

Board Packet for Regular Meeting



August 14, 2025

AGENDA

August 14, 2025
9:30 A.M.

The Board of Commissioners will meet at 502 E. Highland Mall Blvd., Suite 106-B, Austin, Texas 78752, and via the Zoom link provided below.

<https://Hatctx.com/zoom>

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

MISSION STATEMENT: HATC staff and resident leaders create and preserve a model, sustainable system of affordable housing and resident empowerment services for those most in need.

II. PUBLIC FORUM / CITIZEN COMMUNICATION

- Anyone desiring to discuss or comment on items directly related to the HATC is always welcome.
- If the item is deemed related to an Agenda item at the current meeting, the presiding officer will inform the guest that pending action(s) remain(s).
- Speakers must sign in prior to the start of the Board Meeting by emailing Patrick B. Howard at patrickb.howard@traviscountytx.gov.
- Each speaker is allotted a maximum of three minutes for their comments.
- In cases where multiple speakers represent the same organization, the primary speaker is permitted three minutes, while subsequent speakers are limited to one minute each. The total speaking time for all representatives from the same organization is capped at ten minutes.

III. CONSENT AGENDA

- a. Approval of the Minutes of July 17, 2025, Regular Meeting
- b. CEO/Executive Director's Report
 - i. Voucher Programs/Homeless Initiatives
 1. HCV Program (Conventional)
 2. Homeless Initiatives
 3. Special Purpose Vouchers
 - ii. HATC Finance Report for Period ending 06/30/2025
 - iii. TCFC Finance Report for Period ending 06/30/2025

IV. ACTION ITEMS

- a. N/A

V. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
 - iii. Affordable Housing Program

-
1. Portfolio Overview
 2. Carson Creek Homes Update
 - a. Rehabilitation Status
 - b. Summary of Construction Timeline and Interim Cost Analysis
 3. Manor Town Improvements
- b. HATC Fall 2025 Update to Travis County Commissioners Court

VI. EXECUTIVE SESSION

- *The Board of Commissioners may consider any item posted on the Agenda in the Executive Session if there are issues that require consideration, and the Board of Commissioners announces that the item will be considered during such time in accordance with one or more of the following:*
 - *Texas Government Code Annotated 551.071, Consulting with Attorney*
 - *Texas Government Code Annotated 551.072, Real Property*
 - *Texas Government Code Annotated 551.074, Personnel Matters*
 - *Texas Government Code Annotated 551.076, Security*
 - *Texas Government Code Annotated 551.087, Economic Development Negotiations*

VII. ADJOURNMENT



Patrick B. Howard, Secretary
Housing Authority of Travis County, Texas

III. CONSENT AGENDA

- a.** Approval of the Minutes of the July 17, 2025,
Regular Meeting

**Housing Authority of Travis County
Board of Commissioners
Regular Meeting
502 East Highland Mall Blvd., Suite 106-B
Austin, TX 78752**

**July 17, 2025
9:30 AM**

MINUTES

The Housing Authority of Travis County (HATC) held its Regular Board of Commissioners meeting on July 17, 2025, at 502 East Highland Mall Blvd., Suite 106-B, Austin, Texas 78752, and via the Zoom link provided below.

<https://Hatctx.com/zoom>

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

- a. Chair Laura Goettsche called the meeting to order at approximately 10:05 A.M.
- b. CEO/Executive Director Patrick B. Howard conducted a Roll Call of Commissioners.
 - i. Chair Laura Goettsche: Present
 - ii. Vice Chair Judy Flores: Absent
 - iii. Commissioner Sharal Brown: Absent
 - iv. Commissioner Wilmer Roberts: Present
 - v. Commissioner Jimmy Paver: Absent
- c. CEO/Executive Director Patrick B. Howard confirmed a quorum.
- d. Staff in attendance: CEO/Executive Director Patrick B. Howard; COO/Deputy Director Cora Thomas; Director of Finance & Administration Subra Narayanaier; Director of Affordable Housing Programs Carlos Guzman; and Director of Voucher Programs & Homeless Initiatives Christina Diaz.
- e. Others in attendance: Rampage Law Attorney Stanley Oliver Springerley; Carleton Living Property Manager Christina Esparza; Carleton Living Regional Vice President Sharon Carpenter.

II. PUBLIC FORUM / CITIZEN COMMUNICATION

- a. None at that time.

III. CONSENT AGENDA

- a. Approval of the Minutes from June 5, 2025, Regular Meeting
- b. CEO/Executive Director's Report
 - i. Voucher Programs/Homeless initiatives
 - 1. HCV Program (*Conventional*)
 - 2. Homeless Initiatives
 - 3. Special Purpose Vouchers
 - ii. HATC Finance Report for Period ending 05/31/2025
 - iii. TCFC Finance Report for Period ending 05/31/2025

1. Commissioner Wilmer Roberts made a **motion** for approval.
2. Commissioner Sharal Brown **seconded** the motion.
3. Motion **passed** unanimously.

IV. ACTION ITEMS

- a. Resolution No. HATC-2025-09: To Approve a HOME Investment Partnerships Program Match Funding Cooperative Agreement between Travis County and the Housing Authority of Travis County; and other matters in connection therewith.
 - i. CEO/Executive Director Patrick B. Howard reminded the Board members that the proposed action being taken was merely formalizing/codifying the actions taken via the Board's approval of Resolution No. HATC-2025-08 on June 5, 2025. Executive Director Howard went on to state that he has been in discussions with Travis County Staff to establish/refine eligibility, including consideration of households whose incomes fall within 50 to 80% of the Area Median Income (AMI), and other components of the proposed downpayment assistance program.
 1. Commissioner Brown made a **motion** for approval.
 2. Commissioner Roberts **seconded** the motion.
 3. Motion **passed** unanimously.

V. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
 - iii. Affordable Housing Program
 1. Portfolio Overview
 - a. Carleton Living Regional Vice President Sharon Carpenter presented updates on Eastern Oaks, Summit Oaks, and Alexander Oaks Apartments.

Occupancy:

Current:

- Eastern Oaks – 100%
- Summit/Alexander – 91%
- Carson Creek – 69%
- Manor Town I- 70%
- Manor II – 90%

Goals:

July Occupancy Goal:

- Eastern Oaks – 100%
- Summit/Alexander – 100%
- Carson Creek – 100%
- Manor Town I – 90%
- Manor II – 100%

August Occupancy Goals:

- Eastern Oaks – 100%
- Summit/Alexander – 100%
- Carson Creek – 100%
- Manor Town I – 95%
- Manor II – 100%

Operating Cost Adjustment Factor (OCAF)

- 2024
 - Summit/Alexander
 - June charges impact is \$4,064 in loss to lease.
 - Summit – July reflects final adjustments to charges. All resident balances are correct.
 - Alexander – Nine (9) resident accounts are currently being reviewed.
 - Eastern Oaks – all resident accounts are currently being reviewed.
- 2025
 - Summit/Alexander – submitted by Compliance Director Ben Smith on 7/14/25.
 - Eastern Oaks – resident accounts still being reviewed.

Availability (as of 7/16/25)

- Eastern Oaks – One (1) unit with a Notice To Vacate; an appointment is set for 7/15/25
- Summit/Alexander
 - Summit - Three (3) vacant and preleased and one (1) vacant, but not preleased; One (1) Notice To Vacate Eviction in Appeal phase
 - Alexander Oaks – Three (3) vacant but not preleased.
- Carson Creek – Potential tenant identified for unit #1302B
- Manor Town I – Ten (10) units available; nine (9) units ready; One (1) Notice To Vacate
- Manor II – One (1) potential tenant identified for unit #209

Activity (Last 30 days)

- Eastern Oaks – No move-ins and no move-outs; Individual receiving Notice To Vacate is moving to Houston
- Summit/Alexander –

- Summit - Four (4) leases in-process; One (1) applicant denied due to criminal history; No move-ins and no move-outs
- Alexander – No activity
- Carson Creek – Four (4) leases pending; One (1) move-in and two (2) move-outs
- Manor Town I – Unit #203 leased on 7/16/25; One (1) applicant denial due to fraud alert; and one (1) move-out (moving to Manor II)
- Manor II – One (1) applicant denial due to age requirement; One (1) move-in

Delinquencies (RENT ONLY) – TOTAL (As of 7/16/25)

- Eastern Oaks - \$9,107 (17 residents with balances over 30 days)
- Summit/Alexander - \$16,401
- Carson Creek - \$0
- Manor Town I - \$2,836
- Manor II - \$0

Capital Needs / Projects and Status

- Manor Town I balcony repair and unpinning project is complete
- Manor Town I exterior plumbing project is complete
- Manor Town I elevator repairs are complete

2. Carson Creek Homes Rehabilitation Update

- a. Director of Affordable Housing Programs Guzman provided an update to the Board on the status of Carson Creek rehabilitation activities, signaling that the project is nearing completion, with more than half of the residents having returned to their newly rehabilitated units - the balance of the work is set to be completed by the end of August.

3. Manor Town II Construction Update

- a. Director of Affordable Housing Programs Guzman made the Board aware of the fact that the work was substantially completed and that the required closeout documents are being submitted to TDHCA for final approval.
- b. **Strategic Planning Process Update**
 - i. Deputy Director Cora Thomas provided the Board with a brief update on the agency's current ongoing strategic planning process, to include details on outreach and engagement efforts involving HATC staff and community stakeholders.
- c. **PFC Monitoring Report Update**
 - i. CEO/Executive Director Patrick B. Howard informed all of the PFC Monitoring Report recently sent to him and Board Members regarding deficiencies at The Upland Apartments.

Additionally, the Board was informed that the deficiencies were being addressed in a timely fashion and that the staff would continue to monitor the situation.

d. HATC Fall 2025 Update to Travis County Commissioners Court

- i. CEO/Executive Director Patrick B. Howard reminded the Board members of the request made by Travis County Commissioners Court for a second joint meeting in 2025, and provided the available dates of October 30, 2025, and November 13, 2025. The consensus of the Board was reached on November 13, 2025. Additionally, Board members provided feedback on a tentative outline for the presentation to the Travis County Commissioners Court.

