

## INSTRUCTIONS FOR APPLICATION SUBMISSION - UPDATED NOVEMBER 2019

All the tabs in the workbook need to be filled out for a complete application.

The Application Checklist/ Information Form should be placed on top of the packet followed by the Executive Summary / Project Proposal.

The contents of the HDA Application Packet should be named and arranged in the order of the tabs mentioned in the application checklist info form.

A colored separator sheet between the tabs is preferred.

**Each item on the application checklist info form should be initialed by the applicant confirming the inclusion of each attachment and the checklist signed off by the applicant prior to submission.**

A physical copy of the application and a scanned pdf version are to be submitted by mail/in person and email respectively.

The mailing address for the printed and signed copy to be delivered is:

*Department of Neighborhood Housing and Community Development*

*1000 East 11th Street, Ste 200*

*Austin, Texas 78702*

*Attn: James May*

*Community Development Manager*

If you are interested in applying for RHDA funds , please read the RHDA Program Guidelines here:

[http://www.austintexas.gov/sites/default/files/files/311/RHDA\\_Guidelines.pdf](http://www.austintexas.gov/sites/default/files/files/311/RHDA_Guidelines.pdf)

OHDA program guidelines are available here:

[http://www.austintexas.gov/sites/default/files/files/OHDA\\_Guidelines\\_2018-19.pdf](http://www.austintexas.gov/sites/default/files/files/OHDA_Guidelines_2018-19.pdf)

A copy of all the maps generated for the project address needs to be submitted with the application.

Map series and instructions are available here.

<https://austin.maps.arcgis.com/apps/MapSeries/index.html?appid=f4aa2b13f1664280ba55075f68e4c375>

Applications can be submitted all around the year but will be reviewed for funding on a quarterly basis. The application calendar for FY19-20 is available here.

[http://www.austintexas.gov/sites/default/files/files/RHDA\\_OHDA\\_19-20\\_Application\\_Calendar\\_.pdf](http://www.austintexas.gov/sites/default/files/files/RHDA_OHDA_19-20_Application_Calendar_.pdf)

If you have any questions about the application, please contact:

*James May*                      *512-974-3192*

*james.may@austintexas.gov*

*Ellis Morgan*                *512-974-3121*

*ellis.morgan@austintexas.gov*

*Deepa Vasan*                *512-974-3572*

*deepa.vasan@austintexas.gov*

# APPLICATION CHECKLIST/ INFORMATION FORM

DEVELOPER : Austin Habitat for Humanity, Inc.	OWNER : Austin Habitat for Humanity, Inc.
PROJECT : 4th & Onion Multifamily	FUNDING CYCLE DEADLINE : November 6, 2020
FEDERAL TAX ID NO: [REDACTED]	DUNS NO: 603218900
PROJECT ADDRESS: 1409-1411 E. 4th St. 78702	PROGRAM : RHDA / OHDA / BOTH: OHDA
CONTACT NAME : Kate Reznick	AMOUNT REQUESTED: \$5,839,228
CONTACT ADDRESS AND PHONE : 500 W. Ben White Boulevard, Austin, TX 78704-7030, 512-472-8788 x117	

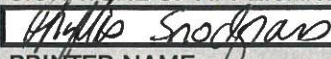
APPLICATION TABS		INITIALS
A 1	<a href="#">EXECUTIVE SUMMARY/PROJECT PROPOSAL</a>	KR
A 2	PROJECT SUMMARY FORM	KR
A 3	PROJECT TIMELINE	KR
A 4	DEVELOPMENT BUDGET	KR
A 5	OPERATING PRO FORMA	KR
A 6	SCORING SHEET	KR

ATTACHMENT TABS			
1	ENTITY INFORMATION	1.a.	<a href="#">Detailed listing of developer's experience</a> KR
		1.b.	Certificate of Status KR
		1.c.	<a href="#">Statement of Confidence</a> N/A See Note
2	PRINCIPALS INFORMATION	2.a.	Resumes of principals KR
		2.b.	Resumes of development team KR
		2.c.	Resumes of property management team N/A See Note
3	FINANCIAL INFORMATION	3.a.	Federal IRS Certification KR
		3.b.	<a href="#">Certified Financial Audit</a> KR
		3.c.	Board Resolution KR
		3.d.	<a href="#">Financial Statements</a> N/A See Note
		3.e.	<a href="#">Funding commitment letters</a> KR
4	PROJECT INFORMATION	4.a.	<a href="#">Market Study</a> KR
		4.b.	<a href="#">Good Neighbor Policy</a> KR
		4.c.	<a href="#">SMART Housing Letter</a> KR
		4.d.	<a href="#">MOU with ECHO</a> N/A See Note
		4.e.	<a href="#">Resident Services</a> KR
5	PROPERTY INFORMATION	5.a.	<a href="#">Appraisal</a> KR
		5.b.	<a href="#">Property Maps</a> KR
		5.c.	Zoning Verification Letter KR
		5.d.	Proof of Site control KR
		5.e.	<a href="#">Phase I ESA</a> KR
		5.f.	<a href="#">SHPO</a> KR

The applicant/developer certifies that the data included in this application and the exhibits attached hereto are true and correct.

*Unsigned/undated submissions will not be considered.*

SIGNATURE OF APPLICANT



PRINTED NAME

Phyllis Snodgrass

TITLE OF APPLICANT

Chief Executive Officer

DATE OF SUBMISSION

5-Nov-20

DATE AND TIME STAMP OF RECEIPT

FOR AHFC USE ONLY

## Project Summary Form

### 1) Project Name

4th & Onion Multifamily

### 2) Project Type

100% Affordable

### 3) New Construction or Rehabilitation?

New Construction

### 4) Location Description (Acreage, side of street, distance from intersection)

1409-1411 E. 4th St., northwest corner 4th & Onion Streets

### 5) Mobility Bond Corridor

### 6) Census Tract

9.02

### 7) Council District

District 3

### 8) Elementary School

ZAVALA EL

### 9) Affordability Period

99 Years

### 10) Type of Structure

Multi-family

### 11) Occupied?

No

### 12) How will funds be used?

Construction Only

### 13) Summary of Rental Units by MFI Level

Income Level	Efficiency	One Bedroom	Two Bedroom	Three Bedroom	Four (+) Bedroom	Total
Up to 20% MFI						0
Up to 30% MFI						0
Up to 40% MFI						0
Up to 50% MFI						0
Up to 60% MFI						0
Up to 80% MFI						0
Up to 120% MFI						0
No Restrictions						0
<b>Total Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 14) Summary of Units for Sale at MFI Level

Income Level	Efficiency	One	Two	Three	Four (+)	Total
Up to 60% MFI						0
Up to 80% MFI		19	26			45
Up to 120% MFI						0
No Restrictions						0
<b>Total Units</b>	<b>0</b>	<b>19</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>45</b>

### 15) Initiatives and Priorities (of the Affordable Units)

Initiative	# of Units	Initiative	# of Units
Accessible Units for Mobility Impairments	4	Continuum of Care Units	
Accessible Units for Sensory Impairments			

### Use the City of Austin GIS Map to Answer the questions below

16) Is the property within 1/2 mile of an Imagine Austin Center or Corridor?

Yes

17) Is the property within 1/4 mile of a High-Frequency Transit Stop?

Yes

18) Is the property within 3/4 mile of Transit Service?

Yes

19) The property has Healthy Food Access?

No

### 20) Estimated Sources and Uses of funds

#### Sources

Debt	4,833,500
Third Party Equity	1,400,000
Grant	575,000
Deferred Developer Fee	
Other	
<b>Previous AHFC Funding</b>	<b>2,324,773</b>
<b>Current AHFC Request</b>	<b>5,839,228</b>

**Total \$ 14,972,501**

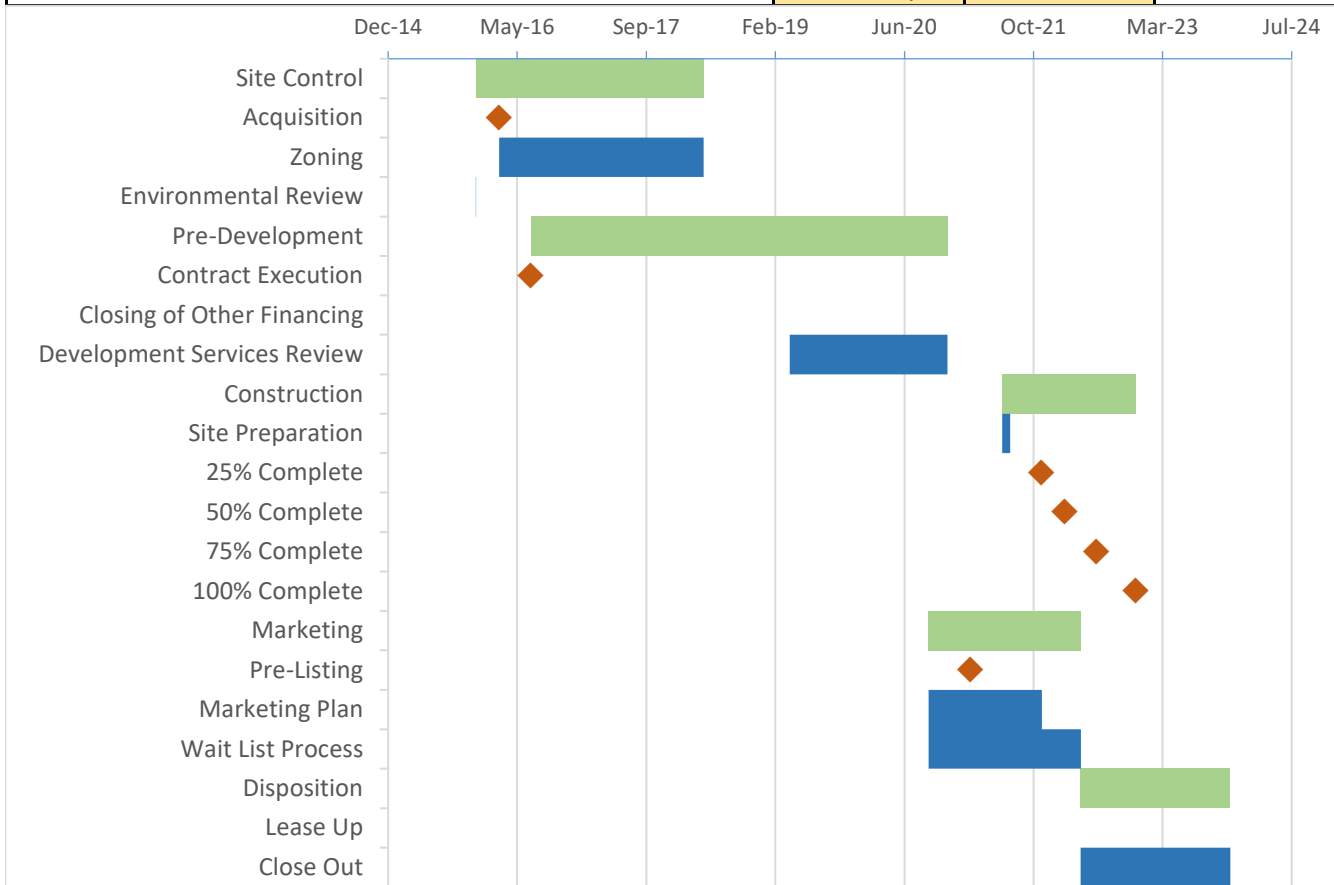
#### Uses

Acquisition	1,400,000
Off-Site	
Site Work	
Sit Amenities	
Building Costs	10,025,739
Contractor Fees	
Soft Costs	2,306,887
Financing	570,750
Developer Fees	669,125

**Total \$ 14,972,501**

## Development Schedule

	Start Date	End Date
<b>Site Control</b>	Dec-15	May-18
Acquisition	Mar-16	
Zoning	Mar-16	May-18
Environmental Review	Dec-15	Dec-15
<b>Pre-Development</b>	Jul-16	Dec-20
Contract Execution	Jul-16	
Closing of Other Financing		
Development Services Review	Apr-19	Dec-20
<b>Construction</b>	Jul-21	Dec-22
Site Preparation	Jul-21	Aug-21
25% Complete	Dec-21	
50% Complete	Mar-22	
75% Complete	Jul-22	
100% Complete	Dec-22	
<b>Marketing</b>	Sep-20	May-22
Pre-Listing	Mar-21	
Marketing Plan	Sep-20	Dec-21
Wait List Process	Sep-20	May-22
<b>Disposition</b>	May-22	Dec-23
Lease Up		
Close Out	May-22	Dec-23





Development Budget			
	Total Project Cost	Requested AHFC Funds	Description
<b>Pre-Development</b>			
Appraisal	10,000		
Environmental Review			
Engineering	50,923		
Survey			
Architectural	315,907		
<b>Subtotal Pre-Development Cost</b>	\$376,830	\$0	
<b>Acquisition</b>			
Site and/or Land	40,000		Land Purchase
Structures			
Other (specify)	1,360,000		Land Equity
<b>Subtotal Acquisition Cost</b>	\$1,400,000	\$0	
<b>Construction</b>			
Infrastructure			
Site Work	1,223,235	\$541,295	
Demolition	11,329	\$5,013	
Concrete	1,706,186	\$755,006	
Masonry		\$0	
Rough Carpentry	292,973	\$129,644	
Finish Carpentry	471,604	\$208,690	
Waterproofing and Insulation	298,904	\$132,268	
Roofing and Sheet Metal	632,993	\$280,106	
Plumbing/Hot Water	534,449	\$236,499	
HVAC/Mechanical	262,582	\$116,195	
Electrical	727,341	\$321,856	
Doors/Windows/Glass	610,197	\$270,019	
Lath and Plaster/Drywall and Acoustical	680,137	\$300,968	
Tile Work	98,414	\$43,549	
Soft and Hard Floor	70,842	\$31,348	
Paint/Decorating/Blinds/Shades	273,226	\$120,905	
Specialties/Special Equipment	35,787	\$15,836	
Cabinetry/Appliances	261,266	\$115,613	
Carpet		\$0	
Other (specify)	449,814	\$199,048	Other includes Anchors, Traffic Coat, Signage, FEC, Fire Prote
Construction Contingency	1,384,460	\$612,639	
<b>Subtotal Construction Cost</b>	\$10,025,739	\$4,436,499	
<b>Soft &amp; Carrying Costs</b>			
Legal	70,000	\$30,976	
Audit/Accounting		\$0	
Title/Recording	5,000	\$2,213	
Architectural (Inspections)	81,650	\$36,131	
Construction Interest	489,499	\$216,609	
Construction Period Insurance	260,816	\$115,414	
Construction Period Taxes		\$0	
Relocation		\$0	
Marketing	62,000	\$27,436	
Davis-Bacon Monitoring		\$0	
Other (specify)	2,200,967	\$973,952	Other includes Fees, Project/Construction Management, Cor
<b>Subtotal Soft &amp; Carrying Costs</b>	\$3,169,932	\$1,402,729	
<b>TOTAL PROJECT BUDGET</b>	\$14,972,501	\$5,839,228	

## Projected Affordability Data for Home Sales (OHDA)

	Unit Model 1	Unit Model 2	Unit Model 3	Unit Model 4	Unit Model 5	Unit Model 6	Unit Model 7
Number of Units	19	26	0	0	0	0	0
Number of Bedrooms	1	2	0	0	0	0	0
Square Footage	515	745	0	0	0	0	0
Anticipated Sale Price	\$236,962	\$342,789	\$0	\$0	\$0	\$0	\$0
Borrower Contribution	\$3,000	\$3,000	\$0	\$0	\$0	\$0	\$0
Homebuyer Subsidy	\$89,962	\$160,789	\$0	\$0	\$0	\$0	\$0
Total Principal Amount of Mortgage	\$144,000	\$179,000	\$0	\$0	\$0	\$0	\$0
Anticipated Interest Rate	5.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Monthly Principal Amount	\$400	\$497	\$0	\$0	\$0	\$0	\$0
Monthly Interest	\$373	\$464	\$0	\$0	\$0	\$0	\$0
Estimated Monthly Taxes	\$276.00	\$343.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Estimated Monthly Insurance	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL Estimated PITI</b>	<b>\$1,099</b>	<b>\$1,354</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Project Name	th & Onion Multifamily	
Project Type	100% Affordable	
Council District	District 3	
Census Tract	9.02	
Prior AHFC Funding	\$2,324,773	
Current AHFC Funding Request Amount	\$5,839,228	
Estimated Total Project Cost	\$14,972,501	
High Opportunity	No	
High Displacement Risk	YES	
High Frequency Transit	Yes	
Imagine Austin	Yes	
Mobility Bond Corridor	0	
SCORING ELEMENTS		Description
UNITS		
< 20% MFI	0	# of rental units at < 20% MFI
< 30% MFI	0	# of rental units at < 30% MFI
District Goal	0.00%	% of annual goal reached with units
High Opportunity	0.00%	% of annual goal reached with units
Displacement Risk	0.00%	% of annual goal reached with units
High Frequency Transit	0.00%	% of annual goal reached with units
Imagine Austin	0.00%	% of annual goal reached with units
Geographic Dispersion	0.00%	% of annual goal reached with units
Mobility Bond Corridor	0.00%	% of annual goal reached with units
SCORE	0	% of Goals * 20
< 40% MFI	0	# of rental units at < 40% MFI
< 50% MFI	0	# of rental units at < 50% MFI
District Goal	0.00%	% of annual goal reached with units
High Opportunity	0.00%	% of annual goal reached with units
Displacement Risk	0.00%	% of annual goal reached with units
High Frequency Transit	0.00%	% of annual goal reached with units
Imagine Austin	0.00%	% of annual goal reached with units
Geographic Dispersion	0.00%	% of annual goal reached with units
Mobility Bond Corridor	0.00%	% of annual goal reached with units
SCORE	0	% of Goals * 15
< 60% MFI	0	# of units for purchase at < 60% MFI
< 80% MFI	45	# of units for purchase at < 80% MFI
District Goal	7.15%	% of annual goal reached with units
High Opportunity	0.00%	% of annual goal reached with units
Displacement Risk	9.04%	% of annual goal reached with units
High Frequency Transit	34.22%	% of annual goal reached with units
Imagine Austin	34.22%	% of annual goal reached with units
Geographic Dispersion	0.00%	% of annual goal reached with units
Mobility Bond Corridor	0.00%	% of annual goal reached with units
SCORE	13	% of Goals * 15
Unit Score	13	MAXIMUM SCORE = 350
INITIATIVES AND PRIORITIES		
Continuum of Care	0	Total # of units provided up to 100 per year
Continuum of Care Score	0	(total CoC Units/100 + HF Units/50)*20
Access to Healthy Food	No	Within 1 Mile of Healthy Food (City GIS)
Continuum of Care Weighted Score	0	Mobility, Access to Jobs, Community Institutions, Social Cohesion
2 Bedroom Units	26	Total Affordable 2 Bedroom units
3 Bedroom Units	0	Total Affordable 3 Bedroom units
4 Bedroom Units	0	Total Affordable 4+ Bedroom units
Multi-Generational Housing Score	12	Multi-bedroom Unit/Total Units * 20
TEA Grade	83	Elementary School Rating from TEA
Multi-Generational Housing Weighted Score	3	Educational Attainment, Environment, Community Institutions, Social Cohesion,
Accessible Units	4	mobility and sensory units
Non-PSH, Non-Voucher Under 20% MFI	0	Total units under 20% MFI
Accessibility Score	2	Accessible Unit/Total Units * 20
Metro Access Service	Yes	Within 3/4 mile of fixed route transit
Accessibility Weighted Score	1	Housing Stability, Health, Mobility, Community Institutions
Initiatives and Priorities Score	17	MAXIMUM SCORE = 200
UNDERWRITING		
AHFC Leverage	55%	% of total project cost funded through AHFC request
Leverage Score	11	25 - (% leverage * 25)
AHFC Per Unit Subsidy (including prior amounts)	\$181,422	Amount of assistance per unit
Subsidy per unit score	2	(\$200,000 - per unit subsidy)*25/\$200,000
AHFC Per Bedroom Subsidy	\$114,986	Amount of assistance per bedroom
Subsidy per Bedroom Score	11	(\$200,000 - per bedroom subsidy)*25/\$200,000
Debt Coverage Ratio (Year 5)	0.00	Measured at the 5 Year mark
Debt Coverage Ratio Score	0	Minimum = 1.0; Maximum = 1.5; 1.25 = best score
Underwriting Score	24	MAXIMUM SCORE = 100
APPLICANT		
FINAL QUANTITATIVE SCORE	54	THRESHOLD SCORE = 50
Previous Developments		
Compliance Score		
Proposal		
Supportive Services		
Development Team		
Management Team		
Notes		

District	Total Affordable Units	High Opportunity Areas	High Displacement Risk	High Frequency Transit/Imagine Austin	Geographic Dispersion
District 1	7086	87	4257	2742	0
District 2	4492	0	2392	2100	0
District 3	6295	0	4980	1315	0
District 4	3105	49	1120	1018	918
District 5	4473	973	756	1289	1454
District 6	8590	4165	0	1388	3037
District 7	6651	2265	771	2316	1300
District 8	7217	2781	0	928	3507
District 9	3635	676	724	1055	1180
District 10	8456	4005	0	848	3604
Total	60000	15001	15000	14999	15000



## AUSTIN HABITAT FOR HUMANITY

### APPLICATION FOR OWNERSHIP HOUSING DEVELOPMENT ASSISTANCE (OHDA) - 2020

#### EXECUTIVE SUMMARY

**Project Description:** Austin Habitat for Humanity is in the process of building a 45-unit affordable housing development at 4th & Onion/Plaza Saltillo. Austin Habitat owns a .329-acre parcel of land at 1409-1411 East Fourth Street, the southwest corner of 4th & Onion streets in East Austin.<sup>1</sup> Austin Habitat's leadership and in-house advocacy professionals, with the support of community organizations, have utilized Affordability Unlocked and other affordable housing-promoting zoning changes to conceptualize a development that will provide more than twice as many units as the original zoning would have allowed.

The development is ideally situated for low-to-moderate income working families, providing strong access to opportunities to succeed and build wellness. The Red Line train is 90 feet from the site; the Rapid Transit bus (#804) is three blocks north, and additional lines on Comal and Cesar Chavez, are just three blocks away. The area is also highly walkable and bike-able and features nearby green space. Huston-Tillotson University, providing higher education and jobs, is five blocks away. Downtown Austin, with access to tens of thousands of jobs, is just ½ mile away. In an area where the median family income is less than half of the MFI for the county as a whole, this development is vital to allowing families to obtain stable housing in the area rather than being pushed out by costs associated with gentrification.

The team is close to completing the pre-development work on the site including design, permitting, site engineering, geotechnical and topographical surveying, and boundary determination, supported by HOME funds through the City of Austin. We expect to break ground in 2021 and to complete the building of the five-story, 45-unit multifamily development in 2022. We are grateful for the previous investment of more than \$2.32 million from the City to support this innovative development, and are currently requesting an investment of \$5,839,228 to help us complete these homes.

We recognize that we are requesting a significant additional investment on the part of the City, and appreciate the opportunity to work closely with the City to build deeply affordable homes for families who would otherwise not be able to purchase a home in Austin, particularly not in such a rapidly gentrifying neighborhood in such close proximity to employment and transit, where many resident families are being pushed out by rising prices.

All units will be sold to partner families whose annual household income is at or below 80% of the Median Family Income (MFI) for the Austin-Round Rock Metropolitan Statistical Area (MSA). We will offer two types of units in this unique property: one-bedroom homes (515 square feet, priced at \$145,000) and two-bedroom homes (745 square feet, priced at \$165,000).

The families who purchase homes at the 4th & Onion development, like all partner families in the Affordable Homeownership Program, will be required to make a strong and ongoing investment in successful homeownership. All project participants will receive financial education and one-on-one counseling through our in-house HUD-approved Housing Counseling Program and complete "sweat equity" hours. Each partner family will then purchase their home at an affordable sales price, helping

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<sup>1</sup> The legal identification for these lots are Lot 7-9, Block 4, OLT 4 Div O Peck R H. (Zoning identifiers: 3,118,840.05, 10,068,425.09 for 1411 and 3,118,804.63, 10,068,450.14 for 1409.)

families avoid extreme housing cost burden and focus on financial empowerment through stable, affordable homeownership.

The unique nature of the 4th & Onion project has led to several changes to Austin Habitat's procedures for attracting and qualifying homebuyers, and has also changed the financing model for the construction of the building as well as the lending structure for individual families. Specifically, the total cost of the project is more than \$14 million; the development must be built all at once; and the nature of the building and its construction requirements do not allow for the volunteer opportunities that encourage the corporate sponsorships and grants that traditionally provide significant funding for Habitat projects. Due to the nature of this project, Austin Habitat is building a capital stack – utilizing multiple sources of capital to fund the project. Austin Habitat has received more than \$500,000 in private (event/grant/developer support) with a \$300,000 foundation grant request pending, and is also in the process of seeking more than \$4.8 million in construction financing, which will be paid back as the units are sold. We recently applied for an allocation of up to \$15 million in New Markets Tax Credits from Habitat for Humanity International (HFHI), which received a \$30 million award from the CDFI Fund. HFHI decided to make 15 smaller awards rather than a few large awards, including an allocation of \$1.5 million to Austin Habitat, expected to spin off approximately \$300,000 in support for the project. This award was made on November 3, 2020 and we are currently weighing our options, but have not included this amount in our sources of funding as we expect that the additional restrictions, fees and other costs will not allow us to make a positive return on investment. We also expect to be working with outside lenders that will hold the mortgages for the families that purchase homes at 4<sup>th</sup> & Onion. Austin Habitat has experience with outside lending qualification.

With respect to supportive services, the Affordable Homeownership Program includes intensive financial and housing counseling and education, and referrals as-needed to other organizations that can assist them in increasing readiness to attain their homeownership goals. Each family receives a wide-ranging, personalized assessment of their financial situation and a detailed action plan to eliminate financial barriers to successful homeownership. In addition, the Austin Habitat team works with Central Texas Food Bank provides food to stock the home when the family moves in as a demonstration of the Food Bank's commitment to our communities. The Austin Habitat team remains in contact with partner families after they have moved into their homes, and reaches out over several years to determine the ongoing impact of owning a Habitat home. Please see attached Tab 4e for a more detailed description of the resident services to be provided.

Compliance with City Ordinances: All homes constructed by Austin Habitat for Humanity comply with the City of Austin Visitability Ordinance, City Code 25-12-243 §R320, as amended. Austin Habitat also complies with all accessibility requirements for S.M.A.R.T. housing. Austin Habitat builds to the specification of the client, and an accessibility upgrade package, including widened doors, a roll-in shower and grab bars, is available at the homeowner's request. Finally, Austin Habitat complies with all City ordinances and plans and obtains all required inspections from City inspectors for all homes built within the City.

<u>Sources</u>		<u>Uses</u>	
Debt	4,833,500	Acquisition	1,400,000
Third Party Equity	1,400,000	Off-Site	
Grant	575,000	Site Work	
Deferred Developer Fee		Sit Amenities	

Other			Building Costs	10,025,739
<b>Previous AHFC Funding</b>	2,324,773		Contractor Fees	
<b>Current AHFC Request</b>	<b>5,839,228</b>		Soft Costs	2,306,887
			Financing	570,750
			Developer Fees	669,125
<b>Total</b>	<b>\$ 14,972,501</b>		<b>Total</b>	<b>\$ 14,972,501</b>



Application for OHDA Funding – 2020

## Tab 1 – Entity Information





Application for OHDA Funding – 2020

## Tab 1a – Developer Experience

## **AUSTIN HABITAT FOR HUMANITY**

### **APPLICATION FOR OWNERSHIP HOUSING DEVELOPMENT ASSISTANCE (OHDA) - 2020**

#### **DEVELOPER EXPERIENCE**

Austin Habitat for Humanity has been developing and constructing affordable homes in Austin and Central Texas for 35 years. Since our founding in 1985, we have provided more than 830 homes for hardworking low-income families in the area through our flagship building programs and our HomeBase partnership with developers, and have developed more than 20 properties into affordable housing communities. All families who become Habitat homeowners first complete an extensive series of prequalification activities, including financial education and ongoing one-on-one homeownership counseling. In addition, each family helps build their own home and contributes other forms of “sweat equity” to ensure strong buy-in and commitment. When these activities are complete and the home is ready to be occupied, each family receives an affordable mortgage designed to equal  $\leq 30\%$  of their monthly income to avoid housing cost burden and allow families to build assets for education, health care, and ongoing success.

As Austin Habitat continues to grow, the team looks to expand the number and type of homes that we can develop and provide to the community, through the acquisition of larger land areas and the development of ambitious new projects including multifamily housing. Austin Habitat’s strong team – including real estate, architecture, construction, client service and community engagement professionals – ensures that each project is undertaken with compassion, a strong focus on quality, and an ongoing commitment to compliance with all requirements. We have worked frequently with the City of Austin and numerous other stakeholders to support our programs, including State and Federal funding supporters, foundations, corporate sponsors, and individual donors.

Austin Habitat for Humanity was able to rely on its innovative spirit, strong community connections, and dedicated team of staff and partners to continue serving families in need during the ongoing Covid-19 pandemic. We cut back slightly on new home construction as well as changing our events and volunteer models, but we have operated continuously throughout the pandemic and have remained a lifeline to the American Dream during difficult times, in recognition that a safe and stable home is more important than ever. We are on pace to complete 22 new, high-quality, energy-efficient homes for families in need in 2020, including our first multifamily development, the 11-unit Mueller Townhomes. While the schedule for homebuilding has been changed due to Covid, we have continued to build and to qualify new families for homes throughout the year and have worked to maintain engagement with our sponsors, donors, faith-based groups and other partners to ensure ongoing investment of time, talent and treasure in Austin Habitat and the people we serve. We have provided volunteer opportunities where possible, adapted to onsite safety protocols to continue to build, and otherwise continued to ensure the strong community connections that make Austin Habitat’s programs so successful.

Please see below for a description of our expertise managing all aspects of an affordable housing development project. In addition, we have provided all required attachments: IRS tax-exempt statement; certified audit including opinion and management letters; and a Board approval for the project and the request for continued funding from the City.

- i. Project Management: Austin Habitat for Humanity provides 35 years of project management experience and institutional knowledge about the most efficient and effective ways of creating affordable housing for hardworking families in Central Texas. Collectively,

our staff brings experience that includes all phases of housing development including site acquisition, land development, design, and construction as well as marketing/outreach, finance, and other required areas.

- ii. Market Analysis: With a focus toward affordable housing, our staff has experience in identifying housing demand and capacity for low-income working families (those earning up to 80% of the Median Family Income for the area). The team reviews information researched and published by the City as well as information from other nonprofits and organizations dedicated to affordable housing. Austin Habitat has an established, detailed intake process for prospective families to enter our program. Many have been qualified through our housing counseling and have gone through underwriting to determine their ability to pay a mortgage, and remain on a waiting list. Please see attached market assessments.
- iii. Site Selection and Control: Austin Habitat owns the 0.329-acre plot of land at 1409-11 East 4th Street, legally designated as follows: LOT 8 BLK 4 OLT 4 DIV O PECK R H (1409 East 4th Street) and LOT 7 BLK 4 OLT 4 DIV O PECK R H (1411 East 4th Street). This land was acquired through an exchange with Cielo Property Group, which now owns the land at 310 Comal Street where Austin Habitat previously had its ReStore, and is the former site of Austin Habitat's lumber yard.
- iv. Planning and Construction: AHFH has experience with the City's Land Development Code, and has the capacity to navigate a housing development project through the entitlement and permitting process, having successfully completed many affordable home development projects within the City of Austin over our history. We are a leading advocate for modernization of the code and have worked in partnership with the City's team to ensure that any code changes support the loosening of restrictions that have kept the affordable housing stock low in Aust. Our organization also employs full-time personnel dedicated to housing construction, including experienced full-time professionals who oversee and complete home construction as well as coordinating a core group of experienced contractors and volunteers that consistently work on the houses we build.
- v. Design, Architecture and Engineering: Austin Habitat for Humanity's approach to housing development begins with acquisition of finished vacant residential ready-to-build lots; we have experience developing subdivisions and we retain the services of a civil engineer to assist us with design. Austin Habitat and partners are experienced at designing home types including single-family detached homes, connected townhomes/condominiums, larger condominium buildings and other property structures to support a variety of family units, and is developing additional multifamily housing models to provide affordable housing more efficiently to families in need.

Our team has managed numerous projects in partnership with architectural and engineering teams over the past 35 years, and we continue to work with the highest-quality teams, including those who have built innovative structures around the world, and recipients of numerous design awards.

- vi. Legal and Accounting: Austin Habitat employs the services of legal counsel as needed and has an experienced attorney who serves as Legal Officer on the Board of Directors. Attorneys provide assistance in areas of land acquisition and coordinate title closings for our

house selling transactions. Our accountants provide the necessary services essential to our operation and perform an annual audit that reflects the overall financial position of the organization. We also employ on staff a Chief Financial Officer (CFO) who is a Certified Public Accountant, as well as accounting/bookkeeping staff that monitor our operating transactions and construction spending activities.

- vii. Federal Funding Rules and Other Funding Rules: On staff we have several personnel that have experience in federal funding programs including CDBG, HOME, and NSP. Multiple staff members have significant federal program and contract administration experience, and all Austin Habitat projects are performed in accordance with the *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*, 2 C.F.R. § 200 et seq. as well as any state and local statutes and regulations. Austin Habitat receives funding from state, federal and local governments as well as from private individuals, foundations, corporations and other sources, and is experienced at leveraging funds from multiple sources for housing development and construction.
- viii. Awards and Competitive Funding: Austin Habitat for Humanity has a 35-year history of attracting competitive funds to support our projects, including federal, state, local, private and individual supporters. Our organization has been fortunate to receive continued, significant support from the City of Austin for a number of our projects, including current support for our Mueller, Scenic Point, 4<sup>th</sup> & Onion and Persimmon/Meadow Lake developments. We are also currently supported by other government entities including the U.S. Department of Housing and Urban Development (HUD), the U.S. Department of Agriculture (USDA), the State of Texas, the City of Bastrop, and the City of San Marcos. Corporate supporters include Bank of America, Wells Fargo, Sailpoint, The Home Depot, Austin Board of Realtors, 3M and State Farm. Among private foundations, we receive support from the Lola Wright Foundation, the Dubose Family Foundation, Joni Elaine Templeton Charitable Trust, Donald D. Hammill Foundation and a number of other private supporters. We also raise more than \$1 million annually through special events and individual contributions, evidencing our strong community recognition and reputation for excellent service. We have won several awards in recent years including Green Builder of the Year and Best Nonprofit CEO, both awarded by the Austin Business Journal.

Recent and ongoing projects include the following:

Address	Number of Units	New or Rehab	Type of Property	Year Completed
Devonshire Village	43	New	Single Fam.	2013
Meadow Lake	25	New	Single Fam.	2011
Sendero Hills	49	New	Single Fam.	2013
Gilbert Lane	31	New	Single Fam.	2015
Lee Meadows	11	New	Single Fam.	2016
Magin Meadow	16	New	Single Fam.	2017



Guadalupe-Saldaña	4	New	Single Fam.	2018
4 <sup>th</sup> & Onion – Saltillo	45	New	Multifamily	Ongoing
Mueller	11	New	Multifamily	Ongoing
Scenic Point	67	New	Single Fam.	Ongoing
Persimmon	126	New	Multifamily	Ongoing
Montopolis/Círculo de Amistad	12	New	Multifamily	Ongoing

#### **DEVELOPMENT TEAM**

	<b>Development Team Name(s) and Contact Information</b>	<b>MBE? (Mark X if Yes)</b>	<b>WBE? (Mark X if Yes)</b>	<b>Non-profit? (Mark X if yes)</b>
Owner	<b>Austin Habitat for Humanity, Inc.</b>			<b>X</b>
Developer	<b>Austin Habitat for Humanity, Inc.</b>			<b>X</b>
Architect	<b>Page Southerland Page</b>			
Engineer	<b>Doucet &amp; Assoc. (Civil)</b>		<b>X</b>	
Construction Lender	<b>To Be Determined</b>			
Attorney	<b>Winstead, P.C. (pro bono)</b>			
Attorney	<b>Drenner Group, P.C. (pro bono)</b>			
Accountant	<b>PMB Helin Donovan, LLP</b>			
General Contractor	<b>To Be Awarded</b>			
Consultant	<b>Trammell Crow (pro bono)</b>			
Consultant	<b>Bartlett-Cocke (preconstruction)</b>			
Consultant	<b>Capital Project Management</b>			



Application for OHDA Funding – 2020

**Tab 1b – Certificate of Status**



# TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

SUSAN COMBS • COMPTROLLER • AUSTIN, TEXAS 78774

April 5, 2013

## CERTIFICATE OF ACCOUNT STATUS

THE STATE OF TEXAS  
COUNTY OF TRAVIS

I, Susan Combs, Comptroller of Public Accounts of the State of Texas, DO HEREBY  
CERTIFY that according to the records of this office

**AUSTIN HABITAT FOR HUMANITY, INC.**

is exempt from payment of franchise tax and consequently is in good standing with  
this office.

GIVEN UNDER MY HAND AND  
SEAL OF OFFICE in the City of  
Austin, this 5th day of  
April 2013 A.D.

A handwritten signature of Susan Combs in black ink, written in a cursive style.

Susan Combs  
Texas Comptroller

Taxpayer number: 17423732175  
File number: 0073651401



**Application for OHDA Funding – 2020**

## **Tab 1c – Statement of Confidence**

Please note that because Austin Habitat for Humanity has been working with the City of Austin for many years and has completed numerous projects in partnership with the City, we have been advised that a Statement of Confidence is not required.





Application for OHDA Funding – 2020

## Tab 2 Principals Information



Application for OHDA Funding – 2020

## **Tab 2a – Resumes of Principals**

# Phyllis Snodgrass

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## SUMMARY

Innovative executive with 20 years in non-profit management. Strong strategic thinker and team builder with a history of building winning programs with strong community support.

## AREAS OF EXPERTISE

- Community Collaborations • New Product Development • Fundraising • Strategic Planning
- Event Management • Market Analysis • Board Governance • Leadership Development
- Budgeting • Affordable Housing • Public Speaking • Goal Alignment

## EXPERIENCE

### **Austin Habitat for Humanity - CEO, Austin, TX November 2015 – Present**

Direct all aspects of Austin Habitat for Humanity's affordable homeownership programs, including new construction, home repair, housing counseling, and community development, neighborhood revitalization initiatives, affordable housing advocacy and income qualification services and ReStore retail operations.

Support and report to the Board of Directors, investors, donors, public entities, and community stakeholders.

Ensure adequate funding, staffing, and program planning for all divisions.

Manage staff of 55+ FTEs with an \$7 million annual budget.

### **Austin Chamber of Commerce - COO, Austin, TX January 2013 – October 2015**

#### **SVP - Member Relations September 2011 - January 2013**

Led Membership, Small Business, Special Events & Partnerships and Marketing Communications Departments

Reorganized Membership Sales Program, exceeding organizational sales goals 2012- 2014

Introduced new affinity programs to Chambers members providing non dues revenue for organization plus cost savings to member businesses

Organized 3 volunteer membership campaigns in 3 years, Spring 2015 Campaign brought in \$180,457 and 283 new members with 285 volunteers in 2 1/2 days (one of the top membership campaigns in the U.S.)

