

## RENTAL HOUSING DEVELOPMENT ASSISTANCE

**Application for G. O. Bond Financing – Rev. 10/17/08**

Project Name: ATCMHMR 15<sup>th</sup> Street Facility

Project Address: 403 15<sup>th</sup> Street, Austin, TX Zip Code 78701

Total # units to be assisted: 24 units/beds Total # units in project/property: 24 units/beds

Project type: ☐ Acquisition ☒ Rehabilitation ☐ New construction ☐ Refinance ☐ Rent Buy-Down

Amount of funds requested: \$1,013,075 Terms: **0% at 99 years/deferred forgivable**  
**(provided that COA can provide a 99 yr lease)**

Role of applicant in Project (check all that apply): ☒ Owner ☒ Developer ☒ Sponsor

**1. Applicant Information** (If applicant is not acting as the developer, please provide all of the information below for the developer as well as for the applicant. If the developer involves multiple entities, is a partnership or joint venture, please provide duplicative information for each, and identify the entity that will serve as the "lead" organization).

**Austin-Travis County Mental Health and Mental Retardation**

Name

**1430 Collier Street, Austin, TX 78704**

Street Address

**PO Box 3548, Austin, TX 78764**

**(512) 447-4141**

City

State, Zip

Telephone #

**Charles Harrison**

**(512) 440-4001**

**(512) 440-4081**

Contact Person

Contact's Telephone #

Fax #

**74-1547909**

Federal Tax ID Number or SS#

The applicant/developer certifies that the data and exhibits contained comprising this application are true and correct. Unsigned/undated submissions will not be considered.

Austin Travis County MHMR Center

Legal Name of Developer

Title

CO/CFO

Signature of Authorized Officer

Date

6-8-2009

**2. For non-profit applicants/developers only, include copies of the following:**

- a. Articles of Incorporation.

Attached.

- b. Certificate of Incorporation filed with the State of Texas.

Attached.

- c. Federal IRS certification granting non-profit status.

Attached. Please note that Austin Travis County Mental Health Mental Retardation Center is a Community Center formed under Chapter 534 of the Texas Health & Safety Code, with a 501(c)(3) IRS exemption.

- d. Names, addresses and phone numbers of current board members.

Attached.

- e. Certified financial audit for most recent year which include the auditor's opinion and management letters.

Attached.

- f. Board resolution approving the proposed project and authorizing the request for funding.

Attached.

**3. Project Description** - In one page or less, describe the project including the information listed below:

- a. Location by street address and include an area map with properties indicated.
- b. Describe the type of project indicated above and if the project is considered transitional housing or permanent supportive housing. Include the type of structure (multi-family or single-family), square footage, number and size of units.
- c. Proposed tenants including number and type of individuals to be served, and yearly income relative to all funding source requirements of 30%, 50%, 60% or 80% MFI. If the project will serve families with special needs, describe the population to be served and the supportive services program.
- d. Indicate whether the project is occupied at the time of proposal submission.
- e. Location of the project relative to the "Opportunity Map of Austin" attached to the Program Guidelines.
- f. Project meets the requirements of the City's Vertical Mixed-Use (VMU) Ordinance, or is a Planned-Unit Development (PUD) or Transit Oriented Development (TOD).
- g. Project will preserve existing affordable rental units.
- h. If there are existing structures, provide documentation from the taxing authority or other third-party source indicating the year the structure was built.
- i. Units reserved for Section 8 families.
- j. Units accessible and adaptable for persons with mobility, sight or hearing disabilities.
- k. Compatibility with current Neighborhood Plan (if applicable).
- l. In addition to providing an Itemized Development Budget through your response to Question 11, summarize the key financials of the project, clearly indicating total project cost, the amount and intended use of AHFC funds requested, amount and provider of other funding and the stage of those commitments.

See attached project description. Also included are:

- ♦ Location map, TCAD map
- ♦ TCAD property information (Trinity Street 78701)
- ♦ City of Austin Opportunity Map showing the property in a **High Opportunity Area**

## Project Description – 403 East 15<sup>th</sup> Street Facility

In partnership with the New Milestone Foundation, a 501(c)3 nonprofit organization, Austin Travis County Mental Health and Mental Retardation Center (ATCMHMR) is proposing to develop a 24-bed transitional housing facility (a letter from New Milestone is provided in Tab 6) in downtown Austin. ATCMHMR was established in 1967. Its opening was significant because this was the first time that public, community-based mental health and mental retardation services became available to the residents of Austin and Travis County. The organization's mission is to improve the lives of people who experience mental, emotional or substance use disorders and intellectual and developmental disabilities and delays. ATCMHMR accomplishes this by effective treatment and support services; advocacy, education, and collaboration; responsible stewardship; promotion of recovery; and the provision of supportive housing opportunities for individuals in Austin and Travis County.

