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10/1/10

# RENTAL HOUSING DEVELOPMENT ASSISTANCE (RHDA)

## Application for Rental Development Financing

PLEASE NOTE: AHFC Reserves the right to fund projects at a lower amount than requested, and the right to deny applications that do not coincide with the City's FY 2010-11 Action Plan goals and policy direction from the Austin City Council.

Project Name: Treaty Oaks

Project Address: 3700 Manchaca Road

Zip Code 78704

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OCT 10 2010  
10 8:00 AM

Total # units to be assisted with RHDA Funding: 47

Total # units in project/property: 47

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

Amount of funds requested: \$1,350,000

Terms Requested: 0% Forgivable Loan

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

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

Community Partnership for the Homeless Inc., dba Green Doors  
Name

1503 South IH-35  
Street Address

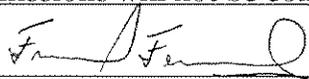
Austin Texas, 78741 512-469-9130  
City State, Zip Telephone #

Frank Fernandez 512-469-9130 ffernandez@greendoors.org  
Contact Person Telephone # E-mail address

74-2582369  
Federal Tax ID Number or SS#

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.

Community Partnership for the Homeless, Inc.  
Legal Name of Developer

  
Signature of Authorized Officer

Executive Director  
Title

9.30.2010  
Date

2. **For non-profit applicants/developers only, include copies of the following:**
  - a. Articles of Incorporation
  - b. Certificate of Incorporation filed with the State of Texas
  - c. Federal IRS certification granting non-profit status
  - d. Names, addresses and phone numbers of current board members
  - e. Certified financial audit for most recent year which include the auditor's opinion and management letters.
  - f. Board resolution approving the proposed project and authorizing the request for funding

Please see **Attachment A** for requested documentation.

3. **Project Type (Please check any that apply.)** This project is considered:

**Traditional Rental Housing** (serving low-income households, and resident services may or may not be provided)

**Transitional Housing** (case management services provided and residency limited to a certain length of time)

**Permanent Supportive Housing** (long-term rental housing for very low-income families and individuals who are among the hardest to serve and who are most vulnerable to homelessness).  
**If you checked Permanent Supportive Housing, please complete the Permanent Supportive Housing Addendum on Page 10.**

4. **Project Description.** In no more than two pages, describe the project with respect to the following:

The Treaty Oaks project is a 47-unit integrated supportive housing development which includes both permanent supportive housing and lower income housing for households whose income does not exceed 50% MFI. 51% of the project (24 units) will be permanent supportive housing targeted to individuals struggling with homelessness and disabilities whose income is below 30% mfi. Specifically, the population targeted will be among the hardest to serve and those identified by the City's PSH Strategy report as the highest priority – homeless disabled veterans and individuals with severe behavioral health challenges with long periods of homelessness. The remaining 49% of the project (23 units) will be targeted to working poor individuals and families.

The project has several broader purposes. First, it will preserve existing affordable housing in a neighborhood that greatly needs quality, well-managed and well-maintained affordable housing. Second, it will increase the supply of permanent supportive housing for individuals struggling with homelessness in a community with an acute need for supportive housing. And third, it will allow Green Doors to bring to bear its green building practices to a neighborhood block desperately in need of quality, green affordable housing that will make the block a more attractive, sustainable and desirable place to live.

Area map with property indicated is provided as **Attachment B**.

Lastly, Green Doors is willing to commit the Treaty Oaks project to a 99-year affordability period.

- a. Describe the tenant population, income levels, and services, if any, to be provided to or made available to residents.

As an integrated supportive housing project, Treaty Oaks will serve two distinct populations. First, it will serve individuals struggling with homelessness and disabilities whose income is below 30% mfi (24 units,

51% of project). Specifically, the population targeted will be among the hardest to serve and those identified by the City's PSH Strategy report as the highest priority-- homeless veterans and individuals with severe behavioral health challenges with long periods of homelessness. Second, it will serve working poor individuals and families whose household income does not exceed 50% mfi (23 units, 49% of project).

The individuals served in the permanent supportive housing units will be provided with a robust array of supportive services, including case management, training and effective community support utilization, and housing stability support. Green Doors' prospective social service partners, the Veterans Administration (VA) and Austin/Travis County Integral Care (ATCIC), will provide the intensive case management services for residents.

Supportive services will be tailored to the needs of the population served, but at a minimum will focus on ensuring stability and increasing independence, specifically focusing on housing stability and financial stability components. Service goals will include helping residents live more stable, productive lives. Services will be provided by Green Doors, the Veterans Administration, Austin Travis County Integral Care and other local collaborative partnership relationships. The majority of services will be provided on-site, but services that are needed by specific residents not the majority of the program may require an off-site referral.

The individuals and families served in the higher income (<50%) rental units will be provided:

- Housing stability support
- Community information and referral
- Educational, nutritional and financial literacy training opportunities
- Community gardening opportunities

(For more detailed description of services, please refer to Attachment N).

b. Include the type of structure (multi-family or single-family), number and size of units in square feet.

