



# CAPITAL HOUSING

February 3, 2023  
The Works III

## RHDA FUNDING APPLICATION PACKET

 **AUSTIN  
TEXAS**

**120** **RENTAL  
UNITS**  


**UNDER  
50% MFI**

**SUBSIDY PER UNIT**  
**\$66.7<sup>K</sup>**

**\$55.6<sup>K</sup>** **SUBSIDY PER  
BEDROOM**

**100%** **HOMELESSNESS  
RESPONSE  
UNITS**

# The Works III

## RHDA Funding Application

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The Works III  
RHDA Funding Application  
Application

APPLICATION CHECKLIST/ INFORMATION FORM			
DEVELOPER : Capital A Housing		OWNER/BORROWER NAME : The Works III at Tillery, LLC	
DEVELOPMENT NAME : The Works III		FUNDING CYCLE DEADLINE : Q3 Feb 3rd 2023	
FEDERAL TAX ID NO: [REDACTED]		DUNS NO: [REDACTED]	
PROJECT ADDRESS: E of 701 Tillery St, Austin TX 78702		PROGRAM : RHDA	
CONTACT NAME : Conor Kenny		AMOUNT REQUESTED: \$8,000,000	
CONTACT ADDRESS AND PHONE : 5100 Lancaster Ct, Austin TX 78723; (512) 968-3050			
APPLICATION TABS			INITIALS
A 1	<a href="#">EXECUTIVE SUMMARY/PROJECT PROPOSAL</a>		JCK
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ATTACHMENT TABS			
1	ENTITY INFORMATION	1.a. <a href="#">Detailed listing of developer's experience</a>	JCK
		1.b. Certificate of Status	JCK
		1.c. <a href="#">Statement of Confidence</a>	JCK
2	PRINCIPALS INFORMATION	2.a. Resumes of principals	JCK
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3	FINANCIAL INFORMATION	3.a. Federal IRS Certification	JCK
		3.b. <a href="#">Certified Financial Audit</a>	JCK
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		3.d. <a href="#">Financial Statements</a>	JCK
		3.e. <a href="#">Funding commitment letters</a>	JCK
4	PROJECT INFORMATION	4.a. <a href="#">Market Study</a>	JCK
		4.b. <a href="#">Good Neighbor Policy</a>	JCK
		4.c. <a href="#">SMART Housing Letter</a>	JCK
		4.d. <a href="#">MOU with ECHO</a>	JCK
		4.e. <a href="#">Resident Services</a>	JCK
5	PROPERTY INFORMATION	5.a. <a href="#">Appraisal</a>	JCK
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		5.c. Zoning Verification Letter	JCK
		5.d. Proof of Site control	JCK
		5.e. <a href="#">Phase I ESA</a>	JCK
		5.f. <a href="#">SHPO</a>	JCK
The applicant/developer certifies that the data included in this application and the exhibits attached hereto are true and correct. <i>Unsigned/undated submissions will not be considered.</i>			
<b>SIGNATURE OF APPLICANT</b>  <b>PRINTED NAME</b> Conor Kenny <b>TITLE OF APPLICANT</b> Principal <b>DATE OF SUBMISSION</b> 1/27/2023		<b>DATE AND TIME STAMP OF RECEIPT</b> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
		FOR AHFC USE ONLY	



## The Works III at Tillery: Austin, Texas

### Vital Stats

**Development Name:** The Works III at Tillery

**Construction Type:** New Construction

**Location:** 701 Tillery St.

**Target Population:** Unhoused People with an emphasis on parenting youth and youth aging out of foster care.

**Number of Units:** 120

**Number/Type of Buildings:** One four-story, elevator-served residential multi-family buildings with ground-floor offices, community spaces, and support services spaces.

### Ownership and Development Structure

Capital A Housing - a local Austin developer of affordable and mixed-income housing – has partnered with LifeWorks – via its LifeWorks Affordable Housing Corporation – to develop The Works III at Tillery. Capital A Housing is developing the site as a turn-key building; handing it over to LifeWorks to be both the 100% owner/operator and the supportive services provider. This is a proven model for LifeWorks, which also owns and operates the similarly programmed The Works II a half-mile up Lyons Road at Pleasant Valley Rd.

### Program

The project's primary goal is to expand Austin and Travis County's homelessness response system by providing 120 homelessness-response units to serve youth experiencing homelessness, including youth aging out of foster care and parenting youth.

### Other Funding

This project is an all-hands effort. It is part of the Travis County Supportive Housing Collaborative, in which seven local supportive housing non-profits have banded together to coordinate the allocation of \$50 million in American Rescue Plan Act funding administered by Travis County, to construct new supportive, homelessness response housing. The other members of the Collaborative are A New Entry, Integral Care, Caritas of Austin, Family Eldercare, Austin Area Urban League, and SAFE Alliance. Travis County has allocated \$12.99 million to the Works III.

The project is also seeking gap funds of \$5.5 million via an application filed this week with the Texas Department of Housing and Community Affairs for HOME-ARP funds to complete the



capital stack. That funding availability prioritizes homelessness response and the project scores well on the application.

We have also secured a donation of the land for the project with a taxed value of \$2.1 million.

Additionally, the Housing Authority of Travis County is providing a 100% property tax exemption.

LifeWorks has also applied for 50 project-based vouchers with the Housing Authority of the City of Austin. (Not yet secured and not assumed as part of pro-forma.)

Funding summary:

- \$12.99 million in Travis County ARPA funds;
- \$8 million in matching AHFC RHDA funds
- \$5.5 million in TDHCA HOME ARPA funds
- \$1.5 million in owner equity/fundraising
- \$2.1 million in land (appraised)

Total project costs: \$27.97 million in construction, \$2.1 million in land = \$30.1 million

### **RHDA Funding Need and Utility**

Like the other Collaborative projects, we are seeking RHDA funding to match a portion of what the County is allocating, and the funds represent about ¼ of total project costs. However, RHDA funds are critical for the project's viability.

The \$8 million award we are seeking will allow the project to be built without debt, which will allow any revenue from vouchers and rental income to be dedicated to support services. We estimate this grant would supplant a mortgage that would otherwise drain \$580,000 per year from the project's operating budget (almost half the total support services budget).

Avoiding that debt and securing a tax exemption substantially reduces the project's reliance on support service contracts, which are chronically in short supply and under downward price pressure, especially with the new state-imposed local government revenue caps. With this award, this project will not require ongoing private or public funds beyond vouchers for the building itself to be financially sustainable, and support services funding needs are manageable within current funding levels by public agencies.

The per-unit city subsidy for these units is proposed at \$66,667. While this is higher than the legacy target for regular income-restricted rental housing, it is substantially less than the ~\$130,000 per-unit sought by other supportive housing projects, made possible by the County matching funds, private fundraising, gift of land, and tax exemptions. With 100% of units being homelessness response, this is a stellar opportunity for the city to make a high-impact, highly leveraged investment in our community's homelessness response. LifeWorks' long and accomplished track record of operating this type of supportive housing means that investment will be well-tended.



### **About the Community:**

- 120 units comprised of 44 Studios (384-473 sqft), 52 1-Bedroom (612-625 sqft) and 24 2-Bedroom (752 sqft) apartments.
- Third-party property management to prevent conflicts of interest.
- Community spaces including an indoor gathering room, lounge, kitchen, game room, pantry, fitness space, meeting space, offices, laundry rooms, computer lab, and single-entry/controlled-access reception area.
- Supportive services by LifeWorks, focusing on creating pathways to self-sufficiency for youth aging out of foster care.
- Designed with trauma-informed design practices for this target population by ForgeCraft.

### **About the Residents**

For underwriting purposes, the following breakdown is being submitted to the city and TDHCA:

- 24 units for individuals making < than 30% Area Median Family Income
- 96 units for individuals making < than 50% Area Median Family Income

However, if this application and corresponding applications for voucher funds are approved, it is our intent that no residents be required to pay any rent, and that potentially all residents have no income. This is homelessness response housing with supportive services for unhoused Austinites.

### **About the Services**

LifeWorks will provide intensive supportive services for all residents. Please see later in the application for examples of the types and levels of service.

### **About the Location**

The Works III is an uncommonly good location for affordable housing, let alone homelessness response housing with supportive services. It has easy access to excellent, frequent transit steps from the front door, which ensures that residents will have ample support. It is also less than ½ mile from a similar LifeWorks project, ensuring tight administration and close supervision by LifeWorks leadership.

**Project Summary Form**

1) <b>Project Name</b> The Works III	2) <b>Project Type</b> 100% Affordable	3) <b>New Construction or Rehabilitation</b> New Construction
4) <b>Address(s) or Location Description</b> E of 701 Tillery St, Austin TX 78702		5) <b>Mobility Bond Corridor</b> Airport Blvd
6) <b>Census Tract</b> 9.02	7) <b>Council District</b> District 3	8) <b>Elementary School</b> GOVALLE EL
9) <b>Affordability Period</b> 40 years		
10) <b>Type of Structure</b> Multi-family	11) <b>Occupied?</b> No	12) <b>How will funds be used?</b> Construction

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	9	10	5			24
Up to 40% MFI		0	0			0
Up to 50% MFI	35	42	19			96
Up to 60% MFI						0
Up to 80% MFI						0
Up to 120% MFI						0
No Restrictions						0
<b>Total Units</b>	<b>44</b>	<b>52</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>120</b>

14) Summary of Units for Sale at MFI Level

Income Level	Efficiency	One	Two	Three	Four (+)	Total
Up to 60% MFI			0			0
Up to 80% MFI			0			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>

15) Initiatives and Priorities (of the Affordable Units)

Initiative	# of Units	Initiative	# of Units
Accessible Units for Mobility Impairments	12	Continuum of Care Units	96
Accessible Units for Sensory Impairments	3		

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?
- 17) Is the property within 1/4 mile of a High-Frequency Transit Stop?
- 18) Is the property within 3/4 mile of Transit Service?
- 19) The property has Healthy Food Access?

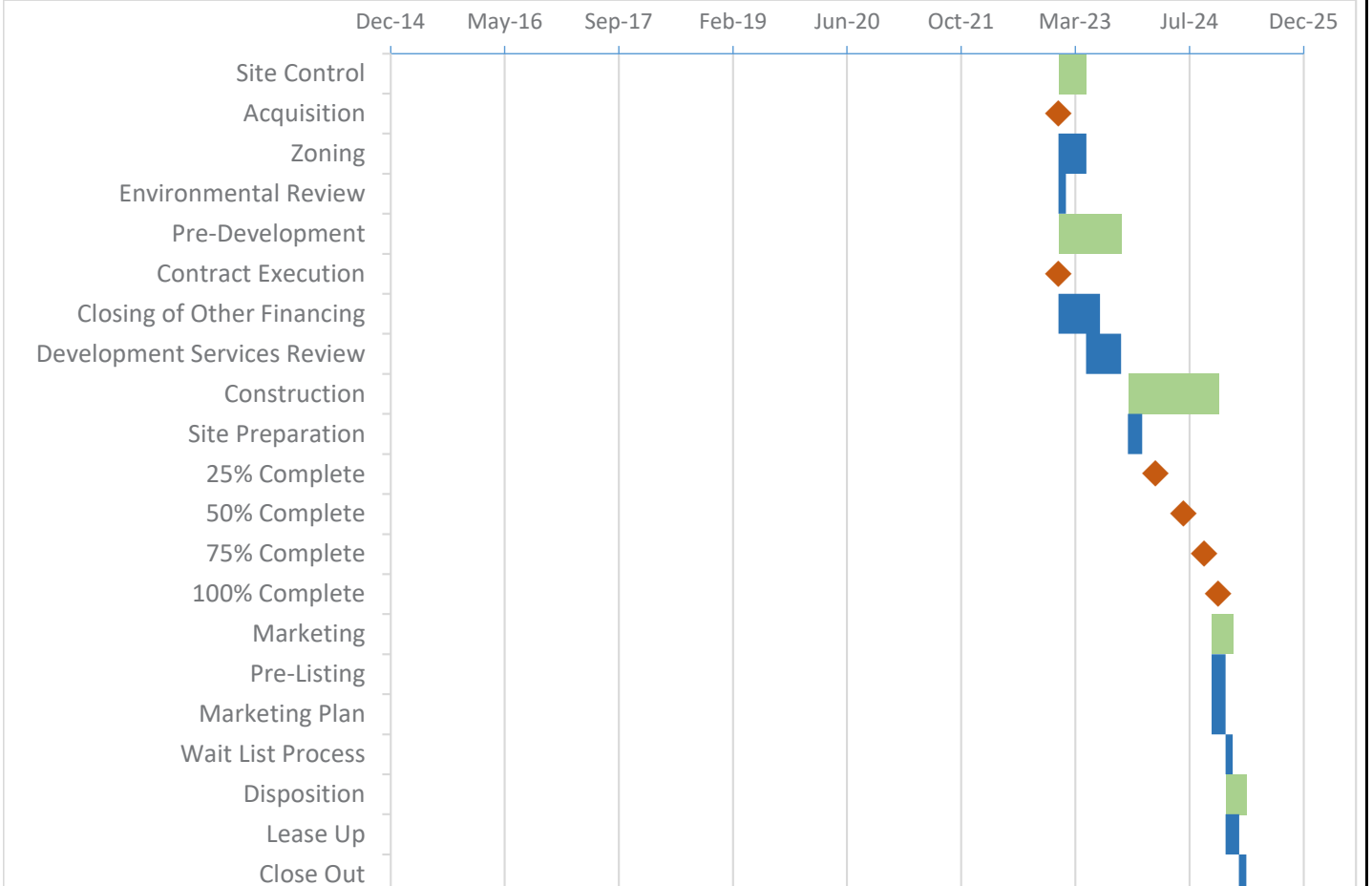
20) Estimated Sources and Uses of funds

<u>Sources</u>		<u>Uses</u>	
Debt		Acquisition	-
Equity	1,481,198	Off-Site	
Grant	18,492,103	Site Work	1,439,486
Other		Sit Amenities	452,627
Deferred Developer Fee (not applicable for OHDA)		Building Costs	17,268,884
<b>Previous AHFC Funding</b>		Contractor Fees	2,682,540
<b>Current AHFC Request</b>	<b>8,000,000</b>	Soft Costs	3,449,282
		Financing	761,482
		Developer Fees	1,919,000
<b>Total \$</b>	<b>27,973,301</b>	<b>Total \$</b>	<b>27,973,301</b>



### Development Schedule

	Start Date	End Date
<b>Site Control</b>	Jan-23	May-23
Acquisition	Jan-23	
Zoning	Jan-23	May-23
Environmental Review	Jan-23	Feb-23
<b>Pre-Development</b>	Jan-23	Oct-23
Contract Execution	Jan-23	
Closing of Other Financing	Jan-23	Jul-23
Development Services Review	May-23	Oct-23
<b>Construction</b>	Nov-23	Dec-24
Site Preparation	Nov-23	Jan-24
25% Complete	Mar-24	
50% Complete	Jul-24	
75% Complete	Oct-24	
100% Complete	Dec-24	
<b>Marketing</b>	Nov-24	Feb-25
Pre-Listing	Nov-24	Jan-25
Marketing Plan	Nov-24	Jan-25
Wait List Process	Jan-25	Feb-25
<b>Disposition</b>	Jan-25	Apr-25
Lease Up	Jan-25	Mar-25
Close Out	Mar-25	Apr-25



<b>Development Budget</b>			
	Total Project Cost	Requested AHFC Funds	Description
<b>Pre-Development</b>			
Appraisal	13,500		Appraisal + market Analysis
Environmental Review	15,000		Environmental Assessment + Soils Report
Engineering	643,057		
Survey	10,000		
Architectural	1,286,115		
<b>Subtotal Pre-Development Cost</b>	\$1,967,672	\$0	
<b>Acquisition</b>			
Site and/or Land	0	0	
Structures			
Other (specify)			
<b>Subtotal Acquisition Cost</b>	\$0	\$0	
<b>Construction</b>			
Infrastructure	744,906		Equipment
Site Work	1,892,113		Site Work + Site Amenities
Demolition			
Concrete	290,991	290,991	
Masonry	470,386	470,386	
Rough Carpentry	4,043,773	4,043,773	Woods & plastics
Finish Carpentry	1,729,553	1,729,553	Finishes
Waterproofing and Insulation	652,239	245,838	Thermal & Moisture Protection
Roofing and Sheet Metal	515,662	512,662	Roof Covering
Plumbing/Hot Water			
HVAC/Mechanical	3,516,509		
Electrical	1,889,843		
Doors/Windows/Glass	657,364	657,364	Doors & Windows
Lath and Plaster/Drywall and Acoustical			
Tiel Work			
Soft and Hard Floor			
Paint/Decorating/Blinds/Shades			
Specialties/Special Equipment	551,570		Specialities + Special Construction
Cabinetry/Appliances	49,433	49,433	Furnishings
Carpet			
Other (specify)	3,535,531		Metals Conveying S Contractor Fees
Construction Contingency	1,253,523		7%
<b>Subtotal Construction Cost</b>	\$21,793,396	\$8,000,000	
<b>Soft &amp; Carrying Costs</b>			
Legal	250,000		
Audit/Accounting	5,000		
Title/Recordin	290,000		Construction Loan Recording Fees
Architectural (Inspections)	15,000		Building permits & related Costs
Construction Interest	300,000		
Construction Period Insurance	140,000		
Construction Period Taxes			
Relocation			
Marketing	10,000		
Davis-Bacon Monitoring			
Developer Fee	1,919,000		
Other (specify)	1,283,092		Green Consultant + FFE + Perofrmance Bond + Reserves
<b>Subtotal Soft &amp; Carrying Costs</b>	\$4,212,092	\$0	
<b>TOTAL PROJECT BUDGET</b>	\$27,973,160	\$8,000,000	

### 15 Year Rental Housing Operating Pro Forma (RHDA)

*The pro forma should be based on the operating income and expense information for the base year (first year of stabilized occupancy using today's best estimates of market rents, restricted rents, rental income and expenses), and principal and interest debt service. The Department uses an annual growth rate of 2% for income and 3% for expenses. Written explanation for any deviations from these growth rates or for assumptions other than straight-line growth made during the proforma period should be attached to this exhibit.*

INCOME	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 10	YEAR 15
POTENTIAL GROSS ANNUAL RENTAL INCOME	\$1,039,176	\$1,059,960	\$1,081,159	\$1,102,782	\$1,124,838	\$1,241,912	\$1,371,171
Secondary Income	\$14,400	\$14,688	\$14,982	\$15,281	\$15,587	\$17,209	\$19,000
POTENTIAL GROSS ANNUAL INCOME	\$1,053,576	\$1,074,648	\$1,096,141	\$1,118,063	\$1,140,425	\$1,259,121	\$1,390,171
Provision for Vacancy & Collection Loss	-\$79,018	-\$80,599	-\$82,211	-\$83,855	-\$85,532	-\$94,434	-\$104,263
Rental Concessions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EFFECTIVE GROSS ANNUAL INCOME	\$974,558	\$994,049	\$1,013,930	\$1,034,208	\$1,054,893	\$1,164,687	\$1,285,908
EXPENSES							
General & Administrative Expenses	\$39,500	\$40,685	\$41,906	\$43,163	\$44,458	\$51,539	\$59,747
Management Fee	\$55,400	\$56,508	\$57,638	\$58,781	\$59,967	\$66,208	\$73,099
Payroll, Payroll Tax & Employee Benefits	\$268,100	\$276,143	\$284,427	\$292,960	\$301,749	\$349,810	\$405,525
Repairs & Maintenance	\$129,500	\$133,385	\$137,387	\$141,508	\$145,753	\$168,968	\$195,880
Electric & Gas Utilities	\$62,000	\$63,860	\$65,776	\$67,749	\$69,782	\$80,896	\$93,781
Water, Sewer & Trash Utilities	\$94,200	\$97,026	\$99,937	\$102,935	\$106,023	\$122,910	\$142,486
Annual Property Insurance Premiums	\$65,000	\$66,950	\$68,959	\$71,027	\$73,158	\$84,810	\$98,318
Property Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve for Replacements	\$30,000	\$30,900	\$31,827	\$32,782	\$33,765	\$39,143	\$45,378
Other Expenses	\$71,054	\$73,186	\$75,381	\$77,643	\$79,972	\$92,709	\$107,476
TOTAL ANNUAL EXPENSES	\$814,754	\$838,643	\$863,238	\$888,548	\$914,627	\$1,056,993	\$1,221,690
NET OPERATING INCOME	\$159,804	\$155,406	\$150,692	\$145,660	\$140,266	\$107,694	\$64,218
DEBT SERVICE							
First Deed of Trust Annual Loan Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Second Deed of Trust Annual Loan Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Third Deed of Trust Annual Loan Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Annual Required Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Annual Required Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>ANNUAL NET CASH FLOW</b>	\$159,804	\$155,406	\$150,692	\$145,660	\$140,266	\$107,694	\$64,218
<b>CUMULATIVE NET CASH FLOW</b>	\$159,804	\$315,210	\$465,902	\$611,562	\$751,828	\$1,371,728	\$1,801,508
<b>Debt Coverage Ratio</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00

<b>Project Name</b>	The Works III	
<b>Project Type</b>	100% Affordable	
<b>Council District</b>	District 3	
<b>Census Tract</b>	9.02	
<b>Prior AHFC Funding</b>	50	
<b>Current AHFC Funding Request Amount</b>	\$8,000,000	
<b>Estimated Total Project Cost</b>	\$27,973,301	
<b>High Opportunity</b>	No	
<b>High Displacement Risk</b>	YES	
<b>High Frequency Transit</b>	Yes	
<b>Imagine Austin</b>	Yes	
<b>Mobility Bond Corridor</b>	Airport Blvd	
<b>SCORING ELEMENTS</b>		Description
<b>UNITS</b>		
< 20% MFI	0	# of rental units at < 20% MFI
< 30% MFI	24	# of rental units at < 30% MFI
District Goal	10%	% of City's affordable housing goal
High Opportunity	FALSE	% of City's affordable housing goal for high opportunity areas
Displacement Risk	33%	% of City's affordable housing goal to reduce displacement
High Frequency Transit	9%	% of City's affordable housing goal near high frequency transit
Imagine Austin	9%	% of City's affordable housing goal in imagine austin corridors
Geographic Dispersion	0%	% of City's affordable housing goal to increase geographic dispersion
Mobility Bond Corridor	6%	% of City's affordable housing goal within mobility bond corridors
<b>SCORE</b>	<b>8</b>	<b>% of annual goal * units * 50%, max of 75</b>
< 40% MFI	0	# of rental units at < 40% MFI
< 50% MFI	96	# of rental units at < 50% MFI
District Goal	10%	% of City's affordable housing goal
High Opportunity	FALSE	% of City's affordable housing goal for high opportunity areas
Displacement Risk	33%	% of City's affordable housing goal to reduce displacement
High Frequency Transit	9%	% of City's affordable housing goal near high frequency transit
Imagine Austin	9%	% of City's affordable housing goal in imagine austin corridors
Geographic Dispersion	0%	% of City's affordable housing goal to increase geographic dispersion
Mobility Bond Corridor	6%	% of City's affordable housing goal within mobility bond corridors
<b>SCORE</b>	<b>16</b>	<b>% of annual goal * units * 25%, max of 75</b>
< 60% MFI	0	# of units for purchase at < 60% MFI
District Goal	10%	% of City's affordable housing goal
High Opportunity	FALSE	% of City's affordable housing goal for high opportunity areas
Displacement Risk	33%	% of City's affordable housing goal to reduce displacement
High Frequency Transit	9%	% of City's affordable housing goal near high frequency transit
Imagine Austin	9%	% of City's affordable housing goal in imagine austin corridors
Geographic Dispersion	0%	% of City's affordable housing goal to increase geographic dispersion
Mobility Bond Corridor	6%	% of City's affordable housing goal within mobility bond corridors
<b>SCORE</b>	<b>0</b>	<b>% of annual goal * units * 50%, max of 75</b>
< 80% MFI	0	# of units for purchase at < 80% MFI
District Goal	10%	% of City's affordable housing goal
High Opportunity	FALSE	% of City's affordable housing goal for high opportunity areas
Displacement Risk	33%	% of City's affordable housing goal to reduce displacement
High Frequency Transit	9%	% of City's affordable housing goal near high frequency transit
Imagine Austin	9%	% of City's affordable housing goal in imagine austin corridors
Geographic Dispersion	0%	% of City's affordable housing goal to increase geographic dispersion
Mobility Bond Corridor	6%	% of City's affordable housing goal within mobility bond corridors
<b>SCORE</b>	<b>0</b>	<b>% of annual goal * units * 25%, max of 75</b>
<b>Unit Score</b>	<b>24</b>	<b>MAXIMUM SCORE = 300</b>
<b>INITIATIVES AND PRIORITIES</b>		
Continuum of Care	96	Total # of units provided up to 100 per year
<b>Continuum of Care Score</b>	<b>16</b>	(total CoC Units/100 + HF Units/50)*20
<b>Access to Healthy Food</b>	<b>Yes</b>	Within 1 Mile of Healthy Food (City GIS)
<b>Continuum of Care Weighted Score</b>	<b>12</b>	Mobility, Access to Jobs, Community Institutions, Social Cohesion
2 Bedroom Units	24	Total Affordable 2 Bedroom units
3 Bedroom Units	0	Total Affordable 3 Bedroom units
4 Bedroom Units	0	Total Affordable 4+ Bedroom units
<b>Multi-Generational Housing Score</b>	<b>4</b>	Multi-bedroom Unit/Total Units * 20
TEA Grade	85	Elementary School Rating from TEA
<b>Multi-Generational Housing Weighted Score</b>	<b>1</b>	Educational Attainment, Environment, Community Institutions, Social Cohesion,
Accessible Units	15	mobility and sensory units
Non-PSH, Non-Voucher Under 20% MFI	0	Total units under 20% MFI
<b>Accessibility Score</b>	<b>3</b>	Accessible Unit/Total Units * 20
<b>Metro Access Service</b>	<b>Yes</b>	Within 3/4 mile of fixed route transit
<b>Accessibility Weighted Score</b>	<b>1</b>	Housing Stability, Health, Mobility, Community Institutions
<b>Initiatives and Priorities Score</b>	<b>37</b>	<b>MAXIMUM SCORE = 200</b>
<b>UNDERWRITING</b>		
AHFC Leverage	29%	% of total project cost funded through AHFC request
<b>Leverage Score</b>	<b>15</b>	<b>3 points per 5% reduction in leverage below 50% (max 30)</b>
AHFC Per Unit Subsidy (including prior amounts)	\$66,667	Amount of assistance per unit
<b>Subsidy per unit score</b>	<b>17</b>	<b>(\$200,000 - per unit subsidy)*25/\$200,000</b>
AHFC Per Bedroom Subsidy	\$55,556	Amount of assistance per bedroom
<b>Subsidy per Bedroom Score</b>	<b>18</b>	<b>(\$200,000 - per bedroom subsidy)*25/\$200,000</b>
Debt Coverage Ratio (Year 5)	0.00	Measured at the 5 Year mark
<b>Debt Coverage Ratio Score</b>	<b>0</b>	<b>Minimum = 1.0; Maximum = 1.5; 1.25 = best score</b>
<b>Underwriting Score</b>	<b>50</b>	<b>MAXIMUM SCORE = 100</b>
<b>APPLICANT</b>		
<b>FINAL QUANTITATIVE SCORE</b>	<b>111</b>	<b>THRESHOLD SCORE = 50</b>
Previous Developments		
Compliance Score		
Proposal		
Supportive Services		
Development Team		
Management Team		
Notes		

The Works III  
RHDA Funding Application  
Attachments

**The Works III**  
**RHDA Funding Application**  
**Attachments 1. Entity Information**

## CAPITAL A HOUSING

### Firm Bio



#### Firm Name

Capital A Housing

#### President

Eyad Kasemi

#### Address

5110, Lancaster Ct, Austin, TX 78723

#### Point of Contact

Conor Kenny, Principal

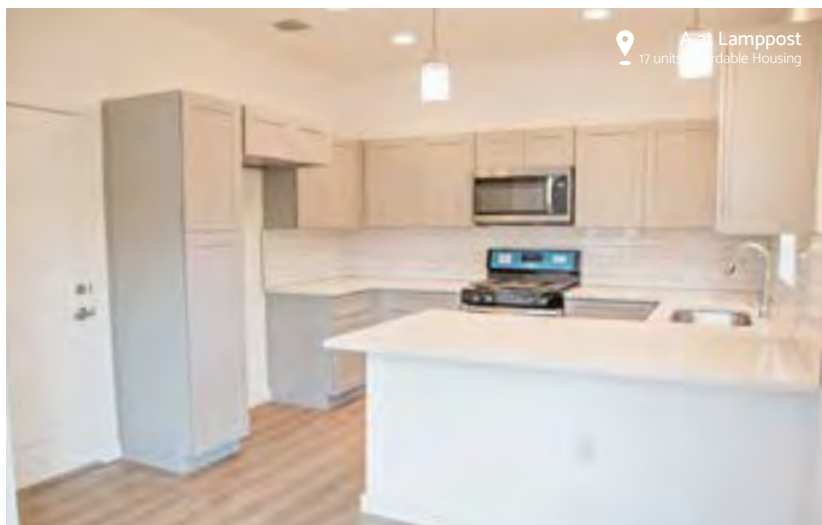
512.968.3050

conor@civiltudegroup.com

Capital A Housing is an Austin development company that specializes in residential projects with a heavy income-restricted affordable housing component. Capital A Housing maintains close relationships with Civiltude, an Austin civil engineering firm, and Constructinople, an Austin construction company, that together allow Capital A to handle affordable and market-rate housing development from soup to nuts. Capital A Housing and Constructinople specialize in development and construction for housing non-profit and governmental clients, as well as their own projects.

While Capital A Housing is a relatively new company, founded in 2018, its leadership is well versed in affordable housing in Austin, from construction to sales to policy. Capital A has a new 17-townhouse development in north-central Austin, "A at Lamppost", nearing its completion in 2022. A at Lamppost was the first project to be built under the city's Affordability Unlocked policy, which principal Conor Kenny worked on during his tenure at the city's Planning Commission. Capital A also partnered with the City of Austin to secure \$1.3 million in development assistance funding to keep 100% of the units there below-market-rate, with buyers falling below 80% of the city's Median Family Income.

Austin faces significant challenges in creating adequate affordable housing in the coming years, and Capital A Housing is deeply invested in meeting that challenge. Capital A's developments and overall strategy are built around Austin programs like Affordability Unlocked and Housing Development Assistance funding, the state's Low-Income Housing Tax Credit programs, and the Austin Transit Partnership's upcoming anti-displacement programs. Capital A applies its extensive knowledge of these policies and programs not only for its own developments, but also for other developers, in part because Austin's affordable housing needs are so great. Capital A also specializes in harmonizing its projects with the city's strategies around housing, transportation, and other intersecting issues, as well as with the needs and wishes of the city's diverse neighborhoods and communities.



**CAPITAL A HOUSING**

## Project Experience

**Project Name**

A at Lamppost

**Total Construction Cost**

\$4,700,000

**Unit Count or Sq ft.**

17 multi-bedroom units

**Location**

12500 Lamppost Lane, Austin, TX 78727

**Completion Date**

2022

Capital A Housing's "A at Lamppost" development, at 12500 Lamppost Lane, contains 17 multi-bedroom, family-friendly, townhouse-style homes for purchase all by families making 60-80% of Austin's Median Family Income. It is the first development utilizing the "Affordability Unlocked" ordinance to break ground in Austin. The development qualified for the "Tier 1" ordinance provisions, which waive or relax city requirements for parking, setbacks, and density levels for projects with at least half of their units being income-restricted. A at Lamppost was financed in part with \$1.3 million from the City of Austin's Ownership Housing Development Assistance program, and is on-track for completion by May of this year. The development team included several team members for A at St. Johns: Capital A Housing as Developer, Civiltude as Civil Engineer, Constructinople as General Contractor, and Guadalupe Neighborhood Development Company handling buyer qualification screening and general affordability compliance.





**CAPITAL A HOUSING**

## Project Experience

**Project Name**

Blackland CDC Alley Flats

**Total Construction Cost**

\$454,686

**Unit Count or Sq ft.**

3 units

**Location**

2106 Chicon St, Austin, TX 78702

2203 Salina St, Austin, TX 78702

1910 Salina St, Austin, TX 78702

**Completion Date**

October 2020

**Owner**

Blackland CDC

The Blackland CDC Alley Flats were built by A at St Johns team members Constructinople as the General Contractor and Community Powered Workshop as the Architect. These income restricted Alley Flats were designed in collaboration with Blackland CDC to fit behind existing single family residences. Three 2-bed, 2-bath accessory dwelling units were completed on an expedient 7 month timeline.



**CAPITAL A HOUSING**

## Project Experience

**Project Name**

Jordan at Mueller

**Total Construction Cost**

\$26,700,000

**Unit Count or Sq ft.**

132 units

**Location**

2724 Philomena St, Austin, TX 78723

**Completion Date**

December 2019

Capital A Housing President Eyad Kasemi and St Johns Village's civil engineer Civiltude designed the site for the Jordan at Mueller, receiving a site development permit in a record four months. Open in 2019, the Jordan is located in the Mueller neighborhood in East Austin. This new community provides 132 deeply affordable, service-rich homes for low-income families. The Jordan features housing for people making about 50 to 60 percent of the median family income, with 14 units reserved for families who are homeless or at risk of homelessness. The Jordan was built utilizing low-income housing tax credits from the Texas Department of Housing and Community Affairs and bond funding via the City of Austin's Rental Housing Development Assistance program.



**CAPITAL A HOUSING**

## Project Experience

**Project Name**

La Vista de Lopez

**Total Construction Cost**

\$5,800,000

**Unit Count or Sq ft.**

27 units

**Location**

809 E. 9th St, Austin, TX 78702

**Completion Date**

Est December 2022

La Vista de Lopez will be a 27 unit income-restricted affordable housing building for seniors near the heart of downtown. It will be fully ADA-compliant and will be income-restricted for seniors making less than 50% Austin's Median Family Income. It is being developed by some members of the A at St. Johns team, including developer Guadalupe Neighborhood Development Corporation and civil engineering by Eyad Kasemi of Capital A Housing and Civiltude. The nine-story tower is being built adjacent to a historic property on land purchased through financing from the Austin Housing Finance Corporation.



**CAPITAL A HOUSING**

## Project Experience

**Project Name**

Cedar Alley Flat

**Total Construction Cost**

\$167,000

**Unit Count or Sq ft.**

1 units

**Location**

1608 Cedar Avenue, Austin, TX 78702

**Completion Date**

December 2019

The Cedar Alley Flat was built by St Johns Village team members Constructinople as General Contractor, Civiltude as civil engineer, and Community Powered Workshop as architect. The 3 Star Green Building home is income-restricted for a 3 person family at 80% of Austin's MFI or below. Designed in collaboration with the landowners to fit behind an existing home by Community Powered Workshop's Alley Flat Initiative, the Cedar Alley Flat is the kind of thoughtful infill housing that Capital A Housing aims to deliver in addition to other forms of missing middle housing.



## 1.B. Certificate of Status

The developer of record will is Capital A Housing. The owner on record will be The Works III at Tillery, LLC.

Attached are the Certificates of Standing from the Secretary of State for Capital A Housing.

Corporations Section  
P.O. Box 131697  
Austin, Texas 78711-31697



John B. Scott  
Secretary of State

### Office of the Secretary of State

#### Certificate of Fact

The undersigned, as Secretary of State of Texas, does hereby certify that the document, Certificate of Formation for Capital A Flousing, LLC file number 80412790261, a Domestic Limited Liability Company (LLC) was filed in this office on June 28, 2021.

It is further certified that the entity status in Texas is in existence.

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the Seal of State at my office in Austin, Texas on November 10, 2021.



John B. Scott  
Secretary of State

4/13/22, 3:46 PM

Franchise Search Results



Franchise Tax Account Status

As of : 04/13/2022 15:38:48

This page is valid for most business transactions but is not sufficient for filings with the Secretary of State

<b>CAPITAL A HOUSING, INC.</b>	
<b>Texas Taxpayer Number</b>	32079891027
<b>Mailing Address</b>	5110 LANCASTER CT AUSTIN, TX 78723-3024
<b>Right to Transact Business in Texas</b>	ACTIVE
<b>State of Formation</b>	TX
<b>Effective SOS Registration Date</b>	12/08/2021
<b>Texas SOS File Number</b>	0804347609
<b>Registered Agent Name</b>	WILLIAM MOYER
<b>Registered Office Street Address</b>	5110 LANCASTER COURT AUSTIN, TX 78723

**Form 424****(Revised 05/11)**

Submit in duplicate to:  
 Secretary of State  
 P.O. Box 13697  
 Austin, TX 78711-3697  
 512 463-5555  
 FAX: 512/463-5709  
**Filing Fee: See instructions**

This space reserved for office use.

**Certificate of Amendment****Entity Information**

The name of the filing entity is:

The Works III at Springdale, LLC

State the name of the entity as currently shown in the records of the secretary of state. If the amendment changes the name of the entity, state the old name and not the new name.

The filing entity is a: (Select the appropriate entity type below.)

- |   |   |
|---|---|
| <input type="checkbox"/> For-profit Corporation               | <input type="checkbox"/> Professional Corporation               |
| <input type="checkbox"/> Nonprofit Corporation                | <input type="checkbox"/> Professional Limited Liability Company |
| <input type="checkbox"/> Cooperative Association              | <input type="checkbox"/> Professional Association               |
| <input checked="" type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Limited Partnership                    |

The file number issued to the filing entity by the secretary of state is: 804544111The date of formation of the entity is: April 28, 2022**Amendments****1. Amended Name**

(If the purpose of the certificate of amendment is to change the name of the entity, use the following statement)

The amendment changes the certificate of formation to change the article or provision that names the filing entity. The article or provision is amended to read as follows:

The name of the filing entity is: (state the new name of the entity below)

The Works III at Tillery, LLC

The name of the entity must contain an organizational designation or accepted abbreviation of such term, as applicable.

**2. Amended Registered Agent/Registered Office**

The amendment changes the certificate of formation to change the article or provision stating the name of the registered agent and the registered office address of the filing entity. The article or provision is amended to read as follows:



## Registered Agent

(Complete either A or B, but not both. Also complete C.)

A. The registered agent is an organization (cannot be entity named above) by the name of:

OR

B. The registered agent is an individual resident of the state whose name is:

*First Name**M.I.**Last Name**Suffix*

The person executing this instrument affirms that the person designated as the new registered agent has consented to serve as registered agent.

C. The business address of the registered agent and the registered office address is:

*Street Address (No P.O. Box)**City*

TX

*State**Zip Code*

### 3. Other Added, Altered, or Deleted Provisions

Other changes or additions to the certificate of formation may be made in the space provided below. If the space provided is insufficient, incorporate the additional text by providing an attachment to this form. Please read the instructions to this form for further information on format.

Text Area (The attached addendum, if any, is incorporated herein by reference.)

**Add** each of the following provisions to the certificate of formation. The identification or reference of the added provision and the full text are as follows:

**Alter** each of the following provisions of the certificate of formation. The identification or reference of the altered provision and the full text of the provision as amended are as follows:

**Delete** each of the provisions identified below from the certificate of formation.

### Statement of Approval

The amendments to the certificate of formation have been approved in the manner required by the Texas Business Organizations Code and by the governing documents of the entity.

**Effectiveness of Filing** (Select either A, B, or C.)

- A.  This document becomes effective when the document is filed by the secretary of state.
- B.  This document becomes effective at a later date, which is not more than ninety (90) days from the date of signing. The delayed effective date is: \_\_\_\_\_
- C.  This document takes effect upon the occurrence of a future event or fact, other than the passage of time. The 90<sup>th</sup> day after the date of signing is: \_\_\_\_\_

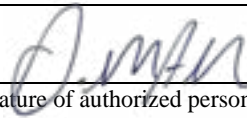
The following event or fact will cause the document to take effect in the manner described below:

**Execution**

The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument and certifies under penalty of perjury that the undersigned is authorized under the provisions of law governing the entity to execute the filing instrument.