The 403 East 15<sup>th</sup> Street facility will meet a critical need for transitional housing in the community. This facility will offer two residential treatment programs; Project Recovery Program and Community Competency Restoration Program.

**Project Recovery Program** is a collaborative effort between the City of Austin, Travis County and ATCMHMR. The program was conceived to address the problem of individuals, primarily in downtown Austin, who are repeatedly incarcerated for public intoxication. Eligible clients are adult males with a history of chronic inebriation referred by Travis County Court at Law #5 and incarcerated for enhanced (class B) public intoxication. Clients may have combined diagnoses of mental illness and alcohol dependence. Project Recovery provides a 180-day treatment model. The program is limited to 15 clients at any given time and it is expected to treat 60 individuals a year. Of the 24 beds, 15 will be used for this program.

The facility will also house the **Community Competency Restoration Program (CCRP)** which provides community-based competency restoration services to Travis County residents who are incarcerated in the Travis County Jail and who have been identified as Incompetent to Stand Trial. Additional eligibility criteria include a priority population diagnosis, with or without a co-occurring substance use disorder, and a non-violent offense. This program is one of the first programs of its type in Texas. CCRP provides up to 90-days of competency restoration training, and treatment for mental health and/or substance use disorders. The program can serve up to 18 individuals at a time, and expects to serve anywhere from 60 to 72 individuals annually. Of the 24 beds, 9 will be used for this program.

### Location, Building Specifics, Existing Structures, and Preservation of Affordable Units

ATCMHMR proposes to rehabilitate an existing building, formerly the Ronald McDonald House, located at 403 East 15<sup>th</sup> Street, in Austin, Texas, to accommodate 24 individuals at one time in a residential care facility. A location map is included. The property is located in a High priority area on the Opportunity Map of Austin. The property was formerly the Ronald McDonald House, housing families of critically ill children. ATCMHMR will continue to use the facility as supportive housing.

The 403 East 15<sup>th</sup> Street facility is a two-story property offering 24 beds of transitional housing with supportive services and an elevator. Main Level: This level will consist of 15 beds. Each unit will be approximately 220 square feet. There will also be 2 staff offices, central nursing area, staff lounge, and staff restroom.

Lower Level: This level will consist of 9 beds. There will be a reception area, interview room, medical records room, staff office, staff restroom, ADA public restroom, dining area, commercial kitchen, and food storage area. The basement will have laundry facilities, a recreation area and outdoor courtyard. The total building square footage is approximately 20,094 square feet.

### Proposed Tenants

The 403 East 15<sup>th</sup> Street facility will provide 24 beds of transitional housing for individuals at 50% and below MFI and 87.5% of the beds or 21 beds will be reserved for individuals at 30% and below MFI. Housing and services will be offered under two different supportive service programs - Community Competency Restoration Program (CCRP) and the Project Recovery Program.

To be eligible for housing under the Project Recovery Program an individual must be:

- \* An adult male with a history of chronic inebriation,
- \* Referred by Travis County Court at Law #5 and incarcerated for enhanced (class B) public intoxication, and

- ♦ Clients may have combined diagnoses of mental illness and alcohol dependence.

To be eligible for housing under the Community Competency Restoration Program an individual must be:

- ♦ A resident of Travis County and 18 years of age or older,
- ♦ Found Incompetent to Stand Trial,
- ♦ Meet DSHS Target Population Diagnosis (Schizophrenia, Schizoaffective Disorder, Bipolar Disorder, Major Depression with a GAF  $\leq$  50, (GAF = Global Assessment of Functioning Scale),
- ♦ A Level of Risk (low to moderate) as determined by HCR-20,
- ♦ Charge against the individual (Program will accept both misdemeanor and felony charges. However, most violent offenses will not be accepted, No 3G offenses), and
- ♦ Willingness to participate.

### **Section 8, Units Accessible and Adaptable**

Residents of the 403 East 15<sup>th</sup> Street facility will have to meet program criteria for either Community Competency Restoration Program (CCRP) or the Project Recovery Program. Units will not be available for Section 8 vouchers.

