

**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, May 16, 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, May 16, 2024  
12:00 PM**

**CALL TO ORDER, ROLL CALL**

**CERTIFICATION OF QUORUM**

**Pledge of Allegiance**

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**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 April 18, 2024

**ACTION ITEMS**

2. Presentation, Discussion, and Possible Action regarding Resolution No. 02843 to approve the Fiscal Year 2023 - 2024 Section 8 Management Assessment Program Certification (SEMAP)
3. Presentation, Discussion, and Possible Action Regarding Resolution No. 02847, Approval of a Contract for Fire Damage Restoration of a unit at Pathways at Meadowbrook
4. Presentation, Discussion, and Possible Action on Resolution No. 02844 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 Avery Ranch (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
5. Presentation, Discussion, and Possible Action on Resolution No. 02845 by the Board of Commissioners of the Housing Authority of the City of Austin, to take the following actions with regard to the Bridge at Windsor Park (the "Development") in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such

other actions necessary or convenient to carry out this Resolution

6. Presentation, Discussion, and Possible Action on Resolution No. 02846 by the Board of Commissioners of the Housing Authority of the City of Austin (the "Authority") to take the following actions with regard to Arella Lakeline Apartments (the "Development") in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution

## **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 Hiron 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 Hiron at 512.477.4488 x 2104.

**HOUSING AUTHORITY OF THE CITY OF AUSTIN**

**BOARD ACTION REQUEST**

**EXECUTIVE**

**ITEM NO. 1.**

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**MEETING DATE:** May 16, 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 April 18, 2024

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

**SUMMARY**

***Background:***

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

**ATTACHMENTS:**

- ▣ **20240418 HACA Minutes Summary**

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

**April 18, 2024**

**SUMMARY OF MINUTES**

**THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS REGULAR BOARD MEETING NOTICE WAS POSTED FOR 12:00 NOON ON THURSDAY, APRIL 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 April 18, 2024, to order at 12:19 pm. 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)  
Edwina Carrington, Commissioner  
Mary Apostolou, 2<sup>nd</sup> Vice-Chairperson  
Dr. Tyra Duncan-Hall, Commissioner

**MEMBER(S) ABSENT:**

**ALSO IN ATTENDANCE:**

Lauren Aldredge, Cokinos Law Firm  
Bill Walter, Coats Rose

**STAFF PRESENT:**

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

Commissioners Apostolou, Bailey and Richie were administered the Oath of Office and were recognized for their re-appointment to the Housing Authority of the City of Austin Board of Commissioners

**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

**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.

**Laci Lugo**, Apartment Management Concierge introduced herself and provided information on the services that Apartment Management Concierge provides.

**CITYWIDE ADVISORY BOARD (CWAB) – Lupe Garcia**, CWAB President, reported that the April CWAB Meeting was held on Tuesday, April 9th. •**Michael Roth**, HACA Vice President of Pathways of Asset Management, stressed the importance of fire safety and rental insurance. •**Mr. Roth** reported that Management Occupancy Reviews are scheduled for Lakeside, Goodrich, Salina, and NSPIRE inspections are also scheduled at Chalmers East and North Loop. •**Leilani Lim-Villegas**, HACA Senior Director of Community Development, congratulated **Richard Salazar**, resident of Lakeside, for being honored at the 80 Over Eighty Family Eldercare Awards and **Devonna Sterling**, resident of Santa Rita, for being awarded a Texas NAHRO scholarship.

•**Leilani Lim–Villegas** reported that there will be HUD Elections and Resident Council in-person training on June 13 at HACA Headquarters. •**Abby Bettini**, HACA Youth Services, reported that HACA has received 34 applications this year for the HACA Austin Pathways Scholarship, which is an increase from 23 applications last year. •**Ms. Bettini** announce that HACA has completed the evaluation of the Comprehensive Youth Development Program and finalizing the negotiating terms. •March 21st was the celebration of the Boys & Girls Club grand opening at Chalmers West. •It was also announced the HACA has 64 residents enrolled in the FSS PBRA program, 14 of those are earning an escrow. •**Murphy Roland**, HACA Workforce Development Manager, announced that the Literacy Coalition started providing GED classes at Chalmers South. •**Mr. Roland** reminded everyone that there is a stipend up to \$500 for residents who complete their GED. •Two teen dads recently joined the i-DADS program. •**Borami Lee**, HACA Health & Wellness Manager, reported the Diabetes Education will begin at Lakeside on May 1st •**Daniel Ruiz**, HACA Family Opportunity reported that Youth Financial Journey Classes start on May 7. •Two HACA families are in the homeownership lending phase •**Lupe Garcia** shared information about the Women’s Conference and i-MOMS graduation on Mary 31. There are 20 new i-MOMS graduating.

## **CONSENT ITEMS**

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

#### **ITEM 3: Presentation, Discussion, and Possible Action regarding the Approval of the Board Minutes Summary for the Board Meeting held on March 21, 2024**

**Commissioner Carrington** moved the Approval of the Board Minutes Summary for the Board Meeting held on March 21, 2024. **2<sup>nd</sup> Vice-Chairperson Apostolou** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

## **ACTION ITEMS**

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

#### **ITEM 4: Presentation, Discussion and Possible Action Regarding Resolution No. 02841: Approval to Renew In-Schools Case Management and Property-Based Tutoring Services**

The Board was 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**

Oak Springs 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

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

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 recommended 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. 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.

**2<sup>nd</sup> Vice-Chairperson Apostolou** moved the Approval of Regarding Resolution No. 02841: Approval to Renew In-Schools Case Management and Property-Based Tutoring Services. **Commissioner Duncan-Hall** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

**ITEM 5: Presentation, Discussion and Possible Action regarding 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**

Austin Affordable Housing Corporation was presented with an opportunity to partner with River City Capital Partners (RCCP) and LDG Multifamily on the second phase of a 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.

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 two 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.

**2<sup>nd</sup> Vice-Chairperson Apostolou** moved the Approval of 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. **Commissioner Carrington** seconded the motion. The motion Passed (5-Ayes and 0-Nays).

#### **EXECUTIVE SESSION**

The Board did not recess into Executive Session.