Implemented internal messaging strategy for staff and volunteers in 2014

Grew Austin Chamber LinkedIn Group from 300 members in 2011 to over 5000 members (followers) in 2015

Created new programs and strategies to meet member needs

### **Texas Association of Business - VP - Chamber Relations; Austin, TX September 2010 - September 2011**

Managed the operations of the Texas Chamber of Commerce Executives (TCCE) and serving as a primary contact with Texas Chambers of Commerce for TAB

Increased income for TCCE by 36% in one year

Enhanced social media presence of TCCE and connections to its member chambers throughout the state

Facilitated Chamber Board retreats across the state of Texas

Developed affinity program review and approval policies for TCCE

Successfully managed first association audit for TCCE in its history

Planned and executed first 5 year strategic planning effort for TCCE

**San Marcos Area Chamber of Commerce - *President*; San Marcos, TX January 2007 - September 2010**

Managed San Marcos Chamber operations as well as contractor with City of San Marcos for Economic Development and Convention and Visitor Bureau Programs

Suggested new programs and strategies for increasing income by 30% in first two years

Completely revamped economic development program, creating the Greater San Marcos Partnership (GSMP)- a regional economic development public-private organization in Hays and Caldwell Counties.

Grew GSMP budget from \$300,000 to over \$2MM with a campaign focused on economic diversification, workforce excellence and quality of place. In its first year, GSMP received the International Business Retention and Expansion Award and was recognized Economic Development Program of the Year by the Texas Chamber of Commerce Executives

Founded SOAR (Seeking Opportunities, Achieving Results), a P-16 collaborative effort of the San Marcos Chamber, Texas State University, San Marcos Independent School District and the City of San Marcos.

Established the Chamber as a leader in economic development, tourism, educational attainment and community development

**Victoria Chamber of Commerce - *President/CEO*; Victoria, TX May 2001 - December 2007**

Managed Chamber Operations and contracted with the City of Victoria for Convention and Visitor Bureau Program

Increased membership from 850-1100 sustained members

Merged Victoria Chamber of Commerce with the Victoria Hispanic Chamber of Commerce

Grew size and stature of Leadership Victoria Program in the community, making it the go-to source for leadership training for area executives

Founded Keep Victoria Beautiful Program as a program of the Victoria Chamber in partnership with the City of Victoria

Suggested additional programs and strategies, increasing income by 50% in 4 years

Successfully established the Victoria Chamber as a leader in innovation, growth strategies, leadership development, community development, business representation and educational accountability

**Athens Chamber of Commerce - *Executive Director*; Athens, TX 1998 - 2001**

Managed Chamber Operations and contracted with the City of Athens for Visitor Services Support

Increased membership from 350 to 800 sustained members

Suggested new programs and strategies, increasing income by 40% in 3 years

Worked with volunteers to enhance existing programs and infrastructure, increasing professionalism and financial success of each program

**Small Business Development Center - *Counselor*; Athens, TX 1997 - 1998**

Counseled numerous small and start-up businesses

Assisted with SBA loan proposals and business plans for small businesses

Successfully assisted target Welfare to Work client, filmed as a national success story for PBS on SBA's Welfare to Work Program in 1998.

**Phyllis A. Hunt, CPA - *Accountant*; Athens, TX 1997 - 1998**

Provided tax and business advice for start-up, small and mid-sized businesses

**Federal Deposit Insurance Corporation - *Accounting Specialist*; Dallas, TX 1989 - 1997**

Managed contract firms hired to review Southwest Plan quarterly payment requests and approved payment request for six Southwest Plan Institutions

Named to FDIC National Performance Standards Task Force in 1994

**Redwood Property Company - *Controller*; Dallas, TX 1987 - 1989**

Provide accounting services and management advice for start-up real estate development company

Assisted in successful negotiations and subsequent sale to Koll Company

**Kenneth Leventhal & Company (Later merged with Ernst & Young) - *Senior Accountant*; Dallas, TX 1984 - 1987**

Auditor for international real estate accounting firm headquartered in Los Angeles

Performed management consulting services including loan workouts in 1986 and 1987

Obtained CPA certification, May 1987

**EDUCATION**

The University of Texas at Arlington Bachelor of Business Administration May 1984

Major: Accounting, Minor: Management

Institute for Organization Management Certificate in Non Profit Management July 2004

Georgetown University McDonough School of Business, New Strategies Program, September 2016

**PROFESSIONAL AFFILIATIONS**

Enactus Advisory Board, Texas State University

Advisory Board, Habitat Texas

# RICARDO ANDRÉS (ANDY) ALARCÓN, AICP

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## SUMMARY OF QUALIFICATIONS

- Land Development: Entitlements, Project Management
- Land Studies: Due Diligence, Site Evaluation, Concept Plans, Surveys
- Land Acquisition: Real Estate Contracts, Title Reports, Appraisals, ESAs, Closing Coordination
- Entitlements: Land Use, Zoning, Annexations, Site Plan Review, Subdivision Plats
- Permitting: Applications, Coordination, Map Exhibits, Support Documents, Building Plan Review
- Project Coordination: Government, Consultants, Contractors
- Urban Planning: Community Plans, Downtown Master Plan, Citywide Rezoning, Vision Plans
- Design: Architectural Design, Construction Plans, Urban Design, Land/Site Planning
- Administration: Project Budget Oversight, Land Inventory, Appraisal District Exemptions
- Interface with Boards/Commissions, Government Staff, Consultants, General Public

## EDUCATION

- **Master of Architecture**, The University of Texas at San Antonio, May 2011  
UTSA Architecture Study Abroad, Barcelona, Spain, Spring 2010
- **Master of Urban Planning**, University of Illinois at Urbana-Champaign, May 1995
- **Bachelor of Business Administration- Finance**, The University of Texas-Pan American, Dec 1991

## PROFESSIONAL EXPERIENCE

- **Director of Real Estate Development**, Austin Habitat for Humanity, Feb 21, 2012-Present
- **Chief Planner**, City of San Marcos, Planning and Development Department, Dec 13, 2004-May 2008
- **Program Officer**, Local Initiatives Support Corporation, Houston, Texas, Feb 19, 2002-Nov 17, 2004
- **Principal Planner**, City of Houston Planning & Development, Aug 31, 1998-Feb 8, 2002
- **Planner IV**, City of Austin Planning & Environmental Services, Jun 1997-Aug 1998
- **Regional Coordinator/Planner**, Texas Dept of Housing & Com Affairs, Austin, Texas, Aug 1995-May 1997
- **Program Coordinator**, County of Hidalgo Urban County Program, Edinburg, Texas, Jul 1992-Aug 1993
- **Civil Engineering Technician**, S. A. Garza Engineers, Inc., Edinburg, Texas Jan 1988-Jul 1992
- **Civil Engineering Technician**, Espey, Huston & Associates, Inc., Austin, Texas, Aug 1984-Jun 1987

## CERTIFICATIONS AND LICENSES

- American Institute of Certified Planners (AICP)
- Texas Real Estate Broker
- Housing Development Finance Professional (HDFP) Certification, National Development Council
- OSHA 10-Hour Construction Training 2017

## MEMBERSHIPS AND AFFILIATIONS

- American Planning Association (APA)
- National Council of Architectural Registration Boards-Intern Development Program (NCARB IDP)
- National Association of Realtors (NAR)
- Texas Association of Realtors (TAR)
- Austin Board of Realtors (ABoR)

# MARY CAMPANA

mary.campana@yahoo.com

## CAREER SUMMARY

Accomplished nonprofit executive with 28 years experience in organizational development, management and fundraising in both the nonprofit and corporate arenas. Proven ability to build and sustain strong philanthropic cultures focusing on creating lasting partnerships with public and private organizations, local philanthropists, board members and tactical stakeholders.

### Areas of Expertise:

- Collaborative Leadership
- Fundraising & Financial Management
- Strategic Planning
- Program Development & Evaluation
- Community Relations / Marketing
- Board Recruitment and Engagement

## PROFESSIONAL EXPERIENCE

### AUSTIN HABITAT FOR HUMANITY

Jan. 2018 - Present

*Vice President of Development*

### EQUI-KIDS Therapeutic Riding Program

Sept. 2015 – Dec. 2017

*Executive Director*

#### Responsibilities:

- Mission-focused and outcomes-oriented leader implementing a long-term vision, strategic goals, fund development, and annual operations for a premier accredited therapeutic riding center serving special needs children, adults and veterans;
- Directing internal and external fundraising campaigns to increase awareness and fundraising success;
- Oversees the maintenance and operations of the 92-acre equestrian facility with 19 horses serving 135 weekly riders;
- Supports and maintains an organizational culture and environment in which staff and volunteers are inspired and motivated; maintaining a passion for the program to further the organization's short and long-term goals;

#### Achievements:

- Expanded program services and recognized a 19% growth in program services in less than two years;
- Developed a comprehensive annual fund development growth plan which resulted in an increase from \$750,000 to \$842,000;
- Developed Community Impact and Military Advisory Committees to enhance the agency's strategic community partnerships;
- Achieved national accreditation of premier status from Professional Association of Therapeutic Horseback Riding;

### COMMUNITIES IN SCHOOLS OF CENTRAL TEXAS

Aug. 2008 – Sept. 2015

*Chief Development Officer*

#### Responsibilities:

- Directed all development efforts for a large national nonprofit agency securing over \$4.3 million annually through special events, giving circles, corporate giving, foundation grants, major gifts and competitive public contracts;
- As member of the senior leadership team, developed and managed the agency's four year strategic growth plan in a process which engaged all stakeholders involved in this complex organization;
- Supervised the development and communication departments strengthening community awareness and stakeholder engagement;

#### Achievements:

- Developed a comprehensive fund development growth plan which resulted in increasing the annual fund from \$6.4 million to \$9 million over 7 years;
- Cultivated a strong partnership with the program team to secure major gifts and multi-year program grants to enhance programming;
- Appointed to prestigious CIS Fund Development Task Force and participate in intra-affiliate technical cooperation on best practice and collaboration;

### HELPING HAND HOME FOR CHILDREN

Aug. 2003 – Aug. 2008

*Director of Development*

#### Responsibilities:

- Member of executive leadership team managing all strategic planning, budgeting, staffing and resource allocation for the agency's \$3.4 million budget;
- Directed all fundraising activities including foundation grants, individual donations, events, corporate giving, and major gifts securing \$600,000 of private revenue annually;
- Coordinated all marketing, communications and community relations efforts;

#### Achievements:

- Created and instituted agency's publicity and donor cultivation strategies raising more than \$3 million over five years;

- Increased private revenue secured annually by 63% through foundation grants and individual donations;
- Designed and implemented new management systems including program evaluation and communication protocols;
- Developed and implemented the agency's three-year strategic plan for an on-site charter school;

## **SUICIDE & CRISIS CENTER**

**Feb. 1998 - Aug. 2003**

### ***Development Director***

#### **Responsibilities:**

- Managed all development and stakeholder efforts including strategic planning, budgetary development, fund raising and financial oversight;

#### **Achievements:**

- Initiated 3 new strategic partnerships with community and city organizations to enhance programmatic objectives;
- Strengthened agency's fundraising strategies, raising funds to cover annual budget of \$429,000;
- Developed the agency's first long-range plan;

## **BECKETT PUBLICATIONS**

**Oct. 1989 - Feb. 1998**

### ***Manager - Corporate Communications Department***

#### **Responsibilities:**

- Managed internal & external public relations;
- Managed the Communications Department;
- Member of the strategic planning committee;
- Negotiated trade-outs / contracts with promoters;
- Designed and managed corporate giving program;
- Managed 17 annual events and 13 trade shows

## **EDUCATION AND CONTINUING EDUCATION:**

### **Stephen F. Austin University, Nacogdoches, Texas**

*Bachelor's degree in Psychology with minor in Business Management*

- Dale Carnegie Leadership Training for Managers, 12-week course
- Stephen R. Covey – The 7 Habits of Highly Effective People, 8-week course
- RGK Center Executive Education – Strategic Management Program for Nonprofit Leaders, 3-day course
- Central Texas Education Funders' Association – Communication and Strategic planning, 3-day training

## **CITATIONS AND PUBLICATIONS:**

- Campana, M., Gibson, J., Bailey, B., & Lackey, J. (November). Suicidal Risk Among College Students. Paper presented at the annual meeting of the Texas Psychological Association, Austin, Texas. A summary of the paper is published in the Texas Psychologist, winter 1985 issue, vol. 37, number 1, page 4. The paper was published in its entirety by ERIC / CAPS, ED 252779.
- Campana, M., Suicide and Mental Health Population. Presented as part of the symposia Suicidal Ideation Across Populations at Southwestern Psychological Association New Orleans, Louisiana.
- Bailey, B., Schmidt, W., Lackey, J., Campana, M., Stulberg, T., Baumgartner, A., Bohn, K., & Fortson, M. (1985). Suicidal Ideation Across Populations. (ERIC Documentation reproduction Service No. ED
- Certificate of Recognition from Texas Psychological Association for Research, Suicidal Risk Among College Students;

## **HONORS AND COMMUNITY LEADERSHIP:**

- CENTER FOR NONPROFIT STUDIES, Austin Community College - Leadership Council;
- IMPACT AUSTIN – Board Member;
- IMPACT AUSTIN - Task Force to develop the strategy / secure funding to hire an Executive Director;
- AUSTIN JUNIOR FORUM MEMBER;
- ASSOCIATION OF FUNDRAISING PROFESSIONALS (AFP) - Board Member;
- AFP - Vice-President for Outreach & Access;
- AFP - Chair of Education Program Committee;
- AFP - Philanthropy Day Co-Chair;
- AFP - Philanthropy Day Planning Committee;
- EQUEST - Therapeutic Riding Program – Volunteer with therapeutic riding classes for 14 years;
- EQUEST - Dressage at Dusk Silent Auction Chair;
- EQUEST - Ridefest Chair of annual fundraiser;



## ***Bertie Flores- Samilpa***



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*I have 24 years of experience in the mortgage lending industry as well as a certified housing counselor for non-profit. I enjoy working with families interested in becoming homeowners. I offer a wealth of information and resources to anyone in need of understanding the process. I am very dedicated and believe that all families deserve the opportunity of homeownership.*

### ***QUALIFICATIONS:***

- Processed Government, USDA, VA and Conventional Loans
- Experience with Builder Loans
- Knowledge of Guidelines and changes within the market
- File submissions from underwriting to funding
- Work well without supervision
- Knowledge of Calyx Point, Encompass, Lending QB Origination Software

### ***EXPERIENCE:***

12/2015 - Present    **Austin Habitat for Humanity**  
*Housing Counselor*

***Austin, TX***

- Counsel clients for pre-purchase and mortgage delinquency and default resolution counseling
- Create action plan for clients seeking help with their mortgage to help them keep their home
- Document client progress reports using the client management system CounselorMax
- Process financial worksheet applications and documents to all servicers
- Communicate with servicers on behalf of clients as well as updating them on status of their mortgage
- Help clients understand options when delinquent and how to avoid foreclosure
- Conduct one on one counseling with clients for 1<sup>st</sup> time homebuyer education
- Determine income for specific program requirements for internal and external lenders use
- Communication with clients, servicers regarding the structure of modification agreements, etc.
- Conduct pre-purchase homebuyer education, predatory lending education and non-delinquency post Purchase workshops

09/2015 – 12/14/2015    **Ameripro Home Loans**  
*Sr. Loan Processor*

***Austin, TX***

- Worked on the Milestone Home Builder Account
- Submission of Government, VA and Conventional loans for approval
- Handled high volume of loan closings and work well under pressure to meet contract close dates
- Status updates with title agents, closers, realtors, underwriters, etc., with expectation through processing
- Order Appraisal, Title, Surveys, Insurance, etc.
- Submission for Down Payment assistance and MCC programs
- Extensive review of clients financial documents to insure client meets qualifications
- Assisted with training new employees

05/14 – 12/2014 **Southwest Bank Mortgage**  
*Sr. Loan Processor*

*Austin, TX*

- Submission of Government, VA and Conventional loans for approval
- Handled high volume of loan closings
- Work well under pressure to meet contract close dates
- Order Appraisal, Title, Surveys, etc.
- Submission of Portfolio/Jumbo product loans
- Knowledge of Calyx and Encompass Software

05/12 – 04/2014 **Security National Lending**  
*Sr. Loan Processor*

*Austin, TX*

- Submission of Government, VA and Conventional loans for approval
- Handled high volume of loan closings
- Work well under pressure to meet contract close dates
- Order Appraisal, Title, Surveys, etc.
- Submission of Brokered loans to various investors
- MCC submission and City of Austin down payment assistance programs
- Knowledge of Calyx and Encompass Software

11/09- 5/12 **Frameworks. CDC**  
*Housing and Foreclosure Prevention Counselor*

*Austin, TX*

- Counsel clients for pre-purchase and mortgage delinquency and default resolution counseling
- Create action plan for clients seeking help with their mortgage to help them keep their home
- Document client progress reports using the client management system
- Process financial worksheet applications and documents to all servicers
- Communicate with servicers on behalf of clients
- Help clients understand options when delinquent and how to avoid foreclosure
- Work with a high volume to meet individual needs based on the client.
- Work well under pressure to meet foreclosure sale dates
- Create action plan for pre-purchase counseling clients to help them meet their goals of homeownership
- Conduct One on One counseling with clients regarding 1<sup>st</sup> time homebuyer education and DPA Assistance.
- Determine income requirements for various programs offered by the lender.  
Communication with clients, servicers regarding the structure of modification agreements, etc.
- Conduct pre-purchase homebuyer education, predatory lending education and non-delinquency post Purchase workshops

05/09- 10/09 **United Lending, LP**  
*Sr. Loan Processor*

*Austin, TX*

- Submission of Government, VA and Conventional loans for approval
- Handled high volume of loan closings
- Work well under pressure to meet contract close dates
- Order Appraisal, Title, Surveys, etc.
- Submission of Brokered loans to various investors
- MCC submission and City of Austin down payment assistance programs

- Knowledge of Calyx and Encompass Software

02/07 – 04/09 **WR Starkey Mortgage**  
*Sr. Loan Processor*

*Austin, TX*

- Processed Government, VA and Conventional loans for approval
- Assisted loan officer with credit and scenarios
- Rate sheet review and locking loans
- Closed and Funding of loans
- Clearing exceptions if needed by investor
- Order Appraisal, Title, Survey, Insurance, Etc.
- Knowledge of Calyx and Encompass Software

08/05—12/06 **Primelending, A Plains Capital Company**  
*Sr. Loan Processor*

*Austin, TX*

- Processed Construction Government, VA and Conventional loans for approval
- Bond, DPA, MCC, Etc.
- Knowledge of Calyx Point and Encompass Software
- Prepared Legal Documents for Attorney review
- Balanced HUD-1/Settlement Statements and ordered wires for funding
- Constant written communication with Builder regarding Status
- Updated Reports as needed.

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**EDUCATION:**

June 1989 **Reagan High School High School Equivalency Diploma**

Austin, TX

**BILINGUAL: EXCELLENT**- Read, Write, Speak

**STATE OF TEXAS NOTARY PUBLIC**

**REFERENCES UPON REQUEST**

# Wayne Gerami

## Education

### Masters of Public Affairs (2011)

**LBJ School of Public Affairs at UT Austin (TX)**  
Nonprofit Management specialization

### B.A. Psychology (2007)

**Framingham State University (Framingham, MA)**  
Human Service specialization

## Professional Experience

### Austin Habitat for Humanity | HomeBase Texas

**August 2013 – Present**

#### VP of Client Services

**Nov 2015 – Present**

**Austin, TX** - Supervise 6 FTE in the Client Services department in three separate programs: New Construction, HomeBase, and Housing Counseling. Function as the primary advocate within the agency for issues specific to family partners. Develop and implement policies and processes for all programs, including implementing resale restrictions to ensure permanent affordability of all homes sold. Oversee the departmental budget and ensure that all programs meet important deadlines and performance metrics. Licensed MLO #1436154.

#### Government Grants Manager

**May 2015 – Nov 2015**

Manage the identification of and application for all governmental funding sources. Responsible for post-award reporting and compliance at the federal, state, and local levels. Oversaw a grants portfolio in excess of \$2,000,000, including over \$750,000 in new money generated in less than 6 months. Reviewed contracts for partnerships with various funders and partner organizations. Prepared and adhered to budgets. Built and maintained outstanding relationships with funders.

#### Community Engagement Manager

**January 2015 – May 2015**

Helped to create Austin Habitat's Neighborhood Revitalization program to inspire change in communities from the ground up. Worked successfully with families, volunteers, and partners of various backgrounds to engage existing neighborhoods with service providers in the community.

#### Lending Coordinator

**August 2013 – January 2015**

Led the complete overhaul and modernization of all aspects of program delivery including loan servicing (moved to a 3rd-party servicer) and client database (transferred from MS Access to Salesforce). Changed agency policies surrounding family selection, resales, shared equity, and underwriting. Integral part of a team that educated hundreds of families, underwrote their loan applications, and set up all funding sources on a per-loan basis.

### Board Director – Austin Christian Church

**August 2014 - Present**

**Austin, TX** - Helped oversee the expansion to a second location. Responsible for setting staffing compensation policies and levels, managing a \$750k+ budget, and serving as an integral part of the establishment of our successful second location at the Zach Scott Theatre.

### Board Director – Evolve Austin

**April 2017 - Present**

**Austin, TX** – Advocate for the implementation of the Imagine Austin comprehensive plan through the CodeNEXT Land Development Code rewrite process. Serve on the 501(c)(3) board.

### Project Coordinator – Diana McIver & Associates

**January 2012 - August 2013**

**Austin, TX** - Worked on affordable rental developments across Texas, utilizing Low Income Housing Tax Credits, HUD 202/811 grants, HOME funds, and conventional funding. Completed complex grant packages, extensive work with HUD, TDHCA, and HACA.

# Wayne Gerami

## Policy Researcher – Greater Austin Chamber of Commerce

September 2010 - May 2011

**Austin, TX** - (Internship) Research position focusing on policy impacts at the local, state and federal levels.

## Site Supervisor – HOPE *worldwide* Gulf Coast

June 2010 - August 2010

**New Orleans, LA** - (Contract job) Hired, trained, and managed 8 full-time AmeriCorps employees. Responsible for 26 additional short-term AmeriCorps and all day-to-day operations at a summer day camp for children of low-income families in New Orleans.

## Home Repair Assistant – Austin Habitat for Humanity

August 2007 - July 2009

**Austin, TX** - Completed 30 home repair projects for low-income families in Austin. Managed over 1,500 volunteers on construction sites with an excellent safety record. Created policy for the then-new Home Repair program created in 2005-06. Participated in Austin Habitat-specific public speaking training, was an active participant on Family Selection Committee and was part of the founding of the Austin Housing Repair Coalition.

## Manager – First American Mortgage

August 2002 - June 2007

**Milford, MA** - Rose to a position of leadership in the sales department of a multi-million dollar mortgage company while I was a teenager and college student. Excellent sales, customer service, management and interpersonal skills. Ability to achieve results in a difficult environment.

## Additional Experience & Training

### Community Leadership Institute – NeighborWorks

2015

Training on community engagement, grassroots organizing, and project management with a project-specific emphasis.

### Emerging Leader Training – Austin Habitat for Humanity

2014-2015

Long-term training program with Up-A-Notch consulting about various issues related to management and leadership with specific emphasis on topics relevant to Austin Habitat.

### ED Lab – RGK Center for Philanthropy and Community Service

June 2015

Intensive course led by local executive directors with an emphasis on learning real world, on-the-ground nonprofit management techniques including budgeting, fundraising, board recruitment, and marketing/branding.

# LORI STEINER, MBA, CPA

## PROFESSIONAL SUMMARY

Accomplished finance executive with an impressive array of skills and experiences in accounting, auditing, business development, financial analysis, strategic planning and operational roles. Ability to conceptualize and design innovative business and accounting solutions to raise expectations and achieve goals. Multi-disciplinary approach to problem solving with proven results. Excellent verbal and written communication skills. Effective in independent and team situations. Strong work ethic with high level of emotional intelligence and critical thinking skills.

## CERTIFICATION, EDUCATION AND SOFTWARE

- **Certified Public Accountant.** Oklahoma Certificate Number 8688.
- **Master of Business Administration**, Concentration in Accounting, Pittsburg State University, Pittsburg, KS,
- **Bachelor of Business Administration**, Majors in Human Resource Management and Economics, Pittsburg State University, Pittsburg, KS
- **Software Packages:** Microsoft Office Suite, Great Plains Dynamics, ABILA MIP, Sage PFW, Sage 300, MAS 90, Quickbooks, PeopleSoft, HUD REAC, CMS FIVS, CMS ARTS, Solomon, Paycom, ADP Workforce Now, ADP Enterprise E-time; Sage ABRA, Timesheet Pro, Toggl

## AFFILIATIONS

- **Current:** Texas Society of Certified Public Accountants; Austin Chapter of TSCPA; Member Financial Literacy Committee Austin Chapter TSCPA; Membership Chair Non Profit Financial Leadership Peer Group; Member C-12 Key Player Advisory Board, Impact Austin
- **Past:** Leadership Tulsa; Advisory Board and Chairman, T.U. Conference of Accountants; Member and Vice-Chairman Advisory Board, Pittsburg State University Kelce School of Business and Economic Development; OSCPA; Tulsa Chapter OSCPA; Camp Fire Boys and Girls Board of Directors, Treasurer; Town and Country School Board of Directors, Treasurer; Member Domestic Violence Intervention Services Board of Directors, Member Board of Directors and Finance Committee, Ten Thousand Villages

## PROFESSIONAL EXPERIENCE

**CHIEF FINANCIAL OFFICER, Austin Habitat for Humanity, Austin, TX Sept 2016 to present**  
**Home Construction, Mortgage Underwriting, Retail, Home Repair; Not for Profit**

**HIGHLIGHTS** include development of board reporting package, establish corporate policy structure, work agreement to leverage mortgages (sell receivables) with local banks, create process for cash flow forecasting, bring organization into compliance with 2CFR Part 200, re-engineered ineffective processes for efficiency and internal control, execution of merger with neighboring affiliate, reduce mortgage delinquency rate from 5+% to 2.5%

- Supervise monthly and annual accounting cycle, payroll, reconciliations between donor database and general ledger
- Responsible for risk management, I T and Human Resources functions
- Ownership of internal and external financial reporting, compliance, cash projections, budget variance reporting and dashboard data
- Manage all phases of corporate and departmental budgeting and accompanying forecasting; presentation of operating, cash and cap ex budgets to Board of Directors
- Manage portfolio of 335+ mortgages and take appropriate action with delinquent borrowers
- Manage organization's line of credit and debt portfolio, ensure loan covenants are met
- Manage organization's governance, contracts, legal issues and corporate compliance
- Participate in all phases of creating and executing corporate strategic plan
- Development and monitoring of internal control systems
- Manage business relationships with stakeholders

**CHIEF FINANCIAL OFFICER, Opportunities, Georgetown, TX 2014 to 2016**  
**Child Care, Affordable Housing, Food Prep and Delivery, Social Services; Not For Profit**

- Ownership of internal and external financial reporting, budget variance reporting and dashboard data □
- Monitor compliance mandated by contracts; including, but not limited to Head Start, DADS, HUD, TDHCA, CSBG, CDBG □
- Manage cash flow, general ledger, accounts receivable, accounts payable, payroll for 235 employees, month end close and employee expense reporting □
- Build, evaluate and mentor finance team □
- Develop and manage business partner relationships
- Respond to RFPs and develop grant application responses
- Responsible for risk management, IT function, building maintenance and operations for twenty-one sites □
- Prepare budgets, financial statements and program reports required by city, county, state, federal government grants and foundation funders □
- Initiate, develop and implement operating budgets of approximately \$14,000,000 □
- Develop and implement policies, standards, procedures, processes and practices to govern the financial, business and administrative functions of the agency □
- Monitor and assess the financial and operational functions of the agency in relation to the established plans and budgets; project and analyze cash flow □
- Develop RFPs for goods and services, evaluate responses, review and negotiate contracts □ □
- Coordinate all financial audits and monitoring visits □
- Oversee affordable housing program

**HIGHLIGHTS** include restructure of legal entity to mitigate risk and maximize unrestricted income potential; restructured chart of accounts; cut benefit costs 20% (approx. \$200,000); outsourced management of affordable housing including vetting property management companies and negotiating contract, refinance debt, strategize and execute corporate restructure, receive highest score in round for response to CAPCOG senior nutrition RFQ

#### **DIRECTOR OF FINANCE, TMF Health Quality Institute, Austin, TX 2008 to 2014**

##### **Healthcare Consulting, Government Contracting; Multiple Not For Profit and For Profit entities**

- Ownership of internal and external financial reporting, budget variance reporting and dashboard data
- Managed all phases of accounting cycle, cash management budgeting and forecasting and employee expense reporting
- Build, evaluate and mentor finance team
- Calculated and reported all taxes for multiple entities in multiple states, including corporate, payroll, sales and property
- Job costing, including cost pool development and allocation of multiple cost pools including corporate/home office and indirect/overhead expenses
- Develop, evaluate and improve accounting processes and procedures, reconfigure for maximum efficiency
- Managed payroll (in house and outsourced) for 600+ employees and multi state, multi EIN reporting
- Develop and maintain corporate policies including finance, administrative, IT, communications
- Coordinate annual independent, 401k, DCAA, GSA, state and other miscellaneous audits
- Monitor financial compliance mandated by contracts and provide reporting for federal (CMS) and state funded grants
- Research and apply knowledge to ensure compliance with GAAP, FASB, A-122, GSA, FAR, CAS and other relevant federal and state regulations (i.e., revenue recognition, and unallowables)
- Provide support for business development efforts by preparing business responses for RFPs
- Evaluate and negotiate contracts with vendors
- Member of Leadership Team and Key Contributor creating presentations for Executive Leadership and Board

**HIGHLIGHTS** include invoicing approximately 40 fixed price, cost plus and GSA contracts, monthly invoices varying from \$5,000 to \$1,500,000 per contract; research and recommend accounting software packages and payroll outsourcing options to executive management; managed subsequent conversion of accounting software and payroll systems; built and managed finance department as organization grew 5x in 5 years from \$12MM to \$65 MM annually.

#### **DIRECTOR OF FINANCIAL OPERATIONS, Legacy, Inc, Austin, TX 2006 to 2008**

##### **Back office operations for small organizations; For Profit**

- Responsible for all aspects of accounting cycle, cash forecasting and management, budgeting, payroll and financial statements and reporting for Legacy and its clients
- Monthly preparation of ad hoc, productivity and program reports for all entities.

- Manage accounts receivable and collections from governmental agencies, insurance companies and Medicaid in multiple states for Legacy and clients
  - Ensure debt covenants are met
  - Coordinate all external audits and prepare requested schedules for required audits
  - Grant reporting and management
  - Develop accounting related policies and procedures for Legacy and clients
  - Interact with potential and new clients regarding accounting processes and transition planning and implementation, act as customer contact for all accounting and finance issues and reporting
  - Develop and manage accounting team
- HIGHLIGHTS** include designing and building structure of department; re-engineering all processes and procedures; developing and implementing internal controls.

#### **PREVIOUS POSITIONS HELD**

##### **MANAGER BLUELINCS FINANCE, Blue Cross Blue Shield of Oklahoma, Tulsa, OK 2004-2005**

###### **Insurance; For Profit**

**HIGHLIGHTS** include reorganization of department due to merger; redesigned work flow processes and job descriptions, selected to corporate communication team by new ownership, initiate investment changes as required by cash flow needs.

##### **CONTROLLER, Perma-Fix Treatment Services and Perma-Fix Government Services, Tulsa, OK**

###### **Waste Treatment; For Profit, publicly traded**

**HIGHLIGHTS** include participation in restructuring of division requiring dissolution of one entity, redesigning work flow to accommodate new structure, 10-K reporting and Sarbanes Oxley compliance

##### **CHIEF FINANCIAL OFFICER, LIFE Senior Services, Tulsa, OK**

###### **Case Management, Senior Day Care, Monthly Magazine, Senior Housing; Not for Profit**

**HIGHLIGHTS** include but not limited to development, installation and implementation of communications and information technology systems for three locations including two local area networks and wide area network; created internal career development training program for supervisors and managers; developed investment policies and procedures to maximize interest income of operating, capital and endowment funds.

##### **CHIEF FINANCIAL OFFICER, YMCA of Greater Tulsa, Tulsa, OK ; Not for Profit**

**HIGHLIGHTS** include but not limited to research, purchase and implementation of general ledger and membership system software and applicable hardware; established internet presence for association and e-commerce capabilities; successful protest of \$100,000 state sales tax audit assessment; execution of \$6 million tax exempt bond issue; revenue growth from \$1 million to \$7.5 million, oversight of endowment funds and investment portfolio.

#### **CONTRACT CONSULTING**

##### **CONTRACT CONSULTANT, Legacy, Inc, Austin, TX**

###### **Worked part time for Legacy while working full time at TMF**

- Review and consult on financial and other related reports provided to customers
- Reviewed expense reimbursements submitted by partners
- Advised owners on corporate structure and related matters

**HIGHLIGHTS** include discovery of fraud and embezzlement

##### **CONTRACT CONSULTANT, Arma Mobile Transit Company, Arma, KS**

###### **Transportation and Service; For Profit**

- Audit billing to date; prepare billing for completed jobs; review and monitor accounts payable
- Compute and prepare payroll
- Cash flow forecast, cash management, calculate break-even point and develop profit analysis
- Consult with owners on costing and operational issues and assist with reporting to various governmental agencies for taxes and motor carrier permits
- Investigate various options to sell company assets; develop and implement plan for closing business

**HIGHLIGHTS** include successful wind down of business and sale of assets



# CLAIRE M. U. WALPOLE

## WORK EXPERIENCE

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October 2013 – present Austin Habitat for Humanity, Austin, TX  
*Staff Architect, Design for Special Projects, Permit Procurement, Construction Management, Converting office to Revit*

April 2007 – May 2008, November 2012 – Present Claire Marie U. Walpole, RA, Austin, TX  
*Self-Employed: Commercial Finish-out, Residential New Construction, Residential Renovation*

May 2008 – Feb 2012 BLGY, Inc., Austin, TX  
*Project Management, Project Architect, Design, Production: City of Austin Public Safety Training Facility, Round Rock Elementary Schools, Teague Jr/Sr. High Auditorium and Black Box*

June 2005 – January 2007 CG&S Design-Build, Austin, TX  
*Project Architect, Project Designer, Specifications Writer, Office Process Organization*

April 2003 – April 2005 Hanbury Evans Wright Vlattas + Co., Norfolk, VA  
*Design; Historic Preservation; Project Development; In-house Education Programs*

January 2002 – March 2003 MMM Design Group, Norfolk, VA  
*Discipline Coordination, Cost Estimating, Field Work, Construction Documents*

## EDUCATION

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1997 – 2001 Louisiana State University Baton Rouge, LA  
*Bachelor of Architecture, May 2001*

1995 - 1997 University of Southern Mississippi Hattiesburg, MS  
*Honors College*

## CERTIFICATIONS, SKILLS, HONORS AND ACTIVITIES

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Licensed Architect, Texas License Number 19903, Dec 2006

LEED Accredited Professional, May 2005

AutoDesk AutoCad and Revit, Adobe Creative Suite (Photoshop and Illustrator), Sketchup

BLGY 2010 Robert P. Landes Architecture Award

LSU Chancellor's Design Competition, First Place

AIA Austin, 2011 Honor Awards Committee

AIA Austin, Architecture in Elementary Schools program: 2007, 2008, 2011, 2012, 2013, 2014

AIA Hampton Roads, Director of Communication, Newsletter Editor

American Institute of Architecture Students, LSU Chapter President

All Saints Presbyterian Church, Building Executive Committee, Architect Search Committee

Lighting and Sound Director, *Birth: a Play* by Karen Brody, 2008

Austin Civic Chorus, 2006-2014

Conspirare Symphonic Chorus, 2010-2013

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# BILLY WHIPPLE

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## SKILLS SUMMARY

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- |                                    |                             |
|------------------------------------|-----------------------------|
| ❖ Construction Management          | ❖ Budgeting & Cost Controls |
| ❖ High Attention to Detail         | ❖ Microsoft Office Suite    |
| ❖ Contract Negotiation             | ❖ Material Management       |
| ❖ Bidding, Estimating, & Proposals | ❖ Energy Star               |
| ❖ Site Safety/ OSHA Compliance     |                             |

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## PROFESSIONAL EXPERIENCE

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AUSTIN HABITAT FOR HUMANITY – AUSTIN, TX  
**Vice President of Construction, 2016 to Present**

- ◆ Provide leadership to Home Repair, New Construction, & the Warehouse.
- ◆ Collaborate with Senior Leadership to develop cohesive strategies to achieve Habitat's mission.
- ◆ Generate build schedules from an annual overview down to day-to-day actions.
- ◆ Operational management of construction warehouse facility and truck fleet.
- ◆ Oversee all aspects of post-land development construction process.

HABITAT FOR HUMANITY WILLIAMSON-MAURY – FRANKLIN, TN  
**Director of Construction, 2014 to 2015**

- ◆ Manage staff, contractors, and volunteers to the completion 12 homes annually.
  - ◆ Generate build schedules from an annual overview down to day-to-day actions.
  - ◆ Maintain high quality building standards and hold contractors to the same standards.
  - ◆ Finish projects on time while meeting municipal codes and Energy Star standards.
  - ◆ Manage a \$1.1 million departmental budget.
  - ◆ Develop accurate budgets for all projects.
  - ◆ Work closely with clients to ensure they are happy and well informed during projects.
  - ◆ Solicit, review, and award project bids.
  - ◆ Consistently update vendor and sub-contractor data base
  - ◆ Research and negotiate prices on building materials.
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# BILLY WHIPPLE

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9614 Chukar Cir. Austin, TX 78758 – Whipple3@gmail.com – (603) 866-0899

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## PROFESSIONAL EXPERIENCE CONTINUED

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HABITAT FOR HUMANITY WILLIAMSON-MAURY – FRANKLIN, TN

**Community Outreach Manager & Volunteer Coordinator, 2013 to 2014**

- ◆ Build, maintain, & strengthen relationships with community groups & local businesses.
- ◆ Procure & manage gift-in-kind donations for programs and home builds.
- ◆ Communicate with stakeholders about the organization through social media, video, and e-mail marketing tools.
- ◆ Research & implement community focused fundraising campaigns.
- ◆ Schedule and track 3,000 volunteers per year.
- ◆ Collaborate with all departments to help the team meet and exceed their goals.
- ◆ Coordinate volunteers, meals, and building logistics for each volunteer build day.

AUSTIN HABITAT FOR HUMANITY– Austin, TX

**Project Manager, 2010 to 2013**

- ◆ Manage logistics of 23 new single-family residential homes per year.
- ◆ Hire and train staff to become functional home builders and leaders.
- ◆ Delegated day-to-day build site responsibilities.
- ◆ Responsible for meeting all city, green building and third-party inspections.
- ◆ Created a new build schedule that increased efficiency by 25%.

AMERICORPS, AHFH – Austin, TX

**Construction Crew Leader, 2009 to 2010**

- ◆ Served over 1700 volunteer hours.
- ◆ Strengthened my construction skills and construction communication
- ◆ Lead and trained groups of volunteers on the construction site.
- ◆ Performed daily job site quality and safety inspections.
- ◆ Kept inventory and delivered building materials.
- ◆ Attended leadership and professional development seminars.

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## EDUCATION & TRAINING

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GRANITE STATE COLLEGE- CONCORD, NH

**Bachelor of Science in Business Management, 2012**

**UL OSHA 10-HOUR CERTIFICATION**

AMERICAN HEART ASSOCIATION

**Heartsaver CPR & AED Certified**

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Application for OHDA Funding – 2020

**Tab 2b Resumes of Development Team**

## Senior Project Manager & Sustainability Program Director

### Biographic Summary:

Ted McConaghy, M.A. primarily works on project management, permitting, feasibility studies, conceptual design, entitlements processing and related jurisdictional issues. This includes all aspects of conceptual planning and due diligence, environmental planning, drainage & water quality, transportation, utilities extensions and subdivision design. He has been the lead Project Manager on dozens of projects in Austin.