The facility will comply with the City of Austin standards and reserve 10 percent (3 beds) for people with mobility disabilities and two percent (1 bed) to be made adaptable for persons with hearing and/or visual disabilities. All 15 of the beds/units on the main level will be fully accessible. ATCMHMR regularly adapts units (mobility, sight and hearing) to meet the needs of residents who need housing. Units/beds will be adapted as needed. The project will comply with accessibility design standards established by the City's S.M.A.R.T. Housing Initiative, and any applicable requirements listed by the City of Austin, AHFC and Federal requirements including but not limited to ADA, Fair Housing, and Section 504 of the Rehabilitation Act of 1973.

### **Relocation**

The 403 East 15<sup>th</sup> Street facility is not occupied and there will be no relocation.

### **Supportive Services**

Residents under Project Recovery will receive on-site case management, substance abuse treatment programming and assistance in obtaining permanent housing, benefits, healthcare, connections to support networks, transportation and other support services to facilitate reintegration into community living. In addition, graduates of the program are encouraged to attend AA meetings at the program and to participate in fellowship with other graduates.

Residents under the Community Competency Restoration Program will be provided on-site restoration programs enabling them to return to court for hearing on misdemeanor crimes including psychiatric evaluation, medication administration and management, social skills training, life skills training, supported employment, substance abuse services and referrals, and competency restoration training.

### **Financing**

The total project cost is \$2,467,996. ATCMHMR is requesting \$1,013,075 from the Austin Housing Finance Corporation (\$1,000,000 previously approved by Austin City Council for the renovation of this property). These funds will be leveraged with \$354,921 in private grant funding raised by the New Milestone Foundation, a non-profit partner in this project and \$100,000 in rebates (requested). AHFC funds will be used for rehabilitation of the property. Financing commitments are attached.

### **Compatibility with current Neighborhood Plan**

The project is located in downtown Austin. The Downtown Austin Plan is in progress and at this time does not have a future land use map or adopted plan. ATCMHMR has met with the Downtown Neighborhood Association (DANA) to discuss the project and the committee is in support of the project. DANA also supported the zoning change on May 14<sup>th</sup>, 2009.

#### **4. Site Control and Demonstration of Value**

Include evidence of site control such as warranty deed or current earnest money contract, and provide a real estate appraisal or current tax documentation that substantiates the value of the project. The appraisal or other documentation must indicate that the value of the project is at least 80% of the total debt including any new debt incurred if this loan were to be made.

Austin Travis County MHMR will be leasing the property from the City of Austin. ATCMHMR has signed a Temporary Use Agreement, attached, which enables access to the property for renovation. Once renovation is completed, ATCMHMR will sign a long-term lease. A copy of the long-term lease will be forwarded to AHFC once it is drafted. Long-term affordability will be addressed in the long-term lease.

ATCMHMR will only restrict the affordability on the units for the length of the lease term.

#### **5. Zoning**

Include a letter from the City of Austin's Development Review and Inspection Department (DRID) verifying that the current zoning of the site for the proposed project is compatible with the anticipated use, or include documentation verifying that a request to change current zoning has been submitted to DRID. Should the project receive funding approval, appropriate zoning must be in place prior to execution of loan documents.

The property was recently re-zoned (C14-2009-0029 - Former Ronald McDonald House locally known as 403 East 15th Street, Waller Creek Watershed) from multi-family residence-moderate high density (MF-4) district zoning to public (P) district zoning.

Attached is copy of the Zoning Ordinance which verifies the current zoning. This zoning designation is appropriate for Residential Treatment use. The project is considered transitional housing for GO Bonds purposes and a Residential Treatment facility for zoning use purposes.

#### **6. S.M.A.R.T. Housing**

Include letter that indicates the project has been reviewed and meets S.M.A.R.T. Housing requirements.

Attached is a SMART Housing Certification letter from the City of Austin.

## 7. Development Team

Identify the entities anticipated to be involved in implementing the project including lenders, attorneys, accountants, architects, engineers, general contractor, sub-contractors, property managers and consultants. Also, indicate if any entity is certified by the City of Austin as a minority or women-owned business enterprise (MBE/WBE), or if any of the entities are also a non-profit entity.