**Lauren Aldridge**, Cokinos Law Firm, conducted Behavior and Sexual Harassment Training to the Board of Commissioners.

#### **REPORTS**

- **Mike Gerber**, HACA President & CEO announced the upcoming events: May 17, HACA Mayfest; May 31<sup>st</sup>, Women's Conference; June 7<sup>th</sup>, Tentative Grand Opening for Chalmers West.
- National NAHRO is being held July 11-12.
- **Mike Gerber** discussed HACA's Return To Work schedule beginning June 1<sup>st</sup>.
- **Mr. Gerber** announced that HACA is moving to Microsoft 365.
- **Sylvia Blanco**, HACA Chief Operating Officer, announced that HACA headquarters building will be getting a "refresh" to include more meeting spaces and a more inviting place to work.

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

The meeting adjourned at 2:34 pm.

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**Michael G. Gerber, Secretary**

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**Chairperson**



# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02843

#### ASSISTED HOUSING

#### ITEM NO. 2.

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**MEETING DATE:** May 16, 2024

**STAFF CONTACT:** Lisa Garcia, Vice President of Assisted Housing

**ITEM TITLE:** Presentation, Discussion, and Possible Action regarding Resolution No. 02843 to approve the Fiscal Year 2023 - 2024 Section 8 Management Assessment Program Certification (SEMAP)

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

#### ACTION

The Board is being asked to approve the submission of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD) for the period from April 1, 2023 to March 31, 2024.

#### SUMMARY

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

The Section 8 Management Assessment Program (SEMAP) became effective October 13, 1998 (24 CFR Part 985). This rule establishes SEMAP to objectively measure Public Housing Authorities' (PHAs') performance in the administration of the Housing Choice Voucher program in fourteen (14) key performance areas and a Deconcentration Bonus indicator.

In order to receive a deconcentration bonus, worth up to 4 percentage points, the following rules apply.

- 1) 50% or more of HCV families with children would need to reside in low poverty census tracts in the PHA's principal operating area; or
- 2) For HCV families with children who moved, the percent that moved to low poverty census tracts would need to be two percentage points higher than the percent of all HCV families with children residing in low poverty census tracts at the end of the last completed PHA Fiscal year; or
- 3) The percent of families with children who moved during the last two fiscal years is two percentage points higher than the percent of families with children in low poverty census tracts at the end of FY2023.

The Board of Commissioners is required to approve the SEMAP certification, and PHAs are required to submit the certification electronically to HUD within 60 calendar days after each fiscal year end.

HUD will independently assess HACA's performance under SEMAP using annual audit reports for indicators 1-7 and the deconcentration bonus indicator and information maintained in HUD's Public and Indian Housing Information Center (PIC) for indicators 8-14. The Lease-up rate is obtained from HUD's Financial Management Center.

***Process:***

HACA's Quality Control Division completed quality control sample audits for indicators #1, #2, and #3. The Assistant Housing Director completed the quality control sample audit for indicator #6. There was one error identified for indicator #3. There were zero errors identified under indicators #1, #2, and #6.

For this fiscal year's Deconcentration Bonus point analysis, HACA used data from the 2022 American Community Survey with a 11.1% poverty rate.

Data analysis shows that the percentage of families with children that live in a low poverty census tract the last day of the 2023-2024 fiscal year was 56%. HACA qualifies for the deconcentration bonus points under #1 of the deconcentration bonus indicator.

The SEMAP Certification, Attachment 1, summarizes the results of this SEMAP assessment. Attachment 2 provides a map and data for the 2024 deconcentration bonus indicator for the 2023/2024 Fiscal Year. Attachment 3 is the 2023 SEMAP deconcentration map.

Based on the review, HACA scored a 104%, which denotes a high performer designation.

***Staff Recommendation:***

Staff recommends that the Board approve the submittal of the SEMAP Certification to HUD for the 2023/2024 Fiscal Year with a score of 104%.

**ATTACHMENTS:**

- ▣ **Attachment 1 SEMAP Certification form HUD-52648**
- ▣ **Attachment 2 Deconcentration map 2024**
- ▣ **Attachment 3 Deconcentration map 2023**

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**RESOLUTION NO. 02843**

**APPROVAL TO SUBMIT FY 2023-2024 SECTION 8 MANAGEMENT ASSESSMENT  
PROGRAM (SEMAP) CERTIFICATION TO  
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**WHEREAS**, the Section 8 Management Assessment Program (SEMAP) Certification is designed to allow the Department of Housing and Urban Development (HUD) to identify Public Housing Authorities' (PHAs') management capabilities and deficiencies and help lead to better overall management of the Section 8 program; and

**WHEREAS**, HUD has proposed fourteen (14) specific indicators for SEMAP and requires certification of the PHA; and

**WHEREAS**, the Housing Authority of the City of Austin has completed the SEMAP certification for each indicator listed on form HUD-52648 for the period from April 1, 2023 through March 31, 2024; and

**WHEREAS**, the results of the SEMAP Certification review indicates that the Housing Authority of the City of Austin has a 104% SEMAP assessment score for the 2023/2024 Fiscal Year.

**NOW, THEREFORE, BE IT RESOLVED**, that the Housing Authority of the City of Austin's Board of Commissioners approve to submit the Housing Authority of the City of Austin's SEMAP (Section 8 Management Assessment Program) Certification for the Fiscal Year 2023/2024.