Treaty Oaks is a multi-family 47-unit property comprised of mostly one-bedroom apartments with the following unit specifications:

- 5 One bedroom/One bathroom units with 500 sq. ft. of living area
- 37 One bedroom/One bathroom units with 505 sq. ft. of living area
- 4 One bedroom/One bathroom units with 580 sq. ft. of living area
- 1 Two bedroom/One bathroom unit with 1000 sq. ft. of living area

c. Indicate whether the property is occupied at the time this application is being submitted.

Of the 47 units, 5 units are currently vacant. The remaining 42 units are occupied and current leases will be adhered to accordingly upon acquisition. Green Doors anticipates that some of the existing residents will qualify for the units dedicated to households whose income does not exceed 50% of mfi. However, for those that do not, Green Doors plans to allow leases to expire and move in, during a transition period, Green Doors' permanent supportive housing residents.

d. Indicate whether the project meets the requirements of the City's Vertical Mixed-Use (VMU) Ordinance, or is in a Planned-Unit Development (PUD) or Transit Oriented Development (TOD).

Not applicable.

e. Indicate whether the project will preserve existing affordable rental units.

The proposed project will preserve existing affordable housing in a neighborhood that greatly needs quality, well-managed and well-maintained affordable housing. Moreover, it is converting cheap, poorly maintained, poorly managed housing into quality, green affordable housing.

- f. If there are existing structures, provide documentation from the taxing authority or another third-party source indicating the year the structure was built.

Please see **Attachment C** for documentation from the taxing authority indicating the year that the structure was built.

- g. Indicate the number of units reserved for Housing Choice Voucher holders (Section 8).

No units will be reserved for Housing Choice voucher holders. However, Housing Choice voucher holders would be welcome.

- h. Indicate the number of units that are or will be made accessible and adaptable for persons with mobility, sight or hearing disabilities.

5 units will be accessible for persons with mobility disabilities and 2 units will be accessible for persons with sight or hearing disabilities.

- i. Demonstrate the Project's compatibility with current Neighborhood Plan (if applicable).

Green Doors will not be asking for any neighborhood plan amendments and will continue to use the properties as currently allowed – as residential multi-family housing. While the South Lamar neighborhood plan is still being developed, Green Doors anticipates that the continued use of the site will be compatible with the ultimate neighborhood plan.

- j. In addition to providing an Itemized Development Budget through your response to Question 12 below, summarize the key financials of the project, clearly indicating the total project cost, the amount and intended use of AHFC funds being requested, and the amount(s) and provider(s) of other funding and the stage of those funding commitments.

The total project's capital costs are \$3.19 million. Green Doors is requesting \$1.35 million in AHFC Rental Development financing funds for these 47 units for property acquisition, rehabilitation construction costs, developer-related soft costs, and developer fees. The remainder of the financing needed (\$1.84 million) will be provided by the Federal Home Loan Bank of Dallas (\$500,000; already committed), Texas Department of Housing & Community Affairs (\$125,000; already committed), Wells Fargo (\$1.2 million; already committed) and private fundraising (\$11,966; Green Doors can pull from owner equity, if necessary).

**Please attach the following to the description of the above items:**

- k. A map (8 ½" x 11") indicating the property location and the distance to the nearest Capital Metro Transit Stop to which residents will have access.

Please see **Attachment D** for a map indicating Treaty Oaks' location and distance to the nearest Capital Metro Transit Stop to which residents will have access.

- l. Locate the property on the "Opportunity Map of Austin" attached to the Program Guidelines.

Treaty Oaks is located in an area designated as “High” from a comprehensive opportunity perspective on Map 2: Comprehensive Opportunity Map: City of Austin. ([http://www.greendoors.org/docs/opportunity\\_mapping/Austin\\_Opportunity\\_Report.pdf](http://www.greendoors.org/docs/opportunity_mapping/Austin_Opportunity_Report.pdf)).

Please see **Attachment E** for Treaty Oaks’ location on the “Opportunity Map of Austin”.

5. **Site Control and Demonstration of Value**

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

Purchase contract and contract amendments, as well as 2009 tax documentation are provided as **Attachment F**. In addition, Wells Fargo will be requiring a new as-built appraisal to be done prior to closing.

6. **Zoning**

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

The PDRD zoning verification letter is provided as **Attachment G**.

7. **S.M.A.R.T. Housing.** Include a copy of the letter that indicates the project has been reviewed and meets S.M.A.R.T. Housing™ requirements.

The S.M.A.R.T. Housing letter is provided as **Attachment H**.

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

|                     | Name(s) & Any Comments on Role | MBE ?<br>(Mark X if Yes) | WBE ?<br>(Mark X if Yes) | Non-profit?<br>(Mark X if Yes) |
|---------------------|--------------------------------|--------------------------|--------------------------|--------------------------------|
| Owner               | Green Doors                    |                          |                          | X                              |
| Developer           | Green Doors                    |                          |                          | X                              |
| Architect           |                                |                          |                          |                                |
| Engineer            |                                |                          |                          |                                |
| Construction Lender | Wells Fargo                    |                          |                          |                                |
| Other Lenders       |                                |                          |                          |                                |
| Attorney            |                                |                          |                          |                                |
| Accountant          | Marla Koosed, CPA              |                          | X                        |                                |
| General Contractor  | Green Doors                    |                          |                          | X                              |

|                              |  |  |  |   |
|------------------------------|--|--|--|---|
| Consultant (if Applicable)   | Austin Community Development and Design Center |  |  | X |
| Property Management Provider | Green Doors                                    |  |  | X |
| Other:                       |  |  |  |   |