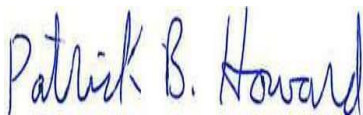
VI. EXECUTIVE SESSION

- a. N/A

VII. ADJOURNMENT

- i. Commissioner Brown made a **motion** for adjournment.
ii. Commissioner Roberts **seconded** the motion.
iii. Motion **passed** unanimously.

The meeting was adjourned at approximately 10:47 A.M.



Patrick B. Howard, Secretary
Housing Authority of Travis County

III. CONSENT AGENDA

b. CEO/Executive Director's Report

i. Voucher Programs/Homeless Initiatives

- 1. HCV Program (*Conventional*)**
- 2. Homeless Initiatives**
- 3. Special Purpose Vouchers**

CEO/Executive Director's Report

Item III.b.i. Voucher Programs/Homeless Initiatives

August 14, 2025

III.b.i.1.

Subject: Housing Choice Voucher (HCV) Program (*Conventional*)

Background Information: The HCV program is financed by the U.S. Department of Housing and Urban Development (HUD) to provide rent subsidies in the form of housing assistance payments (HAP) to private Landlords on behalf of extremely low, very low-income individuals/families, senior citizens, and persons with disabilities. *HCV totals do not include COC, Mainstream, or EHV.*

Synopsis of Housing Choice Voucher Utilization – as of 6/30/25

691	Total Number of Vouchers
5	Stability Vouchers Leased (New) – received 11/1/23 ¹
465	Number of Vouchers utilized (<i>Conventional</i>)
692	Total Lease-up for the HCV program (<i>Actual, i.e., 667/691</i>)
100.14%	Total Lease-up for the HCV program (<i>Percentage, i.e., 667/691</i>)
396	Applicants on the Waiting List
66	Port-In Families served by HATC
19	Number of HATC Project-Based Vouchers (<i>designated for Cambridge Villas</i>)
19	Number of HATC Project-Based Vouchers currently leased/under contract

¹Note: HATC Total HCV count increased by five (5) on 11/1/23 with the addition of 5 New Stability Vouchers (referenced above).

Recommended Action:

For discussion/information only. No action is needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

Attachments:

- A. Housing Choice Voucher Programs Overview
- B. Total Households Served
- C. Waiting List Summary

Prepared by:

Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

Approval:



Patrick B. Howard, CEO/Executive Director

ATTACHMENT A

Housing Choice Voucher (HCV) Programs Overview	Leased		HCV Allocation	% Leased
	First of the month	After the first of the month		
Project Based Vouchers (PBV)	19		19	100%
Housing Choice Vouchers (Conventional) (HCV)	464	1	422	110.19%
Port-Outs (PO) HCV	26	1	27	100%
Non-Elderly and Disabled (NED)	68	1	75	92%
**HUD-VASH Vouchers	26		30	86.67%
**Homeless Preference	40		41	97.56%
**Family Unification Program (FUP)	41	1	72	58.33%
**Stability Voucher Program (SV)	4		5	80.00%
Total	688	4	691	100.14%
Total HCV Leased after the first of the month:		692		

Program not counted in HCV TOTAL:	Leased (Last Day)	Voucher Allocation	% Leased
**Continuum Of Care (COC)	76	74	102.70%
Mainstream (MVP)	40	49	81.63%
**Emergency Housing Vouchers (EHV)	26	27	96.30%

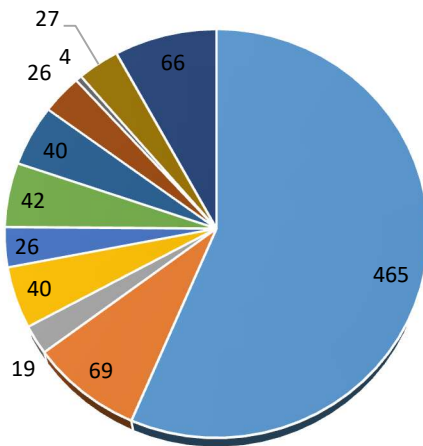
Voucher Seeking	Applicants	Current Participants	Total
Housing Choice Vouchers (HCV)			
Non-Elderly and Disabled (NED)		1	1
Project Based Vouchers (PBV)			
HUD-VASH		1	1
Homeless Preference (HP)		1	1
Family Unification Program (FUP)	6	1	7
Stability Voucher Program (SV)		1	1
Mainstream (MVP)		1	1
Emergency Housing Vouchers (EHV)		1	1
TOTAL	6	7	13

Waiting List (HCV, Choice PBRA, HP, MVP)			396
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Least Port-Ins (Last day of the month)			66
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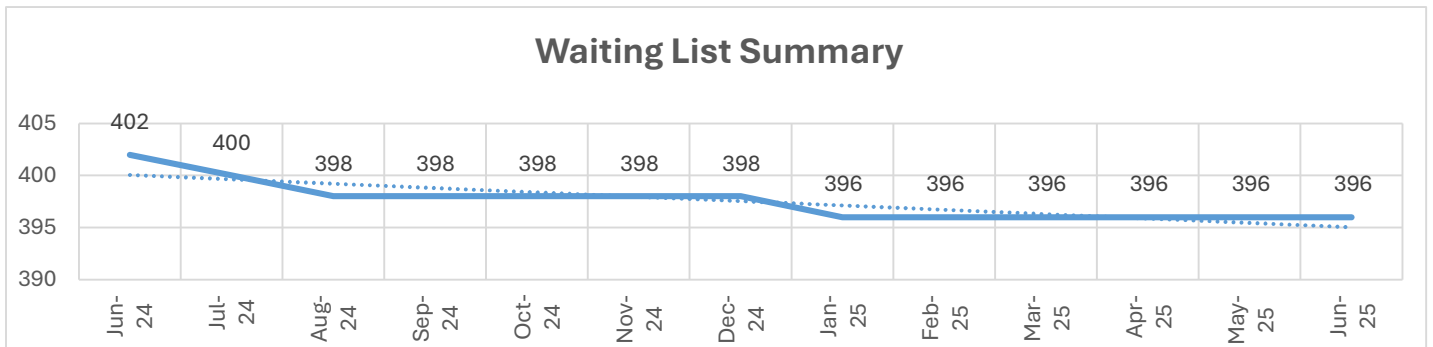
ATTACHMENT B

June 2025



- Housing Choice Voucher (HCV)
- Non-Elderly and Disabled (NED)
- Project-Based Vouchers (PBV)
- Homeless Preference (HP)
- Veterans Assistance Supportive Housing (VASH)
- Family Unification Program (FUP)
- Mainstream (MVP)
- Emergency Housing Vouchers (EHV)
- Stability Vouchers (SV)
- Port-Outs (PO)
- Port-Ins (PI)

ATTACHMENT C



CEO/Executive Director's Report

Item III.b.i. Voucher Programs/Homeless Initiatives

August 7, 2025

III.b.i.2.

Subject: Homeless Initiatives

Synopsis of Housing Continuum of Care (CoC) Program – as of 6/30/25

\$1,267,464	HATC Total CoC award for 2023 competition
7/1/24 – 6/30/25	Grant period for current award – serving chronically homeless clients with a disability
76	Continuum of Care participants provided housing assistance

Synopsis of Homeless Preference (HP HCV) – as of 6/30/25

One in every Four	Allocation of new Vouchers given to a referred homeless applicant via the HATC-adopted preference
Referrals	Those made by homeless-providing agencies in which HATC as a current MOU
40	Number of tenants under contact via the Homeless Preference

Recommended Action:

For discussion/information only. No action is needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

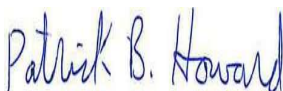
Attachments:

D. Continuum of Care Households Served

Prepared by:

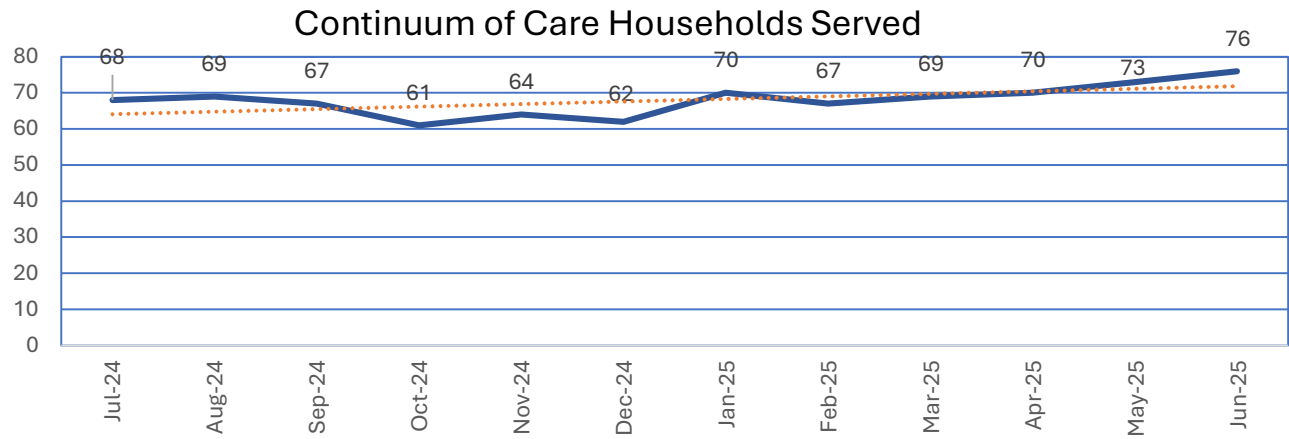
Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

Approval:



Patrick B. Howard, *CEO/Executive Director*

ATTACHMENT D



CEO/Executive Director's Report

Item III.b.i. Voucher Programs/Homeless Initiatives

August 14, 2025

III.b.i.3.

Subject: Special Purpose Vouchers (SPVs assigned by HUD)

a. Non-Elderly Disabled Vouchers (NED)

HATC has been awarded **75** Housing Choice Vouchers (HCVs) under different special-purpose voucher program types to serve non-elderly persons with disabilities.