Date: 12/27/2022

By: \_\_\_\_\_



\_\_\_\_\_  
Signature of authorized person

Susan McDowell, Manager

\_\_\_\_\_  
Printed or typed name of authorized person (see instructions)

## 1.C. Statement of Confidence

All consultants and the professional team engaged are all local to Austin and have experience working on Austin-based, affordable housing projects. Eyad Kasemi and Faye Kazi began their involvement in the development of affordable housing in Austin through their Civil Engineering firm, Civiltude, founded by Kazi ten years ago. While Civiltude has worked on projects outside of Austin, this has only been for engineering services. Kasemi developed the first City of Austin Affordability Unlocked project, A at Lamppost.

# The Works III

## RHDA Funding Application

### Attachments 2. Principals Information

## 2. Principals Information

Capital A Housing has engaged the following high-quality development team to oversee the development of The Works III at Tillery:

<b>Lead Developer:</b>	Lifeworks; Capital A Housing
<b>Supportive Service provider / Owner:</b>	Lifeworks
<b>Civil Engineer:</b>	Civilitude
<b>Architect:</b>	Forge Craft
<b>General Contractor:</b>	TBD
<b>Property Management:</b>	Asset Living

Please see the attached documentation of experience for the team members listed above. Each team member has vast experience in the development of affordable housing and intimate familiarity with the funding sources scheduled for this project.

**Conor Kenny**

Principal and Director of Public Affairs



Conor Kenny is a longtime government, politics, and policy professional at the local, state, and federal levels, having worked for a variety of government-focused non-profits and the state government. He has been deeply engaged in Austin housing and development policy as a member of the city's Design Commission and Planning Commission, where he served as chair and led the commission's Transportation Working Group and the Land Development Code Re-Write working groups on residential and non-residential zoning. At Capital A Housing he performs a wide variety of roles, including planning, community engagement, advocacy, government relations, strategy, and business development. Mr. Kenny specializes in putting together projects that are responsive to the city's - and particular neighborhoods' - needs and priorities, for development that breaks the usual mold and is welcomed by communities.

**Years in the Industry**

- 18 years

**Years in the Firm**

- 1 years

**Education:**

- Master of Public Affairs, LBJ School of Public Affairs, University of Texas at Austin
- BA in Liberal Arts from the Evergreen State College.

**Community Engager Experience****A at Lamppost, Austin, TX**

Capital A Housing's "A at Lamppost" development, at 12500 Lamppost Lane, contains 17 multi-bedroom, family-friendly, townhouse-style homes for purchase all by families making 60-80% of Austin's Median Family Income. It is the first development utilizing the "Affordability Unlocked" ordinance to break ground in Austin. The development qualified for the "Tier 1" ordinance provisions, which waive or relax city requirements for parking, setbacks, and density levels for projects with at least half of their units being income-restricted. A at Lamppost was financed in part with \$1.3 million from the City of Austin's Ownership Housing Development Assistance program, and is on-track for completion by May of this year. The development team included several team members for A at St. Johns: Capital A Housing as Developer, Civiltude as Civil Engineer, Constructinople as General Contractor, and Guadalupe Neighborhood Development Company handling buyer qualification screening and general affordability compliance.

**2011 Franklin Ave, Austin, TX**

Community engagement representative for EM Franklin LLC's 2011 and 2015 Franklin Ave development. Collaborating with the City, Developers and most importantly with the neighborhood communities in order to achieve a development that is most suitable for the neighborhood.

**ST Georges Green, Austin, TX**

Capital A Housing's "A at St. Georges Green" development, at 5300 St Georges Green, is an affordable housing community that will provide eight rental units affordable to households earning 50% or less of Median Family Income. This high-impact property will be nestled in a single-family, high-opportunity neighborhood right off of Manchaca and Stassney Lanes and a stone's throw from Austin Community College's South Austin campus. The project will provide affordable homes in a family-centric neighborhood where the average market rent is \$1,487 per month

**A at E St Johns Ave, Austin, TX**

Community engagement representative for Capital A Housing's A at St Johns. Collaborating with the City, Developers and most importantly with the neighborhood communities in order to achieve a development that is most suitable for the neighborhood.

**Fayez Kazi**, PE, LEED AP  
Principal



Mr. Kazi has over 24 years of experience providing public and private sector clients with entitlements and the design, management and construction of site development projects. Mr. Kazi has worked on ADA improvements projects to complex site development and roadway projects. Mr. Kazi brings a unique combination of technological savvy, professional service, technical knowledge and enthusiastic commitment to his clients. His strengths also include a deep understanding of the permitting process, environmental sensitivities, grading and drainage as demonstrated by the list of selected projects below:

#### Relevant Project Experience

##### **La Vista de Lopez, Austin, TX,**

La Vista de Lopez will be a 27 unit income-restricted affordable housing building for seniors near the heart of downtown. It will be fully ADA-compliant and will be income-restricted for seniors making less than 50% Austin's Median Family Income. It is being developed by some members of the A at St. Johns team, including developer Guadalupe Neighborhood Development Corporation and civil engineering by Eyad Kasemi of Capital A Housing and Civiltude. The nine-story tower is being built adjacent to a historic property on land purchased through financing from the Austin Housing Finance Corporation.

##### **Lakeline Station Apartments, Austin, TX**

128-unit SMART Housing multi-family development with Learning Center, Trail and Sidewalk to Lakeline TOD Station in the northwest corner of Rudledge Spur and 620 North. The project was within the Northwest Park and Ride TOD district which required partial street and pedestrian improvements in both City and TxDOT public right of way. The project also required a water main extension through private property. Civiltude provided context sensitive site design and permitting which includes pavement repair and expansion, street parking and pedestrian path improvements along the southern most section of Rudledge Spur (one of eight local mobility areas to be studied by the City). The team resolved various challenges along this narrow street including above ground electrical infrastructure, topography, and existing trees.

##### **Cardinal Points Apartments, Austin, TX**

120-unit SMART Housing multi-family development at the southwest corner of Four Points Dr and River Place Blvd. The project site has several critical environmental issues such as caves, underground voids, golden cheeked warblers endangered species, and densed inventory of trees. In addition to developing the site, Civiltude also assisted Foundation Communities to extend almost one mile of sidewalk to connect the site to the nearest job center and modify Four Points Drive

##### **Gudalupe Saldana Apartments, Austin, TX**

Project Principal & Project Manager for 90-unit fully affordable detached condominium and single-family Netzero development in East Austin. Design included flood plain modeling and modification, low-impact development techniques such as raingardens and biofiltration pond.

##### **Sierra Vista Apartments, Austin, TX**

Civiltude teamed up with the non-profit consultant Community Powered Workshop to design Foundation Community's Sierra Vista Apartments. First developed in the early 1980's, the site had entered a state of disrepair and required extensive interior renovation and site improvements, including several foundation repairs and bringing parking & pathways into ADA compliance.

##### **Gaston Place Apartments, Austin, TX**

Civiltude collaborated with HACA, AHA! and Community Powered Workshop to design a 27-unit complex in northeast Austin. Gaston Place Apartments provides one and two-bedroom apartments for households with incomes below 50% of the median family income.

#### **Years of Experience**

24 years

#### **Education:**

- MS Engineering &
- BS Architectural Engineering, The University of Texas at Austin

#### **Registration:**

- Texas PE# 96489,
- LEED Accredited Professional

#### **Community Leadership:**

- Former Chair, Planning Commission
- Associate Professor, Department of Civil, Architectural & Environmental Engineering at UT Austin
- Former Vice Chair, Zero Waste Advisory Commission
- Real Estate Council of Austin Board
- Austin Asian Chamber Board
- Former Chair, South Congress Combined Neighborhood
- Asian American Resource Center, Design Advisory Panel
- UT Austin Projects for Underserved Communities, Service Learning Advisory Board
- Austinites for Action Advisory Board

**Eyad Kasemi, EIT**  
President



Mr. Kasemi is a civil engineer with a construction management academic background. He has over 12 years of experience in land acquisitions, land development, and pro formas. Mr. Kasemi also has worked effectively using financing instruments in the capital stack to maximize IRR for over 6 years. Through years of experience, he has developed a deep understanding and expertise in identifying infill properties with development potential and managing multiple consultants and contractors from feasibility to move-in ready as well as recapturing properties in floodplains or infrastructure burdened and optimizing infrastructure requirements through negotiations with municipalities.

**Relevant Project Experience**

**Years of Experience**

7 years

**Years in the Firm**

3 years

**Education:**

BS Civil Engineering,  
Al Baath University,  
Homs, Syria

**Registration:**

TX EIT # 51951

**A at Lamppost, Austin, TX**

Capital A Housing's "A at Lamppost" development, at 12500 Lamppost Lane, contains 17 multi-bedroom, family-friendly, townhouse-style homes for purchase all by families making 60-80% of Austin's Median Family Income. It is the first development utilizing the "Affordability Unlocked" ordinance to break ground in Austin. The development qualified for the "Tier 1" ordinance provisions, which waive or relax city requirements for parking, setbacks, and density levels for projects with at least half of their units being income-restricted. A at Lamppost was financed in part with \$1.3 million from the City of Austin's Ownership Housing Development Assistance program, and is on-track for completion by May of this year. The development team included several team members for A at St. Johns: Capital A Housing as Developer, Civiltude as Civil Engineer, Constructinople as General Contractor, and Guadalupe Neighborhood Development Company handling buyer qualification screening and general affordability compliance.

**Jordan at Mueller, Austin, TX**

Capital A Housing President Eyad Kasemi and St Johns Village's civil engineer Civiltude designed the site for the Jordan at Mueller, receiving a site development permit in a record four months. Open in 2019, the Jordan is located in the Mueller neighborhood in East Austin. This new community provides 132 deeply affordable, service-rich homes for low-income families. The Jordan features housing for people making about 50 to 60 percent of the median family income, with 14 units reserved for families who are homeless or at risk of homelessness. The Jordan was built utilizing low-income housing tax credits from the Texas Department of Housing and Community Affairs and bond funding via the City of Austin's Rental Housing Development Assistance program.

**La Vista de Lopez, Austin, TX**

La Vista de Lopez will be a 27 unit income-restricted affordable housing building for seniors near the heart of downtown. It will be fully ADA-compliant and will be income-restricted for seniors making less than 50% Austin's Median Family Income. It is being developed by some members of the A at St. Johns team, including developer Guadalupe Neighborhood Development Corporation and civil engineering by Eyad Kasemi of Capital A Housing and Civiltude. The nine-story tower is being built adjacent to a historic property on land purchased through financing from the Austin Housing Finance Corporation.

**Waterloo Terrace, Austin, TX**

Project Manager for 132-unit permanent supportive housing for single adults on 2.5 acres near the Mo Pac Expressway and Parmer Lane intersection - near the Domain, job opportunities, medical services at St. David's Hospital and the Walnut Creek Greenbelt. Eyad performed grading, drainage, utilities and site plan production and permitting.

**Colony Park, Austin, TX**

Located in Northeast Austin, the project site oers a unique opportunity to meet the needs of the community & provide a catalyst for economic development & growth for the area. Funded through a US HUD Sustainable Communities Challenge Grant to further its six livability principles, the development will incorporate best practice strategies for energy-ecient, building design, water conservation & zero-waste technology to create a model sustainable & livable mixed-use, mixed-income community. Civiltude provided utility infrastructure design services for the 258-acre masterplanned community and Eyad served as a design team member



**Nicole Joslin, AIA, LEED AP**

Head of Community Design



Nicole Joslin is a licensed Architect and experienced community planner with a diverse professional and academic background in community engaged design and housing advocacy. Her 14 years of civic engagement and leadership has provided her with a deep understanding of equitable design and development processes that support more complete communities. Ms. Joslin has joined Capital A Housing from the nonprofit world where she previously served as Executive Director of Austin-based community design center, Community Powered Workshop.

**Relevant Project Experience****Austin's Strategic Housing Blueprint Implementation Plan, Austin, TX***Community Powered Workshop*

The plan to help the creation of 60,000 affordable units over the coming decade for households earning approximately \$60k or less through funding sources, potential regulations and creative approaches. Ms. Joslin served as the lead in crafting and implementing a comprehensive community-engagement process for the creation of an Implementation Plan for the City of Austin's first documented housing strategy framework. This process helped to inform place-based strategies for achieving the housing goals set by City leadership and the community at large.

**Montopolis Right to Remain Plan, Austin, TX***Community Powered Workshop*

The Montopolis neighborhood initiative, with a focus on 238 homes, to help the current residents stay in their homes while facing gentrification. Under Ms. Joslin's leadership, this collaboration of Community Powered Workshop, the Guadalupe Neighborhood Development Corporation, and community members of the Montopolis neighborhood aimed to understand the needs and challenges of low-income families in the historically Latino Montopolis neighborhood and identify opportunities for the development and preservation of affordable homes. In order to compile information that accurately reflected the community history, culture, and trauma, the team brought together existing community leaders and residents through workshops and focus groups. By listening to the needs, concerns, and priorities of the residents, the team created a report that reflects their voices and highlighted potential action items that could address local concerns. This activity and advocacy continues today under the leadership of Mi/My Montopolis, a resident-led organization dedicated to the preservation of affordability and community culture in the Montopolis neighborhood.

**Central Williamson Creek Greenway Community Vision Plan, Austin, TX***Community Powered Workshop*

A community-led vision for a resilient and connected urban floodplain across 76 acres of underutilized parkland and flood-buyout properties. Ms. Joslin secured and managed multiple funding sources to support a community-led vision plan that re-imagined Central Williamson Creek and its immediate surroundings as a resilient, healthy and connected area that all residents of the surrounding vibrant South Austin community can enjoy. Under her leadership, this multidisciplinary team facilitated a robust community engagement process that produced a community vision plan that was adopted by the City of Austin Watershed Protection Department and Parks and Recreation Department as the guiding document for public and private investments in the area.

**The Alley Flat Initiative, Austin, TX***Community Powered Workshop*

The Alley Flat Initiative created an adaptive and self-perpetuating delivery system for sustainable and affordable housing in Austin. Ms. Joslin stewarded the growth of this award winning program, which seeks to assist long-time homeowners in developing income-restricted Accessory Dwelling Units in the backyards of single family homes. Her leadership in advocacy, housing finance, design, and development innovation elevated this program to the national spotlight with the awarding of the Ivory Prize in 2019 and has produced numerous affordable infill housing opportunities across Austin.

**Years of Experience**

14 years

**Education:**

M.S. Community and Regional Planning, University of Texas at Austin  
Bachelor of Architecture, University of Oklahoma

**Registration:**

TX Architect #23568  
LEED Accredited Professional

**Community Leadership:**

Co-Chair, Community Engaged Design Committee, Texas Society of Architects  
Advocacy Committee member, HousingWorks Austin  
Former Chair, Austin Housing Coalition  
Former Board Member, Evolve Austin  
Former Vice-Chair and Co-Founder, Women Design Build  
Adjunct Faculty, University of Texas School of Architecture



## Civiltude Engineers & Planners

### Firm Bio

#### Firm Address

5110 Lancaster Ct, Austin, TX 78723

#### Telephone Number

+1 512 761 6161

#### Contact Person

Fayez Kazi, PE, LEED AP

fayez@civiltitude.com

#### Date of Organization

April 2010

#### Type of Organization

Limited Liability Company

#### Firm's Registration Number

F-12469

#### Firm Overview & History

Civiltitude is a local, Asian minority-owned engineering and planning firm, established in early 2010. Led by Fayez Kazi, PE, Civiltitude's core principle was to deliver effective design solutions and experienced project management competitive to large companies while providing personal, flexible and timely communication that is unique to a small, nimble firm. Nhat Ho, PE, started as an engineer with Civiltitude since its early inception and joined the management team in 2014. Jim Schissler, PE, joined Civiltitude's leadership team in early 2018 after three decades of practice and management with several major local firms.

Civiltitude brings the full package of technical and permitting knowhow, positive working relationships with City staff, as well as experience in interfacing with neighborhoods and other community stakeholders. Our leadership team packs a combined 65 years of experience in delivering various project types, including field engineering with daily interaction with property owners. Our extensive experience with SMART housing projects (a type of certification by the City of Austin), public schools and downtown high-rise developments with compressed permitting timelines has enabled our team to test, benchmark and optimize effective permitting strategies. Additionally, as the prime engineers for various public entities including the City of Austin, our team has successfully cultivated positive working relationships with reviewers at several levels across multiple regulatory bodies. Most importantly, our team's past and present service on the City of Austin's Planning Commission, Water and Wastewater Commission, Environmental Commission as well as several non-profit boards and neighborhood associations puts us in a unique position to facilitate conversations, resolve issues and build neighborhood goodwill and consensus in the community.

When it comes to growth, our focus is not only on our team size and expanding public and private sector portfolios but also deepening trust with our clients. In 2010, our team of three dedicated our expertise to serving public school and affordable housing segments which were largely underserved, especially when there were fewer and smaller projects.

Today, with our team size of 23 employees, Civiltitude maintains a diverse and balanced portfolio with projects spanning both public and private sectors including but not limited to public infrastructure such as pipelines, roadways, trails, ponds, and parks; educational and sports facilities; tax credit and market-rate multi-family housing; master planned communities; and mixed use complexes for office, retail, entertainment and industrial. Our core services include land feasibility studies; site and infrastructure construction documents; site permitting and acceleration strategies; bid review, value engineering and cost control; project management; and construction administration. Civiltitude specializes in pipeline design, site and right-of-way permitting and acceleration, and karst void mitigation. Our clients are just as diverse, from individual home owners, to neighborhood associations, housing authorities, municipalities, non-profit affordable housing providers, transportation authorities, and private developers.

## Civiltude Engineers & Planners

Relevant Experiences



### Project Name

Gaston Place Apartments

### Location

1920 Gaston Place, Austin, TX

### Owner

Accessible Housing Austin!

### Completion Date

Summer 2020

### Construction Cost

\$3 Million

### Reference

Melissa Orren, Executive Director of Accessible Housing Austin!, 1640A East 2nd St, Austin, TX, 78702

### Gaston Place Apartments

Founded by leaders in Austin's disability rights community, Accessible Housing Austin! (AHA!) is excited to be breaking ground later this year for AHA! at Briarcliff. The 27-unit complex in northeast Austin will provide one and two-bedroom apartments for households with incomes below 50% of the median family income. Six of the units will be designated as "deeply affordable."

In keeping with its mission to provide affordable and accessible housing for tenants with disabilities, AHA! will exceed federal integration standards with half of the units being accessible and the other half adaptable.

Civiltude worked closely with AHA! & HACA to minimize public sidewalk improvements required by the City of Austin under subchapter E. We also assist the successful partnership with Public Works that built the missing section of sidewalk in front of the site which further reduced project construction cost. Civiltude assisted HACA in understanding and resolving issues related to the unified development agreement due to complex site ownership structure.



## Civiltude Engineers & Planners

Relevant Experiences



### Project Name

Lakeline Station Apartments

### Location

13636 Rutledge Spur, Austin TX

### Owner

Foundation Communities

### Completion Date

December 2016

### Construction Cost

\$19 Million

### Reference

Walter Moreou, Executive Director of Foundation Communities, 3036 South First Street, Austin, TX 78704

### Lakeline Station Apartments

128-unit SMART Housing multi-family development with Learning Center, Trail and Sidewalk to LakelineTOD Station in the northwest corner of Rutledge Spur and 620 North. The project was within the Northwest Park and Ride TOD district which required partial street and pedestrian improvements in both City and TxDOT public right of way. The project also required a water main extension through private property.

Civiltude provided context sensitive site design and permitting which includes pavement repair and expansion, street parking and pedestrian path improvements along the southern most section of Rutledge Spur (one of eight local mobility areas to be studied by the City). The team resolved various challenges along this narrow street including above ground electrical infrastructure, topography, and existing trees.



# Civiltude Engineers & Planners

Relevant Experiences



**Project Name**

Colony Park

**Location**

7400 Loyola Ln, Austin, TX 78724

**Client**

City of Austin

**Completion Date**

TBD

**Construction Cost**

TBD

**Reference**

City of Austin / Sandra Harkins (Neighborhood Housing & Community Development)

**Colony Park**

208 acres master planned community including Colony Loop Drive extension and several new streets with above ground and underground infrastructures to serve a mixed use development.

Civiltude provided preliminary utility plan for the entire masterplan and construction plans for water, wastewater and reclaimed water in the Phase 1 street extensions. The project features several miles of roadways with seventeen street sections, some with very limited public right-of-way width. Civiltude played crucial role in facilitating conversation between Austin Water Utility and street design consultant in order to achieve the desirable sections while still accommodating necessary utilities. The team also assisted with resolving issues related to erosion hazard zone, critical environmental feature buffer, and creek crossing for streets and bridges. Civiltude prepared Service Extension Request analysis to optimize offsite improvements as well as designed phase 1 construction plans for water, reclaimed and wastewater improvements on site.



# Civiltude Engineers & Planners

Relevant Experiences



**Project Name**

Greenwater Redevelopment

**Location**

San Antonio 2nd, 78701

**Client**

Trammell Crow/Mark Fowler (Rep)

**Completion Date**

S2016

**Construction Cost**

\$5.1 Million

**Greenwater Redevelopment**

Public-private partnership redevelopment project in Downtown Austin to extend West 2nd Street for two blocks from San Antonio to Shoal Creek Bridge and Nueces Street from Cesar Chavez to West 2nd Street alley including all utilities.

Civiltude designed and permitted 900 LF of 16” water, 800 LF of 12” wastewater, 300 LF of 8” reclaimed water, and 400 LF 24” supply & return chilled water main extension. Civiltude’s Principal and project manager, Mr. Nhat Ho, personally resolved major field issues and facilitated meeting with reviewers and inspectors on site to ensure project continuation. Examples of field issues are bypass pumping for tie-in to a major 42” wastewater main, assessment of major box manholes, and curve wastewater line with fiber-glass manholes due to dry utility conflicts.



**Nhat M. Ho** PE, LEED GA  
President



**Mr. Ho** brings over ten years of versatile experience from different areas of **civil engineering, structural engineering**, architectural design, Revit modeling and production drafting. His integrated civil and structural knowledge ranges from stormwater management systems, wet utilities, and sports running tracks to retaining structures, spatial arrangement of buildings and site integration. His land development experience includes site feasibility studies, zoning changes, subdivisions, and commercial site plans. He has cultivated relationships with review staff, especially at the City of Austin, and has built a reputation for effective and responsible design. His in-depth expertise includes utilities, innovative water quality management and accelerated site plan permitting. Specifically with RRISD & AISD, Mr. Ho has extensive knowledge with the inter-local agreements and dedicated review teams that control school projects for the City of Austin.

**Years of Experience:**  
10 years

**Education:**  
BS Architectural Engineering, The University of Texas at Austin

**Registration:**  
Licensed Professional Engineer Texas PE # 119194  
LEED Green Associate

**Affiliations:**  
Water & Wastewater Commissioner  
Joint Sustainability Committee  
Chair of Mueller Neighborhood Association  
Real Estate Council of Austin  
Greater Austin Asian Chamber of Commerce  
Downtown Austin Alliance  
South Congress Combined Neighborhood Contact Team  
Structural Engineering Institute

### Relevant Project Experience

#### Trails at Vintage Creek – Foundation Communities – Austin, Texas

Design Engineer on two separate contracts for water utility improvement and construction documents to upgrade wa-ter meter connections and a structural retaining wall design. Responsibilities include working with Austin Fire Department, Austin Water Utility, and commercial building inspectors, pre-paring construc-tion plans, spoils calculation, and specifica-tions for reuse of elevated pathways.

#### Sierra Vista Apartments – Foundation Communities – Austin, Texas

Field Engineer responsible for quantifying soil volume and dynamic cost estimate for contract work re-quired to plug a 4’ wide, 37’ deep unrecorded well discovered on the prop-erty. Work also included site investigation, coordination with licensed well driller, and on-field direct response regarding material and procedure of the plugging process.

#### Greenwater Redevelopment – Trammel Crow – Austin, Texas

Project Manager designing utility infrastructure to serve the redevelopment of the former Green Water Treatment Plant. Responsible for producing water, wastewater and chilled water construction documents and obtaining development permits with Austin Water Utility and Austin Energy on an accelerated timeline. Performed coordination with other entities to avoid conflicts with a congested downtown underground utility network while existing in harmony with the aboveground Great Streets elements.

#### Edison Riverside Apartments – Presidium – Austin, Texas

Project Manager leading site permit, license agree and providing construction documents and permitting for utility infrastructure design for 353 unit residential apartments, leasing office and resident amenities.

#### The Yard Redevelopment – The Yard LLC – Austin, Texas

Project Principal overseeing the public water and wastewater improvements to serve over 150,000 SF of mixed use redevelopment. In charge of wastewater capacity analysis for over 8,000 properties near the project site to develop accurate demand for the proposed

#### Colony Park Masterplan – Urban Design Group – Austin, Texas

Project Manager in charge of preliminary utility plan, Service Extension Request, design and permitting of phase 1 infrastructures. Working closely with the urban planner to provide utility placement for multiple street cross sections to allow narrow urban street width.

#### Woodbridge Subdivision – Polis Properties – Austin, Texas

Project Manager for subdivision construction documents and permitting for public street, utility, and storm-water infrastructure design for 9 lot subdivision in Austin. Design included over 800 LF of 8” water and wastewater lines. The development will provide 18 duplex housing units in East Austin close to downtown.

#### Fox Sparrow Subdivision – Verdant Frontiers – Cedar Park, TX

Project Manager for site/civil construction documents and permitting for public street, utility, and stormwa-ter infrastructure design for 17 lot subdivison in Cedar Park. Design included over 1,710 LF of 8” water and wastewater lines.

**Mike Reyes** <sup>PE</sup>  
Director of Civil Engineering



**Mr. Reyes's** career includes more than 14 years of extensive experience in the design, construction management, review, and approval of civil engineering land development projects throughout the Greater Austin area and the State of Texas. Current projects consist of the design and construction management of several concurrent municipal and private projects in Central Texas. Duties include working closely with clients and development teams, feasibility studies, site development, drainage and innovative water quality design, utility design, regulatory permitting through local and state agencies, cost estimating and construction management as demonstrated by the list of selected projects below:

### Relevant Project Experience

**Years of Experience:**  
14 years

**Education:**  
BS Architectural Engineering, The University of Texas at Austin

**Registration:**  
Licensed Professional Engineer Texas PE  
#111664

**Software Proficiency:**  
AutoCAD Civil 3D  
Autodesk Hydraflow Express  
Autodesk SSA  
Microstation  
ESRI ArcGIS  
WaterCAD  
EPANET  
StormCAD  
PondPack  
HEC-HMS  
HEC-RAS

**Current Workload Availability:**  
70%

#### **CLMP220 Mobility Rotation List - Phase 2** - City of Austin - Austin, Texas

QA/QC for civil engineering on several projects under this rotation list. The successful completion of these projects required close coordination with City agencies, a thorough knowledge of local conditions and construction practices, familiarity with TDLR and ADA accessibility regulations, efficient deadline setting, and the ability to respond to public input during the design and construction processes.

#### **Austin Water Utility Smart Meter Installation** - ACLARA - Austin, Texas

QA/QC for Civiltitude's traffic control plan for over 150 sites of Data Collection Unit installation across Austin Water's service area. Civiltitude works closely with Aclara and construction vendors in developing optimized traffic control scenarios based on means and methods. Civiltitude also collaborates with Austin transportation department staff in developing pre-approved new traffic control details specifically for the workflow of this public project.

#### **BondWide Technical Review & Permitting Support** - AECOM & McKissack&McKissack - Austin, Texas

Project Manager that provided technical peer review for the civil discipline to ensure code compliance, constructability and risk mitigation for the District. We also reviewed, benchmarked and developed permitting strategies for the design team to ensure the project's success.

#### **Highland & Brownie Park** - City of Austin - Austin, Texas

Project Manager for the improvements at Highland and Brownie Park. Mike leads/coordinates the site permitting, and site plan exemption for both sites.

#### **Fontain Plaza** - RedLeaf Properties & Austin Community College-Highland - Austin, Texas

Project Manager for the site, drainage, and utility relocation and improvements at Fontaine Plaza, a former mall surface parking lot transformed into an urban park. Coordinated ADA compliant paths throughout the park to connect to the internal circulation routes of the Highland Campus.

#### **Waterloo Greenway - Corridor Framework Plan** - City of Austin - Austin, Texas

Project Engineer for The Corridor Framework plan which consisted of a comprehensive investigation of the post-Waller Creek tunnel completion conditions along Waller Creek, and preparation of the plan that would guide the redevelopment of Waterloo Greenway public trails and parks from Lady Bird Lake to 15th Street. Mike led research efforts and onsite field investigations to document the location/existence of all storm-water creek outfalls, water/wastewater utilities, overhead and underground dry utilities along Waller Creek. He developed utility feasibility relocation plans and strategies to allow for proposed public trail and park improvements. Mike also coordinated with stakeholders, COA, and the Waterloo Greenway Conservancy on preliminary trail alignments and creek restoration efforts.

#### **Canopy Walk at the Fairmont Hotel** - Manchester Financial Group - Austin, Texas

Project Manager for The Canopy Walk, an outdoor aerial walkway connecting the Fairmont Hotel to the Austin Convention Center (ACC), spanning over Red River Street and Waller Creek. This is one of the first public/private collaborative design and construction efforts to be compatible with the vision for the Waterloo Greenway, a future public park winding along Waller Creek. Utilizing HEC-RAS, Mike led/coordinated the floodplain drainage study within Waller Creek within the vicinity of the ACC. He also designed the relocation of existing ACC roof drainage outfalls into Waller Creek. Creek restoration and construction phase creek protection plans were also developed. Mike also managed construction phase services and site inspections through final project completion.





AFFORDABLE & PERMANENT  
SUPPORTIVE HOUSING EXPERIENCE



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#### COMPANY BACKGROUND

##### FORGE CRAFT ARCHITECTURE + DESIGN MISSION STATEMENT:

FORGE CRAFT is a respected architecture firm, based in the creative culture of Austin. We specialize in multi-family housing and creative mixed-use development with an emphasis on micro-unit design, affordable housing, performance and arts spaces, restaurant and bar, light industrial, creative office, tricky urban infill sites and custom luxury and spec modern homes. We are also a leading firm in prefabricated modular design and execution.

##### FOUNDING PRINCIPLES:

In late summer 2013, Scott Ginder and Rommel Sulit joined forces converging nearly 30 years of combined, comprehensive architectural experience across a wide range of project types with an emphasis on single-family and multi-family housing, both affordable and market-rate.

Our company philosophy is based on resolute yet simple virtues: “Design” is the purpose or planning that exists behind an action, fact, or object. To “forge” is to form or make by concentrated effort. To “craft” is to wield one’s skill in making. Our mission is clear: to plan with purpose and then through concentrated effort and with pointed skill, to manifest functional, beautiful spaces.

We also see the terms “Forge” and “Craft” as two forces central to act of making architecture. “Forge” encompasses the raw power necessary to complete any building – harvesting raw materials, managing supply chains, directing large pools of resources and energy through collective labor. “Craft” entails the finer qualities of design, applied to and mitigated between the bold moves and most refined minutiae that render any building fit for human inhabitation.

Founding principal Scott Ginder’s work with Dick Clark Associates over a span of 15 years manifested some of the most forward-thinking design Austin has seen. Founding principal Rommel Sulit’s work with PageSoutherlandPage, Rhode Partners and BOKA Powell over the same period, is manifest in many noteworthy large-scale commercial and civic buildings in Austin. Jon Hagar’s leadership has been instrumental in our success and ushered his emergence as our most recent principal. With a talented, driven staff we stand behind a tough-minded work philosophy which extends not only to impactful architecture but also to community advocacy, to the local non-profits and arts industries, and also towards cultural equity. Focusing equally on design and construction and drawing from our wide-ranging interests, we have the ability to fluidly shift between the big move and the small move, the concept and the delivery, the idea and the result. This approach has enabled Forge Craft to produce exciting, relevant architecture across all scales and project types.

##### ADDRESS:

FORGE CRAFT ARCHITECTURE + DESIGN  
608 Monroe Street West, Suite C  
Austin, Texas 78704

##### PRINCIPAL OWNERS:

SCOTT GINDER, AIA, LEED AP  
Chief Executive + Financial Officer  
Director of Marketing and Business Development

##### ROMMEL SULIT

Chief Operations Officer  
Director of Technology and Media  
Community Outreach Director

##### JON HAGAR

Principal  
Director of Design Standards and Quality



### SERVICE OFFERINGS

Forge Craft offers architectural design services like any other architectural firm but with an approach that is uniquely premised through our work philosophy.

Under this banner, we see each project as a unique circumstance with unique challenges, sometimes with significant obstacles to overcome, but always rife with opportunity.

We have developed a reputation as a firm that can shepherd even the most complicated and seemingly untenable projects through the circuitous paths of conception and feasibility, site entitlements and code review, and ultimately construction realization, all the while with an eye towards performance and beauty. Our methodologies typically start in feasibility for virtually every project wherein we establish the “rules of the game” and identify issues and encumbrances as well as options and possibilities.

Our wide range of project types, allows us in each instance to invest in and continually enhance our knowledge base and expertise in modern aesthetics, construction methodologies, and sustainable building practices which today are largely focused on energy efficiency, code compliance in accessibility and fire safety and high-performance envelope design. Indoor air quality has also come to the fore in commercial as well as residential architecture. And we would be remiss to not mention the impact of the events of this past year 2020 and how it has, perforce, mobilized our industry into reconsidering established programs of use and occupation in our spaces.

Our mandate is to find the optimal expression of the project’s goals to be manifested materially and experientially. This common end-goal unites but also engenders beneficial cross-fertilization between the varied project types in our portfolio which spans the gamut from commercial multifamily / mixed use, affordable housing, retail, office, warehouse, studio and performing arts spaces, to private custom homes and spec homes.

We navigate all our projects from conception and feasibility, through site planning and entitlements, permitting and pricing, and through all of construction. In our experience though, the earliest decisions often prove to have the greatest impact on project success. To this end, as an increasingly growing number of our developer clients have sought creative ways to stay ahead of the construction cost and labor curves. We have found ways to pivot accordingly.

In addition to conventional site-built delivery, we offer modular design and construction expertise for those clients who would embark on this path. Though modular is a relatively new delivery method as compared to conventional site-built construction, we see great potential in this field. To date, we have manifested several modular projects from as small as an 8500 square foot office addition to as large as a 143-unit student housing project, and are presently in discussions for new modular projects in various cities. As a result, we have emerged as an industry leader in this field and in spite of the challenges, we feel modular has the potential to be a major game changer in our construction industries.

But our interest in modular is just one aspect of our overarching pursuit of excellence and a symptom of our dogged attention to relevant movements in architecture and related fields. We feel that it is simply in Forge Craft’s DNA to push the envelope in our efforts to continually design better buildings and spaces. The act of design is equal parts unfettered imagination and practical realization. At Forge Craft we believe that pursuing both ends simultaneously is the key to making good projects great.



#### TECHNICAL QUALIFICATIONS / PROJECT TEAM BREAKDOWN:

While it is evident that Forge Craft brings a high level of creativity to every project, we also bring a high level of technical proficiency. This is a core value of our firm as we believe that the best buildings perform as good as they look and are best equipped to last long into a sustainable life-cycle.

With our commitment to practical underpinnings to our designs and integrated building systems, we recognize the need to bolster our team with a cadre of technically proficient engineers and consultants. Our modular work only heightens the need as in those cases we interface very closely with the manufacturing fields as well and an expansive net of AHJs, code experts, fire protection and accessibility specialists.

Whether site-built or modular delivery there is a prevalent need for the architect of record to lead and be the lynch pin for comprehensive project coordination and communication as well as to serve as a guide for the Owner and all interested parties during a long and arduous process of site entitlements and code review.

Over the years we have amassed a top-notch stable of industry professional that enable us to make any project work. This is a multi-faceted team of engineers with both local and national reputes, as well as minor consultants who are among the best in their field though they may fly a little under the radar. We have had the good fortune of working with many reputable engineering consultants who all have proven to be only a phone call away from engaging with us on new projects.

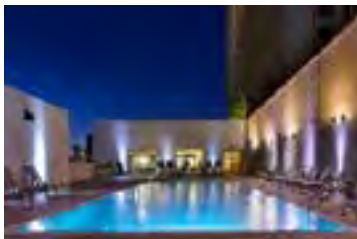
These consultants include DCI Engineers (Structural), Entuitive Consulting Engineers (Structural), Structures (Structural), Leap! Structures (Structural), Integral Group (MEP), Aptus Engineering (MEP), AYS (MEP), RCS (Modular MEP), TBG (Landscape), Asakura Robinson (Landscape), to name but a few.

Our "minor" consultants are probably unfairly categorized -- their work is invaluable and as necessary as our primary consultants. We typically contract the following on every job: envelope consultant, accessibility consultant, code consultant.

Our envelope consultant Erika Bonfanti, with Acton Partners Consulting, has provided excellent consultation for over a decade and we have come to rely on their honest and incisive input on our envelope designs. Carroll Pruitt is a renowned authority on mandatory building codes and conducts independent code reviews for us which often allows us to accelerate the assuredly lengthy evaluation period from the local AHJ. Andrea Lacour with Contour Collective is unparalleled in her knowledge of ever-evolving accessibility standards. Depending on the project's specific requirements, we bring in additional technical consultants to augment our own expertise such as lighting, elevator, acoustic, fire and security, low voltage and parking consultants.

Specific to niche markets, Forge Craft is also certified in accessibility training per Multifamily Accessibility Requirements as mandated by federal law and TDHCA Texas Accessibility Code for LIHTC project. We are also a member of the Modular Building Institute (MBI) and in addition to our modular projects ranging from single-family to multifamily, office to industrial, we were Architect of Record for Z-Modular's IHB certification process under TDLR for their modular plant in Killeen, Texas.

Finally 100% of our work employs BIM technology through the platform Archicad which plays well with Revit. We feel that this platform allows us the great flexibility and speed but with extraordinary accuracy and powerful 3D modeling capabilities. Building our buildings fully in cyberspace allows us to test-fit our concepts with the highest levels of visualization and coordination potential.