9. **Development Schedule.** Complete the grid below. You may re-order the steps according to the appropriate sequence for your project and to add in any other significant steps integral to your project's development. If the multiple properties are involved, provide a development schedule for each property.

|  | DATE(S)        |
|--|----------------|
| Acquisition and/or holding                     | November 2010  |
| Environmental and/or historic review (AHFC)    | July 2010      |
| Securing and packaging project financing       | October 2010   |
| Construction Specifications and Cost estimates | July 2010      |
| Construction Bids                              | December 2010  |
| Construction Start                             | February 2011  |
| Anticipated Draws (list all)                   |                |
| End Construction                               | August 2011    |
| Start of Rent-up                               | April 2011     |
| Completion & Operation                         | September 2011 |

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

- 5   Units adaptable for persons with mobility disabilities
- 5   Units accessible for persons with mobility disabilities
- 4   Units adaptable for persons with sight and hearing disabilities
- 2   Units accessible for persons with sight and hearing disabilities

11. **Experience and Qualifications – Rental Development and Property Management**

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

b. Completed projects (complete table below):

| COMPLETED PROJECTS                |                 |                    |  |                |
|-----------------------------------|-----------------|--------------------|--|----------------|
| Address                           | Number of Units | New or Rehab       | Type Property (apartments, SF units, etc.) | Year Completed |
| 1109 Spearson, Austin             | 3               | Acquired & rehab'd | SF Rental house                            | 1991           |
| 5406 Village Trail, Austin        | 3               | Acquired & rehab'd | SF Rental house                            | 1991           |
| 702 Plumpton Drive, Austin        | 3               | Acquired & rehab'd | SF Rental house                            | 1991           |
| 5404 Meadow Crest, Austin         | 4               | Acquired & rehab'd | SF Rental house                            | 1991           |
| 1127 D. Ebert Ave., Austin        | 1               | Acquired           | SF Rental house                            | 1998           |
| 2505 Village Trail Circle, Austin | 4               | Acquired & rehab'd | SF Rental house                            | 1998           |

|  |         |                    |                 |      |
|--|---------|--------------------|-----------------|------|
| 2407 S. 4 <sup>th</sup> Street, Austin | 4       | Acquired & rehab'd | SF Rental house | 1998 |
| 7605 Elderberry, Austin                | 4       | Acquired & rehab'd | SF Rental house | 1998 |
| <b>Recently Rehabilitated</b>          |         |                    |                 |      |
| 2505 Village Trail Circle, Austin      | 4       | Rehab'd            | SF Rental house | 2006 |
| 5406 Village Trail, Austin             | 3       | Rehab'd            | SF Rental house | 2006 |
| 2407 S. 4 <sup>th</sup> Street, Austin | 4       | Rehab'd            | SF Rental house | 2006 |
| 7605 Elderberry, Austin                | 4       | Rehab'd            | SF Rental house | 2006 |
| 5802 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| 5804 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| 5805 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| 5807 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| 5809 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| 5811 Sweeney Circle                    | 4       | Acquired & rehab'd | MF Rental       | 2010 |
| <b>Recently Purchased</b>              |         |                    |                 |      |
| 2014 Covered Wagon, Austin             | 3       | Acquired & rehab'd | SF Rental house | 2007 |
| 5611 Teri Road, Austin                 | 4       | Acquired & rehab'd | SF Rental house | 2007 |
| <b>New Construction</b>                |         |                    |                 |      |
| 916 Neal Street                        | 2 (BRs) | New                | SF Rental house | 2008 |
| 912 Neal Street                        | 4 (BRs) | New                | SF Rental house | 2008 |
| 908A Neal Street                       | 2 (BRs) | New                | SF Rental house | 2008 |
| 908B Neal Street                       | 3 (BRs) | New                | SF Rental house | 2008 |
| 904A Neal Street                       | 3 (BRs) | New                | SF Rental house | 2008 |
| 904B Neal Street                       | 2 (BRs) | New                | SF Rental house | 2008 |
| <b>In Progress</b>                     |         |                    |                 |      |
| 5800 Sweeney Circle                    | 22      | Acquired & rehab'd | MF Rental       | 2010 |
| 5711 Manor Road                        | 24      | Acquired & rehab'd | MF Rental       | 2010 |

c. Describe the **experience and qualifications** and the developer's ability and capacity to implement the proposed project.

Over the last 20 years, Green Doors has gained extensive housing development experience. The organization has expert knowledge in acquisition, new construction, rehabilitation, and collaborative neighborhood revitalization of both single and multi-family properties. As indicated in the Completed Projects table above, Green Doors has long-term successful experience in acquiring and rehabilitating properties to be used for rental housing programs, similar to the proposed Treaty Oaks project.

Green Doors does not anticipate that its funds will involve/trigger Davis-Bacon and other Federal Labor Standards. However, if some funds do trigger these requirements, Green Doors has experience being subject to Davis-Bacon standards – e.g., most recently, its acquisition and rehabilitation of 5807 and 5809 Sweeney Circle was funded by HOME funds, which triggered Davis-Bacon requirements.