	Name(s) & Any Comments on Role	MBE (Mark X if Yes)	WBE (Mark X if Yes)	Non- profit (Mark X if Yes)
Owner	ATCMHMR			X
Developer	ATCMHMR			X
Architect	Duke C. Garwood Architects, Inc.			
Engineer	Capt and Smart Consulting Engineers			
Construction Lender	N/A			
Other Lenders				
Attorney	ATCMHMR, General Counsel – Lisa Lakey			X
Accountant	ATCMHMR			X
General Contractor	Gerloff Company, Inc.			
Consultant (if Applicable)	Vacri Development/Becca Bruce Dobberfuhr		X	
Property Management	ATCMHMR			X
Other:				

8. **Development Schedule.** Complete the grid below. Re-order the steps according to the appropriate sequence for your project, and add in any other significant steps integral to your project's development. If the development schedule differs across several properties to be involved in the project, provide a development schedule for each property.

	DATE(S)
Acquisition and/or holding	City owns the land
Environmental and/or historic review (AHFC)	June 2009
Securing and packaging project financing	August 2009
Construction Specifications and Cost estimates	completed
Construction Bids	completed
Construction Start	Sept. 15, 2009*
Anticipated Draws (list all)	Monthly constructions draws
End Construction	May 15, 2010
Start of Rent-up	May 16, 2010
Completion & Operation	May 16, 2010

\*The project is ready to start construction as soon as it receives AHFC approval.



9. Indicate the number of units proposed to be accessible and adaptable for persons with mobility, sight and hearing disabilities as required by RHDA Program Guidelines.

15 (top floor) (beds) Units adaptable for persons with mobility disabilities

15 (top floor) (beds) Units accessible for persons with mobility disabilities

1\*\* Units adaptable for persons with sight and hearing disabilities

1 Units accessible for persons with sight and hearing disabilities

\*\*All units will be made adaptable for persons with disabilities as needed.

#### 10. Experience and Qualifications – Rental Development and Property Management

- a. Is this the developer's first housing project? ☐ Yes ☒ No

- b. Completed projects (complete table below):

COMPLETED PROJECTS				
Address	Number of Units	New or Rehab	Type of Property (apartments, SF units, etc.)	Year Completed
5600 Nancy	9	New	apartments	1996
3810 Manchaca	11	New	apartments	1996
3005 E. 12 <sup>th</sup> Street	11	New	apartments	1996
1703 Kinney	9	New	apartments	1997
2402 S. 4 <sup>th</sup> Street	11	New	apartments	1997
7102 Guadalupe & 6607 Guadalupe	15	Rehab.	apartments	2007
1507 W. 39 <sup>th</sup> Street	20	Rehab.	apartments	2008
<b>Total Units</b>	<b>86</b>			

- c. Describe below the experience/qualifications in completing projects similar in size and scope that indicates the developer's ability and capacity to implement the proposed project. Of particular importance is the developer's experience with successfully completing a) projects that triggered Davis-Bacon and other Federal Labor Standards, b) federally-funded projects involving temporary or permanent relocation of tenants, or c) projects involving the testing and appropriate treatment of Lead-based paint and/or asbestos, if the proposed project will involve any of those three dimensions. If this is the applicant's first project of this type, please provide a detailed description of the experience of the other members of the development team with similar projects.

As evidenced in the table above, ATCMHMR has completed seven (7) multifamily housing projects, totaling 86 units in the last twelve (12) years. The 403 E. 15<sup>th</sup> Street project will be of similar size and scope to all of these projects. ATCMHMR has also worked with the architectural firm, Duke C. Garwood Architects, and the contractor, Gerloff Company, on past renovation projects.

ATCMHMR has been involved with all levels of development from conception to construction completion and operation. All of the seven (7) projects noted above received federal funding under the HUD Section 811 Program. ATCMHMR has worked on eight (8) development projects that triggered Federal Labor Standards, including Davis-Bacon reporting and more than 20 projects that dealt with

The 403 E. 15<sup>th</sup> Street project will involve the testing and treatment of asbestos. Federal Labor Standards will not be required unless the City funding triggers these requirements. The project will not require relocation.

- d. Indicate who will provide property management services. Provide documentation to demonstrate the entity's level of experience and track record in operating federally-funded properties of similar size.

Property management of the 403 E. 15<sup>th</sup> Street project will be provided by ATCMHMR.

The following is a list of federally-funded properties that ATCMHMR currently owns and oversees the property management.

**Rental Housing Owned/Managed by ATCMHMR**

<b>Name / Location</b>	<b># of Units</b>	<b>Federally-Funded</b>
5600 Nancy	9	HUD 811 Program
3810 Manchaca	11	HUD 811 Program
3005 E. 12 <sup>th</sup> Street	11	HUD 811 Program
1703 Kinney	9	HUD 811 Program
2402 S. 4 <sup>th</sup> Street	11	HUD 811 Program
7102 Guadalupe & 6607 Guadalupe	15	HUD 811 Program
1507 W. 39 <sup>th</sup> Street	20	HUD 811 Program
Various affordable housing in Austin	57	
<b>Total</b>	<b>143 Units</b>	

ATCMHMR has worked for with Suzanne Smith of San Antonio for the property management of their HUD Section 811 Program properties. ATCMHMR is responsible for overseeing all federal reporting, budgeting, audits, financial reports, and capital improvements on these properties.