As the Sustainability Program Direction, Mr. McConaghy has developed the 'Wheel of Sustainability' project management model to bring a holistic approach to incorporating sustainability into his projects. Additionally, he created the 'Natural Resource Inventory Plan' and 'Sustainability Program Plan'; these plans form the basis of the sustainability design within the Wheel. His projects have ranged from multi-phase commercial and single-family developments with construction budgets in the tens of millions of dollars, to plan corrections and revisions and related City of Austin procedures for commercial parking lots, retailers, building retrofits, utility relocations, school renovations, and minor public works projects with the City of Austin. Ted holds a Master's Degree in Urban Affairs from St. Louis University.

### Project Descriptions

- **Live Oak Trails - Austin, TX**  
Project Manager for multi-family project located in South Austin. The project includes 58 apartment units, along with common facilities including the office/gym, pool, and water quality pond. The site is in the Barton Springs Zone (waterway setbacks) and includes a 10-foot escarpment; these and other encumbrances made site layout a unique challenge, but the design team was able to create a workable land plan that exceeded the client's original expectations for unit capacity. We are also their primary engineering consultant.
- **North Mopac Hotels – Austin, TX**  
Project Manager for dual-hotel project located in North Austin. The project includes two boutique hotel buildings totaling 235 rooms, with the associated parking, utility, drainage, and related improvements. The project site included unique challenges related to tree preservation and water quality management; Mr. McConaghy led the design and permitting effort that led to the successful completion of the project.
- **Austin 360 Condominiums - Austin, TX**  
Project manager for civil engineering, planning, and surveying components of a large, mixed-use condominium project in downtown Austin. Tasks included extensive preliminary planning, design and permitting of civil construction documents, coordination with the client, architects, and other consultants, preparation of Great Streets Program documents, and extensive construction administration.
- **IDEA Charter School, Rundberg - Austin, TX**  
Ted was the Senior Planner for Phase Two of the IDEA Charter School at Rundberg, along the IH-35 southbound frontage road. Phase Two includes construction of the primary school building, completion of the ring road and ancillary parking, extension of the ring road north to Brownie Drive, and related drainage and utility improvements. This project also includes approximately 500' City of Austin street improvements to connect Brownie Drive to E. Longspur Blvd for the second access to the school site from north.



**Ted McConaghy, M.A.**  
Senior Project Manager &  
Sustainability Program Director

### Education

- ▶ M.A. Urban Affairs  
St. Louis University
- ▶ B.A. Philosophy  
University of Tulane

### Professional Affiliations

- ▶ American Planning Association

### Contact

7401 B Hwy 71 West, Suite 160  
Austin, Texas 78735

Office: 512.583.2600  
Direct: 512.583.2617  
Fax: 512.583.2601

[tmcconaghy@doucetengineers.com](mailto:tmcconaghy@doucetengineers.com)



## JASON PRICE

### DIVISION MANAGER - PRIVATE DEVELOPMENT

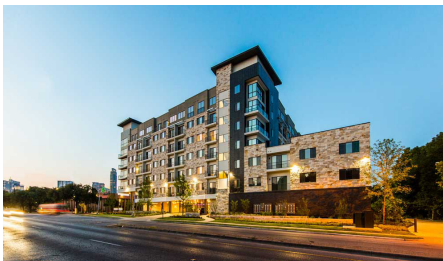
Jason Price serves as the Division Manager - Private Development. He achieves success through developing strong partnerships and building rapport with clients, architects, engineers and the members of his project teams. Jason leads our multifamily, office and mixed-used business development efforts for our Austin office.

Jason is an employee-owner of Bartlett Cocke General Contractors.

## RELEVANT EXPERIENCE



Chicon Mixed-Use Development;  
\$8,924,323; 55,307 SF including 8,500  
SF of retail space & 43 multi-family  
condominium flats above; Austin, TX



Water Marq/300 Riverside; Demolition  
of existing community and construction  
of new segment of City hike and bike  
trail; \$39,500,000; 250,000 SF; Austin, TX



Burnet Road Mixed-Use & Leander  
Warehouse; \$5,875,008; 5-story elevated  
concrete structure & warehouse;  
Leander, TX



Manor Road Mixed-Use; \$10,894,141;  
garage level, podium style elevated  
concrete structure, six retail stores;  
Austin, TX

### BARTLETT COCKE GENERAL CONTRACTORS

2 years with BCGC  
9 years industry experience

### ROLE & RESPONSIBILITY

As the Division Manager - Private  
Development, Jason's duties  
revolve around business  
development, preconstruction  
and senior level oversight of all  
office, mixed-use and multifamily  
projects.

### EDUCATION

Texas A&M University  
*Bachelor of Science,  
Resource Management*

### CITY OF RESIDENCE

Austin, TX

## THE FUTURE IS OURS TO BUILD™

### AFFILIATIONS

- Real Estate Council of Austin - Member
- Austin Chamber of Commerce - Member

### REFERENCES

Oden Hughes Taylor  
Eric Taylor  
512.813.7120

Kelly Grossman Architects  
John Kelly  
512.327.3397

## PAST PROJECT EXPERIENCE

LD&C Land Development & Construction, 48 East Apartment Tower; 267,975 SF; \$63,000,000; Austin, TX

1301 West 5th Street; \$43,000,000; 226,000 SF; Austin, TX

Marq 31/Greenway Gardens; Demolition of existing urban in-fill asset located near Houston Galleria; \$59,000,000; 400,000 SF; Houston, TX

Marquis at Cinco Ranch, Phase II; 80 unit garden style addition to existing community. Total of 8 buildings and site infrastructure; \$10,000,000; 90,000 SF; Katy, TX

Marquis at Barton Trails, Phase II; 157 unit garden style apartment complex, total of 8 buildings and new clubhouse with swimming pool and outdoor kitchen; \$14,000,000; 139,000 SF; Austin, TX

Point on Rio/19 Rio Apartments; 123 unit podium style apartments with 2.5 levels of post tension underground parking and 5 levels plus lofts of wood framed units; \$19,800,000; 168,000 SF; Austin, TX

Southwestern University Field House & Athletic Fields; Ground-up Field House with full scale weight room, locker room with custom wood lockers plus training facilities; \$7,500,000; 22,000 SF; Georgetown, TX

21st & Pearl Apartments; 136 unit apartment building located in the heart of West Campus. This podium style project consisted of 2.5 levels of underground concrete parking structure and 5 levels plus lofts of wood framed units; \$15,000,000; 170,000 SF; Austin, TX

Vistas at San Marcos; 256 unit apartment complex located adjacent to the Texas State campus. This podium style structure occupied a full city block with 2.5 levels of subterranean parking and 5 levels plus lofts of wood framed units; \$25,000,000; 500,000 SF; San Marcos, TX

SEVEN Apartments; \$50,000,000; 221 units, 24 Story Elevate Concrete Structure; 17 levels of apartments over 7 levels of parking; Austin, TX

## Profile—Lawrence W. Speck

Lawrence W. Speck is a Senior Design Principal for a large (500 person) architectural firm, Page, with offices in six cities across the U.S. He is also a well-known design educator having been a faculty member in schools of architecture at M.I.T, University of Western Australia and University of Texas at Austin for many years. He served as Dean of the School of Architecture at University of Texas at Austin 1992-2001.

Speck has helped lead six major master planning projects for his home city, Austin, including master plans for a seven mile stretch of the Colorado River as it moves through downtown Austin, for a 40-block area around the Texas State Capital and for the University of Texas at Austin campus. He has also been lead architect for two major park projects in Houston—Discovery Green in the heart of downtown and Buffalo Bayou Park just north of downtown. In addition to designing many urban commercial buildings, Speck has been lead designer for Austin Bergstrom International Airport Terminal (3 phases), Austin Convention Center (2 phases) as well as academic buildings on six university campuses.

His work has been profiled in such popular publications as *The Atlantic*, *The New York Times*, and *Business Week*; in American architectural publications such as *Architectural Record*, *Architecture*, *Architectural Digest*, *Architect*, *interior Design*, *Contract*, and *Progressive Architecture*; and in international architectural journals such as *The Architectural Review* (England), *OFX* (Italy), *Design Community* (China), *Baumeister* (Germany), *Projeto* (Brazil), *Tasarim* (Turkey), *Ottogano* (Italy), *Nikkei Construction* (Japan) and *Architectural Design* (England).

In the last 25 years, Speck's design work has won over 120 design awards including more than 30 awards from the American Institute of Architects. As an educator, he has received over 40 teaching and service awards including the AIA/ACSA Topaz Medallion given to one individual in North America each year in recognition of their contribution to excellence in architectural education.

Speck is a Fellow in the American Institute of Architects and served as chair of the jury to select fellows in 2005. He has also served on the Architectural Advisory Board for the U. S. State Department Overseas Building Operations, as a National Peer Reviewer for the U. S. General Services Administration Design Excellence Program, and on the boards of national environmental groups such as Greenguard Environmental Institute and Air Quality Sciences.



## TEAM STAFFING CHART



DANIEL WOODROFFE, PLA  
DIRECTOR OF DESIGN



JACOB WALKER, PLA  
PRINCIPAL IN CHARGE



JASON RADCLIFF, PLA  
QA / QC MANAGER



CASSIE GOWAN  
DESIGN SPECIALIST



SUPPORT STAFF  
AS NEEDED

**DANIEL WOODROFFE, PLA**  
**President // Director of Design**

As president and founder of dwg., Daniel has practiced landscape architecture internationally for over 20 years. Through his practice, he has amassed a wealth of downtown, urban park design as well as construction and permitting experience. With a European pedigree, and as winner of the Austin 40 Under 40 Award for Design & Architecture, Daniel is passionate about design, collaboration and public service. He is an urban open-space advocate and is actively involved locally with the Austin Parks Foundation and the Downtown Austin Alliance.



**EDUCATION**

Master of Landscape Architecture, Heriot-Watt University, Edinburgh, Scotland, 1998  
Bachelor of Landscape Architecture, Heriot-Watt University, Edinburgh, Scotland, 1996  
Landscape Architecture, Louisiana State University, 1995

**REGISTRATION**

Texas Registered Professional Landscape Architect, #2285  
Colorado Registered Landscape Architect, #LA0001025  
Oklahoma Registered Landscape Architect, #LA0394  
Alabama Registered Landscape Architect, #784

**AWARDS**

SMPS, Austin Chapter Community Service Award, 2018  
ASLA, Texas Chapter Community Service Award, 2014  
Austin 40 Under 40 Award, Design, Engineering and Architecture, 2013  
Night Garden: Texas ASLA Honor Award, 2018  
Night Garden: World Landscape Architecture Award, 2018  
Fareground: Texas ASLA Merit Award, 2018  
Pershing: Texas ASLA Merit Award, 2018  
816 Congress: Texas ASLA Merit Award, 2015  
The Denizen: Texas ASLA Merit Award, 2015  
All Web Leads: Texas ASLA Merit Award, 2013  
YMCA Sand Beach Park: Texas ASLA Merit Award, 2013

**ASSOCIATIONS AND AFFILIATIONS**

AIA Austin, Board of Directors  
Austin Parks Foundation, Past President  
Republic Square, Board of Directors  
Downtown Austin Alliance, Board of Directors  
Urban Land Institute  
Waterfront Planning Advisory, Board of Directors, Chair, 2009–2012

**SELECT PROJECT EXPERIENCE**

Town Square Dubai // Dubai, UAE  
Town Square Customer Journey Linear Park // Dubai, UAE  
Al Raffah // Bahrain  
Third + Shoal // Austin, Texas  
Hotel Van Zandt // Austin, Texas  
91 Red River // Austin, Texas  
48 East Avenue // Austin, Texas  
Fairmont Austin // Austin, Texas  
Tyndall // Austin, Texas  
816 Congress Green Roof // Austin, Texas  
Fareground at One Eleven // Austin, Texas  
SXSW Headquarters // Austin, Texas  
Lamar Union // Austin, Texas  
Yeti Flagship // Austin, Texas  
Waller Creek Redevelopment // Austin, Texas  
Corazon / Velasquez Plaza // Austin, Texas  
Seton Medical Center at UT // Austin, Texas  
Riata Vista Corporate Campus // Austin, Texas  
Domain Senior Living // Austin, Texas  
River Mill // New Braunfels, Texas  
The Denizen // Austin, Texas  
Hill Country Galleria Renovation // Bee Cave, Texas  
Domain North Mixed Use Master Plan // Austin, Texas  
TRTF Innovation Center Redevelopment // San Antonio, Texas  
Elan Riverwalk // San Antonio, Texas  
Congress Avenue Parklets // Austin, Texas  
YMCA Sand Beach Park // Austin, Texas  
Republic Square Park // Austin, Texas  
Domain 5 Office // Austin, Texas  
Domain 7 Office // Austin, Texas  
Sunshine Camps // Austin, Texas



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## Welcome to Custom House Risk Advisors

Custom House Risk Advisors (CHRA) takes an experienced and customized approach to helping you understand and manage your individualized risks, while working toward mitigating your potential costs.

As your outsourced risk management and insurance advisory team, we provide expert advice and assistance guided by our integrity. Our clients benefit from the control and security surrounding the protection, procedures, and insurance in place for their operation.



### LISA W. MYRBERG

*Assistant Vice President & Senior Risk Management Consultant*



Lisa has an extensive background in risk management working nearly two decades in the insurance industry. After earning her bachelor's degree at the University of Texas at Austin, Lisa worked for Amica Mutual Insurance holding a variety of claims adjusting and management roles. She obtained her MBA at Bryant University in Smithfield, RI. She has since worked as a Risk Manager and Vice President for CW Financial Services, a hybrid real estate/non-bank financial institution. There Lisa was heavily involved in the insurance placements for the firm's real estate owned (REO) portfolio with total insured values in excess of \$16 billion dollars. In particular, Lisa led the insurance risk review for hospitality/resort and habitational occupancies. She was also involved in the corporate entity's property, casualty, and management liability insurance procurement touching all lines of insurance business. Most recently, Lisa was a Managing Director and Account Executive for Crystal and Company, a leading strategic risk and insurance brokerage.

Lisa is a Chartered Property Casualty Underwriter (CPCU) and holds the Associate in Risk Management, Associate in Claims, and Associate in Insurance designations. She is a licensed insurance advisor in the Commonwealth of Massachusetts.



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## Sean Bukowski

Sean Bukowski founded the Bukowski Law Firm in early 2010. Mr. Bukowski's goal was to create a vibrant, dedicated law firm that would advise commercial property owners and operators from acquisition to disposition so they can run their business.

Prior to forming the Bukowski Law Firm, Sean Bukowski was general counsel for a commercial property owner and management company. He has also been a founding partner of Bukowski & Upchurch, LP. Before that, Mr. Bukowski worked in both the New York and Houston offices of Vinson & Elkins, LLP. He worked in all areas of litigation, including corporate and securities, eminent domain, mass tort and bankruptcy.



**Application for OHDA Funding – 2020**

## **Tab 2c Resumes of Property Management Team**

Please note that because Austin Habitat for Humanity is not providing rental properties that will require a property management team, we have not attached any resumes for this section.



Application for OHDA Funding – 2020

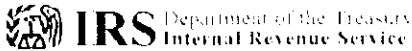
### **Tab 3 Financial Information**





Application for OHDA Funding – 2020

**Tab 3a IRS Certification**



CINCINNATI OH 45999-0038

In reply refer to: 0248164798  
Feb. 07, 2019 LTR 4168C 0  
74-2373217 000000 00  
00010005  
BODC: TE

AUSTIN HABITAT FOR HUMANITY INC  
500 W BEN WHITE BLVD  
AUSTIN TX 78704-7030



016930

Employer ID number: [REDACTED]  
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Jan. 29, 2019, about your tax-exempt status.

We issued you a determination letter in August 1985, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0248164798  
Feb. 07, 2019 LTR 4168C 0  
000000 00  
00010006

AUSTIN HABITAT FOR HUMANITY INC  
500 W BEN WHITE BLVD  
AUSTIN TX 78704-7030

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

A handwritten signature in black ink, appearing to read "K. A. Billups".

Kim A. Billups, Operations Manager  
Accounts Management Operations 1



Application for OHDA Funding – 2020

**Tab 3b Certified Financial Audit**

# **Austin Habitat for Humanity, Inc.**

**(A Nonprofit Corporation)**

Report of Independent Auditor and  
Consolidated Financial Statements with  
Supplemental Information

December 31, 2019 and 2018



**AUSTIN HABITAT FOR HUMANITY, INC.**

Index to Consolidated Financial Statements

December 31, 2019 and 2018

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Consolidated Statements of Activities	4
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## **Report of Independent Auditor**

To the Board of Directors of  
Austin Habitat for Humanity, Inc.:

We have audited the accompanying consolidated financial statements of Austin Habitat for Humanity and its subsidiaries (the “Organization”), which comprise the consolidated statements of financial position as of December 31, 2019 and 2018, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements.

### **Management’s Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor’s Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization’s preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Austin Habitat for Humanity, Inc. and its subsidiaries as of December 31, 2019 and 2018, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.



### **Emphasis of Matter**

As discussed in Note 19 to the consolidated financial statements, the Organization's operations have been negatively impacted by the COVID-19 pandemic in 2020. The financial impact to the consolidated financial statements cannot be reasonably estimated at this time. Our opinion is not modified with respect to this matter.

### **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The supplemental consolidating schedules of financial position information and consolidating schedule of activities information on pages 25 and 26, respectively, are presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

**PMB HELIN DONOVAN, LLP**

*PMB Helin Donovan, LLP*

July 29, 2020  
Austin, Texas



**AUSTIN HABITAT FOR HUMANITY, INC.**

## Consolidated Statements of Financial Position

As of December 31, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>ASSETS:</b>		
Current assets		
Cash and cash equivalents	\$ 2,042,762	\$ 2,198,363
Investments, at fair value	16,204	15,454
Accounts receivable	615,099	379,407
Pledges receivable, net	234,387	141,554
Mortgages receivable, current portion, net	887,959	846,812
ReStore inventory	842,554	808,029
Home construction in progress	671,834	949,103
Prepaid expenses and other current assets	300,205	372,423
Total current assets	<u>5,611,004</u>	<u>5,711,145</u>
Land held for development	5,073,385	4,680,252
Restricted cash	-	17,670
Pledges receivable, long-term portion, net	243,498	489,951
Other long-term assets	240,790	192,637
Mortgages receivable, long-term portion, net	9,658,437	8,870,330
Notes receivable - 2nd liens, net	968,843	882,205
Investments, at cost - NMTC	-	1,520,548
Property and equipment, net	9,811,870	9,505,694
<b>TOTAL ASSETS</b>	<u><u>\$ 31,607,827</u></u>	<u><u>\$ 31,870,432</u></u>
<b>LIABILITIES AND NET ASSETS:</b>		
Current liabilities		
Accounts payable	\$ 274,295	\$ 370,556
Accrued expense	767,640	807,931
Deferred revenue	3,130,982	2,703,768
Capital lease obligation, current portion	35,304	34,262
Notes payable - TDHCA, current portion	108,816	98,316
Long-term debt, current portion	2,272	162,998
Total current liabilities	<u>4,319,309</u>	<u>4,177,831</u>
Capital lease obligation, long-term portion	186,943	225,171
Notes payable - TDHCA, long-term portion	1,373,638	1,243,580
Long-term debt, net of debt issuance costs	5,310,967	6,528,714
Total liabilities	<u>11,190,857</u>	<u>12,175,296</u>
Net assets		
Without donor restrictions	18,772,496	18,028,116
With donor restrictions	1,644,474	1,667,020
Total net assets	<u>20,416,970</u>	<u>19,695,136</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 31,607,827</u></u>	<u><u>\$ 31,870,432</u></u>

See accompanying notes and report of independent auditor.

# AUSTIN HABITAT FOR HUMANITY, INC.

## Consolidated Statement of Activities

Year Ended December 31, 2019

	<u>Without donor restrictions</u>	<u>With donor restrictions</u>	<u>Total</u>
<b>REVENUES:</b>			
Contributions and other income:			
Contributions	\$ 1,139,777	\$ 771,141	\$ 1,910,918
In-kind contributions	332,955	-	332,955
Home building sponsorship revenues	1,719,732	-	1,719,732
Investment income	25,514	-	25,514
Other income	649,999	-	649,999
Net assets released from restrictions	793,687	(793,687)	-
Total contributions and other	<u>4,661,664</u>	<u>(22,546)</u>	<u>4,639,118</u>
ReStore revenues:			
ReStore sales	5,327,118	-	5,327,118
In-kind donation of inventory	3,250,770	-	3,250,770
Cost of goods sold	(4,343,061)	-	(4,343,061)
Sales discounts and refunds	(295,930)	-	(295,930)
Total ReStore revenues, net	<u>3,938,897</u>	<u>-</u>	<u>3,938,897</u>
Low-cost housing revenues:			
Home sales	2,579,019	-	2,579,019
In-kind contributions of labor and construction materials	821,603	-	821,603
Mortgage discount and amortization	(347,212)	-	(347,212)
Other housing revenues	2,590	-	2,590
Cost of homes sold	(3,490,413)	-	(3,490,413)
Total Low-cost housing revenues	<u>(434,413)</u>	<u>-</u>	<u>(434,413)</u>
Total revenues	<u>8,166,148</u>	<u>(22,546)</u>	<u>8,143,602</u>
<b>EXPENSES:</b>			
Low-cost housing program	2,326,496	-	2,326,496
ReStore program	3,312,279	-	3,312,279
Fundraising	746,780	-	746,780
Management and general	1,036,213	-	1,036,213
Total expenses	<u>7,421,768</u>	<u>-</u>	<u>7,421,768</u>
<b>CHANGE IN NET ASSETS</b>	744,380	(22,546)	721,834
<b>NET ASSETS, BEGINNING OF YEAR</b>	18,028,116	1,667,020	19,695,136
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 18,772,496</u>	<u>\$ 1,644,474</u>	<u>\$ 20,416,970</u>

See accompanying notes and report of independent auditor.

# AUSTIN HABITAT FOR HUMANITY, INC.

## Consolidated Statement of Activities

Year Ended December 31, 2018

	Without donor restrictions	With donor restrictions	Total
<b>REVENUES:</b>			
Contributions and other income:			
Contributions	\$ 1,187,410	\$ 1,055,942	\$ 2,243,352
In-kind contributions	134,025	-	134,025
Home building sponsorship revenues	1,000,151	-	1,000,151
Investment income	43,095	-	43,095
Other income	956,130	-	956,130
Net assets released from restrictions	504,288	(504,288)	-
Total contributions and other	<u>3,825,099</u>	<u>551,654</u>	<u>4,376,753</u>
ReStore revenues:			
ReStore sales	4,428,805	-	4,428,805
In-kind donation of inventory	2,389,472	-	2,389,472
Cost of goods sold	(3,380,503)	-	(3,380,503)
Sales discounts and refunds	(150,498)	-	(150,498)
Total ReStore revenues, net	<u>3,287,276</u>	<u>-</u>	<u>3,287,276</u>
Low-cost housing revenues:			
Home sales	1,794,011	-	1,794,011
In-kind contributions of labor and construction materials	812,442	-	812,442
Mortgage discount and amortization	(12,707)	-	(12,707)
Other housing revenues	6,085	-	6,085
Cost of homes sold	(1,969,012)	-	(1,969,012)
Total Low-cost housing revenues	<u>630,819</u>	<u>-</u>	<u>630,819</u>
Total revenues	<u>7,743,194</u>	<u>551,654</u>	<u>8,294,848</u>
<b>EXPENSES:</b>			
Low-cost housing program	2,130,872	-	2,130,872
ReStore program	2,613,455	-	2,613,455
Fundraising	923,092	-	923,092
Management and general	898,753	-	898,753
Total expenses	<u>6,566,172</u>	<u>-</u>	<u>6,566,172</u>
<b>CHANGE IN NET ASSETS</b>	1,177,022	551,654	1,728,676
<b>NET ASSETS, BEGINNING OF YEAR</b>	16,851,094	1,115,366	17,966,460
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 18,028,116</u>	<u>\$ 1,667,020</u>	<u>\$ 19,695,136</u>

See accompanying notes and report of independent auditor.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Consolidated Statement of Functional Expenses  
Year Ended December 31, 2019

	<u>Low-cost housing</u>	<u>ReStore</u>	<u>Fundraising</u>	<u>Management and general</u>	<u>Total</u>
Salaries and related	\$ 1,401,812	\$ 2,129,199	\$ 451,632	\$ 732,174	\$ 4,714,817
Advertisements	10,589	112,265	161,531	892	285,277
Office expenses	53,354	157,175	12,470	54,912	277,911
Information technology	23,230	20,723	10,855	4,358	59,166
Occupancy	121,399	309,645	5,247	7,217	443,508
Travel	13,170	36,176	4,010	17,979	71,335
Conference, conventions, and meetings	6,048	8,529	2,799	13,790	31,166
Interest and amortization	32,581	181,916	14,701	59,872	289,070
Tithe to HFHI	77,008	-	-	-	77,008
Depreciation	24,283	205,021	11,430	15,259	255,993
Insurance	56,220	76,060	2,529	2,266	137,075
Warranty work	32,902	-	-	-	32,902
Tools and equipment	10,460	1,660	-	-	12,120
Professional services	65,554	41,824	21,143	91,852	220,373
NMTC transaction fees	12,180	-	-	-	12,180
Dues and subscriptions	13,355	12,505	4,932	27,398	58,190
Home repair program	369,709	-	1,991	1,044	372,744
Other expense	2,642	19,581	41,510	7,200	70,933
Total functional expenses	<u>\$ 2,326,496</u>	<u>\$ 3,312,279</u>	<u>\$ 746,780</u>	<u>\$ 1,036,213</u>	<u>\$ 7,421,768</u>

See accompanying notes and report of independent auditor.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Consolidated Statement of Functional Expenses  
Year Ended December 31, 2018

	<b>Low-cost housing</b>	<b>ReStore</b>	<b>Fundraising</b>	<b>Management and general</b>	<b>Total</b>
Salaries and related	\$ 1,337,910	\$ 1,683,034	\$ 507,551	\$ 601,846	\$ 4,130,341
Advertisements	12,127	104,120	209,545	1,517	327,309
Office expenses	50,522	176,621	19,030	28,280	274,453
Information technology	14,798	17,550	8,974	8,707	50,029
Occupancy	104,319	117,565	5,816	7,516	235,216
Travel	11,421	22,547	4,052	11,014	49,034
Conference, conventions, and meetings	4,598	6,891	4,190	5,578	21,257
Interest and amortization	19,605	176,993	9,626	68,401	274,625
Tithe to HFHI	68,996	-	-	-	68,996
Depreciation	-	189,347	12,038	50,230	251,615
Insurance	49,262	67,580	4,378	4,220	125,440
Warranty work	3,006	-	-	-	3,006
Tools and equipment	17,222	4,032	-	-	21,254
Professional services	62,969	24,972	16,732	65,880	170,553
NMTC transaction fees	27,558	-	-	-	27,558
Dues and subscriptions	12,384	7,858	9,793	24,558	54,593
Home repair program	332,791	-	6,058	3,359	342,208
Other expense	1,384	14,345	105,309	17,647	138,685
Total functional expenses	\$ <u>2,130,872</u>	\$ <u>2,613,455</u>	\$ <u>923,092</u>	\$ <u>898,753</u>	\$ <u>6,566,172</u>

See accompanying notes and report of independent auditor.

# AUSTIN HABITAT FOR HUMANITY, INC.

## Consolidated Statements of Cash Flows Years Ended December 31, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>Cash flows from operating activities:</b>		
Change in net assets	\$ 721,834	\$ 1,728,676
Adjustments to reconcile change in net assets to net cash provided by operations:		
Noncash interest expense	105,714	9,610
Depreciation	255,993	251,615
Gain on extinguishment of debt	(383,120)	(322,727)
(Increase) decrease in operating assets:		
Accounts receivable	(235,692)	(206,407)
Pledges receivable	153,620	(133,970)
Mortgages receivable	(829,254)	(446,478)
ReStore Inventory	(34,525)	(188,576)
Home construction in Progress	277,269	(464,804)
Prepaid expenses and other	72,218	(124,233)
Land held for development	(393,133)	(1,179,631)
Notes receivable, 2nd liens	(86,638)	(66,928)
Other long-term assets	(48,153)	991
Increase (decrease) in operating liabilities:		
Accounts Payable	(96,261)	(86,182)
Accrued expenses	(40,291)	268,578
Deferred revenue	427,214	1,676,667
Notes payable - TDHCA	140,558	79,249
Net cash provided by operating activities	<u>7,353</u>	<u>795,450</u>
<b>Cash flows from investing activities:</b>		
Sales of investments	1,519,798	384,626
Purchases of property and equipment	(562,169)	(192,395)
Net cash provided by investing activities	<u>957,629</u>	<u>192,231</u>
<b>Cash flows from financing activities:</b>		
Draws on long-term debt	5,312,919	-
Payments on long-term debt	(6,413,986)	(168,676)
Payments on capital lease obligation	(37,186)	(30,488)
Net cash used in financing activities	<u>(1,138,253)</u>	<u>(199,164)</u>
Net change in cash and cash equivalents	(173,271)	788,517
Cash and cash equivalents at beginning of year	2,216,033	1,427,516
Cash and cash equivalents at end of year	<u>\$ 2,042,762</u>	<u>\$ 2,216,033</u>
<b>Supplemental disclosure of cash flow information:</b>		
Interest paid	\$ 212,545	\$ 228,663
Income taxes paid	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes and report of independent auditor.

## AUSTIN HABITAT FOR HUMANITY, INC.

Notes to the Consolidated Financial Statements  
Years ended December 31, 2019 and 2018

### NOTE 1 - ORGANIZATION

Austin Habitat for Humanity, Inc. (“AHFH”) is a nonprofit, affordable housing developer dedicated to the elimination of substandard housing in and around Austin, Texas. It is affiliated with Habitat for Humanity International, Inc. (“HFHI”) based in Americus, Georgia. AHFH was incorporated in 1985 under the laws of the State of Texas. While adhering to the policies and procedures prescribed by HFHI, AHFH exists as a separate corporation with its own Board of Directors. Local policies, strategies, operations, and fundraising are the responsibility of each affiliate.

Austin Neighborhood Alliance for Habitat, Inc., (the “Alliance”) is a wholly owned non-profit corporation formed to support AHFH. The Alliance receives federal financial assistance to acquire land and develop infrastructure for homes.

HomeBase Texas (“HomeBase”) is a wholly owned non-profit corporation that provides affordable homeownership opportunities to homeowners by partnering with outside developers, builders, and agencies.

The Alliance and HomeBase financial statements are consolidated into the financial statements of AHFH because AHFH has control over and an economic interest in the Alliance and HomeBase. AHFH and its affiliates, the Alliance and HomeBase, are collectively referred to as the Organization.

#### ***Low-Cost Housing Program***

To be considered for home ownership, families must be low-income families who demonstrate a need for better housing, an ability to make mortgage payments, and a willingness to work in partnership with AHFH. The partnership consists, in part, of each family completing 300 hours of “sweat equity” and meeting monthly mortgage payments. AHFH acquires the land, finds and qualifies the families, raises the funding, finds and supervises construction volunteers, builds the houses, and funds the mortgages. Houses are sold resulting in either a no interest or zero profit on the mortgage. By policy of HFHI, AHFH may accept government support for land, infrastructure improvements and construction.

#### ***ReStore Program***

AHFH also operates two ReStores in Austin and San Marcos as well as an online store, ShopAustinRestore.com. The ReStore program provides access to quality building materials, new and used, household goods, clothing, etc., to the general public to help them create a better human habitat in which to live and work. The ReStore receives donated materials, purchases items, and sells them.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Basis of Presentation**

The consolidated financial statements are presented in accordance with generally accepted accounting principles in the United States of America (“U.S. GAAP”) as defined by the Financial Accounting Standards Board (“FASB”) Accounting Standards Codification (“ASC”).

#### **Classification of Net Assets**

In accordance with the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958, *Not-for-Profit Entities*, the Organization is required to report information regarding its financial position and activities according to the existence or absence of donor-imposed restrictions.

*Net assets without donor restrictions* - Net assets that are not subject to donor-imposed stipulations. Net assets without donor restrictions may be used for any purpose or designated for specific purposes by the Organization.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
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*Net assets with donor restrictions* - Net assets that are subject to donor-imposed stipulations, which limit their use by the Organization to a specific purpose and/or the passage of time.

**Use of Estimates**

The preparation of consolidated financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates include the fair value of investments, allowances for uncollectable receivables, useful lives of property and equipment, functional expense allocation, and the valuation of in-kind services and materials.

**Advertising Costs**

Advertising costs are expensed when incurred. Advertising expense for the years ended December 31, 2019 and 2018 were \$285,277 and \$327,309, respectively.

**Fair Value Measurements**

The Organization measures and discloses fair value measurements in accordance with the authoritative literature. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value accounting requires characterization of the inputs used to measure fair value into a three-level fair value hierarchy as follows:

Level 1 - Inputs based on quoted market prices in active markets for identical assets or liabilities. An active market is a market in which transactions occur with sufficient frequency and volume to provide pricing information on an ongoing basis.

Level 2 - Observable inputs that reflect the assumptions market participants would use in pricing the asset or liability developed based on market data obtained from sources independent from the entity.

Level 3 - Unobservable inputs that reflect the Organization's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available.

**Cash and Cash Equivalents**

The Organization considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

**Restricted Cash**

As a condition of the loan agreements with HFHI-SA NMTC VI, LLC and CCM Community Development XXVII, LLC and through its investment in two New Market Tax Credit ("NMTC") programs (Note 5), AHFH established separate bank accounts for receiving and disbursing certain amounts related to the NMTC transactions. Total restricted cash was \$0 and \$17,670 as of December 31, 2019 and 2018, respectively. In accordance with *Statement of Cash Flows (Topic 230)*, as amended by ASU 2016-08, restricted cash is included in cash equivalents shown on the statement of cash flows.

**Investments, at fair value**

Investments in mutual funds are carried at fair market value based on quoted market prices. Any changes in market value are reported in the consolidated statements of activities as increases or decreases to investment income.



**AUSTIN HABITAT FOR HUMANITY, INC.**  
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**Investments, at cost - NMTC**

In November 2011, AHFH invested, along with eleven other Habitat affiliates, in a joint venture named HFHI-SA Leverage IX, LLC with 4.82% ownership to take advantage of NMTC financing. In July 2012, AHFH participated in a second NMTC transaction along with eleven other Habitat affiliates. As a result of this transaction, AHFH acquired a 9.09% ownership in a joint venture named CCML Leverage II, LLC. Since AHFH has no ability to influence the operating or financial policies of HFHI-SA Leverage IX, LLC and CCML Leverage II, LLC, the cost method is used to account for these investments. Under that method, AHFH records income only to the extent of distributions received.

The Organization has capitalized, as, certain structuring and guarantee fees and closing costs for the loans to finance these investments and construction costs. These fees are being amortized to interest expense over seven to sixteen years and are reflected as costs of the investments.

**Accounts Receivable**

Accounts receivable is recorded at the amount the Organization expects to collect on outstanding balances. The Organization has not recorded an allowance for uncollectible accounts receivables at December 31, 2019 or 2018 as management believes all balances to be collectible.

**Pledges Receivable**

Pledges receivable is recorded at the amount the Organization expects to receive from donors. Promises to give are recorded at fair value if expected to be collected in one year and at net present value if expected to be collected in more than one year. Although the Organization has not experienced material uncollectible amounts in the past, an allowance for uncollectible pledges receivable has been established. The allowance at December 31, 2019 and 2018, was \$78,337 and \$70,167, respectively. The Organization did not apply a net present value discount on the pledges receivable balance as of December 31, 2019 and 2018 as management considered the amount to be insignificant.

**Notes Receivable, 2<sup>nd</sup> Liens**

Notes receivable is a deferred repayable second lien with the first payment due after 30 years, amortizing over five years thereafter. The second lien is attached to a home sale to qualified applicants under the HomeBase Texas program. The first lien is provided for by a traditional third-party lender. The second lien is due and payable between 20-30 years to allow for the first lien to have been paid off and provides a subsidy that allows the home sale to meet the affordability requirements of the HomeBase Texas program. These notes are discounted based upon prevailing market interest rates for low-income housing at the inception of the mortgages. The Organization has not recorded an allowance for uncollectible notes receivable at December 31, 2019 or 2018 as management believes all balances to be collectible.

**Home Sales and Mortgages Receivable**

Home sales represent the sale to qualified families of houses built in Austin, Texas, or the Greater Austin Area, by the Organization. Homes are sold at affordable prices and the sales are financed by the Organization utilizing non-interest bearing 15 to 35-year mortgages due in monthly installments from the families. The mortgages are secured by the underlying real estate and are carried at the unpaid principal balances. On certain older loans, a "soft" (0% interest, deferred, forgivable after 30 years) second mortgage was used to secure the difference between the affordable mortgage amount and the market value. This practice ended in 2016 with the addition of a deed restriction that effectively locked this equity into the property, making it inaccessible to the homeowner at resale.

Mortgages receivable is discounted based upon prevailing market interest rates for low-income housing at the inception of the mortgages. The financing discounts are amortized and reflected as mortgage discount and amortization in the accompanying consolidated statements of activities when mortgage payments are collected.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
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The Organization monitors the mortgages on a monthly basis and considers all mortgages to be collectible, thus no allowance for loan losses has been recorded. The Organization maintains a partner relationship with the mortgagees (“partner families”). However, the Organization will consider foreclosure proceedings on any delinquent accounts if the partner family ceases to have the ability to pay and make payments on the mortgage or no longer has a willingness to partner with the Organization. At December 31, 2019 and 2018, the Organization had no investment in foreclosed loans.

**ReStore Inventory**

ReStore inventory consists of donated building materials, household items and clothing as well as purchased building materials available for sale. Donated inventory is recorded as in-kind contributions at fair value when received based on estimated sales value. Purchased inventory is stated at the lower of cost or market determined by the first-in first-out method.

**Home Construction in Progress**

Home construction in progress represents home construction and land costs incurred on incomplete homes in progress and completed homes not yet conveyed to the recipient family. Once sold and conveyed, the home costs are expensed to cost of homes sold in the accompanying consolidated statements of activities.

**Land Held for Development**

Land held for development includes the costs of purchasing and developing land. These costs are capitalized to this account until the lot is build ready. Once construction of a home on a lot is completed, the cost of the associated lot is expensed in cost of homes sold on the accompanying consolidated statement of activities.

**Property and Equipment**

Property and equipment consists of land, buildings, and equipment. Property and equipment additions are recorded at cost if purchased or estimated fair value if donated less accumulated depreciation. The Organization capitalizes all additions over \$1,000 and expenses maintenance and repairs that do not improve or extend the useful lives of the respective assets. Depreciation is calculated on a straight-line basis over the estimated useful lives of the respective assets. Estimated useful lives are three to five years for computer equipment; five years for building improvements, software and vehicles; three to seven years for tools and construction equipment; and twenty to forty years for completed houses and buildings. Property and equipment under capital lease is amortized over the shorter of the lease term or the expected useful life of the asset.

Long-lived assets subject to amortization are reviewed for impairment whenever events or circumstances indicate that the amount recorded may not be recoverable. An impairment loss is recognized by the amount in which the carrying amount of the asset exceeds fair value, if the carrying amount of the asset is not recoverable. Management believes there has been no impairment of such assets as of December 31, 2019 and 2018.

**Debt Issuance Costs**

Debt issuance costs associated with long-term debt are recorded as a reduction of the related debt balance and amortized to interest expense over the term of the related arrangement.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

**Notes Payable - TDHCA**

The Texas Department of Housing and Community Affairs Department (“TDHCA”) administers the Owner-Builder Loan Program, also known as the Texas Bootstrap Loan Program (“Bootstrap Program”). The Bootstrap Program is a self-help housing construction program that provides the owners and builders of very low-income families an opportunity to purchase or refinance real property on which to build new housing or repair their existing homes through “sweat equity.” Owner builder’s household income may not exceed 60% of Area Median Family Income. The Bootstrap Program notes payable are discounted based upon prevailing market interest rates at the inception of the mortgage. The financing discounts are amortized and reflected as mortgage discount and amortization in the accompanying consolidated statements of activities as the mortgage payments are made.