Green Doors also has extensive experience with projects that involve temporary relocation of tenants. For example, the organization undertook an extensive rehabilitation project in 2003, under the direction and funding of the Department of Veterans Affairs, to bring properties into compliance with the Life Safety Code of the National Fire Protection Association. This rehabilitation project required the temporary relocation of program tenants as properties were modified to be in code compliance. In addition, Green Doors successfully temporarily relocated tenants at the 5811 & 5802 Sweeney Circle properties during rehabilitation.

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

Green Doors has a strong record and reputation for providing high quality, resident-focused property management services. Green Doors has provided property management services for multiple scattered site properties for nearly 20 years and will do so for Treaty Oaks. All of these properties have been acquired, renovated and/or rehabilitated with federally-supplied funds, in addition to local funding.

Green Doors currently manages 23 different residential properties, serving over 120 individuals and families annually. In the Veterans Re-Entry program, Green Doors operates 9 different properties with 32 transitional beds, serving over 60 homeless veterans annually. At Glen Oaks Corner, Green Doors operates 6 different properties with 16 permanent supportive housing beds, serving over 20 homeless disabled adults and children annually. Lastly, at Pecan Springs Commons Green Doors operates 8 different properties with 70 affordable housing and permanent supportive housing units, serving over 30 residents in need (increasing to 120 residents once Phase II of the project is complete).

Property management staff consists of the supervising full-time Deputy Director, two full-time property managers, and three full-time maintenance staff. Work beyond the means of this team is contracted to local specialists, following designated Policies & Procedures for seeking and obtaining bids and selecting bidders to complete said work. All properties are maintained in good repair. The property management team has the capacity to oversee and care for the additional property requested in this application.

Lastly, Green Doors was the proud recipient of a national MetLife Foundation Award for Excellence in Affordable Housing, Property and Asset Management, in 2004. (Third Place).

**12. Detailed Project Budget.** Use the following table, or comparable format, to provide a complete project budget. Add line-items as necessary. If this project has already received funding from AHFC, indicate by line item the amounts from the prior award.

Green Doors has provided a detailed project budget as **Attachment I**, as well as several bids for most of the proposed rehabilitation work. In addition, no RHDA funds have been awarded prior to this application.

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

- a. **Sources and Uses of Funds** – Complete Tables A & B below, identifying all sources and uses of funds to implement project and include evidence of funds anticipated (financial statements, commitment letters, etc.).

See attached project budget (**Attachment I**) and commitment letters for other funding sources (**Attachment J**).

- b. **Leveraging** – Complete Table C below. Include evidence of other funds leveraged by AHFC funds to implement the project such as owner equity and commitments from private and/or other public resources.

See Table C. below.

- c. **Operating Proforma** – In a format comparable to Table D below, prepare a minimum twenty (20) year financial Operating Proforma which realistically reflects the operation of the project relative to current and anticipated revenues, expenses and debt. The Proforma must indicate the anticipated debt coverage ratio (DCR) calculated as follows:  $\text{net operating income (NOI)}/\text{debt service (DS)} = \text{DCR}$ . For projects that will not carry debt, use the number “1” as the denominator in the equation.

Green Doors has provided a detailed operating pro-forma as **Attachment K**.

| TABLE C: LEVERAGE SUMMARY |             |
|---------------------------|-------------|
| TOTAL RHDA FUNDS          | \$1,350,000 |
| TOTAL OTHER FUNDS         | \$1,836,966 |
| LEVERAGE (%)              | 42%         |

14. **Neighborhood Support.** Include one or more **letters of support** from neighborhood organizations registered with the City of Austin whose boundaries encompass the project site. If a letter of support was not offered, the applicant can provide evidence of an attempt to obtain a letter of support. Please indicate if the project is located in an area that does not have a neighborhood organization registered with the City of Austin.

Green Doors has provided a neighborhood community organization support letter, as well as its attempt to obtain a neighborhood support letter from the registered neighborhood organization for this area, as **Attachment L**.

15. **Description of Supportive Services.** If supportive services are NOT to be provided, please skip to the next item. For all other projects, if supportive services are to be provided to residents, provide a description of the services that includes the following information:
- a. A description of the supportive services to be provided to residents and/or clients.

Green Doors and the supportive service partners will provide a broad array of services to residents at Treaty Oaks. Service partners include the VA and ATCIC, support letters are included as **Attachment M**. A service plan is attached, as **Attachment N**.

- b. The number and types of residents/clients expected to be served annually. 52
- c. Describe the developer’s experience and qualifications in providing the services to be offered. Information is included on **Attachment N**.
- d. If services are not provided by the developer of the project, include a description of the organization(s) providing the services and a memorandum of understanding or some other type of agreement that indicates the relationship between the developer and service provider.

Green Doors, the developer, will be providing housing stability support and coordinating training. The case management component of the supportive services will be provided through collaborative partners, VA & ATCIC. Relationships are currently being formalized, through MOUs. Support letter are included as **Attachment M**.

- e. Provide resumes of key personnel who will be actively involved in the delivery of services. Resumes should include information about certifications, licenses, years of experience, and education.

Green Doors’ Deputy Director, Christa Noland, will be the lead for this program and her resume is included as **Attachment O**. An additional Green Doors staff, a community manager, will be identified

and hired for the project. Each supportive service partner will also lend staff to the supportive service team, but specific individuals have not been identified (or resumes included) at this time.