Synopsis of Non-Elderly Disabled Vouchers (NED) – as of 6/30/25

75	Total Number of Housing Choice Vouchers awarded to HATC specifically for non-elderly persons with disabilities
69	Number of tenants under contract

b. Family Unification Program (FUP)

The FUP is a program under which Housing Vouchers are provided to two different populations:

- i. Families for whom the lack of adequate housing is a primary factor in:
 - The imminent placement of the family's child or children in out-of-home care, or
 - The delay in the discharge of the child or children to the family from out-of-home care.

There is no time limitation on FUP family vouchers.

- ii. For a period not to exceed 36 months, otherwise eligible youths who have attained at least 18 years and not more than 24 years of age and who have left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act and is homeless or is at risk of becoming homeless at age 16 or older.

Limitation for youth must not exceed 36 months.

Synopsis of Family Unification Program (FUP) – as of 6/30/25

72	Total Number of Family Unification Vouchers (FUP)
34	Original number of FUP awarded to HATC (as of 1/01/19)
38	Additional FUP awarded to HATC (as of 11/01/21)
42	Number of tenants under contract

c. Mainstream Voucher Program (MVP)

Synopsis of Mainstream Voucher Program (MVP) – as of 6/30/25

49	Total Number of Mainstream Voucher Program allocation
30	Original number of MVP awarded to HATC (as of 2/01/20) ^{1,2}
9	Additional Vouchers awarded to HATC as of 8/01/20
10	Additional Vouchers awarded to HATC as of 9/01/22
40	Number of tenants under contract

¹**Note:** Original allocation of Vouchers under different special purpose voucher program types to serve non-elderly people (18-61) with disabilities.

²**Note:** The head of household does not have to be the qualifying disabled applicant. A member of the household must meet the qualifications.

d. Veteran's Affairs Supportive Housing (HUD-VASH)

Synopsis of Veteran's Affairs Supportive Housing (HUD-VASH) – as of 6/30/25

30	Total Number of HUD-VASH allocation
15	Original number of HUD-VASH awarded to HATC as of 06/16
15	Additional Vouchers awarded to HATC as of 2/01/20
26	Number of tenants under contract

e. Emergency Housing Vouchers (EHV)

- The Emergency Housing Voucher (EHV) program is available through the American Rescue Plan Act (ARPA).
- Through EHV, HUD provided 70,000 Housing Choice Vouchers to local Public Housing Authorities (PHAs) to assist individuals and families who are homeless, at risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking or were recently homeless or have a high risk of housing instability.
- HATC has an MOU with Integral Care and Travis County Mental Health Public Defender to provide supportive services.

Synopsis of Emergency Housing Vouchers (EHV) – as of 6/30/25

34	Total Number of EHV allocation
27	Updated Attrition Total (as per HUD)
26	Number of tenants under contract

f. Stability Vouchers (SV)

- The Stability Voucher initiative makes Housing Choice Voucher (HCV) assistance available to Public Housing Agencies (PHAs) in partnership with local Continuum of Care and/or Victim Service Providers to assist households experiencing or at risk of homelessness, those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, human trafficking, and veterans and families that include a veteran family member that meets one of the proceeding criteria.

Synopsis of Stability Vouchers (SV) – as of 6/30/25

5	Total Number of SV allocation
4	Number of tenants under contract

Recommended Action:

For discussion/information only. No action is needed.

Fiscal Impact:

N/A

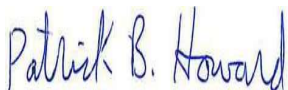
Attachments:

N/A

Prepared by:

Christina Diaz, *Director of Voucher Programs & Homeless Initiatives*

Approval:



Patrick B. Howard, *CEO/Executive Director*

III. CONSENT AGENDA

b. CEO/Executive Director's Report

- ii. HATC Finance Report for Period ending
06/30/2025**
- iii. TCFC Finance Report for Period ending
06/30/25**

CEO/Executive Director's Report

Item III.b.ii HATC Finance Report for Period ending 06/30/2025

August 14, 2025

Subject: HATC Finance Report

Each schedule reflects a program, property, or component unit of HATC. The Monthly Finance Report presented is for the period ending June 30, 2025. This report reflects financial activities for the 6 months of the fiscal year beginning January 1, 2025.

Please refer to the schedules in the attachment.

Recommended Action:

For discussion/information only. No action needed.

Alternate Option:

N/A

Fiscal Impact:

Discussion only

Attachment:

- A. HATC Monthly Finance Report for the period ending June 30, 2025

Prepared by:

Subra Narayanaier, *Director of Finance & Administration*

Approval:



Patrick B. Howard, *CEO/Executive Director*



**Housing Authority of Travis County
Finance Report - June 2025**

Schedule

No	Report
1	Business Activities - Operating Statements
2	Housing Choice Voucher Program - Operating Statements
3	Mainstream Program
4	Emergency Housing Voucher
5	Continuum of Care - not included
6	SEA RAD PBRA - Eastern Oaks - Operating Statements
7	Manor Town - Operating Statements
8	Carson Creek - Operating Statement, Relocation & Rehab Sch
9	Manor Town II Operating Statements
10	HATC Foundation - Operating Statements
11	SEA OAKS LP - Operating Statements

Housing Authority of Travis County
Business Activities/Central Office Cost Center

Schedule 1

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Management Fees - HCV	82,342	41,171	6,861	41,169	NA	NA
Interest Income	9,000	4,500		0	(4,500)	(100%)
Other Revenues	500	250		30	(220)	(88%)
Total Revenues	\$ 91,842	\$ 45,921	\$ 6,861	\$ 41,199	\$ (4,720)	(5%)
Expenses						
Salaries & Benefits	1,151,605	575,803	84,057	486,035	(89,768)	(16%)
Audit Fees	5,363	2,682	500	3,360	679	25%
Office Rent	95,748	47,874	7,979	47,874	-	0%
Computer & Software	153,150	76,575	4,595	46,252	(30,323)	(40%)
Consultants	20,000	10,000	6,000	23,000	13,000	130%
Staff Training & Travel	52,075	26,038	2,749	38,766	12,729	49%
Other Administrative Expenses	73,050	36,525	4,381	40,430	3,905	11%
Insurance	4,474	2,237	392	2,352	115	5%
Total Expenses	\$ 1,555,465	\$ 777,733	\$ 110,653	\$ 688,069	\$ (89,664)	(6%)
Net Operating Income/Loss	\$ (1,463,623)	\$ (731,812)	\$ (103,792)	\$ (646,870)	\$ 84,944	(6%)
Contribution to HATC Properties	634,778	317,389	120,000	250,000	(67,389)	(21%)
Loan to SEA OAKS	400,368	200,184	50,000	180,427	(19,757)	(10%)
Total Transfers	1,035,146	517,573	170,000	180,427	(19,757)	(4%)
Net Cash Flow	(2,498,769)	(1,249,385)	(273,792)	(827,297)	422,088	(34%)
Contribution from TCFC	2,498,769	1,249,385	208,231	1,249,386	2	0%
Provision for Reserve	\$ -	\$ -	\$ (65,561)	\$ 422,089	NA	NA

Housing Choice Voucher Program

Schedule 2

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
HUD HCV Rental Subsidy	9,665,925	4,832,963	867,244	5,167,787	334,825	7%
Estimated HCV Administrative Fees	782,134	391,067	60,961	359,088	(31,979)	(8%)
Est Collection Loss - Port In HAP & AF	(25,173)	(12,587)	(34,922)	(34,922)	(22,336)	177%
Other revenues - Port In Fees, Inspection	36,000	18,000	5,473	27,656	9,656	54%
Interest Income	8,000	4,000	1,026	5,881	1,881	47%
Revenues eligible for Admin Expenses	800,961	400,481	32,538	357,703	(42,778)	(11%)
Total Revenues	\$ 10,466,886	\$ 5,233,443	\$ 899,782	\$ 5,525,490	\$ 292,047	6%
Expenses						
Salaries & Benefits - Direct S8 staff	519,131	259,566	36,657	252,006	(7,560)	(3%)
Audit Fee	22,618	11,309		21,750	10,441	92%
Mgmt Fees to COCC - 20% of HCV Admin Fee	82,342	41,171	6,852	41,142	(29)	(0%)
Office Rent	86,173	43,087	7,181	43,086	(1)	(0%)
Staff Training & Travel	6,500	3,250	772	5,069	1,819	56%
Computer & Software	34,250	17,125	3,437	17,845	720	4%
Other Administrative Expenses	43,460	21,730	4,048	24,112	2,382	11%
Insurance	6,487	3,244	390	2,340	(904)	(28%)
Administrative Expenses	800,961	400,481	59,337	407,350	6,870	2%
Rental Assistance	9,605,925	4,802,963	867,244	5,161,337	358,375	7%
Rental Assistance - Landlord Incentives	60,000	30,000		6,450	(23,550)	(79%)
Total Expenses	\$ 10,466,886	\$ 5,233,443	\$ 926,581	\$ 5,575,137	\$ 365,244	7%
Excess/Deficiency Rev over Exp	-	-	(26,799)	(49,647)	(49,647)	NA
Provision for Administrative Reserve	\$ -	\$ -	\$ (26,799)	\$ (49,647)	\$ (49,647)	NA

Mainstream Program
Schedule 3

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Rental Assistance	657,984	328,992	53,828	300,552	(28,440)	(9%)
Administrative Fees	54,170	27,085	3,693	17,624	(9,461)	(35%)
Total Revenues	\$ 712,154	\$ 356,077	\$ 57,521	\$ 318,176	\$ (37,901)	(5%)
Expenses						
Adminstrative Salaries & Benefits	53,935	26,968	3,285	21,364	(5,604)	(21%)
Other Administrative Expenses	235	118		-	(118)	(100%)
Administrative Expenses	54,170	27,085	3,285	21,364	(5,721)	(21%)
Rental Assistance	657,984	328,992	53,828	300,552	(28,440)	(9%)
Total Expenses	\$ 712,154	\$ 356,077	\$ 57,113	\$ 321,916	\$ (34,161)	(10%)
Provision for Administrative Reserve	\$ -	\$ -	\$ 408	\$ (3,740)	\$ (3,740)	NA