**ReStore Sales Revenue**

The Organization operates two thrift retail stores and has an on line presence with its ShopAustinReStore.com website and various online shopping websites such as eBay, Etsy, etc. The stores provide access to quality building materials, new and used household goods, clothing, furnishings, and other construction materials and is open to the general public. The stores receive donated materials and purchase items for resale. Sales are recognized on a daily basis as they occur.

**Contribution Revenue**

All contributions, including home building sponsorship revenues and non-cash contributions, are recorded at their fair value and are considered to be available for operations of the Organization unless specifically restricted by the donor. Unconditional promises to give cash and other assets are reported as net assets with donor restrictions if they are received with donor stipulations that limit the use of donated assets. When donor restrictions expire, that is, when a stipulated time restriction ends or restricted purpose is accomplished, the related net assets are reclassified to net assets without donor restrictions. This is reported in the accompanying consolidated statements of activities as net assets released from restrictions. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire within the fiscal year in which the contributions are received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

**Government Grant Revenue**

The Organization receives funding from governmental financial assistance programs that supplement its traditional funding sources. The awards provide for reimbursement of qualifying costs incurred, as defined in the underlying award agreements. The Organization recognizes revenue from these awards as services are rendered and expenses are incurred.

The Organization also receives funding in the form of forgivable loans from the City of Austin through the Austin Housing Finance Corporation for the purpose of constructing, rehabilitating, and preserving affordable housing. The Organization recognizes revenue at the time the loan is forgiven which is when a home is sold to an income qualified buyer.

**Home Building Sponsorship Revenues**

The Organization sells sponsorship opportunities to local businesses and organizations to underwrite the costs of constructing a house. In addition to recognition as an Austin Habitat for Humanity partner, typically the sponsorship includes the option for the entity to volunteer on the build site. Sponsorship revenues are recognized in the year that the house is constructed.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
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**In-Kind Contributions of Labor**

A substantial number of volunteers have made significant contributions of their time to the Organization's program and supporting services. Donated services are recognized as contributions if the services (1) create or enhance non-financial assets, or (2) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. Under those criteria, volunteer time and professional services donated to construct homes is recognized as contribution revenue and capitalized as home construction in progress. When homes are transferred to recipient families, home construction in progress is recorded as a component of cost of homes sold within the accompanying consolidated statements of activities.

**Functional Expense Allocation**

The costs of providing various programs and other activities have been summarized on a functional basis in the consolidated statements of activities. Accordingly, certain expenses are allocated between functional categories based on management's estimates. Expenses relating to more than one function are allocated to low-cost housing program, ReStore program, fundraising, and management and general based on employee time and effort estimates. Allocations to low-cost housing and ReStore programs are for activities that result in services being distributed to beneficiaries, donors, or others that fulfill the mission of the Organization. Allocations to management and general expenses include accounting, general management and oversight, audit, budgeting, human resources, legal and admin support of the board of directors. Allocations for fundraising are primarily for fundraising activities for operations. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide overall support and direction of the Foundation.

**Federal Income Taxes** - AHFH, the Alliance, and HomeBase are all non-profit organizations exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, except with respect to any unrelated business income. AHFH, the Alliance and HomeBase did not incur any tax liabilities for unrelated business income during the years ended December 31, 2019 or 2018. The Board assesses uncertainties in income taxes in its consolidated financial statements and uses a threshold of more-likely-than-not for recognition and derecognition of tax positions taken. Management determined no uncertain tax positions have been taken. There is no provision or liability for federal income taxes in the accompanying consolidated financial statements related to the Organization. AHFH, the Alliance, and HomeBase file Form 990 tax returns in the U.S. federal jurisdiction and are subject to routine examinations of its returns. However, there are no examinations currently in progress. The Board's management believes it is no longer subject to income tax examinations for years prior to 2016.

**Recent Accounting Pronouncements**

In May 2014, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update (ASU) 2014-09, *Revenue Recognition* (Topic 606). This ASU provides a single, comprehensive revenue recognition model for all contracts with customers to improve comparability within industries, across industries, and across capital markets. The core principle of this ASU is that an entity recognizes revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. This ASU is effective for annual periods beginning after December 15, 2018. The Organization adopted this ASU on January 1, 2019 using the full retrospective method and the implementation of this ASU did not have a significant impact on the Organizations consolidated financial statements or disclosures.

In February 2016, the FASB issued ASU 2016-02, *Leases* (Topic 842). This ASU requires a lessee to recognize on its balance sheet a right-of-use asset and a lease liability under most operating leases. For private companies, the ASU is effective for annual periods beginning after December 15, 2020. Early adoption is permitted. The Organization is currently evaluating the effects that the adoption of ASU 2016-02 will have on its consolidated financial statements.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
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In April 2016, the FASB issued ASU 2016-18, *Statement of Cash Flows* (Topic 230), *Restricted Cash*. This update requires that a statement of cash flows explain the change during the period in the total of cash, cash equivalents, and amounts generally described as restricted cash or restricted cash equivalents. Therefore, amounts generally described as restricted cash and restricted cash equivalents would be included with cash and cash equivalents when reconciling the beginning-of-period and end-of-period total amounts shown on the statement of cash flows. Further, when cash, cash equivalents, restricted cash, and restricted cash equivalents are presented in more than one-line item on the balance sheet, an entity must reconcile these amounts to the total shown on the statement of cash flows, either in narrative or tabular format. For private companies, the ASU is effective for years beginning after December 15, 2018. The Organization adopted this ASU as of January 1, 2018. As a result of adopting this amendment, the Organization modified the beginning and ending period total cash and cash equivalent amounts shown on the statement of cash flows to include restricted cash. Further, the Organization updated the restricted cash accounting policy in Note 2.

In August 2016, the FASB issued ASU 2016-14, *Presentation of financial statements of Not-for-Profit Entities*, as an update to ASC 958, *Not-for-Profit Entities*. This update makes several improvements to reporting requirements that address complexities in the use of the three classes of net assets and enhance required disclosures related to donor restrictions of net assets. The updated guidance is effective for annual periods beginning after December 15, 2017. The Organization adopted this ASU as of January 1, 2018.

In June 2018, the FASB issued ASU 2018-08, *Not-for-Profit Entities* (Topic 958). This ASU is intended to clarify and improve the scope and the accounting guidance for contributions received and made, primarily by not-for-profit organizations. The amendments in this ASU provide a more robust framework for determining whether a transaction should be accounted for as a contribution or as an exchange transaction. ASU 2018-18 is effective for all entities for fiscal years, and interim periods within those fiscal years, beginning after December 15, 2019. The Organization elected to early adopt this ASU in 2019. The adoption of this standard did not have a significant impact on the Organizations consolidated financial statements or disclosures.

**Management's Review** - The Organization evaluates events that occur subsequent to the statement of financial position date of periodic reports, but before financial statements are issued for periods ending on such dates, for possible adjustment to such financial statements or other disclosure. This evaluation generally occurs through the date at which the Organization's consolidated financial statements are available for issuance. For the consolidated financial statements as of and for the year ending December 31, 2019, this date was July 29, 2020.

### **NOTE 3 - LIQUIDITY**

The Organization's financial assets available within one year of the balance sheet date for general expenditure are as follows:

Cash and cash equivalents	\$	2,042,762
Investments, at fair value		16,204
Accounts receivable, net		615,099
	\$	<u>2,674,065</u>

**AUSTIN HABITAT FOR HUMANITY, INC.**  
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Receivable balances are expected to be collected within one year. The Organization has a goal to maintain financial assets, which consist of cash, money markets, mutual funds, and accounts receivable, on hand to meet five months of normal operating expenses, which are, on average, approximately \$2.5 million. Total net assets without donor restrictions as of December 31, 2019 were approximately \$18.8 million. The Organization also maintains an available line of credit of \$2 million with Frost Bank. This is sufficient capital to fund the anticipated growth of the Organization over the next twelve months as well as any unanticipated contingencies or losses.

During the novel coronavirus pandemic in 2020, the Organization's construction projects, housing counseling, affordable home sales, and retail thrift stores were deemed "essential". After having implemented safety precautions for employees and customers, the Organization conducted the business of fulfilling its mission with minor disruption. The Organization continued to maintain a strong cash position through a sale of a small percentage of the mortgage receivable portfolio and through the execution of a low interest line of credit with a local community foundation. Further, AHFH secured \$768,200 from the PPP Forgivable Loan Program. The Organization expects the entire PPP loan amount to be forgiven.

**NOTE 4 - CONCENTRATIONS OF CREDIT RISK**

Financial instruments which potentially subject the Organization to concentrations of credit risk consist principally of cash and cash equivalents, investments and its receivables. The Organization places its cash and cash equivalents with a limited number of high-quality financial institutions and may exceed the amount of insurance provided on such deposits. Management believes no significant risk exists with respect to cash and cash equivalents.

Investments do not represent a significant concentration of credit risk due to the diversification of the Organization's portfolio among instruments and issues. However, investment securities, including money market funds, are exposed to various risks, such as interest rate, market and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the near-term could materially affect the amounts reported in the statement of financial position.

The Organization does not maintain collateral for its receivables except for mortgages and notes receivable and does not believe significant risk exists at December 31, 2019 or 2018. Credit risk for mortgages and notes receivable is concentrated because substantially all of the balances are due from individuals located in the same geographic region. Management considered the collateral pledged from mortgages and notes receivable to be adequate at December 31, 2019 and 2018.

**NOTE 5 - INVESTMENTS**

***Investments at fair value***

Marketable investments are stated at fair value using quoted prices in active markets and consisted of mutual funds at December 31, 2019 and 2018. The inputs used to determine the fair value of mutual funds were considered Level 1.

***Investments at cost***

AHFH participated in NMTC programs in November 2011 and in July 2012. The programs, administered by the U.S. Department of the Treasury, provide funds from outside investors to eligible organizations for investment in qualified low-income community investments. Outside investors receive new markets tax credits to be applied against their federal tax liability. Program compliance requirements included creation of promissory notes and investments in qualified community development entities ("CDE or sub-CDE"). Tax credit recapture is required if compliance requirements are not met over a seven-year period after each transaction settlement date.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
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In November 2011, AHFH invested \$1,000,044 in HFHI-SA Leverage IX, LLC and secured a 16-year loan in the amount of \$1,320,965 payable to the sub-CDE named HFHI-SA NMTC VI, LLC (see Note 11). The loan proceeds are to be used solely for the purpose of constructing and selling qualified housing properties to low income residents. The loan requires semi-annual interest only payments until November 15, 2018 at 0.75%. Commencing November 15, 2018, semi-annual principal payments are due through maturity date of July 13, 2026. The loan is secured by substantially all the assets acquired by AHFH from the project loan proceeds. As part of the NMTC program, 99.98% of the interest payments will be refunded to the Organization on a semi-annual basis.

In November 2018, HFHI-SA Investment Fund VI, LLC ("Fund I"), the effective owner of HFHI-SA NMTC VI, LLC (holder of the promissory note due from AHFH), exercised a put option. Under the terms of the put option agreement, HFHI-SA Leverage IX, LLC purchased the ownership interest of Fund I. Exercise of the option effectively allowed AHFH to extinguish its outstanding debt owed to Fund I. The result of the extinguishment of the debt offset by the sale of AHFH's investment in Fund I was a gain of \$322,727 in 2018 and is included in other income in the consolidated statement of activities and changes in net assets.

In July 2012, AHFH invested \$1,431,009 in CCML Leverage II, LLC and secured a 16-year loan in the amount of \$1,880,000 payable to the sub-CDE named CCM Community Development XXVII, LLC (see Note 11). The loan proceeds are to be used solely for the purpose of constructing and selling qualified housing properties to low income residents. The loan requires semi-annual interest only payments until November 10, 2019 at 0.76%. Commencing November 10, 2019, semi-annual principal payments are due through maturity date of July 26, 2027. The loan is secured by substantially all the assets acquired by AHFH from the project loan proceeds. As part of the NMTC program, 99.99% of the interest payments will be refunded to the Organization on a semi-annual basis.

In August 2019, CCM CD 27 Investment Fund, LLC ("Fund II"), the effective owner of CCM Community Development XXVII, LLC (holder of the promissory note due from AHFH), exercised a put option. Under the terms of the put option agreement, CCML Leverage II, LLC purchased the ownership interest of Fund II. Exercise of the option effectively allowed AHFH to extinguish its outstanding debt owed to Fund II. The result of the extinguishment of the debt offset by the sale of AHFH's investment in Fund II was a gain of \$383,120 in 2019 and is included in other income in the consolidated statement of activities and changes in net assets.

The investments in these joint ventures are reported at cost using the cost method. For the years ended December 31, 2019 and 2018, AHFH received \$7,155 and \$14,310 in distributions, respectively. These distributions are reported as investment income in the consolidated statements of activities. During the years ended December 31, 2019 and 2018, the total interest expense associated with the amortization of the related debt issuance costs were \$23,668 and \$36,351, respectively. At December 31, 2019 and 2018, the balance in these joint ventures was \$0 and \$1,520,548, respectively.

#### **NOTE 6 - RELATED PARTY TRANSACTIONS AND AFFILIATIONS**

Contributions from members of the Board of Directors for the years ended December 31, 2019 and 2018 were \$166,558 and \$218,626, respectively. Pledges receivable from Board of Directors and employees of AHFH for the years ended December 31, 2019 and 2018 were \$425,222 and \$606,368, respectively. Expenses paid by the Organization for services provided by board of director related businesses for the years ended December 31, 2019 and 2018 were \$480,028 and \$1,503,028, respectively.

The Organization operates within a covenant agreement with HFHI. The Organization tithes to support HFHI's international homebuilding work. Tithes to HFHI totaled \$77,008 and \$68,996 for the years ended December 31, 2019 and 2018, respectively.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
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The United States Department of Housing and Urban Development (“HUD”) has awarded grants to HFHI under the Self-Help Home Ownership Program (“SHOP”) for land acquisition and infrastructure improvements for houses. Grant funds are passed through by HFHI directly to participating U.S. affiliates in the form of a 75% grant and 25% loan. Notes payable to HFHI under SHOP arrangements totaled \$2,272 and \$6,748 at December 31, 2019 and 2018, respectively, and are included in notes payable in the consolidated statements of financial position.

**NOTE 7 - MORTGAGES AND NOTES RECEIVABLE**

Mortgages receivable consisted of the following at December 31:

	2019	2018
Gross mortgages receivable	\$ 16,579,207	\$ 15,290,444
Financing discount based on imputed interest at rates ranging from 4% to 8%	<u>(6,032,811)</u>	<u>(5,573,302)</u>
Mortgages receivable, net of unamortized discount	10,546,396	9,717,142
Current portion of mortgages receivable	<u>(887,959)</u>	<u>(846,812)</u>
	<u>\$ 9,658,437</u>	<u>\$ 8,870,330</u>

Mortgages receivable were valued using the income approach and inputs were considered Level 2 under the fair value hierarchy. Gross undiscounted future mortgage payments scheduled to be collected at December 31, 2019 are as follows:

2020	\$ 887,959
2021	877,371
2022	866,119
2023	849,110
2024	837,663
Thereafter	<u>12,260,985</u>
Total	<u>\$ 16,579,207</u>

Notes receivable on 2<sup>nd</sup> liens consisted of the following at December 31:

	2019	2018
Gross notes receivable for 2 <sup>nd</sup> lien	\$ 3,110,446	\$ 3,115,257
Financing discount based on imputed interest at rates ranging from 4% to 8%	<u>(2,141,603)</u>	<u>(2,233,052)</u>
Notes receivable on 2 <sup>nd</sup> liens, net of unamortized discount	<u>\$ 968,843</u>	<u>\$ 882,205</u>

**NOTE 8 - RESTORE INVENTORY**

ReStore inventory consisted of the following at December 31:

	2019	2018
Donated Goods	\$ 248,911	\$ 248,911
Purchased Materials	<u>593,643</u>	<u>559,118</u>
	<u>\$ 842,554</u>	<u>\$ 808,029</u>



**AUSTIN HABITAT FOR HUMANITY, INC.**  
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**NOTE 9 - PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following at December 31:

	2019	2018
Land	\$ 3,678,393	\$ 3,090,000
Building and improvements	6,778,684	6,843,975
Equipment	510,547	499,042
Trucks	295,491	267,929
Total	11,263,115	10,700,946
Accumulated depreciation	(1,451,245)	(1,195,252)
Property and equipment, net	\$ 9,811,870	\$ 9,505,694

Property and equipment financed under capital lease obligations totaled \$222,247 and \$259,433, net of accumulated amortization of \$137,450 and \$100,264, as of December 31, 2019 and 2018, respectively. Total depreciation and amortization expense associated with property and equipment was \$255,993 and \$251,615 for the years ended December 31, 2019 and 2018, respectively.

**NOTE 10 - PLEDGES RECEIVABLE**

The Organization received pledges to cover the costs of a capital campaign. Pledges are stated at their realizable value, net of an allowance for uncollectible pledges. The Organization did not record a discount on long term pledges given the nominal impact on the consolidated financial statements.

Net pledges receivable consists of the following at December 31, 2019 and 2018:

	2019	2018
Capital campaign pledges	\$ 556,222	\$ 701,672
Less: allowance for doubtful collections	(78,337)	(70,167)
Pledges receivable, net	\$ 477,885	\$ 631,505

Pledges receivable maturity dates at December 31, 2019 and 2018 were:

	2019	2018
Less than one year	\$ 234,387	\$ 141,554
One to five years	321,835	560,118
Total	\$ 556,222	\$ 701,672

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

**NOTE 11 - LONG-TERM DEBT**

Long-term debt consisted of the following at December 31:

	2019	2018
Notes payable to HFHI under SHOP grants	\$ 2,272	\$ 6,748
Promissory note to CCM (Note 5)	-	1,880,000
Promissory note to banking institution	5,457,871	4,859,773
Total debt	5,460,143	6,746,521
Unamortized debt issuance costs	(146,904)	(54,809)
Total debt, net of unamortized debt issuance costs	5,313,239	6,691,712
Current portion of debt, net	(2,272)	(162,998)
Long-term debt, net	\$ 5,310,967	\$ 6,528,714

The notes payable to Habitat for Humanity International (“HFHI”) is a non-interest bearing and unsecured loan under the Self-Help Home Ownership Program (“SHOP”) for land acquisition and infrastructure improvements for houses.

The promissory note to CCM Community Development XXVII, LLC (“CCM”), is a semi-annual interest note with payments until November 10, 2019 at 0.76% followed by semi-annual principal payments due through the maturity date of July 26, 2027. This note is secured by substantially all of the assets acquired by AHFH from the NMTC project loan proceeds. During 2019, this note was extinguished along with the Organization’s investment in the NMTC (Note 5).

On May 1, 2014, the Organization entered into a loan agreement for \$5,500,000 with Wells Fargo Bank for the purpose of financing the acquisition of the land and building which was used to start the Austin ReStore. The promissory note was a fixed interest rate note (3.82% at December 31, 2019 and 2018) with escalating monthly payments due through the maturity date of June 1, 2039. This note was secured by the Austin ReStore’s land and building. On December 30, 2019, the Organization refinanced this loan with Frost Bank. The new loan has a fixed interest rate of 3.03% and matures on December 30, 2029. Interest only shall be due and payable monthly on the last day of the month beginning on January 30, 2020 until December 30, 2021 at which time monthly installments of both principal and interest will be due and payable until the maturity date. This note is secured by the Austin ReStore’s land and building in addition to the construction of a new warehouse in south Austin. The principal amount of this note is \$7,500,000 and the Organization was advanced \$5,457,871 as of December 31, 2019.

Future maturities of long-term debt at December 31, 2019 are as follows:

2020	\$ 2,272
2021	-
2022	254,050
2023	261,855
2024	269,900
Thereafter	4,672,066
Total	\$ 5,460,143

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

The credit facility (Note 12), notes payable and other long-term debt agreements contain certain financial covenants, including requirements for liquidity, earnings, and fixed charge coverage. The agreements also contain additional conditions limiting indebtedness, capital expenditures, and various other covenants as defined in the agreements. Failure to comply with the covenants could result in the debt being called by the lenders. As of December 31, 2019, and through the date of this report, the Organization was in compliance with such covenants.

In 2018, the Organization also had a promissory note to HFHI-SA NMTC VI, LLC ("HSHI-SA"). This note was a semi-annual interest note with payments due until November 15, 2018 at 0.75% followed by semi-annual principal payments due through the maturity date of July 13, 2026. This note was secured by substantially all of the assets acquired by AHFH from the NMTC project loan proceeds. During 2018, this note was extinguished along with the Organization's investment in the NMTC (Note 5).

**NOTE 12 - CREDIT FACILITY AND LETTERS OF CREDIT**

The Organization maintains a twelve-month revolving credit facility with a bank, renewable annually, that charges interest at a variable rate. During the year ended December 31, 2017, the Organization amended the facility to extend the maturity date to April 2019. As amended, the maximum principal amount available under the line of credit is \$2,000,000. The credit facility was further amended on March 18, 2019 to extend the maturity date to April 15, 2021. On December 30, 2019 this credit facility was extinguished concurrently with the refinancing of the Organization's promissory note (Note 11).

On December 30, 2019, the Organization entered into a new credit facility with Frost Bank. The new credit facility has a maximum principal amount available of \$2,000,000 with a maturity date of December 30, 2020. The annual interest rate for the new credit facility is a variable rate based on LIBOR plus 1.5% (3.32% at December 31, 2019). No amounts have been drawn against this facility at December 31, 2019.

During the normal course of business, the Organization entered into letters of credit with financial institutions totaling \$462,730 at December 31, 2019 and 2018, pursuant to subdivision construction agreements with the City of Austin. The letters of credit expired in April 15, 2019 and the amount of \$462,730 was renewed through April 15, 2020. The letters specify that drafts may be drawn by the City of Austin Watershed Protection and Development Review Department. There have been no amounts drawn under these letters of credit.

**NOTE 13 - NOTES PAYABLE - TDHCA**

Notes payable to TDHCA consisted of the following at December 31:

	2019	2018
Gross notes payable - TDHCA	\$ 2,332,236	\$ 2,121,018
Financing discount based on imputed interest at rates ranging from 4% to 8%	(849,782)	(779,122)
Mortgages receivable, net of unamortized discount	1,482,454	1,341,896
Current portion of mortgages receivable	(108,816)	(98,316)
	<u>\$ 1,373,638</u>	<u>\$ 1,243,580</u>

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

Notes payable to TDHCA were valued using the income approach and inputs were considered Level 2 under the fair value hierarchy. Gross undiscounted future mortgage payments scheduled to be collected from mortgagees and remitted to TDHCA at December 31, 2019 are as follows:

2020	\$	108,816
2021		108,816
2022		108,816
2023		108,816
2024		108,816
Thereafter		<u>1,788,156</u>
Total	\$	<u><u>2,332,236</u></u>

**NOTE 14 - NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions were available for the following purposes at December 31:

	2019	2018
Capital campaign	\$ 1,182,844	\$ 1,236,479
Special events	400,202	323,701
UT Campus Chapter	9,790	3,706
OWANA	<u>51,638</u>	<u>103,134</u>
	<u>\$ 1,644,474</u>	<u>\$ 1,667,020</u>

Net assets released from restrictions consisted of the following at December 31:

	2019	2018
Capital campaign	\$ (410,661)	\$ (460,719)
Special events	(323,701)	(30,350)
UT Campus Chapter	(6,276)	(13,219)
OWANA	<u>(53,049)</u>	<u>-</u>
Net assets released from restrictions	<u>\$ (793,687)</u>	<u>\$ (504,288)</u>

**NOTE 15 - RETIREMENT PLAN**

The Organization sponsors a 401(k) plan that covers substantially all employees. The Organization's contributions to the plan for the years ended December 31, 2019 and 2018 were \$136,607 and \$115,196, respectively.

**NOTE 16 - LEASE COMMITMENTS**

The Organization leases retail space, a construction warehouse, telephone equipment, and a copier under various non-cancellable operating leases. Rent expense under these leases totaled \$275,712 and \$130,928, respectively, for the years ended December 31, 2019 and 2018, which are reflected as occupancy and office expenses in the accompanying statements of functional expenses. In October 2018, AHFH entered into a new operating lease for the San Marcos ReStore location which opened to the public on December 13, 2018.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

Future minimum payments under operating leases consisted of the following as of December 31, 2019:

2020	\$	240,303
2021		198,120
2022		203,880
2023		203,880
2024		205,110
Thereafter		783,000
Total	\$	<u>1,834,293</u>

The Organization also has a non-cancelable capital lease agreement for solar panels. Future minimum payments under the capital lease consisted of the following as of December 31, 2019:

2020	\$	41,575
2021		41,575
2022		41,575
2023		41,575
2024		41,575
Thereafter		38,111
Total minimum lease payments		<u>245,986</u>
Less: amount representing interest (3% annually)		<u>(23,739)</u>
Total capital lease obligations		222,247
Less: current portion of capital lease obligations		<u>(35,304)</u>
Long term portion of capital lease obligation	\$	<u>186,943</u>

**NOTE 17 - CONTINGENCIES**

The Organization receives government grants for specific purposes that are subject to review and audit by government agencies. The Organization is also funded by grants and contracts that are subject to review and audit by the grantor agencies. These contracts have certain compliance requirements and, should audits by the government or grantor agencies disclose any areas of substantial noncompliance, the Organization may be required to refund any disallowed costs.

**NOTE 18 - FEDERAL INCOME TAXES**

The Organization is subject to federal income taxes on unrelated business income, which consists of ReStore sales of purchased materials. As of December 31, 2019, and 2018, the Organization has incurred cumulative net operating losses of approximately \$2,586,600 and \$2,478,000, respectively, for federal income tax purposes. These net operating losses may be used to offset future taxable unrelated business income. If not utilized, approximately \$2,182,000 of these losses will expire in the years 2027 through 2036. The remaining \$404,600 will be carried forward indefinitely. A full valuation allowance has been recorded as utilization is uncertain. The net change in the total valuation allowance for the years ended December 31, 2019 and 2018 was approximately \$108,600 and \$115,000, respectively.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Notes to the Consolidated Financial Statements (continued)  
Years ended December 31, 2019 and 2018

**NOTE 19 - SUBSEQUENT EVENTS**

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a pandemic, which continues to spread throughout the United States. As a result of the declared outbreak, an economic downturn has had a significant negative impact on local and global economies. While the Organization expects this matter to negatively impact operations, the related financial impact did not affect the Organization's performance in 2019 and its impact on 2020 financial performance cannot be reasonably estimated at this time.

The Organization's construction program and thrift stores were considered essential during the pandemic. AHFH was eligible for, and received, a PPP Forgivable Loan in the amount of \$768,200 and has remained in compliance with SBA regulations for the program. In addition, the Organization sold \$1,024,000 of its mortgage receivable portfolio and executed a low interest line of credit with a community foundation to complete construction of its Philomena row homes in the Mueller subdivision. As a response to the pandemic, the Mortgage Disaster Policy was implemented whereas mortgage holders could apply for, and receive, a 60-day deferment of mortgage payments. The Organization had only 6% of homeowners apply for, and receive, the deferment.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Supplemental Consolidating Schedule of Financial Position Information  
As of December 31, 2019

	<b>Austin Habitat for Humanity</b>	<b>Austin Neighborhood Alliance for Habitat, Inc.</b>	<b>HomeBase Texas</b>	<b>Eliminations</b>	<b>Total</b>
<b>ASSETS:</b>					
Current assets					
Cash and cash equivalents	\$ 1,993,023	\$ -	\$ 49,739	\$ -	\$ 2,042,762
Investments, at fair value	16,204	-	-	-	16,204
Accounts receivable	433,681	-	181,418	-	615,099
Pledges receivable, net	234,387	-	-	-	234,387
Mortgages receivable, current portion, net	887,959	-	-	-	887,959
Intercompany receivable	-	5,131,316	136,362	(5,267,678)	-
ReStore inventory	842,554	-	-	-	842,554
Home construction in progress	671,834	-	-	-	671,834
Prepaid expenses and other current assets	300,205	-	-	-	300,205
Total current assets	<u>5,379,847</u>	<u>5,131,316</u>	<u>367,519</u>	<u>(5,267,678)</u>	<u>5,611,004</u>
Land held for development	5,073,385	-	-	-	5,073,385
Restricted cash	-	-	-	-	-
Pledges receivable, long-term portion, net	243,498	-	-	-	243,498
Other long-term assets	-	-	240,790	-	240,790
Mortgages receivable, long-term portion, net	9,658,437	-	-	-	9,658,437
Notes receivable - 2nd liens, net	-	-	968,843	-	968,843
Property and equipment, net	9,811,870	-	-	-	9,811,870
<b>TOTAL ASSETS</b>	<u><u>\$ 30,167,037</u></u>	<u><u>\$ 5,131,316</u></u>	<u><u>\$ 1,577,152</u></u>	<u><u>\$ (5,267,678)</u></u>	<u><u>\$ 31,607,827</u></u>
<b>LIABILITIES AND NET ASSETS:</b>					
Current liabilities					
Accounts payable	\$ 247,942	\$ -	\$ 26,353	\$ -	\$ 274,295
Accrued expense	475,213	-	292,427	-	767,640
Intercompany payable	5,267,678	-	-	(5,267,678)	-
Deferred revenue	3,130,982	-	-	-	3,130,982
Capital lease obligation, current portion	35,304	-	-	-	35,304
Notes payable - TDHCA, current portion	108,816	-	-	-	108,816
Long-term debt, current portion	2,272	-	-	-	2,272
Total current liabilities	<u>9,268,207</u>	<u>-</u>	<u>318,780</u>	<u>(5,267,678)</u>	<u>4,319,309</u>
Capital lease obligation, long-term portion	186,943	-	-	-	186,943
Notes payable - TDHCA, long-term portion	1,373,638	-	-	-	1,373,638
Long-term debt, net of debt issuance costs	5,310,967	-	-	-	5,310,967
Total liabilities	<u>16,139,755</u>	<u>-</u>	<u>318,780</u>	<u>(5,267,678)</u>	<u>11,190,857</u>
Net assets					
Without donor restrictions	12,382,808	5,131,316	1,258,372	-	18,772,496
With donor restrictions	1,644,474	-	-	-	1,644,474
Total net assets	<u>14,027,282</u>	<u>5,131,316</u>	<u>1,258,372</u>	<u>-</u>	<u>20,416,970</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 30,167,037</u></u>	<u><u>\$ 5,131,316</u></u>	<u><u>\$ 1,577,152</u></u>	<u><u>\$ (5,267,678)</u></u>	<u><u>\$ 31,607,827</u></u>

See accompanying notes and report of independent auditor.

**AUSTIN HABITAT FOR HUMANITY, INC.**  
Supplemental Consolidating Schedule of Activities Information  
Year Ended December 31, 2019

	<b>Austin Habitat for Humanity</b>	<b>Austin Neighborhood Alliance for Habitat, Inc.</b>	<b>HomeBase Texas</b>	<b>Eliminations</b>	<b>Total</b>
<b>REVENUES:</b>					
Contributions and other income:					
Contributions	\$ 1,895,918	\$ -	\$ 15,000	\$ -	\$ 1,910,918
In-kind contributions	332,955	-	-	-	332,955
Home building sponsorship revenues	1,719,732	-	-	-	1,719,732
Investment income	22,027	-	3,487	-	25,514
Other income	842,618	-	77,969	(270,588)	649,999
Total contributions and other income	4,813,250	-	96,456	(270,588)	4,639,118
ReStore revenues:					
ReStore sales	5,327,118	-	-	-	5,327,118
In-kind donation of inventory	3,250,770	-	-	-	3,250,770
Cost of goods sold	(4,343,061)	-	-	-	(4,343,061)
Sales discounts and refunds	(295,930)	-	-	-	(295,930)
Total ReStore revenues, net	3,938,897	-	-	-	3,938,897
Low-cost housing revenues:					
Home sales	2,579,019	-	-	-	2,579,019
In-kind contributions of labor and construction materials	821,603	-	-	-	821,603
Mortgage discount and amortization	(433,850)	-	86,638	-	(347,212)
Other housing revenues	-	-	2,590	-	2,590
Cost of homes sold	(3,490,413)	-	-	-	(3,490,413)
Total Low-cost housing revenues	(523,641)	-	89,228	-	(434,413)
Total revenues	8,228,506	-	185,684	(270,588)	8,143,602
<b>EXPENSES:</b>					
Low-cost housing program	2,326,496	-	-	-	2,326,496
ReStore program	3,312,279	-	-	-	3,312,279
Fundraising	746,780	-	-	-	746,780
Management and general	1,036,213	-	270,588	(270,588)	1,036,213
Total expenses	7,421,768	-	270,588	(270,588)	7,421,768
<b>CHANGE IN NET ASSETS</b>	806,738	-	(84,904)	-	721,834
<b>NET ASSETS, BEGINNING OF YEAR</b>	13,220,544	5,131,316	1,343,276	-	19,695,136
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 14,027,282</u>	<u>\$ 5,131,316</u>	<u>\$ 1,258,372</u>	<u>\$ -</u>	<u>\$ 20,416,970</u>

See accompanying notes and report of independent auditor.





July 29, 2020

To the Board of Governors  
of Austin Habitat for Humanity and its Subsidiaries:

In planning and performing our audit of the consolidated financial statements of Austin Habitat for Humanity (the “Organization”) as of and for the years ended December 31, 2019 and 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of an entity’s financial statements will not be prevented or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During our performance of the audit, we noted the following improvement areas in internal control processes and procedures:

**Signing Authority Policy**

We recommend implementation of a written signing authority policy for staff approval of operating expenditures and inventory purchases based on authorization thresholds and expenditure amounts.

**Contract Review Policy**

We recommend implementation of a written internal contract review policy for any significant contracts entered into by Austin Habitat for Humanity including multiple levels of staff review and approval.



This communication is intended solely for the information and use of management, the Board of Governors, and others within the organization and is not intended to be, and should not be, used by anyone other than these specified parties.

**PMB HELIN DONOVAN, LLP**

*PMB Helin Donovan, LLP*

Austin, Texas



Application for OHDA Funding – 2020

**Tab 3c Board Resolution**

apply for  
COA  
money

## CERTIFICATE OF CORPORATE RESOLUTION

We, Heather Ladage, Chairwoman, and David Osborn, Secretary, of Austin Habitat for Humanity, Inc., a corporation, certify that:

1. Austin Habitat for Humanity, Inc. is organized and existing under the laws of the State of Texas;
2. All franchise and other taxes required to maintain its corporate existence have been paid and no franchise or other such taxes are delinquent;
3. No proceedings are pending for the forfeiture of its certificate of incorporation or for its dissolution, voluntarily or involuntarily;
4. It is organized under the laws of Texas or is a foreign corporation qualified to do business in the State of Texas and is in good standing with the State of Texas;
5. There are no provisions in the articles of incorporation or bylaws of the corporation limiting the power of its board of directors to pass the resolution set out below;
6. The secretary is the keeper of the records and minutes of the corporation and on April 3, 2019 a meeting of the board of directors of the corporation was held, which was properly called and held in accordance with the law and the bylaws of the corporation;
7. A quorum of the Board of Directors were present at the meeting or have consented to the action taken at the meeting; and
8. At the meeting the following resolution was adopted:

BE IT RESOLVED that the Austin Habitat for Humanity Board of Directors authorizes the Chief Executive Officer or whomever that person deems appropriate at their sole discretion, shall have the authority to apply for City of Austin grant funding, including federal and local sources, such as General Obligation Bonds or other funds as available for the 4<sup>th</sup> & Onion Project; and,

It is further RESOLVED that the Board of Directors authorizes the Chief Executive Officer to execute any agreements or other documents regarding the City of Austin grant funding, including federal and local sources, such as General Obligation Bonds or other funds as available for the 4<sup>th</sup> & Onion Project.

We certify that the above resolution has not been altered, amended, rescinded or repealed and is now in full force and effect.

We also certify that Heather Ladage is the Chairwoman of the corporation and David Osborn is the Secretary.

Signed on April 3, 2019 by the Chairwoman and Secretary of the corporation.


  
Chairman

  
Secretary

State of Texas

County of Travis

This instrument was acknowledged before me on April 3, 2019 by Heather Ladage, Chairwoman of Austin Habitat for Humanity, Inc., a corporation, on behalf of said corporation.

  
Notary Public, State of Texas

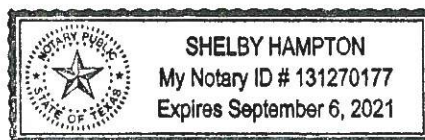


State of Texas

County of Travis

This instrument was acknowledged before me on April 3, 2019 by David Osborn, Secretary of Austin Habitat for Humanity, Inc., a corporation, on behalf of said corporation.

  
Notary Public, State of Texas





**Application for OHDA Funding – 2020**

### **Tab 3d Financial Statements**

Please note that because Austin Habitat for Humanity is a non-profit organization, we have not attached for-profit financial statements here. Our 2019 audited financial statements are attached at Tab 4b.



Application for OHDA Funding – 2020

**Tab 3e Commitment Letters**

**From:** [HousingPhilanthropy@cybergrants.com](mailto:HousingPhilanthropy@cybergrants.com)  
**To:** [Sherri Goodman](#)  
**Subject:** Grant Approval & Payment Notification Request ID 53886623  
**Date:** Wednesday, September 25, 2019 10:18:46 AM

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Thank you for submitting an application to the Wells Fargo Housing Foundation's (WFHF) HP Priority Markets Program. The WFHF's Charitable Committee has approved a \$100,000.00 grant to fund HABITAT FOR HUMANITY - AUSTIN's project as described in application.

Please be sure to read the email thoroughly as future funding is contingent upon meeting all program compliance requirements.

Legal compliance: This grant approval is subject to the following Terms and Conditions:  
[http://www.cybergrants.com/wellsfargo/docs/Wells\\_Fargo\\_Grant\\_Terms\\_and\\_Conditions.pdf](http://www.cybergrants.com/wellsfargo/docs/Wells_Fargo_Grant_Terms_and_Conditions.pdf)

By accepting or depositing the check sent by Wells Fargo, the organization is indicating acceptance of these Terms and Conditions. If there are any questions, or if additional assistance is needed, please contact [wfhf@wellsfargo.com](mailto:wfhf@wellsfargo.com) prior to cashing this grant check and use Request ID 53886623.

Also, within the next month, a separate email will be sent with notification that a HP Priority Markets Program Impact Report is required to be submitted on or before and prior to applying for additional HP Priority Markets Program support.

Recognition for this grant, use the following: Wells Fargo Housing Foundation. Please note this includes all publicity and that any use of the Wells Fargo (WF) name or its trademarks must be in accordance with WF guidelines and approved by the appropriate, internal WF officer.

Distribution of funds: Check number 0239476 dated 09/25/2019 has been issued for the grant referenced below and should be expected within 2 to 3 weeks.

[REDACTED]

[REDACTED]

continued success!

If there are any questions regarding payment, please reach out to [wffound@wellsfargo.com](mailto:wffound@wellsfargo.com).

For any questions regarding the HP Priority Markets Program, please reach out to the applicable, local Wells Fargo contact.

If additional assistance is needed on compliance items or other questions arise, please contact the WFHF at [WFHF@wellsfargo.com](mailto:WFHF@wellsfargo.com) /612-667-5131 (Option 0).

NOTE: Please do not reply to this email as it is sent from a generic mailbox and responses will not be received or acknowledged.