**PASSED, APPROVED, AND ADOPTED** this 16<sup>th</sup> day of May 2024.

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Michael G. Gerber, Secretary

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Carl S. Richie, Jr., Chairperson

# Section 8 Management Assessment Program (SEMAP) Certification

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

OMB Approval No. 2577-0215  
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

**Instructions** Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
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**Check here if the PHA expends less than \$300,000 a year in Federal awards**

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

## Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

**PHA Response** Yes  No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

**PHA Response** Yes  No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

**PHA Response** Yes  No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

**PHA Response**  At least 98% of units sampled  80 to 97% of units sampled  Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

**PHA Response**  At least 90% of files sampled  80 to 89% of files sampled  Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

**PHA Response** Yes  No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

**PHA Response** Yes  No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

**PHA Response**  At least 98% of cases sampled  Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

**Applies only to PHAs with jurisdiction in metropolitan FMR areas.**

**Check here if not applicable**

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

**PHA Response** Yes  No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

**PHA Response** Yes  No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

**PHA Response** Yes  No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

**PHA Response** Yes  No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

**PHA Response** Yes  No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

**PHA Response** Yes  No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

**PHA Response** Yes  No

Enter current FMRs and payment standards (PS)

0-BR FMR \_\_\_\_\_ 1-BR FMR \_\_\_\_\_ 2-BR FMR \_\_\_\_\_ 3-BR FMR \_\_\_\_\_ 4-BR FMR \_\_\_\_\_  
PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_

**If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.**

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

**PHA Response** Yes  No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

**PHA Response** Yes  No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

**PHA Response** Yes  No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

**PHA Response** Yes  No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

**PHA Response** Yes  No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

**Applies only to PHAs required to administer an FSS program.**

**Check here if not applicable**

**PHA Response**

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

**Applies only to PHAs required to administer an FSS program .**

**Check here if not applicable**

**PHA Response**      **Yes**       **No**

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

**Deconcentration Bonus Indicator** (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

**or**

- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

**PHA Response**      **Yes**       **No**       **If yes, attach completed deconcentration bonus indicator addendum.**

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

\_\_\_\_\_  
Date (mm/dd/yyyy) \_\_\_\_\_

\_\_\_\_\_  
Date (mm/dd/yyyy) \_\_\_\_\_

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

# SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) \_\_\_\_\_

PHA Name \_\_\_\_\_

Principal Operating Area of PHA \_\_\_\_\_  
(The geographic entity for which the Census tabulates data)

**Special Instructions for State or regional PHAs** Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area \_\_\_\_\_

## Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) \_\_\_\_\_ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- \_\_\_\_\_ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- \_\_\_\_\_ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes  No

- 2) \_\_\_\_\_ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- \_\_\_\_\_ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- \_\_\_\_\_ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- \_\_\_\_\_ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

- 3) \_\_\_\_\_ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- \_\_\_\_\_ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- \_\_\_\_\_ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- \_\_\_\_\_ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

**If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.**

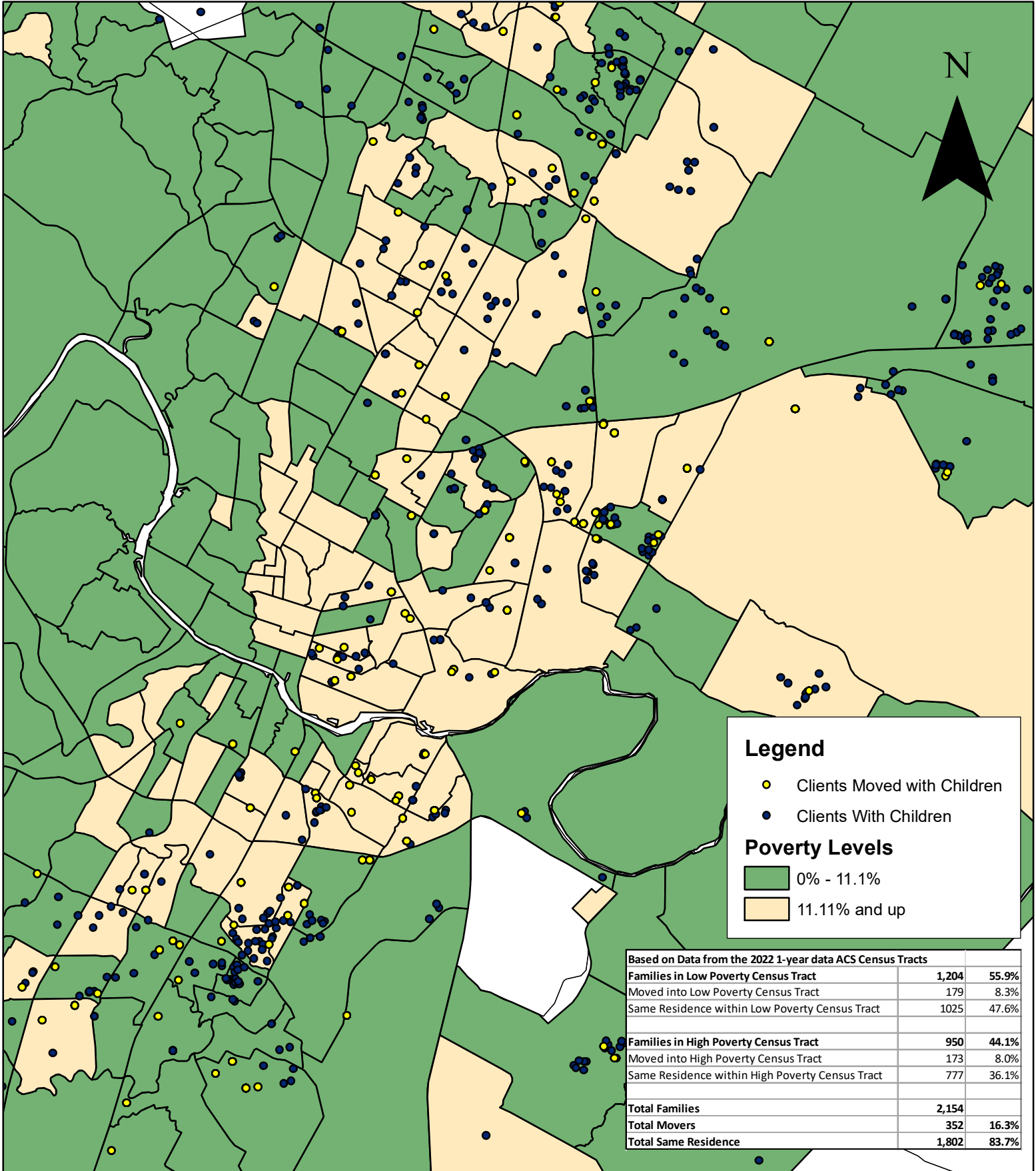
**See instructions above concerning bonus points for State and regional PHAs.**