- f. Demonstrate financial capacity to provide support services and/or operate a supportive services program by providing the following information:
  1. Sources of Funds: Identify sources and amounts of funds that will be utilized to provide supportive services.
  2. Budget: Include a supportive services budget which reflects current and anticipated funding and expenses associated with the provision of services for three (3) years.

Green Doors has included typical, community manager, staff support in the budget information attached. However, a specific supportive service source/amount of funds and budget is not included since the staffing and the related financial burden will be covered by the social service collaborating partners for the project. The Veterans Administration and ATCIC will, respectively, be responsible for bearing the costs related to the provision of supportive services at the project. Through past experiences and collaborations, Green Doors has found that this separation of housing and service provision (case management) provides a great strength to our communities and individual resident success.

**16. Anti-Lobbying Agreement for applications subject to review by the Housing Bond Review Committee.** Applications for projects that are likely to be funded with Affordable Housing General Obligation (G.O.) Bond funds are subject to review by the Housing Bond Review Committee (HBRC).

For applications subject to review by the HBRC, the applicant/developer, its employees, representatives, or agents agree not to discuss the contents of this application with any member of the AHFC Board of Directors or their respective staffs, the members of the HBRC, or staff of NHCD/AHFC other than the designated Single Point of Contact **prior** to the HBRC's meeting to review the application.

The Anti-Lobbying Agreement does not apply to applications likely to be funded with non-G.O. Bond funding (i.e, CDBG, HOME, Housing Trust Fund, University Neighborhood Overlay Trust Fund, or General Fund). If you have questions as to whether this application is subject to review by the HBRC, please contact the AHFC Housing Development Manager at 512/974-3192.

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**ATTENTION:**

**Please submit with the Application a completed "self-evaluation" using the following Scoring Criteria.**

## PERMANENT SUPPORTIVE HOUSING ADDENDUM

The purpose of this form is to assist AHFC staff with collecting information on the types of permanent supportive housing that are proposed to be developed. Any information provided will not be considered binding upon the Applicant, and this sheet does not affect scoring of the RHDA Application. It is for informational purposes only. (Subpopulations are aligned with Permanent Supportive Housing Strategy, [www.cityofaustin.org/housing](http://www.cityofaustin.org/housing)).

1. Project Name Treaty Oaks

### 2. Proposed Unit mix:

47 Total Number of Units

47 Total Number of RHDA-assisted Units Proposed (include PSH units and non-PSH units)

24 Total Number of Permanent Supportive Housing (PSH) Units Proposed

### 3. Type of Structure for proposed PSH Units

Multi-family; Unit size(s) in square feet: 500 sq ft to 1000 sq ft.

Single-family, Unit or bedroom size(s) in square feet: \_\_\_\_\_

### 4. Indicate the population or sub-population(s) proposed to be served and number of units dedicated to the population or sub-population.

Individuals or families headed by individuals that are:

**Chronically homeless** as established in the HEARTH Act (Homeless Emergency and Rapid Transition to Housing Act of 2009) found at 24 CFR Part 577.

NUMBER OF UNITS 24

Households that would otherwise meet the HUD definition of chronically homeless per the HEARTH Act, but **have been in an institution for over 90 days**, including a jail, prison, substance abuse facility, mental health treatment facility, hospital or other similar facility.

NUMBER OF UNITS \_\_\_\_\_

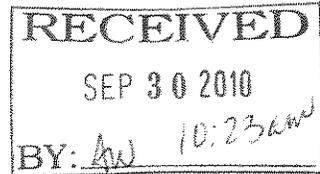
Unaccompanied youth or families with children **defined as homeless under other federal statutes** who:

- have experienced a long-term period without living independently in permanent housing;
- have experienced persistent instability as measured by frequent moves over such period; and
- can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.

NUMBER OF UNITS \_\_\_\_\_

A single adult or household led by an adult **'aging out' of state custody of the foster care or juvenile probation system**, where the head of household is homeless or at-risk of homelessness.

NUMBER OF UNITS \_\_\_\_\_



## City of Austin

One Texas Center, 505 Barton Springs Rd., Austin, Texas 78704

### ZONING VERIFICATION LETTER

October 01, 2010

#### Party Requesting

Cynthia L. Williams  
P.O. Box 685065  
Austin, TX 78768  
(512) 469-9130

#### Property Owner

Treaty Oaks Apartments LP  
602 W 7<sup>th</sup> St.  
Austin, TX 78701  
(512) 480-9886

#### Address of Property

3700 Manchaca Road  
Austin, TX 78704

#### Legal Description

LOT 1 BROOKWOOD PARK SEC 2

#### Zoning Grid Number

G 19

#### Tax Parcel Identification Number

04-0411-0148

#### Current Zoning

LO: Limited Office

#### Zoning Case Number

Zoned in accordance with the City of Austin  
ORD# 99-0225-70(b) Conversion ORD# 840301-S  
LO: C14-67-154/ORD# 671109-B

For questions concerning Zoning Compliance or any Development criteria, Parking, Permitted Uses, Zoning Violations, Conditional Uses, Variances, Destruction and Rebuilding, etc. contact the Development Assistance Center of the City of Austin at (512) 974-6370 for a Land Use Planner correspondence session.

