of 2023, that heavily damaged the Southwest Housing Compliance Corporation (SHCC) offices, and other adjacent office spaces located on the 2nd floor, as well as the entire cafeteria area on the 1st floor under it. HACA now desires to work to reimagine these spaces, and renovate with fresh ideas for their appearance, use and functionality. While a comprehensive and full renovation of all areas of the facility is desired by HACA leadership, these specific areas of the building are currently unoccupied, and cannot be efficiently re-utilized without full renovation, to include walls, ceiling, flooring, and finishes, furniture, and equipment (FFE). HACA has elected to start with these initial spaces that incurred damages, as its' first phase of renovation. Additional phases may be undertaken, based on HACA's satisfaction of the process and outcomes, and as budgets allow. Contract extensions or renewals for subsequent phases of work would be brought to the Board of Commissioners, as required, for explanation and approvals. Project costs for these specific spaces that were fire damaged are primarily supported from insurance funds, available from HACA's carrier, and specifically pursuant to the areas damaged by that incident. To date, HACA has received an initial payment of nearly \$170,000 from its' insurance provider and s scheduled to receive at least an additional \$300,000 more, for the structure and contents compensation.

HACA requested proposals from five separate architectural firms with deep experience in professional building renovations. The list of firms is attached. Firms were invited to visit with HACA Staff, and tour the facility to gauge the scope of services needed, confirm space measurements, speak with Executive Team members and other staff, all in order to understand and develop some vision for the project. Two firms, after visiting the building and discussing our needs and plans, declined to participate.

Based on review of the proposals, demonstrated experience in the field of needed services, past positive relationship with HACA, and their acceptable cost ranges, Urban Foundry Architecture of Austin, TX, was selected as the firm best-suited for HACA's current needs. Upon further negotiation of the initial services to be performed, and cost estimate revisions by UFA, a final, defined scope of services was agreed upon. At this time, we request the Boards' approval of a contract with Urban

Foundry Architecture mount of \$146,250.00, for Phase 1 of interior renovations at HACA's central administration facility.

2nd Vice-Chairperson Apostolou moved the Approval of Resolution No. 02840: Request for Approval of a Contract for Architectural and Engineering Services, Related to Renovation Needs at HACA's Central Administration Building. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

EXECUTIVE SESSION

The Board of Directors did not recess into Executive Session.

2nd Vice-Chairperson Apostolou moved that Item No. 5, Resolution No. 02838: Operating Budgets for the Fiscal Year April 1, 2024 to March 31, 2025 be reconsidered. **Commissioner Duncan-Hall** seconded the motion. The motion passed (5-Ayes and 0-Nays).

Commissioner Apostolou moved to amend the Operating Budget to increase the funding for IMOMS to a total of \$25,000. This was seconded by **Commissioner Duncan-Hall**. The motion passed (5-Ayes and 0-Nays).

REPORTS

The Board accepts the following reports from the President:

● **Mike Gerber**, HACA President & CEO announced the Texas NAHRO (National Association of Housing and Redevelopment Officials) Award Winners. These awards will be presented at the Texas NAHRO Conference at the end of March. The award winners include:

Mary Apostolou, *Commissioner of the Year*

Tina Benson-Moore, *Management Person of the Year*

Jaquarius Jenkins, *Maintenance Person of the Year*

Amy Duhon, *Administrative Person of the Year*

Zuleika Morales-Romero, HUD San Antonio field Office Director, *Community Service Award*

Best Annual Report

Best Newsletter (*One Voice*)

Other Agency Publications – Resident Calendar

● **Mr. Gerber** gave an SHCC update.

● **Leilani Lim-Villegas**, HACA Senior Director of Community Development, gave an update on Chalmers and the Boys and Girls Club.

Commissioner Duncan-Hall moved to adjourn the meeting. **2nd Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

The meeting adjourned at 3:20 pm.

Michael G. Gerber, Secretary

Chairperson

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02841

AUSTIN PATHWAYS

ITEM NO. 4.