**RELEVANT PROJECT EXPERIENCE**

**RESIDENTIAL AND AFFORDABLE HOUSING:**

- Cheatham Street Flats, San Marcos TX - 143 unit, 245 bed student housing
- Tulum 512, Tulum Mexico - 48 unit condo/hotel
- Yampa Mixed Use, Steamboat Springs CO - private residence w/ office space
- Manor Forest, Austin TX - 7 unit residential development
- Arlington Lofts, Lexington KY - 80 unit affordable housing
- Fourth&, Austin TX - 102 unit mixed-use live/work
- Bluebonnet Studios, Austin TX - 107 unit affordable housing
- Gunter Street Apartments, Austin TX - 16 unit apartment
- Spicewood Springs, Austin TX - 4 unit residential development
- Angelina Street Duplexes, Austin TX - 2 Duplexes
- Waterloo Terrace, Austin TX - 132 unit affordable housing
- Zilker Studios Austin TX - 110 unit affordable housing (in permitting)
- Temenos, Houston TX - 95 unit affordable housing (in design)
- Summit at Renaissance Park, Houston TX - 325 unit affordable housing, mixed-use retail / office

**MULTI-PURPOSE ENTERTAINMENT / HOSPITALITY:**

- Austin Playhouse, Austin, TX - 17,500 SF Theater
- Austin Burrito - 1,600 SF Restaurant
- Uncle Billies @ Oasis Texas, Lake Travis TX - 20,000 SF Restaurant
- Soliel @ Oasis Texas, Lake Travis TX - 12,000 SF Restaurant
- Salvage Vanguard Theater, Austin TX - 8,000 SF Theater
- Oasis Texas, Lake Travis, TX- 72,000 SF Outdoor Mall, Entertainment Venue, & Brewery
- Ladybird Hotel, Austin TX -

**OFFICE FACILITIES:**

- Walmart Technology, Austin TX - 13,500 SF Creative Office
- Crest Steel, Riverside CA - 12,000 SF New Office
- Reliance Metal Center, San Antonio TX - 10,800 SF Modular Office
- Wheatland Tube, Sharon PA - 30,000 SF Office

**DAYCARE/GYM:**

- Chalk, Austin TX - 2,500 SF Private Training Facility

**WAREHOUSE:**

- Jack Trade, Austin TX - Rentable Warehouse Space

**MARKET:**

- Delicious, Austin TX - 6,500 SF Market, Deli, & Restaurant

**RETAIL:**

- Jack Ryan - 3,500 SF Jewelry Store
- Lavish - 1,600 SF Custom Kitchen & Bath Showroom
- California Closets - 1,800 SF Retail Showroom
- Oasis Texas - 72,000 SF Outdoor Mall & Entertainment Venue (Retail: 25,000 SF)

**PRIVATE STUDIO:**

- Various Custom Homes
- Various Renovations and Office / Retail Finish-Outs



SCOTT GINDER, AIA, LEED AP  
 Chief Executive Officer  
 Director of Marketing  
 Director of Business Development  
 TBAE Registration #21234  
 CAB Registration  
 CO DORA Registration

PROFESSIONAL HISTORY  
 DICK CLARK + ASSOCIATES  
 Austin TX  
 Senior Associate  
 September 1999 - October 2013

STUART ROSENBERG ARCHITECTS  
 Philadelphia PA  
 Staff Architect  
 November 1997 - August 1999

EDUCATION  
 UNIVERSITY OF PENNSYLVANIA  
 Master of Architecture, 1997

UNIVERSITY OF PITTSBURGH  
 Bachelor of Arts, 1994

## PROJECT TEAM ORGANIZATION - RESUMES

### MIXED USE

Zedeck Residence + Mixed-Use - Steamboat Springs CO  
 Oasis Texas, Austin TX - retail, office, & restaurant  
 1400 South Congress, Austin TX - retail, office, restaurant, & residential  
 Trails of Lake LBJ, Austin TX - residential & amenity facilities

### MULTIFAMILY

Cheatham Street Flats, San Marcos TX - prefabricated modular 143 units  
 Canyon Palms, Austin TX - 18 units condominium  
 Lone Star Lofts, Austin TX - 64 units apartments

### AFFORDABLE HOUSING

Capital Studios, Austin TX - Foundation Communities, mf SRO, 9% LIHTC  
 Bluebonnet Studios - Foundation Communities, mf SRO, 9% LIHTC  
 Waterloo Terrace - Foundation Communities, mf SRO, 9% LIHTC  
 Zilker Studios - Foundation Communities, mf SRO, 9% LIHTC  
 Temenos - NHP Foundation, mf SRO, 4% LIHTC  
 Summit at Renaissance Park - Zieben Group, multifamily, 4% LIHTC  
 Paker Apartments

### HOSPITALITY

Hilton Hotel, Austin TX - rooftop pool deck and bar  
 Lady Bird Hotel, Austin TX

### RESTAURANT

Uncle Billy's, Austin TX - brew pub and barbecue  
 Soleil, Austin TX - Mediterranean style restaurant  
 Cuba Libre, Austin TX - Cuban-style bar and restaurant  
 Austin Java, Austin TX - coffee shop

### RETAIL

Jack Ryan Fine Jewelry, Austin TX - watch and jewelry store  
 CVS Pharmacy, Philadelphia PA  
 Blue Genie, Austin TX

### OFFICE

Tolteq Corporate Headquarters, Austin TX - new office facility

### CIVIC / ARTS / INSTITUTIONAL

Austin Playhouse, Austin TX - 300 seat live theater and restaurant  
 Mass Gallery, Austin TX - art gallery and studio space  
 Jester Cafeteria, University of Texas at Austin - Student cafeteria renovation

### CUSTOM RESIDENTIAL

Polombo Residence, Austin TX  
 Donovan Residence, Austin TX  
 Lakehurst Residence, Austin TX  
 Logan's Hollow Spec Home, Austin TX  
 McNearney Residence, Austin TX  
 Ginder Residence, Austin TX  
 Dorsey Residence, Austin TX  
 Dundas Residence, Austin TX  
 Pinkston Boat Dock, Austin TX  
 McCaig Residence, Austin TX  
 Dickson Residence, Shreveport LA  
 Peters Residence, Austin TX  
 Paterson Residence, Spicewood TX  
 Heller Residence, Austin TX  
 Safady Residence, Austin TX  
 Moore Residence, Austin TX  
 Dawson Residence, Austin TX  
 Spanish Oaks 1 + 2 Spec Home, Austin TX

### FEASIBILITY / COMPETITIONS

Red Bluff Development, 2016



ROMMEL SULIT  
Chief Operations Officer  
Director of Technology & Media  
Director of Research & Development

PROFESSIONAL HISTORY  
SULIT DESIGN STUDIO  
Austin TX  
Principal, Owner  
November 2010 - July 2013

BOKA POWELL  
Austin TX  
Project Coordinator  
July 2010 - October 2012

RHODE PARTNERS  
Austin TX  
Senior Project Manager,  
Design Manager  
October 2005 - March 2009

PAGE SOUTHERLAND PAGE  
Austin TX  
Associate, Project Manager,  
Project Designer  
February 1998 - May 2005

OMA  
Rotterdam, NETHERLANDS  
Project Designer, Stagiaire  
February 1997 - August 1997

EDUCATION  
UNIVERSITY OF TEXAS AT AUSTIN  
Master of Architecture, 1998

UNIVERSITY OF CHICAGO  
Bachelor of Fine Arts (Painting), 1991

## PROJECT TEAM ORGANIZATION - RESUMES

### MIXED USE

Fourth& - 100 micro-units, mixed-use live/work development  
South Lamar Plaza, Austin TX - three-building mixed use  
Bridges on the Park, Austin TX - 104 unit condominium & retail  
7Rio, Austin TX - 30-story mixed use condominium & retail  
Magnolia, Austin TX - 200-unit mixed use  
East Avenue Mixed Use, Austin TX - multifamily with office, theatre, & retail

### MULTIFAMILY

Cheatham Street Flats, San Marcos TX - prefabricated modular 143 units  
Arlington Lofts, Lexington KY - 80 units residential apartment, 4% LIHTC  
Bluebonnet Studios, Austin TX - Foundation Communities, SRO, 9% LIHTC  
Capital Studios, Austin TX - 135 units affordable housing  
Riverview Apartments, Austin TX - 302 unit residential apartment  
Texas A+M University Dormitory, Kingsville TX - 88 room dormitory  
Austin City Lofts, Austin TX - luxury condominium with office, retail  
Summit at Renaissance Park - Zieben Group, multifamily, 4% LIHTC

### HOSPITALITY

South Congress Hotel, Austin TX - boutique hotel, restaurant retail, parking  
Homewood Suites, Chicago IL - consultant for 88-key extended stay hotel

### RESTAURANT / RETAIL

La Grande Table, Austin TX - 16,000sf continental cuisine buffet  
Delicious, Austin TX - 4,500sf market deli restaurant  
Centennial Center, Austin TX - adaptive reuse of shopping center  
Mueller Retail Center, Austin TX - 12,000sf retail shell

### OFFICE

Computer Sciences Corporation, Austin TX - two office buildings  
Universal Studios Headquarters, Los Angeles CA  
Temple Inland Headquarters, Austin TX - interior renovation  
Temple Inland Private Jet Hangar, Austin TX

### CIVIC / ARTS / INSTITUTIONAL

Meow Wolf (Conceptual), Austin TX - 100,000sf immersive arts exhibit  
The Stage at Water Street, Austin TX - flexible performing arts space, lounge  
La Maison des Droits de L'Homme - Place des Nations Complex, Genève SUI

### MEDICAL & HEALTHCARE

Christus Spohn Hospital, Corpus Christi TX - 80 bed critical care expansion

### CUSTOM RESIDENTIAL

Logan's Hollow Spec Home, Austin TX  
Glover Residence Renovation and Addition, Austin TX

### MASTER PLANNING & URBAN DESIGN

New Harbor Master Plan, Genoa ITALY

### FEASIBILITY / COMPETITIONS

Dripping Springs Development, 2016  
Pleasant Valley Development, 2014  
Seaholm Intake Reuse Design Competition, 2013  
California Senior Housing Design Competition, 2009  
Urban Re:Vision Dallas, 2008





**JON HAGAR**  
Principal

#### PROFESSIONAL HISTORY

FOX ARCHITECTS  
St Louis, MO  
Project Designer  
2011 - 2014

ESKEW + DUMEZ + RIPPLE  
New Orleans, LA  
Intern Architect  
2009 - 2010

AGUIRRE RODEN  
Austin, TX  
Intern Architect  
2005 - 2009

#### EDUCATION

TULANE UNIVERSITY  
Master of Architecture, 2010  
UNIVERSITY OF MICHIGAN  
Bachelor of Arts, 2001

#### PROJECT TEAM ORGANIZATION - RESUMES

#### PROJECT EXPERIENCE

##### MULTIFAMILY

Gunter Street Apartments, Austin TX - 16 units market rate housing  
Fourth&, Austin TX - 99 units market rate housing

##### AFFORDABLE HOUSING

CAPITAL STUDIOS - FOUNDATION COMMUNITIES, SRO  
GOODWILL - FOUNDATION COMMUNITIES, SRO  
BLUEBONNET STUDIOS - FOUNDATION COMMUNITIES, SRO  
WATERLOO TERRACE - FOUNDATION COMMUNITIES, SRO  
ZILKER STUDIOS - FOUNDATION COMMUNITIES, SRO  
TEMENOS - NHP FOUNDATION, SRO  
SUMMIT AT RENAISSANCE PARK

##### MIXED USE

Cheatham Street Flats, San Marcos TX  
Zedeck Residence + Mixed-Use, Steamboat Springs CO  
Tulum 512, Tulum Mexico - Condo Hotel + Mixed Use

##### OFFICE

Crest Steel, Riverside CA  
Reliance Metalcenter, San Antonio, TX  
Emerson iOps, Austin TX  
RGA Headquarters, St Louis MO

##### CIVIC / ARTS / INSTITUTIONAL

Austin Playhouse, Austin TX  
Superdome Enhancements, New Orleans LA  
VA Hospital Jefferson Barracks, St Louis MO



**TREY FARMER**  
Project Manager  
Certified Passivhaus Consultant  
National PassivHaus Council

#### PROFESSIONAL HISTORY

OFFICE OF LOCAL ARCHITECTURE  
Austin, TX  
Project Designer  
2015

HUGH JEFFERSON RANDOLPH  
Austin, TX  
Intern Architect  
2014

TODD JERSEY ARCHITECTURE  
Berkeley, CA  
Project Designer  
2008 - 2011

#### EDUCATION

UNIVERSITY OF TEXAS AT AUSTIN  
Master of Architecture, 2016  
SAN FRANCISCO INSTITUTE OF ARCH.  
Master of Ecological Design, 2010

#### PROJECT EXPERIENCE

##### MULTIFAMILY

Cheatham Street Flats, San Marcos TX - prefabricated modular 140 units  
Bluebonnet Studios, Austin TX - 107 units affordable housing  
Waterloo Terrace, Austin TX - 132 units affordable housing  
Arlington Lofts, Lexington KY - 82 units affordable housing

##### AFFORDABLE HOUSING

Bluebonnet Studios, Austin TX - 107 units affordable housing  
Waterloo Terrace, Austin TX - 132 units affordable housing

##### OFFICE

Wheatland Tube, Sharon PA  
Lundberg Family Farms, Richvale CA  
Littlefield Building Renovation, Austin TX  
Scarborough Building Renovation, Austin TX

##### CUSTOM RESIDENTIAL

Theresa Passive House, Austin TX  
Seventh Street Passive House, Austin TX  
Coastal House, Austin TX - Modular Housing Prototype

##### FEASIBILITY / COMPETITIONS

Habitat for Humanity Mueller, Austin TX  
Temenos NHB SRP Affordable Housing, Houston TX  
The Summit at Greenspoint, Houston TX

##### HOSPITALITY

Ponyfoot Brewery, Leander TX

##### RETAIL

Lavish Kitchen and Bath, Austin TX  
California Closets, Austin TX



**CAREY ALCOTT**  
Project Manager

**PROFESSIONAL HISTORY**  
BUSHMAN DREYFUS ARCHITECTS  
Charlottesville, VA  
Intern Architect  
2017

UNIVERSITY OF VIRGINIA DEPARTMENT OF DRAMA  
Charlottesville, VA  
Scenic Designer  
2017

OFFICE OF THE ARCHITECT, UNIVERSITY OF VIRGINIA  
Charlottesville, VA  
Intern Architect  
2016

**EDUCATION**  
UNIVERSITY OF VIRGINIA  
Master of Architecture, 2017  
UNIVERSITY OF TEXAS AT AUSTIN  
Bachelor of Arts, 2007

PROJECT TEAM ORGANIZATION - RESUMES

PROJECT EXPERIENCE

- MULTIFAMILY  
Elevate Multi-family, San Marcos, TX
- AFFORDABLE HOUSING  
SUMMIT AT RENAISSANCE PARK, HOUSTON TX.  
HABITAT FOR HUMANITY MONTOPOLIS, AUSIN TX.
- CIVIC / ARTS / INSTITUTIONAL  
Austin Playhouse, Austin TX
- FEASIBILITY  
E.M. Frankling, Austin, Tx  
Tannehil, Austin, Tx.  
Boomers Collaborative, Austin, Tx.



**VALERIA LANDEROS**  
Architectural Designer

**PROFESSIONAL HISTORY**  
BUILDING COMMUNITY WORKSHOP  
Brownsville, TX  
Project Designer  
2015

**EDUCATION**  
UNIVERSITY OF TEXAS AT AUSTIN  
Bachelor of Architecture 2018

PROJECT EXPERIENCE

- MULTIFAMILY  
Parker Lane Apartments, Austin Tx / Foundation Communities  
Casitas Lantana at Inwood, Brownsville, Tx/ CDCB  
Casitas Azucar, Santa Rosa, Tx /CDCB
- AFFORDABLE HOUSING  
Zilker Studios, Austin, Tx/ Foundation Communities, SRO  
Temenos PSH, Houston, Tx/ NHP Foundation, SRO
- MIXED USED  
Summit at Renaissance Park, Houston Texas



**ALISON STEELE**  
Project Designer

**PROFESSIONAL HISTORY**

**EDUCATION**

UNIVERSITY OF TEXAS AT AUSTIN  
Master of Architecture, 2016  
UNIVERSITY OF NORTH CAROLINA  
Bachelor of Fine Arts, 2004

**PROJECT TEAM ORGANIZATION - RESUMES**

**PROJECT EXPERIENCE**

**MULTIFAMILY**

Waterloo Terrace - Foundation Communities, SRO  
Zilker Studios - Foundation Communities, SRO  
Temenos - NHP Foundation, SRO  
Summit at Renaissance Park, Houston TX

**AFFORDABLE HOUSING**

WATERLOO TERRACE - FOUNDATION COMMUNITIES, SRO  
ZILKER STUDIOS - FOUNDATION COMMUNITIES, SRO  
TEMENOS - NHP FOUNDATION, SRO  
SUMMIT AT RENAISSANCE PARK, HOUSTON TX

**FEASIBILITY**

Habitat for Humanity Mueller, Austin TX  
Summit at Renaissance Park, Houston TX





CAPITAL STUDIOS  
9% LIHTC

DESCRIPTION:

Capital Studios features 135 efficiency units interwoven with amenity areas with social and educational program, the residences focus inwardly around a multi-height courtyard and outwardly engage the urban fabric of the nearby Capital city complex and surrounding downtown buildings. Given its management model of providing affordable, all-bills-paid units to its thoughtfully-screened tenant base, buildings such as Capital Studios benefit from highly-efficient VRF HVAC systems, energy recovery and related sustainable building and operating practices. Above all, the high design quality evident throughout Capital Studios engenders its tenants with a sense of pride and stewardship which carry immeasurable intangible benefits. Forge Craft is honored to be considered amongst Foundation Communities' preferred architects and is proud to serve as lead for one of Foundation Communities' next projects, Bluebonnet Studios.

AEGB 4-Star  
LEED PLATINUM

LOCATION OF PROJECT:  
Downtown Austin, TX

PROJECT SIZE:  
138,951 SF  
135 units affordable housing

COMPLETION DATE:  
2014 (Scott Ginder, Project Lead,  
Dick Clark + Associates)

AWARDS:  
2016 AUSTIN GREEN AWARD





BLUEBONNET STUDIOS  
9% LIHTC

DESCRIPTION:

Bluebonnet Studios features 107 efficiency units interwoven with amenity areas with social and educational program, the residences focus inwardly around a multi-height courtyard and outwardly engage the urban fabric of South Lamar. In contrast to its eclectic context, Bluebonnet Studios presents a monolithic street facade with multicolored openings, each window serving as a marker of the residents' individual homes. Above all, the high design quality evident throughout Bluebonnet Studios engenders its tenants with a sense of pride and stewardship which carry immeasurable intangible benefits. Forge Craft is honored to be considered amongst Foundation Communities' preferred architects.

AEGB 5-Star  
LEED GOLD

LOCATION OF PROJECT:  
South Lamar, Austin TX

PROJECT SIZE:  
85,865 SF

COMPLETION DATE:  
2016

AWARDS:  
2018 AIA DESIGN AWARD

2017 AUSTIN BUSINESS JOURNAL:  
COMMUNITY IMPACT AWARD

2017 AUSTIN GREEN AWARD





**WATERLOO TERRACE**  
9% LIHTC

**DESCRIPTION:**

Foundation Communities is one of the most forward-thinking affordable housing development companies in the country. With a strong commitment to green building and sustainable development practices, projects such as Waterloo Terrace showcase some of the most progressive design initiatives not only in affordable housing but in multi-family housing in general.

Featuring 132 efficiency units interwoven with amenity areas with social and educational program, the residences focus inwardly around a multi-height terraced courtyard. Given its management model of providing affordable, all-bills-paid units to its thoughtfully-screened tenant base, buildings such as Waterloo Terrace benefit from highly-efficient VRF HVAC systems, energy recovery and related sustainable building and operating practices. Above all, the high design quality evident throughout Waterloo Terrace engenders its tenants with a sense of pride and stewardship which carry immeasurable intangible benefits. Forge Craft is honored to be considered amongst Foundation Communities' preferred architects.

**LOCATION OF PROJECT:**  
Austin, Texas

**PROJECT SIZE:**  
102,000 SF

**COMPLETION DATE:**  
JANUARY 2021





ZILKER STUDIOS  
9% LIHTC

DESCRIPTION:

Taking advantage of central Austin amenities and the city's Affordability Unlocked program, Zilker Studios provides over one hundred affordable, single-resident occupancy (SRO) units, while maintaining a sense of community among residents with ample open and green space, resident lounge, game room and fitness center, as well as technology and library spaces.

AEGB 5-Star

LOCATION OF PROJECT:

Downtown Austin, TX

PROJECT SIZE:

47,850 SF

110 units affordable housing

COMPLETION DATE:

2022

*PROJECT IS IN CONSTRUCTION*







TEMENOS  
4% LIHTC

DESCRIPTION:

With 95-units of affordable housing, Temenos responds directly to the needs of its context. The supportive shelter accommodates Houston's most vulnerable population in dignified, climate-responsive housing that will mitigate the high human cost of extreme weather conditions on the Texas Gulf Coast while providing the economic spring-board needed by so many unhoused individuals. Temenos is a leading example of one building making a city more resilient, equitable, and safe.

LOCATION OF PROJECT:  
HOUSTON, TX

PROJECT SIZE:  
60,258 SF  
95 units affordable housing

COMPLETION DATE:  
2023

*PROJECT IN PERMITTING, AND  
WILL BREAK GROUND IN MID-2021*





SUMMIT AT RENAISSANCE PARK  
Mixed-income, Multi-family Mixed-  
Use

DESCRIPTION:  
This multi-family complex represents  
a massive injection of housing units  
into the Houston market, running the  
gammit of income levels, that will  
help reduce the burdon of housing  
demand in the U.S. forth largest city.

LOCATION OF PROJECT:  
Houston, TX

PROJECT SIZE:  
431,154 SF  
325 units (923 bedrooms)

COMPLETION DATE:  
2023

*PROJECT FULLY PERMITTED AND  
WILL BREAK GROUND IN MID-2021*





THANK YOU!

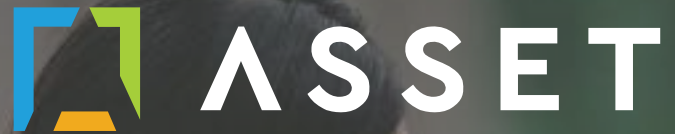
## 2.B. Resumes of Development Team

### GENERAL CONTRACTOR

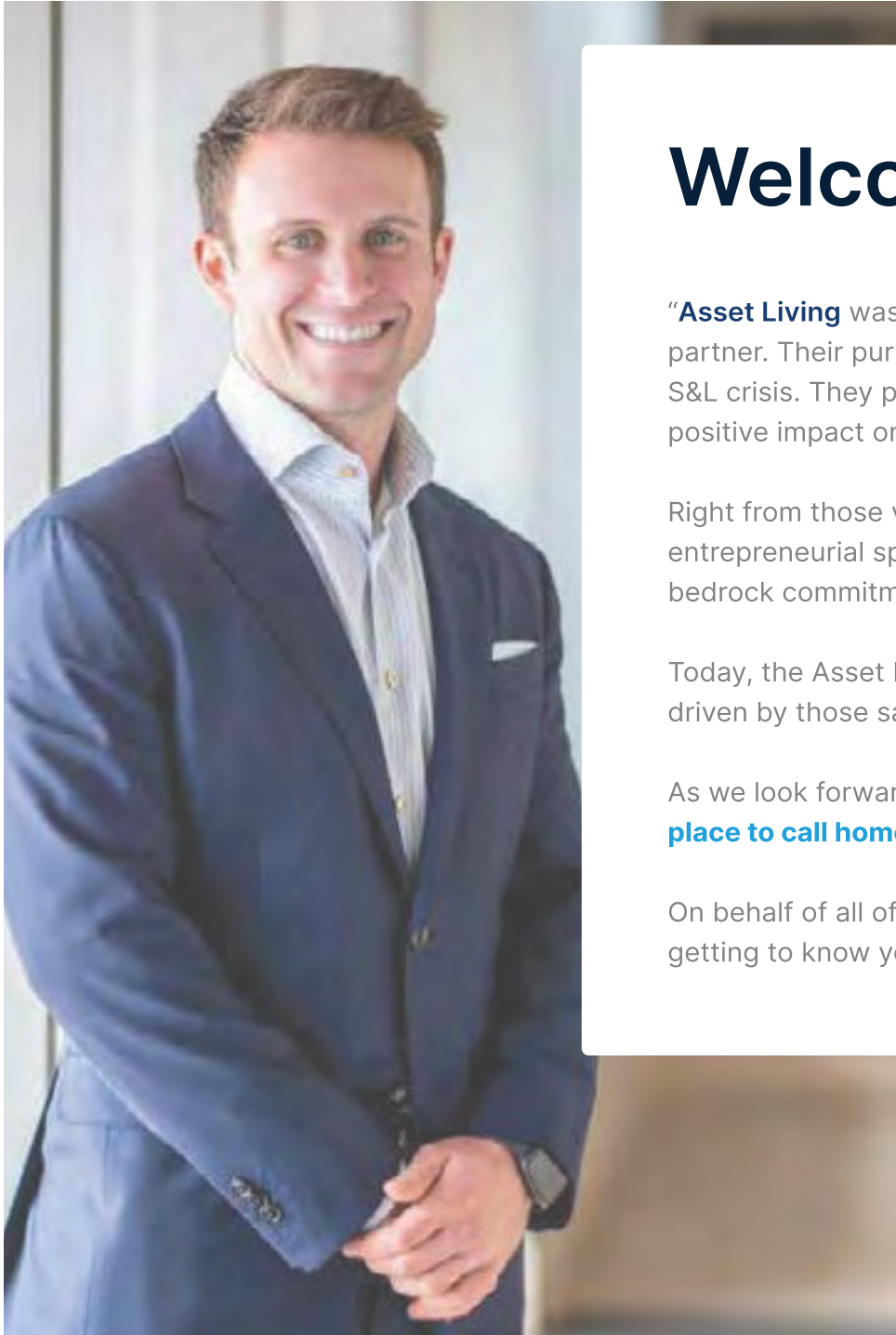
Capital A Housing, in collaboration with LifeWorks, is interviewing several vendors in order to determine the general contractor. A cohesive and experienced team is critical to the overall project success. The team assembled will have significant experience working together and on other affordable housing developments.

## **2.C. Resumes of Property Management Team**

Please see the attached information regarding Asset Living, the intended property management team for the Works III.



Everyone deserves a place to call home.



# Welcome to Asset Living

“**Asset Living** was founded in 1986 in Houston, Texas, by my father and his partner. Their purpose was to turnaround troubled assets coming out of the S&L crisis. They prided themselves on doing so in a way that would have a positive impact on the families and the communities they loved.

Right from those very first days, the company was driven by an entrepreneurial spirit, intensive attention to detail, robust financial controls, a bedrock commitment to family, and a willingness to work hard.

Today, the Asset Living family is 4,500 people strong, and every one of us is driven by those same traits.

As we look forward, we are guided by the belief that **everyone deserves a place to call home.**

On behalf of all of us at Asset Living, welcome, and we look forward to getting to know you.”

**Ryan McGrath**

CEO + President

# Asset Living Values

## Own Every Outcome

We don't make excuses...we make things happen. Whether we're celebrating success or learning from failure, we always ask, "What could we do better?"

## Forge Strong Connections

We develop genuine partnerships and celebrate client successes as if they were our own...because the way we work, they are.

## Embrace Our Competitive Edge

We think strategically, act boldly and work relentlessly to outperform the competition.

## We Succeed Together

We know success is not a destination that is reached alone. Our colleagues become friends and we respect, enjoy and support each other.

## Lead by Example

We act for the greater good and do the right thing, without exception...even when no one is watching.



# Asset Living

We are a true third-party residential property management firm with decades of experience delivering exceptional value to partners across the nation. No matter the project, we are here to help you make the most of your investment.

**35**

Number of years we have been in the residential property business.

**#1**

Our ranking among independent Student Housing managers nationwide.

**#5**

Our ranking among NMHC's 50 Largest Apartment managers nationwide.

**12**

Consecutive years we have been an Accredited Management Organization® of IREM®

**#13**

Our ranking among Affordable Housing managers nationwide.

**\$15+ Billion**

Value of rental properties that we manage.

**8,700**

Number of Senior housing units we manage.

**2,000**

Number of Build-to-Rent units we manage.

**0**

Properties we own, which means we are exclusively aligned behind our clients' best interests

We work in all segments of the market:

Conventional

Campus

Luxury

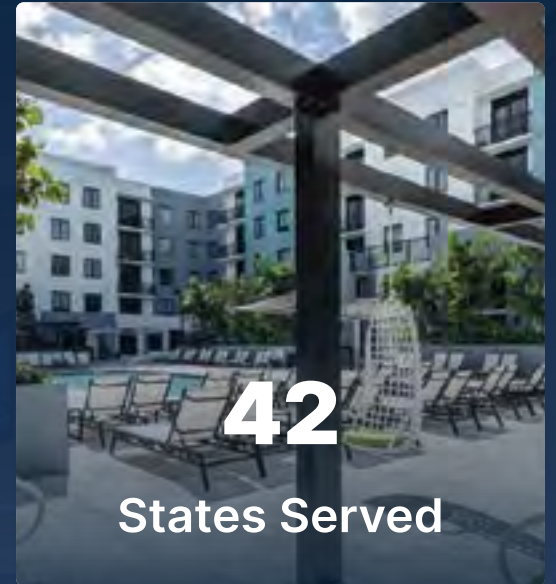
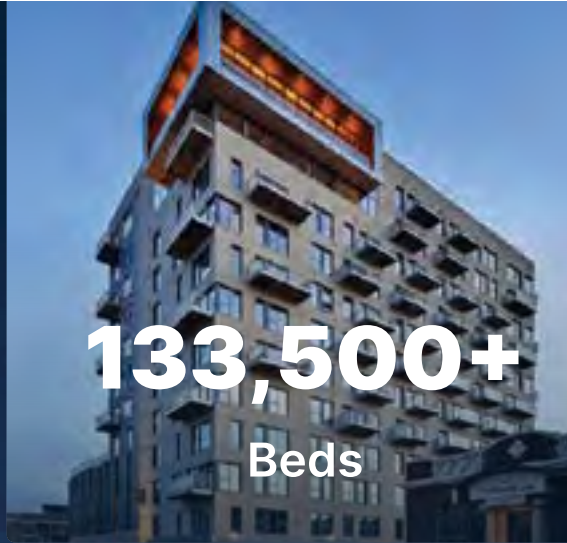
Turnaround

Affordable

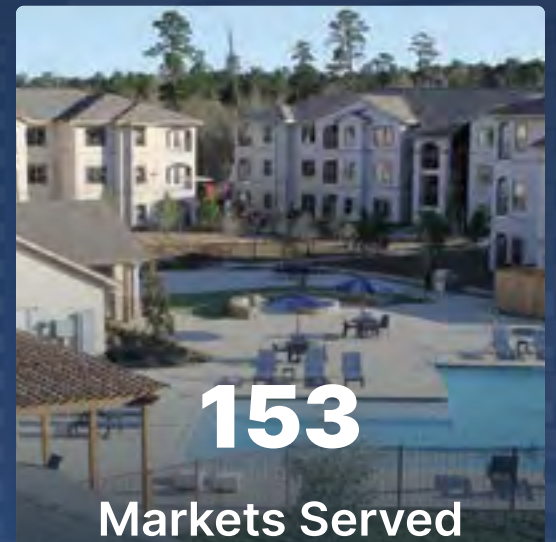
New Construction

Senior

Build-to-Rent



Through our unwavering commitment to quality, we've grown organically from a small property management firm to one of the most trusted allies in real estate.





**We bring decades of multifamily experience to local markets nationwide, delivering full-spectrum management for every class of property.**

Class A, B, C. Affordable. Senior. Build-to-Rent. We have been managing multifamily properties of all shapes and sizes for 35 years.

Our clients range from large institutions to smaller private entities, but they all have one thing in common: They count on us to ensure their properties thrive.

We do not own any properties. As a leading independent property manager, our clients know we are 100% aligned behind their interests. Rather than competing with you, we are focused on how we can help you succeed.

# Our Differentiators

From personalized service to extensive resources, we support your investments with proven capabilities that improve your bottom line.

## Dedicated Teams & Departments

- 1:5 dedicated supervisor to property ratio
- 1:8 dedicated marketing personnel to property ratio
- Poetic, our inhouse marketing/digital agency
- Multifamily-dedicated training team focused on advancing curriculum and delivery technology

## Proven Approaches

With 35 years experience, we have extensive proprietary libraries of data and of what works

- Codified operating procedures
- Extensive training
- Resident experience
- Staff recruiting

## Data-Driven Decisions

Our research is your advantage. Gain insight from ongoing property reports, tailored for you.

- Historical line-item costs across markets
- Vendors across categories and markets
- Confident financial forecasts for each property

# Our Multifamily Track Record

- 100,000+ Multifamily units managed
- Processes that are 100% codified, for seamless property onboarding
- #5 ranking in NMHC's 2021 Top 50 Managers list
- 65% average resident retention means less turnover and direct cost savings

## Why Our Clients Trust Us

“Asset has proven themselves to be the full package of strong and seasoned leadership, a high performing and responsive administrative team behind the scenes, a culture with a commitment to giving back, and an expert in aggressively pre-leasing and operating new development projects.”

“We could not be more pleased with Asset’s performance and professionalism. They have seamlessly re-staffed our assets, implemented institutional-level management processes, and substantially increased occupancy and collections. We are grateful for their partnership and look forward to expanding it.”



Joe D.  
EVP & General Manager,  
Opus Development Group



Jared F.  
Acquisitions,  
GMF Capital



**2019**  
Best Places to  
Work Multifamily



**2020**  
National Apartment Association  
Awards Recipient



**2021**  
#5 on NMHC's  
Top Manager List



**12**  
Consecutive  
Years

## Our capabilities continuously evolve to ensure we can partner with our clients to make the most of real estate's unlimited potential



### Due Diligence

Invest confidently with a thorough property evaluation, operational analysis, and more



### Underwriting

Utilize exclusive data insights and budget recommendations to take the guesswork out of your investment thesis



### Market Research

Leverage historical and trending data to give your property a competitive edge



### Capital Improvements

Seamlessly direct your value-add from start to finish with expert oversight



### Development Consulting

Transform civil designs into schematic designs while avoiding project pitfalls



### Talent & Compliance

Attract top talent and align teams around high expectations and industry regulations



### Marketing

Strengthen property's reputation and performance using advanced digital advertising and technology



### Training

Training for on-site teams in leasing, marketing and systems to ensure property runs seamlessly



### Operations

Best practices, procedures, and policies to ensure efficiency and excellence in employee and property oversight, facility management and procurement

We draw upon these services to meet the specific needs of a wide range of clients, from sophisticated Institutions to smaller local-market investors.

## Case Study: Multifamily Arterra KC

Kansas City, MO

### Property Problems

- New property struggling to perform.
- Several management changes in short span.
- Only 6.3% occupied and 12.7% preleased five months after open.
- Outstanding warranty issues and unfinished amenities.
- Tarnished value perception and reputation.

### Our Solutions

- Analyzed market to understand pricing & property perception issues.
- Set pricing strategy to attract prospects and meet owners' goals.
- Completed unfinished amenities and outstanding warranty issues.
- Trained staff to create a positive resident experience.
- Created an online review program.
- Raised brand awareness & perception via digital and social marketing campaigns.

### Our Results

- After 120 days under Asset's management, Arterra was **48.4% occupied and 54.8% preleased**.
- **#2 ranking** in Kansas City metro area for online presence.
- **Elite top 1%** for J Turner's 2019 ORA Score – Online Reputation.
- Over 50 online reviews, **averaging a 4.9 Google rating** just two years after opening.

Arterra  
KC



“Resident reviews are extremely critical to today’s consumers. After struggling for a while, **Asset has done exactly as they promised** — improving our review standings and, as a result, driving new leasing opportunities.”

**Alexander B.**  
Altus  
Managing Director



## Case Study: Multifamily Parc at South Green

Houston, TX

### Property Problems

- Inadequate upkeep, lack of curb appeal, unresolved plumbing issues and outdated interiors.
- Ineffective office protocols and processes.
- Takeover occurred just days before Hurricane Harvey further challenged residents' trust.
- Limited market historical data.

### Our Solutions

- Coordinated and strategically led the property's modernization internally and externally based on ROI criteria.
- Utilized our extensive talent pool to recruit an experienced and energetic team to re-set market's perception of the property.
- Identified property management inefficiencies and installed programs to conquer them.

### Our Results

- Property was transformed from a Class C to a Class B property.
- Completed extensive interior and exterior renovations.
- NOI growth revenue increased by 13%.
- Average price/square foot increased from \$1.14 to \$1.36.
- Refreshed brand, including everything from marketing materials to on-site staff.

  
**PARC**  
AT SOUTH GREEN



“We are extremely pleased with the talent and results Asset Living has brought to our property. With their direction, our expenses have been controlled to meet budgeted guidelines. The staff demonstrates care for the residents and a commitment for the betterment of the property. **No matter the challenge, Asset Living is able to adapt and conquer it.**”

**Jaime H.**  
Asset Management  
Vice President

## Case Study: Multifamily

# REVERB

Kansas City, MO

## Property Problems

- Disconnect between property's lack of amenities and above average price point.
- Need to stabilize occupancy within 12 months of delivery with rents averaging \$2.29/Sq. Ft.
- Maintaining marketing momentum through COVID-19 disruption.

## Our Solutions

- Created innovative marketing plan that positioned REVERB as an experience, not just a place to live.
- Created the "REVERB experience"—an exclusive high-quality resident experience that extended into neighboring businesses.
- Built new brand identity with custom website.
- Employed COVID-friendly virtual and social marketing outreach.

## Our Results

- **9.8% preleased** with zero concessions being offered prior to delivery.
- Increased positive resident and community feedback, including **14 5-star Google reviews within 30 days** of delivery.
- A custom website with **improved leasing functionality**.
- A successful reputation built around quality of life: **The REVERB experience**.

# REVERB



"The Crossroads features various fitness concepts, boutique shops, coffee shops, oyster bars, and a plentiful number of restaurants. We had the idea to harmonize the lively spirit of the neighborhood with **a serene apartment community you can call home.**"

**Lindsey B.**  
Asset Living  
Sr. Regional Supervisor

# We are at the forefront of the dynamic Build-to-Rent segment.

We have partnered with the top developers in Build-to-Rent, those who are leading the way in building out this exciting market segment, so we know firsthand what matters:

- Offer prospective residents the powerful combination of the space and privacy of a single-family home, with the ease and financial flexibility of a rental property.
- Provide these renters-by-choice with a compelling property, featuring high-quality amenities and attractive new construction homes.
- Develop and manage communities that can capture a market segment where rent increases have consistently outpaced those in conventional apartments.
- Profitably blend the two disciplines of single-family building and multifamily investment and management.

Today, Asset Living has **11 B2R properties** under management, totaling close to **2,000 units**.

# Our participation in Build-to-Rent is a natural fit.

- We have **decades** of property management **experience** in more than **200 markets** across the nation.
- We understand how to bring **quality lifestyle amenities** to a wide range of residential property types.
- We are proven at running **renter-centric leasing and maintenance** programs.
- We understand how to **maximize the lease-up** period using **property specific marketing** strategies.
- Delighting the resident with **superior customer service** is critical, and we know how to **recruit top talent** and support them with ongoing **training** and access to **specialized skills**.
- We have an **excellent track record** for predictably and cost-effectively maintaining properties to our clients' satisfaction.

## Case Study: Build-to-Rent Hampton East

Mesa, AZ

### Property Goals

- This was client's first B2R property.
- Introduce B2R product type to market.
- Achieve highest rent/sq.ft. price in market.
- Launch Phase 1 with 143 units with future phases planned.

### Our Solutions

- Started lease up roughly 90-120 days prior to first CofO.
- Added premiums in each phase, increasing rates 9% over 6 months.
- Higher end finishes to compete with newer apartment product.
- Full marketing program: branding, website, and marketing collateral.
- In-depth walk-throughs ensured perfect product delivered to resident.

### Our Results

- Lease-up completed 4 months quicker than anticipated.
- Property hit 97% occupancy after 6-month lease-up, exceeding goal of 95%.
- Success of Phase 1 lease up ensured client continued building phases 2 and 3, growing overall unit count to 350.
- Year 1 retention of 72%, and hit a staggering 75% for 2020, versus industry average of 45%.
- Able to command premium pricing with rent increases averaging over 15% year over year.
- Property operating at/below .5% delinquency during and post COVID.

# HAMPTON EAST





# We have the expertise needed to manage successful, compliant Affordable Housing

To us, Affordable means delivering a quality home, in compliance, to a range of vulnerable populations, including low- to moderate-income families, seniors, homeless, disabled, and young people who have aged out of foster care.

**With more than 20 years of experience, we are a leader in bringing the specialized knowledge needed to keep each property in compliance with LIHTC, Section 8 or other requirements:**

- State of the art technology
- Well-honed processes
- Proven procedures
- File reviews
- On-site pre-audit preparation
- Lease renewals
- Quick turnarounds

Through our longstanding relationships with the local, state and federal agencies involved in Affordable housing, we help facilitate the social services programs required as part of the financing. We assist our clients pre-acquisition and pre-development in site assessment, unit mix strategy, planned amenities, and unit design. Our clients know we are committed to them for the long-term. We help them maximize the value of their asset, keep the property in compliance, and create a satisfying home for the residents.