# Housing Authority of the City of Austin

## Assisted Housing

### Deconcentration Results 2024



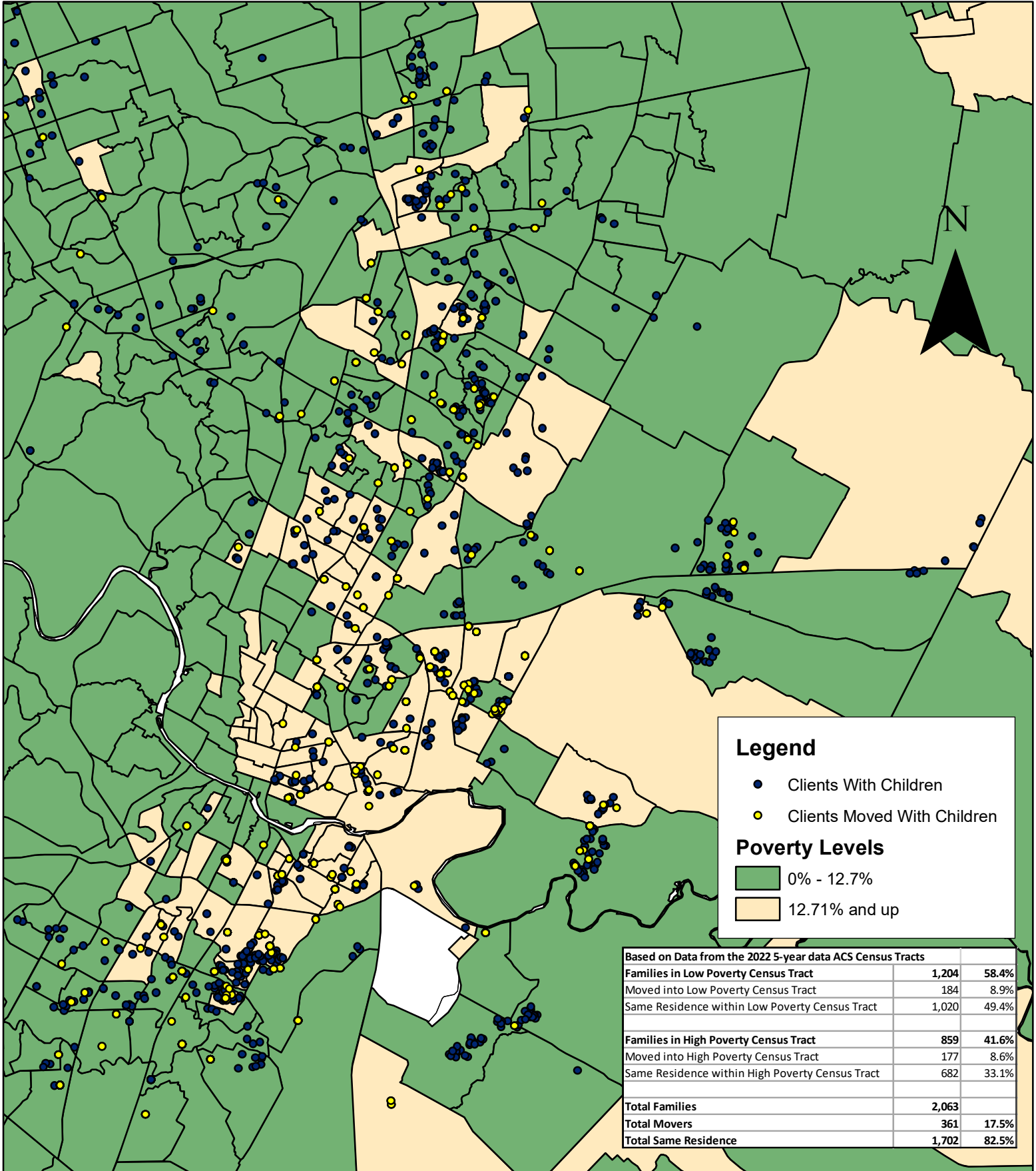




# Housing Authority of the City of Austin

## Assisted Housing

### Deconcentration Results 2023



**HOUSING AUTHORITY OF THE CITY OF AUSTIN**

**BOARD ACTION REQUEST**

**RESOLUTION NO. 02847**

**PLANNING AND DEVELOPMENT**

**ITEM NO. 3.**

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**MEETING DATE:** May 16, 2024

**STAFF CONTACT:** Jimi Teasdale, Planning & Development Director

**ITEM TITLE:** Presentation, Discussion, and Possible Action Regarding Resolution No. 02847, Approval of a Contract for Fire Damage Restoration of a unit at Pathways at Meadowbrook

**BUDGETED ITEM:** No

**TOTAL COST:** \$114,500.00

**ACTION**

The Board is being asked to approve a contract for Fire Damage Restoration of 2205 Wirtz, Unit 104 at Pathways at Meadowbrook

**SUMMARY**

***Background:***

On March 19, 2024, HACA lost a unit to a fire related incident at Pathways at Meadowbrook. The interior of the unit was a complete loss, and insurance was contacted and a claim filed. Upon fully gaining possession of the unit, HACA had the unit interior remediated, abated, and demolished, and cleared to create a scope of work that matches the insurance inspection. The scope of work will entail complete rehabilitation of the unit interior including, but not limited to, smoke stain and odor sealing, full insulation replacement throughout, new drywall throughout, all new interior doors, trim, mill work, cabinetry, counters, HVAC, water heater, appliances, toilet accessories, windows/screens, vinyl tile flooring, and some repair and repainting of the exterior of the unit will be necessary, as well.

***Process:***

Bidders were invited to a pre-bid walk and discussion with the Planning & Development Department on April 18, 2024, and time was allowed for bids to be developed and submitted by April 26, 2024. Two Bid Proposals were submitted. Bids were received electronically on April 26, 2024 by 5:00 p.m., local time.

JG Arcoiris Painting Contractors, LLC was determined to be responsive –Reference verifications by HACA for JG Arcoiris Painting Contractors, LLC, performed with all positive results, as they have been an established contractor for HACA for over 20 years. A tabulation of the received bids is attached.

***Staff Recommendation:***

Staff recommends award of contract to JG ArcoIris Painting Contractors, LLC based on lowest priced bidder and satisfactory reference verifications.