MEETING DATE: April 18, 2024

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

ITEM TITLE: Presentation, Discussion, and Possible Action regarding Resolution No. 02841: Approval to Renew In-Schools Case Management and Property-Based Tutoring Services

BUDGETED ITEM: Yes

TOTAL COST: 600,000

ACTION

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

Schools

Oaksprings Elementary

Zavala Elementary

Becker Elementary

Dawson Elementary

Lively Middle

Kealing Middle

Martin Middle

Eastside Memorial High School

Travis High School

HACA PBRA Properties:

Meadowbrook

Santa Rita

Bouldin Oaks

Booker T. Washington

SUMMARY

Background:

HACA has contracted with Communities in Schools (CIS) since 2001. CIS has consistently met or exceeded their contract outcomes each year. Although the 2022-2023 school year was impacted by the COVID-19 pandemic, CIS still met or exceeded the majority of the contracted outcomes. The program is one of the top evidence-based school dropout prevention programs in the country, and has received ongoing support by the AISD Board of Trustees.

CIS will provide the following services to PBRA youth:

After school programming (2-4 days a week per site)

Educational enrichment

Home visits

Supportive guidance

Enrichment activities

Family engagement

Summer transition camps

Process:

A notification and request for approval to utilize Communities in Schools (CIS) as a sole-source for providing in-school case management and tutoring services to HACA youth grades K-12 was sent to HUD on September 12, 2017. In addition to the notification request, an Independent Cost Estimate (ICE) was also submitted for HUD review. On Tuesday, May 8, 2018, Nora Velasco, Director of Operations & Procurement, was informed via e-mail by the HUD field office in San Antonio that HACA and request for CIS to be a sole-source provider was noted in their file, and that HACA could proceed with the contract, as long as HACA followed Procurement Policy, and verified through an Independent Cost Estimate that the price for CIS services is reasonable.

Staff Recommendation:

Staff recommends that Communities in Schools be awarded the contract renewal to provide in-school case management and tutoring to HACA PBRA youth grades K-12 for \$600,000 annually. If approved, this will be the sixth and final year HACA can exercise its option to renew and award this contract to CIS under the current agreement. This vendor has been approved as a sole-source provider by HUD.

ATTACHMENTS:

- ▣ **LLV Revised CIS SmartKids Draft Contract 2023-2024-updated (2)**
- ▣ **LLV Revised CIS SmartKids 2023 Outcomes report and 2024 contract renewal recommendation (1)**
- ▣ **LLV Revised CIS-Smartkids Annual Narrative Report 22-23**
- ▣ **LLV Revised CIS-SmartKids Outcomes Report for 2022-23 Academic year (1)**

RESOLUTION NO. 02841

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

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

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

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

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

WHEREAS, the September 19, 2019, resolution (Resolution #02611) stipulated that funding was being provided to CIS to provide programming for one year, with the option for the contract to be renewed up to five additional years through an annual renewal process for a total of six years;

NOW, THEREFORE, BE IT RESOLVED, The Housing Authority of the City of Austin Board of Commissioners approves the renewal of Communities in Schools In-school case Management and Tutoring Services contract from April 1, 2024 through March 31, 2025, in the amount of \$600,000, reflecting the fifth and final renewal option available to exercise under the contract agreement.

PASSED, APPROVED, AND ADOPTED this 18th day of April 2024.

Carl S. Richie, Jr., Chairperson

Michael G. Gerber, Secretary

Communities In Schools SmartKids Program

Contract # C 14-0183

Contract Dates: April 1, 2024 and ending March 31, 2024

Amount of Contract: \$600,000

NEGOTIATED TERMS

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

- 1) Outreach to HACA children and families in the following catchment areas:
 - Oak Springs Elementary (Booker T. Washington)
 - Zavala Elementary (Chalmers and Santa Rita Courts)
 - Becker Elementary (Meadowbrook)
 - Dawson Elementary (Meadowbrook and Bouldin Oaks)
 - Lively Middle School (Meadowbrook and Bouldin Oaks)
 - Kealing Middle School (Booker T. Washington and Rosewood Courts)
 - Martin Middle School (Chalmers and Santa Rita Courts)
 - Eastside Memorial High School (Booker T. Washington, Chalmers, Rosewood, and Santa Rita Courts)
 - Travis High School (Meadowbrook and Bouldin Oaks)

- 2) Provide school-based services (case management) for a minimum of **300** unduplicated HACA youth during the contract period.
 - Zavala Elementary - no less than 60 case-managed students /month
 - Oak Springs Elementary - no less than 65 case-managed students /month
 - Becker Elementary - no less than 5 case-managed students / month
 - Dawson Elementary- no less than 60 case-managed students/ month
 - Lively Middle School – no less than 25 case-managed students / month
 - Kealing Middle School - no less than 25 case-managed students / month
 - Martin Middle School - no less than 10 case-managed students / month
 - Eastside Memorial High School - no less than 25 case-managed students / month
 - Travis High School - no less than 25 case-managed students / month

- 3) Assess all case-managed youth to determine individual needs. Track the academic progress of all case-managed youth.