Emergency Housing Vouchers
Schedule 4

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Rental Assistance	402,732	201,366	30,618	215,149	13,783	7%
Administrative & Service Fees	37,709	18,855	2,470	17,359	(1,496)	(8%)
Total Revenues	440,441	220,221	33,088	232,508	12,288	-1%
Adminstrative Salaries & Benefits	32,709	16,355	753	9,203	(7,152)	(44%)
Admin & Service Expenses	5,000	2,500		-	NA	NA
Administrative Expenses	37,709	18,855	753	9,203	(9,652)	(51%)
Rental Assistance	402,732	201,366	30,618	215,149	13,783	7%
Total Expenses	\$ 440,441	\$ 220,221	\$ 31,371	\$ 224,352	\$ 4,132	2%
Provision for Administrative Reserve	\$ -	\$ -	\$ 1,717	\$ 8,156	\$ 8,156	NA

Housing Authority of Travis County

SEA RAD - Eastern Oaks

Schedule 6

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Gross Potential Rent	236,224	118,112	24,723	110,665	(7,447)	(6%)
Vacancy Loss	(14,046)	(7,023)		(1,490)	5,533	(79%)
Revenues						
Dwelling Rent	\$ 81,744	40,872	\$ 9,355	37,584	(3,288)	(8%)
HUD Subsidy	154,480	77,240	8,716	68,119	(9,121)	(12%)
Lease Differential	NA	NA	3,304	1,614	NA	NA
Vacancy Loss	(14,046)	(7,023)	(154)	(1,644)	5,379	(77%)
Collection Losses - Estimated	(2,362)	(1,181)		-	1,181	(100%)
Employee Concessions	(3,504)	(1,752)	(292)	(1,894)	(142)	8%
Other Revenues	8,580	4,290	659	4,692	402	9%
Total Revenues	\$ 224,892	\$ 112,446	\$ 21,588	\$ 108,471	\$ (5,589)	(5%)
Expenses						
Salaries & Benefits	\$ 95,067	47,534	\$ 6,842	57,293	9,760	21%
Administrative Expenses (incl Marketing)	33,138	16,569	4,001	18,319	1,750	11%
Supportive Services	3,010	1,505	367	2,018	513	34%
Management Fees	17,498	8,749	887	7,713	(1,036)	(12%)
Maintenance Materials & Contracts	47,221	23,611	5,421	20,026	(3,585)	(15%)
Utilities (incl Trash)	49,846	24,923	2,968	24,050	(873)	(4%)
Insurance	15,084	7,542	1,536	9,298	1,756	23%
Total Expenses	\$ 260,864	\$ 130,432	\$ 22,022	\$ 138,717	\$ 8,285	6%
Net Operating Income/Loss	\$ (35,972)	\$ (17,986)	\$ (434)	\$ (30,246)	(13,874)	77%
Capital Improvement/Non Routine Expenses	104,550	52,275	108	11,341	(40,934)	(78%)
Reimbursement from Repl Reserve	(78,413)	(39,207)		(23,864)	15,343	(39%)
Contribution to Repl Reserve	18,216	9,108		-	(9,108)	(100%)
Operating Cash Flow	(80,325)	(40,163)	(542)	(17,723)	20,826	3
Contribution from Business Activities	80,325	40,163	25,000	21,136	(19,027)	(24%)
Provision for Reserve	\$ -	\$ -	\$ 24,458	\$ 3,413	\$ 1,799	NA

Housing Authority of Travis County

Manor Town

Schedule 7

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Dwelling Rent	415,656	207,828	33,991	213,361	5,533	3%
Rent Vouchers	46,188	23,094	2,613	15,678	(7,416)	(32%)
Lease Differential	(163,860)	(81,930)	(10,178)	(89,888)	(7,958)	10%
Gross Potential Rent	297,984	148,992	26,426	139,151	(9,841)	(7%)
Vacancy Loss	(19,825)	(9,913)	(12,164)	(39,862)	(29,950)	302%
Collection Loss	(1,248)	(624)		(9,101)	(8,477)	1358%
Concession: Employee Discount & MI Specials	(6,816)	(3,408)	(321)	(3,609)	(201)	6%
Other Tenant Revenues	300	150		27	(123)	(82%)
Other Revenues	1,600	800		17,300	16,500	2063%
Total Revenues	\$ 271,995	\$ 135,998	\$ 13,941	\$ 103,906	\$ (41,933)	(15%)
Expenses						
Salaries & Benefits	94,339	47,170	5,667	36,161	(11,009)	(23%)
Other Administrative Expenses	23,595	11,798	937	7,170	(4,628)	(39%)
Supportive Services	2,376	1,188	279	1,409	221	19%
Management Fees	17,759	8,880	1,220	7,318	(1,562)	(18%)
Maintenance Materials & Contracts	49,191	24,596	1,529	38,380	13,785	56%
Utilities	29,539	14,770	2,730	16,456	1,687	11%
Insurance	23,316	11,658	2,410	14,550	2,892	25%
Total Expenses	\$ 240,115	\$ 120,058	\$ 14,772	\$ 121,444	\$ 1,387	1%
Net Operating Income/Loss	\$ 31,880	\$ 15,940	\$ (831)	\$ (17,538)	(43,319)	(272%)
Maintenance Reserve - \$500 unit/year	16,500	8,250	1,375	8,250	-	0%
Capital Item/Non-Routine Expenses	432,300	216,150	45,303	149,321	(66,829)	(31%)
Debt Service - Principal & Interest	85,752	42,876		28,584	(14,292)	(33%)
Operating Cash Flow	(502,672)	(251,336)	(47,509)	(203,693)	37,802	(15%)
Contribution from Business Activities	502,672	251,336	70,000	180,000	(71,336)	(28%)
Provision for Reserve	\$ -	\$ -	\$ 68,338	\$ (23,693)	\$ (157,974)	NA

Housing Authority of Travis County

Carson Creek

Schedule 8

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Dwelling Rent	\$ 165,356	82,678	\$ 13,000	\$ 78,000	(4,678)	(6%)
Lease Differential	(2,029)	(1,015)	274	24	1,039	(102%)
Gross Potential Rent	163,330	81,665	13,274	78,024	NA	NA
Vacancy Loss	(7,561)	(3,781)	(3,547)	(17,921)	(14,141)	374%
Collection Losses	(3,120)	(1,560)	(2,117)	(5,765)	(4,205)	270%
Concessions: Employee Discount	(2,172)	(1,086)	(156)	(1,018)	68	(6%)
Other Tenant Revenues	9,750	4,875	955	3,030	(1,845)	(38%)
Other Revenues	-	-		-	-	NA
Total Revenues	\$ 160,227	\$ 80,114	\$ 21,683	\$ 56,350	\$ (23,762)	(15%)
Expenses						
Salaries & Benefits	\$ 48,674	24,337	\$ 2,692	17,300	(7,037)	(29%)
Other Administrative Expenses	11,694	5,847	438	3,769	(2,078)	(36%)
Supportive Services	NA	NA	663	1,064	NA	NA
Management Fees - Carleton	14,702	7,351	41	4,525	(2,826)	(38%)
Maintenance Materials & Contracts	16,650	8,325	654	3,891	(4,434)	(53%)
Utilities	-	-	-	(1)	(1)	NA
Insurance	7,068	3,534	711	4,309	775	22%
Total Expenses	\$ 98,788	\$ 49,394	\$ 5,199	\$ 34,857	(15,601)	(32%)
Net Operating Income/Loss	61,439	30,720		21,493	(9,227)	(30%)
Capital Outlay			8,423	8,423	8,423	NA
Maintenance Reserve - \$500 unit/year	8,004	4,002	667	4,002	-	0%
Operating Cash Flow	53,435	26,718	(9,090)	9,068	(17,650)	(66%)
Provision for Reserve	\$ 53,435	\$ 26,718	\$ (9,090)	\$ 9,068		

Carson Creek Rehab & Renovation Project	Revised Budget	Actual thru' June 2025	Remaining Balance
Uses			
Carson Crk - Revised reno & rehab Contract	1,587,622	1,469,945	117,677
Carson Creek - TBC Contractors		36,615	(36,615)
Res Reloc - Colorado Crk - 6mths - 9 residents	162,378	\$ 331,547	(169,169)
Total Uses	\$ 1,750,000	\$ 1,838,107	\$ (88,107)

Housing Authority of Travis County

Manor Town II

Schedule 9

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Gross Potential Rent	173,808	86,904	15,462	87,915	NA	NA
Vacancy Loss	(9,371)	(4,686)	(2,185)	(36,443)	(31,758)	678%
Lease Differential			(828)	(828)	(828)	NA
			(19)			
Concessions: Employee Discount	(240)	(120)		-	120	(100%)
Other Tenant Revenues	1,050	525	262	996	471	90%
Other Revenues	-	-		-	-	NA
Total Revenues	\$ 165,247	\$ 82,624	\$ 12,692	\$ 51,640	\$ (31,995)	(19%)
Expenses						
Salaries & Benefits	\$ 59,882	29,941	\$ 3,509	19,922	(10,019)	(33%)
Other Administrative Expenses	19,660	9,830	609	8,669	(1,161)	(12%)
Supportive Services	NA	NA	379	1,387	NA	NA
Management Fees - Carleton	30,000	15,000	2,500	15,000	-	0%
Maintenance Materials & Contracts	30,065	15,033	1,774	5,024	(10,009)	(67%)
Utilities	31,050	15,525	1,237	8,126	(7,399)	(48%)
Insurance	15,000	7,500	-	10,760	3,260	43%
Total Expenses	\$ 185,657	\$ 92,829	\$ 10,008	\$ 68,888	(25,328)	(27%)
Net Operating Income/Loss	(20,410)	(10,205)	2,684	(17,248)	(7,043)	69%
Capital Outlay & Non-Routine Expenditures	31,850	15,925	97	1,393	(14,532)	(91%)
Operating Cash Flow	(52,260)	(26,130)	2,587	(18,641)	7,489	(29%)
Contribution from Business Activities	52,260	26,130	25,000	25,000	(1,130)	(4%)
Provision for Reserve	\$ -	\$ -	\$ 27,587	\$ 6,359	\$ 6,359	NA