# Our Track Record

**24,000**

Number of Affordable units we manage

**8**

Our ranking among Housing Credit (LIHTC) Property Management Companies

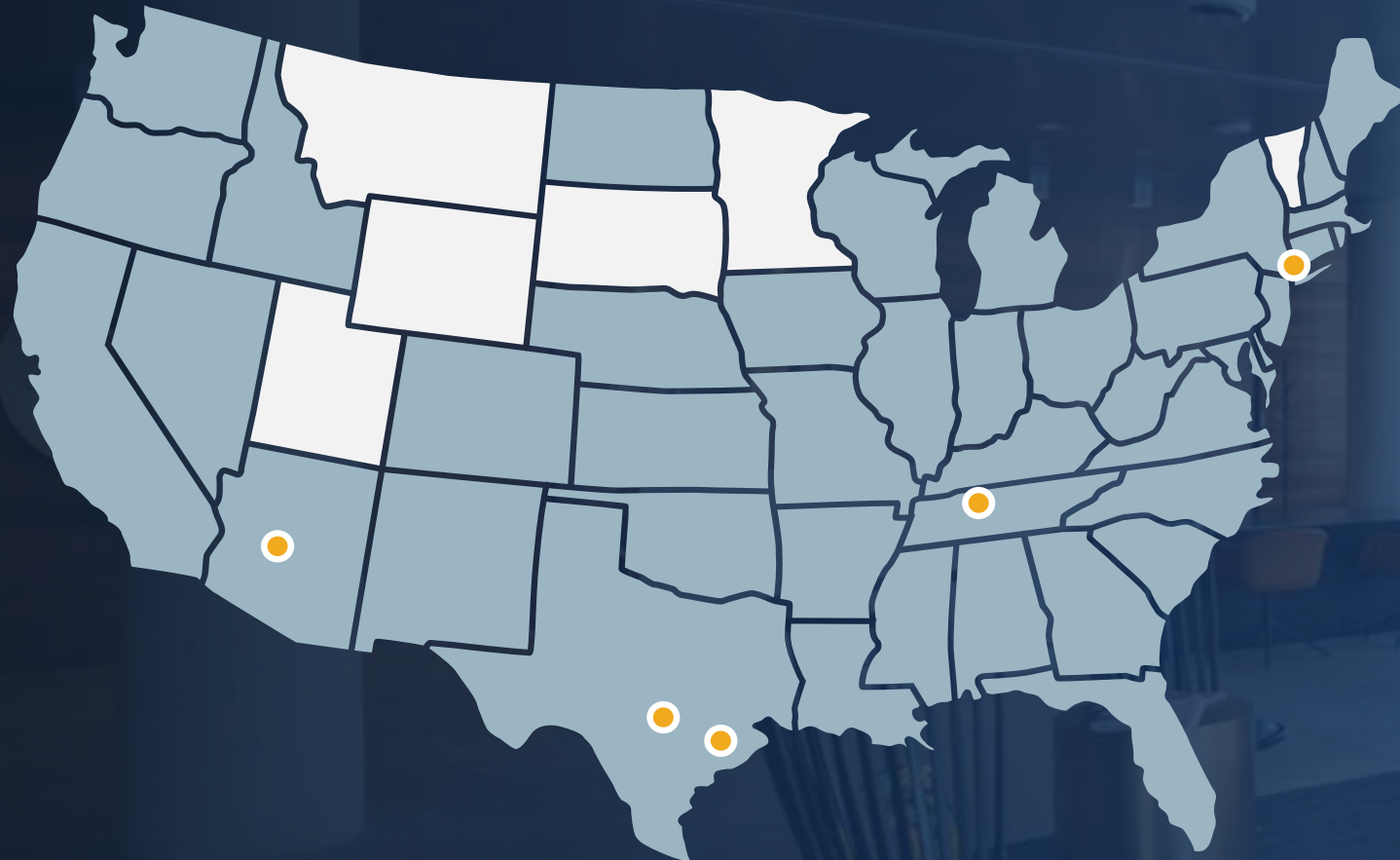
**13**

Our ranking among managers of Affordable housing across the US

**“We’ve relied, and continue to rely, on their services to improve performance for stabilized assets, distressed and out of compliance affordable assets, and conversion to market rate of past compliance affordable assets.”**

Joe D.  
EVP & General Manager,  
Opus Development Group

We are honored to be a valued partner to customers and communities across the United States.



States operating in: **42**

Corporate Offices: **5**

No matter where our work takes us, we're determined to drive positive impact for our clients and the communities where we operate.





# Asset Living succeeds because of our people

- We are a team of diverse backgrounds, unique ideas, and distinct personalities. Together, there are no limits to what we can accomplish.
- Our people are passionate, committed and serious about bringing their A game every day.
- We invest in our people to help them fulfill their dreams. With a commitment to promoting from within, where a person starts with Asset Living is only the beginning.
- We recognize and celebrate successes small and large, so our people seek every day to achieve more than they did yesterday.
- Despite our size, we still are a family-run business. Our leaders are visible, accessible and connected.

# Our Multifamily leaders are part of the team ensuring our clients' success.



**Ryan McGrath**  
CEO + President

- Oversees all operations and leads the executive team to deliver the highest value to clients.
- As 2nd generation leader of the company, has grown Asset Living into the 5th largest multifamily property management provider in the country.
- Recognized expert in real estate property management strategic planning systems and hands-on leadership.
- Experience includes M&A and financing in investment banking at Goldman Sachs
- Vice Chairman of the Young Presidents' Organization's Houston Chapter; Lifetime Ambassador for Texas Children's Hospital.



**Thomas Shelton**  
CAPS, CPM  
Principal

- Oversees operations, performance, and new business efforts for our multifamily division.
- Held executive positions with leading multi-family owners and operators.
- Industry roles: Past Chairman of the Board of the Arizona Multihousing Association and the National Apartment Association; board member of the California Apartment Association; active member of the National Multifamily Housing Council and the Institute of Real Estate Management



**Hugh Cobb**  
CPM  
Principal

- Oversees operations, performance, and new business efforts for our affordable division and assists our multifamily division.
- Experience spans management, brokerage, lending, and investment.
- Industry roles: Congressional Liaison for The White House under Reagan; past President of the Apartment Association of Greater Dallas; serves on Executive Committee of Texas Apartment Association; lobbies on issues important to real estate investment, development, and housing affordability; serves several nonprofit organizations in board and advisory capacities.



- Leads our business development organization.
- Experience includes supervising multiple portfolios of student housing and multifamily properties and overseeing our new development lease-up team and our training department.

**Jason Fort**  
Executive Vice President



- Oversees our business development and client portfolio services groups.
- Experience includes multifamily and student housing property management, asset management, and acquisitions in both domestic and international markets.
- Works with institutional investors, private equity groups, family offices, and high net worth individuals.

**Stephen Mitchell**  
MBA  
Executive Vice President



- Partners with our clients to enhance their property's operational performance and portfolio growth.
- Experience spans all asset classes from high-end new developments to properties that need to be repositioned through rehab and renovation.
- Licensed real estate agent in Arizona and is a CPM candidate with IREM.

**Austin Harte**  
Vice President



- Partners with our clients to enhance their property's operational performance and portfolio growth.
- Escrow officer and licensed real estate agent, and is pursuing his CCIM certification.

**JC Reeves**  
Vice President





## Corporate Offices

### Austin

4005 Banister Lane, Suite 230C  
Austin, Texas 78704

### College Station

2800 South Texas Avenue, Suite 350  
Bryan, Texas 77802

### Dallas

12720 Hillcrest Plaza Dr # 400  
Dallas, Texas 75230

### Flagstaff

1600 West University Avenue, Suite 218  
Flagstaff, Arizona 86001

### Phoenix

2850 East Camelback Road, Suite 300  
Phoenix, Arizona 85016

### San Antonio

7550 IH 10 W, Suite 750  
San Antonio, Texas 78229

### Tucson

5151 East Broadway Blvd, Suite 1600  
Tucson, Arizona 85711

## Headquarters

### Houston

950 Corbindale Road, Suite 300  
Houston, Texas 77024  
713-782-5800





**Connie Quillen is Vice President** in Austin, Texas. Connie oversees the operations and activities of six regional supervisors and managers, a total of 6,000 apartment units. The portfolio contains affordable housing, conventional and senior housing assets. As Vice President, Ms. Quillen is responsible for the operational, contractual and regulatory performance of the assets. In her role as investment manager, she maintains regular and informative contact with asset investors and clients.

Ms. Quillen holds a degree in Business Administration from Central Texas College. Connie began her career in property management in 1991 as a property manager. She worked for the Travis County Housing Authority with responsibility for Public Housing and then as its Director of Assisted Housing. Connie joined Asset Living in 2001 and was promoted to Regional Supervisor in 2003. After rising to the role of Senior Regional Supervisor, Connie was promoted to Vice President in December 2018. Connie's experience with Public Housing and Section 8 makes her invaluable to clients with difficult to manage properties with high levels of rental assistance. She has been responsible for the operations of literally dozens of Low-Income Housing Tax Credit (LIHTC) and Project Based Section 8 properties across Texas over the past 15 years.

Ms. Quillen is a licensed Texas real estate broker. She is a Housing Credit Certified Professional (HCCP), a Certified Apartment Portfolio Supervisor (CAPS), a Public Housing Manager (PHM) and a Section 8 Housing Manager (SHM).



**Koren Actouka** serves as a Regional Supervisor for Asset Living. In her role, she manages, directs and implements strategies to ensure the successful achievement of operational efficiencies and profitability for clients and their assets. Koren offers her clients expertise in a diverse collection of management activities including resident relations, vendor management, lease compliance, and contract negotiation. She directly supervises the activities of all property managers and regional office staff for a portfolio of properties targeting positive financial results. Ms. Actouka supervises 10 assets, totaling almost 1,000 units comprised of Low-Income Housing Tax (LIHTC) housing, Senior and conventional properties.

Koren began her property management experience in 1998 on the facilities maintenance staff where she was promoted to leasing agent and then manager of a Tax Credit rehab property with site-based housing all within 1 year. Koren was later recruited by a Syndicator as an asset manager with a multi-state portfolio of 13 properties working closing with the underwriters and the state financing agency to ensure the success of the all the developments. She oversaw the management of 5 LIHTC, HOME and BOND Communities with over 700 combined units until joining Asset Living as a property manager in 2007. After assisting with several initial lease ups of (LIHTC) projects, she became an executive Assistant and was promoted to Regional Supervisor in 2018

Koren is a Certified Credit Compliance Professional (C3P), a Certified Occupancy Specialist (COS) and a Housing Credit Certified Professional (HCCP)



**Trista is Controller** at Asset Living. As a Corporate Department Head, Trista provides critical support to the daily site and regional property operation. At Asset Living, our clients meet their financial goals when we support the needs of our customers at the point of service. Administrative productivity and efficiency are essential. Trista manages corporate accounting for all Asset Living offices, including internal employee reimbursements and cost allocations where appropriate. Ms. Browning maximizes technology to accomplish and meet deadlines in a timely and accurate manner.

Ms. Browning received her Associates degree and attended both the University of North Texas and the University of Texas at Dallas, studying business and accounting. After several year managing commercial and medical offices, Trista joined Asset Living in 1997. Initially responsible for the property accounting for all assets, she also managed software migrations and new property integrations. As the client services division grew, in 2009 Ms. Browning focused her efforts in the role of Controller. She continues to inform and provide support to company auditors, ensuring accuracy and timeliness of corporate reporting and works collaboratively with client accounting services.

Trista is an active member of the Institute of Finance and Management.



**Terri Turner is Director of Accounts Payable.** As a Corporate Department Head, Terri provides critical support to the daily site and regional property operation. At Asset Living, our clients meet their financial goals when we support the needs of our customers at the point of service. Administrative productivity and efficiency are essential. Terri ensures property and regional payables and receivables are posted accurately and timely. Terri directs a team of four accounts payable specialists who each support a portfolio of properties based on client needs. Her team is trained to interact positively with supplier partners, residents and clients regarding payables at their assets.

Terri studied at Southern Arkansas University Tech. The first five years of Terri's work history were in bookkeeping and office administration in a retail business. Her real estate management career started in 1993 in the role as Manager at both conventional and tax credit properties. Her experience in the property offices taught her the value of the payable's relationship with the owner. She joined Asset Living in 1999 as an Assistant Manager and was responsible for receivables and payables processing on site. Upon her arrival, she instituted system checks and balances and portfolio assignments to heighten efficiencies.

In 2007, the Terri was promoted to the corporate office in the Accounts Payable Department. She quickly assumed a leadership role and now serves at the Director of Accounts Payable.

**KEY STAFF**



**Lori Erbst is Director of Compliance.** As a Corporate Department Head, Lori provides critical support to the daily site and regional property operation. At Asset Living, our clients meet their financial goals when we support the needs of our customers at the point of service. Administrative productivity and efficiency are essential. Lori specifically directs the administration of the Asset Living compliance department, overseeing 18 specialists who ensure the regulatory and contractual obligations are met at all levels with local and state housing and support agencies. Ongoing training and support of site personnel is a key performance indicator. First year files, tenant income certifications and renewals and audit preparation and findings corrections are managed by Ms. Erbst.

Lori attended Dallas County Community College and began her career in property management in Dallas in 1996 with an owner/developer of Low-Income Housing Tax Credit (LIHTC) properties. In 2001, she joined Asset Living as a compliance specialist and was promoted to Director of Compliance in 2007. Over time, the department grew to a manager and six specialists. Lori's extensive knowledge and experience with Housing Tax Credit, HOME, BOND, Housing Trust Fund and the Affordable Housing Disposition program make her invaluable to our clients and staff members. Additionally, through strong business relationships, Lori is able to work closely with all state agencies and maintain a respected partnership.

Lori participates regularly in training offered by the Texas Department of Housing and Community Affairs.

Ms. Erbst is a Certified Credit Compliance Professional (C3P), a Housing Credit Certified Professional (HCCP) and a National Compliance Professional (NCP).



**Rebecca Rodriguez Alonzo is the Director of Business Development for Asset Living.** In this role, Ms. Alonzo is responsible for the strategic support of Asset Living clients and investors, offering extensive asset analysis and reporting, strategic recommendations for value growth and new and additional business model development. She serves as an essential liaison between clients, suppliers and the Asset Living' Executive, Business Development and Accounting teams. The firm continues to grow both its statistical footprint and status as a leading operator of affordable housing and a proven asset value-enhancer.

Ms. Alonzo holds a Bachelor of Arts degree in Sociology from The University of Texas, Arlington. She began her career in property management in 1998. Her Property Management involvement includes on-site operations, project management, business development, and multi-family housing marketplace. With a specialty in contract administration, Rebecca is able to oversee the smooth transition of property acquisitions, due diligences and take over management, including working closely with HUD, TDHCA, and the local Housing Authorities. Ms. Alonzo joined Asset Living in mid-2017 and has intentionally grown her knowledge and experience with HUD and Low-Income Housing Tax Credit (LIHTC) requirements, making her invaluable to clients and staff members.

Ms. Alonzo is a Certified Apartment Portfolio Supervisor (CAPS) and a Housing Credit Certified Professional (HCCP).

**KEY STAFF**



# City of Austin

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## Neighborhood Housing and Community Development

P.O. Box 1088, Austin, TX 78767 -1088

(512) 974-3100 ♦ Fax (512) 974-3112 ♦ [www.cityofaustin.org/housing](http://www.cityofaustin.org/housing)

December 3, 2019

Property Manager  
The Works at Pleasant Valley Apartments  
2800 Lyons Road  
Austin, TX 78702

Re: FY18-19 Monitoring Review of The Works at Pleasant Valley Apartments

Dear Property Manager:

The City of Austin, Neighborhood Housing and Community Development (NHCD) contracted UPCS Inspectors, LLC to perform an on-site monitoring review of the aforementioned property on September 25, 2019. The purpose of the review was to ensure program compliance with federal regulatory requirements set forth in the agreement between NHCD and LifeWorks Affordable Housing Corporation.

I am pleased to inform you that all units have passed inspection and The Works at Pleasant Valley Apartments is compliant with the terms of the loan agreement.

Should you have any questions or require additional information, please contact [Jenilee.Ramirez@austintexas.gov](mailto:Jenilee.Ramirez@austintexas.gov) or at 512-974-9379.

Sincerely,

Chase Clements, Financial Manager  
City of Austin, NHCD




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**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**


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*www.tdhca.state.tx.us*

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Leo Vasquez, Member

August 19, 2020

*Writer's direct phone # (512) 475 -3821*  
*Email: cara.pollei@tdhca.state.tx.us*

Erin Whelan  
Lifeworks Affordable Housing Corporation  
Austin, TX  
erin.whelan@lifeworksaustin.org

RE: The Works at Pleasant Valley Phase II

CMTS ID: 5320

Dear Ms. Whelan:

The Texas Department of Housing and Community Affairs ("Department") is the allocating and monitoring agent for the National Housing Trust Fund (NHTF) program. If The Works at Pleasant Valley Phase II has participated in an Onsite Review within the current calendar year, a separate Desk Review is not required.

The Department completed an Onsite Review of The Works at Pleasant Valley Phase II on May 12, 2020 and is in receipt of the Unit Status Report ("USR") submitted April 17, 2020. This satisfies the desk review requirement for the 2020 reporting year.

For questions or technical assistance, please contact Cara Pollei toll-free in Texas at (800) 643-8204, directly at (512) 475-3821, or by email at [cara.pollei@tdhca.state.tx.us](mailto:cara.pollei@tdhca.state.tx.us).

Sincerely,

Cara Pollei  
Compliance Monitor




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**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**


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[www.tdhca.state.tx.us](http://www.tdhca.state.tx.us)

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Kenny Marchant, Member  
Ajay Thomas, Member  
Sharon Thomason, Member

March 22, 2022

*Writer's direct phone # 512-475-3887  
Email: [benjamin.barker@tdhca.state.tx.us](mailto:benjamin.barker@tdhca.state.tx.us)*

Erin Whelan  
Lifeworks Affordable Housing Corporation  
Austin, TX  
[Susan.mcdowell@lifeworksaustin.org](mailto:Susan.mcdowell@lifeworksaustin.org)

RE: The Works at Pleasant Valley

CMTS ID: 4862

Dear Ms. Whelan:

The Texas Department of Housing and Community Affairs (Department) has received and reviewed the corrective action submitted in response to the physical inspection of The Works at Pleasant Valley (Development) conducted on November 16, 2021.

The Development has made all repairs and corrections required. Please note that although the identified deficiencies have been mitigated, only a sample of units was inspected for the purposes of the report. It is the owner's responsibility to maintain compliance property wide. The Department may select a sample of units to re-inspect in order to verify that corrective actions have been completed.

This letter addresses only deficiencies noted during the physical inspection. Other findings may have resulted from other reviews. Please contact the appropriate lead monitor for additional information concerning other reviews.

If you have any questions regarding the inspection or UPCS, please contact me at 512-475-3887, toll-free in Texas at (800) 643-8204, or email: [benjamin.barker@tdhca.state.tx.us](mailto:benjamin.barker@tdhca.state.tx.us).

Sincerely,

*Benjamin Barker*

Benjamin Barker  
Inspection Specialist

Encl: List of Corrected Deficiencies



## Texas Department of Housing and Community Affairs Owner Certification of Corrected Noncompliance

Development Name: The Works at Pleasant Valley CMTS ID: 4862

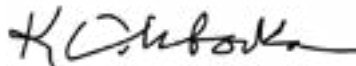
A Uniform Physical Condition Standards (“UPCS”) inspection was performed on November 16, 2021 at the development above to assess compliance with the NSP3 program. The review resulted in a finding of noncompliance under Title 10, Chapter 10, Subchapter F related to Compliance Monitoring, §10.621, Property Condition Standards, and Treasury Regulation §1.42-5(d)(2). Please see attached Deficiency Report that details the deficiencies identified.

Because the inspection resulted in a score that exceeds 75, to correct, submit only the following:

1. Update the Deficiency Report:
  - a. In the column named “Corrected By” enter the name of the person or contractor that completed the work to correct that deficiency. (NOTE: If state or local code requires a licensed professional to complete the work to correct a deficiency [e.g. infestation or fire systems], it is the Owner’s responsibility to be familiar with such codes and to correct deficiencies accordingly. The Department relies on the Owner’s due diligence in these instances.)
  - b. In the column named “Date Corrected” enter the date on which the work to correct that deficiency was completed.
2. Execute this certification to support that the work represented in the Deficiency Report has been performed.

In accordance with 10 TAC §2.401(a)(3), *Providing fraudulent information, knowingly falsified documentation, or other intentional or negligent material misrepresentation or omission with regard to any documentation, certification or other representation made to the Department* is grounds for debarment. If it is found that the deficiencies cited in the Deficiency Report were not resolved, the Department will consider the Owner to have materially misrepresented the facts and circumstances related to UPCS Inspection conducted on November 16, 2021, may be recommended for debarment.

I, Koren Actouka, on behalf of Owner, am a duly authorized representative, who is so authorized by reason of my position as Regional Supervisor to hereby certify, as true and correct, that the above referenced noncompliance has been corrected in the manner described and I further understand that if it is found that this certification was fraudulently executed, the owner is subject to debarment.



Signature of Authorized Owner Representative

Jan 4th, 2022

Date




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**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**


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 Paul A. Braden, Member  
 Sharon Thomason, Member  
 Leo Vasquez, Member

September 2, 2020

*Writer's direct phone # (512) 475 -3292  
 Email: lucy.weber@tdhca.state.tx.us*

Erin Whelan  
 Lifeworks Affordable Housing Corporation  
 Austin, TX  
 susan.mcdowell@lifeworksaustin.org

RE: The Works at Pleasant Valley

CMTS ID: 4862

Dear Ms. Whelan:

The Texas Department of Housing and Community Affairs (Department) received documentation on June 16, 2020 addressing the noncompliance identified during the monitoring review conducted at The Works at Pleasant Valley on May 10, 2020. Corrective action was due on August 23, 2020.

The documentation submitted was sufficient to correct the noncompliance related to **Failure to Use Enterprise Income Verification System (Section 811 PRA only)**. Please see attached Finding Report for details.

If you have any questions, please contact Lucy Weber toll free in Texas at (800) 643-8204, directly at (512) 475-3292 or email: [lucy.weber@tdhca.state.tx.us](mailto:lucy.weber@tdhca.state.tx.us).

Sincerely,

Lucy Weber  
 Compliance Monitor

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**  
**COMPLIANCE REVIEW**  
**DETAIL FINDINGS AND CORRECTIVE ACTION**  
*By program*

Printed Date 09/02/20  
 Page 1 of 1

**Property ID #** 4862  
**Property** The Works at Pleasant Valley  
**Address** 2800 Lyons Rd, Austin, TX-78702

**Last Desk Review Date:**  
**Last Onsite Review Date:** 05/10/20  
**Program(s):** NSP3 **File #** 77110000110  
 811 **File #**  
**Occupancy as of** 04/17/20

**PROGRAM: 811 FILE#**

**PROPERTY FINDINGS**

<b>Finding</b>	Failure to Use Enterprise Income Verification System (Section 811 PRA only)		
<b>Noncompliance Date</b>	05/22/2020	<b>Current Status</b>	Corrected - Not Reportable to IRS
		<b>Correction Date</b>	06/15/2020
<b>Reason</b>	<p>Chapter 9 of the HUD Handbook 4350.3 requires the following EIV reports be maintained in the EIV Master File: Deceased Tenant Report, Multiple Subsidy Report, New Hires Report, Failed EIV Pre-Screening Report, Failed Verification Report and No Income Reports.</p> <p>Per the Development's EIV Policies and Procedures, the Deceased Tenant Report, Multiple Subsidy Report, and New Hires Report will be run quarterly in March, June, September and December. The only reports that were submitted were ran in May, 2020.</p> <p>Per the Development's EIV Policies and Procedures, the Failed EIV Pre-Screening Report and the Failed Verification Report will be run monthly. The only reports that were submitted were ran in May, 2020.</p> <p>Per the Development's EIV Policies and Procedures, the No Income Reports will be run monthly. Neither of these reports were submitted.</p>		
<b>Corrective Action</b>	<p>These EIV reports may not be run after the required due date. To correct, please submit the completed attached Owner Certification of Corrected Noncompliance demonstrating the Development will run all EIV reports in a timely manner.</p>		
<b>Potential Administrative Penalty</b>			

**PROGRAM: ALL FILE#**

**PROGRAM: NSP3 FILE# 77110000110**

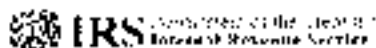
# The Works III

## RHDA Funding Application

### Attachments 3. Financial Information

## **3.A. Federal IRS Certification**

Please see the attached federal IRS certification documentation for LifeWorks.



Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248225070  
May 03, 2013 LTR 4168C 0  
74-2137189 000000 30  
04021875  
BCDC: TF

YOUTH AND FAMILY ALLIANCE  
3700 S 1ST ST  
AUSTIN TX 78704-7846



114610

Employer Identification Number: [REDACTED]  
Person to Contact: Sheila Schrom  
Toll Free Telephone Number: 1-877-829 5500

Dear Taxpayer:

This is in response to your Apr. 24, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in December 1980.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/ee](http://www.irs.gov/ee) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248225078  
May 03, 2013 LTR 4168C e  
74-2157129 000000 00  
00021876

YOUTH AND FAMILY ALLIANCE  
3700 S 1ST ST  
AUSTIN TX 78704-7046

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Richard McKee, Department Manager  
Accounts Management Operations

## **3.B. Certified Financial Audit**

A Certified Financial Audit for LifeWorks will be submitted under a separate cover.



## **3.C. Board Resolution**

Attached below is a resolution on behalf of the LifeWorks Board of Directors authorizing the submittal of this application.

**LifeWorks Affordable Housing  
Corporation**

**Corporate Resolution**

**Board of Directors**

**January 24, 2023**

**Authorization to Submit Application to the City of Austin Rental Housing  
Development Application Program**

WHEREAS, LifeWorks Affordable Housing Corporation is a 501 (c)(3) organization whose mission encompasses creating new, affordable, supportive housing for the purpose of responding to homelessness. The Works III at Tillery, LLC is a Supporting Organization of LifeWorks Affordable Housing Corporation; and

WHEREAS, LifeWorks Affordable Housing Corporation will serve as the Sole Member of the Development Owner and Applicant - The Works III at Tillery LLC; and

WHEREAS, LifeWorks Affordable Housing Corporation is proposing to build a homelessness-response 100% affordable housing development through The Works III at Tillery, LLC; and

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of LifeWorks Affordable Housing Corporation hereby approves this **RESOLUTION** and **AUTHORIZES** the President, Susan McDowell to enter into all applications and related documents and to sign for and perform any and all responsibilities in relation to the submission of applications to the City of Austin for Rental Housing Development Assistance (RHDA) funding for The Works III at Tillery, LLC on behalf of LifeWorks Affordable Housing Corporation, individually and as Sole Member of the Development Owner The Works III at Tillery, LLC, on behalf of such limited liability company.

Adopted by the Board of Directors on January 24, 2023.



Susan McDowell, President

Dated: January 24, 2023



Jim Hopke, Secretary

Dated: January 24, 2023

## **3.D. Financial Statements**

Current Financial Statements for Capital A Housing will be submitted under a separate cover.

## **3.E. Funding Commitment Letters**

Please see the following documentation regarding a construction loan and Travis County ARPA funding commitment letter.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES**  
502 E. Highland Mall Blvd.  
P. O. Box 1748  
Austin, Texas 78767

January 5, 2023

Susan McDowell  
Youth and Family Alliance, dba Lifeworks  
PO Box 3548  
Austin, Texas 78764

Re: Application for Gap Funding for The Works III

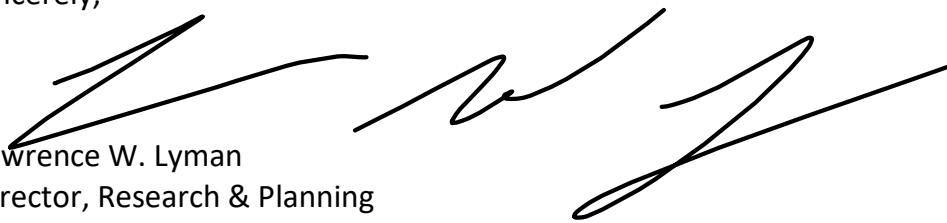
Dear Susan McDowell,

Travis County has received your application for up to \$12,992,103 in American Rescue Act, Local Fiscal Recovery Funds for the development of The Works III to be located at 701 Tillery, Austin, TX 78702. On September 14, 2021, the Commissioners Court approved a resolution earmarking funds and identified the agencies that would have access to the funds.

Lifeworks is part of a collaborative that was identified to receive \$50 million dollars. At this time, The Lifeworks has requested \$12,992,103 of the \$50,000,000 earmarked for the collaborative for the above-mentioned project. Organizational review and underwriting have begun on Lifeworks and The Works III development with an obligation of resources to follow.

Travis County will work with the Applicant within the Final Rule issued by the Treasury on January 6, 2022 to structure the funds within the capital stack of the development. There will be no fees or basis points associated with this funding.

Sincerely,

  
Lawrence W. Lyman  
Director, Research & Planning  
Travis County HHS

January 26, 2023

LifeWorks Affordable Housing Corporation  
 Ms. Susan McDowell  
 3700 S. 1<sup>st</sup> Street  
 Austin, Texas 78704

**Re: Term Sheet**

Sent via email (gentil.cabral@lifeworksaustin.org)

Ms. McDowell,

The following is a listing of the preliminary terms outlining the initial parameters of your proposed loan. This “Term Letter” should not be construed as a Loan Commitment but should serve as an indication of the loan parameters for your loan request.

<b>Borrower:</b>	The Works III at Tillery, LLC
<b>Loan Amount:</b>	\$5,000,000 Commercial Construction Real Estate Mortgage
<b>Purpose:</b>	Provide funds for the construction of a 120-unit affordable housing complex.
<b>Term:</b>	24 months
<b>Interest Rate:</b>	7.50% fixed.
<b>Payment:</b>	Interest only due monthly based on the outstanding principal
<b>Commitment Fee:</b>	0%
<b>Collateral:</b>	First Lien Deed of Trust on 701 Tillery St., Austin, TX. Subject to a maximum loan to value of 50%.
<b>Appraisal:</b>	Required subject to FIRREA Guidelines
<b>Recourse:</b>	Full corporate guaranty of Lifeworks Affordable Housing Corporation and full personal guarantees of Fayeze Kazi and Eyad Kasemi.
<b>Title Policy:</b>	Required

**Other:** Lender acknowledges the amounts and terms of anticipated equity sources of funds including:

\$5,500,000	TDHCA HOME APP
\$12,992,103	Travis County SLFR
\$8,000,000	City of Austin
\$1,481,198	Owner Equity

This term Letter is intended to outline the key components of the proposed loan. However, the Borrower shall be subject to all other terms and conditions set forth in the closing documents. The Borrower shall be required to pay for all closing costs, legal fees and other various cost associated with closing the loan.

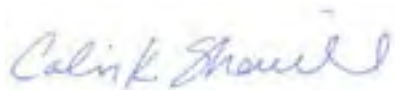
#### NOTICE

**THE WRITTEN LOAN AGREEMENT REPRESENTS THE FINAL AGREEMENT BETWEEN THE PARTIES AND MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS, OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES.**

**THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.**

Horizon Bank, SSB is pleased to offer this preliminary financing proposal with the intention of establishing a banking relationship. The loan request is subject to final approval by the Horizon Bank Loan Committee. Please contact me at 512-637-5732 to discuss any questions that you may have.

Respectfully,



Colin K. Sherrill  
Senior Vice President – Commercial Lending

# The Works III

## RHDA Funding Application

### Attachments 4. Project Information



## MARKET ANALYSIS

The Works III is responding to an enormous and growing demand for affordable housing in Austin by providing 120 deeply-affordable rental units within East Austin. Featuring studios, one-bedrooms, and two-bedroom units, these homes are intended to provide permanent supportive housing for homelessness response as part of the Coordinated Entry system for Austin.

### I. Evaluate general demographic, economic, and housing conditions in the community, including:

#### 1) Target Populations and Area Demographic Makeup:

The target population of The Works III are individuals experiencing homelessness in need of housing in central Austin. According to Neighborhood Scout, the neighborhood surrounding the property has a demographic makeup as follows:

- **Race and Ethnicity:** 40.5% White, 10.4% Black or African American, 2.8% Asian, 44.1% Hispanic or Latino of any race. [More diverse than 85% of US Neighborhoods.]
- **Median Household Income:** \$75,331 [\$64,994 for the nation.]
- **Homeownership Rate:** 31.3% owners
- **Average Market Rent:** \$2,635 per month
- **Average Home Value:** \$649,989
- **Age:** 6.7% are under 5 years, 10.5% are 5 to 17, 21.5% are 18-29, 31.4% are 30-44, 19.6% are 45-64, 10.3% are 65 years and over.
- **Household Type:** 46.3% are 1-person household, 2.9% are married couple with child, and 9.0% are single parent with child.
- **Gender:** 50.2% are male and 49.8% are female.

#### 2) Overall Economic Conditions and Trends:

The neighborhood surrounding The Works III has a median real estate price of \$649,989, which is more expensive than 92.7% of the neighborhoods in Texas and 82.7% of the neighborhoods in the U.S. Also according to NeighborhoodScout, the average rental price is \$2,635 which is higher than 86.3% of the neighborhoods in Texas.

NeighborhoodScout categorizes the neighborhood as upper-middle income, with 48.9% of children here below the federal poverty line.

The average annual change in per capita income over the last 5 years is 27.3% compared to 4.8% for the nation. The average annual change in household income over the last 5 years is 19.6% compared to 4.6% for the nation. The average change in unemployment rate over the last 5 years is 0.0% for the neighborhood compared to -0.1% nationally.

Please see the provided NeighborhoodScout Report for additional information on Economic Conditions and Trends for this neighborhood.

### 3) General Housing Conditions and Trends in the Community:

According to NeighborhoodScout, the site is located in the “East Cesar Chavez/Holly” neighborhood submarket. This is classified as an urban neighborhood based on population density.

This neighborhood's real estate is primarily made up of small (studio to two bedroom) to medium sized (three or four bedroom) apartment complexes with some high-rise apartments and single family home. Most of the residential real estate is occupied by mixture of owners and renters. Many of the residences in this neighborhood are newer, built in 2000 or later but there are a number of residences built between 1940 and 1969.

Home and apartment vacancy rates are 15.4% in this neighborhood. NeighborhoodScout analysis shows that this rate is higher than 77% of the neighborhoods in the nation, making it well above the national average.

In the last 5 years, the average annual appreciation for home prices has been 12.49%, with current prices per square foot at \$527. Rents have increased 13.1% over the last 5 years.

#### ii. Identify the Geographic Area

The Works III is located in East Austin in census tract 9.02. The area is identified as “East Austin” within the City’s Gentrification and Displacement study; which classifies the tract as experiencing “Dynamic” displacement. The area is subject to the Govalle – Johnston Terrace neighborhood plan. Please see page one of the Neighborhood Scout attachment for a map of the area.

#### iii. Quantify the Pool of Eligible Tenants

Due to The Works III’s role within the region’s homelessness response efforts, prospective residents will pull from the surrounding Austin region.

The Austin Strategic Housing Plan, drafted in 2016, identifies public policies and development incentives that can help increase the supply of affordable housing. The report estimates that by 2025, Austin will need an additional 60,000 units of housing that are affordable to people earning 80% of the Median Family Income (MFI) or less — 22,417 of which are needed for people earning 30% MFI or below.

The Austin Chamber has partnered with 100 business and social service organizations to develop an Affordability Action Plan. The Plan calls for increasing housing supply by allowing at least 15,000 housing units to be built per year for 10 years, with at least 25% affordable housing for households at 80% Median Family Income (MFI) and below, including 200 Housing First Permanent Supportive Housing units per year; and 25% “missing middle”/workforce housing at 140% MFI.

The Austin Housing Coalition brings together low-income housing providers from across the community to network and share information with the goal of increasing our community supply of affordable housing. Most low-income renters earning less than \$35,000 who are not cost burdened are living in housing that is provided by these low-income housing providers, or in housing that is federally subsidized.

**iv. Analyze the Competition**

Homes at The Works III will provide much-needed permanent supportive housing in the area. Designed as studios, one-bedroom and two-bedroom, these homelessness-response units will be some of the only such residences available in the immediate vicinity.

**v. Assess the Market Demand**

As reported by the Texas Association of Affordable Housing Providers (TAAHP), the Austin Strategic Housing Blueprint identifies a need for an additional 60,000 units of affordable housing below 80 percent of the median family income (MFI) by 2027. Of those 60,000 units, 20,000 are earmarked for families earning less than 30% of MFI, and another 25,000 are needed for households earning between 31-60% MFI. **City Council District 3 has a goal of creating 6,295 affordable units by 2027, but has only delivered 976 (16%) to date.** This gap marks a dire need for additional deeply-affordable housing in the area.

**vi. Evaluate the Effective Demand and the Capture Rate**

120 units / 45,000 housing units needed at 60% MFI or below = **0.1% capture rate.**

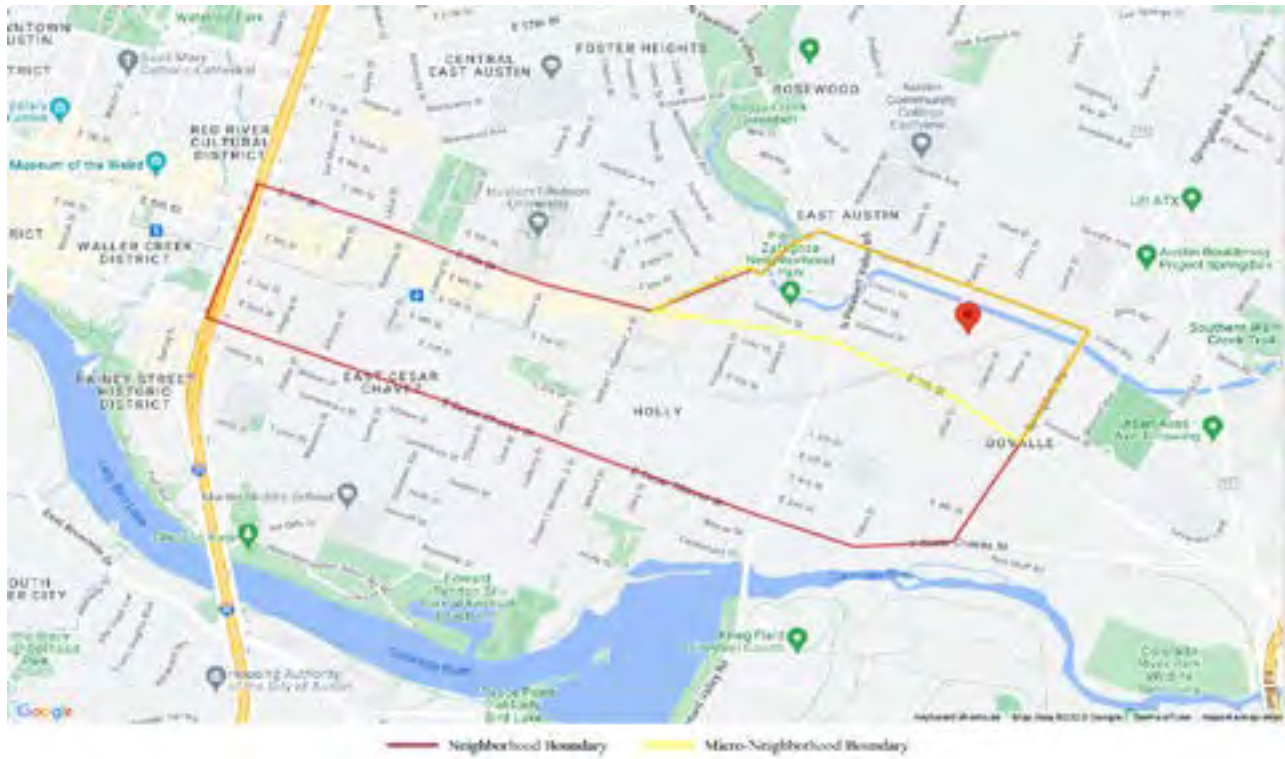
**vii. Absorption Rate**

Once construction of The Works III is completed, the project will be filled systematically by the LifeWorks non-profit owner with residents drawn from the Coordinated Entry homelessness response system operated by ECHO. It is expected that the property will be 100% occupied in 2-3 months with an estimated absorption rate of 40 units per month.