- 4) Provide crisis intervention for HACA families with children who attend the schools listed above and are at risk of dropping out of school.

- 5) Provide referrals to other community programs from which the HACA families and youth can benefit.

- 6) Provide individual and group counseling with supportive guidance.
- 7) Provide special enrichment, motivational, and recreational activities.
- 8) Provide monthly reports for case management services across all participating schools. Monthly reports shall document:

- The total number of youth served that month
- For each HACA youth- the campus, housing site, grade level, and the number of services and service hours provided that month
- Aggregate number of service hours for HACA youth listed by type of service. Services are categorized as supportive guidance and counseling, educational enhancement, enrichment, parental involvement, postsecondary preparation, health and human services, and consultation/staffing.

*The monthly service report shall be submitted by the 15th of each month following services.

- 9) Provide an academic year report on the ABA (Attendance, Behavior, and Academic) outcomes of youth served in the 2023-24 academic year, to be submitted to HACA on or before September 30, 2024. Reports will include:

- Narrative description of services provided
- The names of HACA youth enrolled in CIS who have met the requirements for High School graduation
- The number of HACA youth who have withdrawn from school by campus

Reports will also include progress regarding the following objectives:

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

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

- 11) Definition of Terms:

- A ***case-managed student*** is defined as a HACA youth who has received a minimum of four (4) hours of service while enrolled in CIS services, or who has

received at least two (2) services in any two months of the school year. Every effort will be made to provide weekly services to case managed students.

*One *service* is defined as one case management intervention of no less than .25 hours in duration.

- A **HACA youth** is defined as a child or youth currently living in PBRA property managed by HACA. The child or youth must be on the family's lease.
- **Attendance demonstrated needs** are defined as a student having less than 90% attendance rate at the time of intake.
- **Attendance improvement** is defined by an increase in average daily attendance at point of intake with CIS to exit, calculated by averaging ADA across all grading periods while student was in CIS.
- **Academic demonstrated needs** are defined by students failing two or more core classes.
- **Academic Improvement** is defined by an increase of 10% or more in a core class or improving from failing to passing

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

- 1) Provide Compass to College services to no less than 15 youth attending Eastside Memorial or Travis High Schools, consisting of activities designed to cultivate the knowledge, skills, and habits that are the basis for successful college enrollment and completion.
- 2) Provide monthly service reports including
 - Cumulative number of youth served.
 - Cumulative number of postsecondary preparation service hours provided that month
 - The total number of youth served that month.
- 3) Provide an Academic Year report on the Compass to College outcomes of youth served in the 2023-24 academic year to be submitted to HACA on or before September 30, 2024. Reports will include a summary of the services provided along with progress regarding the following objectives:
 - % 12th grade participants who achieving 'college ready' scores on TSI% participants complete the TSI in Math
 - % participants complete the TSI in Reading
 - Number of high school seniors who completed the ACT during the reported academic year.
 - Number of high school seniors who completed the SAT during the reported academic year.
 - % participants complete the FAFSA/TAFSA% of participants applying to post-secondary opportunities
 - Participants (seniors) that have completed a minimum of one college scholarship application.

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

- 1) Provide outreach to HACA youth and families living at Booker T. Washington, Bouldin Oaks, Chalmers Courts/Santa Rita, and Meadowbrook. In the event HACA site changes are made, the Contractor will move services to a mutually agreed upon HACA property.
- 2) Provide after school programming services to a minimum of **250** unduplicated HACA youth throughout the year living at Booker T. Washington, Bouldin Oaks, Chalmers Courts/Santa Rita, and Meadowbrook. The afterschool program will operate 4 days per week at BTW and Santa Rita, and 2 days per week at Meadowbrook and Bouldin Oaks. Of the HACA youth participating in after school programming throughout the year, a minimum of **100** should qualify as participants. Note: See below for the definition of participant.
- 3) Provide special enrichment, motivational, and recreational activities.
- 4) Adhere to HACA's Key Use Agreement and Space Use Agreement.
- 5) Provide monthly reports including a summary of all after school sites of the total number of youth served and total number of participants served. The monthly report will also include a breakdown of this information by site, including the total number of youth at each site and the total number of participants at each site.
- 6) Provide an Academic Year report documenting the ABA (Academic, Behavior, Attendance) outcomes of youth served in the 2023-24 academic year submitted on or before September 30, 2024. Reports will include a summary of services and progress for after school "participants" who attend a CIS served school.