ATCMHMR has a total of 143 affordable housing units including the 86 HUD 811 properties. This also includes five (5) single-family group homes. Staff members at ATCMHMR are responsible for capital acquisitions and repairs/improvements, annual budgeting, audits, overseeing property management, and federal reporting. Eligibility for transitional housing in the proposed project will be performed by ATCMHMR.

The following ATCMHMR staff members provide property services. Resumes are attached.

- ♦ Donna Spencer, Facilities Director, is responsible for capital acquisitions and improvement, has been with ATCMHMR for more than 12 years.
- ♦ Carissa Dougherty, Housing Director, oversees the property management and is responsible for federal reporting, has been with ATCMHMR for more than 2 years.
- ♦ Charles Harrison, COO/CFO, oversees all financial operations, has been with ATCMHMR for more than 6 years.

## DETAILED PROJECT BUDGET

	Cost	RHDA/ BO Bonds Funds	\$1m Reserved by Council	Austin Energy Rebates	NMF Funds	Description
<b>03 E 15th Street</b>						
<b>PREDEVELOPMENT</b>						
Pre-development ATCMHMR	100,000		100,000			Funds drawn to date by ATCMHMR
Pre- development COA	120,475		120,475			Funds drawn to date by COA
Architectural/engineering	40,000		40,000			Architectural Construction Mgmt
<b>TOTAL PREDEVELOPMENT</b>	<b>260,475</b>	<b>-</b>	<b>260,475</b>		<b>-</b>	
<b>ACQUISITION</b>						
Site and/or Land						
Structures						
Other (specify)						
<b>TOTAL ACQUISITION</b>	<b>-</b>	<b>-</b>			<b>-</b>	
<b>CONSTRUCTION</b>						
Infrastructure						
Site work	7,710					excavation
Demolition	54,040					
Concrete	39,890					
Masonry	16,518					masonry, stucco & ext. plaster
Rough carpentry	32,869					
Finish carpentry	14,266					
Waterproofing & Insulation	6,625					insulation
Roofing & Sheet Metal	97,937					roofing and Scaffolding
Plumbing/Hot Water	132,512					
HVAC	215,400					heat, vent, AC
Electrical	86,951					
Doors/Windows/Glass	225,708				222,572	doors, glass, glazing, storefronts, mirrors/shower
Lath & Plaster/ Drywall & Acoustical	52,294					acoustical and drywall
Tile work	38,322					ceramic tile, tile
Soft & Hard Floor	49,142				4,288	resilient, vinyl, woos
Paint/Decorating/Blinds/Shades	58,522					
Specialties/Special Equipment	69,745				21,242	fin. hardware,light fixtures,orn. iron, misc equip
Cabinetry/Appliances	75,126				33,819	cabinetry, toilet/bath accessories, appliances
General Cleanup	8,322					
Other - content manipulation, steel	86,781					cont. manp,steel components,labor, temp repair
Other - fire protection system	17,305					
Other - solar panels	173,000			100,000	73,000	
Construction Contingency	362,920					
<b>SUBTOTAL CONSTRUCTION</b>	<b>1,921,905</b>	<b>732,459</b>	<b>739,525</b>	<b>100,000</b>	<b>354,921</b>	
Overhead	155,898	155,898				
Gen. Req.						
Profit	124,718	124,718				
<b>TOTAL CONSTRUCTION</b>	<b>2,202,521</b>	<b>1,013,075</b>	<b>739,525</b>	<b>100,000</b>	<b>354,921</b>	
<b>SOFT &amp; CARRYING COSTS</b>						
Legal						
Audit/Accounting						
Title/Recording						
Architectural (Inspections) & permits						
Construction Interest/financing fees						
Construction Period Insurance						
Construction Period Taxes						
Relocation						
Marketing						
Davis-Bacon Monitoring						
Developer Fee						
Other consulting	5,000					
<b>SUBTOTAL SOFT COSTS</b>	<b>5,000</b>	<b>-</b>		<b>-</b>	<b>-</b>	
<b>TOTAL PROJECT BUDGET</b>	<b>2,467,996</b>	<b>1,013,075</b>	<b>1,000,000</b>	<b>100,000</b>	<b>354,921</b>	