**ATTACHMENTS:**

- ▣ **Bid Summary with Bids**

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**RESOLUTION NO. 02847**

**APPROVING THE AWARD OF CONTRACT FOR FIRE DAMAGE RESTORATION OF A UNIT  
AT PATHWAYS AT MEADOWBROOK**

**WHEREAS**, On April 26, 2024, the Housing Authority of the City of Austin received bid submissions electronically for Fire Damage Restoration of 2205 Wirtz, Unit 101 for Pathways at Meadowbrook Apartments; and

**WHEREAS**, it is the recommendation of the President and CEO that the bid submitted by JG ArcoIris Painting Contractors, LLC be accepted as the most responsible and responsive bid in the amount of \$114,500.00; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Housing Authority Board of Commissioners authorizes the President and CEO to accept the bid as submitted by JG ArcoIris Painting Contractors, LLC and award such contract;

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of May 2024.

**Michael G. Gerber, Secretary**

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

**BID TABULATION  
PROJECT# 2024-03  
FIRE DAMAGE RESTORATION 2205 WIRTZ, UNIT 104  
PATHWAYS @ MEADOWBROOK  
BID OPENING BY ELECTRONIC SUBMISSION  
APRIL 26, 2024 BY 5:00 PM**

<b>CONTRACTOR</b>	<b>LUMP SUM BASE BID</b>	<b>DAYS TO COMPLETE</b>
JG ARCOIRIS PAINTING CONTRACTORS, LLC	\$114,500.00	45 CALENDAR DAYS
UNITY CONTRACTOR SERVICES, INC	\$149,980.00	45 CALENDAR DAYS
QA CONSTRUCTION SERVICES, INC.	NO BID SUBMITTED	NO BID SUBMITTED

**BID SUMMARY FOR PATHWAYS AT MEADOWBROOK APTS  
DAMAGED UNIT REPAIRS - 2205 Wirtz #104 - Fire Unit Acct 91**

<b>CONTRACTOR/FIRM</b>	<b>CONTACT PERSON</b>	<b>PROJECT TOTAL PRICE</b>	<b>COMMENTS</b>
UNITY CONTRACTOR SERVICES, INC	Mike Luster - Proj Mgr	\$149,980.00	Past participation in excess of \$4,000,000 Performance satisfactory on past projects.
QA Construction Services	Sadot Cisneros - Proj Mgr	No Bid	Past participation in excess of \$225,000 Performance satisfactory on past projects. ***not enough available subs at the moment
ARCOIRIS	Jose Gamez - Owner	\$114,500.00	Past participation in excess of \$4,000,000 Performance very satisfactory on past projects. <b>RECOMMEND AWARD</b>
<p><b>Note: This is a total loss casualty claim with insurance. All quotes were developed through the insurance takeoff information and available as-builts provided by HACA. Unit has gone through abatements and mold remediation processes. A pre-bid meeting was held to allow bidders the opportunity to enter the Unit, inspect remaining framing and structures, ask questions, and were provided with a bid packet to include the insurance takeoff. All bidders meet HACA requirements for contracting and have performed satisfactory work for HACA, previously. <u>Recommend Award to JG Arcoiris based on cost proposals received, demonstrated ability with Unit re-hab/ repair work, Contractor integrity and performance, and overall best value to HACA for the project.</u></b></p>			
<p><b>Estimate - Based on HACA P&amp;D Dept experience with similar repair jobs for the agency over the past 20+ years, and review of the insurance takeoff, the project was estimated to be approximately \$85k-95k, in costs.</b></p>			
<p><b>Contract Type-Fixed fee, turnkey quote, based on insurance takeoff, only.</b></p>			
<p><b>Justification-Required work, to restore the damaged Unit to full readiness for re occupancy.</b></p>			

**BID PROPOSAL**

Date: 4/26/2024

Having carefully examined the scope work for the above referenced project, for the Owner, The Housing Authority of the City of Austin, as well as the premises and conditions affecting this work, I propose to secure and pay all permits, fees, licenses, if required, and to furnish all labor, services, equipment and materials necessary to complete the work as follows:

Note: Amounts shown shall be shown in both written & figure forms. In case of discrepancy between the written amount and the figure, the written amount will govern.

- 1. LUMP SUM BASE BID #1 – FIRE DAMAGE RESTORATION, 2205 Wirtz, Unit 104; Account 91 - All work called for, and/or specified described within the scope of work provided by insurance carrier at Pathways at Meadowbrook:**

one hundred fourteen thousand \$( 114,500.<sup>00</sup> )  
five hundred dollars

**CONTRACT COMPLETION:**

The undersigned further agrees, if awarded the Contract, to complete this Contract as follows:

Lump Sum Base Bid #1: 45 CALENDAR DAYS

The undersigned further agrees that the Certified Check for Bid Bond payable to HACA and accompanying this proposal is left in escrow with HACA. The amount of the Certified Check or Bid Bond is the measure of liquidated damages, which the Owner will sustain by the failure of the undersigned to execute, and deliver the above named Contract and Insurance.

If the undersigned defaults in executing the Contract or furnishing the required Insurance Certificates within ten (10) days of written notification of the award of the Contract to him/her, then the Certified Check shall become the property of the Owner, or the Bid Bond shall become subject to forfeiture to the Owner.

Bidder acknowledges receipt of the following addenda:

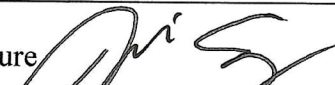
Number \_\_\_\_\_ Number \_\_\_\_\_ Number \_\_\_\_\_ Number \_\_\_\_\_

Respectfully Submitted:

Company Name:

Arcoiris Painting Contractors, LLC

Address: 4519 Nixon Ln. Austin, TX 78725

By: Signature  Title: owner

Telephone: 512 389 3933 Fax: NA

E-Mail: arcoiris.contractors@gmail.com

End of Section



Housing Authority of the City of Austin makes special reference to the attached document titled "Bidders Representation".