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

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

- 7) Definition of Terms:

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

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

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

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

- 1) Provide Contractor with lists of HACA school-aged youth who live in PBRA developments in the above listed catchment areas.
- 2) Provide assistance with program outreach and referral services to participant families who live in the above HACA sites.
- 3) Provide Contractor's staff access to the assigned HACA communities for after school tutoring services, or appropriate alternate sites, with building alarm codes and building keys, if necessary.
- 4) Provide space for SmartKids tutoring and enrichment activities at the designated HACA communities or appropriate alternate sites.
- 5) HACA will work with the Contractor on methods to collect and track data regarding the educational success of children living at HACA PBRA communities, to include children not participating in HACA/CIS programs.
- 6) In the event of school closures or other pandemic/public health related mandated closures the contractor will work with HACA to establish agreed upon services and terms to ensure continued support for students and families during the crisis period.

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

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

Received: HACA 
Contractor _____

INTEROFFICE MEMORANDUM

TO: LEILANI LIM VILLEGAS, SENIOR DIRECTOR AUSTIN PATHWAYS

FROM: BARBARA JACKSON, AUSTIN PATHWAYS CONTRACTOR

SUBJECT: COMMUNITIES IN SCHOOLS CONTRACT RENEWAL FOR 2024

DATE: 2/6/2024

CC: NORA MORALES, DIRECTOR OF OPERATIONS AND PROCUREMENT

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

Schools

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

HACA Properties:

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

Summary

HACA has contracted with Communities in Schools (CIS) since 2001. The goal of the program is to support resident youth in their journey to economic self-sufficiency through school-based and property-based educational, enrichment, and case management services. CIS has consistently met or exceeded their contract outcomes each year. Although the 22-23 school year continued to be impacted by the post-pandemic school attendance challenges experienced at many US schools, CIS met or exceeded the majority of the contracted outcomes. With Compass to College, we have seen positive signs in 2023-24 that the program improvements are working. This week HACA received nine scholarship certification requests from CIS Compass to College seniors.

CIS is one of the top evidenced-based dropout prevention programs in the country and has received ongoing support by the AISD Board of trustees as well as several other Central Texas school districts and the TEA.

2023 CIS SmartKids Outcomes	Contract Goal	Comments
<p><u>CASE MANAGEMENT</u></p> <p>296 HACA students were served by CIS SmartKids through case management and/or afterschool programs</p>	<p>Provide school based services to no less than 300 HACA students.</p>	<p>CIS met 99% of this goal</p>
<p>81% of participants demonstrated academic improvement</p>	<p>70% of participants will demonstrate academic improvement</p>	
<p>88% of all participants improved or maintained academics, attendance or behavior</p>	<p>85% of all participants will improve or maintain performance in academics, attendance or behavior</p>	
<p>100% of all participants stayed in school.</p>	<p>90% of all participants will stay in school</p>	
<p>99% of all participants were promoted to the next grade level or graduated.</p>	<p>90% of all participants will be promoted to the next grade level</p>	
<p><u>COMPASS TO COLLEGE</u></p> <p>18 youth attending Eastside Memorial or Travis HS participated in the Compass to College program.</p>	<p>15 youth attending Eastside Memorial or Travis HS will participate in the Compass to College program.</p>	
<p>2 Seniors submitted a college or pre-employment application, scholarship application, FAFSA</p>	<p>Seniors who have submitted a college or pre-employment application, scholarship application, FAFSA</p>	
<p>CIS is unable to report on the number of participants (Juniors and Seniors) that have completed college level courses, college entrance exams such as PSAT, SAT, ACT, and COMPASS test or have completed test prep courses and applications for student aid (FAFSA)</p>	<p>Participants (Juniors and Seniors) that have completed college level courses, college entrance exams such as PSAT, SAT, ACT, and COMPASS test or have completed test prep</p>	<p>CIS did not meet the contract goal. <i>CIS reports that this data will be more accurately accounted for in 2023-24. The Compass to College position is now with an internal CIS team focused on college access. With this</i></p>

	courses and applications for student aid (FAFSA)	<i>support, CIS expects to see more progress in this area.</i>
<u>AFTERSCHOOL PROGRAM</u> CIS was unable to track the number of unduplicated youth served in after school program/tutoring services.	Provide tutoring services to a minimum of 250 HACA students throughout the year	CIS did not meet the contract goal. CIS reports that in 2023-24 a new database will be able to better reflect the total number of youth attending any SmartKids session as opposed to participants attending 10 or more sessions.
111 unduplicated youth served in after school program/tutoring services.	100 of SmartKids attendees qualify as participants = attend 10x or more during contract period	