**12. Funds Proposal** - Provide the following information to facilitate financial review of the proposed project:

- a. **Sources and Uses of Funds** – Complete Tables A & B below, identifying all sources and uses of funds to implement project and include evidence of funds anticipated (financial statements, letters of commitments, etc.).
- b. **Leveraging** – Complete Table C below. Include evidence of other funds leveraged by AHFC funds to implement the project such as owner equity and commitments from private and/or other public resources.
- c. **Operating Proforma** – In a format comparable to Table D below, prepare a minimum twenty (20) year financial Operating Proforma which realistically reflects the operation of the project relative to current and anticipated revenues, expenses and debt. The Proforma must indicate the anticipated debt coverage ratio (DCR) calculated as follows: net operating income (NOI)/debt service (DS) = DCR. Refer to Program Guidelines for additional information related to DCR and “Supportive Housing Projects.”

<b>TABLE A: SOURCES OF FUNDS SUMMARY</b>					<b>Intended Use of Funds (Predevelopment, Acquisition, Construction, Soft Costs)</b>
	Term	Interest Rate	Amount	Evidence(Deed, Sales Contract)	
Owner Equity					
Tax Credit Equity					
Private Financing (List Lenders)					
Austin Energy – Solar Rebates			\$100,000	requested	Solar rebates/Construction
New Milestone Foundation			\$354,921	approved	Construction
COA \$1m previously approved			\$1,000,000	approved	Pre-development/Construction
Proposed RHDA Funds	99 years	0%	\$1,013,075	requested	Construction, soft costs
<b>Totals</b>			<b>\$2,467,996</b>		

<b>TABLE B: USES OF FUNDS SUMMARY</b>		
	Total Cost	Cost/Unit
Predevelopment	\$260,475	\$10,853
Acquisition	\$0	\$0
Hard Costs	\$2,202,521	\$91,772
Soft & Carrying Costs	\$5,000	\$208
Other Costs		
<b>Total Project Costs</b>	<b>\$2,467,996</b>	<b>\$102,833</b>

<b>TABLE C: LEVERAGE SUMMARY</b>	
<b>TOTAL RHDA FUNDS</b>	<b>\$1,013,075</b>
<b>TOTAL OTHER FUNDS</b>	<b>\$1,454,921</b>
<b>LEVERAGE (%)</b>	<b>41%</b>

# Operating Proforma - 403 E. 15th Street - 24 beds

Date: 6/2/2009

## INCOME:

Rent Sch.	Beds	Rent	Yr. Rent
1 Bed	24	\$ 435.00	125,280
			-
			-
			-
Totals	24		-

Assumptions			
Yr. increase in income/rent			2.00%
Yr. increase in expenses			2.00%
Total Units			24

	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8
Gross Rental Income	125,280	127,786	130,341	132,948	135,607	138,319	141,086	143,907
less vacancy *	-	-	-	-	-	-	-	-
Other Income - laundry								
EFFECTIVE GROSS INCOME (EGI)	125,280	127,786	130,341	132,948	135,607	138,319	141,086	143,907

## OPERATING EXPENSES:

	Per Unit	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8
Utilities (water, sewer, electric, trash)	\$ 563	13,500	13,770	14,045	14,326	14,613	14,905	15,203	15,507
Insurance	\$ 61	1,459	1,488	1,518	1,548	1,579	1,611	1,643	1,676
Maint. & Repairs	\$ 202	4,845	4,942	5,041	5,142	5,244	5,349	5,456	5,565
Property Taxes	\$ -	-	-	-	-	-	-	-	-
Landscaping	\$ 270	6,470	6,599	6,731	6,866	7,003	7,143	7,286	7,432
Management Fee	\$ 608	14,588	14,880	15,177	15,481	15,791	16,106	16,428	16,757
Payroll/Security	\$ 2,652	63,644	64,917	66,215	67,540	68,890	70,268	71,673	73,107
Pest Control, fire	\$ 99	2,385	2,433	2,481	2,531	2,582	2,633	2,686	2,740
Elevators	\$ 113	2,700	2,754	2,809	2,865	2,923	2,981	3,041	3,101
supplies	\$ 55	1,314	1,340	1,367	1,394	1,422	1,451	1,480	1,509
Admin/legal (telephone, internet)	\$ 299	7,175	7,319	7,465	7,614	7,766	7,922	8,080	8,242
Replacement Reserve	\$ 300	7,200	7,344	7,491	7,641	7,794	7,949	8,108	8,271
Subtotal Operating Expenses	\$ 5,220	125,280	127,786	130,341	132,948	135,607	138,319	141,086	143,907
Resident Services									
TOTAL EXPENSES		125,280	127,786	130,341	132,948	135,607	138,319	141,086	143,907
NET OPERATING INCOME (NOI)									
LESS DEBT SERVICE:									
1st Lien									
TOTAL DEBT SERVICE (DS) **									
CASH FLOW (CF) **									
DCR (NOI / DS)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ROI (CF/EQ)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