701 Tillery St, Austin, TX 78702



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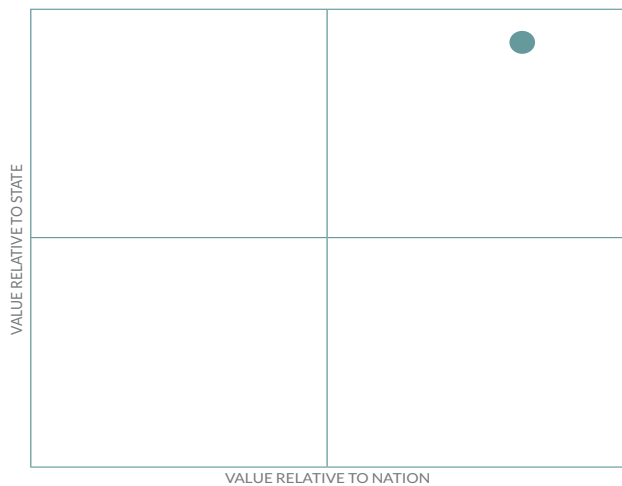
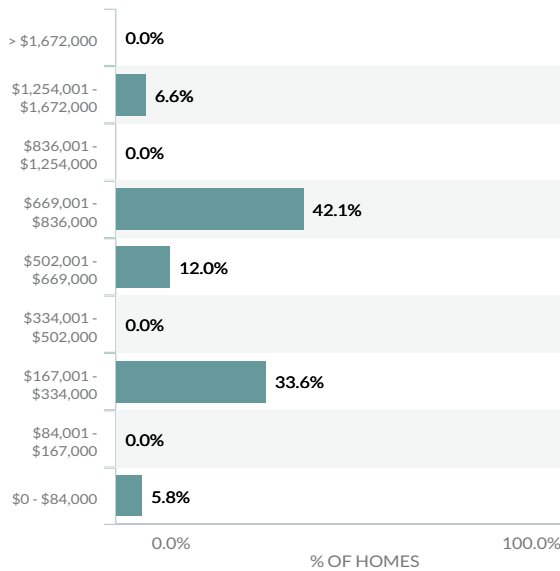
## THE 701 TILLERY ST NEIGHBORHOOD REAL ESTATE

### AVERAGE HOME VALUES

 **MEDIAN HOME VALUE:**   
\$649,989


 **MEDIAN REAL ESTATE TAXES:**  
**\$8,971** (1.4% effective rate)

### NEIGHBORHOOD HOME PRICES



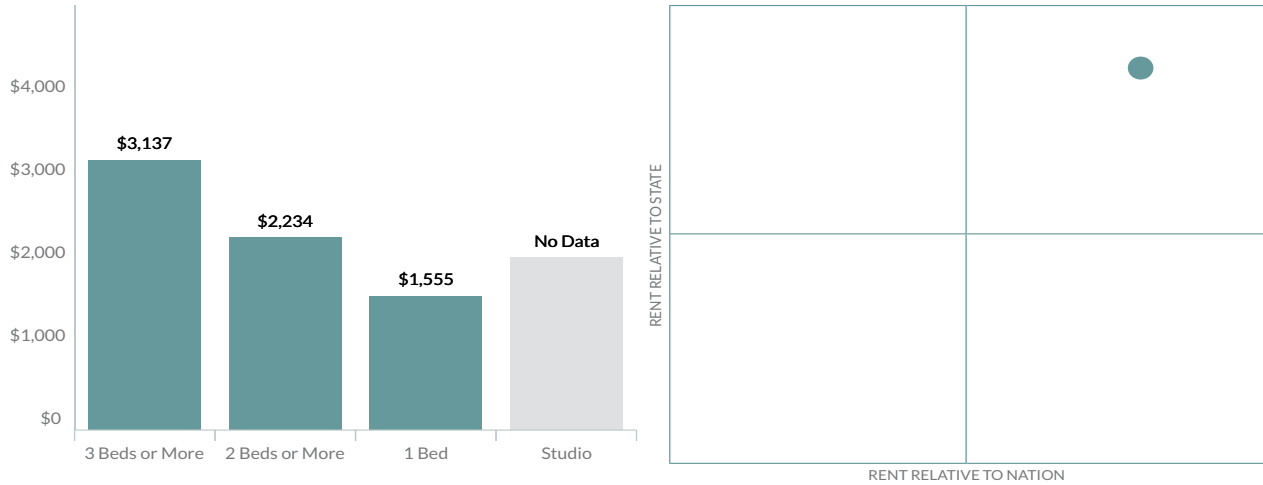
### AVERAGE MARKET RENT

 **AVERAGE MARKET RENT:**  
 **\$2,635** / per month

 **GROSS RENTAL YIELD:**  
**4.47 %**



MEDIAN MONTHLY RENT BY NUMBER OF BEDROOMS



SETTING

Setting options:  COASTAL  LAKEFRONT  FARMS

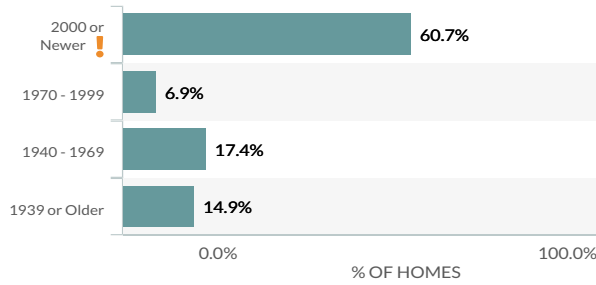
NEIGHBORHOOD LOOK AND FEEL



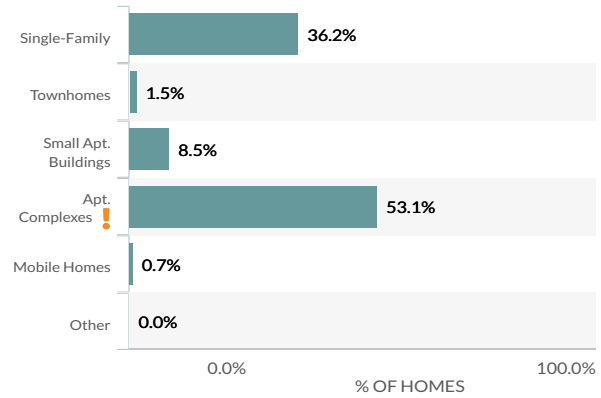


## HOUSING MARKET DETAILS

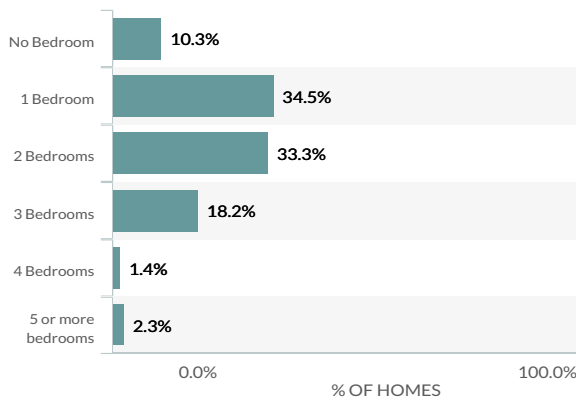
### AGE OF HOMES ⚠️



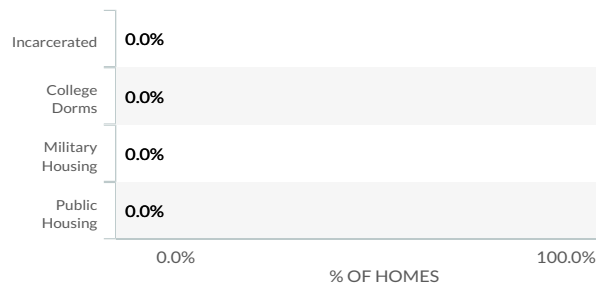
### TYPES OF HOMES ⚠️



### HOME SIZE

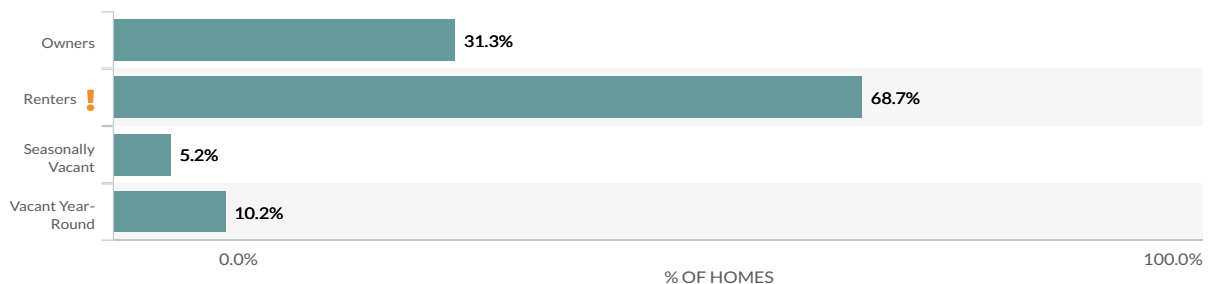


### SPECIAL PURPOSE HOUSING



## HOMEOWNERSHIP

### HOMEOWNERSHIP RATE ⚠️





## THE 701 TILLERY ST NEIGHBORHOOD DEMOGRAPHICS

136 Vital Statistics found.

0 Condition Alerts found.

### LIFESTYLE

	Young Single Professionals	97.5%	Excellent
	Luxury Communities	78.5%	Good
	College Student Friendly	33.2%	Poor
	Retirement Dream Areas	22.4%	Poor
	Family Friendly	1.7%	Poor
	Vacation Home Locations	0.0%	Poor
	First Time Homebuyers	0.0%	Poor

### SPECIAL CHARACTER

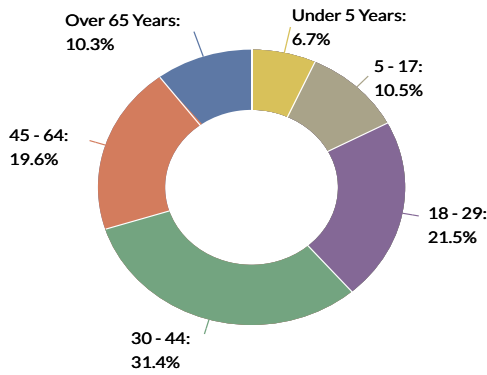
	Hip Trendy	95.7%	Excellent
	Walkable	85.9%	Very Good
	Urban Sophisticates	79.8%	Good
	Quiet	27.1%	Poor
	Nautical	0.0%	Poor



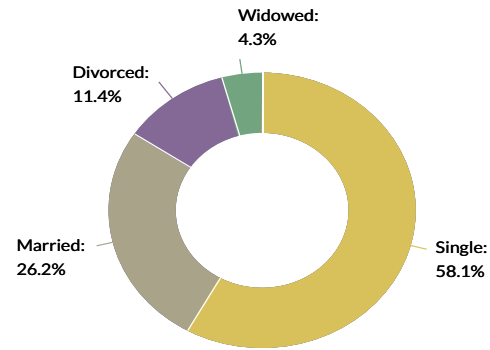


## AGE / MARITAL STATUS

### AGE



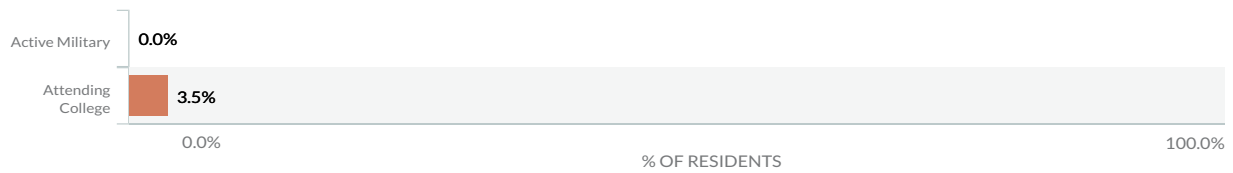
### MARITAL STATUS



## GENDER RATIO



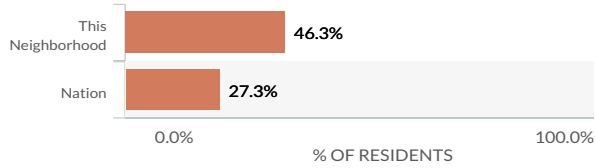
## MILITARY & COLLEGE STATUS



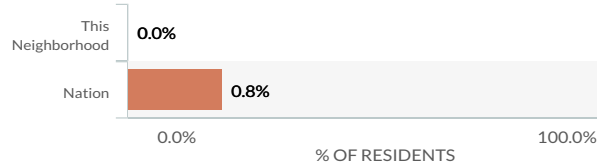


## HOUSEHOLD TYPES

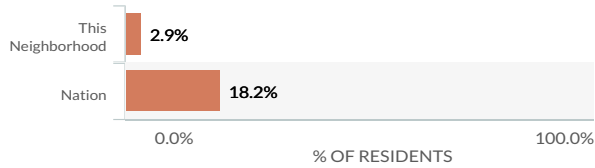
### ONE PERSON HOUSEHOLDS



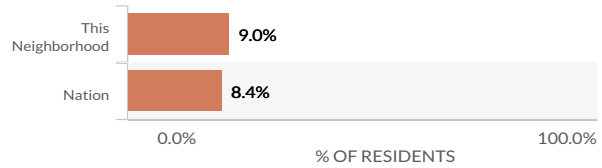
### SAME SEX PARTNERS



### MARRIED COUPLE WITH CHILD

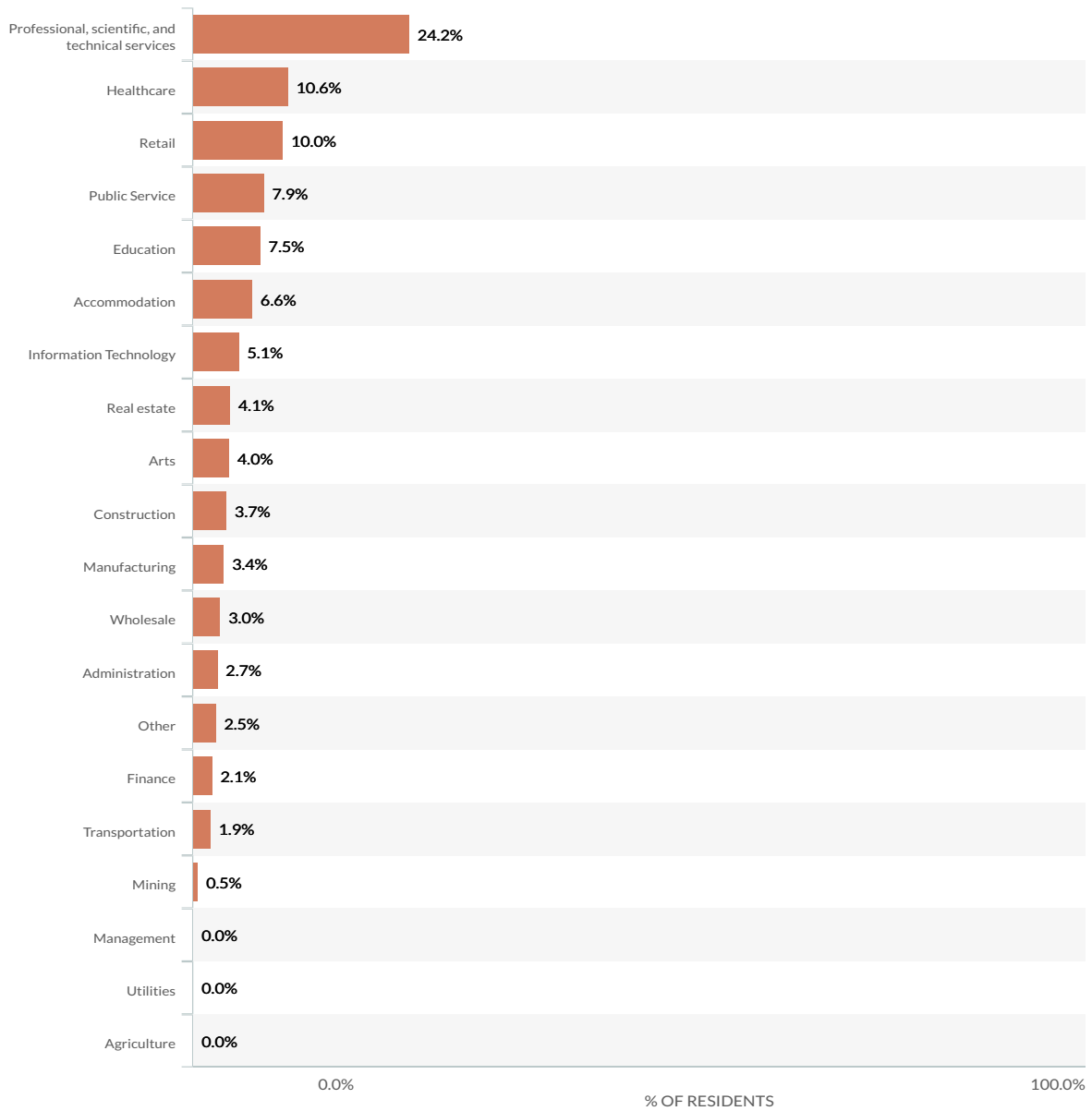


### SINGLE PARENT WITH CHILD





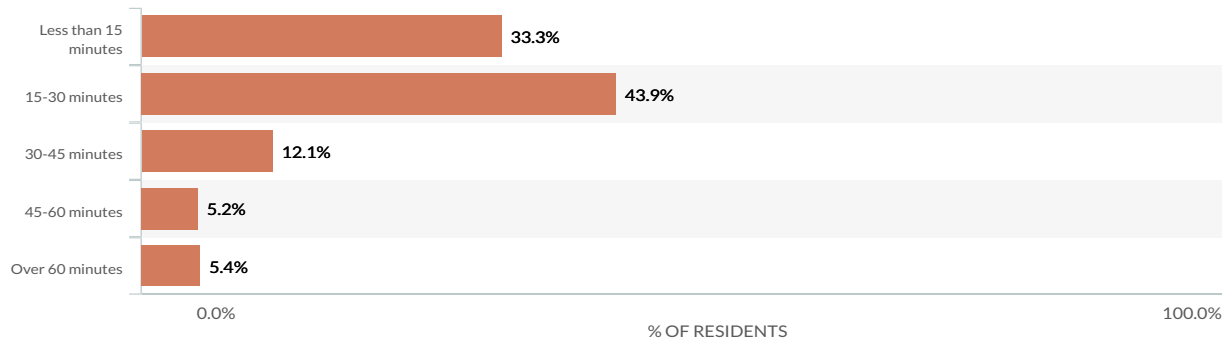
## EMPLOYMENT INDUSTRIES



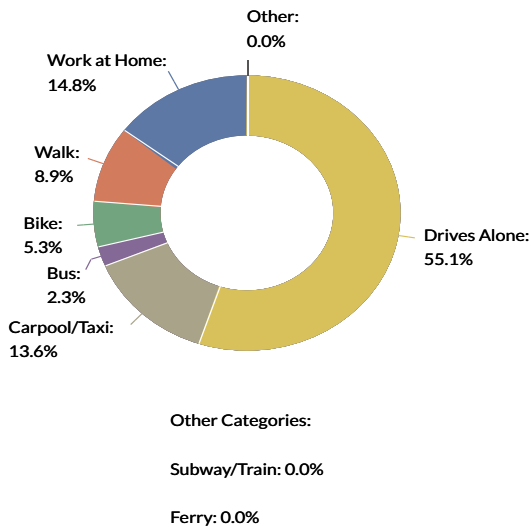


## COMMUTE TO WORK

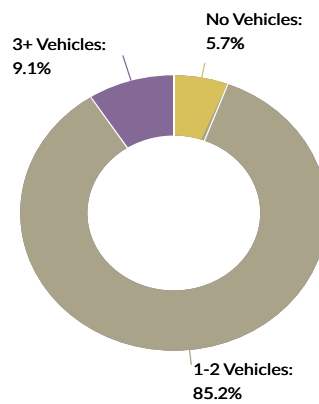
### AVERAGE ONE-WAY COMMUTE TIME



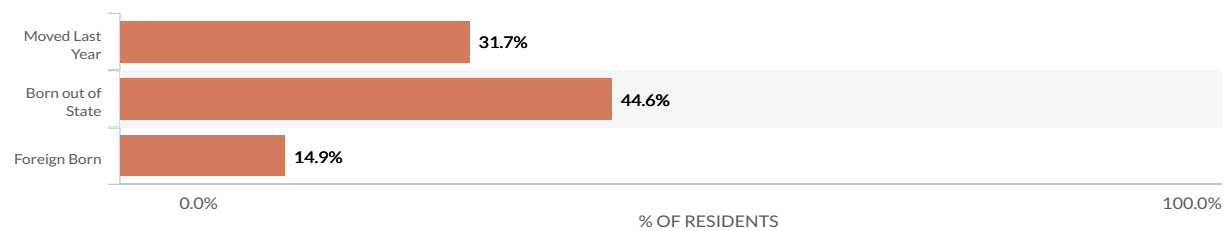
### MEANS OF TRANSPORT



### VEHICLES PER HOUSEHOLD

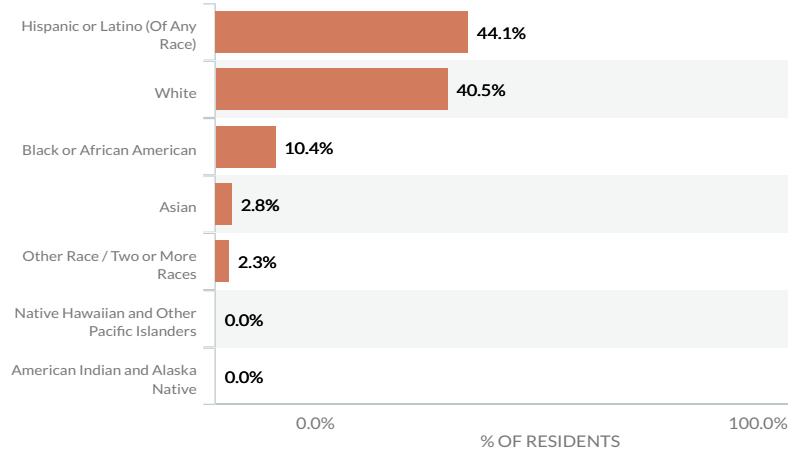
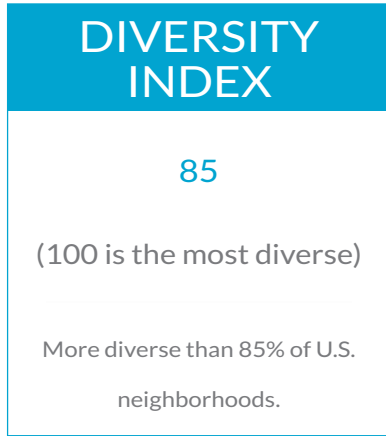


## MIGRATION & MOBILITY

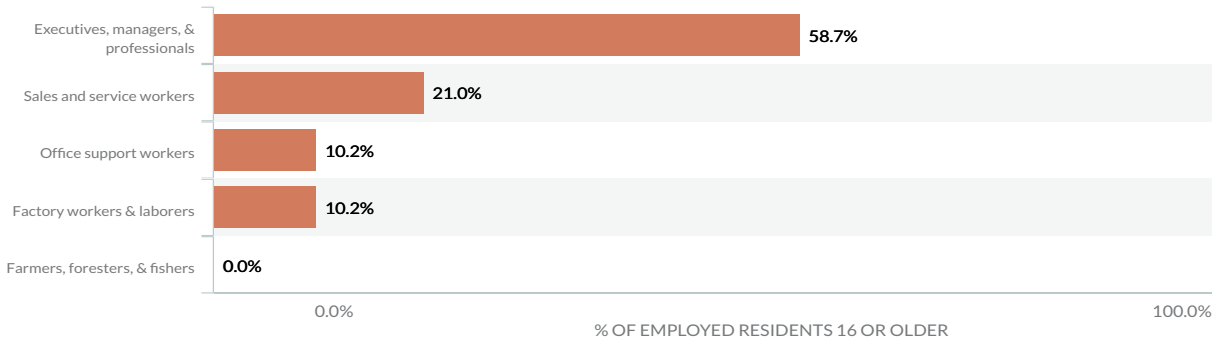




## RACE & ETHNIC DIVERSITY



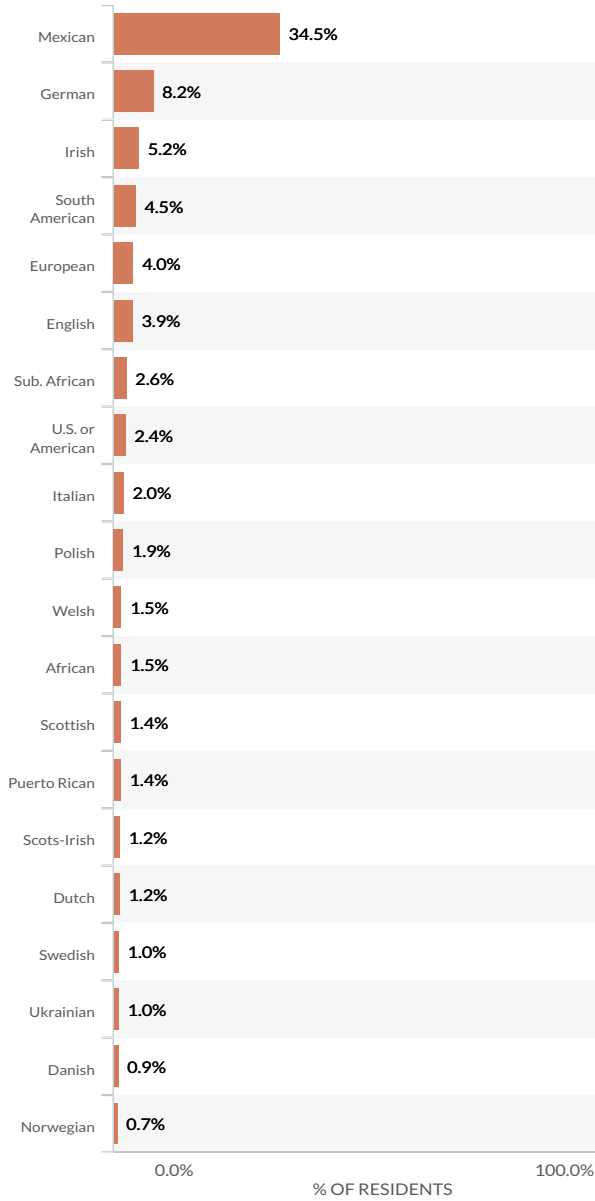
## OCCUPATIONS



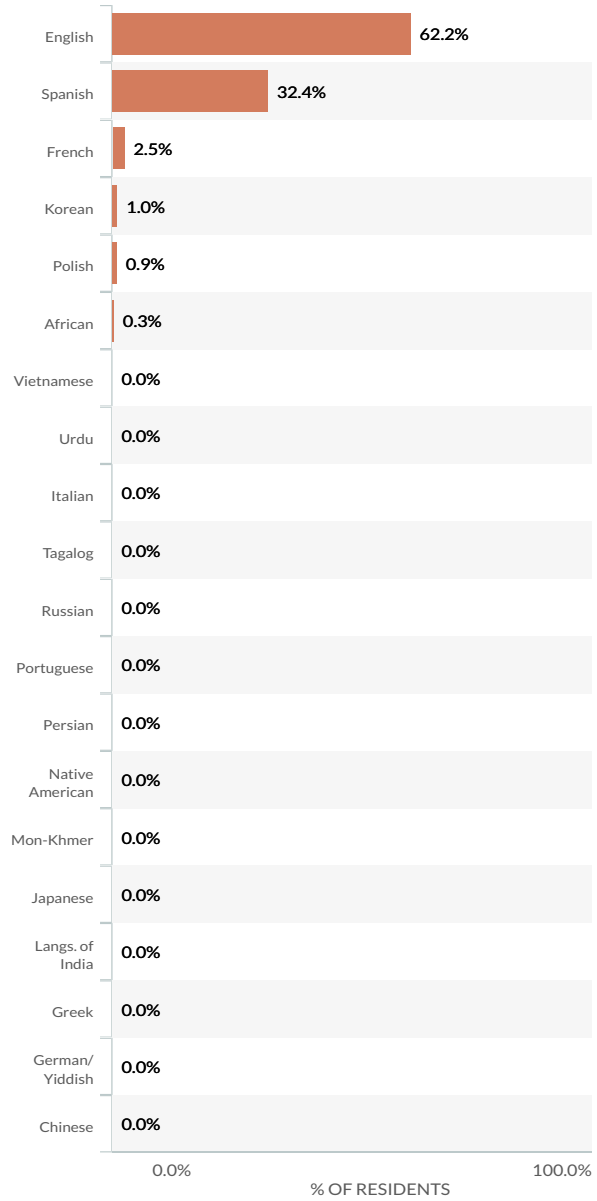


## ANCESTRIES & LANGUAGES SPOKEN

### ANCESTRY (TOP 20)

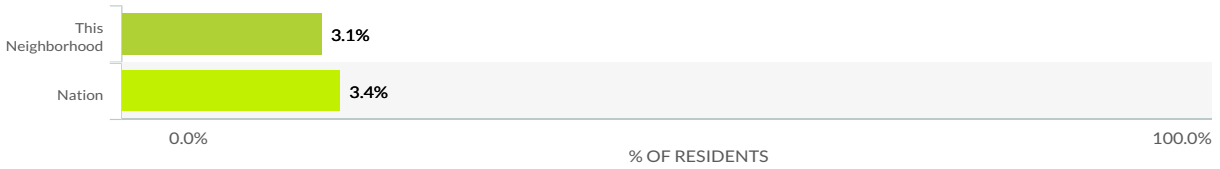


### LANGUAGES SPOKEN (TOP 20)



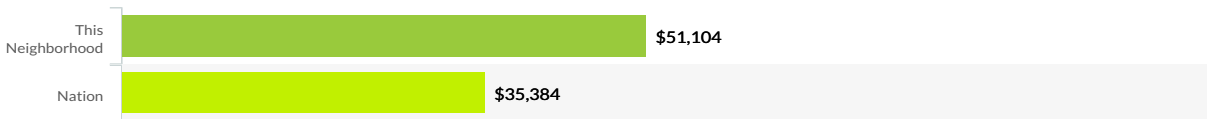


### UNEMPLOYMENT RATE

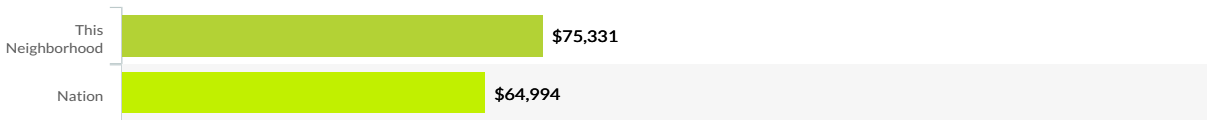


### AVERAGE INCOME

#### PER CAPITA INCOME

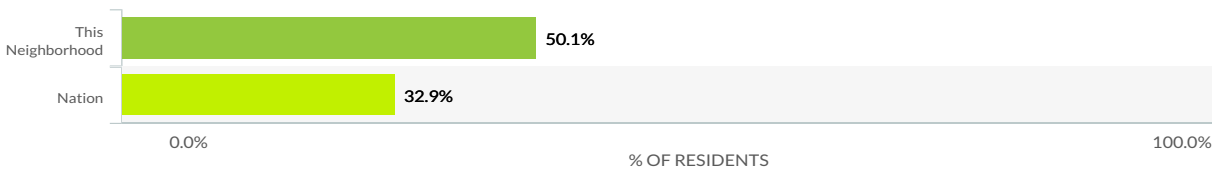


#### MEDIAN HOUSEHOLD INCOME

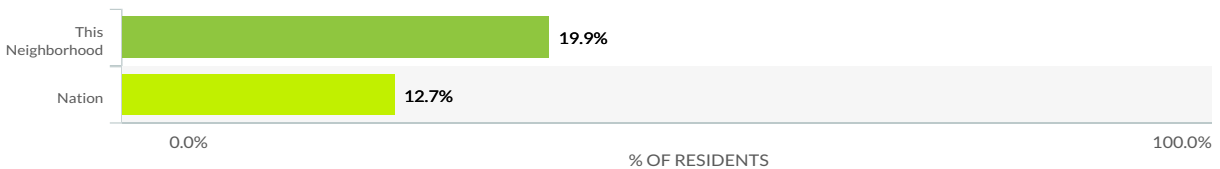


### EDUCATION

#### PERCENT WITH COLLEGE DEGREE



#### PERCENT WITH ADVANCED DEGREE

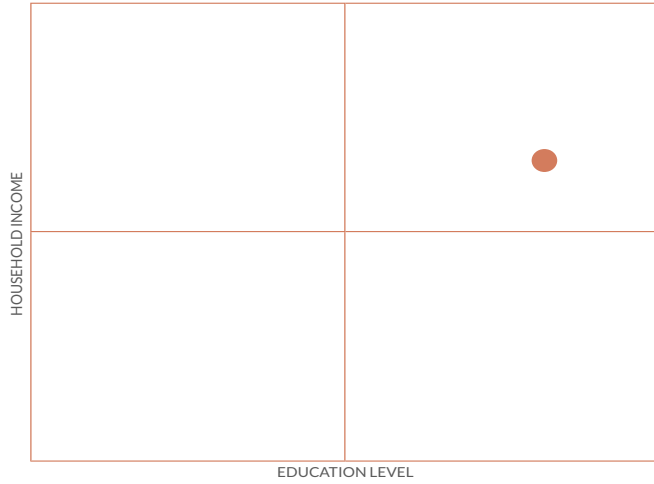




701 Tillery St, Austin, TX 78702

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## INCOME AND EDUCATION







## THE 701 TILLERY ST NEIGHBORHOOD CRIME

67 Vital Statistics found.

6 Condition Alerts found.

### NEIGHBORHOOD CRIME DATA

**TOTAL CRIME INDEX**

**1**

(100 is safest)

Safer than 1% of U.S. neighborhoods.

NEIGHBORHOOD ANNUAL CRIMES			
	VIOLENT	PROPERTY	TOTAL
Number of Crimes	137	708	845
Crime Rate (per 1,000 residents)	17.56	90.73	108.29

### NEIGHBORHOOD VIOLENT CRIME

**VIOLENT CRIME INDEX**

**4**

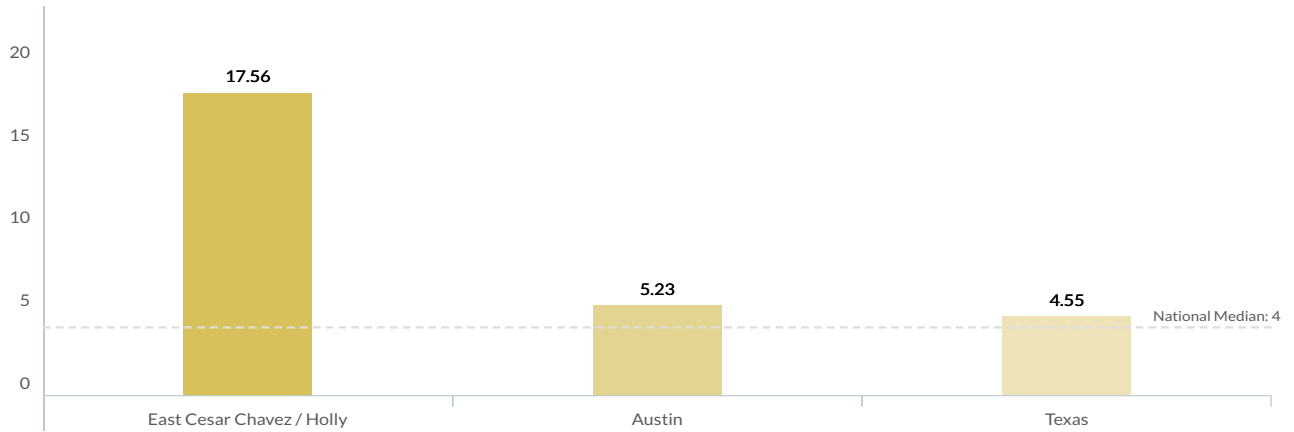
(100 is safest)

Safer than 4% of U.S. neighborhoods.

VIOLENT CRIME INDEX BY TYPE			
MURDER INDEX	RAPE INDEX	ROBBERY INDEX	ASSAULT INDEX
<b>7</b> <small>100 is safest</small>	<b>6</b> <small>100 is safest</small>	<b>3</b> <small>100 is safest</small>	<b>4</b> <small>100 is safest</small>



### VIOLENT CRIME COMPARISON (PER 1,000 RESIDENTS)



### MY CHANCES OF BECOMING A VICTIM OF A VIOLENT CRIME

<b>1 IN 57</b> in this Neighborhood	<b>1 IN 191</b> in Austin	<b>1 IN 220</b> in Texas
--	------------------------------	-----------------------------

### AUSTIN VIOLENT CRIMES

POPULATION: **964,177**

	MURDER	RAPE	ROBBERY	ASSAULT
Report Total	79	583	994	3,386
Rate per 1,000	0.08	0.60	1.03	3.51

### UNITED STATES VIOLENT CRIMES

POPULATION: **331,888,310**

	MURDER	RAPE	ROBBERY	ASSAULT
Report Total	22,941	144,285	202,155	943,774
Rate per 1,000	0.07	0.43	0.61	2.84



### NEIGHBORHOOD PROPERTY CRIME

**PROPERTY CRIME INDEX**

1

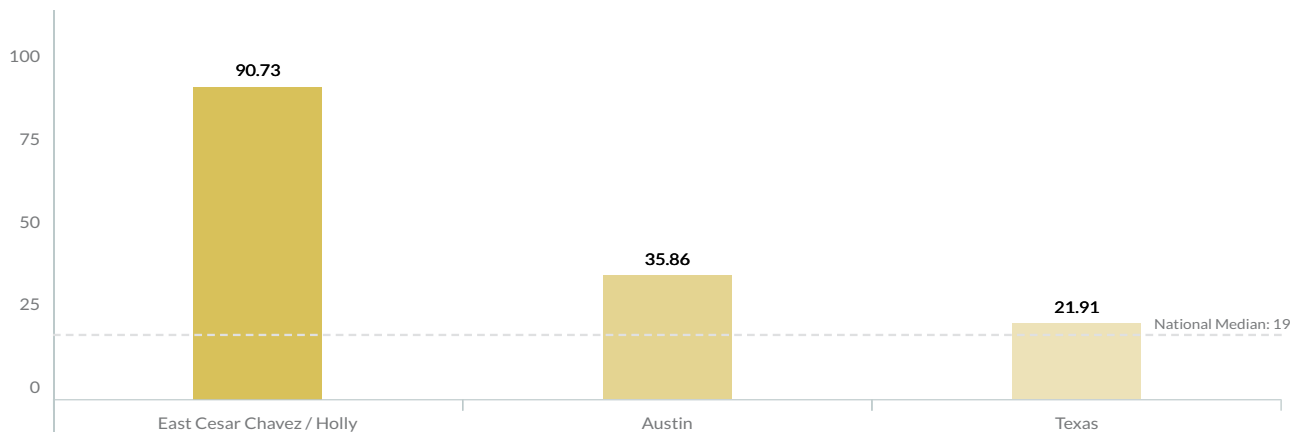
(100 is safest)

⚠️

Safer than 1% of U.S. neighborhoods.