CG/JMAIL/164571209



## **Grant Terms and Conditions**

These Terms and Conditions (“Terms and Conditions”) govern the terms by which the Wells Fargo Foundation, Wells Fargo Bank N.A., or one of its related entities (“Wells Fargo”), offers your organization (“Grantee”) a grant for the specific amount (“Grant Funds”) and for the specific funding purposes (“Grantee Programs”) as set forth in the e-mail sent to your organization by Wells Fargo entitled “WELLS FARGO GRANT PAYMENT NOTIFICATION” (“Funding Confirmation Email”). **By accepting or depositing the check sent to you by Wells Fargo, you are indicating your acceptance of these Terms and Conditions.**

A. Representations, Warranties and Covenants: Grantee hereby represents, warrants and covenants that:

1. Grantee maintains tax-exempt status as either a 501(c)(3) charitable organization, a tax exempt educational institution or tax exempt qualifying tribal entity, and such status has not been suspended or revoked, nor has Grantee been notified of any such suspension;
2. Grantee will use the Grant Funds solely for charitable purposes that advance its mission, and for no other purpose;
3. Grantee has not filed, nor has had filed against it, any petition under any federal or State bankruptcy law, nor been adjudicated bankrupt or insolvent, nor has any trustee in bankruptcy or receiver been appointed for its business or property; and
4. Grantee, at its sole cost and expense, will maintain and keep in force adequate insurance coverage in amounts necessary to protect any potential liability that may arise from the Grantee Programs.

B. Request for Information. Upon the request of Wells Fargo, Grantee will promptly, and in all cases within 30 days, provide any information and/or documentation related to Grantee’s use of the Grant Funds, and other evidence satisfactory to Wells Fargo that it is maintaining its representations, warranties and covenants set forth above. Grantee must notify Wells Fargo immediately if Grantee is unable to use some or all of the Grant Funds for the Grantee Programs as indicated in the Funding Confirmation Email. Failure to provide requested documentation may result in Grantee not being considered for future grants from Wells Fargo.

C. Publicity. Grantee agrees to publicly acknowledge the grant by Wells Fargo and to refer to Wells Fargo’s support in public campaigns promoting the Grantee Programs. Wells Fargo may include your organization’s name, logo and photos in announcements, articles, reports, brochures, and similar items which list recipients of grants offered by Wells Fargo. Any acknowledgement or external communication by Grantee of this grant in announcements or publications, including any press release, should identify the donor as “Wells Fargo,” and should be coordinated with, and approved prior to use (which approval will not be unreasonably withheld) by Wells Fargo. Grantee will use its best efforts to cooperate with the internal review and approval requirements of Wells Fargo for any public announcements or publications, and will comply with Wells Fargo’s naming, logo, trademark, service mark and branding standards in effect from time to time.

D. Administration of Grantee Programs and Indemnification. You hereby irrevocably and unconditionally agree, to the fullest extent permitted by law, to defend, indemnify and hold harmless Wells Fargo, its affiliates, officers, directors, trustees, employees and agents, from and against any and all claims, liabilities, losses and expenses (including reasonable attorneys' fees) directly, indirectly, wholly or partially arising from or in connection with any act or omission of you or any of your employees or agents, in applying for or accepting the grant, in expending or applying the funds furnished pursuant to the grant or in carrying out the Grantee Programs.

E. No Warranty of Future Grants. Wells Fargo makes no express or implied representations or warranties as to the availability or award of any future grants. Future funding consideration is contingent upon you meeting all of the terms and conditions of these Terms and Conditions.

F. Return of Funds. Wells Fargo reserves the right to require a total or partial refund of any Grant Funds if, in Wells Fargo sole discretion, such action is necessary (i) because you have not fully complied with these Terms and Conditions, (ii) to protect the purpose and objectives of Wells Fargo making this grant, or (iii) to comply with any law or regulation applicable to you, Wells Fargo, or the grant.

G. Basis for Non-Payment: Wells Fargo shall have no obligation to make a payment pursuant to these Terms and Conditions if, as of the scheduled payment date, it is Wells Fargo's determination that Grantee is in default under these Terms and Conditions, including any failure by Grantee to submit any requested reporting on the use of the Grant Funds. Wells Fargo shall not unreasonably refuse to make any payment required by these Terms and Conditions.

H. Fiscal Sponsorship. To the extent that Grantee acts as a fiscal sponsor in the course of administering the Grantee Programs, Grantee warrants that i) It has undertaken the proper legal, tax, documentation, and oversight procedures to ensure that the Grant Funds are being lawfully distributed and ii) the mission and charitable purpose of any organization receiving a portion of the Grant Funds, and the use by such organization of any such Grant Funds, is consistent with the charitable purpose of this Grant.

I. Multiyear Payments (if applicable): To the extent Grantee was approved for a multi-year grant payment schedule, Grantee acknowledges that each payment installment of the grant is conditioned upon Wells Fargo's receipt of an Impact and Performance Report detailing the use of the Grant Funds. Wells Fargo will periodically provide Grantee with a template of such report, and will notify Grantee when such Impact and Performance Reports are requested and due.

**If you have any questions, please contact [wffound@wellsfargo.com](mailto:wffound@wellsfargo.com) prior to cashing your grant check.**



Application for OHDA Funding – 2020

## Tab 4 Project Information



Application for OHDA Funding – 2020

## Tab 4a Market Study



## **Internal Market Assessment for 4th & Onion: 2020**

We have attached a detailed market assessment prepared for the City in 2014 by BBC Research and Consulting and has been used by Austin Habitat to demonstrate citywide demand for affordable housing. In addition, we have attached the market plan for the Plaza Saltillo Transit-Oriented Development area (TOD) prepared by the City and an affordability study from the University of Texas. We have also completed a recent informal assessment of the area as discussed below.

### **Pricing and Absorption**

All Habitat homes, including those at 4<sup>th</sup> & Onion, are priced to be affordable to homeowners who are low-income, with incomes at or below 80% of the Median Family Income (MFI) for the Austin-Round Rock Metropolitan Statistical Area (MSA). Based on current estimates, the sale prices for our partner families will be as follows:

- Nineteen one-bedroom units of 515 square feet. Expected cost: \$145,000
- Twenty-six two-bedroom units of 745 square feet. Expected cost: \$165,000

Although these prices are estimated, Austin Habitat plans to keep all units affordable and will continue to structure each mortgage to avoid cost burden and empower our hardworking clients to use their earnings to reach additional successes including wellness and education. Austin Habitat plans to break ground in 2021 to begin the construction of this 45-unit development. Austin Habitat maintains an extensive interest/waiting list of potential homebuyers, and makes property available to each potential homeowner as they complete their qualification requirements and as the homes are built. Although we have not yet begun qualifying homebuyers for the 4<sup>th</sup> & Onion development, we receive more than 1,500 calls each year from individuals and families interested in homeownership. We will begin offering the 4<sup>th</sup> & Onion development as an option to interested families, timing this offering to align the qualification process with the construction timeline for the property. We recognize that we may be looking at a different client mix for the 4<sup>th</sup> & Onion development, and will reach out to groups of local workers, renters, and other potential partners to ensure that we are matching buyers with homes where they can thrive and succeed.

### **Community Conditions**

**Target Population:** The target population for the 4th & Onion development will likely be somewhat different from the population that is currently qualifying for and purchasing Habitat homes, although we expect some overlap. Specifically, because many of the units are smaller and the property is located in a more urban area, we expect strong interest among workers in the downtown region that rely on public transportation. We have identified several populations that could potentially be interested in the 4<sup>th</sup> & Onion development, particularly given the central location and easy access to employment and amenities in downtown Austin. For example, we expect strong interest from teachers, office and hospitality staff members, first responders, and others who work in Austin but cannot currently afford to own a home in the city. We recognize that the Covid-19 pandemic may have negatively impacted the financial standing of several of these populations, and are prepared to work with them to ensure that

they are able to successfully purchase and maintain their homes. We are developing marketing/outreach plans, including commissioning a market study, to ensure that interested individuals and families are informed about the upcoming availability of these units so that they can begin to qualify for Habitat homeownership.

Although the population of partner families will not be identical to the traditional Habitat homebuyer, we still expect that our clients will fit the Habitat “profile” in several important ways:

- Income eligibility, with a household income at or below 80% of the Median Family Income (MFI) for the Austin-Round Rock Metropolitan Statistical Area (MSA).
- Ability to make a \$3,000 up-front contribution and continue to pay the mortgage on an ongoing basis. Austin Habitat’s HUD-certified housing counselors work extensively with each potential homebuyer to eliminate debt, credit issues, and other barriers to successful homeownership before qualifying them to purchase a Habitat home.
- Willingness to partner in Habitat activities. All potential Habitat homeowners must complete sweat equity which includes undergoing financial counseling as well as volunteering to support Habitat. Willingness to partner also includes an agreement to participate in ongoing Habitat activities, including appearing at the home dedication with sponsors and Habitat leadership, consenting to the use of their photo and story in Habitat’s outreach materials, and remaining in contact with Habitat for future partnership activities and impact evaluation.

Other than these requirements, Austin Habitat does not seek a specific target population or set any additional eligibility requirements for the Affordable Homeownership Program. All program guidelines are in compliance with applicable laws, such as the Fair Housing Act.

### **Area Demographics**

Census Tract 9.02, which encompasses the 4<sup>th</sup> & Onion Development, has a total population of 5,558.

- Age: 20% are young people up to age 17; 70% are adults age 18-64; and 10% are seniors age 65+ and older.
- Gender: 49.4% male; 50.6% female
- Race/Ethnicity: 57% Hispanic/Latino; 33% White (not Hispanic); 7% African-American; 2% Asian; 1% multiracial/other.
- Poverty: The poverty rate in Census Tract 9.02 is 19.7%, compared with 12% county-wide.
- Income: The MFI in this census tract is \$56,632, about 73% of the MFI for the Austin-Round Rock Metropolitan Statistical area (\$76,975).
- Employment: 72.1% of individuals age 16 and older in this census tract are in the labor force. The unemployment rate for the Austin-Round Rock metropolitan area is 3.3%.
- Healthcare: Approximately 25.7% of residents of this Census tract are uninsured, including approximately 30% of the residents who are employed.
- Educational Attainment: The area shows significant educational disparities: 42% of the residents of this Census tract (age 25 or older) have an associate’s degree or higher; but 18% did not graduate from high school.

All data is sourced from the United States Census, 2017 5-Year American Community Estimates, other than the unemployment rate by county/state (U.S. Department of Labor, Bureau of Labor Statistics).

### **Overall Local Housing Conditions and Trends**

Census Tract 9.02 contains 2,756 total housing units, of which 13% are vacant.

- More than half of the housing stock in this area was built before 1999, suggesting a need for newer properties in the area.
- Approximately 43% of the housing units in this Census tract are owner-occupied.
- Approximately one-third of the homeowners with mortgages in this Census tract, and 48% of the renters, are cost-burdened, paying 30% or more of their monthly incomes for housing.
- The median home value in this Census tract is \$329,600.
- Housing mobility is 22%, with 78% of tract residents living in the same home they were in one year previously.

All data is sourced from the United States Census, 2018 5-Year American Community Estimates where available other than employment data from the United States Department of Labor.

### **General Community Housing Conditions**

The Austin area has been growing rapidly for the past decade, and continues to be considered one of the most desirable areas to live in the United States. While this has brought many positive changes to the region, thousands of people and families are being left behind. For example, Census data shows the median income for families in Travis County (home to Austin) was \$98,859 in 2018, but Black families (\$59,371) and Latino/Hispanic families (\$56,627) earn much less; families headed by a single mother (\$33,038) earn still less.

These discrepancies are made even more stark by the skyrocketing population and housing market in the area. Travis County's population has increased 22% since 2010, and housing availability is very tight; Austin Community Foundation reports that only three housing units are being built for every ten needed. A major impediment to building new affordable homes is the cost of land, which rose 68% from 2012-2017 according to the Harvard Joint Center for Housing Studies (JCHS). Unfortunately, as discussed below, another major obstacle results from outdated local regulations and policies that hold back the development of creative affordable housing models.

These forces have come together to create a "perfect storm" of housing unaffordability in the Austin area. The price-to-income ratio for a home in Austin hit a record of 4.0 in 2017, according to JCHS research, and the cost of purchasing a home has almost doubled in the last decade and now stands at \$435,000 in the City of Austin and \$350,000 in the area, according to data compiled by the Austin Board of REALTORS®. Because homeownership is now out of reach for many families no matter how hard they work, most low-to-moderate income families in Austin are renting, but they are also facing difficulties. Rent has risen 93% in the area since 2010, and recent Census data shows that nearly half of all renters are now cost-burdened by housing, spending 30% or more of their income on housing costs. In addition to the rising costs of renting, there are disadvantages to lacking a permanent place to call home. For example, families may be living in overcrowded, unsafe, unstable or health-harming housing; they may also be subject to frequent moves, which can lead to unstable employment, frequent changes of school that can disrupt education, and other negative consequences for families.

The area's rapid population growth has also led to increased traffic and commuting times, particularly for families who have been forced to move farther from the city center (and often farther from their jobs) due to high costs of home. More than 75% of Austinites drive to work, the average commute in Austin is now 40 minutes, and the area's commute is ranked as one of the most stressful in the country.

Constant construction and road repairs increase travel time and stress as the area's infrastructure struggles with the rapid influx of new residents.

### **Geographic Area for Potential Homeowners**

Please note that while Austin Habitat is happy to welcome individuals and families already living in the area to apply for homeownership in the 4<sup>th</sup> & Onion development, particularly given the rapid gentrification of this area, we do not require potential homebuyers to live near the development in which they wind up purchasing. Austin Habitat works with potential homebuyers from throughout the Austin area, and all potential buyers recognize that they may need to move from their current neighborhood to 4th & Onion or one of our other developments if they are approved to purchase a home. We have reached out to local neighborhood associations and will continue to do so, and we will work with our partner affordable housing organizations to ensure that eligible neighborhood residents are informed about the availability of these units.

### **Eligible Homeowner Pool Demographics**

As of summer 2020, the potential homeowners qualified to purchase in Habitat developments have the following demographic profile:

- 100% low-income (80% or less of local MFI)
- Nearly 50% Hispanic/Latino, 20% Black
- 50% female-headed households
- 4% identified as having a disability

### **Competitive Properties**

According to Zillow as of August 2020 there are 59 condominiums available for purchase in the 78702 zip code. The lowest-priced unit is \$269,000 and the most expensive unit is more than \$1,000,000. Properties the size of those to be offered at the 4<sup>th</sup> & Onion community are mostly priced \$275,000-350,000, out of range for our buyers.

The area also features more than 1,100 apartments available for rent at market rates, and the Plaza Saltillo development will add hundreds of rental units, although more than 90% are not affordable housing. Any new units will positively impact Austin and particularly this area, where many residents may be priced out by market changes. However, Austin Habitat's client base is specifically oriented toward putting down permanent roots and beginning to build assets for the family's future through homeownership. For Habitat and its partner families, rental housing is not a comparable option to homeownership. There were only 180 A&D units (now RHDA/OHDA) in the City, according to research by faculty at Huston-Tillotson University and the University of Texas. This development proposes to more than double the number of affordable properties in 78702.

### **Market Demand**

As discussed above, Austin Habitat maintains an interest/waiting list of eligible potential purchasers for all properties sold through the Affordable Homeownership Program, including ongoing builds at Scenic Point and Mueller, and the 45 units to be built and sold at the 4th & Onion development. Currently, this interest list contains 44 qualified homebuyers and 42 who have begun the process of education and counseling. In addition, in the past year Habitat has been in contact with more than 1,600 community



members who have contacted us to sign up for workshops or receive more information about affordable homeownership. For Habitat and its partner families, homeownership is preferable when compared to rental.

### **Demand and Capture**

Forty-five units will be built to complete the 4th & Onion development, and the Austin Habitat Affordable Homeownership Program currently has 86 potential homebuyers in the process of qualifying to purchase a home. However, we recognize that these homeowners will likely be placed in our other developments as they continue to qualify and that we may be seeking a different client mix for a unique product like 4<sup>th</sup> & Onion.

Although some may not qualify, as discussed above, we are answering more than 1,500 contacts each year from interested community members and we expect that the demand for affordable homeownership will continue to rise as the costs of housing increase in the Austin area. As mentioned above, not all of the potential homebuyers for 4th & Onion, or for any of our developments, are currently living in close geographic proximity to the area, but all are committed to purchasing a Habitat home, including moving from their current neighborhood if necessary.

Austin Habitat is not yet able to calculate a capture rate for the 4<sup>th</sup> & Onion development because we have not yet begun to qualify clients for this property. We expect that through the extensive interest in affordable homeownership in Austin, our strong reputation as a compassionate nonprofit and as a builder of high-quality affordable homes, and our ongoing community outreach, we will generate sufficient demand for the 45 available units. Austin Habitat also continues to offer qualified individuals/families the opportunity to purchase a home at several other developments that are currently being built or are in pre-development in Austin. Therefore, we are able to offer housing to individuals and families on the waiting list who do not wind up living in 4th & Onion.

### **Absorption Period**

Austin Habitat is developing a detailed plan to build and sell the 45 units at 4th & Onion by the end of 2022. As our Affordable Homeownership Program is designed to produce completed properties and purchase-ready families concurrently, we expect to match families with these units by the time they are ready for occupancy. Our Client Services, Communications, and other teams are working together to identify the people and families who would be qualified to purchase and would benefit from the strong access to jobs and transit and develop strong outreach plans designed to attract these populations.



Application for OHDA Funding – 2020

**Tab 4b Good Neighbor Policy**

### City of Austin Good Neighbor Checklist

The Neighborhood Housing and Community Development Office (NHCD) offers a Good Neighbor Policy to standardize process and identify expectations for all projects funded through the City of Austin's Rental Housing Development Assistance (RHDA) and Acquisition and Development (A&D) programs. Applicants of these programs are required to prepare and begin implementing a community engagement plan, including neighborhood notification activities. The community engagement plan is required whether the application is for funding for new construction or renovation of an existing building, regardless of whether there is a change in ownership.

A successful community engagement plan leads to open, ongoing two-way communication between developers and neighbors. This requires good-faith efforts and cooperation by developers, City officials and residents. A positive, open dialogue between housing developers and neighbors can prevent misunderstandings, facilitate prompt resolution of any inadvertent misunderstandings, and provide a fair, thoughtful, dependable means of resolving differences.

The following checklist of items is required of all applicants for funding:

#### **(1) Preliminary Research**

- ☒ Review the Neighborhood Plan (if applicable)

#### **(2) Neighborhood Notification**

- ☒ Notify property owners within at least 500 feet of the site and registered neighborhood organizations with boundaries included in the proposed development site, using a written notice, letter or flyer. Please see attached flyer distributed within 500', mailed to all neighborhood groups on registry and given to East Cesar Chavez Neighborhood Contact Team.

#### **(3) Pre-Application Engagement**

- ☒ Contact neighborhood organizations to provide current information about the project, including any neighborhood association whose boundaries are included in the proposed development site and Neighborhood Planning Contact Team (if applicable). *(see full City of Austin Good Neighbor Guidelines for more detailed information on what kind of information may be appropriate to share)*
- ☒ Appoint a Single-Point-of-Contact (SPOC) to serve as the liaison for exchanging information. See application cover sheet and name below.

#### **(4) Application requirements**

- ☒ Provide communications plan Example of Communications Plan attached.
- ☒ Provide documentation showing the content of the notice, and proof of delivery
- ☒ Provide signed copy of this checklist.

Please note that AHFH is currently developing a comprehensive communications plan including this development. We will make this available as needed when complete.

I have reviewed and completed all of the above checklist items required by the City of Austin's Good Neighbor Guidelines.



Signed

Greg Anderson, Director of Community Affairs

Printed Name



We build **strong, stable** and **self-reliant** communities

April 24, 2019

Dear Neighborhood Partner,

On behalf of Austin Habitat for Humanity, thank you for all the work that you do! We are excited to let you know about a new development we are working on in East Austin that will bring significant affordable homeownership opportunities to the area.

As you will see from the card we've enclosed, Austin Habitat is building a multifamily, multistory homeownership development at 4<sup>th</sup> & Onion Streets, building on land we have owned and operated on for more than 25 years. We are very excited to offer this innovative project to the community, as we recognize that there are many hardworking families who would like to buy a home in the area but who are being priced out of the local market.

Our mission is *to bring people together to build strong, stable, self-reliant communities*, working toward our ultimate vision of a world where everyone has a decent place to live. We are fulfilling our mission every day in communities like East Austin, and we look forward to continuing to work on behalf of families looking to build a stable and successful future through affordable homeownership. We hope that this project will be of benefit to the community members you work with as well, and we welcome the opportunity to discuss it with you.

Please feel free to get in touch if you would like more information, and we will continue to keep the community informed as we begin this important work. Thank you for supporting our communities!

Sincerely,

A handwritten signature in cursive script that reads "Greg Anderson".

Greg Anderson  
Director, Community Affairs  
GAnderson@AHFH.org  
M: 512.426.1041

**Board Members** Heather Ladage | Larry Smith | Curtis Page | David Osborn | John Neff | Yvette Boatwright | Michael Golden | Valerie Salinas-Davis | Joe Tracy | Ross Sabolcik | Sherine Thomas | Hugh Forrest | Gaylon Boyd | John Doucet | Chris Engen | Anand Srinivasan | Joe Bland | Ken Corby | Kevin Cunningham | Jay Hartzell | Dana Leaman | Phil Hutchinson | David O'Neil | Estrella Posey | Cynthea Rhodes-Patterson | Shelli Taylor | Dan Young | Kyle Hoskins | Dr. George Gau | Jeff Serra



500 W Ben White Blvd, Austin, TX 78704  
512-472-8788 | austinhabitat.org

# Austin Habitat will soon be your neighbor!



We will be offering affordable  
homeownership through a  
multi-family development at  
**4th & Onion.**

 Austin  
**Habitat for Humanity®**



## Property Profile

Getting Around

[Search & Identify Data](#)

Drawing &amp; Measurement

Printing &amp; Reporting

Help

☐ Tool Labels ☐

Address Search



Parcel Search



Find Review Case



Permits By Address

Change visible  
map layers

Historic Layers



Point



Query



Filter

Search

Find Layers

Identify &amp; Find Data

## Address

**1409 E 4TH ST**

Jurisdiction: AUSTIN FULL PURPOSE

Council District: 3

County: TRAVIS

Map Grid: MK21

[Zoning Profile](#)[Appraisal District](#)[FloodPro](#)

Full Street Address

1409 E 4TH ST

Place ID

1118650

## Annexation History - Click Below

**12/19/1985 - FULL****03/14/1946 - FULL**

## Legal Description

**LOT 8 BLK 4 OLT 4 DIV O PECK R H**

## Community Registry List

Austin Independent School District

Austin Neighborhoods Council

Barrio Unido Neighborhood Assn.

Bike Austin

Black Improvement Association

Capital Metro

Claim Your Destiny Foundation

Del Valle Community Coalition

East Austin Conservancy

East Cesar Chavez Neighborhood Association

East Cesar Chavez Neighborhood Plan Contact Team

El Concilio Mexican-American Neighborhoods

Friends of Austin Neighborhoods

Greater East Austin Neighborhood Association

Guadalupe Neighborhood Development Corporation

Homeless Neighborhood Association

Neighborhood Empowerment Foundation

Neighbors United for Progress

Plaza Saltillo TOD Staff Liaison

Preservation Austin

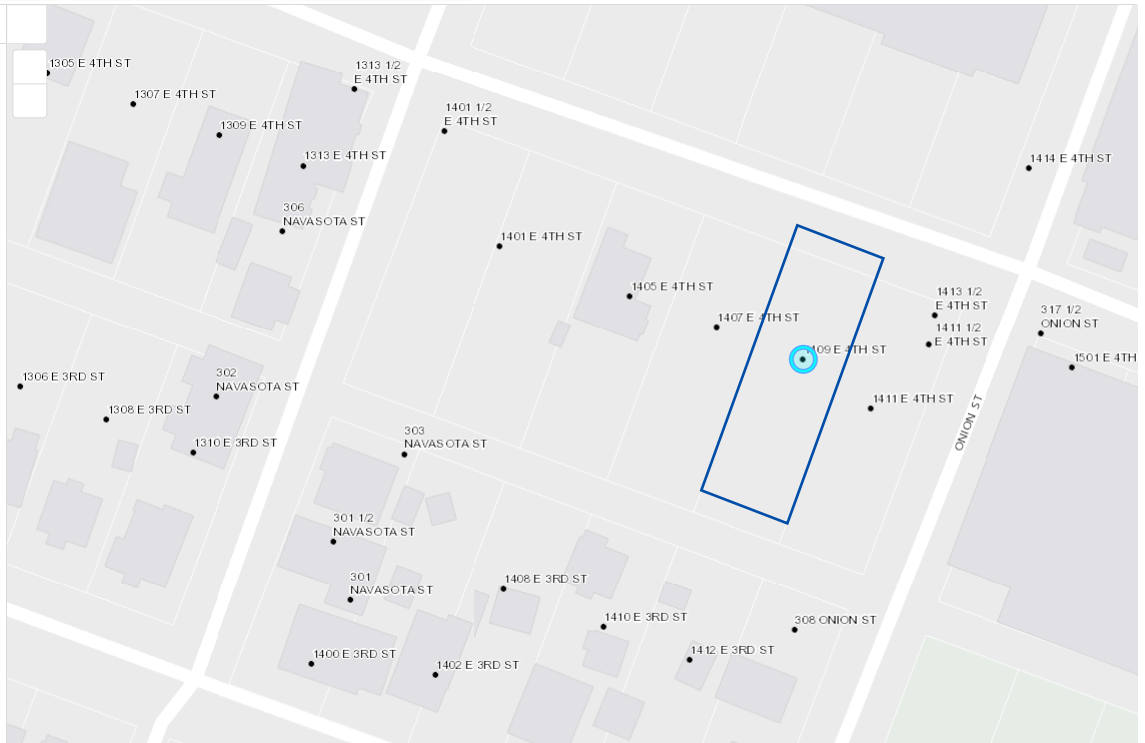
SELTexas

Sierra Club, Austin Regional Group

Tejano Town

United East Austin Coalition

## Permits

**10/24/2018 - 2018-185374 TP - Active****10/22/2018 - Tree Permit - Application Incomplete**

Home



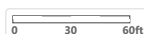
Layers




Address



GreyScale



0 30 60ft



# Property Profile

Getting Around


Search & Identify Data

Drawing & Measurement


Printing & Reporting

Help


☐ Tool Labels ☐




Address Search




Parcel Search




Find Review Case




Permits By Address




Change visible map layers




Historic Layers



Point



Query



Filter

Search

Find Layers

Identify & Find Data

Address

**1411 E 4TH ST**  
Jurisdiction: AUSTIN FULL PURPOSE  
Council District: 3  
County: TRAVIS  
Map Grid: MK21  
[Zoning Profile](#)  
[Appraisal District](#)  
[FloodPro](#)  
Full Street Address  
1411 E 4TH ST  
Place ID  
3502116  
  
Annexation History - Click Below  

12/19/1985 - FULL

03/14/1946 - FULL

  
Legal Description  

LOT 7 BLK 4 OLT 4 DIV O PECK R H

  
Community Registry List  

Austin Independent School District

Austin Neighborhoods Council

Barrio Unido Neighborhood Assn.

Bike Austin

Black Improvement Association

Capital Metro

Claim Your Destiny Foundation

Del Valle Community Coalition

East Austin Conservancy

East Cesar Chavez Neighborhood Association

East Cesar Chavez Neighborhood Plan Contact Team

El Concilio Mexican-American Neighborhoods

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Guadalupe Neighborhood Development Corporation

Homeless Neighborhood Association

Neighborhood Empowerment Foundation

Neighbors United for Progress

Plaza Saltillo TOD Staff Liaison

Preservation Austin

SELTexas


Sierra Club, Austin Regional Group


Tejano Town

United East Austin Coalition


Permits  

04/04/2019 - .SH - Pending







Home



Layers



Address



GreyScale

0

30

60ft

www.austintexas.gov/GIS/PropertyProfile/

1/1

Austin Independent School District  
1111 West 6<sup>th</sup> Street  
Austin, TX 78703

Friends of Austin Neighborhoods  
c/o Roger L. Cauvin  
311 W. 5th St., #1006  
Austin, TX 78701

Sierra Club  
c/o Mr. Roy Waley  
1310B Palo Duro  
Austin, TX 78757

Austin Neighborhoods Council  
P.O. Box 301975  
Austin, TX 78703

Greater East Austin Neighborhood Assoc.  
c/o Mr. Joe Quintero  
1018 Spence St.  
Austin, TX 78702

United East Austin Coalition  
c/o Council Member Pio Renteria  
1511 Haskell Street  
Austin, TX 78702

Barrio Unido N.A., Tejano Town, and  
El Concilio Mexican-American Neighborhoods  
c/o Mr. Gavino Fernandez, Jr.  
2216 Haskell St.  
Austin, TX 78702

Guadalupe Neighborhood Dev. Corp.  
813 E. 8<sup>th</sup> Street  
Austin, TX 78702

East Cesar Chavez  
Neighborhood Contact Team  
Terrazas Library, 1105 E Cesar Chavez  
Austin, TX 78702

Bike Austin  
1300 W. Oltorf Street, Suite 6  
Austin, TX 78704

Homeless Neighborhood Assoc.  
c/o Mr. Kirk Becker  
1015 W. William Cannon Dr. #208  
Austin, TX 78745

Black Improvement Association  
P.O. Box 140244  
Austin, TX 78714

Neighborhood Empowerment Fdn.  
c/o Ms. Linda Bailey  
4104 Turkey Creek Dr.  
Austin, TX 78730

Capital Metro  
2910 E. 5<sup>th</sup> Street  
Austin, TX 78702

Neighbors United for Progress  
c/o Ms. Rachel Robinson  
6002 Jain Ln.  
Austin, TX 78721

Claim Your Destiny Foundation  
P.O. Box 153126  
Austin, TX 78715

Ms. Anne Milne  
Plaza Saltillo TOD Staff Liaison  
City of Austin Planning and Zoning  
P.O. Box 1088  
Austin, TX 78767

Del Valle Community Coalition  
c/o Mrs. Susanna Ledesma Woody  
7433 Montezuma St.  
Austin, TX 78744

Preservation Austin  
c/o Ms. Kate Singleton  
PO Box 2113  
Austin, TX 78768

East Austin Conservancy  
c/o Mr. Raul Ruben Alvarez  
2601 Zaragosa Street  
Austin, TX 78702

SEL Texas  
c/o Ms. Tammy Walters  
701 Rio Grande Street, Ste. C101  
Austin, TX 78704



# COMING SOON!

## Austin Habitat for Humanity Multi-Family Housing

The first of its kind for our affiliate, we'll be building a multi-family housing development at the corner of 4th and Onion! Thirty-four homes will be affordable to households making between \$20,000 - \$65,000 a year.

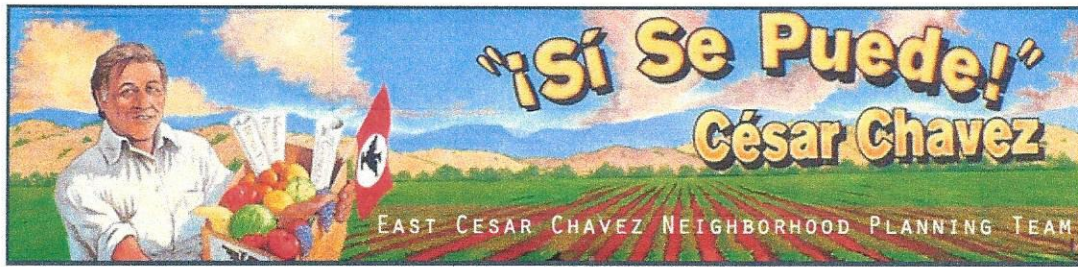
### WHY WE'RE EXCITED:

- Increases affordable ownership inventory in 78702 by **122%**
- Walkable to transit, food, jobs and education
- Homeownership builds stronger futures

This is in the very early stages of design and we are still years away – stay tuned for more!

Questions? Contact Greg Anderson at [ganderson@ahfh.org](mailto:ganderson@ahfh.org)





January 31, 2018

Dear Mayor, City Council Members and Planning Commissioners:

On behalf of the East Cesar Chavez Neighborhood Plan Contact Team (ECCNPCT), I am writing to you in support of the Austin Habitat for Humanity affordable housing development currently being proposed at 4<sup>th</sup> Street and Onion Street. The team voted unanimously, with two abstentions, at our January 17<sup>th</sup> meeting to support the proposed site-specific changes to the Saltillo TOD Regulating Plan, as outlined below.

City Council Resolution 20170817-056 proposes amendments to the Plaza Saltillo TOD Regulating Plan that would create a new Density Bonus Program applicable to the property owned by Austin Habitat for Humanity. It further specifies that in order to participate in the new Density Bonus subdistrict, eligible projects must meet specific affordability requirements.

The ECCNPCT supports the following aspects of the proposed subdistrict to the Saltillo TOD:

- A maximum building height of 70 feet;
  - A maximum parking reduction of 95%;
  - A 5 foot reduction in the front yard setback currently required by the Plaza Saltillo TOD Regulating Plan;
- The ECCNPCT supports these changes for projects that meet the following affordability requirements:
- A minimum of 10% of the units (by square footage) provided at  $\leq 40\%$  MFI;
  - A minimum of 25% of the units (by square footage) provided at  $\leq 60\%$  MFI; and
  - A minimum of 40% of the units (by square footage) provided at  $\leq 80\%$  MFI.

We greatly appreciate your leadership in providing opportunities for additional affordable housing in the East Cesar Chavez Neighborhood Planning Area and we hope you will support these changes to the Saltillo TOD Regulating Plan.

Sincerely,

Mark C. Rogers, Nonprofit Representative  
East Cesar Chavez Neighborhood Plan Contact Team



Application for OHDA Funding – 2020

**Tab 4c SMART Housing Letter**





# City of Austin

## Neighborhood Housing and Community Development

P.O. Box 1088, Austin, TX 78767

(512) 974-3100 \* Fax (512) 974-3161 \* <http://www.austintexas.gov/department/housing>

March 13, 2019 (Revision to letter dated April 12, 2016)

### S.M.A.R.T. Housing Certification

Austin Habitat for Humanity – The Saltillo, E 4<sup>th</sup> Street (ID# 280)

#### TO WHOM IT MAY CONCERN:

Austin Habitat for Humanity - (development contact: Andy Alarcon: 512.472.8788x247 (o); [aalarcon@austinhabitat.org](mailto:aalarcon@austinhabitat.org)) is planning to develop a **45-57 unit multi-family condo/for sale development** at East 4<sup>th</sup> Street (corner of 4<sup>th</sup> Street and Onion). The property is located in the Plaza Saltillo Transit Oriented District and is subject to the Plaza Saltillo TOD regulating plan, Section 4.3.4. The affordable units shall be reserved as affordable, for a minimum of 99 years following the issuance of the certificate of occupancy, for ownership by households earning no more than the required percentage of the Annual Median Family Income under Section 4.3.4(C). The applicant/property owner shall be responsible for providing habitable space equal to a minimum of 75% of the entire square footage of the development for affordable housing in accordance with Section 4.3.4.(C).

Certification for compliance with the Plaza Saltillo TOD Regulating Plan will be provided under a separate letter.

NHCD certifies that the proposed construction meets the S.M.A.R.T. Housing standards at the pre-submittal stage. Since 70% of the units of this project will serve households earning no more than 80% MFI, the development will be eligible for a **100% waiver** of the fees listed in Exhibit A of the S.M.A.R.T. Housing Resolution adopted by the City Council. The expected fee waivers include, but are not limited to, the following fees:

Capital Recovery Fees	Site Plan Review	Land Status Determination
Building Permit	Misc. Site Plan Fee	Building Plan Review
Concrete Permit	Construction Inspection	Parkland Dedication (by
Electrical Permit	Subdivision Plan Review	separate ordinance)
Mechanical Permit	Misc. Subdivision Fee	
Plumbing Permit	Zoning Verification	

#### Prior to issuance of building permits and starting construction, the developer must:

- ◆ Obtain a signed Conditional Approval from the Austin Energy Green Building Program stating that the plans and specifications for the proposed development meet the criteria for a Green Building Rating. (Contact Austin Energy Green Building: 512-482-5300 or [greenbuilding@austinenergy.com](mailto:greenbuilding@austinenergy.com)).
- ◆ Submit plans demonstrating compliance with accessibility standards.

#### Before a Certificate of Occupancy will be granted, the development must:

- ◆ Pass a final inspection and obtain a signed Final Approval from the Green Building Program. (Separate from any other inspections required by the City of Austin or Austin Energy).
- ◆ Pass a final inspection to certify that accessibility standards have been met.
- ◆ An administrative hold will be placed on the building permit, until the following items have been completed: 1) the number of affordable units have been finalized and evidenced through a sealed

*The Neighborhood Housing and Community Development Office's mission is to provide housing, community development, and small business development services to benefit residents so they can have access to livable neighborhoods and increase their opportunities for self-sufficiency.*

letter from project architect and/or engineer, 2) a Restrictive Covenant stating the affordability requirements and terms has been filed for record at the Travis County Clerk Office.

The applicant must demonstrate compliance with the reasonably-priced standard after the completion of the units, or repay the City of Austin in full the fees waived for this S.M.A.R.T. Housing certification.

Please contact me by phone 512.974.3128 or by email at [Sandra.harkins@austintexas.gov](mailto:Sandra.harkins@austintexas.gov) if you need additional information.

Sincerely,



Sandra Harkins  
Neighborhood Housing and Community Development

Cc: Rosa Gonzales, AE  
Melanie Montez, ORS

Ellis Morgan, NHCD  
Mashell Smith, ORS

Jonathan Orenstein, AWU

*The Neighborhood Housing and Community Development Office's mission is to provide housing, community development, and small business development services to benefit residents so they can have access to livable neighborhoods and increase their opportunities for self-sufficiency.*



**Application for OHDA Funding – 2020**

## **Tab 4d MOU with ECHO**

Please note that because Austin Habitat for Humanity does not plan to provide Continuum of Care units or other services to individuals currently experiencing homelessness, we have not signed an MOU with ECHO.



Application for OHDA Funding – 2020

## **Tab 4e Resident Services**

## **AUSTIN HABITAT FOR HUMANITY**

### **APPLICATION FOR OWNERSHIP HOUSING DEVELOPMENT ASSISTANCE (OHDA) - 2020**

#### **RESIDENT SERVICES**

Habitat for Humanity provides supportive services to all potential homebuyers in the Affordable Homeownership Program, including those purchasing homes in the 4<sup>th</sup> & Onion development, as well as members of the general public. These services will include financial and housing counseling, offered in group workshops and one-on-one sessions, to ensure that all families are financially ready to qualify for a home and begin the Habitat homebuying process. Austin Habitat has been a HUD-approved housing counseling agency since 2010.

Austin Habitat's Housing Counseling Program is designed to assist participants in obtaining and maintaining stable housing. Our two HUD-certified Housing Counselors meet one-on-one with partner families and facilitate workshops for financial capability and housing education. Each family receives a personalized assessment of their financial situation, discussion of options, and development of plans designed to fit each family's unique needs. This solid educational foundation positively impacts financial capability skills including credit improvement, debt management, budget maintenance, and avoidance of predatory lenders. Once families qualify for the program, they work a counselor to reach a solid financial standing that will qualify them to become Habitat homeowners, they receive more intensive housing education including five required classes. All services are provided with no cost or with a nominal cost for credit reports as needed, to Habitat clients and the public, in English and Spanish. During the Covid-19 pandemic, we have adapted to offer online classes and provide counseling services via phone or Zoom to ensure that our program is conducted safely.

Austin Habitat offers an extensive array of financial and housing workshops as well as one-on-one support for potential Habitat homeowners and the public. As discussed above, one responsibility of partner families for the Affordable Homeownership Program is confirmed attendance at seven Housing Counseling classes that count towards their 300 required hours of sweat equity. Approximately 800 households receive these supportive services annually, including all potential buyers for Montopolis/Círculo de Amistad. We have attached the resumes for Wayne Gerami, Vice President of Client Services, as well as Bertie Flores-Samilpa and Jessica Benitez, our housing counselors.