Process:

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

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

Staff Recommendation:

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

ATTACHMENTS:

- Communities in Schools 2022-2023 Outcomes Report
- Communities in Schools 2022-2023 Narrative Report
- Communities in Schools DRAFT Negotiated terms for Renewal

Communities In Schools Annual Report Narrative 2022-2023

Case Management Services

In the 2022-2023 school year, Communities In Schools (CIS) provided ***school-based case management services*** for HACA youth at Zavala Elementary, Oak Springs Elementary, Becker Elementary, Dawson Elementary, Lively Middle School, Kealing Middle School, Martin Middle School, Eastside Memorial High School, and Travis High School. Case management services were provided to 296 youth during this time. All case managed students were assessed for academic, attendance, and behavior needs, targeted needs were determined, and service plans were created and implemented to address identified needs. Progress was tracked throughout the school year by reviewing school records of grades, test scores, and attendance, as well as a behavioral Student Health and Wellness (SHAW) assessment.

- Services at Lively Middle School included lunch bunch groups, a partnership with Austin Bat Cave, a group on coping skills for 6th grade girls and 8th grade boys.
- Services at Dawson Elementary School included providing classroom management and family engagement support for new teachers. Attendance improvement was a focus this year, and the team created incentive plans to increase student attendance.
- At Kealing Middle school CIS has a partnership with Austin Bat Cave and a group facilitator comes in once a week to teach students therapeutic journaling. This can help the students become more connected with their emotions and get more comfortable talking about them. Other services provided included mentoring, academic help, and basic needs assistance to many of these students and their families. CIS provided support to staff during events for the 8th grade classes promotion celebration and field trip.
- Program staff at Travis High School provided students with individual services and group services in support of their personal and academic development. In the scope of building rapport, the SKC conducted frequent check-ins in a relaxed and professional environment and made it available for students to build crafts and play games during these check-in services. The team hosted a social-emotional learning booth at Travis Rebel Fest. At the booth students were given material to make stress balls, glitter jars, and informational material about self-awareness. At the end of the year, the CIS Travis team had a senior celebration for graduating students.

Additionally, program staff supported families of HACA students with ***crisis intervention and information and referrals*** to other community resources.

- Program staff at Lively Middle School supported families with monthly bus passes, utility assistance, and financial assistance offered through Communities In Schools of Central Texas' Student and Family Assistance department. The Lively team made referrals to the Faith Food Pantry and delivered food to families in their homes.

- Dawson Elementary School program staff managed the school’s clothing distribution project and identified, applied, picked up, and distributed clothing supply to students. They partnered with a local church to provide financial relief for essentials such as food and financial aid for essential bills. Families were provided with direct food deliveries for the holidays and students were given winter coats. A family was able to completely pay off their backed-up electricity bills and with the direct support of a SmartKids Coordinator were able to enroll in the CAP program which will save them money on each bill in the future.
- Program staff at Kealing Middle School provided monthly snack packs to the students that provided a breakfast supplement to them. These snack packs included popcorn, beef jerky, squeeze apple sauce, ramen noodle, goldfish, and mac and cheese. CIS has continued to partner with Faiths Food Pantry to give families nonperishable goods, dairy products, fruits, and frozen meats when needed. CIS has also assisted with connecting all our families to Coats for Kids, Operation Turkey, and Blue Santa based on their individualized needs.
- At Travis High School during the holiday season, CIS hosted a holiday fiesta, gift exchange, and the funds to support families were successful due to sponsors in-kind donations. HACA families were connected to the holiday assistance programs.

Each campus program developed enriching ***summer programming opportunities***. Activities included college visit field trips, trips to the Austin Aquarium, the Museum of Ice Cream, rowing at Lady Bird Lake and many more.

Compass to College

In the 2022-2023 school year, CIS of Central Texas provided college readiness services to 18 youth attending Eastside Memorial or Travis High Schools.