PROPERTY CRIME INDEX BY TYPE		
BURGLARY INDEX	THEFT INDEX	MOTOR VEHICLE THEFT
1	0	40
100 is safest	100 is safest	100 is safest

### PROPERTY CRIME COMPARISON (PER 1,000 RESIDENTS)



MY CHANCES OF BECOMING A VICTIM OF A PROPERTY CRIME		
<p style="font-size: 1.5em; color: #0099cc;">1 IN 11</p> <p style="color: orange; font-size: 1.2em;">⚠️</p> <p style="font-size: 0.8em;">in this Neighborhood</p>	<p style="font-size: 1.5em; color: #0099cc;">1 IN 28</p> <p style="font-size: 0.8em;">in Austin</p>	<p style="font-size: 1.5em; color: #0099cc;">1 IN 46</p> <p style="font-size: 0.8em;">in Texas</p>



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### AUSTIN PROPERTY CRIMES

POPULATION: **964,177**

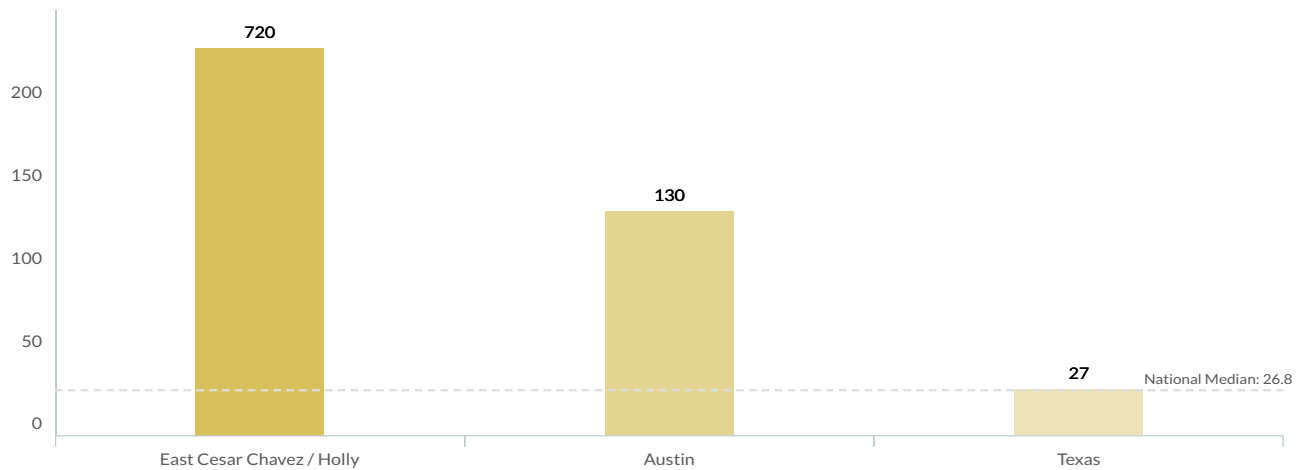
	BURGLARY	THEFT	MOTOR VEHICLE THEFT
Report Total	4,816	25,170	4,593
Rate per 1,000	4.99	26.11	4.76

### UNITED STATES PROPERTY CRIMES

POPULATION: **331,888,310**

	BURGLARY	THEFT	MOTOR VEHICLE THEFT
Report Total	899,656	4,626,970	890,179
Rate per 1,000	2.71	13.94	2.68

### CRIME PER SQUARE MILE





## THE 701 TILLERY ST NEIGHBORHOOD SCHOOLS

### SCHOOL RATING INFORMATION

**SCHOOL QUALITY**

# 6

(100 is best)

Better than 6% of U.S. schools.

## ADDRESS SCHOOL QUALITY RATING

Address-Specific School Quality Rating. Rates the quality of the K-12 public schools that serve this address.

### SCHOOLS IN THIS ADDRESS

SCHOOL DETAILS	GRADES	QUALITY RATING COMPARED TO TX*	QUALITY RATING COMPARED TO NATION*
<a href="#">Martin Middle School</a> 1601 Haskell St Austin, TX 78702	06-08	1	1

\* 10 is highest

### NEIGHBORHOOD EDUCATIONAL ENVIRONMENT

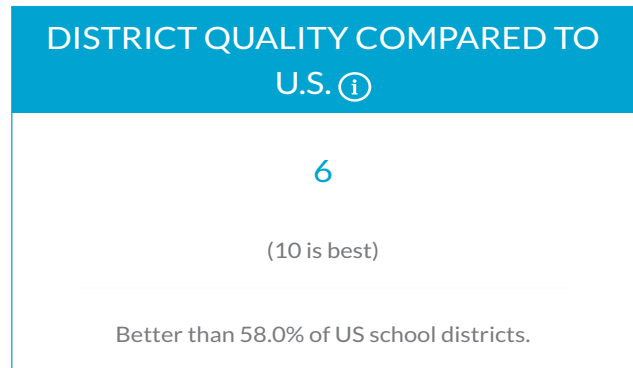
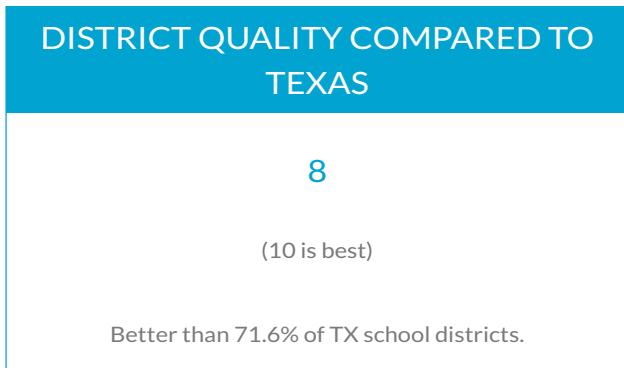
Adults In Neighborhood With College Degree Or Higher	50.1%
Children In The Neighborhood Living In Poverty	48.9%



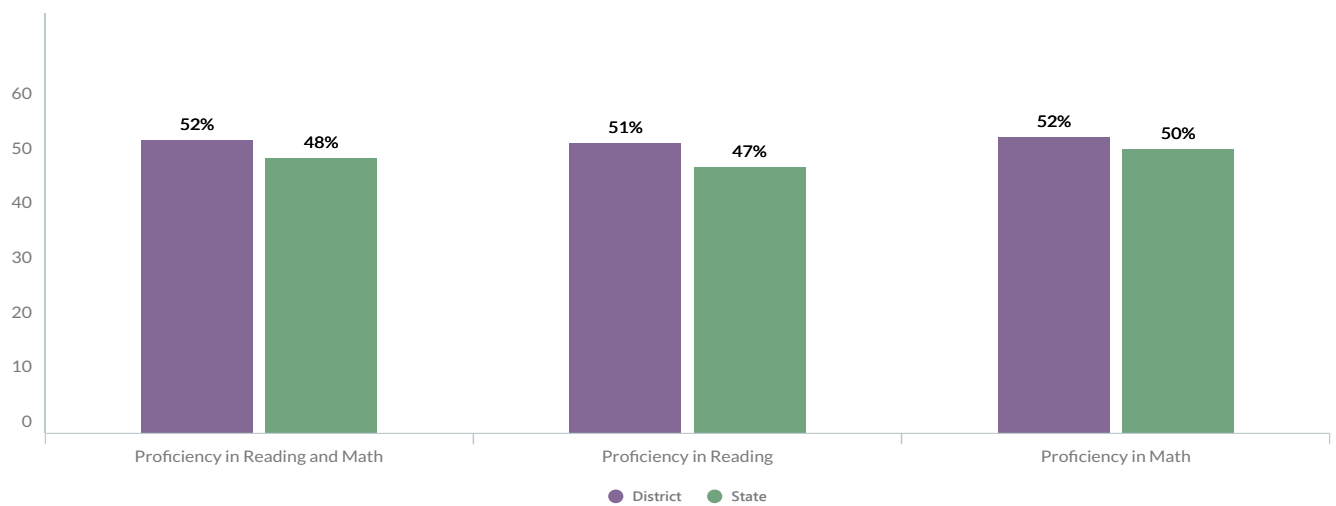
**THIS NEIGHBORHOOD IS SERVED BY 1 DISTRICT:**

**AUSTIN ISD**

<p><b>74,871</b></p> <p>Students Enrolled in This District</p>	<p><b>126</b></p> <p>Schools in District</p>	<p><b>14</b></p> <p>Students Per Classroom</p>
--	--	--



**Public School Test Scores (No Child Left Behind)**





701 Tillery St, Austin, TX 78702

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## School District Enrollment By Group

ETHNIC/RACIAL GROUPS	THIS DISTRICT	THIS STATE
White (non-hispanic)	31.2%	27.5%
Black	6.9%	13.1%
Hispanic	57.0%	54.0%
Asian Or Pacific Islander	4.7%	4.9%
American Indian Or Native Of Alaska	0.2%	0.5%

ECONOMIC GROUPS	THIS DISTRICT	THIS STATE
ECONOMICALLY DISADVANTAGED	51.8%	60.2%
FREE LUNCH ELIGIBLE	51.0%	56.2%
REDUCED LUNCH ELIGIBLE	0.9%	4.0%

## Educational Expenditures

FOR THIS DISTRICT	PER STUDENT	TOTAL	% OF TOTAL
Instructional Expenditures	\$5,881	\$470,668,192	26.7%
Support Expenditures			
Student	\$610	\$48,819,520	2.8%
Staff	\$627	\$50,180,064	2.9%
General Administration 	\$132	\$10,564,224	0.6%
School Administration	\$681	\$54,501,792	3.1%
Operation	\$1,187	\$94,997,984	5.4%
Transportation 	\$415	\$33,213,280	1.9%
Other	\$557	\$44,577,824	2.5%
Total Support	\$4,209	\$336,854,688	19.1%
Non-instructional Expenditures 	\$11,896	\$952,060,672	54.1%
Total Expenditures 	\$21,986	\$1,759,583,552	100.0%

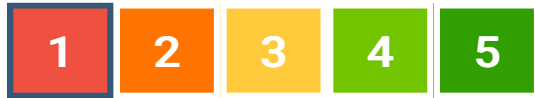


## THE 701 TILLERY ST TRENDS AND FORECAST

### SCOUT VISION® SUMMARY

#### RISING STAR INDEX ⓘ

Very Low



Appreciation Potential (3 years)

RATINGS: 1=Very Low 2=Low 3=Moderate 4=High  
5=Rising Star

#### BLUE CHIP INDEX ⓘ

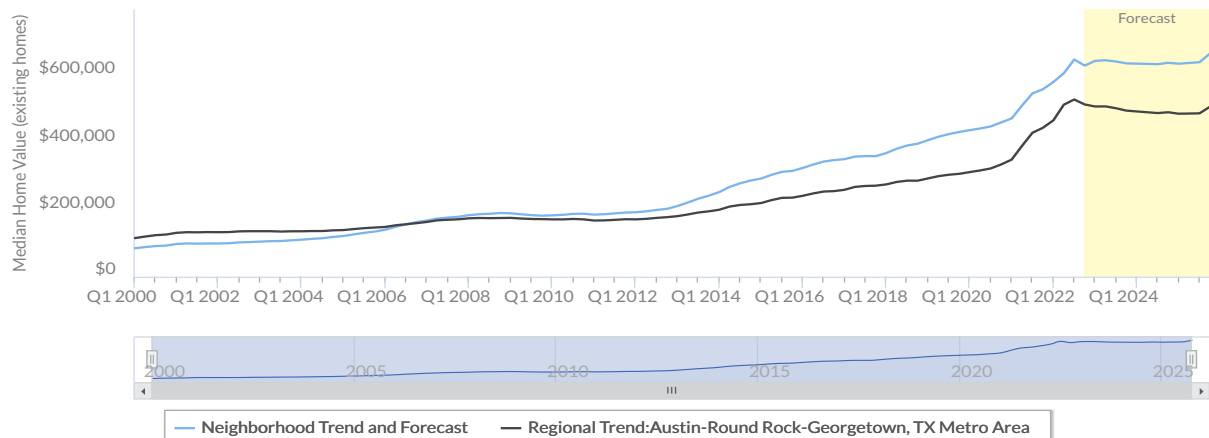
Blue Chip



Past Appreciation and existing fundamentals

RATINGS: 1=Very Low 2=Low 3=Moderate 4=High  
5=Blue Chip

#### SCOUT VISION Neighborhood Home Value Trend and Forecast ⓘ







## SCOUT VISION® HOME VALUE TRENDS AND FORECAST

TIME PERIOD	TOTAL APPRECIATION	AVG. ANNUAL RATE	COMPARED TO METRO*	COMPARED TO AMERICA*
3 Year Forecast: 2022 Q4 - 2025 Q4	2.72% ↑	0.90% ↑	10	8
Latest Quarter: 2022 Q2 - 2022 Q3	6.76% ↑	29.92% ↑	2	10
Last 12 Months: 2021 Q3 - 2022 Q3	18.44% ↑	18.44% ↑	3	8
Last 2 Years: 2020 Q3 - 2022 Q3	44.52% ↑	20.22% ↑	1	9
Last 5 Years: 2017 Q3 - 2022 Q3	80.10% ↑	12.49% ↑	5	10
Last 10 Years: 2012 Q3 - 2022 Q3	225.38% ↑	12.52% ↑	10	10
Since 2000: 2000 Q1 - 2022 Q3	597.98% ↑	9.23% ↑	10	10

\* 10 is highest

## KEY PRICE DRIVERS AT THIS LOCATION

### Pros

Factors likely to drive home values upward over the next few years or indicators of upward trends already underway.

- + Income Trend
- + Educated Population Trend
- + Access to High Paying Jobs
- + Neighborhood Look & Feel

### Cons

Impediments to home value appreciation over the next few years or indicators of negative trends already underway.

- Crime
- School Performance
- Vacancies



701 Tillery St, Austin, TX 78702

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### SCOUT VISION® PROXIMITY INDEX

#### PRICE ADVANTAGE OVER SURROUNDING NEIGHBORHOODS ⓘ

Similar Price



Price advantage score

RATINGS: 1=Strong Disadvantage 2=Disadvantage

3=Similar Price 4=Advantage 5=Strong Advantage

**\$527**  
Neighborhood price per sqft

**\$543**  
Average Nearby Home Price per sqft

#### ACCESS TO HIGH PAYING JOBS ⓘ

Excellent



Jobs score

RATINGS: 1=Limited 2=Below Average 3=Average 4=Very

Good 5=Excellent

### JOBS WITHIN AN HOUR

WITHIN	HIGH-PAYING* JOBS
5 minutes	6231
10 minutes	115597
15 minutes	219888
20 minutes	319608
30 minutes	496822
45 minutes	590000
60 minutes	623013

\*Annual salary of \$75,000 or more

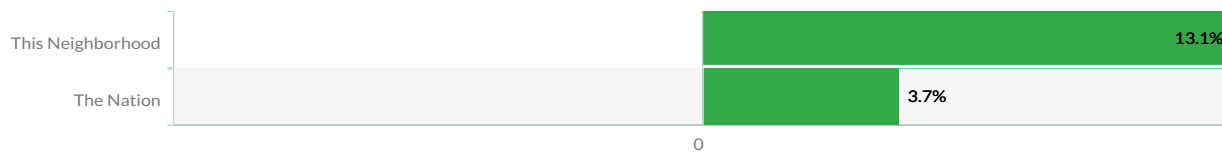


## SCOUT VISION® REAL ESTATE TRENDS AND FORECAST

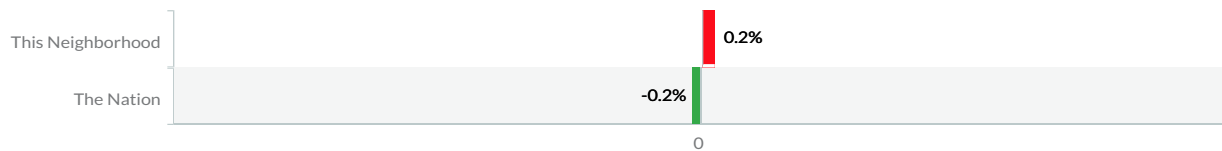
### AVG. ANNUAL HOMEOWNERSHIP TREND Over last 5 years ⚠️



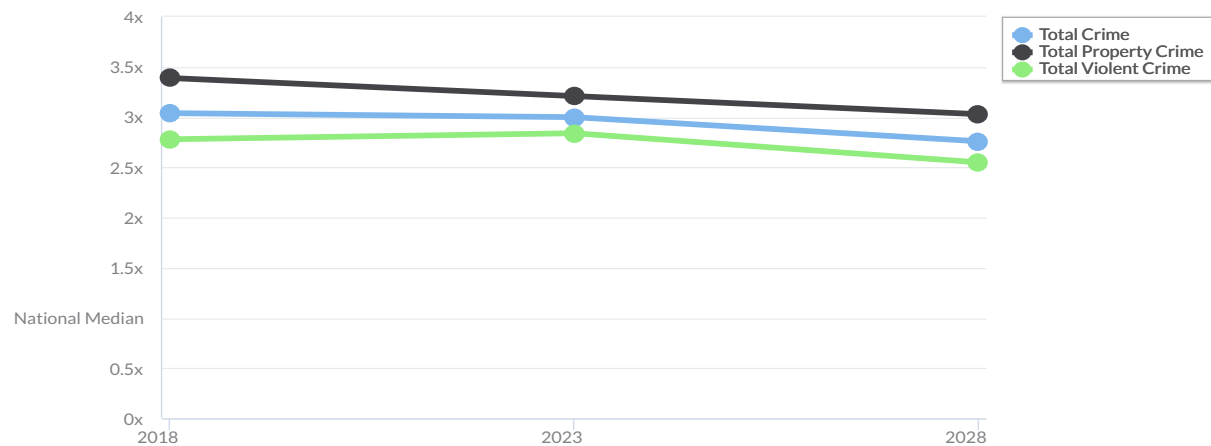
### AVG. ANNUAL RENT PRICE TREND Over last 5 years ⚠️



### AVG. ANNUAL VACANCY TRENDS Over last 5 years



## SCOUT VISION® CRIME TRENDS AND FORECAST

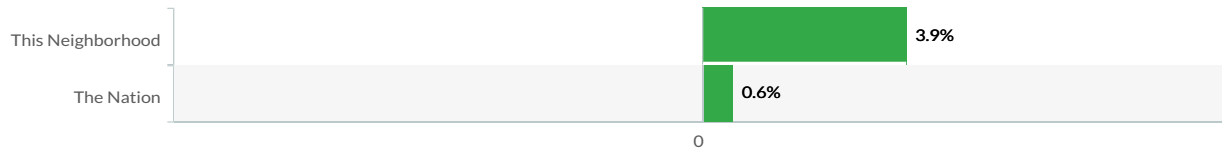


NeighborhoodScout.com

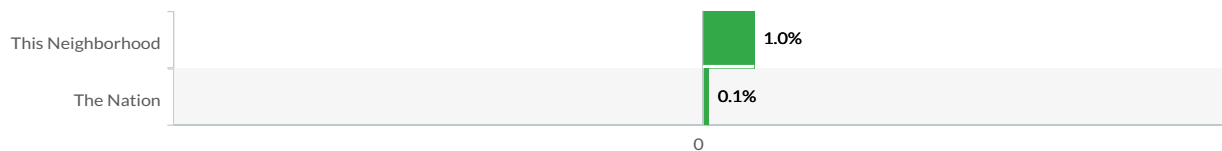


## SCOUT VISION® EDUCATION TRENDS AND FORECAST

### AVG. ANNUAL CHANGE IN COLLEGE GRADUATES Over last 5 years ⚠

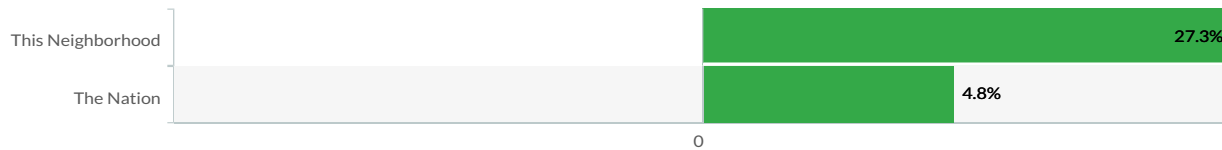


### AVG. ANNUAL CHANGE IN K-12 SCHOOL PERFORMANCE Over last 5 years

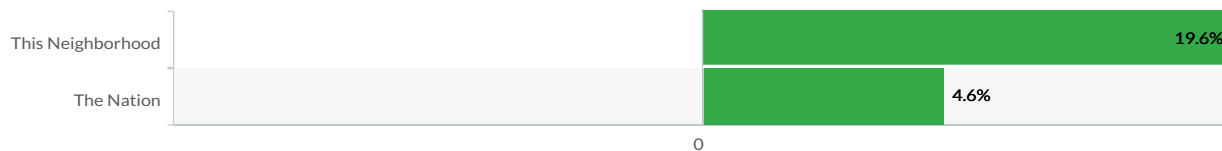


## SCOUT VISION® ECONOMIC TRENDS AND FORECAST

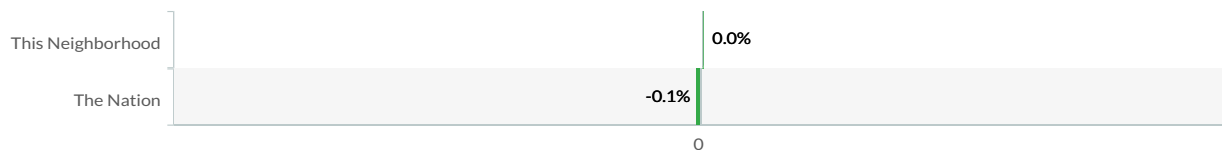
### AVG ANNUAL CHANGE IN PER CAPITA INCOME Over last 5 years ⚠



### AVG ANNUAL CHANGE IN HOUSEHOLD INCOME Over last 5 years ⚠



### AVG ANNUAL CHANGE IN UNEMPLOYMENT RATE Over last 5 years





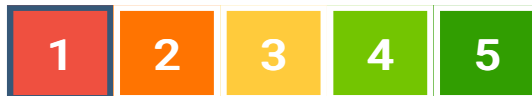
## SCOUT VISION® DEMOGRAPHIC TRENDS

DISTANCE FROM LOCATION	POPULATION 5 YEARS AGO	CURRENT POPULATION	PERCENT CHANGE
Half Mile	3,074	3,386	10.15% ↑
1 Mile	13,728	12,967	-5.54% ↓
3 Miles	144,452	148,926	3.10% ↑
5 Miles	325,915	325,042	-0.27% ↓
10 Miles	778,422	791,143	1.63% ↑
15 Miles	1,176,910	1,234,393	4.88% ↑
25 Miles	1,785,635	2,012,342	⚠️ 12.70% ↑
50 Miles	2,319,986	2,648,904	⚠️ 14.18% ↑

## SCOUT VISION® REGIONAL HOUSING MARKET ANALYSIS

### AUSTIN-ROUND ROCK-GEORGETOWN, TX METRO AREA REGIONAL INVESTMENT POTENTIAL ⓘ

Very Low



Regional Appreciation Potential (3yr)

RATINGS: 1=Very Low 2=Low 3=Moderate 4=High

5=Very High

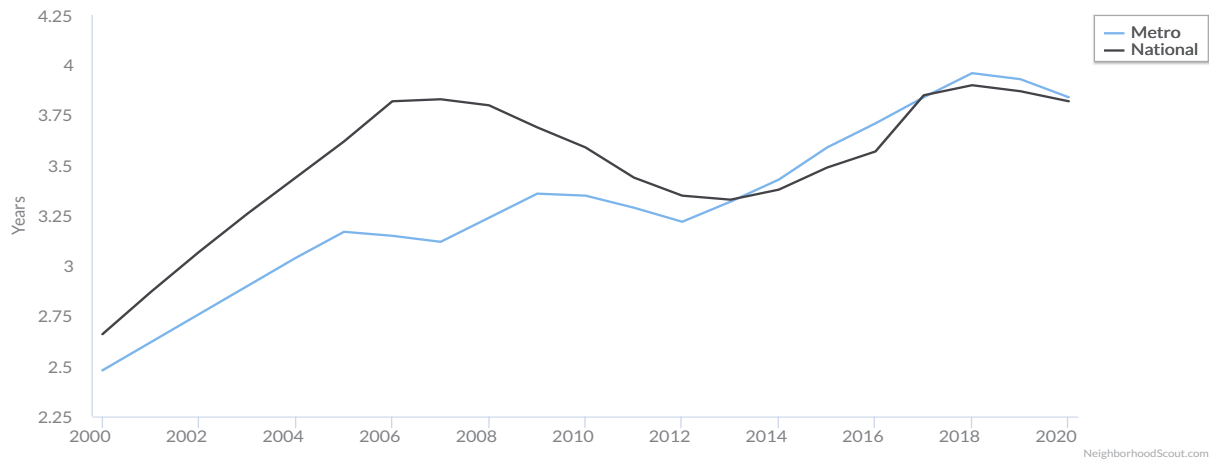


701 Tillery St, Austin, TX 78702

Report date: Monday, January 23, 2023

## HOUSING AFFORDABILITY TRENDS: AUSTIN-ROUND ROCK-GEORGETOWN, TX METRO AREA ⓘ

Years of average household income needed to buy average home



<p><b>2.48</b></p> <p>Region's Historical Low</p>	<p><b>3.96</b></p> <p>Region's Historical High</p>	<p><b>3.84</b></p> <p>Current ⚠️</p>
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## REGIONAL 1 AND 2 YEAR GROWTH TRENDS ⓘ

REGIONAL TREND	LAST 2 YEARS	COMPARED TO NATION*	LAST 1 YEAR	COMPARED TO NATION*
Population Growth	5.45% ↑	10 ⓘ	2.32% ↑	10 ⓘ
Job Growth	10.48% ↑	10 ⓘ	2.70% ↑	7 ⓘ
Income Trend (Wages)	26.04% ↑	10 ⓘ	19.15% ↑	10 ⓘ
Unemployment Trend	-2.24% ↓	4 ⓘ	-0.66% ↓	4 ⓘ
Stock Performance of Region's Industries	4.70% ↑	2 ⓘ	-11.59% ↓	1 ⓘ
Housing Added	8.34% ↑	10 ⓘ	4.58% ↑	10 ⓘ
Vacancy Trend	-2.45% ↓	9 ⓘ	**	**

\* 10 is highest

\*\* Outside the nation's largest metropolitan regions, vacancy trends are available for the last 2 years only.

### Disclaimer

Forecasts of potential occurrences or non-occurrences of future conditions and events are inherently uncertain. Actual results may differ materially from what is predicted in any information provided by location inc. Nothing contained in or generated by a Location Inc. Product or services is, or should be relied upon as, a promise or representation as to the future performance or prediction of real estate values. No representation is made as to the accuracy of any forecast, estimate, or projection. Location Inc. Makes no express or implied warranty and all information and content is provided "As is" without any warranties of any kind. Location inc. Expressly disclaims any warranty of accuracy or predictability, and any warranty of merchantability and fitness for a particular purpose. Location Inc. Further disclaims any liability for damages, loss, or injury arising out of the use this site and the data. All risks associated with using the site and the data are borne by the user at user's sole cost and expense. By using the site you agree to our [Terms of Use](#).



## ABOUT THE 701 TILLERY ST NEIGHBORHOOD

### Real Estate Prices and Overview

This neighborhood's median real estate price is \$649,989, which is more expensive than 92.7% of the neighborhoods in Texas and 82.7% of the neighborhoods in the U.S.

The average rental price in this neighborhood is currently \$2,635, based on NeighborhoodScout's exclusive analysis.

The average rental cost in this neighborhood is higher than 86.3% of the neighborhoods in Texas.

This is an urban neighborhood (based on population density) located in Austin, Texas.

This neighborhood's real estate is primarily made up of small (studio to two bedroom) to medium sized (three or four bedroom) apartment complexes/high-rise apartments and single-family homes. Most of the residential real estate is occupied by a mixture of owners and renters. Many of the residences in this neighborhood are newer, built in 2000 or more recently. A number of residences were also built between 1940 and 1969.

This neighborhood has a 15.4% vacancy rate, which is well above average compared to other U.S. neighborhoods (higher than 77.0% of American neighborhoods). Most vacant housing here is vacant year round. This could either signal that there is a weak demand for real estate in the neighborhood or that large amount of new housing has been built and not yet occupied. Either way, if you live here, you may find many of the homes or apartments are empty.

### Notable & Unique Neighborhood Characteristics

The way a neighborhood looks and feels when you walk or drive around it, from its setting, its buildings, and its flavor, can make all the difference. This neighborhood has some really cool things about the way it looks and feels as revealed by NeighborhoodScout's exclusive research. This might include anything from the housing stock to the types of households living here to how people get around.

### Notable & Unique: Modes of Transportation

Would you like to be able to ride your bike to work? If you are attracted to the idea of getting a little exercise of the two-wheeled type while reducing your carbon footprint, bicycling to work might be the answer. But which neighborhood you live in can make this either impossible, or alternatively, a great and realistic option. NeighborhoodScout's analysis revealed that the East Cesar Chavez / Holly neighborhood is a fantastic option for bicycle commuters, as 5.3% of commuters here do ride their bikes to and from work on a daily basis. This is a higher amount than we found in 98.2% of the neighborhoods in America.

### Notable & Unique: Migration / Stability

Some neighborhoods have more internal cohesiveness than others. While other neighborhoods feel like a collection





701 Tillery St, Austin, TX 78702

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of strangers who just happen to live near each other. Sometimes this comes down to not only the personalities of the people in a place, but how long people have been together in that neighborhood. NeighborhoodScout's research has revealed some interesting things about the rootedness of people in the East Cesar Chavez / Holly neighborhood. In the East Cesar Chavez / Holly neighborhood, a greater proportion of the residents living here today did not live here five years ago than is found in 95.4% of U.S. Neighborhoods. This neighborhood, more than almost any other in America, has new residents from other areas.



## The Neighbors

### The Neighbors: Income

How wealthy a neighborhood is, from very wealthy, to middle income, to low income is very formative with regard to the personality and character of a neighborhood. Equally important is the rate of people, particularly children, who live below the federal poverty line. In some wealthy gated communities, the areas immediately surrounding can have high rates of childhood poverty, which indicates other social issues. NeighborhoodScout's analysis reveals both aspects of income and poverty for this neighborhood.

The neighbors in the East Cesar Chavez / Holly neighborhood in Austin are upper-middle income, making it an above average income neighborhood. NeighborhoodScout's exclusive analysis reveals that this neighborhood has a higher income than 65.6% of the neighborhoods in America. With 48.9% of the children here below the federal poverty line, this neighborhood has a higher rate of childhood poverty than 93.1% of U.S. neighborhoods.

### The Neighbors: Occupations

The old saying "you are what you eat" is true. But it is also true that you are what you do for a living. The types of occupations your neighbors have shape their character, and together as a group, their collective occupations shape the culture of a place.

In the East Cesar Chavez / Holly neighborhood, 58.7% of the working population is employed in executive, management, and professional occupations. The second most important occupational group in this neighborhood is sales and service jobs, from major sales accounts, to working in fast food restaurants, with 21.0% of the residents employed. Other residents here are employed in clerical, assistant, and tech support occupations (10.2%), and 10.2% in manufacturing and laborer occupations.

### The Neighbors: Languages

The languages spoken by people in this neighborhood are diverse. These are tabulated as the languages people preferentially speak when they are at home with their families. The most common language spoken in the East Cesar Chavez / Holly neighborhood is English, spoken by 62.2% of households. Other important languages spoken here include Spanish and French.



### The Neighbors: Ethnicity / Ancestry

Culture is the shared learned behavior of peoples. Undeniably, different ethnicities and ancestries have different cultural traditions, and as a result, neighborhoods with concentrations of residents of one or another ethnicities or ancestries will express those cultures. It is what makes the North End in Boston so fun to visit for the Italian restaurants, bakeries, culture, and charm, and similarly, why people enjoy visiting Chinatown in San Francisco.

In the East Cesar Chavez / Holly neighborhood in Austin, TX, residents most commonly identify their ethnicity or ancestry as Mexican (34.5%). There are also a number of people of German ancestry (8.2%), and residents who report Irish roots (5.2%), and some of the residents are also of South American ancestry (4.5%), along with some English ancestry residents (3.9%), among others. In addition, 14.9% of the residents of this neighborhood were born in another country.

### Getting to Work

Even if your neighborhood is walkable, you may still have to drive to your place of work. Some neighborhoods are located where many can get to work in just a few minutes, while others are located such that most residents have a long and arduous commute. The greatest number of commuters in East Cesar Chavez / Holly neighborhood spend between 15 and 30 minutes commuting one-way to work (43.9% of working residents), which is shorter than the time spent commuting to work for most Americans.

Here most residents (55.1%) drive alone in a private automobile to get to work. In addition, quite a number also carpool with coworkers, friends, or neighbors to get to work (13.6%) and 8.9% of residents also hop out the door and walk to work for their daily commute. In a neighborhood like this, as in most of the nation, many residents find owning a car useful for getting to work.

# 4.B. 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. **(To be done during Rezoning Process)**

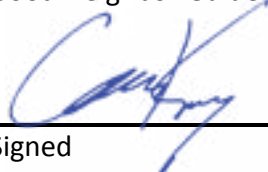
#### (3) Pre-Application Engagement

- 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). ***(contact has been made with applicable neighborhood planning contact team leaders)***
- Appoint a Single-Point-of-Contact (SPOC) to serve as the liaison for exchanging information.  
***Conor Kenny Email: [Conor@capitalAhousing.com](mailto:Conor@capitalAhousing.com)***

#### (4) Application requirements

- Provide communications plan **(To follow City Rezoning/NPA Process Guidelines)**
- Provide documentation showing the content of the notice, and proof of delivery
- Provide signed copy of this checklist.

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



Conor Kenny

01/28/2023

Signed

printed name

date

## GOOD NEIGHBOR POLICY

### Contact

Conor Kenny, Principal

Capital A Housing

(512) 968-3050

[Conor@CapitalAHousing.com](mailto:Conor@CapitalAHousing.com)

### Communications Plan for Neighborhood Engagement

Before any other facets of a development are pursued, Capital A Housing will approach the neighborhood and talk to key stakeholders about the project, target population and share examples of the future development.

The following steps have already or will soon be taken to communicate with the neighborhood surrounding the proposed development located at 701 Tillery St:

**Preliminary Research:** Using the City of Austin’s Community Registry site and general Internet searches, Capital A Housing researched the neighborhood organizations that contain the proposed site and identified the following active organizations.

Govalle Neighborhood Association

El Concilio Mexican-American Neighborhoods

Guadalupe Neighborhood Development Corporation

East Austin Conservancy

Tejano Town

**Neighborhood Plan:** The development is located within the Govalle/Johnston Terrace neighborhood planning area, and is guided instead by the corresponding neighborhood plan adopted March 27, 2003. [\(Link to Plan\)](#)

- 1) **Neighborhood Contact:** Capital A Housing will reach out to both the Neighborhood Plan Contact Team (NPCT) as well as the other priority neighborhood organizations listed above to share info on plans for the development of 701 Tillery St. The city will be updated once those meetings have occurred.
- 2) **Neighborhood Notification:** The organizations above including the NPCT will be notified as part of the TDHCA notification process or Rezoning/NPA process to take place in the period of February to April 2023. TDHCA has a

public comment process that incorporates neighborhood feedback. At this time, we do not anticipate a zoning change being necessary. The team will also reach out to neighborhood and publicly engage, as a neighbor, on the plans for development of the site.

3) **Neighborhood Engagement:** At the any upcoming neighborhood meetings, Capital A Housing will present information about their firm and plans for design of the building, and talk about who will live at the property and what services will be offered.

- After initial phone contact, meetings will be scheduled with any organization that should request such.
- Capital A will invite neighborhood members to volunteer events to get more involved with the project.

4) **Implementation/Ongoing Relations:** Capital A will implement the following processes to encourage ongoing relations with neighborhood members:

- Neighborhood members will be invited to the Ground Breaking and Ribbon Cutting events that will be held for the property. Neighborhoods will be given recognition for their support.
- The property will invite neighborhood members to participate in services programs being offered at our community.
- The property will invite and educate neighborhood members on the many ways to volunteer with the property.
- Capital A will establish an open-door policy so that neighborhood members will feel comfortable communicating any concerns with either the on-site property management or the single point of contact.

## 4.C. SMART Housing Letter

Capital A submitted an application for SMART Housing on 1/24/2023. A certification letter will be forwarded to City staff as soon as received. Due to the nature of the project containing 100% affordable units, the development team is confident the project will meet all necessary qualifications to qualify as a SMART housing project.



## 4.D. MOU with ECHO

ECHO and LifeWorks are currently negotiating on the terms on an MOU. As discussed in the executive summary, all units will be dedicated to homelessness response, either CoC or a site-based program. At this time, LifeWorks is committed to entering 80% (96) of the units to the Coordinated Entry System, and possibly more. A final MOU is anticipated to be completed and submitted by the end of February 2023.

## **4.E. Resident Services**

Resident services will be provided by LifeWorks.

#### **4.E. General Resident Services**

Resident services for The Works III will be provided by the Youth and Family Alliance dba LifeWorks and will be supported by the overall Travis County Supportive Housing Collaborative and on-site property management team. An MOU between LifeWorks Affordable Housing Corporation and LifeWorks has been provided.

##### History of LifeWorks

The Youth and Family Alliance dba LifeWorks and hereby referred to as LifeWorks is the largest youth-services provider in Central Texas. LifeWorks was formed in 1998 through the merger of four longstanding community agencies serving youth and families in Austin/Travis County, Texas. The merger streamlined resources and provided a more efficient way of serving overlapping client populations. Over the last twenty-four years, LifeWorks has evolved into a youth-focused organization that provides counseling, housing, education, and workforce development services to transition-age youth and families. It believes in the transformational power of acceptance and is fiercely committed to empowering its clients to find their path to self-sufficiency. LifeWorks pledge to data-driven service development supports its commitment to have a positive, sustaining impact on its community.

##### LifeWorks Services

In the most recently completed fiscal year (ending 9/30/21), over 3,000 people received services through LifeWorks 3 service divisions and 19 programs. The Counseling Division provides free/low-cost counseling, peer support, and access to psychiatric services for youth. The Workforce & Education Division provides educational services, workforce development, and critical skill-building to help youth and young adults reach their full potential. The Housing Division provides a continuum of outreach and housing services for homeless and runaway youth. Programs within the Housing Division include Street Outreach, Emergency Shelter, Homelessness Diversion, and Rapid Re-Housing. Since 2018, LifeWorks' Rapid Re-Housing program has housed over 1,000 youth who were experiencing literal homelessness in permanent stable housing in scattered site apartments across the Austin community.

LifeWorks supportive services are tailored for each youth. This allows the organization to engage with youth for a long enough period (on average, two years) to provide support and guidance towards self-sufficiency. This time is used by youth to build resources, make community connections, and create a safety net to support their independence. Youth engage in case management, enroll in needed services, and co-create a service plan that guides their movement through the LifeWorks continuum.

LifeWorks housing programs use an evidence-based case management model tailored for youth with complex trauma histories. The Strengths Model of Case Management was developed in a behavioral health context and emphasizes mental health (e.g., hope, coping, and resilience) essential to stability and well-being. Case managers identify youths' current strengths across a range of domains (e.g., daily living, financial assets, specialized knowledge, supportive relationships). Strengths are defined broadly and include youths' personal attributes, talents, skills, natural supports, and environmental resources. During service planning, youth outline their vision for the future and work with their case manager to develop goals to help them achieve their objectives.

Depending on youths' goals, the staff makes referrals to internal LifeWorks programs. Popular programs for participants include Peer Support Program, Community-Based Counseling, and Workforce and

Education. LifeWorks has scaled its Peer Support Program in recent years. Peer supporters are certified professionals with lived experience with homelessness, mental health issues, and/or substance use. Peer supporters often help youth enroll in community-based counseling, which has proven crucial in increased mental health. Community-based Counselors use the evidence-informed model, Integrative Treatment of Complex Trauma for Adolescents (ITCT-A). ITCT-A is a multimodal therapeutic approach for youth who have experienced complex trauma, often in the context of poverty, social deprivation, and discrimination. Finally, staff refer youth to the workforce team, which recently added capacity to serve youth with Serious Emotional Disturbance (SED). The program uses an evidence-based Individualized Placement and Support (IPS) model that applies a direct, individualized search for employment and does not involve prolonged pre-employment training.

