



**RBA: AHFC Operating Budget  
CITY OF AUSTIN  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM NO: 1  
AGENDA DATE: 09/14/2009  
PAGE: 1 OF 2**

**SUBJECT:** Approve a resolution adopting the Fiscal Year 2009-2010 Austin Housing Finance Corporation Grant Operating Budget in the amount of \$10,480,628 and the Housing Assistance Fund Budget in the amount of \$350,602 for a total budget of \$10,831,230; authorizing the development of program guidelines for the named housing programs for Fiscal Year 2009-2010; and establishing administrative approval limits for the general manager.

**AMOUNT & SOURCE OF FUNDING:** The sources to fund the annual Austin Housing Finance Corporation (AHFC) budget include (1) the Grant Operating Budget which includes \$281,247 from the City's Housing Trust Fund; \$161,430 from the City's University Neighborhood Overlay-Housing Trust Fund; \$260,878 from the City of Austin's Sustainability Fund; \$4,097,850 from the City's Housing and Urban Development (HUD) HOME Grant; \$3,200,918 from the City's HUD Community Development Block Grant; and \$2,478,305 from the HUD Stimulus Neighborhood Stabilization Program; and (2) the Housing Assistance Fund Budget in the amount of \$350,602 from AHFC's Housing Assistance Fund Program Income.

**FISCAL NOTE:** A fiscal note is attached.

**REQUESTING DEPARTMENT:** Austin Housing Finance Corporation

**FOR MORE INFORMATION CONTACT:** Margaret R. Shaw, Treasurer, Austin Housing Finance Corporation, 974-3100.

**PRIOR BOARD ACTION:**

**PRIOR COUNCIL ACTION:**

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By this action, the Austin Housing Finance Corporation (AHFC) Board adopts the Fiscal Year 2009-2010 Grant Operating Budget and Housing Assistance Fund Budget for the AHFC. The annual budget resolution also directs staff to implement program guidelines for the budgeted housing programs, authorizes the transfer of budget authority from one line to another in limited amounts, and authorizes the general manager to administratively approve certain projects in amounts less than \$300,000.

Each year the AHFC Board adopts the Corporation's operating and capital (General Obligation bond funds) budgets and authorizes staff to negotiate and execute the one-year service agreement with the City of Austin to manage various housing programs.

The Austin City Council created the AHFC in 1979 as a public non-profit corporation to facilitate the financing and development of affordable housing for low and moderate income residents. In addition to administering single-family and multi-family bond programs, AHFC administers most affordable housing programs for the City. For Fiscal Year 2009-2010, AHFC will administer the Assisted Housing Program, the Rental Housing Program, the Homebuyer Services Program, the Owner-Occupied Housing Program, and the S.M.A.R.T. Housing™ Program. The AHFC estimates it will assist approximately 2,467 households.

Employees of the City's Neighborhood Housing and Community Development Office manage the operations of the AHFC through an annual service agreement. The AHFC offices are located in the Neighborhood Housing and Community Development office.

**AUSTIN HOUSING FINANCE CORPORATION**  
**GRANT OPERATING BUDGET**  
**FISCAL YEAR 2009-2010**  
**Exhibit A**

	<b>Funding Source</b>	<b>New Funding Fiscal Year 2009-2010</b>	<b>Estimated Households to be Served</b>
<b>SOURCES OF FUNDS</b>			
Transfer from City of Austin			
	Housing Trust Fund	281,247	
	UNO - Housing Trust Fund	161,430	
	Sustainability Fund	260,878	
	HOME	4,097,850	
	CDBG	3,200,918	
Total Transfer from City of Austin	TDHCA-NSP	2,478,305	
		<u>10,480,628</u>	
<b>TOTAL SOURCES OF FUNDS</b>		<b><u>10,480,628</u></b>	
<b>USES OF FUNDS</b>			
<u>Assisted Housing</u>			
Tenant-Based Rental Assistance	HOME	567,000	-
	Sustainability Fund	70,000	-
Subtotal, Tenant-Based Rental Assistance		<u>637,000</u>	<u>115</u>
Subtotal Assisted Housing		<u>637,000</u>	<u>115</u>
<u>Rental Housing</u>			
Rental Housing Development Assistance	HOME	700,000	-
	CDBG	275,000	-
	HOME (CHDO-CR)	479,415	-
	UNO	161,430	-
	Housing Trust Fund	168,748	-
Subtotal, Rental Housing Development Assistance		<u>1,784,593</u>	<u>225</u>
Architectural Barrier Program	CDBG	230,000	-
Subtotal, Architectural Barrier Program		<u>230,000</u>	<u>90</u>
Subtotal Rental Housing		<u>2,014,593</u>	<u>315</u>
<u>Homebuyer Services</u>			
Down Payment Assistance	HOME	1,500,000	-
Subtotal, Down Payment Assistance		<u>1,500,000</u>	<u>50</u>
Acquisition & Development	CDBG	843,905	-
	HOME	776,435	-
	Housing Trust Fund	112,499	-
Subtotal, Acquisition & Development		<u>1,732,839</u>	<u>75</u>