In addition to supporting our partner families before they purchase their home, the Austin Habitat team holds the mortgages for most of our partner families, and we stay in contact to ensure that the families are current on their payments and able to continue paying into the future, while also handling their other costs of living. We are pleased to report that our delinquency rate is lower than the average for Habitat affiliates and other low-to-moderate income purchasers.

The total cost of providing the Housing Counseling Program to all participants, including potential Austin Habitat partner families and other members of the community, is approximately \$140,000 annually. Austin Habitat continues to build the funding base for Housing Counseling services, receiving its first Housing Counseling grant from HUD in 2018. We have recently been funded by HUD for 2021, and additional current sources of funding include Wells Fargo Bank, the City of San Marcos, and State Farm. Other applications are pending, including a recent proposal to A Glimmer of Hope Austin. In addition, the program is supported by unrestricted organizational funds, including those garnered by our two ReStores, which gross approximately \$1 million annually and support all forms of service provision.





Application for OHDA Funding – 2020

## Tab 5 Property Information



Application for OHDA Funding – 2020

## Tab 5a Appraisal

# RESTRICTED APPRAISAL REPORT

E. 4TH STREET LAND  
1409 AND 1411 E. 4TH STREET  
AUSTIN, TEXAS 78702  
CBRE GROUP, INC. FILE NO. 19-361SC-0416-1

AUSTIN HABITAT FOR HUMANITY

October 8, 2019

Phyllis Snodgrass  
Chief Executive Officer  
AUSTIN HABITAT FOR HUMANITY  
500 West Ben White Boulevard  
Austin, Texas 78704

RE: Appraisal of: E. 4th Street Land  
1409 and 1411 E. 4th Street  
Austin, Travis County, Texas 78702  
CBRE, Inc. File No. 19-361SC-0416-1

Dear Ms. Snodgrass:

At your request and authorization, CBRE, Inc. has prepared an appraisal of the market value of the referenced property. Our analysis is presented in the following Restricted Appraisal Report. The reader is hereby advised that the opinions and conclusions contained herein may not be properly understood without additional information contained in the appraiser's work file.

The subject is a 0.33-acre (14,331 sq. ft.) tract of vacant land (retail/commercial) located at 1409 and 1411 E. 4th Street in Austin, Texas. The property consists of two contiguous lots situated at the southwest corner of E. 4<sup>th</sup> Street and Onion Street.

Based on the analysis contained in the following report, the market value of the subject is concluded as follows:

MARKET VALUE CONCLUSION			
Appraisal Premise	Interest Appraised	Date of Value	Value Conclusion
As Is	Fee Simple Estate	October 1, 2019	\$1,400,000
Compiled by CBRE			

The report, in its entirety, including all assumptions and limiting conditions, is an integral part of, and inseparable from, this letter.

This is a Restricted Appraisal Report that is intended to comply with the reporting requirements set forth under Standards Rule 2 of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal Report. As such, it presents limited discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning, and analyses has been retained in

the appraiser's file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated herein. The reader is hereby advised that the opinions and conclusions contained herein may not be properly understood without additional information contained in the appraiser's work file.

The following appraisal sets forth the most pertinent data gathered, the techniques employed, and the reasoning leading to the opinion of value. The analyses, opinions and conclusions were developed based on, and this report has been prepared in conformance with, the guidelines and recommendations set forth in the Uniform Standards of Professional Appraisal Practice (USPAP), and the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.

The intended use and user of our report are specifically identified in our report as agreed upon in our contract for services and/or reliance language found in the report. As a condition to being granted the status of an intended user, any intended user who has not entered into a written agreement with CBRE in connection with its use of our report agrees to be bound by the terms and conditions of the agreement between CBRE and the client who ordered the report. No other use or user of the report is permitted by any other party for any other purpose. Dissemination of this report by any party to any non-intended users does not extend reliance to any such party, and CBRE will not be responsible for any unauthorized use of or reliance upon the report, its conclusions or contents (or any portion thereof).

It has been a pleasure to assist you in this assignment. If you have any questions concerning the analysis, or if CBRE can be of further service, please contact us.

Respectfully submitted,

CBRE - VALUATION & ADVISORY SERVICES



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Peter C. Crosswell  
Vice President  
Texas Certification No. 1336765-G

Phone: (512) 499-4926  
Fax: (512) 499-4999  
Email: peter.crosswell@cbre.com



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Grant B. Mueller, MAI  
Managing Director  
Texas Certification No. 1337145-G

Phone: (512) 499-4909  
Fax: (512) 499-4999  
Email: grant.mueller@cbre.com

## Certification

We certify to the best of our knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are our personal, impartial and unbiased professional analyses, opinions, and conclusions.
3. We have no present or prospective interest in or bias with respect to the property that is the subject of this report and have no personal interest in or bias with respect to the parties involved with this assignment.
4. Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
5. Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
6. This appraisal assignment was not based upon a requested minimum valuation, a specific valuation, or the approval of a loan.
7. Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice, as well as the requirements of the State of Texas.
8. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
9. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
10. As of the date of this report, Grant B. Mueller, MAI has completed the continuing education program for Designated Members of the Appraisal Institute.
11. As of the date of this report, Peter C. Crosswell has completed the Standards and Ethics Education Requirements for Candidates/Practicing Affiliates of the Appraisal Institute.
12. Peter C. Crosswell has and Grant B. Mueller, MAI has not made a personal inspection of the property that is the subject of this report.
13. No one provided significant real property appraisal assistance to the persons signing this report.
14. Valuation & Advisory Services operates as an independent economic entity within CBRE, Inc. Although employees of other CBRE, Inc. divisions may be contacted as a part of our routine market research investigations, absolute client confidentiality and privacy were maintained at all times with regard to this assignment without conflict of interest.
15. Peter C. Crosswell and Grant B. Mueller, MAI have not provided any services, as appraisers or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.



Peter C. Crosswell

Texas Certification No. 1336765-G



Grant B. Mueller, MAI

Texas Certification No. 1337145-G



## Subject Photographs



Aerial View (Source: LandVision)



Typical View of the Subject



Typical View of the Subject



Typical View of the Subject



Typical View of the Subject



View of the E. 4<sup>th</sup> Street frontage



View of the Onion Street frontage



## Executive Summary

<b>Property Name</b>	E. 4th Street Land	
<b>Location</b>	1409 and 1411 E. 4th Street Austin, Travis County, TX 78702	
<b>Parcel Number(s)</b>	191905, 191906	
<b>Client</b>	Austin Habitat for Humanity	
<b>Highest and Best Use</b>		
As If Vacant	Retail/Commercial	
<b>Property Rights Appraised</b>	Fee Simple Estate	
<b>Date of Inspection</b>	October 1, 2019	
<b>Estimated Exposure Time</b>	3 - 6 Months	
<b>Estimated Marketing Time</b>	3 - 6 Months	
<b>Primary Land Area</b>	0.33 AC	14,331 SF
<b>Zoning</b>	TOD-NP	
<b>Buyer Profile</b>	Developer	
<b>VALUATION</b>	<b>Total</b>	<b>Per SF</b>
Land Value	\$1,400,000	\$97.69

CONCLUDED MARKET VALUE			
Appraisal Premise	Interest Appraised	Date of Value	Value
As Is	Fee Simple Estate	October 1, 2019	\$1,400,000
Compiled by CBRE			

### EXTRAORDINARY ASSUMPTIONS

An extraordinary assumption is defined as “an assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser’s opinions or conclusions.”<sup>1</sup>

- None noted

### HYPOTHETICAL CONDITIONS

A hypothetical condition is defined as “a condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results but is used for the purposes of analysis.”<sup>2</sup>

- None noted

<sup>1</sup> The Appraisal Foundation, *USPAP*, 2018-2019

<sup>2</sup> The Appraisal Foundation, *USPAP*, 2018-2019

## OWNERSHIP AND PROPERTY HISTORY

OWNERSHIP SUMMARY	
Item	Current
Owner:	Austin Habitat for Humanity, Inc.
Date Purchased:	Mar 11, 2016
Purchase Price:	N/A - Land Swap
Legal Reference	2016040345
County/Locality Name:	Travis
Pending Sale:	No
Change of Ownership - Past 3 Years	No
Compiled by CBRE	

To the best of our knowledge, there has been no ownership transfer of the property during the previous three years. The property was not known to be listed for sale or under contract as of the date of value contained herein.

## EXPOSURE/MARKETING TIME

Current appraisal guidelines require an estimate of a reasonable time period in which the subject could be brought to market and sold. This reasonable time frame can either be examined historically or prospectively. In a historical analysis, this is referred to as exposure time. Exposure time always precedes the date of value, with the underlying premise being the time a property would have been on the market prior to the date of value, such that it would sell at its appraised value as of the date of value. On a prospective basis, the term marketing time is most often used. The exposure/marketing time is a function of price, time, and use. It is not an isolated estimate of time alone. In consideration of these factors, we have analyzed the following:

- exposure periods for comparable sales used in this appraisal;
- the opinions of market participants.

The following table presents the information derived from these sources.

EXPOSURE/MARKETING TIME DATA				
Investment Type	Exposure/Mktg. (Months)			
	Range			Average
Comparable Sales Data	0.0	-	9.0	4.5
Local Market Professionals	3.0	-	6.0	4.5
CBRE Exposure Time Estimate	3 - 6 Months			
CBRE Marketing Period Estimate	3 - 6 Months			
Source: CBRE National Investor Survey, RealtyRates.com Survey & PwC Real Estate Survey				

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ADDENDA

A Land Sale Data Sheets

B Client Contract Information

C Qualifications

## Scope of Work

This is a Restricted Appraisal Report that is intended to comply with the reporting requirements set forth under Standards Rule 2 of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal Report. As such, it presents limited discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning, and analyses has been retained in the appraiser's file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated herein. The reader is hereby advised that the opinions and conclusions contained herein may not be properly understood without additional information contained in the appraiser's work file.

### INTENDED USE OF REPORT

This appraisal is to be used for consulting valuation purposed and no other use is permitted.

### CLIENT

The client is Austin Habitat for Humanity.

### INTENDED USER OF REPORT

This appraisal is to be used by Austin Habitat for Humanity, and no other user may rely on our report unless as specifically indicated in the report.

Intended Users - the intended user is the person (or entity) who the appraiser intends will use the results of the appraisal. The client may provide the appraiser with information about other potential users of the appraisal, but the appraiser ultimately determines who the appropriate users are given the appraisal problem to be solved. Identifying the intended users is necessary so that the appraiser can report the opinions and conclusions developed in the appraisal in a manner that is clear and understandable to the intended users. Parties who receive or might receive a copy of the appraisal are not necessarily intended users. The appraiser's responsibility is to the intended users identified in the report, not to all readers of the appraisal report.<sup>3</sup>

### PURPOSE OF THE APPRAISAL

The purpose of this appraisal is to estimate the market value of the subject property.

### DEFINITION OF VALUE

The current economic definition of market value agreed upon by agencies that regulate federal financial institutions in the U.S. (and used herein) is as follows:

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<sup>3</sup> Appraisal Institute, The Appraisal of Real Estate, 14th ed. (Chicago: Appraisal Institute, 2013), 50.

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised, and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.<sup>4</sup>

## INTEREST APPRAISED

The value estimated represents the Fee Simple Estate as defined below:

*Fee Simple Estate* - Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power and escheat.<sup>5</sup>

## Extent to Which the Property is Identified

The property is identified through the following sources:

- postal addresses
- assessor's records
- legal description
- site survey

## Extent to Which the Property is Inspected

CBRE, Inc. inspected the subject from adjacent roadways, as well as its surrounding environs, on the date of value contained herein. The site was not surveyed by our firm.

## Type and Extent of the Data Researched

CBRE reviewed the following:

- applicable tax data
- zoning requirements
- flood zone status
- demographics
- comparable data

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<sup>4</sup> Interagency Appraisal and Evaluation Guidelines; December 10, 2010, Federal Register, Volume 75 Number 237, Page 77472.

<sup>5</sup> Appraisal Institute, The Dictionary of Real Estate Appraisal, 6<sup>th</sup> ed. (Chicago: Appraisal Institute, 2015), 90.

## Type and Extent of Analysis Applied

CBRE, Inc. analyzed the data gathered through the use of appropriate and accepted appraisal methodology to arrive at a probable value indication via each applicable approach to value. The steps required to complete each approach are discussed in the methodology section.

## Data Resources Utilized in the Analysis

DATA SOURCES	
Item:	Source(s):
<b>Site Data</b>	
Size	Site survey provided by the property contact
<b>Data Requested, But Not Provided</b>	
Item 1	Environmental report
Compiled by CBRE	

## APPRAISAL METHODOLOGY

In appraisal practice, an approach to value is included or omitted based on its applicability to the property type being valued and the quality and quantity of information available.

### Cost Approach

The cost approach is based on the proposition that the informed purchaser would pay no more for the subject than the cost to produce a substitute property with equivalent utility. This approach is particularly applicable when the property being appraised involves relatively new improvements that represent the highest and best use of the land, or when it is improved with relatively unique or specialized improvements for which there exist few sales or leases of comparable properties.

### Sales Comparison Approach

The sales comparison approach utilizes sales of comparable properties, adjusted for differences, to indicate a value for the subject. Valuation is typically accomplished using physical units of comparison such as price per square foot, price per unit, price per floor, etc., or economic units of comparison such as gross rent multiplier. Adjustments are applied to the physical units of comparison derived from the comparable sale. The unit of comparison chosen for the subject is then used to yield a total value. Economic units of comparison are not adjusted, but rather analyzed as to relevant differences, with the final estimate derived based on the general comparisons.

### Income Capitalization Approach

The income capitalization approach reflects the subject's income-producing capabilities. This approach is based on the assumption that value is created by the expectation of benefits to be derived in the future. Specifically estimated is the amount an investor would be willing to pay to receive an income stream plus reversion value from a property over a period of time. The two common valuation techniques associated with the income capitalization approach are direct capitalization and the discounted cash flow (DCF) analysis.

## Methodology Applicable to the Subject

In appraisal practice, an approach to value is included or omitted based on its applicability to the property type being valued and the quality and quantity of information available. Depending on a specific appraisal assignment, any of the following four methods may be used to determine the market value of the fee simple interest of land:

- Sales Comparison Approach;
- Income Capitalization Procedures;
- Allocation; and
- Extraction.

The following summaries of each method are paraphrased from the text.

The first is the sales comparison approach. This is a process of analyzing sales of similar, recently sold parcels in order to derive an indication of the most probable sales price (or value) of the property being appraised. The reliability of this approach is dependent upon (a) the availability of comparable sales data, (b) the verification of the sales data regarding size, price, terms of sale, etc., (c) the degree of comparability or extent of adjustment necessary for differences between the subject and the comparables, and (d) the absence of nontypical conditions affecting the sales price. This is the primary and most reliable method used to value land (if adequate data exists).

The income capitalization procedures include three methods: land residual technique, ground rent capitalization, and Subdivision Development Analysis. A discussion of each of these three techniques is presented in the following paragraphs.

The land residual method may be used to estimate land value when sales data on similar parcels of vacant land are lacking. This technique is based on the principle of balance and the related concept of contribution, which are concerned with equilibrium among the agents of production--i.e. labor, capital, coordination, and land. The land residual technique can be used to estimate land value when: 1) building value is known or can be accurately estimated, 2) stabilized, annual net operating income to the property is known or estimable, and 3) both building and land capitalization rates can be extracted from the market. Building value can be estimated for new or proposed buildings that represent the highest and best use of the property and have not yet incurred physical deterioration or functional obsolescence.

The subdivision development method is used to value land when subdivision and development represent the highest and best use of the appraised parcel. In this method, an appraiser determines the number and size of lots that can be created from the appraised land physically, legally, and economically. The value of the underlying land is then estimated through a discounted cash flow analysis with revenues based on the achievable sale price of the finished product and expenses based on all costs required to complete and sell the finished product.

The ground rent capitalization procedure is predicated upon the assumption that ground rents can be capitalized at an appropriate rate to indicate the market value of a site. Ground rent is paid for the right to use and occupy the land according to the

terms of the ground lease; it corresponds to the value of the landowner's interest in the land. Market-derived capitalization rates are used to convert ground rent into market value. This procedure is useful when an analysis of comparable sales of leased land indicates a range of rents and reasonable support for capitalization rates can be obtained.

The allocation method is typically used when sales are so rare that the value cannot be estimated by direct comparison. This method is based on the principle of balance and the related concept of contribution, which affirm that there is a normal or typical ratio of land value to property value for specific categories of real estate in specific locations. This ratio is generally more reliable when the subject property includes relatively new improvements. The allocation method does not produce conclusive value indications, but it can be used to establish land value when the number of vacant land sales is inadequate.

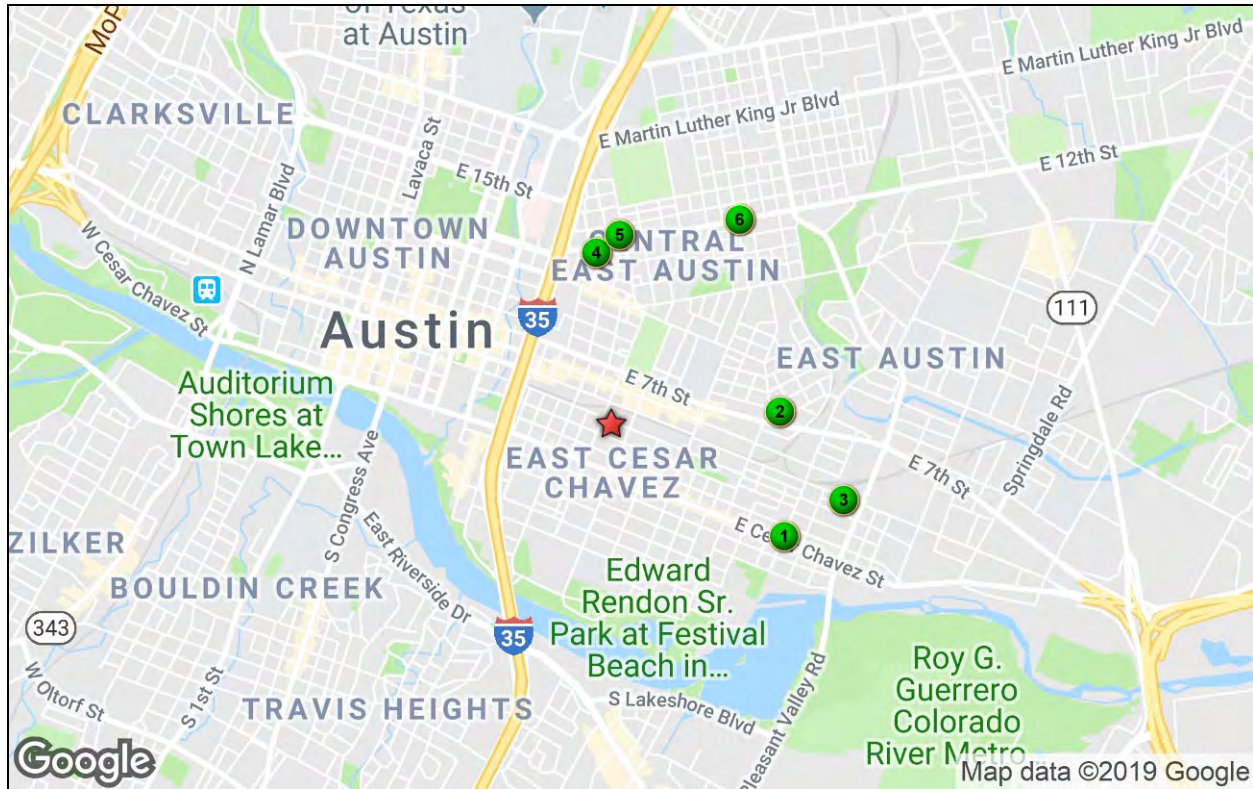
The extraction method is a variant of the allocation method in which land value is extracted from the sale price of an improved property by deducting the contribution of the improvements, which is estimated from their depreciated costs. The remaining value represents the value of the land. Value indications derived in this way are generally unpersuasive because the assessment ratios may be unreliable and the extraction method does not reflect market considerations.

For the purposes of this analysis, we have utilized the sales comparison approach as it relates to vacant land. The other methodologies are used primarily when comparable land sales data is non-existent. Therefore, these approaches have not been used.



## Land Value

The following map summarizes the comparable data used in the valuation of the subject site. Note that a summary of the comparables used may be found in the Addenda.



SUMMARY OF COMPARABLE LAND SALES								
No.	Property Location	Transaction Type	Date	Zoning	Actual Sale Price	Adjusted Sale Price <sup>1</sup>	Size (SF)	Price Per SF
1	2500 East Cesar Chavez Street Austin, TX 78702	Under Contract	Oct-19	CS-CO-MU-NP	\$750,000	\$750,000	7,502	\$99.97
2	2202 - 2220 Webberville Road Austin, TX 78702	Sale	May-18	CS-CO-MU-NP	\$2,400,000	\$2,400,000	31,655	\$75.82
3	2705 E. 5th Street Austin, TX 78702	Sale	Nov-17	CS-CO-MU-NP	\$2,022,842	\$2,058,592	27,848	\$73.92
4	912 Catalpa Street Austin, TX 78702	Sale	Oct-17	SF-3-NP and GR-MU-NCCD-NP	\$1,316,000	\$1,316,000	15,303	\$86.00
5	1120 East 12th Street Austin, TX 78702	Sale	Mar-17	CS-MU-NCCD-NP	\$1,500,000	\$1,500,000	13,200	\$113.64
6	1905 East 12th Street Austin, TX 78702	Sale	Jan-17	CS-MU-V-NCCD-NP	\$1,950,000	\$1,960,850	19,322	\$101.48
Subject	1409 and 1411 E. 4th Street, Austin, Texas	---	---	TOD-NP	---	---	14,331	---

<sup>1</sup> Adjusted sale price for cash equivalency and/or development costs (where applicable)  
Compiled by CBRE

## ADJUSTMENT GRID

Based on our comparative analysis, the following chart summarizes the adjustments warranted to each comparable.

LAND SALES ADJUSTMENT GRID						
Comparable Number	1	2	3	4	5	6
Transaction Type	Under Contract	Sale	Sale	Sale	Sale	Sale
Transaction Date	Oct-19	May-18	Nov-17	Oct-17	Mar-17	Jan-17
Zoning	CS-CO-MU-NP	CS-CO-MU-NP	CS-CO-MU-NP	SF-3-NP and GR-MU-NCCD-	CS-MU-NCCD-NP	CS-MU-V-NCCD-NP
Actual Sale Price	\$750,000	\$2,400,000	\$2,022,842	\$1,316,000	\$1,500,000	\$1,950,000
Adjusted Sale Price <sup>1</sup>	\$750,000	\$2,400,000	\$2,058,592	\$1,316,000	\$1,500,000	\$1,960,850
Size (Acres)	0.17	0.73	0.64	0.35	0.30	0.44
Size (SF)	7,502	31,655	27,848	15,303	13,200	19,322
Price Per SF	\$99.97	\$75.82	\$73.92	\$86.00	\$113.64	\$101.48
Price (\$ PSF)	\$99.97	\$75.82	\$73.92	\$86.00	\$113.64	\$101.48
Property Rights Conveyed	0%	0%	0%	0%	0%	0%
Financing Terms <sup>1</sup>	0%	0%	0%	0%	0%	0%
Conditions of Sale	0%	0%	0%	0%	0%	0%
Market Conditions (Time)	0%	4%	6%	6%	8%	8%
Subtotal	\$99.97	\$78.85	\$78.36	\$91.16	\$122.73	\$109.60
Size	-10%	10%	10%	0%	0%	0%
Shape	0%	0%	0%	5%	0%	5%
Location	5%	10%	15%	-5%	-20%	-15%
Zoning/Density	0%	0%	0%	5%	0%	0%
Utilities	0%	0%	0%	0%	0%	0%
Highest & Best Use	0%	0%	0%	0%	0%	0%
Total Adjustments	-5%	20%	25%	5%	-20%	-10%
Value Indication for Subject	\$94.97	\$94.62	\$97.94	\$95.72	\$98.18	\$98.64

<sup>1</sup> Adjusted sale price for cash equivalency and/or development costs (where applicable)

Compiled by CBRE

## CONCLUSION

Based on the preceding analysis, all of the comparables were representative of the subject site and warranted equal consideration. The adjusted sales range from \$94.62 to \$98.64 per square foot, with a mean of \$96.68 per square foot and a median of \$96.83 per square foot. In conclusion, a price per square foot indication towards the middle of the range was most appropriate for the subject. The following table presents the valuation conclusion for the subject:

CONCLUDED LAND VALUE				
\$ PSF		Subject SF		Total
\$94.62	x	14,331	=	\$1,356,070
\$98.64	x	14,331	=	\$1,413,613
<b>Indicated Value:</b>				<b>\$1,400,000</b>
(Rounded \$ PSF)				<b>\$97.69</b>
Compiled by CBRE				

The rounded value equates to approximately \$97.69 per square foot. This falls within the unadjusted range of \$73.92 to \$113.64 per square foot indicated by the comparable sales, thereby lending support to our value conclusion.

## Reconciliation of Value

In the sales comparison approach, the subject is compared to similar properties that have been sold recently or are under contract. The sales used in this analysis are considered highly comparable to the subject, and the required adjustments were based on reasonable and well-supported rationale. In addition, market participants are currently analyzing purchase prices on other properties as they relate to available substitutes in the market. Therefore, the sales comparison approach is considered to provide a reliable value indication.

Based on the foregoing, the market value of the subject has been concluded as follows:

<b>MARKET VALUE CONCLUSION</b>			
Appraisal Premise	Interest Appraised	Date of Value	Value Conclusion
As Is	Fee Simple Estate	October 1, 2019	\$1,400,000
Compiled by CBRE			

## Assumptions and Limiting Conditions

1. CBRE, Inc. through its appraiser (collectively, "CBRE") has inspected through reasonable observation the subject property. However, it is not possible or reasonably practicable to personally inspect conditions beneath the soil and the entire interior and exterior of the improvements on the subject property. Therefore, no representation is made as to such matters.
2. The report, including its conclusions and any portion of such report (the "Report"), is as of the date set forth in the letter of transmittal and based upon the information, market, economic, and property conditions and projected levels of operation existing as of such date. The dollar amount of any conclusion as to value in the Report is based upon the purchasing power of the U.S. Dollar on such date. The Report is subject to change as a result of fluctuations in any of the foregoing. CBRE has no obligation to revise the Report to reflect any such fluctuations or other events or conditions which occur subsequent to such date.
3. Unless otherwise expressly noted in the Report, CBRE has assumed that:
  - (i) Title to the subject property is clear and marketable and that there are no recorded or unrecorded matters or exceptions to title that would adversely affect marketability or value. CBRE has not examined title records (including without limitation liens, encumbrances, easements, deed restrictions, and other conditions that may affect the title or use of the subject property) and makes no representations regarding title or its limitations on the use of the subject property. Insurance against financial loss that may arise out of defects in title should be sought from a qualified title insurance company.
  - (ii) Existing improvements on the subject property conform to applicable local, state, and federal building codes and ordinances, are structurally sound and seismically safe, and have been built and repaired in a workmanlike manner according to standard practices; all building systems (mechanical/electrical, HVAC, elevator, plumbing, etc.) are in good working order with no major deferred maintenance or repair required; and the roof and exterior are in good condition and free from intrusion by the elements. CBRE has not retained independent structural, mechanical, electrical, or civil engineers in connection with this appraisal and, therefore, makes no representations relative to the condition of improvements. CBRE appraisers are not engineers and are not qualified to judge matters of an engineering nature, and furthermore structural problems or building system problems may not be visible. It is expressly assumed that any purchaser would, as a precondition to closing a sale, obtain a satisfactory engineering report relative to the structural integrity of the property and the integrity of building systems.
  - (iii) Any proposed improvements, on or off-site, as well as any alterations or repairs considered will be completed in a workmanlike manner according to standard practices.
  - (iv) Hazardous materials are not present on the subject property. CBRE is not qualified to detect such substances. The presence of substances such as asbestos, urea formaldehyde foam insulation, contaminated groundwater, mold, or other potentially hazardous materials may affect the value of the property.
  - (v) No mineral deposit or subsurface rights of value exist with respect to the subject property, whether gas, liquid, or solid, and no air or development rights of value may be transferred. CBRE has not considered any rights associated with extraction or exploration of any resources, unless otherwise expressly noted in the Report.
  - (vi) There are no contemplated public initiatives, governmental development controls, rent controls, or changes in the present zoning ordinances or regulations governing use, density, or shape that would significantly affect the value of the subject property.
  - (vii) All required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, nor national government or private entity or organization have been or can be readily obtained or renewed for any use on which the Report is based.
  - (viii) The subject property is managed and operated in a prudent and competent manner, neither inefficiently or super-efficiently.
  - (ix) The subject property and its use, management, and operation are in full compliance with all applicable federal, state, and local regulations, laws, and restrictions, including without limitation environmental laws, seismic hazards, flight patterns, decibel levels/noise envelopes, fire hazards, hillside ordinances, density, allowable uses, building codes, permits, and licenses.
  - (x) The subject property is in full compliance with the Americans with Disabilities Act (ADA). CBRE is not qualified to assess the subject property's compliance with the ADA, notwithstanding any discussion of possible readily achievable barrier removal construction items in the Report.

- (xi) All information regarding the areas and dimensions of the subject property furnished to CBRE are correct, and no encroachments exist. CBRE has neither undertaken any survey of the boundaries of the subject property nor reviewed or confirmed the accuracy of any legal description of the subject property.

Unless otherwise expressly noted in the Report, no issues regarding the foregoing were brought to CBRE's attention, and CBRE has no knowledge of any such facts affecting the subject property. If any information inconsistent with any of the foregoing assumptions is discovered, such information could have a substantial negative impact on the Report. Accordingly, if any such information is subsequently made known to CBRE, CBRE reserves the right to amend the Report, which may include the conclusions of the Report. CBRE assumes no responsibility for any conditions regarding the foregoing, or for any expertise or knowledge required to discover them. Any user of the Report is urged to retain an expert in the applicable field(s) for information regarding such conditions.

4. CBRE has assumed that all documents, data and information furnished by or behalf of the client, property owner, or owner's representative are accurate and correct, unless otherwise expressly noted in the Report. Such data and information include, without limitation, numerical street addresses, lot and block numbers, Assessor's Parcel Numbers, land dimensions, square footage area of the land, dimensions of the improvements, gross building areas, net rentable areas, usable areas, unit count, room count, rent schedules, income data, historical operating expenses, budgets, and related data. Any error in any of the above could have a substantial impact on the Report. Accordingly, if any such errors are subsequently made known to CBRE, CBRE reserves the right to amend the Report, which may include the conclusions of the Report. The client and intended user should carefully review all assumptions, data, relevant calculations, and conclusions of the Report and should immediately notify CBRE of any questions or errors within 30 days after the date of delivery of the Report.
5. CBRE assumes no responsibility (including any obligation to procure the same) for any documents, data or information not provided to CBRE, including without limitation any termite inspection, survey or occupancy permit.
6. All furnishings, equipment and business operations have been disregarded with only real property being considered in the Report, except as otherwise expressly stated and typically considered part of real property.
7. Any cash flows included in the analysis are forecasts of estimated future operating characteristics based upon the information and assumptions contained within the Report. Any projections of income, expenses and economic conditions utilized in the Report, including such cash flows, should be considered as only estimates of the expectations of future income and expenses as of the date of the Report and not predictions of the future. Actual results are affected by a number of factors outside the control of CBRE, including without limitation fluctuating economic, market, and property conditions. Actual results may ultimately differ from these projections, and CBRE does not warrant any such projections.
8. The Report contains professional opinions and is expressly not intended to serve as any warranty, assurance or guarantee of any particular value of the subject property. Other appraisers may reach different conclusions as to the value of the subject property. Furthermore, market value is highly related to exposure time, promotion effort, terms, motivation, and conclusions surrounding the offering of the subject property. The Report is for the sole purpose of providing the intended user with CBRE's independent professional opinion of the value of the subject property as of the date of the Report. Accordingly, CBRE shall not be liable for any losses that arise from any investment or lending decisions based upon the Report that the client, intended user, or any buyer, seller, investor, or lending institution may undertake related to the subject property, and CBRE has not been compensated to assume any of these risks. Nothing contained in the Report shall be construed as any direct or indirect recommendation of CBRE to buy, sell, hold, or finance the subject property.
9. No opinion is expressed on matters which may require legal expertise or specialized investigation or knowledge beyond that customarily employed by real estate appraisers. Any user of the Report is advised to retain experts in areas that fall outside the scope of the real estate appraisal profession for such matters.
10. CBRE assumes no responsibility for any costs or consequences arising due to the need, or the lack of need, for flood hazard insurance. An agent for the Federal Flood Insurance Program should be contacted to determine the actual need for Flood Hazard Insurance.
11. Acceptance or use of the Report constitutes full acceptance of these Assumptions and Limiting Conditions and any special assumptions set forth in the Report. It is the responsibility of the user of the Report to read in full, comprehend and thus become aware of all such assumptions and limiting conditions. CBRE assumes no responsibility for any situation arising out of the user's failure to become familiar with and understand the same.
12. The Report applies to the property as a whole only, and any pro ration or division of the title into fractional interests will invalidate such conclusions, unless the Report expressly assumes such pro ration or division of interests.

13. The allocations of the total value estimate in the Report between land and improvements apply only to the existing use of the subject property. The allocations of values for each of the land and improvements are not intended to be used with any other property or appraisal and are not valid for any such use.
14. The maps, plats, sketches, graphs, photographs, and exhibits included in this Report are for illustration purposes only and shall be utilized only to assist in visualizing matters discussed in the Report. No such items shall be removed, reproduced, or used apart from the Report.
15. The Report shall not be duplicated or provided to any unintended users in whole or in part without the written consent of CBRE, which consent CBRE may withhold in its sole discretion. Exempt from this restriction is duplication for the internal use of the intended user and its attorneys, accountants, or advisors for the sole benefit of the intended user. Also exempt from this restriction is transmission of the Report pursuant to any requirement of any court, governmental authority, or regulatory agency having jurisdiction over the intended user, provided that the Report and its contents shall not be published, in whole or in part, in any public document without the written consent of CBRE, which consent CBRE may withhold in its sole discretion. Finally, the Report shall not be made available to the public or otherwise used in any offering of the property or any security, as defined by applicable law. Any unintended user who may possess the Report is advised that it shall not rely upon the Report or its conclusions and that it should rely on its own appraisers, advisors and other consultants for any decision in connection with the subject property. CBRE shall have no liability or responsibility to any such unintended user.

**ADDENDA**

Addendum A

# LAND SALE DATA SHEETS



Property Name 2500 E Cesar Chavez  
 Address 2500 East Cesar Chavez Street  
 Austin, TX 78702  
 United States

Government Tax Agency Travis  
 Govt./Tax ID 189596

**Site/Government Regulations**

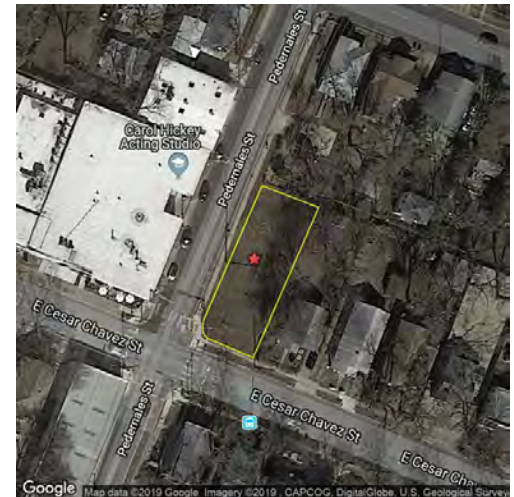
	Acres	Square feet
Land Area Net	0.172	7,502
Land Area Gross	0.172	7,502

Site Development Status	Platted
Shape	Rectangular
Topography	Generally Level
Utilities	All to Site

Maximum FAR 2.00  
 Min Land to Bldg Ratio 0.50:1  
 Maximum Density N/A

Frontage Distance/Street	N/A E Cesar Chavez
Frontage Distance/Street	N/A Pedernales Street

General Plan N/A  
 Specific Plan N/A  
 Zoning CS-CO-MU-NP  
 Entitlement Status N/A

**Sale Summary**

Recorded Buyer Kenneth F. Hepburn & Jessica L. Burtch-Hepburn  
 True Buyer N/A  
 Recorded Seller Sonya Medrano  
 True Seller N/A

Marketing Time 0 Month(s)  
 Buyer Type End User  
 Seller Type Private Investor  
 Primary Verification Buyer

Interest Transferred Fee Simple/Freehold  
 Current Use Vacant Land  
 Proposed Use Commercial  
 Listing Broker Owner  
 Selling Broker N/A  
 Doc # N/A - Under Contract

Type	Under Contract
Date	10/8/2019
Sale Price	\$750,000
Financing	Cash to Seller
Cash Equivalent	\$750,000
Capital Adjustment	\$0
Adjusted Price	\$750,000

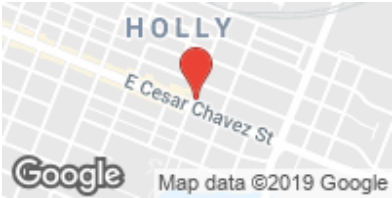
**Transaction Summary plus Five-Year CBRE View History**

Transaction Date	Transaction Type	Buyer	Seller	Price	Price/ac and /sf
10/2019	Under Contract	Kenneth F. Hepburn & Jessica L. Burtch-Hepburn	Sonya Medrano	\$750,000	\$4,355,401 / \$99.97

Under Contract	Land - Retail / Commercial	No. 1
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Units of Comparison		
\$99.97 / sf	N/A / Unit	
\$4,355,400.70 / ac	N/A / Allowable Bldg. Units	
	\$49.99 / Building Area	

Financial
No information recorded

Map & Comments
<div>  <p>This comparable is a 0.17-acre (7,502 sq. ft.) tract of vacant land located at 2500 East Cesar Chavez Street in east Austin, Texas. The property is zoned CS-CO-MU-NP and is situated at the northeast corner of E Cesar Chavez and Pedernales Street. All utilities are available to the site. The property is currently under contract with a sales price of \$750,000 or \$99.97 per square foot. The property was not openly marketed for sale and the buyer approached the seller directly.</p> </div>

Property Name Webberville Road at E. 7th Street Land  
 Address 2202 - 2220 Webberville Road  
 Austin, TX 78702  
 United States

Government Tax Agency Travis  
 Govt./Tax ID 193540, 193541, 193542, 193543, 193545

**Site/Government Regulations**

	Acres	Square feet
Land Area Net	0.727	31,655
Land Area Gross	0.727	31,655

Site Development Status	Raw
Shape	Irregular
Topography	Moderate Slope
Utilities	All available

Maximum FAR N/A  
 Min Land to Bldg Ratio N/A  
 Maximum Density N/A

Frontage Distance/Street	N/A Webberville Road
Frontage Distance/Street	N/A Prospect Avenue

General Plan N/A  
 Specific Plan N/A  
 Zoning CS-CO-MU-NP  
 Entitlement Status N/A

**Sale Summary**

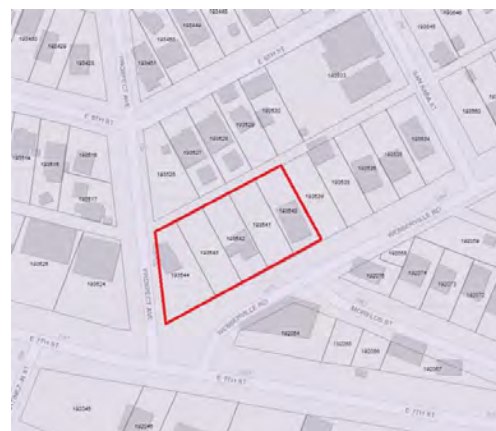
Recorded Buyer	2202 Webberville Road, LLC	Marketing Time	12 Month(s)
True Buyer	Pearlstone Partners	Buyer Type	Developer
Recorded Seller	Main Aces, LLC	Seller Type	Private Investor
True Seller	Main Aces, LLC	Primary Verification	Representative of the buyer

Interest Transferred Fee Simple/Freehold  
 Current Use Vacant land  
 Proposed Use Residential Condos  
 Listing Broker Shirley Arredondo, 512-835-4890  
 Selling Broker N/A  
 Doc # 2018072897

Type	Sale
Date	5/14/2018
Sale Price	\$2,400,000
Financing	Market Rate Financing
Cash Equivalent	\$2,400,000
Capital Adjustment	\$0
Adjusted Price	\$2,400,000

**Transaction Summary plus Five-Year CBRE View History**

Transaction Date	Transaction Type	Buyer	Seller	Price	Price/ac and /sf
05/2018	Sale	2202 Webberville Road, LLC	Main Aces, LLC	\$2,400,000	\$3,302,601 / \$75.82



Sale	Land - Retail / Commercial	No. 2
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#### Units of Comparison

\$75.82 / sf	N/A / Unit
\$3,302,600.80 / ac	N/A / Allowable Bldg. Units
	N/A / Building Area

#### Financial

No information recorded

#### Map & Comments



This comparable represents the sale of 0.727 acres of land situated between Webberville Road and Prospect Avenue just north of E. 7th Street in Austin, Texas. The site has an irregular shape with a moderate sloping topography and no floodplain; it has CS-CO-V-MU-NP zoning and is proposed for the development of a 59-unit condominium development. The site was improved with a non-contributory residential structure at the time of sale. The structure will be relocated at the seller's expense prior to closing. All utilities are available to the site. The property sold in May 2018 for \$2,400,000, or \$75.82 per square foot.