In addition to providing an array of evidence-based and wraparound supportive services, LifeWorks and The LifeWorks Affordable Housing Corporation have also developed, operated, and provided supportive services for affordable housing developments. To date, LifeWorks Affordable Housing Corporation has developed and operates two properties:

- The Works I at Pleasant Valley - opened 2014, 40 units
- The Works II at Pleasant Valley – opened 2020, 29 units

At both the Works I and II the supportive services described above are offered to all tenants who wish to receive support. In addition, parenting and life skills classes are offered for residents as well as community building events, such as barbecues and Mother's Day celebrations.

#### Services to be Provided at The Works III

The 120 units at The Works III will be filled with youth, young families, and other persons in the Austin/Travis County community who are experiencing homelessness or housing instability.

All tenants will be offered the full wraparound supportive services described above, with an emphasis on case management to ensure tenants have a successful transition into housing stabilization, benefits specialist to help tenants access resources, mental health supports (peers and counselors) to address previous traumas and create pathways for healing and success, and workforce specialist to help tenants find and maintain employment that meets both their interests and financial needs. LifeWorks expects that at least every unit will engage in some type of supportive service, equating to serving over 120 households per year.

Estimated costs to provide services to 120 apartments can be found under "The Works III at Pleasant Valley Supportive Services Budget."

#### Key Staff

Resumes for key staff involved in providing both operating support and supportive services support have been provided.



LifeWorks is a fearless advocate for youth and families seeking their path to self-sufficiency. We are committed to innovative problem solving, shared accountability, and a relentless focus on achieving real, sustainable, and measurable results for the clients we serve.

## 2021 HIGHLIGHTS

### \$110 million

#### TO CREATE AFFORDABLE HOUSING

Travis County Commissioners Court earmarked significant funding to catalyze community organizations, including LifeWorks, efforts to develop a pipeline of affordable and supportive housing, setting the tone of the work to be done in 2022.



#### SET THE AGENCY'S PRIORITIES

and strategic themes—mission performance, ending youth homelessness, and fiscal strategy—for the next three years as part of the planning process.



#### LAUNCHED IMPACTFUL VOICES

the agency's first apprenticeship program for former clients. Former clients can become a specialist for a program or department at LifeWorks. Specialists will work with LifeWorks staff on tasks and projects, learning new skills all while sharing their input on areas for improvement.



#### HIRED MORE THAN 60 STAFF

in roles across the agency to expand our service to clients.

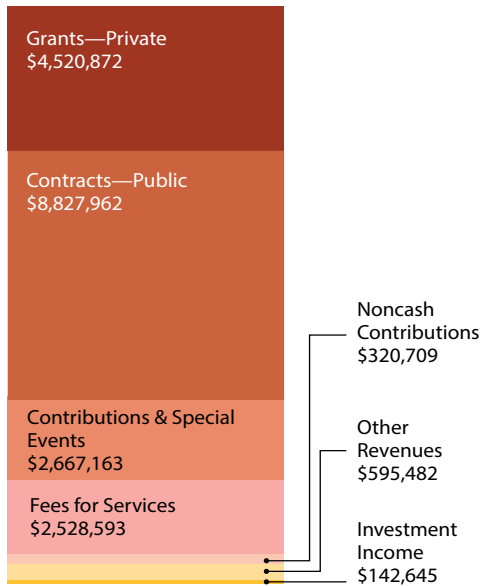


#### ESTABLISHED THE SHIFT PROGRAM

The Sexual Health Information for Life Transitions Program is a new family planning program for clients who are not yet parenting, would like to become parents, or who are already parenting. The program provides reproductive life planning, family peer support, sexual health education groups, and groups for expectant and parenting youth. It is intended to promote planned, healthy pregnancies, positive birth outcomes, and overall health and well-being.

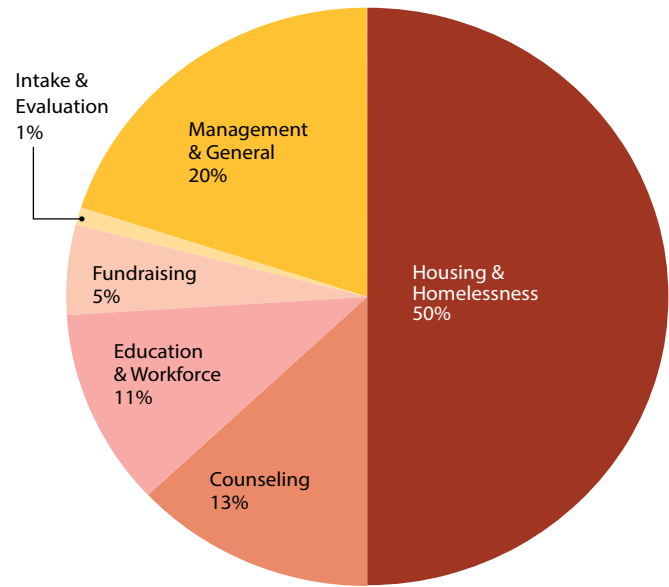
# 2021 FINANCIAL OVERVIEW

## REVENUE



TOTAL REVENUE:  
**\$19,603,426**

## EXPENSES



TOTAL EXPENSES:  
**\$19,503,454**

NET ASSETS:  
**\$14,492,780**  
\*AS OF 9/30/2021

## LIFEWORKS PROGRAMS

### HOUSING & HOMELESS SERVICES

**1,002**

CLIENTS SERVED

The goal of LifeWorks Housing Services is to provide a continuum of support that will help transition youth from homelessness to permanent housing and independence.

- Street Outreach
- Rapid Rehousing
- Diversion
- After Care Transitional Services
- Best Single Source Plus (BSS+) Homelessness Prevention
- Young Parents Program
- Emergency Shelter
- Permanent Supportive Housing
- PORT (Permanency through Outreach & Rapid Transitions)
- Family Unification Program
- Transitional Living Program

### EDUCATION, WORKFORCE, & YOUTH DEVELOPMENT

**658**

CLIENTS SERVED

LifeWorks Education and Workforce Division is focused on developing the knowledge and skills needed to navigate the challenges of adolescence, move toward independence, and break the cycle of poverty.

- REAL Talk
- Workforce Development & Supported Education
- Life Skills Training
- GED & Literacy classes
- Teen Parent Services
- SHIFT

### COUNSELING SERVICES

**1,699**

CLIENTS SERVED

LifeWorks Counseling provides support for individuals and families who are struggling with issues such as family conflict, abuse, trauma, anxiety, depression, and the stress of everyday life.

- Youth & Adult Counseling
- Resolution Counseling
- Peer Support
- Community-Based Counseling
- Psychiatric Services

**The Works III Supportive Services Budget**

<b>Revenue Sources</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Cash flow from the Works III	\$180,000	\$180,000	\$180,000
Substance Abuse and Mental Health Services Administration (SAMHSA)	\$800,000	\$800,000	\$800,000
Philanthropy/Other public funding sources to be raised	\$320,000	\$340,000	\$375,000
<b>Total Revenue</b>	<b>\$1,300,000</b>	<b>\$1,320,000</b>	<b>\$1,355,000</b>
<b>Supportive Services Expenses</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Case Management + Fringe (6 FTEs)	\$363,016	\$373,907	\$385,124
Supervisor + Fringe (1 FTE)	\$71,626	\$73,775	\$75,988
Benefits Coordinator + Fringe (1 FTE)	\$60,503	\$62,318	\$64,187
Peer Support + Fringe (2 FTE)	\$101,506	\$104,551	\$107,687
Workforce Specialists + Fringe (4 FTE)	\$276,132	\$284,415	\$292,948
Community Based Counselors + Fringe (2 FTE)	\$151,457	\$156,001	\$160,681
Move-in Support Kits	\$30,000	\$15,000	\$15,000
Food Support	\$30,000	\$30,000	\$30,000
Program Expenses (computers, phones, etc.)	\$17,059	\$15,371	\$12,582
Indirect/Overhead (19.4% federally negotiated rate)	\$198,702	\$204,663	\$210,803
<b>Total Expenses</b>	<b>\$1,300,000</b>	<b>\$1,320,000</b>	<b>\$1,355,000</b>

**April 29, 2022**

**Memorandum of Understanding**  
**between**  
**LifeWorks Affordable Housing Corporation**  
**and**  
**Youth and Family Alliance dba LifeWorks**

The purpose of this agreement is to state that the Youth and Family Alliance dba LifeWorks will provide Supportive Services for tenants residing in LifeWorks Affordable Housing Corporation’s The Works III at Pleasant Valley 120 unit development. This agreement has no expiration.




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Susan McDowell  
 President, LifeWorks Affordable Housing Corp

Dated: 4/29/22




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Susan McDowell  
 CEO, LifeWorks

Dated: 4/29/22



## Susan McDowell

*CEO, Youth and Family Alliance, dba LifeWorks  
President, LifeWorks Affordable Housing Corporation,  
LLC*

### AREAS OF EXPERTISE

- *Federal, state, and local policy and funding mechanisms across workforce, education, homelessness, and mental health*
- *Growth and management of multi-unit business with complex funding structure*
- *Development of highly engaged workforce and values-based culture*
- *Multi-sector collaboration*
- *Philanthropy and community engagement*
- *Evidence-based programing for workforce, housing, and mental health*
- *Fiscal strategy and management*
- *Public speaking*
- *Media relations*

### EDUCATION/TRAINING

- *BA, Highest Honors, Philosophy, Vanderbilt University*
- *MA, Philosophy, University of Texas at Austin*
- *Harvard University Business School – Strategic Perspectives in Nonprofit Leadership - 2012*
- *Indiana School of Philanthropy – Certificates in Techniques and Principles of Fundraising and Major Gifts*

### PERSONAL DETAILS

Susan McDowell

██████████

████████████████████

[LinkedIn](#)

### WORK EXPERIENCE

#### LifeWorks

Chief Executive Officer, 2001-present

Chief Development Officer, 1998-2001

- Served on the core founding team for LifeWorks, a merger of four youth and family services nonprofit organizations in 1998
- Since 2001, has grown annual budget from \$6m to \$19m, funded by more than 40 local, state and federal contracts and more than \$7m in philanthropic revenue
- Has grown the asset base by more than \$20m through an intentional real estate development strategy
- Developed and scaled 19 programs across Housing, Mental Health, and Education/Workforce focused on youth/young adult self-sufficiency
- Nurtured a well-defined organizational culture based on values, innovation, and impact
- Led organization through conversion to systematic major gifts program, tripling private contributions in operational budget
- Conducted three capital campaigns totaling more than \$15m in philanthropic revenue for facilities development and expansion
- Built multi-sector coalitions, including Austin's Campaign to End Youth Homelessness, which has housed more than 653 youth since October 2018
- Developed numerous physical facilities to serve as resource centers, shelters, and permanent housing
- Enacted complex funding mechanisms, including new market tax credits, multi-family housing direct loan, and city housing bonds, as well as dozens of state and federal agency contracts
- Led organization through development and alignment of all programming to common, focused self-sufficiency impact. This included substantial analytic work, systems development, technology enhancement, and culture change

#### LifeWorks Affordable Housing Corporation

President, 2005-present

- Subsidiary corporation established for the purpose of developing and managing multi-family housing for youth/young adults
- Two projects – The Works I (2014) and Works II (2019) – totaling 74 units, are in operations

#### LifeWorks Enterprises

President, 2004-2019

- Subsidiary corporation established for the initial purpose of operating social ventures

## WORK EXPERIENCE (continued)

- A Ben and Jerry's PartnerShop franchise operated successfully as a workforce development program from 2004-2009, employing more than 100 youth
- In 2011, LE served as the Community Development Entity for the purpose of stewarding a New Market Tax Credit deal that resulted in more than \$2.5m for the development of an \$11m, 30,000-square-foot facility for East Austin

### Teenage Parent Council of Austin

#### Executive Director, 1995-1998

- Grew small grassroots organization from a budget of \$250k to nearly \$700k in two years
- Expanded service range from support of young parents to prevention of adolescent pregnancy – programming that still exists as one of the primary resources of sexual health education in Austin and Manor Independent School Districts
- Developed the coalition of four nonprofit organizations that ultimately merged to form LifeWorks

### Literacy Austin/Austin Community College

#### Training Coordinator, 1992-1995

- Developed curriculum and staff development for workforce literacy programming with local community college
- Developed and managed volunteer tutor training for adult basic literacy, ESL, and workforce literacy training for more than 200 volunteers annually
- Designed and implemented on-going training for Austin Community College's Adult Education faculty

## SELECT MEDIA AND PRESENTATIONS

A frequent contributor and resource to local print, television, radio, and online media outlets on such topics as youth workforce development, youth homelessness, poverty, child welfare, and mental health. Additionally, a regular panelist and speaker for a range of local, state, and national conferences, as well as honors and graduate level programs at UT-Austin.

**Organizational Leadership:** Frequent guest lecturer with the LBJ School of Public Affairs' Executive Masters' in Public Leadership program, UT McCombs School classes in Organizational Leadership and Social Entrepreneurship, and Dell Medical School classes on community health issues.

**Data and Organizational Performance:** Featured in the film, *Failing Forward: The Road to Social Impact*, regarding organizational leadership through the process of developing the skills, systems, capacity, and culture to be data driven. Lecture frequently to groups of academic, civic, nonprofit, and philanthropic leaders on this topic. Delivered session and keynote presentations with the National Human Services Data Consortium.

**Youth Homelessness:** Participated in panel discussions and delivered keynote addresses in such settings as LBJ School Future Forum, the National Alliance to End Homelessness National Conference, and the National Council of State Housing Agencies.

**Youth Workforce Development:** Presented at such conferences as the Aspen Institutes' Opportunity Youth Forum.

## RECOGNITIONS AND AWARDS

- 2020 *CEO of the Year*, Greater Austin Chamber of Commerce
- 2017 *Anita and Earl Maxwell Ethics in Business Award*

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- 2015 *Philanthropic Leadership Award*, First Tee of Greater Austin
- 2014 *Community Scion*, Foundation for the Homeless
- 2007 *German Marshall Fellow*, German Marshall Fund of the United States
- 2007 *Community Visionary*, *Austin Chronicle*
- 2007 Inductee to *Ernst and Young Entrepreneur Hall of Fame*
- 2006 *Central Texas Entrepreneur of the Year*, Ernst and Young
- 2005 *Profiles in Power Award*, *Austin Business Journal*
- 2004 *Austinite of the Year*, Austin Under 40

## COMMUNITY ENGAGEMENT

- Mentor and Guest Lecturer, LBJ School of Public Affairs Executive Masters' in Public Leadership, 2016-present
- Appointee, Austin City Manager's Public, Private Partnership on Homelessness, present
- Board Member, Texas Alliance of Child and Family Services, 2018-present
- Leadership Council Chair, Ending Youth Homelessness in Austin, 2017-present
- Membership Council, Ending Community Homelessness Collaboration, 2007-present
- Children's Optimal Health, Board of Directors, 2008-present
- Collaborative Council Member, Texas Supreme Court Children's Commission, 2016-2020
- Member, Mayor's Community Council, 2009-2014
- Presenter, Mentor, and Women's Advisory Committee, RISE Austin (Relationship and Information Series for Entrepreneurs), 2009-2014
- One Voice Central Texas,
  - Member, 1995-president
  - President, 1999
  - Public Policy Chair, 2016
- Class of 2004, Leadership Texas
- Leadership Austin
  - Essential Class, 1998
  - Board Member, 2001-2004

# COURTNEY R. SEALS

## PROFESSIONAL PROFILE

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A highly motivated and innovative executive leader with a professional background in managing multi-faceted, social service programs. Highly competent in directing all aspects of daily operations, project visioning and execution, strategic planning, and cross-system initiatives. Experience directing all core business functions including finance, human resources, quality improvement (QI), communications/marketing, risk management, and operations management.

## SKILLS AND EXPERTISE

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**Leadership** - Effective leader able to craft vision and strategy while cultivating productive work culture in alignment with organizational goals and mission; Proficiency in identifying, recruiting, hiring, and retaining exceptional staff and developing staff competencies in trauma-informed approaches to direct care; Committed to reinforcing core values related to social justice, person-centered service planning, strengths-based strategies, cultural responsiveness, and other approaches that promote and protect human dignity and cultivate positive outcomes; Ability to develop employees in accordance with core values and in preparation for growth within the organization.

**Program Development** – Experience planning, launching, and maintaining programs, extending from research and development to implementation and ongoing maintenance; Skilled at troubleshooting implementation challenges and making recommendations for course corrections; Familiarity managing large-scale, statewide programs and coordinating and providing consultative services to guide quality implementation. Parallel experience directing services at the local level (e.g. supervising case managers serving high-need children and families, managing facility-based services for court-involved youth, overseeing employment readiness training and job placement programs for transition age youth, etc.).

**Data and Evaluation** - Commitment to data-driven organizations that value information dissemination and knowledge creation as the focus of program activity; Expertise in accountability activities and performance management including logic modeling, development of performance metrics and organizational dashboards/scorecards; Familiarity with research design and data analytics for quality improvement (QI).

**Stakeholder Relations** - Effective networker able to forge connections with key stakeholders/partners and build community momentum in support of shared purpose and collective impact; Experience with varied constituent groups including boards, committees, volunteers, donors and external audiences; Adept at all aspects grants management including relationship building with grantors; Experience planning and hosting special events for diverse groups; Native Austinite with extensive individual and organizational relationships in the Austin area; Familiarity with community organizing and advocacy.

**Communications & Marketing** - Respected leader of creative teams able to conceptualize and orchestrate marketing campaigns that effectively reinforce and build brand recognition; Experienced creative director competent in driving messaging for print materials, media products, and campaign strategy including overseeing market research to validate messaging and creative approaches.

**Strategic Planning and Facilitation** - Skilled facilitator able to deliver presentations and host interactive meetings; Experience leading strategic planning initiatives, needs assessments, and resource mapping; Well-versed in translating mission and goals into operating plans with clear benchmarks and annual objectives.

**Training and Capacity Building** - Adept at identifying and organizing relevant professional development and training opportunities for staff in various roles, clients, community members, volunteers, and other audiences; Comfortable hosting conference calls, webinars, and meetings to share successes and facilitate communities of practice; Proficient in using virtual training platforms and developing learning management systems.

**PROFESSIONAL EXPERIENCE**

<b>Director; Director III</b> <b>Mental Health Programs, Planning and Policy, Behavioral Health Services, HHSC</b>	<b>Feb 2019-Present</b> <b>Austin, TX</b>
<ul style="list-style-type: none"> <li>• Directs day-to-day operations of 60 staff implementing mental health programs including Adult Mental Health, Children’s Mental Health, Crisis and Forensic Services and Behavioral Health Medicaid programs.</li> <li>• Provides overall vision, leadership, and strategic direction regarding behavioral health programs and initiatives.</li> <li>• Develops and implements legislative initiatives including serving as a resource witness at legislative hearings, facilitating implementation workgroups, and driving rule projects to update Texas Administrative Code.</li> <li>• Plans, implements, and administers diverse programs to meet department objectives. Makes program management decisions, working collaboratively with other state agencies and stakeholders.</li> <li>• Ensures the regulations and standards established by the commission are consistent with state and federal law.</li> <li>• Oversees \$800 million in funding that supports over 500 contracts with public and non-profit entities statewide.</li> <li>• Represents BHS by making presentations, providing information and testimony, collaborating with advocacy associations, other state agencies and federal partners. Responds to requests by legislators and other public officials.</li> <li>• Coordinates with federal agencies to assure policies, standards, and activities conform to federal regulatory standards.</li> <li>• Received Associate Commissioner’s Choice Award in 2019 and Leadership Award in 2018.</li> </ul>	
<b>Founder/Executive Director</b> <b>Strong Side Austin</b>	<b>October 2015-Feb 2020</b> <b>Austin, TX</b>
<ul style="list-style-type: none"> <li>• Launched non-profit organization including development of all organization policies and guiding documents, recruitment of founding board members, and completion and submission of documents for 501(c)3 status.</li> <li>• Drove execution of program mission “to get young people working - realizing their passions, skills, and potential through employment opportunities.”</li> <li>• Initiated partnership with Travis County Juvenile Probation Department, People’s Community Clinic, and local schools to generate client referrals.</li> <li>• Developed youth employment program including job readiness training, job placement, and employment coaching.</li> <li>• Cultivated strong relationships with a multitude of local service organizations in order to provide effective resource referrals for clients served. Also, cultivated partnerships with local donor groups and philanthropic organizations to provide funding to support ad hoc client needs.</li> <li>• Achieved outcomes for youth served including 100% training completion rate, and 85% job placement rate.</li> </ul>	
<b>Manager; Program Manager V</b> <b>Behavioral Health Medicaid Programs Unit, Behavioral Health Services, HHSC</b>	<b>Apr 2018-Feb 2019</b> <b>Austin, TX</b>
<ul style="list-style-type: none"> <li>• Managed and oversaw the activities of the Behavioral Health Medicaid Programs unit – Youth Empowerment Services (YES) and Home and Community-Based Services – Adult Mental Health (HCBS-AMH)</li> <li>• Supervised 22 direct reports responsible for planning, policy, program and rule development and all aspects of program design, implementation activities, and operations.</li> <li>• Led completion of program monitoring and evaluation including quality management and quality improvement (including onsite and desk review) and oversaw federal reporting of these activities.</li> <li>• Managed budgets, including monitoring budget expenditures, cost projections, forecasting, and utilization review.</li> <li>• Provided overall vision, leadership, and strategic direction to the Special Programs Unit.</li> <li>• Represented unit by making public presentations and collaborating with other divisional units and state partners.</li> <li>• Responded to requests by public officials, through the Section Director and Assistant Commissioner.</li> </ul>	
<b>Policy Development Specialist; Program Specialist V</b> <b>Special Projects Unit, Behavioral Health Services, HHSC</b>	<b>Oct 2017-Apr 2018</b> <b>Austin, TX</b>
<ul style="list-style-type: none"> <li>• Developed and refined YES waiver implementation in accordance with program mission, vision and values.</li> <li>• Assured policy alignment with Centers for Medicare and Medicaid Services, state legislative mandates, and other state and federal laws and mandates.</li> <li>• Coordinated waiver application and amendment processes and timelines.</li> <li>• Provided technical assistance to YES waiver providers including local mental/behavioral health authorities and non-profit organizations to resolve questions, concerns, and participant complaints.</li> <li>• Facilitated training for providers and other stakeholders.</li> </ul>	

**OTHER EMPLOYMENT**

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KDK-Harman Foundation (Temporary)	June 2010-May 2011
Travis County Juvenile Probation Department (Internship)	Sept 2009-May 2011
ICUSP – Institute for Community, University and School Partnerships	Sept 2009-Jan 2011
Texas CASA, Inc. (Internship)	Jan 2007-May 2007
Segal McCambridge Singer & Mahoney	Aug 2002-May 2010

**ACADEMIC EDUCATION**

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Master of Science – Community and Regional Planning The University of Texas at Austin – School of Architecture	May 2011 Austin, TX
Master of Public Affairs The University of Texas at Austin – LBJ School of Public Affairs Specialization in Social and Economic Policy Certification in Non-Profit & Philanthropic Studies – RGK Center	May 2011 Austin, TX
Bachelor of Arts; Major: Urban Studies/Minor: Business Foundations The University of Texas at Austin	Dec 2007 Austin, TX

**RESEARCH**

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University of Texas – Graduate Professional Report “Interorganizational Networks: Challenges, Best Practices and Relevance in Austin, TX” Readers: Liz Mueller (Community and Regional Planning); Christopher King (Ray Marshall Center)	May 2011
River City Youth Foundation Created “Data and Evaluation Plan” to guide performance management organization-wide.	May 2009
Children’s Advocacy Centers Evaluation Tool and Instruction Manual developed for 63 Executive Directors to deploy and evaluate programming.	May 2009
Austin Police Department – Crime Analysis (Robbery) Developed training presentation using primary (surveys, observation studies, interviews) and secondary research (census data, case studies) to inform findings; Training product rolled out to department commanders and robbery unit staff at a Robbery Forum.	Jan 2008

*\*Additional research information upon request.*

**BOARD AND COMMITTEE MEMBERSHIPS**

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Community Fellow- Travis County reclaiming futures team/Juvenile drug court	2011- 2016
Chair – Community Advisory Board – Travis County Juvenile Probation Department	2012- 2015
Board Member- Media Awareness Project	2012- 2018
Committee Member – Austin Opportunity Youth Collaborative	2013- 2014
Central Texas Education Funders – Common Indicators Workgroup	2011- 2011
Board Member- Association of Fundraising Professionals	2010- 2011

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[www.linkedin.com/in/erin-whelan-34062517/](http://www.linkedin.com/in/erin-whelan-34062517/)  
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## ERIN WHELAN, MA, LPC-S

**PROFILE** Accomplished Executive with a demonstrated history of managing federally funded, multiple clinical, social service, and wellness programs within agencies, organizations, and institutions. Strong leader, motivator, and advocate and support for people and teams.

**SKILLS & INTERESTS** Change Management • Strategic Planning • Thought Leader • Conflict Resolution • Crisis Response • Project Management • Partnership Engagement • Community Advocate • Inclusion Strategy • Cultural Awareness and Attunement • Critical Analysis

### EXPERIENCE

#### **LIFEWORKS, Austin, TX**

Agency with over 50 years of experience. Largest service provider of youth and young adults experiencing homelessness in Central Texas. Annual budget of 24 million, staff of 180, and operating over 7 service locations.

*Senior Division Director of Housing and Homeless Services, Oct 2015 – Present*

- Oversight including program design, implementation of serviced and evidence-based models, performance reporting and evaluation, and overall strategy of the Housing Division which includes 9 different programs focused on preventing and ending homelessness for youth and young adults.
- Direct responsibility of a 11 million dollar budget and a staff of 70.
- The first of 10 communities nationally to receive a Federally funded Youth Homelessness Demonstration Project which represented an additional 5.2 million dollars for the City of Austin.
- Member of the Senior Management Team
- **Key Achievements:**
  - Division increased from 6 million dollar budget to 11 million dollar budget under my leadership with a 40% increase in staff
  - Initiated and implemented 4 new programs
  - Under my leaders 1,000 youth stably housed since 2019
  - Serve as a spoke-person for the movement to End Youth Homelessness in local, state, and national platforms

*Director of Emergency Shelter, Sep 2013 – Sep 2015*

- Provided leadership and oversight of the Emergency Shelter, including the development, delivery, management, evaluation, and reporting of services and programming related to the Emergency Shelter.
- Direct responsibility of a 1 million dollar budget and a staff of 30.
- Responsible for ensuring program was meeting Texas Department of Family and Protective Services licensing standards and contract expectations.
- **Key Achievements:** Brought on 3 new contracts under my leadership

**THE SETTLEMENT HOME, Austin , TX***Supervisor/Therapist, Feb 2012 – Aug 2013*

- Oversight for hiring, training, managing, and supervising staff
- Monitored the intake, treatment, and discharge of a house of 13 clients.
- Provided individual and group therapy to clients with extreme trauma and chronic neglect which included a variety of therapeutic modalities.

**IGNITE (FORMERLY TEEN LIVING PROGRAMS), Chicago, IL***Manager of Youth Development Staff & Milieu, Oct 2008 – Feb 2012*

- Managed the overall safety of a transitional living community of 20 youth and young adults and 15 staff to create a physically and emotionally secure environment in the Southside of Chicago.
- Worked with youth using Positive Youth Development, Trauma Informed Care, and Harm Reduction while cultivating independence.

**NORTHWESTERN UNIVERSITY, DEPARTMENT OF PREVENTATIVE MEDICINE, Evanston, IL***Project Manager, Behavioral Medicine, Jan 2007 – Oct 2008*

- Project management for 6 ongoing clinical trials.

**THE COOPER INSTITUTE , Dallas, TX***Clinical Trials Program Manager, Division of Research, Sep 2000 – Dec 2006*

- Project management for 5 ongoing clinical trials.

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**CREDENTIALS &  
LICENSES**

- Texas Licensed Professional Counselor-Supervisor
- Child Care Administrator License
- Certificate for [Principle and Techniques of Fundraising with the Fund Raising School with Indiana University](#)
- Completed [Undoing Racism through The People's Institute of Survival and Beyond](#)



- Completed [Courageous Conversations](#) Beyond Diversity

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BOARDS &  
COMMITTEES

- Planning Committee for Runaway and Homeless Youth National Training
- Member of A Way Home American Practice Committee
- Board Chair of [Texas Network of Youth Services](#)
- Co-Chair of Homeless Response System Permanent Housing Committee
- Leader of LGBTQIA+ committee
- Co-Chair of Ending Community Homelessness Coalition Continuum of Care Committee

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PROFESSIONAL  
SPEAKING  
ENGAGEMENTS

- LBJ School of Public Affairs at University of Texas
- Runaway Homeless Youth National Training
- National Alliance to End Homelessness
- Point Source Youth National Symposium
- The College for Behavioral Health Leadership
- Dell Medical School at University of Texas

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PROFESSIONAL  
RECOGNITIONS

- [Leadership Austin Graduate](#) – Class of 2017

**LeShawn Arbuckle, LCSW-S**

<b>Education</b>	<b>Master of Science in Social Work</b> <b>University of Texas at Austin</b> Licensed Clinical Social Worker (2001-present) Board Approved Supervisor (2005 – present)	<b>May 1996</b>
<b>Career</b> <b>2016 – present</b>	<b>LifeWorks</b> <b>Division Director of Counseling Services</b>	Austin, TX
<b>2014 – 2016</b>	<b>Associate Division Director of Counseling Services</b> <ul style="list-style-type: none"> <li>▪ Management of 3 counseling division programs through budgetary oversight, program activity coordination, and procurement and management of Agency assets and resources</li> <li>▪ Oversees billing processes and third-party billing procedures for the division</li> <li>▪ Provides supervision of program managers</li> <li>▪ Supports Division Directors in aligning program goals with Division and Agency mission and strategic planning efforts</li> </ul>	
<b>2011 – 2014</b>	<b>Clinical Field Director</b> <ul style="list-style-type: none"> <li>▪ Recruit and select Master's and Bachelor's level student interns for the Counseling Division programs</li> <li>▪ Provide and coordinate orientation and on-going trainings</li> <li>▪ Supervise clinical staff and student interns in Youth and Adult Counseling</li> <li>▪ Manage Intern Program reporting</li> <li>▪ Monitor compliance with all agency, program and funder standards</li> <li>▪ Liaison between LifeWorks and Central Texas Universities</li> </ul>	
<b>2005 - 2011</b>	<b>Program Services Coordinator/Intern Coordinator</b> Manage delivery of counseling services to youth and families <ul style="list-style-type: none"> <li>▪ Supervise clinical staff and student interns</li> <li>▪ Provide strengths-based counseling to adults, youth and families</li> <li>▪ Ensure compliance with all agency, program, contract, grant and licensing standards regarding delivery of services</li> <li>▪ Monitor expected outcomes</li> <li>▪ Maintain documentation in accordance with standards and expectations set by agency, contracts, grants, and certifications</li> <li>▪ Recruit, select, train and supervise Master's level student interns</li> </ul>	
<b>1996 - 2005</b>	<b>Youth and Adult Counselor</b> <ul style="list-style-type: none"> <li>▪ Provide individual, family and couples counseling to youth and adults</li> <li>▪ Provide intake and follow-up services</li> <li>▪ Supervise part-time Counselors and Master's level interns</li> </ul>	
<b>Affiliations</b>	1997 – 2007 <b>Texas Network of Youth Services, Board member</b> 2006 – present <b>Leadership Texas Alumni Assoc., Class '06</b> 2007 – present <b>Kids Living Well (formerly CYMHPP), co-chair 2015</b> 2010 – present <b>Austin Area African American Behavioral Health Network, member</b>	
<b>Awards</b>	2011 – 2012 <b>Field Instructor of the Year, UT Austin School of Social Work</b>	
<b>Publication</b>	Nowicki, J. & Arbuckle, L. (2009) Social workers as family counselors in a non-profit, community-based agency. In A. R. Roberts, A., (Ed) <i>Social Worker Desk Reference</i> . New York: Oxford U. Press.	

**Kristina S. Perez, MSSW****EXPERIENCE HIGHLIGHTS**

LifeWorks - Education and Workforce Development, Austin, TX

**January 2022 - Present****Division Director**

- Oversees all operations of programs within the division: Teen Parent Services, Sexual Health Information for life Transitions (SHIFT), Life Skills Training, High School Equivalency (HSE), and Workforce Development, and supports program managers in implementing quality services, collaborating with internal and external stakeholders, and meeting all contractual agreements.
- Leads the integration of education and employment supports and prevention services with services in other agency divisions and is responsive to community needs and resources.
- Develops and implements collaborative relationships with non-profit, academic, for profit, and governmental communities for the purpose of funding new initiatives and programs.
- Manages the assigned division, its services, and contracts through budgetary oversight, staff supervision, program activity coordination, and procurement and management of Agency assets and resources.

HHSC - Early Childhood Intervention (ECI), Austin, TX

**July 2021 - January 2022****Project Manager**

- Provided supervision and support to team leads and staff involved in grants and the State Systemic Improvement Plan to ensure the project remained on track and deliverables were met.
- Responsible for program implementation and oversight of 10 subcontractors participating in the Supplemental Nutrition Assistance Program - Education (SNAP-Ed) project through regular communication and meetings with program directors across Texas.
- Managed nine projects with varying deadlines, deliverables, budgets, and reporting requirements. Worked in collaboration with a variety of private, state, and federal funders, some of which included The Office of Special Education Programs, Episcopal Health Foundation, and SNAP.
- Successfully completed quarterly, mid year, and annual reports for projects that were over six months late due to vacancy within the first two months of hire.
- Developed new procedures and timelines to support projects that did not have any established processes to improve efficiency, data validity, and understanding.
- Created resources for 41 state contractors with critical information to clarify project requirements based on contractor feedback. Documents lead to an increased understanding of an evidence based coaching model that was implemented by ECI in May 2021 for both contractors and internal ECI staff.

HHSC – Youth Empowerment Services Waiver, Austin, TX

**May 2018 - July 2021****Manager (Aug. 2020 – July 2021)**

- Researched and recommended COVID flexibilities for the YES Waiver program within weeks of the declared pandemic to develop and route the Appendix K to the Centers for Medicare and Medicaid (CMS) for approval.
- Managed ongoing coordination of COVID flexibilities, extensions, and updates across multiple state departments and four Medicaid systems for the provision of services that included: specialized therapies, community living supports (Nurturing Parenting Program), family supports, employee assistance and supported employment (individualized placement and support), paraprofessional services, respite services, non-medical transportation, supportive family-based alternatives, adaptive aids and supports, minor home modifications, and transition services.
- Successfully onboarded and trained seven out of 10 team members and leads over a span of nine months during the pandemic. Supported leads with staff related issues and challenges as well as providing oversight for projects they were leading.
- Focused on improving diversity, equity, and inclusion for the program through provider training, targeted outreach efforts, updating marketing materials, program data, and internal hiring practices.
- Participated in cross systems collaboration workgroups with multiple state programs and departments to promote children's mental health, bring visibility to the YES Waiver program, improve outcomes and service delivery, and address disparities across child serving agencies.
- Managed the Wraparound Provider Organization (WPO) project, which proposed adding a new service and provider type to the Waiver if approved by CMS.
- Updated the YES Waiver Policy Manual to align federal statute and waiver requirements, state rules and contracts and to provide guidance on program implementation.
- Hired as Policy Development Specialist in May 2018, promoted to Team Lead in March 2019, promoted to Manager in August 2020.

**Kristina S. Perez, MSSW**

DFPS – Prevention and Early Intervention Division, Austin, TX

**Nov. 2017– May 2018****Early Childhood Special Projects Team Lead**

- Supervised and supported staff and leads in the delivery of technical assistance and event planning for program directors implementing Parents as Teachers (PAT), Nurse- Family Partnership (NFP), Home Instruction for Parents of Preschool Youngsters (HIPPIY), and Healthy Families America (HFA) and Healthy Outcomes through Prevention and Early Support (HOPES) across Texas.
- Successfully managed the first grant process following the agency’s transformation from HHSC to DFPS in less than five months. Process involved developing timelines and managing deliverables for staff and leads assisting with the grant in addition to working in collaboration with multiple DFPS departments to ensure project completion.
- Participated in the Results Based Accountability workgroup which included multiple state and local child serving agencies working to address disparities and issues related to various maternal and child outcomes.
- Coordinated with stakeholders on national and local levels to facilitate information sharing, training, and support to Maternal, Infant, and Early Childhood Home Visiting (MIECHV) grant recipients in Texas.

DFPS – Prevention and Early Intervention Division, Austin, TX

**Sept. 2017– Nov. 2017****Continuous Quality Improvement Specialist**

- Provided technical assistance and support to 13 MIECHV grant recipients on a monthly basis and helped promote a growth mindset about the continuous quality improvement process.
- Responsible for developing strategies and ideas to engage providers in continuous quality improvement activities as required through the MIECHV grant.
- Collected and analyzed program data to identify trends across programs and compare performance measures over time. Contributed to the development of the department’s MIECHV federal report to summarize program findings and data related to continuous quality improvement.

Action Point Analytics, Austin, TX

**April 2017 – Sept. 2017****Director of Operations**

- Lead business development efforts to help promote and grow the company by identifying and researching potential clients, engaging in outreach efforts, and meeting with clients to better understand their needs.
- Researched and analyzed data for company partners, some of which included Samsung, General Mills, and AT&T, using global news and information databases in order to inform their strategy development, return on investment, and brand engagement.
- Developed an internal policies and procedures handbook to support new employees and improve the onboarding experience and coordinated and attended client meetings to discuss needs, project goals, and status for each project.

Easter Seals Central Texas – Early Childhood Intervention Program, Austin, TX

**Feb. 2015 – Feb. 2017****ECI Team Supervisor**

- Supervised and supported the Early Intervention Specialist manager and the Service Coordinator manager in addition to a team of therapists and contracted staff. Focused on creating a positive and supportive work culture to improve staff retention.
- Reduced staff turnover and increased retention for the 55 full time staff and contractors in the program.
- Set record monthly revenue marks for \$3.5 million program, exceeding organization revenue goals by \$20k per month.
- Increased team productivity by an average of 40% monthly, which exceeded program indicators and maximized the level of services delivered to children and families in need.

Annunciation Maternity Home, Georgetown, Texas

**Aug. 2013 – Feb. 2015****Director**

- Awarded accreditation from the Council on Accreditation within six months of hire and received exceptionally high marks and praise from national evaluators.
- Introduced an evidence-based approach for services delivered to children, which included the use of the Ages and Stages Questionnaire (ASQ), a developmental screener, and one-to-one prenatal and parenting coaching sessions with teen moms.

Easter Seals Central Texas, Austin, Texas

**May 2010 – Aug. 2013****Service Coordinator/Early Intervention Specialist/Public Outreach**

**Kristina S. Perez, MSSW**



- Achieved a second title of Public Outreach Specialist within one year of start date, based on exemplary work performance and proven ability to manage multiple priorities.
- Delivered high quality case management services for 45+ families by managing timelines and indicators to ensure family satisfaction and meet program requirements.
- Represented the agency in both English and Spanish at community events and increased public presence.

Texans Care for Children, Austin, Texas

**Jan. 2008 – May 2010**

**Regional Coordinator**

- Organized, presented, and facilitated the four-hour Listening Tour/Advocacy Training sessions across the state by developing new partnerships with state legislators and their staff, as well as community leaders, and local child serving agencies.
- Created the agency’s Advocacy Training program, which included developing curriculum, content, and an Advocacy Training manual.
- Organized and facilitated major agency events such as Voices for Change Day (over 400 participants across Texas), Texas Mental Health Summit, Juvenile Justice Summit, and Speaker Series to promote children’s issues and to include youth voices in every issue area.