\* There are no vacancy allowances b/c income is based on beds per day and the project will be 100% occupied at all times.

\*\* This project is a supportive housing project. Any cash flow will be used for the overall project including supportive services. There is no debt service.



## 14. Description of Supportive Services

Indicate whether supportive services will be provided to residents. If supportive services are to be provided to residents, provide a description of the services in one (1) page or less that includes the following information:

- a. A description of the supportive services to be provided to residents and/or clients.
- b. The number and types of clients expected to be served annually.
- c. The use of the proposed project relative to the services provided.
- d. If services are not provided by the developer of the project, a description of the organization providing the services and a memorandum of understanding outlining the relationship between the developer and service provider.

The 403 E. 15<sup>th</sup> Street project will house two supportive service programs, **Project Recovery** and the **Community Competency Restoration Program**.

**Project Recovery** is a collaborative effort between the City of Austin, Travis County and ATCMHMR. The program was conceived to address the problem of individuals, primarily in downtown Austin, who are repeatedly incarcerated for public intoxication. Eligible clients are adult males with a history of chronic inebriation referred by Travis County Court at Law #5 and incarcerated for enhanced (class B) public intoxication. Clients may have combined diagnoses of mental illness and alcohol dependence.

The program provides 24-hour residential care with clinical staff available Monday through Saturday. Clinical rotation for after hour on-call crisis and support is provided by professional staff. In addition to a part time psychiatrist and registered nurse, other staff members include a licensed clinical social worker, a licensed chemical dependency counselor, a licensed counselor intern and a licensed chemical dependency counselor intern.

Project Recovery provides a 180-day treatment model. The first 30 days consist of intensive residential treatment that includes at least 30 hours a week of substance abuse treatment programming. During the next 30 days, clients are assisted with getting identification cards, signing up for primary care through the health district and seeking employment. During the last 30 days, clients who are working are assisted in opening a bank account and making other arrangements to facilitate reintegration into community living.

After completing the 90 day residential component of the program, clients receive follow up case management services with one of the two case managers. Graduates are encouraged to attend AA meetings at the program and to participate in fellowship with other graduates.

The program is limited to 15 clients at any one time and will support 60 clients a year. This program is licensed by the Department of State Health Services as a residential substance abuse treatment program.

The **Community Competency Restoration Program (CCRP)** provides community-based competency restoration services to Travis County residents, who are at least 18 years old, and who have been identified as Incompetent to Stand Trial. Additional eligibility criteria include a DSHS target population diagnosis, with or without a co-occurring substance use disorder, low to moderate risk level for violence, willingness to participate in the program, and a willingness to take psychiatric medications, if prescribed.

Participants in the CCRP will receive on-site restoration programs enabling them to return to court for hearing on misdemeanor crimes including psychiatric evaluation, medication administration and management, social skills training, life skills training, supported employment, substance abuse services and referrals, and competency restoration training. The goal of the program is to restore individuals to competence, so they are able to assist their attorney in providing the best legal defense available.

This CCRP provides up to 90-days of competency restoration training, and treatment for mental health and/or substance use disorders. The program can serve up to 18 individuals at a time, and expects to serve anywhere from 60 to 72 individuals in 2009.

## **15. Experience and Qualifications (Supportive Services)**

If supportive services will not be provided to the residents, you need not complete Questions 15. If supportive services will be provided, describe the developer's experience and qualifications in providing the services described in Question 14. Provide resumes of key personnel actively involved in the delivery of services. Resumes should include information about certifications, licenses, years of experience and education.

ATCMHMR is the local mental health authority for Travis County and has been providing a variety of mental health, substance abuse, and developmental disability services to the Austin/Travis County community for more than 40 years. A comprehensive array of services is delivered through four networks and three support divisions located in over 60 facilities and numerous sub-contracted entities across the city and county. These services include information and referral, psychiatric evaluation, 24-hour crisis intervention, medication support, inpatient treatment, employment and vocational services, care coordination, service coordination, family support and respite care, housing, supported living and residential services. Additionally, ATCMHMR staff members often provide mobile services in consumers' homes, on the streets, or at other community sites. The Single Point of Entry (SPOE) has been developed as a uniform telecommunications system linking all the divisions of the organization.