Housing Authority of Travis County

HATC - Foundation

Schedule 10

Budget Line Item	FY 2025 Approved Budget	FYTD Budget June 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) Chg FYTD Budget vs Actual - \$ & %	
Revenues						
Donations & Other Revenues	2,500	1,250		-	(1,250)	(100%)
Total Revenues	\$ 2,500	\$ 1,250	\$ -	\$ -	\$ (1,250)	(100%)
Expenses						
Salaries & Benefits	114,052	57,026	6,089	35,103	(21,923)	(38%)
Other Administrative Expenses	12,500	6,250	250	1,015	(5,235)	(84%)
2025 HATC Gala	25,000	12,500	2,475	15,162	2,662	21%
Job Training & Youth Development	85,000	42,500	15,902	48,699	6,199	15%
Tenant Services/Scholarships	15,000	7,500		-	(7,500)	(100%)
Insurance	-	-		-	-	NA
Total Expenses	\$ 251,552	\$ 125,776	\$ 18,627	\$ 99,979	\$ (3,874)	(3%)
Excess/Deficiency Rev over Exp	(249,052)	(124,526)	(18,627)	(99,979)	2,624	(2%)
Contribution from TCFC Unrestricted Funds	199,052	99,526	33,391	49,979	(49,547)	(50%)
Draw from Reserve	50,000	25,000		50,000	25,000	100%
Provision for Reserve	\$ -	\$ -	\$ 14,764	\$ -	NA	NA

SEA OAKS (PBRA LIHTC-HATC GP)

Schedule 11

	CY2025 Budget	6-mth Budget YTD	Actual June 2025	Actual YTD June 2025	Incr/(Decr) \$ & %	
Revenues						
Dwelling Rent	347,029	173,515	22,653	141,150	(32,365)	-19%
HUD Subsidy	186,860	93,430	21,727	119,696	26,266	28%
Lease Differential	(14,312)	(7,156)	(4,064)	(6,388)	768	-11%
Gross Potential	519,577	259,789	40,316	254,458	(5,331)	-2%
Vacancy Loss	(15,939)	(7,970)	(3,623)	(11,324)	(3,355)	42%
Other Tenant Revenue	7,720	3,860	220	4,080	220	6%
Collection Loss/Bad Debt Estimate	(11,964)	(5,982)		(9,654)	(3,672)	61%
Concessions: Employee Discount	(10,956)	(5,478)	(731)	(4,900)	578	-11%
Other Revenue	1,000	500	664	2,619	2,119	424%
Total Operating Revenues	489,438	244,719	36,846	235,279	(8,672)	-4%
Expenses						
Salaries & Benefits	204,818	102,409	12,830	85,965	(16,444)	-16%
Administrative Costs (incl Marketing & Ad)	58,481	29,241	6,602	35,717	6,477	22%
Management Fee	32,591	16,296	2,547	18,893	2,598	16%
Community Activities	6,900	3,450	791	4,324	874	25%
Maint Materials, Repairs & Contracts	95,394	47,697	6,056	45,233	(2,464)	-5%
Utilities	135,331	67,666	13,771	80,992	13,327	20%
Insurance	89,718	44,859	9,975	44,504	(355)	-1%
Total Operating Expenses	623,233	311,617	52,572	315,628	4,012	1%
Net Operating Income/(Loss) - NOI	(133,795)	(66,898)	(15,726)	(80,349)	(12,684)	(0)
Asset Management Fee	7,800	3,900	666	3,992	92	2%
Audit & Tax Fees	11,575	5,788	1,750	8,379	(12,776)	-221%
Contribution to Replacement Reserve	45,536	22,768		-	(22,768)	-100%
Capital & NonRoutine Expenditures	361,638	180,819	1,689	33,840	NA	NA
Repl Reserve Est. Reimbursement	(271,229)	(135,615)		(65,425)	70,190	-52%
Debt Service - Principal & Interest	111,252	55,626	8,489	50,051	(5,575)	-10%
Operating Cash Flow	(400,367)	(200,184)	(28,320)	(111,186)	400,367	-200%
Loan from HATC Business Activities	400,367	200,184		121,576	(78,608)	-39%



**Travis County Facilities Corp
Finance Report - June 2025**

Schedule

No

Report

- | | |
|---|---|
| 1 | TCFC - Operating Statement |
| 2 | TCFC Set Aside Operating Statement |
| 3 | TCFC Combined Balance Sheet |
| 4 | TCFC Revised Projection |
| 5 | TCFC Reserve & Cash Analysis |
| 6 | TCFC Revenues by Project - Historical Information |

Travis County Facilities Corporation (TCFC)

Schedule 1

Budget Line Item	FY 2025 Approved Budget	FYTD Budget May 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) FYTD Actual to FYTD Budget Chg \$ & %	
Revenues						
Other Revenues - Real Estate joint ventures	6,298,830	3,149,415	57,407	1,031,967	(2,117,448)	(67%)
Interest	100,000	50,000	7,360	65,642	15,642	31%
Total Revenues	\$ 6,398,830	\$ 3,199,415	\$ 64,767	\$ 1,097,609	\$ (2,101,806)	(66%)
Expenses						
Contribution to Set Aside Fund	3,149,415	1,574,708	28,704	515,984	(1,058,724)	(67%)
Contribution to HATC Foundation	199,052	99,526		16,588	(82,938)	(83%)
Contribution to HATC Business Activities	2,498,768	1,249,384	208,231	1,249,386	2	0%
Other Admin Expenses	NA	NA	1,000	1,373	NA	NA
Total Expenses	\$ 5,847,235	\$ 2,923,618	\$ 237,935	\$ 1,783,331	\$ (1,141,660)	(39%)
Excess Rev over Expenses	\$ 551,595	\$ 275,798	\$ (173,168)	\$ (685,722)	\$ (960,147)	348%
Provision for Reserve	\$ 551,595	\$ 275,798	\$ (173,168)	\$ (685,722)	(960,147)	348%

Travis County Facilities Corp (TCFC)
Set Aside Funds - Deeply Affordable Units

Schedule 2

Budget Line Item	FY 2025 Approved Budget	FYTD Budget May 2025	MTD Actual June 2025	FYTD Actual June 2025	Incr/(Decr) FYTD Actual to FYTD Budget Chg \$ & %	
Revenues						
Contribution TCFC- 50% proceeds	3,149,415	1,574,708	28,703	515,983	(1,058,724)	(67%)
Interest	80,000	40,000	17,147	113,293	73,293	183%
Total Revenues	\$ 3,229,415	\$ 1,614,708	\$ 45,850	\$ 629,276	\$ (985,431)	(61%)
Manor Town Wells Fargo Loan Payoff	335,000	167,500		312,921	145,421	87%
Total Expenses	335,000	167,500	-	312,921	145,421	1
Excess/Deficiency Rev over Expenses	2,894,415	1,447,208	45,850	316,355	(1,130,852)	(78%)
Provision for Reserve	\$ 2,894,415	\$ 1,447,208	\$ 45,850	\$ 316,355	\$ (1,130,852)	(78%)

TCFC Combined Balance Sheet
For period ending June 30, 2025
Schedule 3

Cash - TCFC	49,557	D
Investments - TCFC TexPool	2,342,421	D
Investments - TCFC Set Aside TexPool	4,681,666	C

Assets	\$ 7,073,644
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Current Liability	-
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Liabilities	\$ -
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Reserves 12/31/2024	8,373,154
FY2024 Carson Creek Approved Funding	(475,000)
FY2023 Manor Town II Approved Funding	(455,142)
Net Income/Prov for Reserves 06/30/2025	(369,367)
Reserves 06/30/2025	\$ 7,073,645

Total Liabilities + Equity	\$ 7,073,645
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TCFC Revised Projection
Schedule 4

2025 TCFC Revenue Projection	2025 Approved Budget Projection	2025 Revised Projection	Actual thru 6/30/2025	6 mth Rev Projection	Status
TCFC Projects					
1 Embry Tech Ridge	275,000	275,000	150,000	125,000	
2 SOFI-Marcus Inc	145,000			-	Deferred to be paid in 2026
3 McKinney Falls-Graham Development	329,000	329,000	65,000	264,000	Approx \$200K should be paid by end of Summer
4 Endeavor - Decker & Hog Eye	287,351	287,351	174,030	113,321	
5 Endeavor - Gilbert/Eastlake	298,716	298,716	136,616	162,100	
6 Endeavor - Howard Lane		-		-	
7 Endeavor - Bergstrom SALE?	120,000	120,000		120,000	May be sold 09/25-TCFC could receive \$1.5M
8 NRP - Preakness	772,447	-		-	Delayed to 03/2026
9 NRP - Ross Road		-		-	
10 NRP - Rodeo Drive	705,000	-	NA	NA	Received in FY2024
11 UG Tech Ridge	228,728	228,728		228,728	
12 UG Oak Hill	689,544	689,544	506,318	183,226	
13 Barkley Meadows Apts	627,159	627,159		627,159	Closing delayed to 4th Quarter
14 Barkley Meadows Homes	419,717	419,717		419,717	Closing delayed to 4th Quarter
15 NRP Belmont - 4% Tax Credit		-		-	
16 Flatz 130/Winding Trails/Z Modular	288,668	288,668		288,668	
17 Gregg Ln Apts-StoneHawk Cap Ptnrs	637,500			-	Delayed to 1st Quarter of 2026
18 183/E.WCannon Dr Apts-Savoy Equity Ptnrs	475,000	-		-	Delayed to Q3 2026
19 NRP Cameron Road				-	
20 NRP Traxton Road NEW				-	closing in 2026 - \$865,866 fee expected
Subtotal - Projection per 2025 Budget	6,298,830	3,563,883	1,031,964	2,531,919	
10 NRP Rodeo Drive	(705,000)				Received in Q4 2024
Adjusted 2025 TCFC Revenue Projection	5,593,830	3,563,883	1,031,964	2,531,919	

**TCFC Reserve & Cash Analysis
Schedule 5**

TCFC 2025 Commitment	2025 Budget	6 month Budget	Remaining months	6
FY2024 HATC Approved Budget Contribution				
HATC Contribution-Overhead	1,463,623	731,812	1,249,624	
Eastern Oaks	80,325	40,163		
Manor Town	502,672	251,336		
Manor Town II	52,260	26,130		
SEA OAKS-Loan	400,367	200,184		
HATC Foundation	199,052	99,526	182,464	
TCFC Budgeted Transfers	2,698,299	1,349,150	1,432,088	A