Your careful reading of the Bidder's Representation is imperative because, by signing and submitting it with your bid figure, you will be representing to HACA that:

- 1.) Your detailed examination of the drawings and specifications has turned up no ambiguities that need clarification;
- 2.) Only authorized data have been used to arrive at your bid figure; and
- 3.) The experience and capabilities of your firm, your workers and your subcontractors are adequate and appropriate to perform the construction of this type of project.

Please note that each of your subcontractors will also be required to submit a signed copy of the Bidder's Representation before HACA can award the construction contract.

If you find that, you are unable to sign this representation because you believe the drawings or specifications are inadequate or erroneous in some way, please notify HACA at once so that corrective action can be taken. Similarly, if your bid figure is affected by information not contained in the construction contract documents, contact HACA immediately before submitting your bid.

#### **BIDDER'S REPRESENTATION**

By the act of submitting a bid for the proposed contract, the Bidder represents that:

- The Bidder and all subcontractors the Bidder intends to use have carefully and thoroughly reviewed the drawings, specifications and other construction documents and have found them complete and free from ambiguities and sufficient for the purpose intended.
- The Bidder and all workers, employees and subcontractors the Bidder intends to use are skilled and experienced in the type of construction represented by the construction contract documents bid upon.
- The bid figure is based solely upon the construction contract documents and properly issued written addenda and not upon any other written representation.
- Neither the Bidder nor any of the Bidder's employees, agents, intended suppliers or subcontractors have relied upon any verbal representations from HACA, or HACA's employees or agents including architects, engineers or consultants, in assembling the bid figure.

Acknowledged:

By: Adriana Peña-Campbell

For: JG Arcuir's Painting Contractors, LLC

Date: 4/26/2024

**BID PROPOSAL**

Date: 4/26/2024

Having carefully examined the scope work for the above referenced project, for the Owner, The Housing Authority of the City of Austin, as well as the premises and conditions affecting this work, I propose to secure and pay all permits, fees, licenses, if required, and to furnish all labor, services, equipment and materials necessary to complete the work as follows:

Note: Amounts shown shall be shown in both written & figure forms. In case of discrepancy between the written amount and the figure, the written amount will govern.

- 1. LUMP SUM BASE BID #1 – FIRE DAMAGE RESTORATION, 2205 Wirtz, Unit 104; Account 91 - All work called for, and/or specified described within the scope of work provided by insurance carrier at Pathways at Meadowbrook:**

one hundred forty nine thousand nine hundred and eighty dollars \$( 149,980.00 )

**CONTRACT COMPLETION:**

The undersigned further agrees, if awarded the Contract, to complete this Contract as follows:

Lump Sum Base Bid #1: 45 CALENDAR DAYS

The undersigned further agrees that the Certified Check for Bid Bond payable to HACA and accompanying this proposal is left in escrow with HACA. The amount of the Certified Check or Bid Bond is the measure of liquidated damages, which the Owner will sustain by the failure of the undersigned to execute, and deliver the above named Contract and Insurance.

If the undersigned defaults in executing the Contract or furnishing the required Insurance Certificates within ten (10) days of written notification of the award of the Contract to him/her, then the Certified Check shall become the property of the Owner, or the Bid Bond shall become subject to forfeiture to the Owner.

Housing Authority of the City of Austin  
HACA #2024-03

Fire Damage Restoration - Pathways at Meadowbrook  
2205 Wirtz, Unit 104; Account 91 Austin, Texas

Bidder acknowledges receipt of the following addenda:

Number \_\_\_\_\_ Number \_\_\_\_\_ Number \_\_\_\_\_ Number \_\_\_\_\_

Respectfully Submitted:

Company Name:

Unity Contractor Services, Inc.

Address: 6448 E HWY 290 Suite F113 Austin, TX 78723

By: Signature



Title: CEO

Telephone: 512-926-8065

Fax: 512-926-1292

E-Mail: Lenzyucs@swbell.net

End of Section

Housing Authority of the City of Austin makes special reference to the attached document titled "Bidders Representation".

Your careful reading of the Bidder's Representation is imperative because, by signing and submitting it with your bid figure, you will be representing to HACA that:

- 1.) Your detailed examination of the drawings and specifications has turned up no ambiguities that need clarification;
- 2.) Only authorized data have been used to arrive at your bid figure; and
- 3.) The experience and capabilities of your firm, your workers and your subcontractors are adequate and appropriate to perform the construction of this type of project.

Please note that each of your subcontractors will also be required to submit a signed copy of the Bidder's Representation before HACA can award the construction contract.

If you find that, you are unable to sign this representation because you believe the drawings or specifications are inadequate or erroneous in some way, please notify HACA at once so that corrective action can be taken. Similarly, if your bid figure is affected by information not contained in the construction contract documents, contact HACA immediately before submitting your bid.

### BIDDER'S REPRESENTATION

By the act of submitting a bid for the proposed contract, the Bidder represents that:

- The Bidder and all subcontractors the Bidder intends to use have carefully and thoroughly reviewed the drawings, specifications and other construction documents and have found them complete and free from ambiguities and sufficient for the purpose intended.
- The Bidder and all workers, employees and subcontractors the Bidder intends to use are skilled and experienced in the type of construction represented by the construction contract documents bid upon.
- The bid figure is based solely upon the construction contract documents and properly issued written addenda and not upon any other written representation.
- Neither the Bidder nor any of the Bidder's employees, agents, intended suppliers or subcontractors have relied upon any verbal representations from HACA, or HACA's employees or agents including architects, engineers or consultants, in assembling the bid figure.

Acknowledged:

By:  \_\_\_\_\_

For: Unity Contractor Services, Inc.

Date: April 26, 2024

# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02844

#### AUSTIN AFFORDABLE HOUSING CORPORATION

#### ITEM NO. 4.

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**MEETING DATE:** May 16, 2024

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

**ITEM TITLE:** Presentation, Discussion, and Possible Action on Resolution No. 02844 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 Avery Ranch (the “Development”) in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

#### ACTION

The Board is being asked to approve Resolution No. 02844 to take the following actions with regard to the Bridge at Avery Ranch (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 288-unit multi-family rental property called Avery Ranch Apartments. The development is located at 9225 North Lake Creek Parkway, Austin, Texas 78717. This would be the seventh (7<sup>rd</sup>) property AAHC and JCI have partnered on together. We have successfully completed Bridge at Granada and Bridge at Turtle Creek along with closing The Delco Flats, Paloma and Three Hills Apartments. This asset is north of downtown Austin. The site has easy access to US HWY 183 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 experience developing more than 200 projects. AAHC works with the Managing Partner, Sam Kumar, and President, Kurt Goll.