**AUSTIN HOUSING FINANCE CORPORATION**  
**GRANT OPERATING BUDGET**  
**FISCAL YEAR 2009-2010**  
**Exhibit A**

	<u>Funding Source</u>	<u>New Funding Fiscal Year 2009-2010</u>	<u>Estimated Households to be Served</u>
CHDO Operations Expenses Grants	HOME (CHDO-CO)	75,000	7
Subtotal, CHDO Operations Expenses Grants		75,000	7
Subtotal Homebuyer Services		3,307,839	132
<u>Owner-Occupied Housing</u>			
Architectural Barrier Program	CDBG	937,200	-
Subtotal, Architectural Barrier Program		937,200	360
Emergency Repair Program	CDBG	914,813	-
Subtotal, Emergency Repair Program		914,813	475
Subtotal Owner-Occupied Housing		1,852,013	835
<u>S.M.A.R.T. Housing <sup>TM</sup></u>			
S.M.A.R.T. Housing <sup>TM</sup>	Sustainability Fund	83,063	750
Subtotal S.M.A.R.T. Housing <sup>TM</sup> .		83,063	750
<u>Neighborhood Revitalization</u>			
Housing Smarts	Sustainability Fund	107,815	320
Subtotal Neighborhood Revitalization		107,815	320
<u>HUD Stimulus</u>			
Neighborhood Stabilization Program	TDHCA-NSP	2,478,305	-
Subtotal, HUD Stimulus		2,478,305	-
<b>TOTAL USES OF FUNDS</b>		<b>10,480,628</b>	<b>2,467</b>

**AUSTIN HOUSING FINANCE CORPORATION**  
**HOUSING ASSISTANCE FUND BUDGET**  
**FISCAL YEAR 2009-2010**  
**Exhibit B**

**SOURCES OF FUNDS**

Program Income	350,602
<b>TOTAL SOURCES OF FUNDS</b>	<b><u>350,602</u></b>

**USES OF FUNDS**

Housing Development and Administration	350,602
<b>TOTAL USES OF FUNDS</b>	<b><u>350,602</u></b>

**RESOLUTION NO.**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
AUSTIN HOUSING FINANCE CORPORATION:**

1. The Board of Directors of the Austin Housing Finance Corporation (AHFC) approves the Grant Operating Budget and the Housing Assistance Fund Budget for the Fiscal Year 2009-2010, beginning October 1, 2009 and ending September 30, 2010, attached to this resolution.
2. Except as provided in Paragraph 3, the general manager may authorize the use of funds:
  - (a) in the Grant Operating Budget;
  - (b) in the Housing Assistance Fund Budget;
  - (c) remaining unspent at the close of Fiscal Year 2008-2009 associated with budgeted programs; and
  - (d) that is federal program income generated by AHFC during Fiscal Year 2009-2010 and previous fiscal years.
3. The general manager may only authorize the use of funds if:
  - (a) the amounts are available and are used for the programs and purposes in the Grant Operating Budget or the Housing Assistance Fund Budget;
  - (b) the activity for which funds are spent is eligible under a budgeted program's requirements;
  - (c) current AHFC Program Guidelines permit the use; and
  - (d) the general counsel approves the form of the contract for the activity.
4. The general manager must obtain Board approval to authorize:
  - (a) a contract expenditure amount greater than \$300,000;
  - (b) acquisition of an interest in real estate valued at more than \$300,000; and

- (c) sale or transfer of an interest in real estate with an appraised fair market value exceeding \$300,000.

5. The general manager may not amend budgeted amounts under the Housing and Urban Development (HUD) Consolidated Plan (Plan), filed with HUD as required by 24 CFR 91, unless:

- (a) the expenditure of previously unbudgeted income does not require reprogramming under the Plan; and
- (b) the general manager files a revised Grant Operating Budget or Housing Assistance Fund Budget reflecting the new program income.

6. The general manager may administratively transfer amounts in the Grant Operating Budget or the Housing Assistance Fund Budget funded with federal or non-federal funds from one line item to another line item if:

- (a) an amount transferred from the Grant Operating Budget or Housing Assistance Fund Budget does not exceed the budgeted source program line item amount by:
  - I. ten percent for a line item funded by federal Community Development Block Grant funds; or
  - II. twenty-five percent for a line item funded with other federal or non-federal funds; and
- (b) after the transfer, the general manager:
  - I. files a copy of the revised budget reflecting the transfer; and
  - II. notifies HUD of the transfer or change, if federal law requires that HUD be notified.

7. Except as provided in Paragraph 8, the general manager may temporarily administratively transfer amounts in the Grant Operating Budget or the Housing Assistance Fund Budget between line items if the funds transferred are refunded to the source program before the earlier of:

(a) the time the funds are required to be used in the source program; or

(b) September 30, 2010.

8. The general manager may not temporarily administratively transfer amounts under Paragraph 7 if:

(a) the transfer of the funds requires reprogramming under the Plan; or

(b) an amount transferred is equal to or greater than 50 percent of the source program line item amount in the Grant Operating Budget or Housing Assistance Fund Budget.

9. The general manager may establish revolving Community Development Block Grant funds and Home Investment Partnerships Program (HOME) income amounts for a budgeted program under applicable federal, state, and City of Austin requirements.

10. The general manager may promulgate and amend AHFC Program Guidelines. The general manager may not expend funds for an AHFC program prior to the effective date of the AHFC Program Guidelines.

11. The general manager may designate a person to act on his behalf to implement the actions approved by this resolution.

ADOPTED: \_\_\_\_\_, 2009

ATTEST: \_\_\_\_\_

Shirley A. Gentry  
Secretary