TCFC Reserve/cash balance 06/30/25	2,391,978	D
TOTAL - Anticipated 6 month Outflow from TCFC funds	(1,432,088)	A
TCFC conservative 6 mth revenue projection through 12/25	2,531,919	
TCFC 2025 Projected 6 month revenues - 50% to Set Aside Funds	(1,265,959)	
Subtotal - TCFC Expected Reserve/cash balance 12/31/25	2,225,850	
Sale of Endeavor - Bergstrom 50% fee split	750,000	
Belmont - Issuer Fees & GC Fees-50% fee split	461,902	
Total TCFC Reserve/cash balance 12/31/2025	3,437,752	

**TCFC SetAside Reserve & Cash Analysis
Schedule 6**

TCFC Set Aside Reserve/cash balance 06/30/25	4,681,666	C
Unbudgeted additional funding for Carson Creek	(400,000)	
NRP Cameron Road Project - GAP Financing	(2,000,000)	
Travis County Homeownership Commitment	(142,000)	
Estimate - Projected 6 month revenues - 50% TCFC receipts	1,265,959	
Subtotal - TCFC Set Aside Reserve/cash balance 12/31/25	3,405,625	
Sale of Endeavor - Bergstrom 50% fee split	750,000	
Belmont - Issuer Fees & GC Fees-50% fee split	461,902	
Total TCFC Set Aside Reserve/cash balance 12/31/2025	4,617,527	

TCFC Revenues By Projects - Historical

Schedule 6

TCFC Projects	FY2025 - thru June 2025	FY2024	FY2023	FY2022	FY2021	FY2020	Life To Date	Project Information
1 Embry at Tech Ridge								311-unit multifamily development. Developer: Embrey Partners LTD. Tenant - Tech Ridge ATX LP, Property Manager - Embrey Management Services. Location: Tech Ridge Blvd & IH35. Affordability: 50% of units at 80% of AMI.
Developer Fees			95,515	1,993,508	2,510,977	400,000	5,000,000	
Construction Mgmt Fees				116,500	348,750	-	465,250	
Structuring Fees						250,000	250,000	
Ground Lease	124,999	229,165	249,999	-			604,163	
Admin Fees	25,000	25,000					50,000	Completed in 2023. Annual fees approx \$250,000 for rent/ground lease, and \$25,000 administrative fees
Refinance Fees		255,097					255,097	
Embry at Tech Ridge	149,999	509,262	345,514	2,110,008	2,859,727	650,000	6,624,510	
2 Veras at McKinney Falls								290-unit multifamily development. Developer-Graham Development. Tenant - Veras at McKinney Falls Apts GL LP, Location: 5200 MCKinney Falls Parkway. Affordability: 45% of units at 80% of AMI, 5% at 60%
Developer Fees	40,000	220,000	740,000				1,000,000	
Construction Mgmt Fees			193,680				193,680	
Structuring Fees			250,000				250,000	
Ground Lease							-	As of 2/25, construction 91% complete. Fee Terms - Developer fee \$1M, construction mgmt fee \$387,360. 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground Lease \$129,000/year, Admin Fee - \$25,000/year
Admin Fees	25,000						25,000	
Refinance Fees							-	
Veras at McKinney Falls	65,000	220,000	1,183,680	-	-	-	1,468,680	
3 SOFI								258-unit multifamily development. Developer-Marcus Organization. Tenant - NM South First Apts Holdings, LLC, Location: 6311 South Congress. Affordability: 40% of units at 80% of AMI, 5% at 60%, 5% at 50%
Developer Fees				141,975			141,975	
Construction Mgmt Fees		219,000	168,000				387,000	
Structuring Fees				250,000			250,000	
Ground Lease							-	As of 2/25, construction 98% complete. Fee Terms - Developer fee \$283,950, construction management fee \$387,000. 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$244,000/year, Admin Fee -\$25,000/year
Admin Fees		25,000					25,000	
Refinance Fees							-	
SOFI	-	244,000	168,000	391,975	-	-	803,975	
4 Endeavor - Decker & Hog Eye								360-unit multifamily development. Developer-Endeavor Real Estate Group/OP III ATX Decker Developer LLC. Tenant - OP III ATX Hog Eye, LP; Location: 8800 Hog Eye Road. Affordability: 50% at 80% AMI
Developer Fees	54,420	217,650					272,070	
Construction Mgmt Fees	119,610	372,978					492,588	
Structuring Fees			250,000				250,000	
Ground Lease							-	As of 02/25, construction 77% complete, estimated completion 08/25. Fee terms- Developer Fee-\$369,996, Construction management fee \$540,000, 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$260,000/year
Admin Fees							-	
Refinance Fees							-	
Endeavor - Decker & Hog Eye	174,030	590,628	250,000	-	-	-	1,014,658	

TCFC Revenues By Projects - Historical

Schedule 6

TCFC Projects	FY2025 - thru June 2025	FY2024	FY2023	FY2022	FY2021	FY2020	Life To Date	Project Information
5 Endeavor - Gilbert/Eastlake								360-unit multifamily development. Developer-Endeavor Real Estate Group/OP II ATX Gilbert Developer LLC. Tenant - OP II ATX East Lake MF, LP; Location: 6103 1/2 N SH130. Affordability: 50% at 80% AMI
Developer Fees	58,480	233,886					292,366	
Construction Mgmt Fees	78,138	416,718					494,856	
Structuring Fees			250,000				250,000	
Ground Lease							-	As of 02/25, construction 78% complete, estimated completion 07/25. Fee terms-
Admin Fees							-	Developer Fee-\$397,596, Construction management fee \$540,000, 6 months
Refinance Fees							-	upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease
								\$248,000/year
Endeavor - Gilbert/Eastlake	136,618	650,604	250,000	-	-	-	1,037,222	
6 Endeavor - Howard Lane								360-unit multifamily development. Developer-Endeavor Real Estate Group/OP III ATX Howard Lane Developer LLC. Tenant - OP III ATX Howard Lane Phase 1 MF, LP; Location: 5121 Howard Lane. Affordability: 50% at 80% AMI
Developer Fees							-	
Construction Mgmt Fees							-	
Structuring Fees			250,000				250,000	
Ground Lease							-	Construction expected in 2025 based on market conditions. Fee terms -
Admin Fees							-	Developer Fee-\$363,747 (estimated), Construction management fee \$540,000, 6
Refinance Fees							-	months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground
								lease \$248,000/year
Endeavor - Howard Lane	-	-	250,000	-	-	-	250,000	
7 Endeavor - Bergstrom								411-unit multifamily development. Developer-Endeavor Real Estate Group/OP II ATX Burleson Developer LLC. Tenant -CH Realty IX-OP II MF Austin Burleson LP; Location: 7710 Burleson Road. Affordability: 50% at 80% AMI
Developer Fees							-	
Construction Mgmt Fees							-	
Structuring Fees		250,000					250,000	
Ground Lease							-	Construction complete, as of 02/25- 90% occupied. Fee terms - No developer or
Admin Fees							-	construction management fee, 6 months upon 90% occupancy & stabilization,
Refinance Fees							-	TCFC estimated to earn rent/ground lease \$240,000/year. Property may be sold
								by 09/25.
Endeavor - Bergstrom	-	250,000	-	-	-	-	250,000	
8 NRP - Ross Road								328-unit multifamily development. Developer-NRP Lone Star Development LLC. Tenant - NRP Properties LLC; Location: 6101 Ross Road. Affordability: 50% at 80% AMI
Developer Fees		203,865					203,865	
Construction Mgmt Fees		246,000					246,000	
Structuring Fees		250,000					250,000	
Ground Lease							-	As of 08/24, construction 8% complete, estimated completion 11/26. Fee terms -
Admin Fees							-	developer fee - \$407,730; construction management fee-\$492,000; 6 months
Refinance Fees							-	upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease
								\$270,000/year
NRP - Ross Road	-	699,865	-	-	-	-	699,865	

TCFC Revenues By Projects - Historical

Schedule 6

TCFC Projects	FY2025 - thru June 2025	FY2024	FY2023	FY2022	FY2021	FY2020	Life To Date	Project Information
9 Flatz 130 Apartments/Winding Trails Apts								396-unit multifamily development. Developer-Z Modular Austin, LLC. Tenant - Z Modular Austin LLC; Location: S/S FM 973, W Trailside Est Blvd. Affordability: 30% at 80% AMI, 20% at 60% AMI
Developer Fees							-	
Construction Mgmt Fees		297,000					297,000	
Structuring Fees		250,000					250,000	
Ground Lease		-					-	Structure Fee - \$250,000, Constuction Mgmt Fee - \$594,000. Developer Fee - \$560,671 (15% of Developer Fee \$3,737,806). 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$265,000/year
Admin Fees							-	
Refinance Fees							-	
Flatz 130 Apartments	-	547,000	-	-	-	-	547,000	
10 UG Tech Ridge - Highline								198-unit multifamily development. Developer-Urban Genesis. Tenant - Tech Ridge Highline Apartments; Location: 4712 E. Yager Lane, Manor TX. Affordability: 30% at 80% AMI, 20% at 60% AMI
Developer Fees							-	
Construction Mgmt Fees		148,500					148,500	
Structuring Fees		250,000					250,000	
Ground Lease							-	Closed 11/2024, estimated completion 05/27. Structure Fee-\$250,000; construction management fee-\$297,000; Developer Fee - \$386,194; 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$70,778/year
Admin Fees							-	
Refinance Fees							-	
Tech Ridge Highline Apartments	-	398,500	-	-	-	-	398,500	
11 NRP Rodeo Drive								340-unit multifamily development. Developer-NRP Lone Star Development LLC. Tenant - Rodeo Apartments LP; Location: Rodeo Drive. Affordability: 40% at 80% AMI, 10% at 60% AMI
Developer Fees							-	
Construction Mgmt Fees		255,000					255,000	
Structuring Fees		450,010					450,010	
Ground Lease							-	Closed 12/2024, estimated completion 05/27. Fee terms - developer fee - \$2,786,000 (3.5% of total development costs 79,600,000); construction management fee-\$510,000; 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$270,000/year
Admin Fees							-	
Refinance Fees							-	
NRP Rodeo Drive	-	705,010	-	-	-	-	705,010	
12 UG Oakhill/SouthPark								360-unit multifamily development. Developer-Urban Genesis. Tenant - Oakhill Highline SouthPark Apartments; Location: 1802 Oakhill Lane, Austin, Tx. Affordability: 30% at 80% AMI, 20% at 60% AMI
Developer Fees	85,318						85,318	
Construction Mgmt Fees	171,000						171,000	
Structuring Fees	250,000						250,000	
Ground Lease							-	Closed 03/2025, estimated completion ??/???. Structure Fee-\$250,000; construction management fee-\$540,000; Developer Fee - 5.75% of TDC, 15% earned at loan closing; 6 months upon 90% occupancy & stabilization, TCFC estimated to earn rent/ground lease \$164,349/year
Admin Fees							-	
Refinance Fees							-	
UG Oakhill/SouthPark	506,318	-					506,318	
TOTAL TCFC Revenues	1,031,965	4,814,869	2,447,194	2,501,983	2,859,727	650,000	14,305,738	