I, Richard Sigmon, Communications and Technology Management office, City of Austin, Texas, do hereby certify that the information above is true and correct to the best of my ability, according to the documents filed with this office.

Richard Sigmon



## **City of Austin**

**Communications and Technology Management**

**Overlays & Neighborhood Plans relative to parcel number 04-0411-0148  
(3700 Manchaca Road))**

**Overlays**

**Residential Design Standards**

Referenced in the Land Development Code of the City of Austin Chapter 25-2-Subchapter F

**Neighborhood Plans**

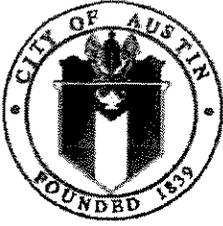
**South Lamar Neighborhood Planning Area**

Referenced in the City of Austin Ordinance Number: 20080618-080

Attached is information regarding the City of Austin Neighborhood Plans and their status to date. For more information concerning these plans and their current status and relativity to development, please contact the necessary personnel on the form attached with the City of Austin Neighborhood Planning Areas map.

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**505 Barton Springs Rd.  
Austin, Texas  
78704**



# City of Austin

P.O. Box 1088, Austin, TX 78767  
j [www.cityofaustin.org/housing](http://www.cityofaustin.org/housing)

## Neighborhood Housing and Community Development Department

Gina Copic, S.M.A.R.T. Housing Program Manager

(512) 974-3180, Fax: (512) 974-3112, [regina.copic@ci.austin.tx.us](mailto:regina.copic@ci.austin.tx.us)

September 30, 2010

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

Foundation Communities, Inc.: Treaty Oaks 3700 Manchaca Road

TO WHOM IT MAY CONCERN:

Green Doors (development contact: Frank Fernandez (512-469-9130 (o), 512-825-5345 (m), [ffernandez@greendoors.org](mailto:ffernandez@greendoors.org)) is planning to rehabilitate a **47-unit multi-family** development in South Lamar Neighborhood Planning area at **3700 Manchaca Road**.

NHCD certifies that the proposed construction meets the S.M.A.R.T. Housing standards at the pre-submittal stage. Since **100%** of the units will serve households at or below **50%** Median Family Income (MFI) or below (50% of units serving households at **50% MFI** or below and the other 50% of units will serve households at **30% MFI** or below), the development will be eligible for **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. Expected fee waivers include, but are not limited to, the following fees:

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

### 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. (Austin Energy: Katherine J. Murray (512) 482-5351).
- ◆ 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.

The applicant must demonstrate compliance with S.M.A.R.T. Housing standards 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 at 974-3154 if you need additional information.

Javier V. Delgado  
Neighborhood Housing and Community Development

Cc  
Gina Copic, NHCD  
Deborah Fonseca, PDRI  
Hillary Holey PDRI  
Kath. Murray, Austin Energy

Danny McNabb, WPDR  
George Zapalac, PDRI  
Robby McArthur, WWW Taps  
Chris Yancey, PARD

Laurie Shaw, CapMetro  
Maureen Meredith, PDRI  
Heidi Kasper, Aus. Energy



| SOURCES OF FUNDS                     | Funding (\$)       |
|--------------------------------------|--------------------|
| HUD Supportive Housing Program Grant | \$0                |
| City of Austin GO Bond Funds         | \$1,350,000        |
| TDHCA Matching Funds Program         | \$125,000          |
| Federal Home Loan Bank of Dallas     | \$500,000          |
| Private Bank Financing               | \$1,200,000        |
| Green Doors Private Fundraising*     | \$11,966           |
| <b>TOTAL SOURCES OF FUNDS</b>        | <b>\$3,186,966</b> |

\* Green Doors Private Fundraising is comprised of grants from various private entities, including banks, foundations, and individuals.