The Avery Ranch Apartments were completed in September of 2023 and sits on 12.98 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, a large pet park and covered parking. The property feeds into the Round Rock Independent School District and Purple Sage Elementary School, Pearson Ranch Middle School and McNeil High School.

This is an important transaction to HACA and AAHC as we have seen this part of Austin continue to displace those needing affordable housing. 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 is home to many individuals and families who work in and around the area with no current affordability in place. This will be the first asset for AAHC in the surrounding area putting affordable housing in a new market.

Below is a breakdown of the unit sizes. The property is currently 84% occupied and rents currently range from \$1,200 for a one bedroom to \$2,225 for a three bedroom.

<b>189 1 -bedroom/1-bath</b>	<b>560 square feet to 900 square feet</b>
<b>87 2-bedroom/2-bath</b>	<b>990 square feet to 1224 square feet</b>
<b>12 3-bedroom/2-bath</b>	<b>1,460 square feet</b>

***Process:***

The strike price for the Avery Ranch Apartments is \$64,580,000. JCI will be investing approximately \$20,000,000 as a down payment. Bellwether will be providing a Freddie Mac permanent loan with a not to exceed loan amount of \$50,000,000 at a rate of approximately 6.46% with a 35-year amortization. A current lease audit is underway to determine the initial number of units already qualified under 80% AMI. The property is currently 84 % occupied. AAHC and JCI are committed to providing 10% of the affordable units at 60% AMI and 40% of the units at 80% AMI with a goal to achieve 20% at 60% AMI and leasing units to all voucher holders. JCI Management will manage the property. The new name for the property will be Bridge at Avery Ranch Apartments.

The strike price is defined as the pre-determined price of the asset which is used for AAHC and the partnerships initial evaluation for lending and financial parameters.

***Staff Recommendation:***

Staff recommends approval of Resolution No. 02844.

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**RESOLUTION NO. 02844**

**RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (THE “AUTHORITY”) TO TAKE THE FOLLOWING ACTIONS WITH REGARD TO THE BRIDGE AT AVERY RANCH (THE “DEVELOPMENT”) IN AUSTIN, TEXAS: (I) ACQUIRE THE SITE OF THE DEVELOPMENT; (II) LEASE THE DEVELOPMENT SITE TO THE OWNER OF THE DEVELOPMENT; AND (III) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION**

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

**WHEREAS**, in connection therewith, the Authority has agreed to acquire certain real property in Austin, Texas (the “Land”), which constitutes the site for the Development, and to simultaneously lease the Land to Avery Ranch Apartments, LP, a Texas limited partnership whose general partner will be controlled by AAHC (the “Owner”), 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:

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 such security instruments, joinders and estoppel certificates as any lender involved with the Development may require, all on such terms and containing such provisions as the Chief Executive Officer (or his designee) shall deem appropriate, and the approval of the terms of each such instrument shall be conclusively evidenced by his execution and delivery thereof.

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

*[End of Resolution]*

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of May, 2024.

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CHAIRMAN

ATTEST:

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SECRETARY



**HOUSING AUTHORITY OF THE CITY OF AUSTIN**

**BOARD ACTION REQUEST**

**RESOLUTION NO. 02845**

**AUSTIN AFFORDABLE HOUSING CORPORATION**

**ITEM NO. 5.**

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**MEETING DATE:** May 16, 2024

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

**ITEM TITLE:** Presentation, Discussion, and Possible Action on Resolution No. 02845 by the Board of Commissioners of the Housing Authority of the City of Austin, to take the following actions with regard to the Bridge at Windsor Park (the “Development”) in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

**ACTION**

The Board is being asked to approve Resolution No. 02845 to take the following actions with regard to the Bridge at Windsor Park (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 308-unit multi-family rental property called Windsor Park Towers Apartments. The development is located at 6007 N IH35, Austin, Texas 78723. This would be the sixth (6<sup>rd</sup>) asset AAHC and JCI have partnered on together. We have successfully completed Bridge at Granada and Bridge at Turtle Creek along with the recent closings of Delco Flats, Paloma and Three Hills Apartments. This asset is located at the intersection of North IH35 and US-290 in North Austin.

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 five transactions. JCI is a privately held development firm with experience developing more than 200 projects. AAHC works with the Managing Partner, Sam Kumar, and President, Kurt Goll.

The Windsor Park Towers Apartments are currently in lease up and received its final certificates of occupancy

(CO's) in December of 2023. The property sits on 2.49 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. The property feeds into the Austin Independent School District and Harris Elementary School, Harris Middle School and Northeast Early College High School (formerly Reagan High School).

This is an important transaction to HACA and AAHC as we have seen this part of Austin continue to displace the residents needing affordable housing. 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 23.50% occupied and rents currently range from \$1,417 for a one bedroom to \$2,295 for the largest two bedroom.

<b>256 1 -bedroom/1-bath</b>	<b>500 square feet to 776 square feet</b>
<b>47 2-bedroom/2-bath</b>	<b>966 square feet to 1110 square feet</b>
<b>5 3-bedroom/2-bath</b>	<b>1,263 square feet</b>

***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. The property is currently 23.50% occupied. AAHC and JCI are committed to providing 10% of the affordable units at 60% AMI and 40% of the units below 80% AMI with a goal to achieve 20% at 60% AMI and leasing units to all voucher holders. JCI Management will manage the property. AAHC and JCI will secure a bridge loan with Prime Financial in an amount not to exceed \$50,000,000. Once the property is ready for permanent conversation, 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 Windsor Park Apartments.

***Staff Recommendation:***

Staff recommends approval of Resolution No. 02845.