V. DISCUSSION ITEMS

a. CEO/Executive Director's Report

iii. Affordable Housing Program

1. Portfolio Overview

CEO/Executive Director's Report

Item V.a.iii Affordable Housing Program

August 14, 2025

Subject: An overview and summary of the activities within the Affordable Housing Program, consisting of the Project Based Rental Assistance (PBRA) properties (3), non-subsidized Senior Properties (2) and a Family site (1).

Background information:

PROPERTY	ADDRESS	UNIT COUNT
SEA RAD Apartments – Eastern Oaks	4922 Nuckols Crossing, Austin, TX 78744 11607	30
SEA RAD Oaks – Summit Oaks	Sierra Nevada Austin, TX. 78759	24
SEA RAD Oaks – Alexander Oaks	6119 Valiant Circle, Austin, TX. 78749	51
Carson Creek Homes	1300 Cool Shadow, Del Valle, TX. 78617	16
Manor Town Apartments	200 W. Carrie Manor St., Manor, TX. 78653	33
Manor Town II	212 S. Bastrop St, Manor, TX 78653	20
TOTAL		174

Portfolio Overview:

Background information:

PROPERTY	SEA RAD Apartments – Eastern Oaks
▪ Resident Engagement Activities	Monthly Town Hall meetings continue with great attendance.
▪ Compliance / Inspections	The Pre-NSPIRE/Curb Appeal/Housekeeping inspections from U.S. Inspection Group are scheduled for the week of the 18 th in August.
▪ OCAF / Annual Rent Adjustments	The 2024 OCAF is implemented and being worked on. The project is scheduled to be completed by August 31, 2025.
▪ Routine / Periodic Maintenance	Quotes are being gathered to replace window screens.
▪ Capital Improvements	

PROPERTY	SEA RAD Oaks – Summit Oaks
▪ Resident Engagement Activities	Monthly Town Hall meetings continue with great attendance.
▪ Compliance / Inspections	-----
▪ OCAF / Annual Rent Adjustments	The 2024 OCAF is implemented and completed.
▪ Routine / Periodic Maintenance	Quotes are being gathered to replace window screens.
▪ Capital Improvements	-----

PROPERTY	SEA RAD Oaks – Alexander Oaks
▪ Resident Engagement Activities	<i>Monthly Town Hall meetings continue with great attendance.</i>
▪ Compliance / Inspections	<i>The Pre-NSPIRE/Curb Appeal/Housekeeping inspections from U.S. Inspection Group are scheduled for the week of the 18th in August.</i>
▪ OCAF / Annual Rent Adjustments	<i>The 2024 OCAF is implemented and completed.</i>
▪ Routine / Periodic Maintenance	<i>Quotes are being gathered to replace window screens.</i>
▪ Capital Improvements	-----

PROPERTY	Carson Creek Homes
▪ Resident Engagement Activities	<i>Monthly Town Hall meetings continue with great attendance.</i>
▪ Compliance / Inspections	<i>The final tenant will move back once the Final Building inspection passes.</i>
▪ OCAF / Annual Rent Adjustments	N/A
▪ Routine / Periodic Maintenance	-----
▪ Capital Improvements	<ul style="list-style-type: none"> - The request to install new electrical meters at building 1302 was submitted to the City of Austin on July 31, 2025. We expect the City of Austin to install new electrical meters by August 22, 2025. - A total of 9 tenants have moved back to their original unit, and the final tenant will move back once the Final Building inspection passes. - Arlene from our relocation team continues to update our tenants on progress and relocation dates.

PROPERTY	Manor Town Apartments
▪ Resident Engagement Activities	<i>Monthly Town Hall meetings continue with great attendance.</i>
▪ Compliance / Inspections	-----
▪ OCAF / Annual Rent Adjustments	N/A
▪ Routine / Periodic Maintenance	<ul style="list-style-type: none"> - Quotes are being gathered to install video surveillance cameras. - American Leak Detection has completed the plumbing repairs and backfilled the tunnel. The project is now complete.
▪ Capital Improvements	<i>Quotes are being gathered for building exterior paint.</i>

PROPERTY	Manor II Apartments
▪ Resident Engagement Activities	Monthly Town Hall meetings continue with great attendance.
▪ Compliance / Inspections	<p>- On July 31, 2025, the Texas Department of Housing and Community Affairs (TDHCA) conducted the Final Construction inspection. We are currently awaiting the official scoring report.</p> <p>- On July 31, 2025, the Texas Department of Housing and Community Affairs (TDHCA) conducted the National Standards for the Physical of Real Estate (NSPIRE) inspection. We are currently awaiting the official scoring report.</p>
▪ OCAF / Annual Rent Adjustments	N/A
▪ Routine / Periodic Maintenance	Quotes are being gathered to install video surveillance cameras.
▪ Capital Improvements	-----

Recommended Action:

For discussion/information only. No action is needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

Attachments:

- A. Carleton Affordable Housing Report
- B. Service Requests Report

Prepared by:

Carlos Guzman, *Director of Affordable Housing Programs*

Approval:

Patrick B. Howard

Patrick B. Howard, *CEO/Executive Director*

ATTACHMENT A



An overview highlighting operational statistics through July 21, 2025, and areas of concern related to known issues faced by the properties and efforts to address them.

2nd QUARTER PRIORITIES

1 Compliance with all program requirements	2 Collections/Reduce delinquency	3 Raise occupancy throughout the portfolio.
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PORTFOLIO OVERVIEW

Property	Occupancy / Trend	Vacant Units / Notice to Vacate (NTV)	Leased Unit(s)	Delinquent Rent	Delinquency Notes
Eastern Oaks	100% / 97%	0 / 1	Applicant(s): 0	\$9,107.00	<ul style="list-style-type: none"> Current - \$4,345.00 30-90 days - \$4,762.00 Evictions - N/A
Summit Oaks	83% / 96%	4 / 0	Applicant(s): 3	\$1,626.00	<ul style="list-style-type: none"> Current - \$763.00 30-90 days - \$863.00 Evictions - 2 - (\$1,564.00)
Alexander Oaks	94% / 94%	3 / 0	Applicant(s): 0	\$14,602.00	<ul style="list-style-type: none"> Current - \$5,129.00 30- 90 days - \$9,473.00 Evictions - N/A
Carson Creek Homes	69% / 94%	5	Applicant(s): 4	\$55.00	<ul style="list-style-type: none"> Current - \$55.00 30 - 90 days - \$0.00 Evictions - N/A
Manor Town Apartments	70% / 70%	10	Applicant(s): 1	\$2,836.00	<ul style="list-style-type: none"> Current - \$1,319.00 30- 90 days - \$1,517.00 Evictions - N/A
Manor II	90% / 95%	2	Applicant(s): 1	\$470.00	<ul style="list-style-type: none"> Current - \$470.00 30-90 days - \$0.00 Evictions - N/A

ATTACHMENT B

Service Requests for Eastern Oaks (June 1, 2025 – June 30, 2025)

Service Issues by Category	Number of Requests	Comment(s)
▪ Appliance	1	All Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	2	
▪ Electrical and lighting	2	
▪ Flooring	0	
▪ General	1	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	3	
▪ Plumbing and Bath	2	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
TOTAL	11	

Service Requests for Summit Oaks (June 1, 2025 – June 30, 2025)

Service Issues by Category	Number of Requests	Comment(s)
▪ Appliance	5	All Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	3	
▪ Electrical and lighting	3	
▪ Flooring	0	
▪ General	3	
▪ Grounds and Landscaping	1	
▪ Heating and cooling	1	
▪ Plumbing and Bath	0	
▪ Preventative Maintenance	2	
▪ Safety Equipment	1	
TOTAL	19	

Service Requests for Alexander Oaks (June 1, 2025 – June 30, 2025)

Service Issues by Category	Number of Requests	Comment(s)
▪ Appliance	3	All Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	1	
▪ Electrical and lighting	0	
▪ Flooring	0	
▪ General	1	
▪ Grounds and Landscaping	1	
▪ Heating and cooling	2	
▪ Plumbing and Bath	4	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
TOTAL	12	

Service Requests for Manor Town (June 1, 2025 – June 30, 2025)

Service Issues by Category	Number of Requests	Comment(s)
▪ Appliance	1	Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	0	
▪ Electrical and lighting	0	
▪ Flooring	0	
▪ General	0	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	0	
▪ Plumbing and Bath	1	
▪ Preventative Maintenance	1	
▪ Safety Equipment	0	
TOTAL	3	

Service Requests for Manor Town II (June 1, 2025 – June 30, 2025)

Service Issues by Category	Number of Requests	Comment(s)
▪ Appliance	0	Service Requests during this period have been resolved
▪ Building Exterior	0	
▪ Communications	0	
▪ Doors and Locks	0	
▪ Electrical and lighting	0	
▪ Flooring	0	
▪ General	1	
▪ Grounds and Landscaping	0	
▪ Heating and cooling	0	
▪ Plumbing and Bath	0	
▪ Preventative Maintenance	0	
▪ Safety Equipment	0	
TOTAL	1	

V. DISCUSSION ITEMS

a. CEO/Executive Director's Report

iii. Affordable Housing Program

2. Carson Creek Homes Updates

a. Rehabilitation Status

CEO/Executive Director's Report

Item V.a.iii Affordable Housing Program

August 14, 2025

Subject: Carson Creek Homes Rehabilitation Updates

Background information:

Renovation Updates:

- The request to install new electrical meters at building 1302 was submitted to the City of Austin on July 31, 2025. The general contractor expects the City of Austin to install new electrical meters by August 22, 2025.
- A total of 9 tenants have moved back to their original unit, and the final tenant will move back once the Final Building inspection passes.
- Arlene Lozano with CVR Associates, our relocation consultant team, continues updating our tenants on progress and relocation dates.