| USES OF FUNDS                    | Total Cost (\$) | Cost/Sq Ft (\$) | Cost/Unit (\$) |
|----------------------------------|-----------------|-----------------|----------------|
| <b>Predevelopment</b>            |                 |                 |                |
| Engineering                      | \$5,000         | \$0.18          | \$106          |
| Survey & Environmental           | \$5,000         | \$0.18          | \$106          |
| Demolition                       | \$0             | \$0.00          | \$0            |
| Market Study/Appraisal           | \$5,000         | \$0.18          | \$106          |
| Architectural                    | \$2,500         | \$0.09          | \$53           |
| Fees                             | \$0             | \$0.00          | \$0            |
| Total Predevelopment             | \$17,500        | \$0.62          | \$372          |
| <b>Acquisition</b>               |                 |                 |                |
| Site and/or Land                 | \$2,266,000     | \$80.35         | \$48,213       |
| Closing Costs/Legal              | \$25,000        | \$0.89          | \$532          |
| Total Acquisition                | \$2,291,000     | \$81.24         | \$48,745       |
| <b>Hard Costs - Construction</b> |                 |                 |                |
| Demolition                       | \$5,425         | \$0.19          | \$115          |
| Utility Connections              | \$0             | \$0.00          | \$0            |
| Framing Materials                | \$27,125        | \$0.96          | \$577          |
| Plumbing                         | \$9,223         | \$0.33          | \$196          |
| Electrical                       | \$13,563        | \$0.48          | \$289          |
| HVAC                             | \$27,125        | \$0.96          | \$577          |
| Roofing                          | \$5,425         | \$0.19          | \$115          |
| Windows & Doors                  | \$5,425         | \$0.19          | \$115          |
| Insulation                       | \$0             | \$0.00          | \$0            |
| Painting                         | \$0             | \$0.00          | \$0            |
| Drywall                          | \$13,563        | \$0.48          | \$289          |
| Flooring                         | \$108,500       | \$3.85          | \$2,309        |
| Interior Trim Mat & Labor        | \$0             | \$0.00          | \$0            |
| Hardware & Tools/Supplies        | \$5,425         | \$0.19          | \$115          |
| Cabinets                         | \$54,250        | \$1.92          | \$1,154        |
| Appliances                       | \$37,975        | \$1.35          | \$808          |
| Cleanup Building                 | \$12,478        | \$0.44          | \$265          |
| Landscaping & Irrigation         | \$108,500       | \$3.85          | \$2,309        |
| Supervision/Off Site Cost        | \$0             | \$0.00          | \$0            |
| Warranty Costs                   | \$0             | \$0.00          | \$0            |
| Insurance & Other Indirect Costs | \$0             | \$0.00          | \$0            |
| Construction Contingency         | \$43,400        | \$1.54          | \$923          |
| Total Hard Costs                 | \$477,400       | \$16.93         | \$10,157       |
| <b>Soft Costs/Other</b>          |                 |                 |                |
| <u>Professional Fees</u>         |                 |                 |                |
| Architect - Design/Construction  | \$13,020        | \$0.46          | \$277          |
| Engineering                      | \$7,500         | \$0.27          | \$160          |
| Construction Management          | \$0             | \$0.00          | \$0            |
| Legal (including syndication)    | \$1,000         | \$0.04          | \$21           |
| Accounting/Audit                 | \$500           | \$0.02          | \$11           |
| Material Testing                 | \$0             | \$0.00          | \$0            |
| Total Professional Fees          | \$22,020        | \$0.78          | \$469          |

Green Doors  
Treaty Oaks  
Development Budget - As of 09/17/10



|                                      |                    |                 |                 |
|--------------------------------------|--------------------|-----------------|-----------------|
| <u>Developer-Related Costs</u>       |                    |                 |                 |
| General Liability Insurance          | \$2,500            | \$0.09          | \$53            |
| Real Estate Taxes                    | \$8,000            | \$0.28          | \$170           |
| Permits, Inspections, Impact Fees    | \$2,500            | \$0.09          | \$53            |
| Advertising/Marketing/Outreach       | \$3,525            | \$0.13          | \$75            |
| Furnishings                          | \$7,050            | \$0.25          | \$150           |
| Equipment                            | \$1,175            | \$0.04          | \$25            |
| Replacement Reserve                  | \$14,100           | \$0.50          | \$300           |
| Development Fee                      | \$236,072          | \$8.37          | \$5,023         |
| Construction Interest                | \$4,340            | \$0.15          | \$92            |
| Construction Period Insurance        | \$2,500            | \$0.09          | \$53            |
| Financing Fees - Permanent           | \$2,170            | \$0.08          | \$46            |
| LIHTC Monitoring/Compliance/Fees     | \$0                | \$0.00          | \$0             |
| Operating Reserve                    | \$55,269           | \$1.96          | \$1,176         |
| Rent-Up Reserve                      | \$32,345           | \$1.15          | \$688           |
| Soft Cost Contingency                | \$7,500            | \$0.27          | \$160           |
| <b>Total Developer-Related Costs</b> | <b>\$379,046</b>   | <b>\$13.44</b>  | <b>\$8,065</b>  |
| <b>Total Soft Costs</b>              | <b>\$401,066</b>   | <b>\$14.22</b>  | <b>\$8,533</b>  |
| <b>TOTAL USES OF FUNDS</b>           | <b>\$3,186,966</b> | <b>\$113.01</b> | <b>\$67,808</b> |