The Compass to College Coordinator partnered with the Gear Up program at Travis High School to host FAFSA nights. They created a website for students and families to get updates about college related events and deadlines, hosted career exploration activities, and took students on college visit field trips. They have planned a scholarship workshop for the coming school year.

After School Programming

In the 2022-2023 school year, CIS of Central Texas provided after school programming at Booker T. Washington, Bouldin Oaks, Santa Rita, and Meadowbrook. The program served 111 participants who attended SmartKids after school programming on site 10 or more times.

All sites hosted community events at the beginning, middle, and end of the year which included games and activities, and resources for families. Snacks were provided each day of after school programming through a partnership with Meals on Wheels. Partnerships included the Mexican

American Cultural Center (MACC) and UT SEAL. MACC co-facilitated programming regularly and provided educational and enriching art and cultural activities. The UT SEAL program brought volunteers to read books with students and assist with homework. The program engaged AmeriCorps members to support students with reading as well. Summer programming included a trip to the Children’s Museum to learn about STEM, and onsite educational programming with themes such as the ocean and dinosaurs. SmartKids Coordinators conducted home visits, food deliveries, and were able to provide financial support and vision vouchers.

Service	Description	Performance Measure
Case Management Services	Youth who have received a minimum of 3 services per month (no less than .25 hrs per service)	Output
		Outcomes
College Readiness (C2C)	Activities designed to cultivate the knowledge, skills, and habits that are the basis for successful college enrollment and completion	Output
		Outcomes
		Output

<i>After School Program - Tutoring Services</i>	Special enrichment, motivational, recreational activities	
		Outcomes

Communities In Schools Annual Report 2022-2023

Goal	Actual
300	296
90% of all participants will stay in school (promoted or retained)	100%
90% will be promoted to the next grade level	99%
85% will pass all core classes	88%
70% of CIS students will have 90% or above daily average attendance in school	58%
70% will improve in academics	81%
70% will improve in attendance	62%
85% will improve in one or more: Academics, Attendance, or Behavior	88%
15 youth attending Eastside Memorial or Travis HS	18
Participants (Juniors and Seniors) that have completed college level courses, college entrance exams such as PSAT, SAT, ACT, and COMPASS test or have completed test prep courses.	0
Seniors who have submitted a college or pre-employment application, scholarship application, FAFSA	2
250 unduplicated youth	N/A

100 of these qualify as participants = attend 10x or more during contract period	111
90% of all participants will stay in school (promoted or retained)	100%
90% will be promoted to the next grade level	99%
85% will pass all core classes	97%
70% of CIS students will have 90% or above daily average attendance in school	62%
70% will improve in academics	80%
70% will improve in attendance	63%
85% will improve in one or more: Academics, Attendance, or Behavior	87%

Comments
N/A
N/A
N/A
N/A
Attendance continues to be a challenge post-pandemic that we are seeing at the campus level in most schools. In the coming year we will increase our focus on attendance interventions.
N/A
Attendance continues to be a challenge post-pandemic that we are seeing at the campus level in most schools. In the coming year we will increase our focus on attendance interventions.
N/A
N/A
This data will be more accurately accounted for in our new database in the upcoming year. Additionally, the Compass to College position has transitioned to a team internally with a focus on college access. With this focused ongoing training and support, we expect to see more progress in this area. The Compass to College Coordinator partnered with the Gear Up program at Travis High School to host FAFSA nights. They
In the coming year, our new database will be able to more clearly reflect the total number of youth attending any SmartKids session as opposed to participants attending 10 or more sessions. We were not able to track this number this year.

N/A
N/A
N/A
N/A
Attendance continues to be a challenge post-pandemic that we are seeing at the campus level in most schools. In the coming year we will increase our focus on attendance interventions.
N/A
Attendance continues to be a challenge post-pandemic that we are seeing at the campus level in most schools. In the coming year we will increase our focus on attendance interventions.
N/A

Names of youth enrolled who have met requirements for HS grad	Names of HACA children who are no longer at the school and any follow up services completed
Student Name	<i>Follow-up services provided to family, students connected to services (CIS or alternative) at new school</i>
Yuliana Rojas - Eastside ECHS	Student Name
Mia Cantu - Travis ECHS	Joseph Arreola Jr
Diego Norng - Travis ECHS	Jordan Sterling
Briceida Casarubia - Eastside ECHS	ALIANA GUTIERREZ
	Carmelo Torres
	Luis Alfonso
	WATAEZHA HORNSBY
	Lataja Hornsby
	Noah Mack
	Nevaeh Rivas
	EMMA ROBLES
	Aria Varela
	Julian Rodriguez