Property Name      Cinco Condos Site  
 Address              2705 E. 5th Street  
                             Austin, TX 78702  
                             United States

Government Tax Agency      Travis  
 Govt./Tax ID                  189798

**Site/Government Regulations**

	Acres	Square feet
Land Area Net	0.639	27,848
Land Area Gross	0.639	27,848

Site Development Status	Raw
Shape	Rectangular
Topography	Generally Level
Utilities	All Available

Maximum FAR                      N/A  
 Min Land to Bldg Ratio              N/A  
 Maximum Density                      51.62 per ac

Frontage Distance/Street	N/A E 5th Street
Frontage Distance/Street	N/A Pace Street
Frontage Distance/Street	N/A Santa Rosa Street

General Plan                      Condominiums  
 Specific Plan                      Condominiums  
 Zoning                              CS-CO-MU-NP  
 Entitlement Status                  Fully Entitled/Planning Permissions

**Sale Summary**

Recorded Buyer                  LIVE CINCO LLC  
 True Buyer                      Krug Development  
 Recorded Seller                  OCELOT PROPERTIES LLC  
 True Seller                      Prism Development

Marketing Time                  N/A  
 Buyer Type                      Developer  
 Seller Type                      Developer  
 Primary Verification              Buyer

Interest Transferred              Fee Simple/Freehold  
 Current Use                      Industrial Yard  
 Proposed Use                      Residential Condos  
 Listing Broker                      None  
 Selling Broker                      None  
 Doc #                              2017158650

Type	Sale
Date	11/2/2017
Sale Price	\$2,022,842
Financing	Cash to Seller
Cash Equivalent	\$2,022,842
Capital Adjustment	\$35,750
Adjusted Price	\$2,058,592

**Transaction Summary plus Five-Year CBRE View History**

Transaction Date	Transaction Type	Buyer	Seller	Price	Price/ac and /sf
11/2017	Sale	LIVE CINCO LLC	OCELOT PROPERTIES LLC	\$2,022,842	\$3,220,072 / \$73.92



<b>Sale</b>	<b>Land - Multi Unit Residential</b>	<b>No. 3</b>
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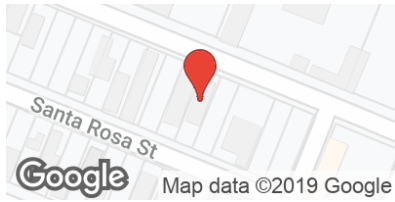
#### Units of Comparison

\$73.92 / sf	\$62,382 / Unit
\$3,220,071.95 / ac	\$62,382 / Allowable Bldg. Units
	N/A / Building Area

#### Financial

No information recorded

#### Map & Comments



This comparable represents the November 2017 sale of a 0.639-acre tract of land situated on the southwest corner of E. 5th Street and Pace Street in east-central Austin. The property exhibits an rectangular shape, generally level topography, and was zoned CS-CO-MU-MP at the date of sale. The property was purchased as entitled for the development of a 33-unit condominium project (30 residential units and 3 ground floor commercial units). At the time of sale the property was improved as an industrial yard area with several older industrial-related buildings. The buyer reported the costs to raze the buildings at \$35,750, which has been added to the purchase price as a capital cost. The adjusted purchase price equates to \$2,058,592 or \$73.92 PSF.

Property Name	Catalpa Street Land
Address	912 Catalpa Street Austin, TX 78702 United States

Government Tax Agency	Travis
Govt./Tax ID	197100 and 197102

### Site/Government Regulations

	Acres	Square feet
Land Area Net	0.351	15,303
Land Area Gross	0.351	15,303

Site Development Status	Raw
Shape	Rectangular
Topography	Generally Level
Utilities	All available

Maximum FAR	N/A
Min Land to Bldg Ratio	N/A
Maximum Density	N/A

Frontage Distance/Street	N/A	Catalpa Street
Frontage Distance/Street	N/A	Curve Street
Frontage Distance/Street	N/A	E. 12th Street

General Plan	N/A
Specific Plan	N/A
Zoning	SF-3-NP and GR-MU-NCCD-NP
Entitlement Status	N/A



## Sale Summary

Recorded Buyer	2017 Honk Honk LP
True Buyer	Eureka
Recorded Seller	Gooden Real Estate Management, LLC
True Seller	Milton Gooden

Marketing Time	N/A
Buyer Type	Developer
Seller Type	Private Investor
Primary Verification	Buyer

Interest Transferred	Fee Simple/Freehold
Current Use	Single family residence
Proposed Use	Spec-holding
Listing Broker	N/A
Selling Broker	N/A
Doc #	2017171531

Type	Sale
Date	10/26/2017
Sale Price	\$1,316,000
Financing	Market Rate Financing
Cash Equivalent	\$1,316,000
Capital Adjustment	\$0
Adjusted Price	\$1,316,000

## Transaction Summary plus Five-Year CBRE View History

<u>Transaction Date</u>	<u>Transaction Type</u>	<u>Buyer</u>	<u>Seller</u>	<u>Price</u>	<u>Price/ac and /sf</u>
10/2017	Sale	2017 Honk Honk LP	Gooden Real Estate Management, LLC	\$1,316,000	\$3,746,086 / \$86.00

**Sale****Land - Multi Unit Residential****No. 4****Units of Comparison**

\$86.00 / sf  
\$3,746,085.97 / ac

N/A / Unit  
N/A / Allowable Bldg. Units  
N/A / Building Area

**Financial****No information recorded****Map & Comments**

This comparable represents the acquisition of 0.3513 acres of land situated at the northwest corner of Catalpa Street and Curve Street in Austin, Texas. The site has a rectangular shape with generally level topography and no floodplain; it has SF-3-NP and GR-MU-NCCD-NP zoning and is proposed for multi-family residential development. All utilities are available to the site. The property sold in October 2017 for \$1,316,000, or \$86.00 per square foot.

Legal description: W 50 FT OF LOT 17 OLT 55 DIV B ROBERTSON GEO L SUBD, City of Austin, Travis County, Texas



Property Name 0.303 acres Vacant Land - East 12th Street  
 Address 1120 East 12th Street  
 Austin, TX 78702  
 United States

Government Tax Agency Travis  
 Govt./Tax ID 197084

**Site/Government Regulations**

	Acres	Square feet
Land Area Net	0.303	13,200
Land Area Gross	0.303	13,200

Site Development Status	Raw
Shape	Rectangular
Topography	Generally Level
Utilities	All available

Maximum FAR N/A  
 Min Land to Bldg Ratio N/A  
 Maximum Density N/A

Frontage Distance/Street	88 ft E 12th St
Frontage Distance/Street	150 ft Navasota St.

General Plan N/A  
 Specific Plan N/A  
 Zoning CS-MU-NCCD-NP  
 Entitlement Status N/A

**Sale Summary**

Recorded Buyer	Badger Boulevard, LP	Marketing Time	0 Month(s)
True Buyer	N/A	Buyer Type	Private Investor
Recorded Seller	MSASSI, LLC	Seller Type	Private Investor
True Seller	N/A	Primary Verification	Buyer's representative

Interest Transferred Fee Simple/Freehold  
 Current Use Vacant Lot  
 Proposed Use Speculative  
 Listing Broker N/A  
 Selling Broker N/A  
 Doc # 2017042990

Type	Sale
Date	3/16/2017
Sale Price	\$1,500,000
Financing	Market Rate Financing
Cash Equivalent	\$1,500,000
Capital Adjustment	\$0
Adjusted Price	\$1,500,000

**Transaction Summary plus Five-Year CBRE View History**

Transaction Date	Transaction Type	Buyer	Seller	Price	Price/ac and /sf
03/2017	Sale	Badger Boulevard, LP	MSASSI, LLC	\$1,500,000	\$4,950,495 / \$113.64



Sale	Land - Spec-Holding	No. 5
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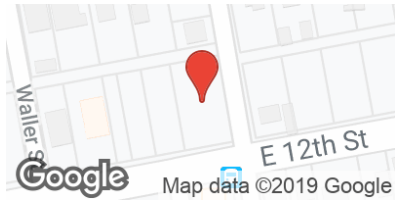
#### Units of Comparison

\$113.64 / sf	N/A / Unit
\$4,950,495.05 / ac	N/A / Allowable Bldg. Units
	N/A / Building Area

#### Financial

No information recorded

#### Map & Comments



This comparable represents the acquisition of a 0.303-acre tract of land situated at the northwest corner of E. 12th St. and Navasota St. in Austin, Texas. The site has a rectangular shape with generally level topography and no floodplain. It has CS-MU-NCCD-NP zoning. All utilities are available to the site. The property sold in March 2017 for \$1,500,000 or \$113.64 per square foot.

Legal description: 88 X 150FT OLT 41 DIVISION B, City of Austin, Travis County, Texas

Property Name 1905 East 12th Street  
 Address 1905 East 12th Street  
 Austin, TX 78702  
 United States

Government Tax Agency Travis  
 Govt./Tax ID 197370

**Site/Government Regulations**

	Acres	Square feet
Land Area Net	0.444	19,322
Land Area Gross	0.444	19,322

Site Development Status	Finished
Shape	L Shaped
Topography	Generally Level
Utilities	All available

Maximum FAR N/A  
 Min Land to Bldg Ratio N/A  
 Maximum Density N/A

Frontage Distance/Street	N/A East 12th Street
Frontage Distance/Street	N/A Chicon Street

General Plan N/A  
 Specific Plan N/A  
 Zoning CS-MU-V-NCCD-NP  
 Entitlement Status N/A

**Sale Summary**

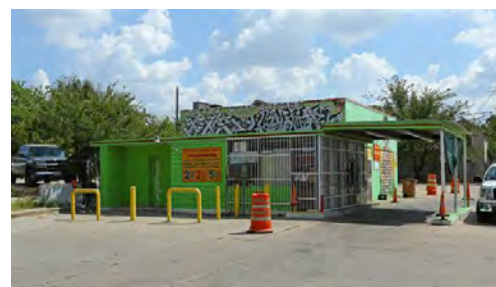
Recorded Buyer	2016 Thurgood LP	Marketing Time	N/A
True Buyer	2016 Thurgood LP	Buyer Type	Private Investor
Recorded Seller	Don Burnett	Seller Type	Private Investor
True Seller	Don Burnett	Primary Verification	Buyer's representative

Interest Transferred Fee Simple/Freehold  
 Current Use Vacant Land  
 Proposed Use Held for investment  
 Listing Broker N/A  
 Selling Broker N/A  
 Doc # 2017018617

Type	Sale
Date	1/27/2017
Sale Price	\$1,950,000
Financing	Market Rate Financing
Cash Equivalent	\$1,950,000
Capital Adjustment	\$10,850
Adjusted Price	\$1,960,850

**Transaction Summary plus Five-Year CBRE View History**

Transaction Date	Transaction Type	Buyer	Seller	Price	Price/ac and /sf
01/2017	Sale	2016 Thurgood LP	Don Burnett	\$1,950,000	\$4,420,311 / \$101.48



## Units of Comparison

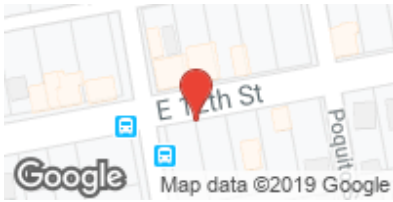
\$101.48 / sf  
\$4,420,311.09 / ac

N/A / Unit  
N/A / Allowable Bldg. Units  
N/A / Building Area

## Financial

No information recorded

## Map &amp; Comments



This comparable represents the sale of a 0.4436-acre tract of land situated at the southeast corner of Chicon and E. 12th Street in Austin, Texas. The site is L-shape with generally level topography and no floodplain; it has CS-MU-V-NCCD-NP zoning. It was purchased for investment and is proposed for commercial use. The site was improved with an approximate 1,085-square foot building that was considered to be fully depreciated. Demolition costs of \$10,850 have been added to the sale price, resulting in an overall adjusted sale price of \$1,960,850 or \$101.48 PSF.

Legal description: LOT 8&9 \* LESS NW 6.5 X96FT LOT 9 \* PLUS S52FT OF LOT 10 BLK 16 OLT 58 DIV B FOSTER SUBD

Addendum B

# CLIENT CONTRACT INFORMATION

# Proposal and Contract for Services

September 25, 2019

Phyllis Snodgrass  
Chief Executive Officer  
**AUSTIN HABITAT FOR HUMANITY**  
500 West Ben White Boulevard  
Austin, Texas 78704  
Phone: 512.757.5715  
Email: psnodgrass@ahfh.org

RE: Assignment Agreement

1409-1411 East 4<sup>th</sup> Street  
Austin, Texas 78702

Dear Ms. Snodgrass:

We are pleased to submit this proposal and our Terms and Conditions for this assignment.

## PROPOSAL SPECIFICATIONS

<b>Purpose:</b>	To estimate the Market Value of the referenced real estate
<b>Premise:</b>	As Is
<b>Rights Appraised:</b>	Fee Simple
<b>Intended Use:</b>	Consulting Valuation Purposes
<b>Intended User:</b>	The intended user is AUSTIN HABITAT FOR HUMANITY ("Client"), and such other parties and entities (if any) expressly recognized by CBRE as "Intended Users" (as further defined herein).
<b>Reliance:</b>	Reliance on any reports produced by CBRE under this Agreement is extended solely to parties and entities expressly acknowledged in a signed writing by CBRE as Intended Users of the respective reports, provided that any conditions to such acknowledgement required by CBRE or hereunder have been satisfied. Parties or entities other than Intended Users who obtain a copy of the report or any portion thereof (including Client if it is not named as an Intended User), whether as a result of its direct dissemination or by any other means, may not rely upon any opinions or conclusions contained in the report or such portions thereof, and CBRE will not be responsible for any unpermitted use of the report, its conclusions or contents or have any liability in connection therewith.

CBRE, Inc.  
500 West 2<sup>nd</sup> Street, Suite 1700  
Austin, Texas 78701  
[www.cbre.us/valuation](http://www.cbre.us/valuation)

**Grant Mueller, MAI**  
Managing Director



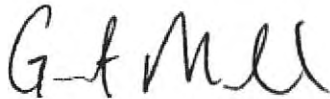
<b>Inspection:</b>	CBRE will conduct a physical inspection of both the interior and exterior of the subject property, as well as its surrounding environs on the effective date of appraisal.
<b>Valuation Approaches:</b>	All applicable approaches to value will be considered.
<b>Report Type:</b>	Appraisal Report
<b>Appraisal Standards:</b>	USPAP
<b>Appraisal Fee:</b>	\$2,500
<b>Expenses:</b>	Fee includes all associated expenses
<b>Retainer:</b>	A retainer of \$2,500 ( 100% of the fee) is required
<b>Delivery Instructions:</b>	CBRE encourages our clients to join in our environmental sustainability efforts by accepting an electronic copy of the report.  An Adobe PDF file via email will be delivered to psnodgrass@ahfh.org. The client has requested No (0) bound final copy (ies).
<b>Delivery Schedule:</b>	
<b>Preliminary Value:</b>	Not Required
<b>Draft Report:</b>	Not Required
<b>Final Report:</b>	One (1) week from receipt of the signed proposal and retainer
<b>Start Date:</b>	The appraisal process will start upon receipt of your signed agreement, the retainer, and the property specific data.
<b>Acceptance Date:</b>	These specifications are subject to modification if this proposal is not accepted within three business days from the date of this letter.

When executed and delivered by all parties, this letter, together with the Terms and Conditions and the Specific Property Data Request attached hereto and incorporated herein, will serve as the Agreement for appraisal services by and between CBRE and Client. Each person signing below represents that it is authorized to enter into this Agreement and to bind the respective parties hereto.

We appreciate this opportunity to be of service to you on this assignment. If you have additional questions, please contact us.

Sincerely,

**CBRE, Inc.**  
**Valuation & Advisory Services**



Grant Mueller, MAI  
Managing Director  
As Agent for CBRE, Inc.  
T 512.499.4909  
Texas Certification NO. TX 1337145 G  
grant.mueller@cbre.com



## AGREED AND ACCEPTED

FOR AUSTIN HABITAT FOR HUMANITY ("CLIENT"):

*Phyllis Snodgrass*

Signature

*9/26/2019*

Date

*Phyllis Snodgrass*

Name

*CEO*

Title

*512-472-8788*

Phone Number

*psnodgrass@ahfh.org*

E-Mail Address



## TERMS AND CONDITIONS

1. The Terms and Conditions herein are part of an agreement for appraisal services (the "Agreement") between CBRE, Inc. (the "Appraiser") and the client signing this Agreement, and for whom the appraisal services will be performed (the "Client"), and shall be deemed a part of such Agreement as though set forth in full therein. The Agreement shall be governed by the laws of the state where the appraisal office is located for the Appraiser executing this Agreement.
2. Client shall be responsible for the payment of all fees stipulated in the Agreement. Payment of the appraisal fee and preparation of an appraisal report (the "Appraisal Report, or the "report") are not contingent upon any predetermined value or on an action or event resulting from the analyses, opinions, conclusions, or use of the Appraisal Report. Final payment is due as provided in the Proposal Specifications Section of this Agreement. If a draft report is requested, the fee is considered earned upon delivery of the draft report. It is understood that the Client may cancel this assignment in writing at any time prior to delivery of the completed report. In such event, the Client is obligated only for the prorated share of the fee based upon the work completed and expenses incurred (including travel expenses to and from the job site), with a minimum charge of \$500. Additional copies of the Appraisal Reports are available at a cost of \$250 per original color copy and \$100 per photocopy (black and white), plus shipping fees of \$30 per report.
3. If Appraiser is subpoenaed or ordered to give testimony, produce documents or information, or otherwise required or requested by Client or a third party to participate in meetings, phone calls, conferences, litigation or other legal proceedings (including preparation for such proceedings) because of, connected with or in any way pertaining to this engagement, the Appraisal Report, the Appraiser's expertise, or the Property, Client shall pay Appraiser's additional costs and expenses, including but not limited to Appraiser's attorneys' fees, and additional time incurred by Appraiser based on Appraiser's then-prevailing hourly rates and related fees. Such charges include and pertain to, but are not limited to, time spent in preparing for and providing court room testimony, depositions, travel time, mileage and related travel expenses, waiting time, document review and production, and preparation time (excluding preparation of the Appraisal Report), meeting participation, and Appraiser's other related commitment of time and expertise. Hourly charges and other fees for such participation will be provided upon request. In the event Client requests additional appraisal services beyond the scope and purpose stated in the Agreement, Client agrees to pay additional fees for such services and to reimburse related expenses, whether or not the completed report has been delivered to Client at the time of such request.
4. Appraiser shall have the right to terminate this Agreement at any time for cause effective immediately upon written notice to Client on the occurrence of fraud or the willful misconduct of Client, its employees or agents, or without cause upon 5 days written notice.
5. In the event Client fails to make payments when due then, from the date due until paid, the amount due and payable shall bear interest at the maximum rate permitted in the state where the office is located for the Appraiser executing the Agreement. In the event either party institutes legal action against the other to enforce its rights under this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and expenses. Each party waives the right to a trial by jury in any action arising under this Agreement.
6. Appraiser assumes there are no major or significant items or issues affecting the Property that would require the expertise of a professional building contractor, engineer, or environmental consultant for Appraiser to prepare a valid report. Client acknowledges that such additional expertise is not covered in the Appraisal fee and agrees that, if such additional expertise is required, it shall be provided by others at the discretion and direction of the Client, and solely at Client's additional cost and expense.
7. In the event of any dispute between Client and Appraiser relating to this Agreement, or Appraiser's or Client's performance hereunder, Appraiser and Client agree that such dispute shall be resolved by means of binding arbitration in accordance with the commercial arbitration rules of the American Arbitration Association, and judgment upon the award rendered by an arbitrator may be entered in any court of competent jurisdiction. Depositions may be taken and other discovery obtained during such arbitration proceedings to the same extent as authorized in civil judicial proceedings in the state where the office of the Appraiser executing this Agreement is located. The arbitrator shall be limited to awarding compensatory damages and shall have no authority to award punitive, exemplary or similar damages. The prevailing party in the arbitration proceeding shall be entitled to recover its expenses from the losing party, including costs of the arbitration proceeding, and reasonable attorney's fees. Client acknowledges that Appraiser is being retained hereunder as an independent contractor to perform the



services described herein and nothing in this Agreement shall be deemed to create any other relationship between Client and Appraiser. This engagement shall be deemed concluded and the services hereunder completed upon delivery to Client of the Appraisal Report discussed herein.

8. All statements of fact in the report which are used as the basis of the Appraiser's analyses, opinions, and conclusions will be true and correct to Appraiser's actual knowledge and belief. Appraiser does not make any representation or warranty, express or implied, as to the accuracy or completeness of the information or the condition of the Property furnished to Appraiser by Client or others. TO THE FULLEST EXTENT PERMITTED BY LAW, APPRAISER DISCLAIMS ANY GUARANTEE OR WARRANTY AS TO THE OPINIONS AND CONCLUSIONS PRESENTED ORALLY OR IN ANY APPRAISAL REPORT, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE EVEN IF KNOWN TO APPRAISER. Furthermore, the conclusions and any permitted reliance on and use of the Appraisal Report shall be subject to the assumptions, limitations, and qualifying statements contained in the report.
9. Appraiser shall have no responsibility for legal matters, including zoning, or questions of survey or title, soil or subsoil conditions, engineering, or other similar technical matters. The report will not constitute a survey of the Property analyzed.
10. Client shall provide Appraiser with such materials with respect to the assignment as are requested by Appraiser and in the possession or under the control of Client. Client shall provide Appraiser with sufficient access to the Property to be analyzed, and hereby grants permission for entry unless discussed in advance to the contrary.
11. The data gathered in the course of the assignment (except data furnished by Client) and the report prepared pursuant to the Agreement are, and will remain, the property of Appraiser. With respect to data provided by Client, Appraiser shall not violate the confidential nature of the Appraiser-Client relationship by improperly disclosing any proprietary information furnished to Appraiser. Notwithstanding the foregoing, Appraiser is authorized by Client to disclose all or any portion of the report and related data as may be required by statute, government regulation, legal process, or judicial decree, including to appropriate representatives of the Appraisal Institute if such disclosure is required to enable Appraiser to comply with the Bylaws and Regulations of such Institute as now or hereafter in effect.
12. Unless specifically noted, in preparing the Appraisal Report the Appraiser will not be considering the possible existence of asbestos, PCB transformers, or other toxic, hazardous, or contaminated substances and/or underground storage tanks (collectively, "Hazardous Material") on or affecting the Property, or the cost of encapsulation or removal thereof. Further, Client represents that there is no major or significant deferred maintenance of the Property that would require the expertise of a professional cost estimator or contractor. If such repairs are needed, the estimates are to be prepared by others, at Client's discretion and direction, and are not covered as part of the Appraisal fee.
13. In the event Client intends to use the Appraisal Report in connection with a tax matter, Client acknowledges that Appraiser provides no warranty, representation or prediction as to the outcome of such tax matter. Client understands and acknowledges that any relevant taxing authority (whether the Internal Revenue Service or any other federal, state or local taxing authority) may disagree with or reject the Appraisal Report or otherwise disagree with Client's tax position, and further understands and acknowledges that the taxing authority may seek to collect additional taxes, interest, penalties or fees from Client beyond what may be suggested by the Appraisal Report. Client agrees that Appraiser shall have no responsibility or liability to Client or any other party for any such taxes, interest, penalties or fees and that Client will not seek damages or other compensation from Appraiser relating to any such taxes, interest, penalties or fees imposed on Client, or for any attorneys' fees, costs or other expenses relating to Client's tax matters.
14. Appraiser shall have no liability with respect to any loss, damage, claim or expense incurred by or asserted against Client arising out of, based upon or resulting from Client's failure to provide accurate or complete information or documentation pertaining to an assignment ordered under or in connection with this Agreement, including Client's failure, or the failure of any of Client's agents, to provide a complete copy of the Appraisal Report to any third party.
15. LIMITATION OF LIABILITY. EXCEPT TO THE EXTENT ARISING FROM SECTION 16 BELOW, OR SECTION 17 IF APPLICABLE, IN NO EVENT SHALL EITHER PARTY OR ANY OF ITS AFFILIATE, OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, OR CONTRACTORS BE LIABLE TO THE OTHER, WHETHER BASED IN CONTRACT, WARRANTY, INDEMNITY, NEGLIGENCE, STRICT LIABILITY OR OTHER TORT OR OTHERWISE, FOR ANY SPECIAL, CONSEQUENTIAL, PUNITIVE, INCIDENTAL OR INDIRECT DAMAGES, AND AGGREGATE DAMAGES IN CONNECTION WITH THIS AGREEMENT FOR EITHER PARTY (EXCLUDING THE OBLIGATION TO PAY THE FEES REQUIRED HEREUNDER) SHALL NOT EXCEED THE GREATER OF THE TOTAL FEES PAYABLE TO APPRAISER



UNDER THIS AGREEMENT OR TEN THOUSAND DOLLARS (\$10,000). THIS LIABILITY LIMITATION SHALL NOT APPLY IN THE EVENT OF A FINAL FINDING BY AN ARBITRATOR OR A COURT OF COMPETENT JURISDICTION THAT SUCH LIABILITY IS THE RESULT OF A PARTY'S FRAUD OR WILLFUL MISCONDUCT.

16. Client shall not disseminate, distribute, make available or otherwise provide any Appraisal Report prepared hereunder to any third party (including without limitation, incorporating or referencing the Appraisal Report, in whole or in part, in any offering or other material intended for review by other parties) except to (i) any third party expressly acknowledged in a signed writing by Appraiser as an "Intended User" of the Appraisal Report provided that either Appraiser has received an acceptable release from such third party with respect to such Appraisal Report or Client provides acceptable indemnity protections to Appraiser against any claims resulting from the distribution of the Appraisal Report to such third party, (ii) any third party service provider (including rating agencies and auditors) using the Appraisal Report in the course of providing services for the sole benefit of an Intended User, or (iii) as required by statute, government regulation, legal process, or judicial decree. In the event Appraiser consents, in writing, to Client incorporating or referencing the Appraisal Report in any offering or other materials intended for review by other parties, Client shall not distribute, file, or otherwise make such materials available to any such parties unless and until Client has provided Appraiser with complete copies of such materials and Appraiser has approved all such materials in writing. Client shall not modify any such materials once approved by Appraiser. In the absence of satisfying the conditions of this paragraph with respect to a party who is not designated as an Intended User, in no event shall the receipt of an Appraisal Report by such party extend any right to the party to use and rely on such report, and Appraiser shall have no liability for such unauthorized use and reliance on any Appraisal Report. In the event Client breaches the provisions of this paragraph, Client shall indemnify, defend and hold Appraiser, and its affiliates and their officers, directors, employees, contractors, agents and other representatives (Appraiser and each of the foregoing an "Indemnified Party" and collectively, "Indemnified Parties"), fully harmless from and against all losses, liabilities, damages and expenses (collectively, "Damages") claimed against, sustained or incurred by any Indemnified Party arising out of or in connection with such breach, regardless of any negligence on the part of any Indemnified Party in preparing the Appraisal Report.
17. Furthermore, Client shall indemnify, defend and hold each of the Indemnified Parties harmless from and against any Damages in connection with (i) any transaction contemplated by this Agreement or in connection with the appraisal or the engagement of or performance of services by any Indemnified Party hereunder, (ii) any Damages claimed by any user or recipient of the Appraisal Report, whether or not an Intended User, (iii) any actual or alleged untrue statement of a material fact, or the actual or alleged failure to state a material fact necessary to make a statement not misleading in light of the circumstances under which it was made with respect to all information furnished to any Indemnified Party or made available to a prospective party to a transaction, or (iv) an actual or alleged violation of applicable law by an Intended User (including, without limitation, securities laws) or the negligent or intentional acts or omissions of an Intended User (including the failure to perform any duty imposed by law); and will reimburse each Indemnified Party for all reasonable fees and expenses (including fees and expenses of counsel) (collectively, "Expenses") as incurred in connection with investigating, preparing, pursuing or defending any threatened or pending claim, action, proceeding or investigation (collectively, "Proceedings") arising therefrom, and regardless of whether such Indemnified Party is a formal party to such Proceeding. Client agrees not to enter into any waiver, release or settlement of any Proceeding (whether or not any Indemnified Party is a formal party to such Proceeding) without the prior written consent of Appraiser (which consent will not be unreasonably withheld or delayed) unless such waiver, release or settlement includes an unconditional release of each Indemnified Party from all liability arising out of such Proceeding.
18. Time Period for Legal Action. Unless the time period is shorter under applicable law, except in connection with paragraphs 16 and 17 above, Appraiser and Client agree that any legal action or lawsuit by one party against the other party or its affiliates, officers, directors, employees, contractors, agents, or other representatives, whether based in contract, warranty, indemnity, negligence, strict liability or other tort or otherwise, relating to (a) this Agreement or the Appraisal Report, (b) any services or appraisals under this Agreement or (c) any acts or conduct relating to such services or appraisals, shall be filed within two (2) years from the date of delivery to Client of the Appraisal Report to which the claims or causes of action in the legal action or lawsuit relate. The time period stated in this section shall not be extended by any incapacity of a party or any delay in the discovery or accrual of the underlying claims, causes of action or damages.

Addendum C

# QUALIFICATIONS

## **QUALIFICATIONS OF**

**GRANT B. MUELLER, MAI**  
**Managing Director**

**CBRE, Inc.**  
**VALUATION & ADVISORY SERVICES**  
**500 W. 2<sup>nd</sup> Street, Suite 1700**  
**Austin, Texas 78701**  
**(512) 499-4909 Direct Line**  
**(512) 499-4999 Fax**  
**grant.mueller@cbre.com**

### **FORMAL EDUCATION**

**University of Texas at Austin – B.A., 2002**

### **PROFESSIONAL EDUCATION**

All current requirements have been completed for each of the state's certifications as well as the Appraisal Institute for the MAI designation.

### **PROFESSIONAL AFFILIATIONS & DESIGNATIONS ATTAINED**

General Certified Real Estate Appraiser  
Appraisal Institute

State of Texas (TX-1337145-G)  
MAI Member

### **EMPLOYMENT EXPERIENCE**

Real Estate analyst with over 13-years of experience in commercial real estate valuation.

July 2004 – April 2006	National Appraisal Partners Commercial Real Estate Valuation	Houston, Texas
April 2006 – Present	CBRE, Inc. Valuation & Advisory Services	Austin, Texas



## Certified General Real Estate Appraiser

**Appraiser: Grant Branden Mueller**

**License #: TX 1337145 G**

**License Expires: 07/31/2021**

Having provided satisfactory evidence of the qualifications required by the Texas Appraiser Licensing and Certification Act, Occupations Code, Chapter 1103, authorization is granted to use this title:  
Certified General Real Estate Appraiser

For additional information or to file a complaint please contact TALCB at [www.talcb.texas.gov](http://www.talcb.texas.gov).



Douglas E. Oldmixon  
Commissioner

## **QUALIFICATIONS OF**

**PETER C. CROSSWELL**  
**Vice President**

**CBRE, INC.**  
**VALUATION & ADVISORY SERVICES**  
500 W. 2<sup>nd</sup> Street, Suite 1700  
Austin, Texas 78701  
512.499.4926

### **FORMAL EDUCATION**

University of Texas at Dallas – B.A., Cum Laude (2000)

### **CONTINUING EDUCATION**

All current requirements have been completed for state certification.

### **LICENSE(S)/CERTIFICATION(S)**

Certified General Real Estate Appraiser                      State of Texas (No. TX-1336765-G)

### **PROFESSIONAL AFFILIATIONS & DESIGNATIONS ATTAINED**

Texas Appraiser Licensing and Certification Board, Texas Real Estate Appraiser  
Candidate for Designation, Appraisal Institute

### **EMPLOYMENT EXPERIENCE**

Fourteen years of Real Estate Appraisal and Consulting experience throughout the United States.

April 2006 to Present	CBRE, Inc. Valuation & Advisory Services Vice President	Austin, Texas
March 2003 to April 2006	Lewis Realty Advisors Real Estate Analyst	Houston, Texas



*You may wish to laminate the pocket identification card to preserve it.*

PETER CHRISTIAN CROSSWELL  
3600 TAYLORS DR  
AUSTIN, TX 78703

The person named on the reverse is licensed by the Texas Appraiser Licensing and Certification Board.

Inquiry as to the status of this license may be made to:

Texas Appraiser Licensing and Certification Board  
P.O. Box 12188  
Austin, Tx 78711-2188  
[www.talcb.texas.gov](http://www.talcb.texas.gov)  
(512) 936-3001  
Fax: (512) 936-3899

**Texas Appraiser Licensing and Certification Board**

P.O. Box 12188 Austin, Texas 78711-2188

**Certified General Real Estate Appraiser**

Number#: **TX 1336765 G**

Issued: **02/15/2019**

Expires: **02/28/2021**

Appraiser: **PETER CHRISTIAN CROSSWELL**

Having provided satisfactory evidence of the qualifications required by the Texas Appraiser Licensing and Certification Act, Texas Occupations Code, Chapter 1103, is authorized to use this title, Certified General Real Estate Appraiser.

  
Douglas E. Oldmixon  
Commissioner

**Texas Appraiser Licensing and Certification Board**

P.O. Box 12188 Austin, Texas 78711-2188

**Certified General Real Estate Appraiser**

Number: **TX 1336765 G**

Issued: **02/15/2019**

Expires: **02/28/2021**

Appraiser: **PETER CHRISTIAN CROSSWELL**

Having provided satisfactory evidence of the qualifications required by the Texas Appraiser Licensing and Certification Act, Texas Occupations Code, Chapter 1103, is authorized to use this title, Certified General Real Estate Appraiser.

  
Douglas E. Oldmixon  
Commissioner



Application for OHDA Funding – 2020

## **Tab 5b Property Maps**

## 1409-1411 E 4TH STREET PROPERTIES



## Subject Property

### Legend

## Lot Lines



## Streets



## Building Footprints



## Named Creeks



## Lakes and Rivers



## Parks



County



- Address Points



 TCAD Parcels

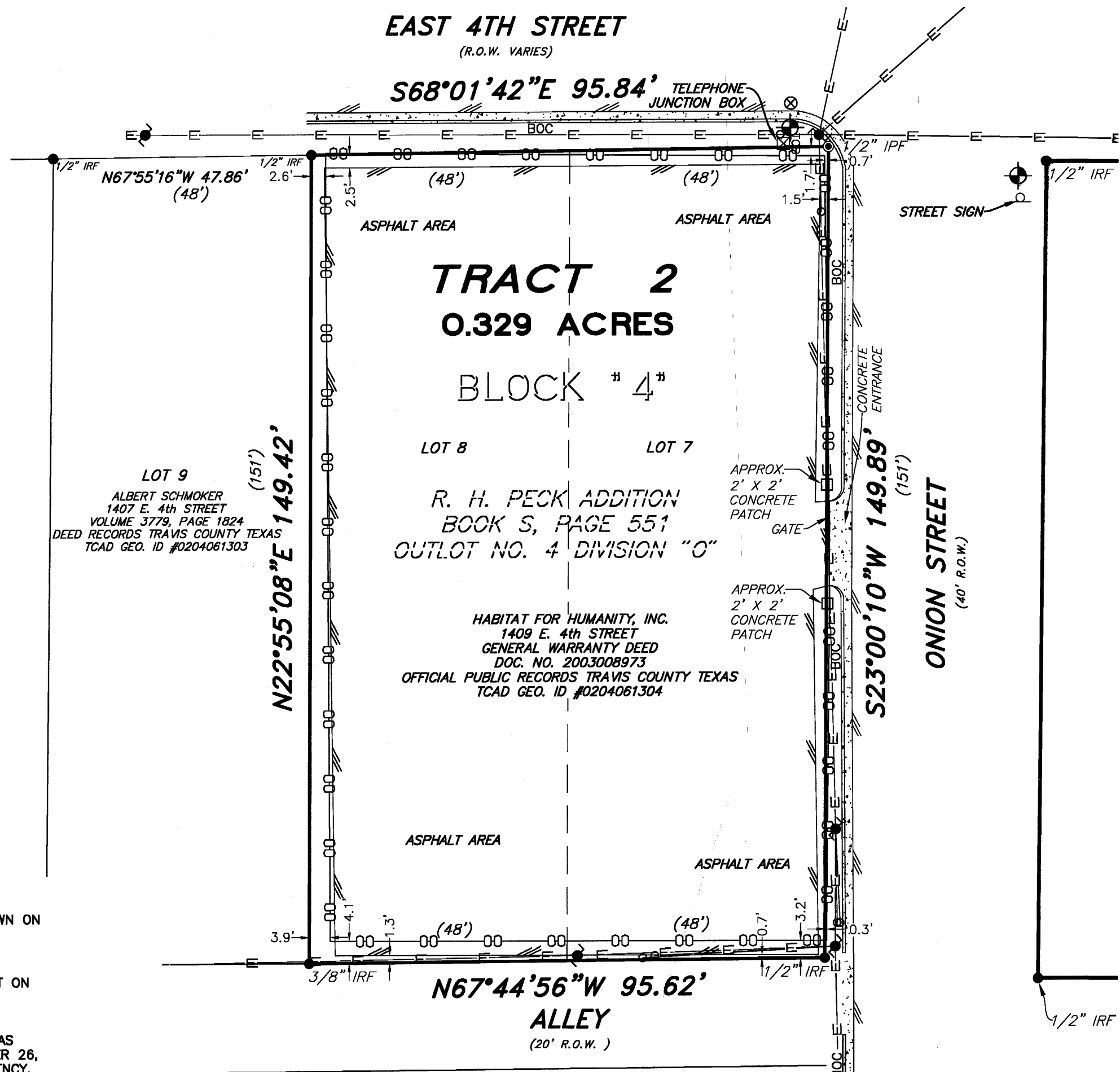
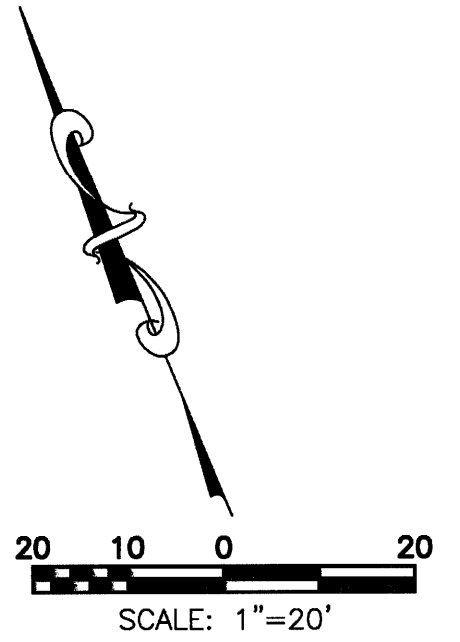


THIS PRODUCT IS FOR INFORMATIONAL PURPOSES AND MAY NOT HAVE BEEN PREPARED FOR OR BE SUITABLE FOR LEGAL, ENGINEERING, OR SURVEYING PURPOSES. IT DOES NOT REPRESENT AN ON-THE-GROUND SURVEY AND REPRESENTS ONLY THE APPROXIMATE RELATIVE LOCATION OF PROPERTY BOUNDARIES. THIS PRODUCT HAS BEEN PRODUCED BY THE CITY OF AUSTIN FOR THE SOLE PURPOSE OF GEOGRAPHIC REFERENCE. NO WARRANTY IS MADE BY THE CITY OF AUSTIN REGARDING SPECIFIC ACCURACY OR COMPLETENESS.