**Green Doors  
Treaty Oaks  
Operating Pro-Forma**



| INCOME  | YEAR 1           | YEAR 2           | YEAR 3           | YEAR 4           | YEAR 5           | YEAR 10          | YEAR 15          | YEAR 20          | YEAR 25          | YEAR 30          |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Gross Annual Rental Income                        | \$349,660        | \$360,170        | \$370,976        | \$382,105        | \$393,568        | \$456,253        | \$528,922        | \$613,166        | \$710,827        | \$824,044        |
| Secondary Income (Laundry, Vending, etc.)         | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| In-Kind Contributions                             | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Potential Gross Annual Income                     | \$349,660        | \$360,170        | \$370,976        | \$382,105        | \$393,568        | \$456,253        | \$528,922        | \$613,166        | \$710,827        | \$824,044        |
| Vacancy & Collection Loss                         | (\$26,226)       | (\$27,013)       | (\$27,823)       | (\$28,658)       | (\$29,518)       | (\$34,219)       | (\$39,659)       | (\$45,987)       | (\$53,312)       | (\$61,803)       |
| Rental Concessions                                | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| <b>Effective Gross Annual Income</b>              | <b>\$323,434</b> | <b>\$333,158</b> | <b>\$343,152</b> | <b>\$353,447</b> | <b>\$364,050</b> | <b>\$422,034</b> | <b>\$489,263</b> | <b>\$567,179</b> | <b>\$657,515</b> | <b>\$762,241</b> |
| <b>EXPENSES</b>                                   |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| General & Administrative Expenses                 | \$8,060          | \$9,320          | \$8,653          | \$8,999          | \$9,359          | \$11,386         | \$13,853         | \$16,855         | \$20,506         | \$24,949         |
| Management Fee                                    | \$17,484         | \$18,009         | \$18,549         | \$19,105         | \$19,678         | \$22,813         | \$26,446         | \$30,658         | \$35,541         | \$41,202         |
| Partnership Management Fee                        | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Payroll, Payroll Tax & Employee Benefits          | \$26,250         | \$27,300         | \$28,392         | \$29,528         | \$30,709         | \$37,362         | \$45,457         | \$55,305         | \$67,287         | \$81,865         |
| Resident Services Coordinator                     | \$14,090         | \$14,560         | \$15,142         | \$15,748         | \$16,378         | \$19,926         | \$24,243         | \$29,496         | \$35,886         | \$43,661         |
| Desk Auditors                                     | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Property Manager                                  | \$3,079          | \$3,202          | \$3,330          | \$3,464          | \$3,602          | \$4,383          | \$5,332          | \$6,487          | \$7,893          | \$9,603          |
| Maintenance Staff                                 | \$7,500          | \$7,800          | \$8,112          | \$8,436          | \$8,774          | \$10,675         | \$12,968         | \$15,801         | \$19,225         | \$23,390         |
| Assistant Property Manager                        | \$1,000          | \$1,040          | \$1,082          | \$1,125          | \$1,170          | \$1,423          | \$1,732          | \$2,107          | \$2,563          | \$3,119          |
| Payroll Taxes                                     | \$39,950         | \$41,548         | \$43,210         | \$44,938         | \$46,736         | \$56,861         | \$69,160         | \$84,169         | \$102,404        | \$124,590        |
| Employee Benefits                                 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Janitorial Services & Supplies                    | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Repairs & Maintenance                             | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Utilities (Electric & Gas, Water, Sewer, & Trash) | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Telephone   | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Electricity                                       | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Water & Sewer                                     | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Gas   | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Extermination & Supplies                          | \$2,350          | \$2,444          | \$2,542          | \$2,643          | \$2,749          | \$3,345          | \$4,069          | \$4,951          | \$6,024          | \$7,329          |
| Trash Removal                                     | \$1,000          | \$1,040          | \$1,082          | \$1,125          | \$1,170          | \$1,423          | \$1,732          | \$2,107          | \$2,563          | \$3,119          |
| Landscaping                                       | \$3,080          | \$3,120          | \$3,245          | \$3,375          | \$3,510          | \$4,270          | \$5,195          | \$6,321          | \$7,690          | \$9,356          |
| Elevator Maintenance                              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Advertising/Marketing                             | \$1,500          | \$1,560          | \$1,622          | \$1,687          | \$1,755          | \$2,135          | \$2,598          | \$3,160          | \$3,845          | \$4,678          |
| Property Insurance                                | \$11,144         | \$11,589         | \$12,053         | \$12,535         | \$13,036         | \$15,861         | \$19,297         | \$23,478         | \$28,564         | \$34,753         |
| Property Tax                                      | \$20,000         | \$20,800         | \$21,632         | \$22,497         | \$23,397         | \$28,466         | \$34,634         | \$42,137         | \$51,266         | \$62,373         |
| Replacement Reserve                               | \$7,050          | \$7,332          | \$7,625          | \$7,930          | \$8,248          | \$10,034         | \$12,208         | \$14,853         | \$18,071         | \$21,986         |
| Legal & Accounting                                | \$2,500          | \$2,600          | \$2,704          | \$2,812          | \$2,925          | \$3,558          | \$4,329          | \$5,267          | \$6,408          | \$7,797          |
| Supportive Services Assistance                    | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| <b>Total Expenses</b>                             | <b>\$165,807</b> | <b>\$172,264</b> | <b>\$178,975</b> | <b>\$185,948</b> | <b>\$193,195</b> | <b>\$233,922</b> | <b>\$283,293</b> | <b>\$343,152</b> | <b>\$415,738</b> | <b>\$503,769</b> |
| <b>Net Operating Income</b>                       | <b>\$157,647</b> | <b>\$160,893</b> | <b>\$164,178</b> | <b>\$167,499</b> | <b>\$170,855</b> | <b>\$188,112</b> | <b>\$205,960</b> | <b>\$224,027</b> | <b>\$241,778</b> | <b>\$258,471</b> |
| <b>DEBT SERVICE</b>                               |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| First Deed of Trust Annual Loan Payment           | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        |
| Total Debt Service                                | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        | \$122,697        |
| Operating Surplus/(Deficit)                       | \$34,950         | \$38,196         | \$41,480         | \$44,801         | \$48,158         | \$65,415         | \$83,263         | \$101,329        | \$241,778        | \$258,471        |
| <b>Debt Coverage Ratio</b>                        | <b>1.28</b>      | <b>1.31</b>      | <b>1.34</b>      | <b>1.37</b>      | <b>1.39</b>      | <b>1.53</b>      | <b>1.68</b>      | <b>1.83</b>      |                  |                  |