Giovanni Rodriguez
Ashley Barrios
Sa'Von Neville Haston
TATUM WALLING
Ocean Yett
Elena Rivas
Jayden Perez
Gerardo Martinez
Woody Hornsby
Juliana Chambers
Abigail Hudspeth
GENESIS SALINAS ESCALANTE
Dash Powell
JASON JETTER
Leighton Murray
Da'Kayden Reed
Jayla Iverson
Kyhrii Reed

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 02842

AUSTIN AFFORDABLE HOUSING CORPORATION

ITEM NO. 5.

MEETING DATE: April 18, 2024

STAFF CONTACT: Suzanne Schwertner, Director of Development

ITEM TITLE: Presentation, Discussion, and Possible Action on Resolution No. 02842 by the Board of Commissioners of the Housing Authority of the City of Austin (the “Authority”) to take the following actions with regard to Urban East Apartments Phase II (the “Development”) in Austin, Texas: (i) amend and restate the ground lease covering the site of the Development; and (ii) such other actions necessary or convenient to carry out this Resolution

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

The Board is being asked to approve Resolution No. 02842 authorizing the Housing Authority of the City of Austin (the “Authority”) to take the following actions with regard to Urban East Apartments Phase II (the “Development”) in Austin, Texas: (i) amend and restate the ground lease covering the site of the Development; and (ii) such other actions necessary or convenient to carry out this Resolution.

SUMMARY

Background:

Austin Affordable Housing Corporation is being presented with an opportunity to partner with River City Capital Partners (RCCP) and LDG Multifamily on the second phase of a certain 7.34 acre tract of land located at 6400 E. Riverside Drive, Austin, TX 78741. This project (Urban East – Phase II) will consist of 137 family apartment units. Forty percent of the units will be affordable to tenants earning less than 80% median family income (MFI), 10% at 60% MFI and the remaining 50% will be affordable to tenants earning at or greater than 80% MFI.

The Board approved the first phase of Urban East in November of 2020. It is now complete with lease up in process. Leasing traffic has been steady and occupancy has surpassed 15%.

This will be our fourth time collaborating with RCCP. RCCP is an Austin-based developer of innovative residential and commercial urban in-fill projects. Peter Kehle, co-founder is responsible for all aspects of the company’s development, financing, construction and acquisition activities. He brings 30 years of experience in these areas. Prior to RCCP, Peter founded Alliance Credit Corporation, a nationwide provider of commercial

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

Process:

RCCP originally purchased the site because of its Opportunity Zone status. Real estate investments within Opportunity Zones stand to provide investors with meaningful federal and state tax incentives, as a result of the Tax Cuts and Jobs Act of 2017. This parcel was attractive due to the appetite by equity firms to invest in Opportunity Zones.

The land was sold at the closing of Phase I to the Housing Authority of the City of Austin (HACA). Due to the fact that there was a potential to develop two phases of apartment complexes, the parcel was condominiumized into two units, HACA leased one unit to the Phase I partnership and the other unit to the Phase II partnership. That occurred to separate the two phases in every aspect including debt and equity. It also prevented HACA and AAHC from being obligated to participate in the second phase.

Now that Phase I is complete and it is successful in its lease-up/operations, we have agreed to participate in Phase II of the development. Both phases combined will have a total of 518 units. Phase II will have its own clubroom and courtyard with a grilling station and open seating. All other amenities in Phase I will be shared with the Phase II tenants. This would include amenities such as 2 resort-style swimming pools, sun decks, fully equipped gym, outdoor grills, dog park, yoga-fitness studio, mini bowling alley, wi-fi coffee bar and a media conference room.

The development will use debt financing originated by Cadence Bank, a Mississippi banking corporation and equity from a combination of RCCP and Battery Global Advisors (BGA) out of Boston, MA. BGA uses a wide variety of private funds to invest in projects in Opportunity Zones. A large number of their investors are family investors. The total development cost is estimated at \$44,000,000. The equity provided will be an estimated \$22,000,000 which is about 50% of the total cost. The planned development will consist of 114 one bedroom and one bath units and 23 two bedroom and two bath units.