Oversight of ATCMHMR operations is the responsibility of the nine member Board of Trustees appointed by the three sponsoring agencies: The City of Austin (four trustees); Travis County (four trustees); and the Austin Independent School District (one trustee). The Board of Trustees meets monthly as do the four standing Board Committees: Human Resources, Finance, Planning and Operations, and Public Relations.

Resumes are provided for following ATCMHMR staff members who will be involved with the 403 E. 15<sup>th</sup> Street project.

- \* James Van Norman, M.D., Medical Director, has been with ATCMHMR for 15 years.
- \* Abraham Minjarez, Criminal Justice Administrator and Program Coordinator for the Outpatient Competency Restoration Program, has been with ATCMHMR for 3 years.
- \* Kenneth Placke, LCSW, Director of Behavioral Health, has been with ATCMHMR for 1 year.
- \* Sam Wilson, LCSW, MPA, Associate Director of Behavioral Health, has been with ATCMHMR for 3 years.



## 16. Financial Information (Supportive Services)

If supportive services will not be provided to the residents, you need not complete Questions 16. If supportive services will be provided, the developer must demonstrate financial capacity to provide support services and/or operate a supportive services program by providing the following information:

- a. **Sources of Funds** - Identify sources and amounts of funds that will be utilized to provide services to the proposed project.

Supportive Service funding will come from annual grant funding from City of Austin Health and Human Services and Travis County Health and Human Services and Veteran Services.

- City of Austin Health and Human Services has committed \$709,461 in funding for Project Recovery.
- Travis County Health and Human Services and Veteran Services has committed \$455,945 in funding for the Community Competency Restoration Program.

- b. **Budget** - Include a supportive services budget which reflects current and anticipated funding and expenses associated with the provision of services for three (3) years.

### 403 E. 15th Street Facility - ATCMHMR

Social Service and Housing Funding Sources	Year 1	Year 2	Year 3
City of Austin Health and Human Services	709,461	723,650	738,123
Travis County Health/Human Services & Veteran Services	455,945	465,064	474,365
<b>Total Funding Sources</b>	<b>1,165,406</b>	<b>1,188,714</b>	<b>1,212,488</b>
<b>Expenses</b>			
<b>Social Services Expenses</b> (related to social services only):			
Salaries	352,343	359,390	366,578
FICA, Insurance, Benefits	110,397	112,605	114,857
Drugs & Medicine	10,250	10,455	10,664
External Services - Organizations	529,016	539,596	550,388
IT Replacement Fund Allocation	2,636	2,689	2,742
Hardware/Software Maintenance Allocation	4,685	4,779	4,874
Mobile Phones - Airtime	2,918	2,976	3,036
Cell Phone Allowance	2,909	2,967	3,027
Vehicle - Repair/Maint., gas, insurance	6,347	6,474	6,603
Staff Development	7,500	7,650	7,803
Psychiatrist - Conv WS/Travel, other travel	11,125	11,348	11,574
<b>Housing Expenses</b>			
Operating Proforma	125,280	127,786	130,341
<b>Total Expenses</b>	<b>\$1,165,406</b>	<b>\$1,188,714</b>	<b>\$1,212,488</b>

2% annual increase

**17. Accounting Requirements Applicable to all Applications**

By submitting this application, the applicant/developer agrees to comply with all reporting, record keeping and on-going monitoring requirements applicable to GO Bond financing of the proposed project.

ATCMHMR will comply with all reporting, record keeping, and on-going monitoring requirements applicable to GO bond financing of the proposed project.

**18. Anti-Lobbying Agreement** - By submitting this application, the applicant/developer, its employees, representatives, or agents agree not to discuss the contents of the applicant/developer's application with any member of the AHFC Board of Directors or their staff, Housing Bond Review Committee (HBRC) or staff of NHCD/AHFC (other than the designated Single Point of Contact) prior to HBRC's meeting to review all applications submitted.

ATCMHMR and its employees, representatives, or agents agree not to discuss the contents of the applicant/developer's application with any member of the Housing Bond Review Committee (HBRC) or staff of NHCD/AHFC (other than the designated Single Point of Contact) prior to HBRC's meeting to review all applications submitted.