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**RESOLUTION NO. 02845**

**RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF AUSTIN, A TEXAS MUNICIPAL PUBLIC HOUSING AUTHORITY (THE “AUTHORITY”), TO TAKE THE FOLLOWING ACTIONS WITH REGARD TO THE BRIDGE AT WINDSOR PARK (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, a Texas non-profit corporation (“AAHC”), has agreed to participate in the acquisition and operation of the Development;

**WHEREAS**, in connection therewith, the Authority has agreed to acquire certain real property in Austin, Texas (the “**Land**”), which constitutes the site for the Development, and to simultaneously lease the Land to Windsor Park Tower, LP, a Texas limited partnership whose general partner will be controlled by AAHC (the “**Owner**”), under a long-term ground lease containing affordability restrictions (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:

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 such security instruments and estoppel certificates as any lender involved with the Development may require, all on such terms and containing such provisions as the Chief Executive Officer (or his designee) shall deem appropriate, and the approval of the terms of each such instrument shall be conclusively evidenced by his execution and delivery thereof.

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

*[End of Resolution]*

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of May, 2024.

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CHAIRMAN

ATTEST:

SECRETARY

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# HOUSING AUTHORITY OF THE CITY OF AUSTIN

## BOARD ACTION REQUEST

### RESOLUTION NO. 02846

#### AUSTIN AFFORDABLE HOUSING CORPORATION

#### ITEM NO. 6.

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**MEETING DATE:** May 16, 2024

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

**ITEM TITLE:** Presentation, Discussion, and Possible Action on Resolution No. 02846 by the Board of Commissioners of the Housing Authority of the City of Austin (the “Authority”) to take the following actions with regard to Arella Lakeline Apartments (the “Development”) in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution

**BUDGETED ITEM:** N/A

**TOTAL COST:** N/A

#### ACTION

The Board is being asked to approve Resolution No. 02846 to take the following actions with regard to Arella Lakeline Apartments (the “Development”) in Austin, Texas: (i) acquire the site of the Development; (ii) lease the Development site to the owner of the Development; and (iii) such other actions necessary or convenient to carry out this Resolution.

#### SUMMARY

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

Austin Affordable Housing Corporation (AAHC) has been presented an opportunity to partner with Belveron Partners to purchase a 354 unit multi-family rental property called Arella Lakeline Apartments. The development is located at 12700 Ridgeline Blvd., Cedar Park, Texas 78613. Although the address is Cedar Park, the property is actually in the city limits of the City of Austin. This would be the nineteenth (19<sup>th</sup>) property AAHC and Belveron Corporation have purchased together. This asset is located in the popular Lakeline corridor at FM 620 and Ridgeline Blvd. The property is called home to many people who work at Apple, Amazon, Google and Dell among others. The site is in very close proximity to the Lakeline Rail Station.

AAHC’s proposed partner, Belveron Corporation prides itself on long term preservation of workforce housing. Located out of San Francisco, Belveron is a privately held investment firm with a current portfolio of more than 30,000 units across the United States. Founded in 2006, Belveron has invested in more than 220 properties in 32 states. AAHC works with the Managing Partner, Paul Odland, and Senior Portfolio Manager, Josh Plattner.

The Arella Apartments were built in 2017 and sit on 12.78 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, a billiards lounge and coffee bar, and business center. Residents also enjoy the expansive fitness center, a large pet park with washing station, walking trails, a 9 hole disc golf course and additional covered parking. The property feeds into the Round Rock Independent School District and Purple Sage Elementary School, Noel Grisham Middle School and Westwood High School.

This is an important transaction to HACA and AAHC as we have seen this part of Austin continue to displace residents in need of affordable housing. 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 the area, AAHC and Belveron can provide some stable and affordable housing to those stakeholders that are threatened with rising rent costs. This property is home to many individuals and families who in and around the area with no current affordability in place. It also feeds into one of the strongest school districts and schools.

Below is a breakdown of the many variations of unit sizes. The property is currently 96% occupied and rents currently range from \$1,343 for a one bedroom to \$2,195 for a three bedroom.

<b>132 1 -bedroom/1-bath</b>	<b>726 square feet to 861 square feet</b>
<b>190 2-bedroom/2-bath</b>	<b>953 square feet to 1,176 square feet</b>
<b>32 3-bedroom/2-bath</b>	<b>1,361 square feet</b>

***Process:***

The purchase price for the Arella Apartments is \$84,260,000. Belveron will be investing approximately \$20,000,000 as a down payment. In addition, \$20,000,000.00 for future capital needs will also be set aside. Berkadia will be providing a Fannie Mac permanent loan with a not to exceed loan amount of \$64,200,000 at a rate of approximately 5.80% with a 35-year amortization. A current lease audit is underway to determine the initial number of units already qualified under 80% AMI. The property is currently 96% occupied. AAHC and Belveron are committed to providing 10% of the affordable units at 60% AMI, 40% of the units at 80% AMI and leasing units to all voucher holders. The property will be managed by Apartment Management Professionals. The new name for the property will be Bridge at Arella Apartments.

***Staff Recommendation:***

Staff recommends approval of Resolution No. 02846.

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**RESOLUTION NO. 02846**

**PRESENTATION, DISCUSSION, AND POSSIBLE ACTION ON RESOLUTION NO. 02846 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 ARELLA LAKELINE APARTMENTS (THE “DEVELOPMENT”) IN AUSTIN, TEXAS: (I) ACQUIRE THE SITE OF THE DEVELOPMENT; (II) LEASE THE DEVELOPMENT SITE TO THE OWNER OF THE DEVELOPMENT; AND (III) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION**

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

**WHEREAS**, in connection therewith, the Housing Authority of the City of Austin (“HACA”) has agreed to acquire certain real property in the full purpose jurisdiction of the City of Austin, Texas with an address of 12700 Ridgeline Blvd., Cedar Park, Williamson County, Texas 78613 (the “Land”), which constitutes the site for the Development, and to simultaneously lease the Land to Arella Lakeline Apartments Borrower, LP, a Delaware limited partnership, whose general partner is controlled by an affiliate of AAHC (the “Owner”), under a long-term ground lease (the “Ground Lease”);

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

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

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

*[End of Resolution]*

**PASSED, APPROVED AND ADOPTED** this 16th day of May, 2024.

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CHAIRMAN

ATTEST:

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SECRETARY