Recommended Action:

For discussion/information only. No action is needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

Attachments:

N/A

Prepared by:

Carlos Guzman, *Director of Affordable Housing Programs*

Approval:



Patrick B. Howard, *CEO/Executive Director*

V. DISCUSSION ITEMS

- a. CEO/Executive Director's Report
- 2. Carson Creek Homes Update
 - b. Summary of Construction Timeline and Interim Cost Analysis

Discussion Item V.2.b.
August 14, 2025

Subject: Carson Creek Homes Update: Summary of Construction Timeline and Interim Cost Analysis

Project Background: The Carson Creek Homes Renovation Project was initiated to address necessary repairs and updates identified in a formal assessment. Key milestones and decisions are summarized below:

I. Property Needs Assessment History

- **July 2023-** Carleton Management was hired as a third-party property manager to oversight the Affordable Housing Properties.
- **August 2023** -Carleton Management completed an informal property assessment of all the properties. At that time, they recommended either selling or disposing of the Carson Creek property.
- **August 2023** - HATC started the process of obtaining proposals for a property needs assessment.
- **August 23, 2023** -Proposal from Partner Engineering and Science, Inc. was approved for property needs assessment.
- **October 20, 2023** – A Property Condition Assessment was completed by Partner Engineering and Science, Inc. Contained within the assessment was a detailed list of repairs that included improvements to both the interior and exterior, addressing safety hazards, but also improving the overall aesthetics and curb appeal.
- **October 23, 2023** – A proposal from Partner Engineering and Science, Inc. was approved for a foundations assessment.
- **November 2023 through February 2024** – HATC and Carleton Property Management were working together and with vendors to address the identified safety hazard repairs.
- **January 2024** – A Foundation Assessment was completed by Partner Engineering and Science.

II. Call to Action Plan

- **February 2024** – HATC Board Meeting, board members discussed and emphasized the importance of developing a comprehensive, but swift strategy to address the identified issues and needed repairs.

III.RFP Issues/Contract Awarded/Timeline of Project

- **February 22, 2024** – A Request for Proposal (RFP) was issued to procure a general contractor.
- **May 9, 2024** – HATC selected **Innovations Kitchen and Baths, LLC** as the original General Contractor.
- **Estimated Relocation Fees:** \$80,240.00
- **Original Contract Amount:** \$1,612,126.00
- **Original Project Timeline:**
 - Work Started: August 2024
 - Contract Duration: 180 calendar days
 - Scheduled Completion: February 2025

IV. Contract Delays and Engagement of Legal Counsel

- **February 20, 2025** – Notice of Need for Compliance with Construction Schedule sent to General Contractor from Stan Springerley, Attorney for HATC, to the General Contractor due to the project being 19 days beyond the substantial completion date. The notice required an updated schedule and plan for how the General Contractor intended to finish the project and when.

- **March 2025** – HATC and Stan Springerley had a consultation to discuss the legal notice sent in February, the lack of response from the General Contractor, and to receive guidance and recommendations from legal counsel regarding appropriate next steps.
- **March 10, 2025** – Received a letter from the General Contractor in response to the legal Notice of Need of Compliance with Construction Schedule. The correspondence did not provide information on an updated schedule and a plan for completion of the project. The contractor only made references regarding the multiple change orders in his correspondence.
- **March 12, 2025** – Request for Written Adequate Assurance Related to Compliance with Construction Schedule from Stan Springerley, Attorney for HATC. The letter required a written response by the end of business on March 13, 2025. No response was received.
- **April 2025** – HATC and legal counsel, Stan Springerley, consulted to discuss the project's status and to receive legal guidance regarding the option for project completion. During the meeting, HATC expressed significant concerns regarding the general contractor's (GC) inability to fully complete the project, primarily due to the persistent issues in obtaining final inspections for all units. The GC had received multiple failed inspections from the City of Austin and demonstrated limited knowledge of the procedures, regulations, and corrective actions required to resolve the flagged deficiencies. The GC also cited ongoing challenges working with the City of Austin, which further hindered progress on securing the final approval necessary for project closeout. In response, HATC's ED initiated direct communication with the City of Austin, engaging both the Assistant Director of the Development Services Department and the Division Manager of Residential Building Inspections. The purpose of this outreach was to gain a clearer understanding of the inspection failures and explore how the agency might assist in overcoming the obstacles preventing completion. Feedback from City officials confirmed that the GC lacked a clear understanding of the City's building inspection protocols, including the proper sequencing of final inspections and the necessity of addressing previously identified deficiencies before rescheduling. Based on this information, combined with the project's significantly delayed timeline and the GC's inability to provide a detailed plan and realistic schedule for full completion, HATC determined that it was unlikely the GC could overcome these barriers. As a result, HATC decided to present these concerns and findings at the May Board Meeting, with a formal recommendation to terminate the contract with the general contractor.
- **May 1, 2025** – Discussed at the Monthly Board Meeting the options recommended from consultation with legal counsel, which one was to terminate the contract between HATC and the original general contractor. Due to the feedback from the City of Austin, multiple failed inspections, the general contractor's lack of familiarity with applicable City regulations, and the overarching concern regarding the contractor's ability to fully complete the project, HATC has serious reservations about the GC's capacity to bring the project to 100% completion.
- **May 5, 2025** – Notice of Contract Termination was sent to Innovations Kitchen and Baths, General Contractor.

V. Current Status

- **Contractor Change**
- **June 9, 2025** – HATC engaged TBC Services, LLC as the replacement contractor.
- **Finish-out Contract Amount:** \$51,468.00
- **Revised Construction Timeline:**
 - Notice to Proceed: June 9, 2025
 - Contract Duration: 90 calendar days
 - Revised Completion Date: September 7, 2025

Summary

As of the current reporting period, the Carson Creek Renovation Project remains in progress.

Recommended Action:

For discussion/information only. No action needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

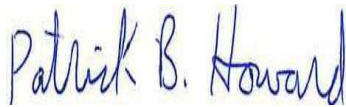
Attachment:

N/A

Prepared by:

Cora Thomas, Chief Operating Officer/Deputy Director

Approval:



Patrick B. Howard, *CEO/Executive Director*

V. DISCUSSION ITEMS

a. CEO/Executive Director's Report

iii. Affordable Housing Program

3. Manor Town Improvements

CEO/Executive Director's Report

Item V.a.iii Affordable Housing Program

August 14, 2025

Subject: Manor Town Improvements

Background information:

Items Currently Addressing	2025 Projected Items to Complete	2026 Projected Items to Complete
<ul style="list-style-type: none"> Balcony Repairs - COMPLETED 	<ul style="list-style-type: none"> Areas of damaged siding 	<ul style="list-style-type: none"> Asphalt seal coat, overlay, and striping
<ul style="list-style-type: none"> Decorative Skirt at base of the building – COMPLETED 	<ul style="list-style-type: none"> Balcony and stairs/ramps railing rust and paint 	<ul style="list-style-type: none"> Soil erosion control measures
<ul style="list-style-type: none"> Elevator Control Panel Upgrades – COMPLETED 	<ul style="list-style-type: none"> Linear cracking on second-floor breezeway flooring 	<ul style="list-style-type: none"> Roof replacement
<ul style="list-style-type: none"> Plumbing Issue - COMPLETED 	<ul style="list-style-type: none"> Exterior cleaning, painting, and sealing 	<ul style="list-style-type: none"> Mechanical and Electrical system upgrades
<ul style="list-style-type: none"> Apartment Vinyl Replacement (vacant units) 	<ul style="list-style-type: none"> Modernize hydraulic elevator mechanical systems 	<ul style="list-style-type: none"> Interior elements upgrades
<ul style="list-style-type: none"> Appliance Replacement 	<ul style="list-style-type: none"> Overgrown Vegetation 	
<ul style="list-style-type: none"> Security Cameras 	<ul style="list-style-type: none"> Refuse wood enclosure 	
Estimated Cost \$209,278.80	Estimated Cost \$178,570.00	Estimated Cost \$691,335.00

Recommended Action:

For discussion/information only. No action is needed.

Alternate Option:

N/A

Fiscal Impact:

N/A

Attachments:

N/A

Prepared by:

Carlos Guzman, *Director of Affordable Housing Programs*

Approval:

Patrick B. Howard

Patrick B. Howard, *CEO/Executive Director*

V. DISCUSSION ITEMS

b. HATC Fall 2025 Update to Travis County
Commissioners Court

Discussion Item V.b

August 14, 2025

Subject: HATC Fall 2025 Update to Travis County Commissioners Court

Background information:

The Travis County Commissioners have respectfully requested that the HATC Board of Commissioners come before the Court to provide a status update twice a year, ideally in the spring and in the fall. On July 17, 2025, the consensus of the Board was that Thursday, November 13, 2025, at 1:30 PM would be the optimal meeting date and time. However, staff were subsequently notified by Travis County staff that the November date was no longer available.

The HATC Board last appeared before the Commissioners' Court on Thursday, February 27, 2025.

Requested Action:

None at this time.

Alternate Option:

N/A

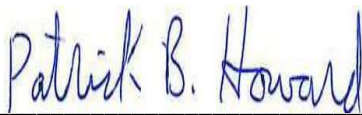
Fiscal Impact:

N/A

Attachment:

N/A

Preparation and Approval:



Patrick B. Howard, CEO/Executive Director