# LAND TITLE SURVEY OF LOTS 7 & 8, BLOCK "4" R. H. PECK ADDITION OF OUTLOT NO. 4, DIVISION "O" CITY OF AUSTIN, TRAVIS COUNTY, TEXAS

## LEGEND

- MONUMENT—METAL AND CONCRETE CASING WITH BRASS PIN FOUND
- IRON ROD FOUND (TYPE AND SIZE NOTED)
- ⊙ IRON PIPE FOUND (TYPE AND SIZE NOTED)
- E— OVERHEAD ELECTRIC OR TELEPHONE LINE
- P— POWER POLE WITH GUY WIRE AND ANCHOR
- ⊕ WASTEWATER MANHOLE
- ⊗ WATER VALVE
- ⊙ WATER METER
- ⊙ FIRE HYDRANT
- ⊙ BOLLARD
- ⊙ MONITORING WELL
- TCB TELEPHONE JUNCTION BOX
- S— STREET/TRAFFIC SIGN (UNLESS OTHERWISE NOTED)
- ( ) RECORD INFORMATION
- BREAK IN SCALE
- R.O.W. RIGHT-OF-WAY
- BOC BACK OF CURB
- PROPERTY LINE
- EXISTING BUILDING
- BRICK IMPROVEMENTS
- CHAINLINK FENCE
- EDGE OF ASPHALT
- APPROX. APPROXIMATE



## UTILITY AND IMPROVEMENT NOTE

ONLY SURFACE EVIDENCE OF UTILITIES AND IMPROVEMENTS ARE SHOWN ON THIS SURVEY.

## NOTE

THIS DRAWING IS BASED ON MEASURED DISTANCES IN THE FIELD NOT ON GRID DISTANCES.

## FLOOD PLAIN NOTE

THE PROPERTY DESCRIBED HEREON IS CONTAINED WITHIN ZONE "X" AS SCALED FROM F.I.R.M. MAP NUMBER 48453C0465H, DATED SEPTEMBER 26, 2008, AS PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, THE PURPOSE OF WHICH IS FOR FLOOD INSURANCE ONLY.

## TITLE COMMITMENT NOTE

ALL EASEMENTS OF WHICH I HAVE KNOWLEDGE AND THOSE RECORDED EASEMENTS FURNISHED BY HERITAGE TITLE COMPANY OF AUSTIN, INC. ACCORDING TO GF NO. 201400694 WITH AN EFFECTIVE DATE OF MARCH 17, 2014 ARE SHOWN OR DEPICTED HEREON. OTHER THAN VISIBLE EASEMENTS, NO UNRECORDED OR UNWRITTEN EASEMENTS WHICH MAY EXIST ARE SHOWN HEREON.

CERTIFIED TO: HERITAGE TITLE COMPANY OF AUSTIN, INC.,  
CHICAGO TITLE INSURANCE COMPANY  
CYPRESS REAL ESTATE ADVISORS, INC., A DELAWARE CORPORATION  
AUSTIN HABITAT FOR HUMANITY, A NON-PROFIT TEXAS CORPORATION, AKA HABITAT FOR HUMANITY, INC.

I HEREBY CERTIFY THAT A SURVEY WAS MADE ON THE GROUND OF THE PROPERTY SHOWN HEREON; THAT THERE ARE NO VISIBLE DISCREPANCIES, CONFLICTS, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHT-OF-WAY, EXCEPT AS SHOWN; THAT SAID PROPERTY HAS ACCESS TO AND FROM A PUBLIC ROADWAY; AND THAT THIS SURVEY IS AN ACCURATE REPRESENTATION OF THE PROPERTY TO THE BEST OF MY KNOWLEDGE. THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARD AND SPECIFICATIONS FOR A CATEGORY 1A CONDITION II SURVEY.

AS SURVEYED BY  
LANDMARK SURVEYING, LP  
FIRM REGISTRATION NO. 100727-00

*Dana A. Markus-Wolf*  
DANA A. MARKUS-WOLF  
REGISTERED PROFESSIONAL LAND SURVEYOR  
TEXAS REGISTRATION NO. 4996  
DATE: MARCH 18, 2014



Client: CYPRESS REAL ESTATE ADVISORS  
Date: March 25, 2014  
Office: Eleuterio Leos  
Crew: J. LEE  
F.B.: 1373/31-33, 50  
Path: t:\cypress real estate advisors\landmark drawings\surface-staff\310 cornal & 1409 e.4th street\_surface-a.dwg  
Job No.: 1102-01-01

**Landmark**  
SURVEYING, LP  
2205 East 5th STREET  
AUSTIN, TEXAS 78702  
PH: (512)328-7411 FAX: (512)328-7413





# Opportunity Values

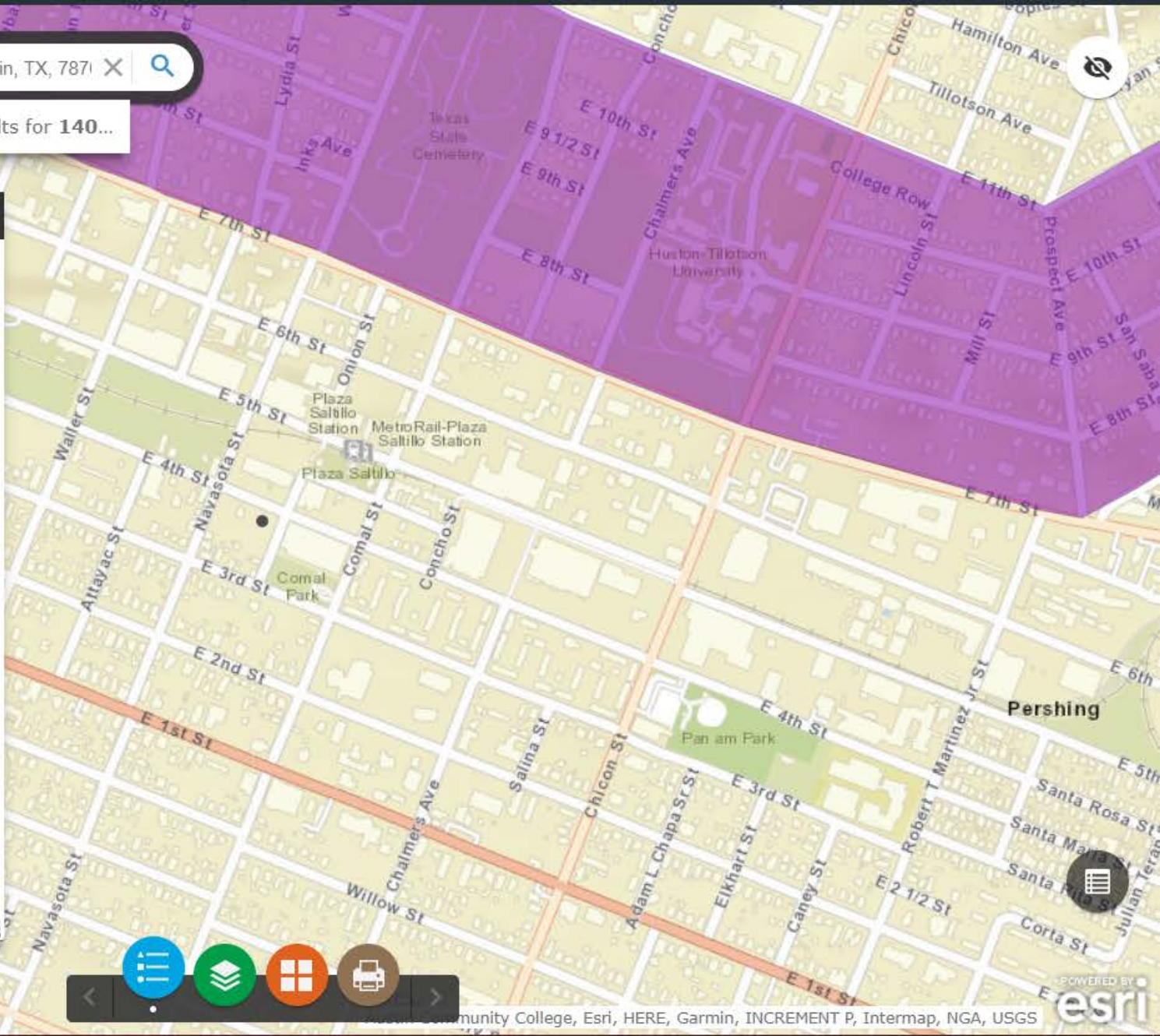
1409 E 4th St, Austin, TX, 7871

Show search results for 140...

Legend

High Opportunity

Emerging Opportunity





# Gentrification Values

1409 E 4th St, Austin, TX, 78701 X 🔍

Show search results for 140...



Legend

Gentrification\_RHDAHODA\_view

Susceptible

Early: Type 1

Dynamic

Late

Continued Loss

Missing Home Value Data

Not Gentrifying

-97

200ft



Search result

1409 E 4th St, Austin, TX, 78702, USA

[Zoom to](#)





# Imagine Austin & Mobility Corridors

1409 E 4th St, Austin, TX, 7871 X



Show search results for 140...



## Legend

### 2016 Mobility Bond Corridor Projects

- Construction Eligible Corridor
- - Preliminary Engineering and Design

### Mobility Bond Corridor: 1/2-Mile Buffer



### Imagine Austin Center: 1/2-Mile Buffer



### Imagine Austin Corridor: 1/2-Mile Buffer



### Search result

1409 E 4th St, Austin, TX, 78702, USA

[Zoom to](#)

200ft





1409 E 4th St, Austin, TX, 7871 X

Show search results for 140...



Legend

High Frequency Bus Routes: 1/4-Mile Buffer



Bus Routes: 3/4-Mile Buffer



Search result

1409 E 4th St, Austin, TX, 78702, USA

[Zoom to](#)

-97

200ft







# Healthy Food

1409 E 4th St, Austin, TX, 78702 X



Show search results for 140...

## Legend

### Healthy Food



### Healthy Food Retail Locations



### Search result

1409 E 4th St, Austin, TX, 78702, USA

[Zoom to](#)



200ft



POWERED BY  
**esri**

Austin Community College, Esri, HERE, Garmin, INCREMENT P, NGA, USGS



# Elementary School Attendance Zones

1409 E 4th St, Austin, TX, 7871 X



Show search results for 140...



## Legend

### Austin Elementary School Attendance Areas

-  Austin ISD
-  Pflugerville ISD
-  Manor ISD
-  Del Valle ISD
-  Round Rock ISD
-  Lake Travis ISD
-  Lago Vista ISD

### Search result

1409 E 4th St, Austin, TX, 78702, USA

[Zoom to](#)

200ft





Find Floodplain Information

**Address:** 1409 E 4TH ST

**Tax ID:** 0204061304

**Appraisal District:** Travis

## FEMA Floodplain

**Flood Zone:** X

**Community Number:** 480624

**Panel Number:** 48453C0465K

**Effective Date:** 1/21/2020

**100-Year Flood Elevation:** N/A

**500-Year Flood Elevation:** N/A

## City of Austin Floodplain

**25-Year Flood Elevation:** N/A

**100-Year Flood Elevation:** N/A

[Print Floodplain Report](#)



Home



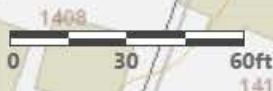
Layers



Find Floodp...



StreetMap



I want to...



Tools

Show all







## FLOODPLAIN INFORMATION REQUEST FORM

Tax Parcel ID: 0204061304		Date Processed: 11/05/2020	
Property Address: 1409 E 4TH ST			
<b>FEMA Flood Insurance Information:</b>		<b>City of Austin Regulatory Information:</b>	
Flood Zone*: X		25-Year Flood Elevation**: N/A	
Community Number: 480624		100-Year Flood Elevation**: N/A	
Panel Number: 48453C0465K		All elevations are in feet above mean sea level; Datum for all elevations is NAVD88.	
Effective Date: 01/22/2020			
FEMA 100-Year Elevation*: N/A			
FEMA 500-Year Elevation*: N/A			

*Additional Questions? Please contact the Floodplain Office*

**Phone Hotline:** 512-974-2843

**Fax:** 512-974-3584

**E-mail:** floodpro@austintexas.gov

**Mailing Address:** Attention: Floodplain Office, Watershed Protection Department-12th Floor, PO BOX 1088  
Austin, TX 78767-1088

- \* The flood zone determination is based solely on a graphical interpretation of the FEMA Flood Insurance Rate Map (FIRM). Parcels with flood zones **A**, **AE**, **AO**, or **AH** are located or partially located within the FEMA Special Flood Hazard Area designated 1% annual chance flood hazard (100-year floodplain). Parcels with flood zone **0.2% annual chance flood hazard** (500-year floodplain) are located or partially located within the shaded zone X portion of the FIRM. Parcels with flood zone **X Protected by Levee** are located within in an area protected by a levee from the 1% annual chance flood hazard. Parcels with flood zone **X** are located outside the 0.2% annual chance flood hazard. The 1% annual chance flood hazard is the base flood and is used to determine the base flood elevation (BFE) for flood insurance purposes. BFEs must be determined using the flood profiles contained in the effective Flood Insurance Study (FIS). The FEMA 1% annual chance floodplains *may differ* from the City of Austin regulatory floodplains.
- \* \* The City of Austin uses the fully developed 25-year and 100-year floodplains to regulate development within the full purpose and extra territorial jurisdiction (ETJ) as established in the Land Development Code. The City of Austin regulatory floodplains *may differ* from the FEMA 1% annual chance floodplains.

The City provides the information on this form using the best available engineering and topographic data. Floodplain elevations to be used for development applications must be determined by a Texas Registered Professional Engineer. The official determination of a parcel's floodplain status may necessitate a comparison of the floodplain elevations to an on-the-ground topographic survey by a registered design professional.

**DISCLAIMER:** The City of Austin provides this information on request as a courtesy to our citizens. Any use of this information is at the sole discretion of the user. The City of Austin makes no warranty, expressed or implied, for the accuracy, completeness, or applicability of the information provided in this form.

THIS FORM IS NOT A PERMIT FOR DEVELOPMENT. For information about development permitting, call the City of Austin Development Assistance Center at 512-974-6370. THIS FORM IS NOT A SUBSTITUTE FOR FEMA FORM 81-93, STANDARD FLOOD HAZARD DETERMINATION. Private flood hazard determination companies may provide Form 81-93. For more information on the National Flood Insurance Program and how to find a flood insurance agent, please visit <http://www.floodsmart.gov/floodsmart/>

# ATLAS 14 QUICK REFERENCE SHEET

## What is Atlas 14?

The National Weather Service, in partnership with many other federal, state, and local agencies, is in the process of reassessing historic rainfall intensities for Texas with a study called Atlas 14. Rainfall intensities tell us the likelihood of rainfall events of different sizes. Rainfall intensities are used by FEMA and local communities to determine flood risk and to make floodplain maps. Rainfall intensities for the State of Texas have not been assessed since 1994. Atlas 14 is an update of this data meant to incorporate almost a quarter century of rainfall data collected statewide since the last study, up to and including Hurricane Harvey. The graphic to the right indicates in green the areas of Texas where rainfall intensities are increasing.

## How Does Atlas 14 Affect Austin?

The Atlas 14 draft study shows the Austin area to be one of the most significantly impacted areas in the State of Texas. In general, this means that, in Austin, what had been considered a 500-year rainfall is in fact a 100-year rainfall. This indicates that many homes and businesses in Austin may be expected to flood more frequently than had been previously thought. However, only 9% of the land area in Austin is projected to be in the new 100-year floodplain.

## How Is the City of Austin Responding?

The **Watershed Protection Department** is acting quickly to respond to this more accurate assessment of flood risk. It is critical that we continue to ensure that future development is built to be sufficiently resilient to protect lives and properties of our residents. To that end, we have initiated a code amendment process to adopt this new rainfall information as well as other changes meant to enable properties to redevelop in a safer fashion.

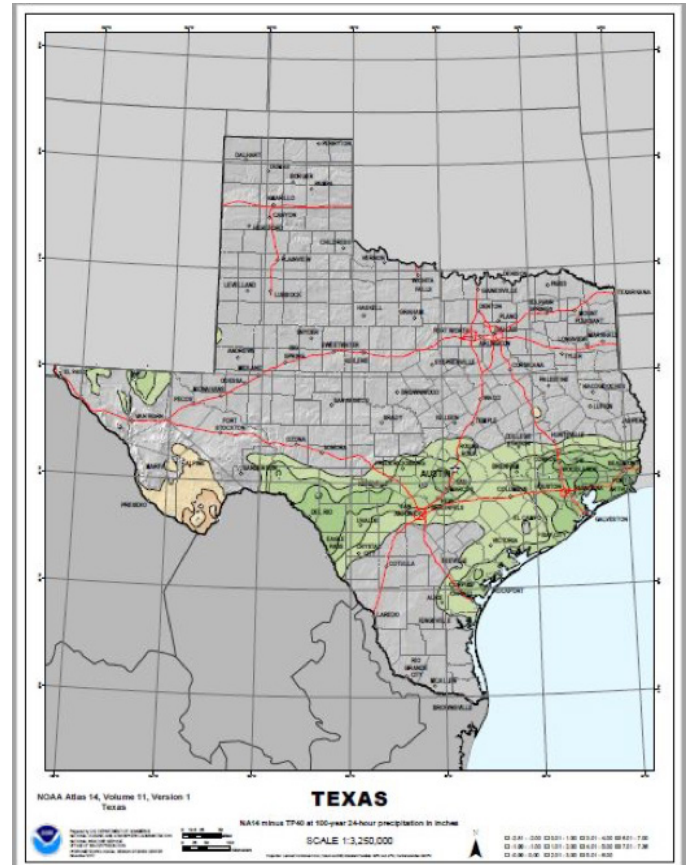
## How Do I Get More Information?

**Website:** [www.AustinTexas.gov/Atlas14](http://www.AustinTexas.gov/Atlas14)

**Email:** [Atlas14@AustinTexas.gov](mailto:Atlas14@AustinTexas.gov)



## MAP CHANGES TO RAINFALL INTENSITY



## IMPACTS TO HOMEOWNERS

### How does this affect my property?

Visit our website [www.austintexas.gov/atlas14](http://www.austintexas.gov/atlas14) to access maps of floodplain changes in Austin.

### Do I need to buy flood insurance?

While FEMA flood insurance rate maps will not be immediately affected, property owners shown in the 500-year floodplain on the current FEMA maps should consider purchasing flood insurance as soon as possible to best protect their property.

### How does this impact development regulations?

Properties located in the City's regulatory floodplain are subject to additional development restrictions. Please visit [www.austintexas.gov/floodplainrules](http://www.austintexas.gov/floodplainrules) to learn more.



Application for OHDA Funding – 2020

## **Tab 5c Zoning Verification**

# CITY OF AUSTIN - ZONING VERIFICATION LETTER

---

For questions concerning zoning compliance or any development criteria contact the Development Assistance Center of the City of Austin at (512) 974-6370.

This letter is to verify that the parcel listed is covered by the listed zoning classification on the date the letter was created.

## Party Requesting Verification

Name: Kate Reznick  
Mailing Address:  
500 West Ben White Boulevard  
Austin, TX 78704

## Tax Parcel Identification Number

Agency: TCAD  
Parcel ID: 191905, 191906

## Zoning Classification(s)

Find definitions at <http://www.austintexas.gov/page/zoning-districts>

TOD-NP

## Zoning Case Number(s)

Look up case info at [https://www.austintexas.gov/devreview/a\\_queryfolder\\_permits.jsp](https://www.austintexas.gov/devreview/a_queryfolder_permits.jsp)

C14-00-2102, C14-2008-0029, NPA-2008-0002.01

## Zoning Ordinance Number(s)

Look up ordinances at <http://austintexas.gov/edims/search.cfm>

001214-20, 20081211-082, 20081211-083

For Address Verification visit:

<http://austintexas.gov/addressverification>

To access zoning ordinance documentation visit:

<http://austintexas.gov/edims/search.cfm>

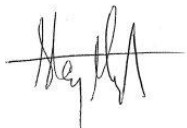
To access zoning overlay documentation (Land Development Code Chapter 25-2 Division 6) visit:

<http://austintexas.gov/department/austin-city-code-land-development-code>

<http://austintexas.gov/department/zoning>

This letter was produced by the City of Austin Communication Technology Management Department on behalf of the Planning and Development Review Department.

I, Stacy Meeks, of the Communications and Technology Management Department for the City of Austin, do hereby certify that the above information reflects the data and records on file in this office.



4/8/2019

191905,  
191906

**ORDINANCE NO. 20180426-081**

**AN ORDINANCE AMENDING ORDINANCE NO. 20081211-082 TO AMEND THE REGULATING PLAN FOR THE PLAZA SALTILLO TOD STATION AREA PLAN BY AMENDING PROVISIONS REGARDING AN ADDITIONAL DENSITY BONUS PROGRAM APPLICABLE TO 1409 AND 1411 EAST 4<sup>TH</sup> STREET.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

**PART 1.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page i (*Contents*) to add “2.3.7 Urban Mixed Use Subdistrict” and renumber the remaining subsections as appropriate.

**PART 2.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page ii (*Contents*) to add “4.3.4 Super Density Bonus”.

**PART 3.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page v to add “TOD Urban Mixed Use” as a new subdistrict as follows:

TOD Urban Mixed Use allowing high density multifamily or mixed use development, ideally with active ground floor uses and residential or office uses on the upper floors.

**PART 4.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 3, Figure 1-2 (*Applicability Summary Table – Land Use and Building Density, General Development Standards, Development Bonuses, and Parkland Dedication*) to add a new subsection 4.3.4 (*Super Density Bonus*) as shown on Exhibit A to this ordinance.

**PART 5.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by adding a new subsection 2.3.7 (*TOD Urban Mixed-Use*) as follows and renumber the remaining subsections as appropriate:

**2.3.7. TOD Urban Mixed Use**

**A. Typology**

TOD Urban Mixed Use allows for high density residential or mixed use development and does not require that ground floor space be designed to accommodate active non-residential uses, although it is encouraged. Active edges require that the ground floor



space be designed to accommodate non-residential uses and have a higher design standard to promote the urban character of the area. This subdistrict is generally located on arterial streets and in close proximity to the transit station. A wide array of retail, office, and residential uses are permitted.

**B. Density Standards:**

1. Minimum Density: None
2. Maximum Density: 45 Dwelling Units per acre (unless a development bonus is utilized); maximum Floor-to-Area Ratios (FAR) are established in Subsection 4.2.8.

**C. Land Use**

Permitted, conditional, and prohibited uses are shown in Figure 2-2.

**PART 6.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 20, Figure 2-1 (*Plaza Saltillo Station Area Plan TOD Subdistricts*) to show the new TOD Urban Mixed Use subdistrict on the Land Use and Design Concept Plan map, as shown on Exhibit B to this ordinance.

**PART 7.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 21, Figure 2-2 (*Plaza Saltillo TOD District Land Use Table*) to add "TOD Urban Mixed Use", as shown on Exhibit C to this ordinance.

**PART 8.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 53, Section 4.2.4 (*Impervious Surface Coverage*) as follows:

- B. TOD Mixed-Use, TOD Corridor Mixed Use, TOD Urban Mixed Use, and TOD Live/Work Flex Subdistricts shall have a maximum impervious cover of 95 percent.

**PART 9.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 54, subsection 4.2.6(C) (*Setbacks*) as follows:

- C. If the street right-of-way is less than 60 feet in width, the minimum front yard setback for buildings three or more stories in height shall be [~~30~~] 25 feet from the centerline of the street to ensure adequate fire access.

**PART 10.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by amending Page 54, subsection 4.2.10(B) (*Compatibility Standards*) as follows:

B. A waiver of compatibility standards may be granted if a development bonus is utilized. The development bonus standards and requirements are established in *Subsections 4.3.2 Density Bonus, [and] 4.3.3 Density and Height Bonus, and 4.3.4 Super Density Bonus.*

**PART 11.** Exhibit E to Ordinance No. 20081211-082 (*Regulating Plan for the Plaza Saltillo Station Area Plan*) is amended by adding a new subsection 4.3.4 (*Super Density Bonus*) as follows:

4.3.4. Super Density Bonus

A. Applicability

Article 3

Site Development Standards

Subsection 4.3.4

Super Affordability

Application:

Properties, or portions of properties, in the TOD Urban Mixed Use Subdistrict are eligible for a bonus

B. Waiver of Site Development Standards and Building Height Allowance

A density and height bonus shall be granted to a development that meets the affordability standards in Subsection C below, which exempts the development from the following site development standards:

1. Maximum density requirement in Section 2.3;
2. Maximum Floor-to-Area Ratio (FAR) in Subsection 4.2.8; and
3. Chapter 25-2 Subchapter C, Article 10 of the LDC (Compatibility Standards) shall be waived with the following exceptions:
  - a. Height Limitations

In the TOD District within 100 feet of the TOD boundary, compatibility standards height limitations triggered by property outside of the TOD District shall be waived if owners of at least 66% of triggering properties within 25 feet of the site requesting the waiver agree. If there are no triggering properties within 25 feet, the height restriction shall be waived.

### Building Height Allowance

Any building on the site receiving the bonus may reach a total of 85 feet in height as measured by the LDC.

### 4. Active Edge Requirements

The active edge requirements in Subsection 5.7.2 are waived with the following exceptions:

Commercial or mixed use projects shall follow Subsection 5.7.2.A.

Residential projects shall be designed according to the following standards:

- a. The ground floor building façade shall be designed to reinforce pedestrian activity. Each ground floor dwelling unit shall be designed according to the following standards:

An entrance that opens directly onto the sidewalk according to Section 5.3;

Entrances should be highlighted through architectural cues;

Entrances should be raised with stoops or porches to allow for privacy;

The scale and detailing of the windows should reflect the residential use of the building;

Landscaping between the sidewalk and building edge is encouraged.

- b. Off street parking is not permitted along an active edge.

### 5. Parking Requirements

The minimum parking requirements may be reduced to 5 percent of the off-street parking requirements established in Chapter 35-6, Appendix A provided that a development include the following features or amenities:

Parking spaces shall be leased or sold separately from occupied spaces.

On-street parking spaces located adjacent to the site if road conditions permit on-street parallel parking.

The provision of a car-sharing vehicle program that complies with the requirements prescribed by the Director by administrative rule.

The minimum amount of bicycle parking provided shall be 200% of the requirement established in part 4.4.5.

20% of required bike parking to be provided as fully enclosed lockable bicycle parking spaces.

### C. Affordability Standards

To be eligible for the development exemptions and height allowance in Subsection B above, habitable space equal to a minimum of seventy-five percent of the entire square footage of the development shall be reserved as affordable according to the following:

- a. A minimum of 10% of the total square footage shall be provided at 40% Median Family Income (MFI), or less;
- b. A minimum of 25% of square footage shall be provided at 60% MFI or less;
- c. A minimum of 40% of square footage shall be provided at 80% MFI, or less; and
- d. A maximum of 70% of the dwellings provided shall be one bedroom or efficiency units.

The requirement may be met by providing affordable owner-occupied units, rental units, or a combination of both.

#### 1. Affordability Requirements for Owner-Occupied Units

The applicant shall be responsible for providing habitable space through a City approved affordable housing land trust for not less than 99 years from the date a certificate of occupancy is issued, for ownership and occupancy by households earning no more than the required percentage of the Annual Median Family Income.

#### 2. Affordability Requirements for Rental Units

The applicant shall provide habitable space as affordable for a minimum of 40 years following the issuance of the certificate of occupancy, for rental by households earning no more than the required percentage of the Annual Median Family Income.

**PART 12.** This ordinance takes effect on May 7, 2018.

**PASSED AND APPROVED**

April 26, 2018

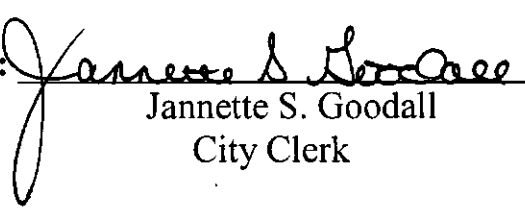
§  
§  
§

  
Steve Adler  
Mayor

**APPROVED:**

  
Anne L. Morgan  
City Attorney

**ATTEST:**

  
Jannette S. Goodall  
City Clerk



Application for OHDA Funding – 2020

**Tab 5d Proof of Site Control**

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

### SPECIAL WARRANTY DEED

**Date:** March 11, 2016

**Grantor:** CC THIRD AND COMAL, LP, a Texas limited partnership

**Grantor's Mailing Address:** 823 Congress, Suite 600  
Austin, Texas 78701

**Grantee:** AUSTIN HABITAT FOR HUMANITY, INC., a Texas non-profit corporation

**Grantee's Mailing Address:** 500 West Ben White  
Austin, Texas 78704

**Consideration:** TEN AND NO/100 DOLLARS (\$10.00) and other valuable consideration.

**Property** (including improvements): See Exhibit A

**Exceptions to Conveyance and Warranty:** All Matters of Record.

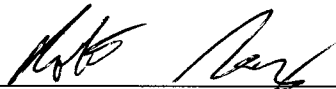
Grantor, for the consideration and subject to the exceptions to conveyance and warranty, grants, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said Grantee, their heirs, successors and assigns forever in fee simple forever, and Grantor does hereby bind Grantor and Grantor's heirs, successors, and assigns, to WARRANT AND FOREVER DEFEND all and singular, the Property and premises unto Grantee, Grantee's heirs, successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof by, through or under Grantor, but not otherwise.

Grantee further acknowledges and agrees that Grantee is acquiring the Property on an "AS IS, WHERE IS" and "WITH ALL FAULTS" basis, without representation, warranties or covenants, express or implied, of any kind or nature, except as expressly set forth herein. Grantee hereby waives and relinquishes all rights and privileges arising out of, or with respect or in relation to, any representations, warranties or covenants, whether express or implied, which may have been made or given, or which may have been deemed to have been made or given by Grantor, except as expressly set forth herein. Except as otherwise stated herein, Grantee hereby assumes all risk and liability (and agrees that Grantor shall not be liable for any special, direct, indirect, consequential, or other damages) resulting or arising from or relating to the ownership, use, condition, location, maintenance, repair or operation of the Property.

Taxes on the Property for the year 2016 have been prorated between Grantor and Grantee and have been paid in full as of the date of the delivery of this deed, and Grantee assumes the obligation to pay taxes for 2016 and all subsequent years thereafter.

When the context requires, singular nouns and pronouns include the plural.

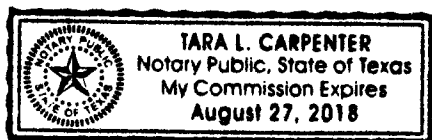
CC THIRD AND COMAL, LP


By: 

Robert Gandy IV, Manager of CC THIRD AND COMAL GP, LLC, a Texas limited liability Company, General Partner

STATE OF TEXAS           §  
                                     §  
COUNTY OF TRAVIS    §

This instrument was acknowledged before me on the 11 day of March 2016, by Robert Gandy IV, Manager of CC THIRD AND COMAL GP, LLC, a Texas Limited Liability Company, General Partner of CC THIRD AND COMAL, LP, a Texas Limited Partnership, on behalf of said Partnership.



  
Notary Public  
My Commission expires: 8/27/18



**EXHIBIT A**

**LEGAL DESCRIPTION**

Lot (s) 7 and 8, Block 4, R.H. SUBDIVISION OF OUTLOT 4, DIVISION "O", a subdivision in Travis County, Texas, according to the map or plat thereof, recorded in Volume 8, Page 551 of the Deed Records of Travis County, Texas.

11-GF# 201603907-em  
RETURN TO: HERITAGE TITLE  
401 CONGRESS AVE., STE.1500  
AUSTIN TEXAS 78701

Exhibit A – Page 1



**FILED AND RECORDED**  
OFFICIAL PUBLIC RECORDS

*Dana DeBeauvoir*

DANA DEBEAUVOIR, COUNTY CLERK  
TRAVIS COUNTY, TEXAS

March 14 2016 08:28 AM

FEE: \$ 34.00 2016036818



Application for OHDA Funding – 2020

**Tab 5e Phase I ESA**

**PHASE I  
ENVIRONMENTAL SITE ASSESSMENT**

**1407-1411 EAST 4<sup>TH</sup> STREET  
AUSTIN, TEXAS 78702**

**4 DECEMBER 2015**

**Prepared for:**

City of Austin - Austin Resource Recovery  
P.O. Box 1088  
Austin, Texas 78767

**Prepared by:**

Cook-Joyce, Inc.		INTERA, Inc.
812 West Eleventh Street		1812 Centre Creek Drive,
Suite 205	&	Suite 300
Austin, Texas 78701		Austin, TX 78745



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- 2 SITE LAYOUT



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### APPENDIX

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- L RESUME OF ENVIRONMENTAL PROFESSIONAL(S)



## EXECUTIVE SUMMARY

Cook-Joyce, Inc. (CJI), as part of the team led by INTERA, Inc. under its contract to provide services to the City of Austin's Brownfields Revitalization Office, has conducted a Phase I Environmental Site Assessment (ESA) of three 0.1664-acre parcels of real property totaling approximately 0.5 acre, hereafter referred to as the subject property or site, located at 1407, 1409, and 1411 East 4<sup>th</sup> Street, Austin, Texas. The tract at 1411 East 4<sup>th</sup> Street is not identified as such in the Travis County Tax Appraisal District records; however, this tract is located between Onion Street and the 1409 East 4<sup>th</sup> Street tract and appears on the tax rolls as Property ID 191906. This Phase I ESA was performed to identify, to the extent feasible, any recognized environmental conditions that could potentially impact future property transfer and/or development, and to make a diligent inquiry into the environmental condition of the site, consistent with good commercial and customary practice, to allow future development of the property under the City of Austin's Brownfields Program, and to qualify the buyer, Austin Habitat for Humanity (represented by Greg Anderson, Director of Operations), for statutory limitations on potential liability under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The location of the subject property is depicted on Figure 1.

CJI conducted this ESA in accordance with Standard Practice E1527-13 of ASTM International (ASTM), entitled *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. The Phase I ESA activities included review of site-specific information provided by the City of Austin's Brownfields Revitalization Office, research for environmental liens and activity/use limitations, and collection and review of environmental and historical records. In addition, a site visit was conducted with the objective of identifying any indications of releases, past releases, or material threat of releases of hazardous substances or petroleum products, to the extent that they may be visually or physically observed as set forth in ASTM E1527-13. The ESA effort also included interviews with individuals having knowledge of past and/or present uses of the subject property. Information from these interviews was used in conjunction with that obtained from the site visit and the records review to identify the uses and conditions of the subject property in accordance with ASTM E1527-13. The Phase I ESA was performed by environmental professional(s) as defined in 40 CFR §312.10 and as identified in this report.





This assessment has revealed evidence of no recognized environmental conditions in connection with the subject property. This assessment has revealed evidence of two environmental issues at the subject property that, while they do not represent recognized environmental conditions, do warrant mention in this summary. The noted issues are:

1. Several historical impacts were identified in the vicinity of the site including the adjoining property at 310 Comal Street, which is situated immediately east of the subject property across Onion Street. A commercial laundry service previously existed at this adjoining property, and several underground storage tanks were registered for fleet fuel storage. In a June 2014 Limited Site Investigation (LSI) of this property, samples of soil, groundwater, and soil vapor were collected for chemical analysis. No detections of the analyzed constituents, TPH and BTEX, were reported in the soil or groundwater samples. Low levels of VOCs were reported in the soil vapor sample, but none of the detected VOCs exceeded the commercial screening levels presented in the LSI report. Although Texas does not currently regulate soil vapor, additional evaluation of potential vapor intrusion onto the subject property may be advisable prior to any future site development, particularly if this development will involve underground excavation.
2. Trash (which included several empty paint cans) was noted in various areas of the property, as were debris piles containing home improvement materials. These items should be appropriately disposed of prior to site development.



Application for OHDA Funding – 2020

**Tab 5f: SHPO**

**From:** [noreply@thc.state.tx.us](mailto:noreply@thc.state.tx.us)  
**To:** [Kate Reznick](mailto:Kate.Reznick@thc.state.tx.us); [reviews@thc.state.tx.us](mailto:reviews@thc.state.tx.us)  
**Subject:** Section 106 Submission  
**Date:** Thursday, October 29, 2020 10:13:27 AM

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Re: Project Review under Section 106 of the National Historic Preservation Act and/or the Antiquities Code of Texas

**THC Tracking #202101574**

4th & Onion Community  
1409-1411 East 4th Street  
Austin, TX 78702

**Description:** Austin Habitat for Humanity owns a .329-acre parcel of land at 1409-1411 East 4th Street. We are planning to build a 5-story, 45-unit 100% affordable homeownership development on the site in 2021-22.

Dear Kate Reznick:

Thank you for your submittal regarding the above-referenced project. This response represents the comments of the Executive Director of the Texas Historical Commission (THC), as a courtesy review only and does not suffice for review under Section 106 of the National Historic Preservation Act or the Antiquities Code of Texas.

The review staff, led by Tiffany Osburn and Caitlin Brashear, has completed its review and has made the following determinations based on the information submitted for review:

#### **Above-Ground Resources**

- No historic properties are present or affected by the project as proposed. However, if historic properties are discovered or unanticipated effects on historic properties are found, work should cease in the immediate area; work can continue where no historic properties are present. Please contact the THC's History Programs Division at 512-463-5853 to consult on further actions that may be necessary to protect historic properties.

#### **Archeology Comments**

- No identified historic properties, archeological sites, or other cultural resources are present or affected. However, if cultural materials are encountered during project activities, work should cease in the immediate area; work can continue where no cultural materials are present. Please contact the THC's Archeology Division at 512-463-6096 to consult on further actions that may be necessary to protect the cultural remains.

We look forward to further consultation with your office and hope to maintain a partnership that will foster effective historic preservation. Thank you for your cooperation in this review process, and for your efforts to preserve the irreplaceable heritage of Texas. If the project changes, or if new historic properties are found, please contact the review staff. If you have any questions concerning our review or if we can be of further assistance, please email the following reviewers: [tiffany.osburn@thc.texas.gov](mailto:tiffany.osburn@thc.texas.gov), [caitlin.brashear@thc.texas.gov](mailto:caitlin.brashear@thc.texas.gov).

This response has been sent through the electronic THC review and compliance system (eTRAC). Submitting your project via eTRAC eliminates mailing delays and allows you to check the status of the review, receive an electronic response, and generate reports on your submissions. For more information, visit <http://thc.texas.gov/etrac-system>.

Sincerely,



for Mark Wolfe, State Historic Preservation Officer  
Executive Director, Texas Historical Commission

**Please do not respond to this email.**