The proposed Development is located in Austin’s Riverside submarket, only 5 minutes from Oracle’s cloud Campus and about 10 minutes from downtown Austin. Upon completion of the light rail, there will be a stop at the intersection of Riverside Drive and Montopolis Drive. With the transformation of Riverside, this site is well situated for tenants that hold jobs at the many retail stores, office spaces or restaurants along Riverside Drive while still maintaining an affordable rent in a Class A apartment with a large menu of amenities. All units will be marketed to HACA’s Housing Choice Voucher residents. This approval will allow AAHC to complete the closing transaction and start construction.

Unit Breakdown:			
	114	1-bedroom/1-bath	583-676 sq. ft.
	23	2-bedroom/2-bath	983-1,068 sq. ft.

Staff Recommendation:

Staff recommends approval of Resolution No. 02842.

RESOLUTION NO. 02842

RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF AUSTIN TO TAKE THE FOLLOWING ACTIONS WITH REGARD TO THE URBAN EAST APARTMENTS PHASE II (THE “DEVELOPMENT”) IN AUSTIN, TEXAS: (A) AMEND AND RESTATE THE GROUND LEASE COVERING THE SITE OF THE DEVELOPMENT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

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

WHEREAS, in connection with the Development, the Housing Authority of the City of Austin (“**HACA**”) has acquired certain real property in Austin, Texas, a portion of which constitutes the site for the Development (the “**Land**”), and has leased the Land to Urban East Multifamily QOZB—Phase II, LLC, a Texas limited liability company (the “**Owner**”), the managing member of which is an affiliate of AAHC, under a long-term ground lease (the “**Ground Lease**”);

WHEREAS, the Owner now desires to enter into a construction loan with Cadence Bank, a Mississippi banking corporation (the “**Lender**”), whereby the Owner will borrow a sum not to exceed \$23,500,000 (“**Loan**”), in order to finance the construction of the Development;

WHEREAS, HACA has agreed to amend and restate the Ground Lease to add certain terms related to the Owner’s financing and construction of the Development pursuant to an amended and restated ground lease (the “**Amended Ground Lease**”);

WHEREAS, the Owner may desire to subject the Land to a license agreement with the owner of the adjacent site to allow for reciprocal access to amenities located on the Land and the neighboring property (the “**License Agreement**”);

WHEREAS, the Land is subject to a condominium declaration (the “**Declaration**”), and the Owner, together with HACA and such other owners within the condominium regime, may desire to amend the Declaration and/or the condominium association’s bylaws pursuant to one or more amendments (collectively, the “**Condominium Amendments**”);

NOW, THEREFORE, the Board of Commissioners of HACA finds the actions authorized by these resolutions may reasonably be expected to directly or indirectly benefit HACA and hereby approves and adopts the following resolutions, and hereby authorizes its Chief Executive Officer (or the Chief Executive Officer’s designee) to do the following:

1. Review, approve, execute and deliver, as applicable, the License Agreement, the Amended Ground Lease, the Condominium Amendments and all such other documents, instruments, or other writings necessary to effectuate the Owner’s financing and construction of the Development, including, without limitation, a deed of trust and joinder encumbering HACA’s fee interest in the Land, recognition agreements, subordinations, assignments, estoppel certificates, and other documentation, instruments or agreements as Lender 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 (or

his designee's) execution and delivery thereof.

2. To do and perform, or cause to be done and performed, in the name and on behalf of HACA, all acts as the Chief Executive Officer (or his designee) may deem to be necessary or advisable in order to carry into effect the intent of the foregoing resolutions or to comply with the requirements of the instruments approved or authorized by the foregoing resolutions and any and all such acts heretofore or hereafter taken by the Chief Executive officer (or his designee) to such end are hereby expressly approved, ratified, and confirmed as the acts and deeds of HACA effective as of the date such action was taken.

3. Promptly notify the Owner and Lender in writing of any change in these resolutions, and until they have actually received such notice in writing, the Owner and Lender are authorized to act in reliance on and pursuance of these resolutions.

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

[End of Resolution]

PASSED, APPROVED AND ADOPTED this 18th day of April, 2024.

CHAIRMAN

ATTEST:

SECRETARY

HOUSING AUTHORITY OF THE CITY OF AUSTIN

REPORT

EXECUTIVE

ITEM NO. 6.

MEETING DATE: April 18, 2024

STAFF CONTACT: Michael Gerber, President & CEO

ITEM TITLE: Presentation on Ethics, Responsibilities, and Policies of the Agency

BUDGETED ITEM: N/A

TOTAL COST: N/A