**EDUCATION**

The University of Texas at Austin, **MS in Social Work (Dean’s List)** **2008**  
 Concentration in Community and Administrative Leadership

Texas A&M International University, **BA in English (Summa Cum Laude)** **2006**  
 Minor in Earth Science

**PROFESSIONAL DEVELOPMENT**

**Fluent in Spanish**

**Practicing Effective Management**, TBD Solutions **Jan. 2021**

**Adaptive Leadership for System Change**, Ellen B. Kagan, MSW **Sept. 2020**

**The Coach Approach**, Coach Approach Partners, LLC **Sept. 2020**

**Leading Project Teams**, HHSC BH/IDD Innovation **Sept. 2020**

**Positive Discipline Parent Educator**, Positive Discipline **Mar. 2014**

**Early Intervention Specialist**, Early Childhood Intervention, Texas **Aug. 2011**

**Undoing Racism**, The People’s Institute, Austin, Texas **Aug. 2009**

**Organizing for Social Change**, The Midwest Academy, Chicago, Illinois **Oct. 2008**

## Gentil M Cabral

### Professional Summary

Accomplished, finance professional with the natural ability to flow and connect across a variety of departments while strategically and responsibly supporting fiscal needs responsibly and thoughtfully managing high level organizational decisions.

### Skills

- \*Exceptional customer service
- \*Entrepreneurial spirit
- \*Encourage autonomy and empowerment
- \*Ability to work in a team
- \* Foster cooperation and trust
- \*Defining clear and simple fiscal education for all levels
- \*Streamlining and implementing processes
- \*Strong work ethic

<b>WORK HISTORY</b>	<p><b>LifeWorks</b></p> <p><b>Senior Director of Finance and Accounting</b></p> <p><b>Director of Finance</b></p> <ul style="list-style-type: none"> <li>• Leads the coordination and development of organization budget.</li> <li>• Develops financial business plans, strategies and forecasts.</li> <li>• Participates in strategic planning and policy development</li> <li>• Engages the Finance Committee of the Board of Directors to develop financial policies and plans.</li> <li>• Contributing member of the Agency Risk Management Committee focusing on areas of financial exposure.</li> <li>• Manages acquisition of liability, property, crime, and Directors and Officers insurance coverage to adequately cover Agency, assets, and personnel/volunteers.</li> <li>• Oversees the hiring, training, supervision, and dismissal of staff</li> <li>• Oversees external reporting and prepares financial reports and analysis for the Chief Executive Officer, Finance Committee, Audit Committee, and Board of Governors.</li> <li>• Prepares and communicates monthly and annual financial statements to Board Committees and Board of Governors.</li> <li>• Establishes internal control structure to ensure protection of agency assets.</li> <li>• Directs the preparation of statements and reports on financial affairs</li> <li>• Oversees the accounting and Finance Staff</li> <li>• Oversees cash flow planning, cash management</li> <li>• Leads the annual independent audit as well as internal audits by funders</li> <li>• Oversees preparation and filing of 990 tax returns for all entities</li> <li>• Oversees expense management process and ensures operational ownership through visibility into available funds and expenses incurred.</li> <li>• Manages Agency's tax requirements</li> </ul>	<p><b>December 2019-Present</b></p> <p><b>May 2021 - Present</b></p> <p><b>December 2019-May 2021</b></p>
	<p><b>Planned Parenthood Southeastern PA</b></p> <p><b>Assistant Controller</b></p> <ul style="list-style-type: none"> <li>• Monitor accounting procedures for compliance with organization and GAAP</li> <li>• Oversee day-to-day operations</li> <li>• Manage, monitor insurance revenue cycle revenue recognition and analysis</li> <li>• Prepare monthly and quarterly analyses of general ledger accounts</li> <li>• Oversee, monitor and collaborate with revenue generating departments</li> </ul>	<p><b>August 2011 – December 2019</b></p>

	<ul style="list-style-type: none"> <li>• Direct, monitor and perform analytical review of receivables</li> <li>• Conduct monthly meetings with departmental heads to discuss financials and budget goals</li> <li>• Manage all banking activity for all accounts</li> <li>• Participate in quarterly finance board meetings</li> <li>• Participate in policy creation, maintain and document implementation of new processes</li> <li>• Assist in managing internal and external audits</li> <li>• Mentor and supervise accounting staff – A/P and Payroll</li> <li>• Conduct quarterly financial reviews with center managers; review monthly department variances</li> <li>• Assist, manage multi departments’ annual budget development</li> <li>• Attend quarterly management meetings</li> </ul>
	<p><b>BetterHealth, A Planned Parenthood Partnership August 2011-December 2019</b>  <b>Controller</b></p> <ul style="list-style-type: none"> <li>• Oversee and prepare all aspects of month-end close</li> <li>• Oversee all day-to-day financial inquiries and operations</li> <li>• Manage A/R invoicing and</li> <li>• Manage and forecast cash flow</li> <li>• Oversee financial performance and budget variances</li> <li>• Create and oversee multi-departmental budget development</li> <li>• Manage external audit</li> <li>• Attend senior management meetings</li> <li>• Conduct monthly financial meeting with heads of departments</li> </ul>
<b>EDUCATION</b>	<p><b>La Salle University</b> Philadelphia, PA  <b>MBA</b>, Concentrations: Accounting and Management Information Systems  <b>Bachelor of Science</b>, Business Administration, Accounting</p>
<b>TECHNOLOGY</b>	<p><b>Microsoft 365:</b> Outlook, Notes, Word, Excel , SharePoint, Teams and Powerpoint  <b>Accounting Software:</b> Oracle NetSuite, Quickbooks Online, Abila MIP (Standard and Cloud-based), Blackbaud Financial Edge and NXT</p>
<b>LANGUAGES</b>	<p>Native Fluency Spanish and English</p>
<b>ORGANIZATION</b>	<p>Austin Nonprofit Financial Leadership</p>

**KATELYN BENNETT GENTILE, MPH, SHE/HER/HERS**[Kate.Bennett@lifeworksaustin.org](mailto:Kate.Bennett@lifeworksaustin.org)**EDUCATION**

<b>SUNY Downstate School of Public Health;</b> Brooklyn, NY <i>Master of Public Health Degree</i> , May 2013 Concentration: Community Health Sciences	<b>SUNY University at Albany Honors College;</b> Albany, NY <i>Bachelor of Science Degree</i> , May 2011 Major: Mathematics and Public Health
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**WORK EXPERIENCE****Youth and Family Alliance dba LifeWorks** – Austin, TX*Sr. Director of Compliance and Administration*, May 2021 – Present

- Oversees the Grants and Contracts Compliance Department of the Agency to ensure adherence to statutory regulations and funder-imposed restrictions.
- Responsible for development and implementation of agency-wide grant management strategy and develops supporting process, systems, and tools.
- Works in partnership with Sr. Director of Finance & Accounting to develop financial business plans and forecasts and coordinate the monitoring of contract budgets.
- Participates in strategic planning and policy development as a member of the Strategic Management Team.
- Engages the Finance Committee of the Board of Directors to develop financial policies and plans with regard to contract funding.
- Implements annual cost allocation plan
- Represents the company to funding and contract partners, including public and foundation funders and subcontractors.
- Oversees physical plant management, security, and maintenance supported by the Director of Facilities and Maintenance.
- Oversees major renovations and creation of new facilities including needs assessment, design development, budgeting and controls, and general project management.
- Manages agency property management company and operations at apartment buildings
- Leads the development of new property sites, including acquisition of capital sources; development of operating proformas; contractor, consultant and vendor relations; oversight of construction; and lease-up.
- Oversees the re-accreditation process and the maintenance of COA standards between re-accreditation cycles.
- Oversees the organization's Risk Management program.
- Oversees the organization's Performance Quality Improvement (PQI) program.
- Oversees the Centralized Intake (CIT) and Administrative Teams across all sites and ensures quality of service delivered by these teams to internal and external parties are timely and meet a high-quality standard.

*Director of Grants and Contracts Compliance*, January 2019 – May 2021

- Oversees grants and contracts compliance department for over \$14M in public and private contracts, including contract compliance, external funder audits, monitoring internal and subrecipient performance, performance reporting, budget and scope of work amendments, funder relationships, and contract spending.
- Designs and implements agency-wide grant management strategy; develops supporting process, systems and tools
- Assists with annual agency budgeting process; creates and supports the annual cost allocation plan
- Supervises staff of two. As of 03/2021 also supervises the Admin, Central Intake, and Facilities departments

*Director of Public Grants*, April 2016-January 2019

- Researched, wrote, and submitted grant applications exceeding \$12M in annual funding for the agency
- Worked with leadership to assess gaps in services in order to develop a funding strategy
- Developed relationships with local, state and national public funders on behalf of agency
- Developed multi-year budgets for grant submissions and develops annual program budgets which include multiple funding sources, creates funding sustainability plans, and plans for ensuring match requirements are met
- Played an active role in program design, planning, and implementation by researching and connecting with organizations both locally and nationally to share best practices, successful program models, and challenges



**University of Texas at Austin, College of Natural Sciences – Austin, TX***Grants and Contracts Specialist*, November 2015-April 2016

- Oversaw all pre and post award administration for over 50 UT Austin faculty's grants and contracts
- Identified funding opportunities; researched, wrote and submitted proposals to NSF, NIH, DOE, DOD
- Created and managed budgets for proposals; completed all required grant and contract reporting
- Served as the liaison between UT Austin faculty, partnering institutions, and UT Office of Sponsored Projects

**Southwest Key Programs – Austin, TX***Grant Writer*, October 2015-April 2016

- Contractual grant writer for a national nonprofit organization
- Responsible for conception, writing and submitting national, state, foundation, and local grant proposals

**New York University School of Medicine, Department of Population Health – New York, NY***Project Manager*, October 2011-July 2015

- Identified, wrote, and submitted proposals to funding agencies (NIH, HSRA, PCORI)
- Oversaw all post-award management, including grant budgets, compliance, and performance reporting
- Oversaw research project implementation and evaluation, IRBs, participant recruitment, and data collection
- Served as liaison between the institution, funding agencies, key stakeholders and principal investigators
- Supervised team of 5 staff and interns

**Veterans Affairs (VA) New York Harbor Healthcare System – New York, NY***Research Administrator*, November 2012-July 2015

- Certified Contacting Officer Representative for Veterans Affairs
- Administrative and grant support for VA Health Services Research and Development (HSRD) division
- Identified and applied to federal grants, including VA HSRD, CSRD, QUERI
- Managed contracts post-award, including finances and reporting

*Health Science Specialist*, May 2011-October 2012

- Conducted proactive outreach to veterans regarding smoking cessation and blood pressure control
- Met grant funding expectations, documentation, and reporting requirements

**Richard C. Williams Jr.**

**Executive Summary**

A professional within the construction industry focusing on new commercial environments, industrial and residential remodeling. Licensed General Contractor in Commercial, Industrial and Residential sectors with expertise in Construction Management, Inspections, Job Order Construction, Design-Build Services and Safety. Recognized for well-developed project management skills that include using computer technology to track job progress, managing people, estimating, controlling costs and schedules, which enable project completion on time and under budget. A proven track record of taking challenging projects and creating a positive work environment resulting in successful project completion. Consistently delivers quality and excellence in workmanship through strong people and problem solving skills. Extensive architectural background through education and experience.

**Licenses and Certifications**

- Commercial / Industrial / Residential Contractor ( BC ), TN Licensing Board for Contractors, 2003
- OSHA 10 Hour Construction
- OSHA 30 Hour Construction

**Professional Organizations**

- Project Management Institute – National
- Project Management Institute – Austin Chapter

**Professional Background**

Director of Facilities & Maintenance September 2015 to Present  
**LifeWorks** Austin, TX

Directs facility management and operations functions, including assisting with capital improvement projects, leasehold modifications, overseeing special projects and procurement of additional facilities, equipment and construction.

- Create, implement and maintain department repair and capital improvement budgets, ensure compliance with budgetary constraints, forecast and plan facility improvements
- Set policy and procedures for facilities and maintenance
- Manage building tenants, negotiates leases, provide landlord services to tenants, produce annual operation cost reports
- Negotiate and maintain contracts with outside vendors, repair personnel and contractors
- Establish, implement and update facility/security related policies and procedures, comply with federal, state and local laws and regulations, ensure compliance with accreditation standards
- Organize and oversee group volunteer projects related to facility/property maintenance and development
- Member of Senior Management Team
- Member of Risk Management Team

Construction Inspector (Contract Job) June 2013 to April 2014  
 Jollyville Water Transmission Main Austin, TX  
**MWM DesignGroup**

Construction inspection of 6.5 miles of 120" bored tunnel with 84" carrier pipe. Four 40 ft shafts, two working and two retrieval, ranging in depth from 120 – 350 ft deep. \$85 Million dollar project.

- Verify pipe connections are within specifications
- Verify pipe location is within specifications
- Verify clearance of pipe within tunnel
- Maintain daily logs and supplement inspection records with photographs

Owner January 2009 to September 2015  
**RCW Construction** Austin, TX

Accountable for all aspects of facility maintenance, by providing repair and remodeling services along with building maintenance. Self-perform the majority of work performed and brings in the right sub-contractor for the service needed. Commercial estimating for local HUB Contractor using R.S. Means Cost Data. Projects have included Job - Order - Construction for Kellogg, Brown & Root and projects for Austin Energy, Austin – Bergstrom International Airport and the City of Austin.

- 24/7 Emergency Repairs
- Re-models / Alterations
- Carpet / Tile Repairs & Replacement
- Ceiling Repairs
- Water damage repairs

- Pre Opening / Closing Clean up
- HVAC Repairs / Replacement

Texas AJOC Project Manager  
 Job Order Construction

July 2007 to Jan. 2009  
 Austin, TX

**Greenway Enterprises, Inc., International Contractors**

Responsible for soliciting new work, developing scope of work, estimating, soliciting and qualifying subcontract bids, project scheduling and overall accountability for the timely completion and profitability of Governmental projects. Generate all project forms and contracts with sub's including submittal processing, material scheduling and ordering, change order processing and close-out document processing. Managed multiple projects simultaneously while re-establishing customer relations with high-profile clients.

- Developed new work with multiple agencies including, but not limited to, Austin Community College District, Texas Parks and Recreation, Texas State University— San Marcos, and the City of Austin.
- Took fast turnaround jobs and completed within time constraints and budget.

Project Manager

1997 to July 2007

**RCW Construction, LLC**

Franklin, TN

Accountable for all aspects of projects, from beginning to close-out. Projects included educational, religious, office space, warehouse and special construction. Responsible for the direction of up to fifteen people in the office and in the field. Design / Build projects include Van Buren County Elementary Addition, Van Buren County Vocational Addition, Van Buren County Kindergarten, Cracker Barrel Corporate Campus – Mail / Printing Building, Multiple new churches with sanctuary and educational spaces, Assisted – Living Facilities and new office rental buildings. Worked extensively with sister company (Architectural Offices of Williams, Inc.) inspecting multiple projects for compliance.

- Estimated project cost using Timberline and Primavera programs for public bidding and scheduling work.
- Hired project superintendents for projects.
- Tracking project costs throughout project.
- Obtaining approvals from all governmental agencies.
- Writing contracts for each sub-contractor.
- Overseeing all projects from beginning to close-out
- Scheduling of materials and labor for projects

Owner

1994 to 1997

**Williams Construction**

Norman, OK

Responsible for all aspects of projects, from beginning to close-out. Projects include medical, Retail and food service.

- Met with owners to determine needs.
- Estimating cost and time for completion of projects.
- Supervising personnel.
- Manual labor where needed.

Owner

1992 to 1997

**America's Repair & Remodeling**

Norman, OK

Responsible for all aspects of repairs, remodeling, and additions for homes.

- Performed home inspections.
- Worked closely with realtors for repairs to homes going on the market.
- Worked closely with realtors for repairs to rental property.
- Worked with owners to advise and implement additions to complete remodels.

Draftsman

1990 to 1992

**Architectural Offices of Williams, Inc.**

Franklin, TN

Worked with the supervising architect to produce working drawings for projects for the military, universities, schools, religious and industrial

- Production of working drawings under the supervision and direction of an architect.
- Checking of shop drawings for compliance with contract documents.
- Producing computer generated renderings of projects.
- Field supervision.

**Software Applications**

Timberline Precision Estimating  
 Primavera Suretrak Project Manager  
 AutoCAD  
 3D Studio Viz  
 AutoDesk Lightscape  
 Winest Estimating

Quantity take-offs  
 Scheduling of resources  
 Production of drawings  
 Producing renderings and walk through  
 To make natural and artificial light look realistic in renderings  
 Quantity take-offs

Austin Community College  
Auburn University,  
Franklin High School,

*Education*  
Austin, TX,  
Auburn, AL,  
Franklin, TN,

3.4 GPA

2009-present,  
1980-1982  
graduated 1980

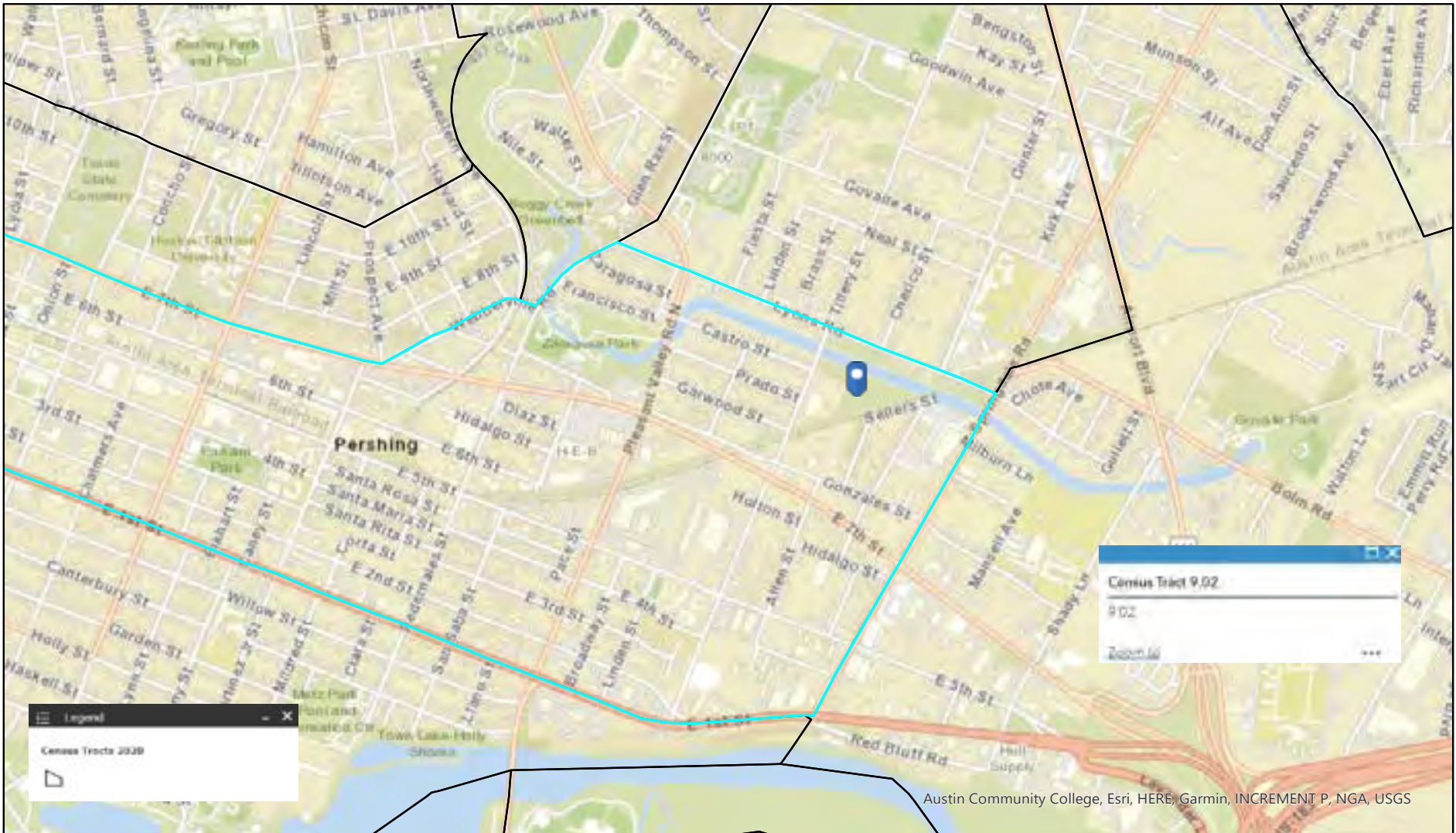
**The Works III**  
**RHDA Funding Application**  
**Attachments 5. Property Information**

## 5.A. Appraisal

Not applicable.

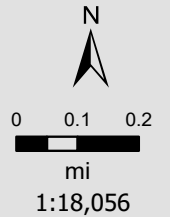
## 5.B. Property Maps

Please see the following attachments.



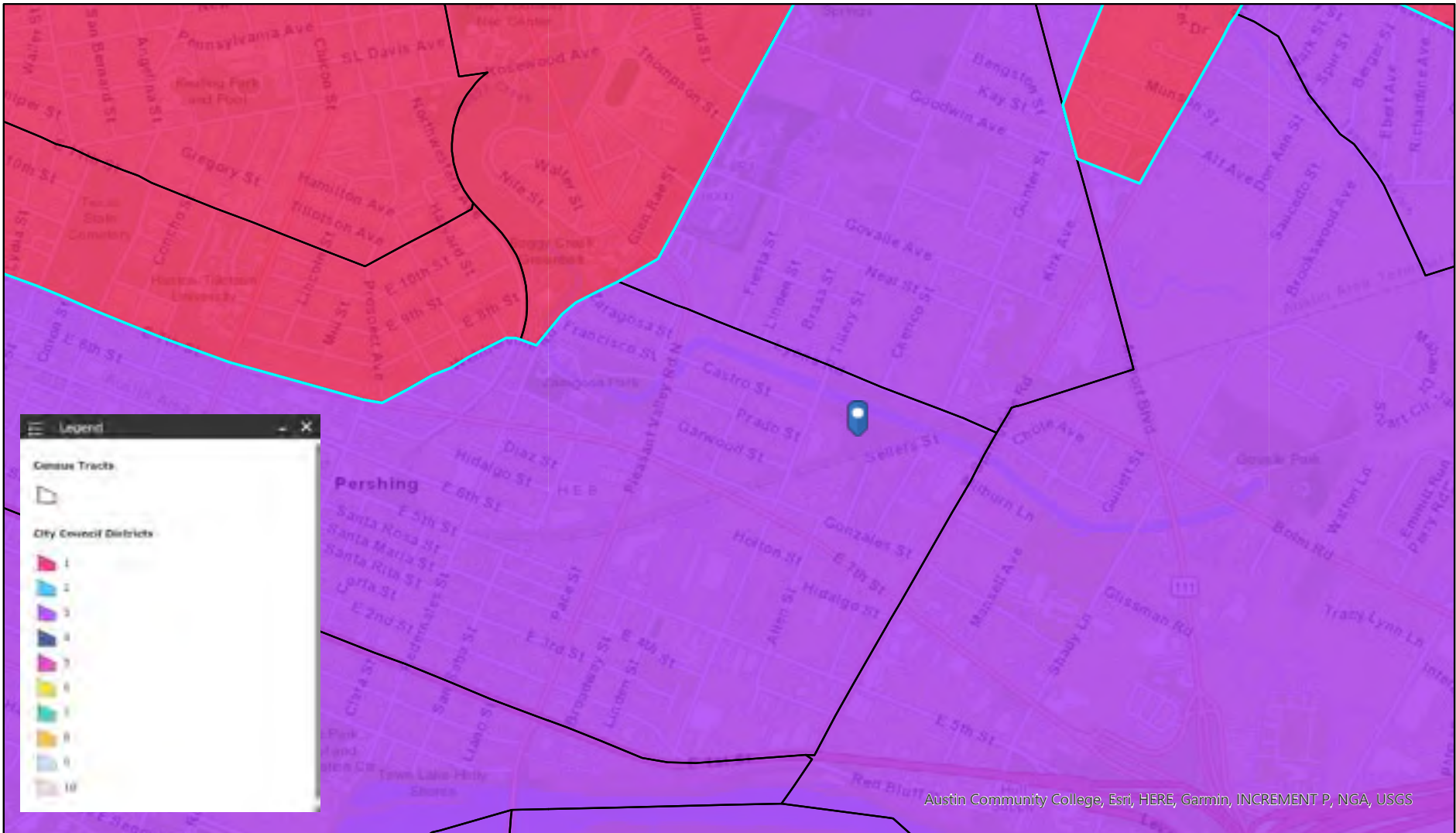
23 January 2023

# Census Tract



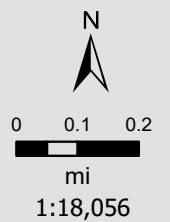
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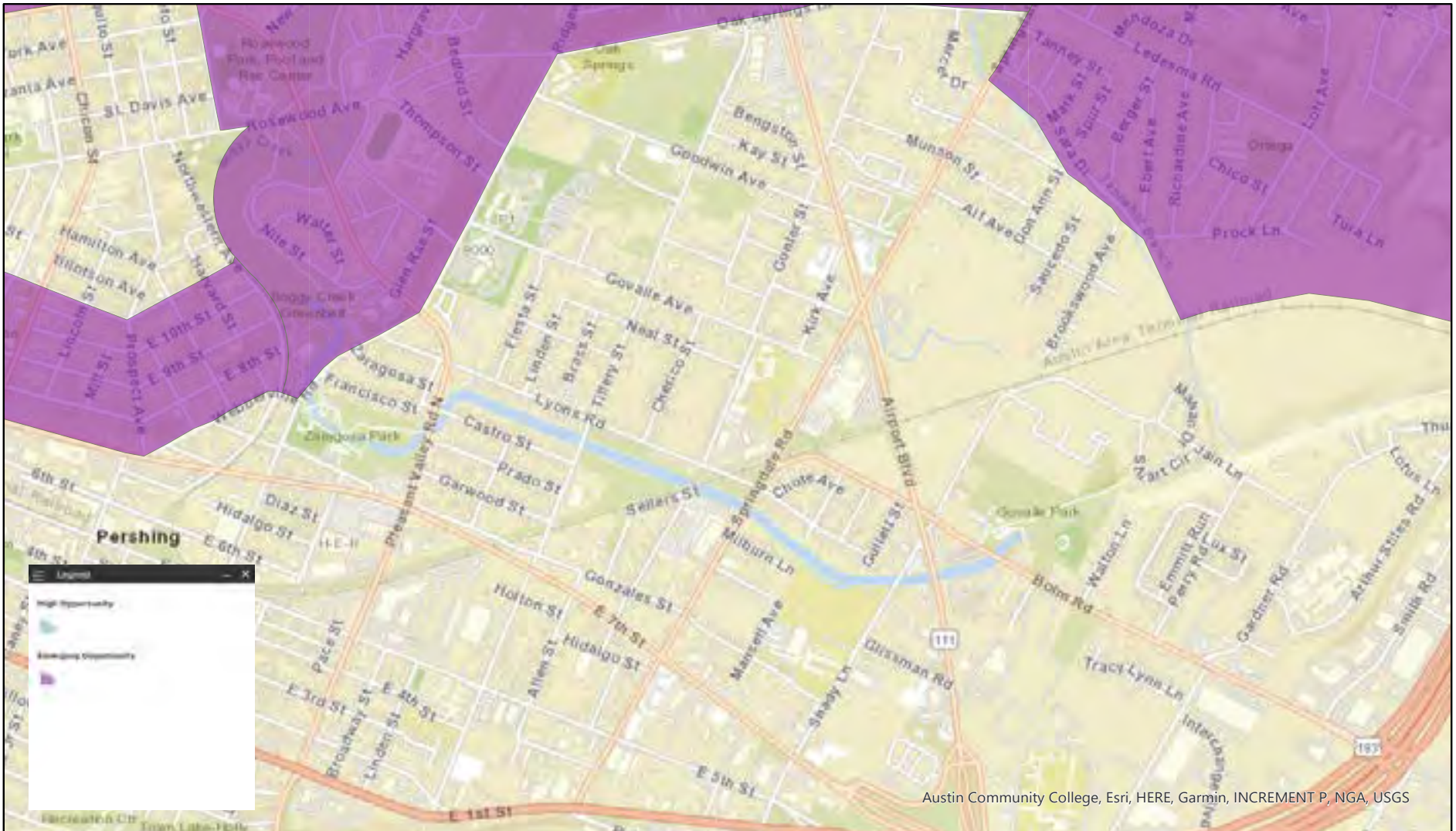


23 January 2023

# Council District

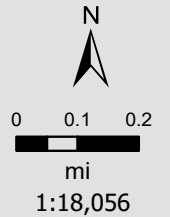


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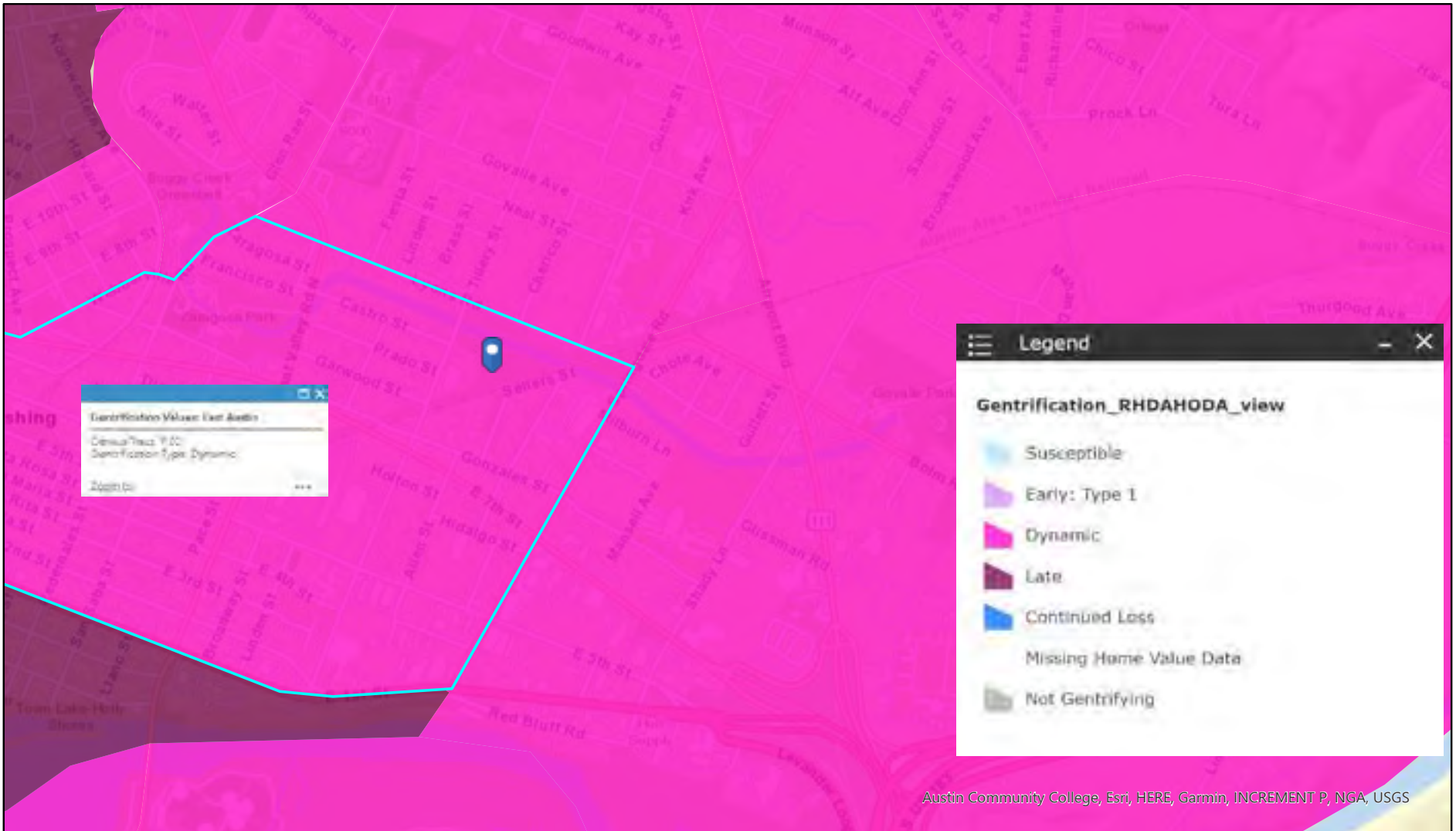


23 January 2023

# Opportunity Value

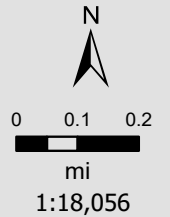


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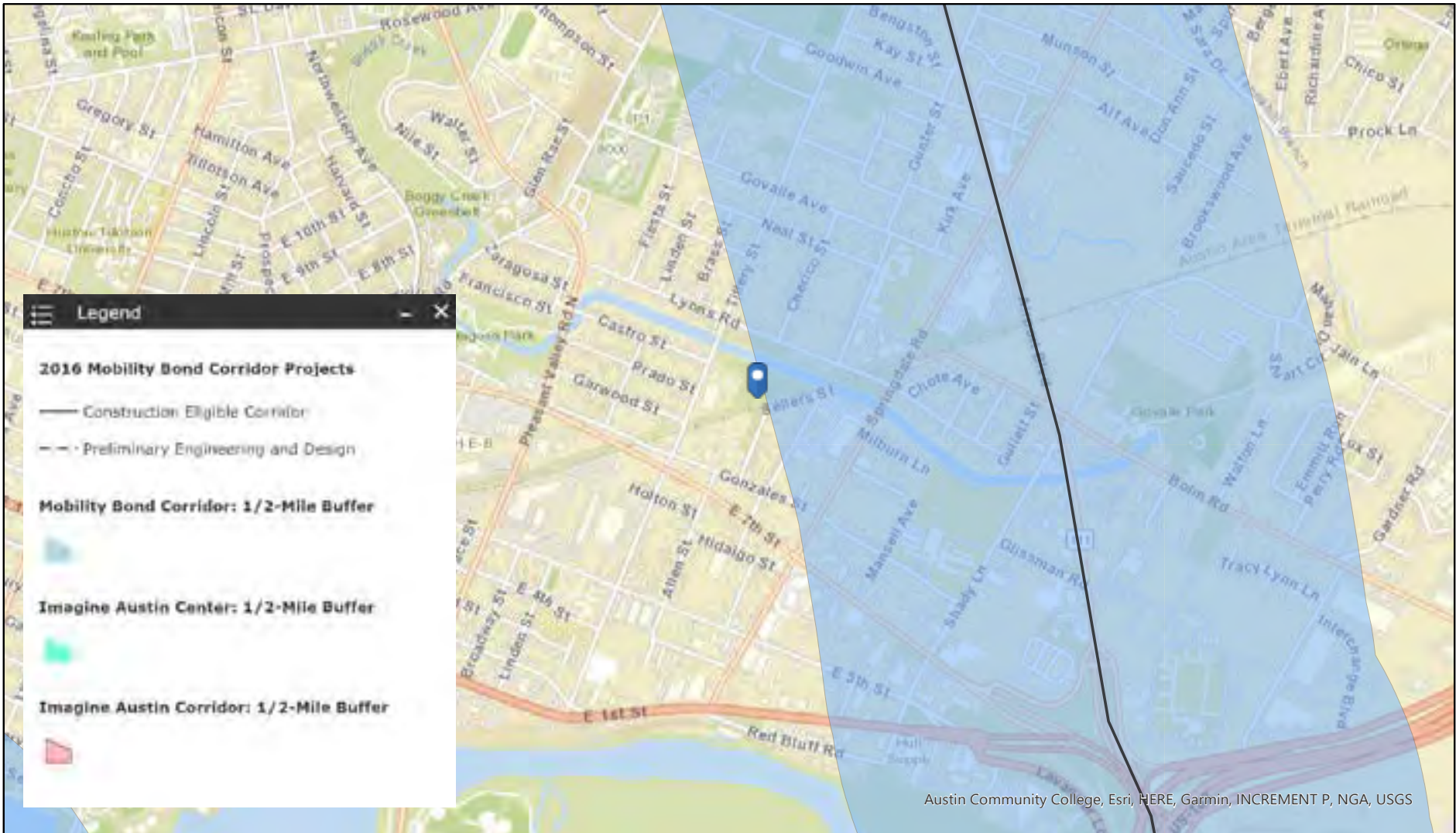


23 January 2023

## Gentrification Values

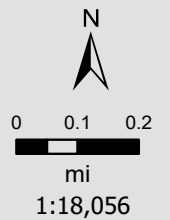


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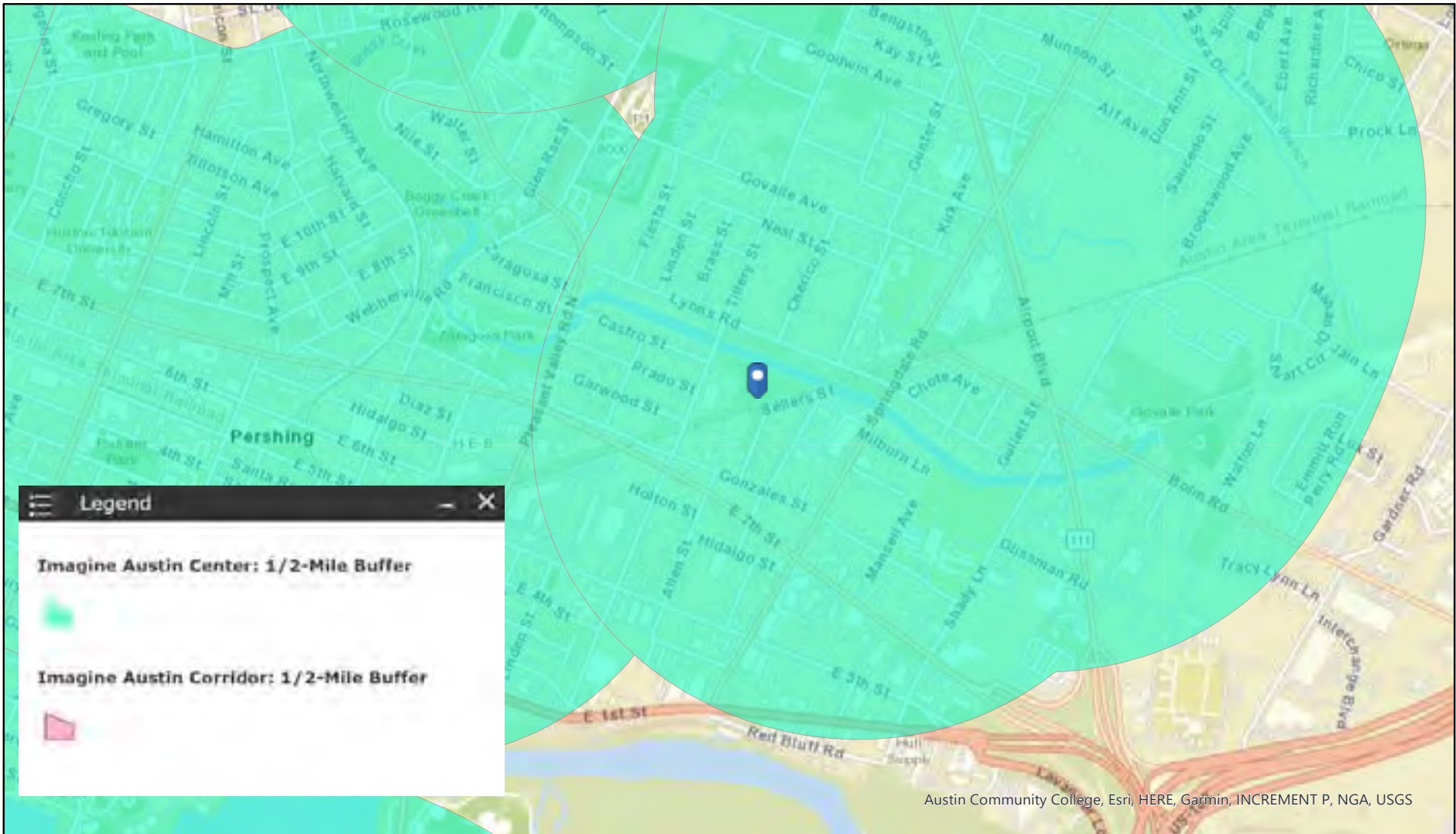


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## Mobility Bond Corridor



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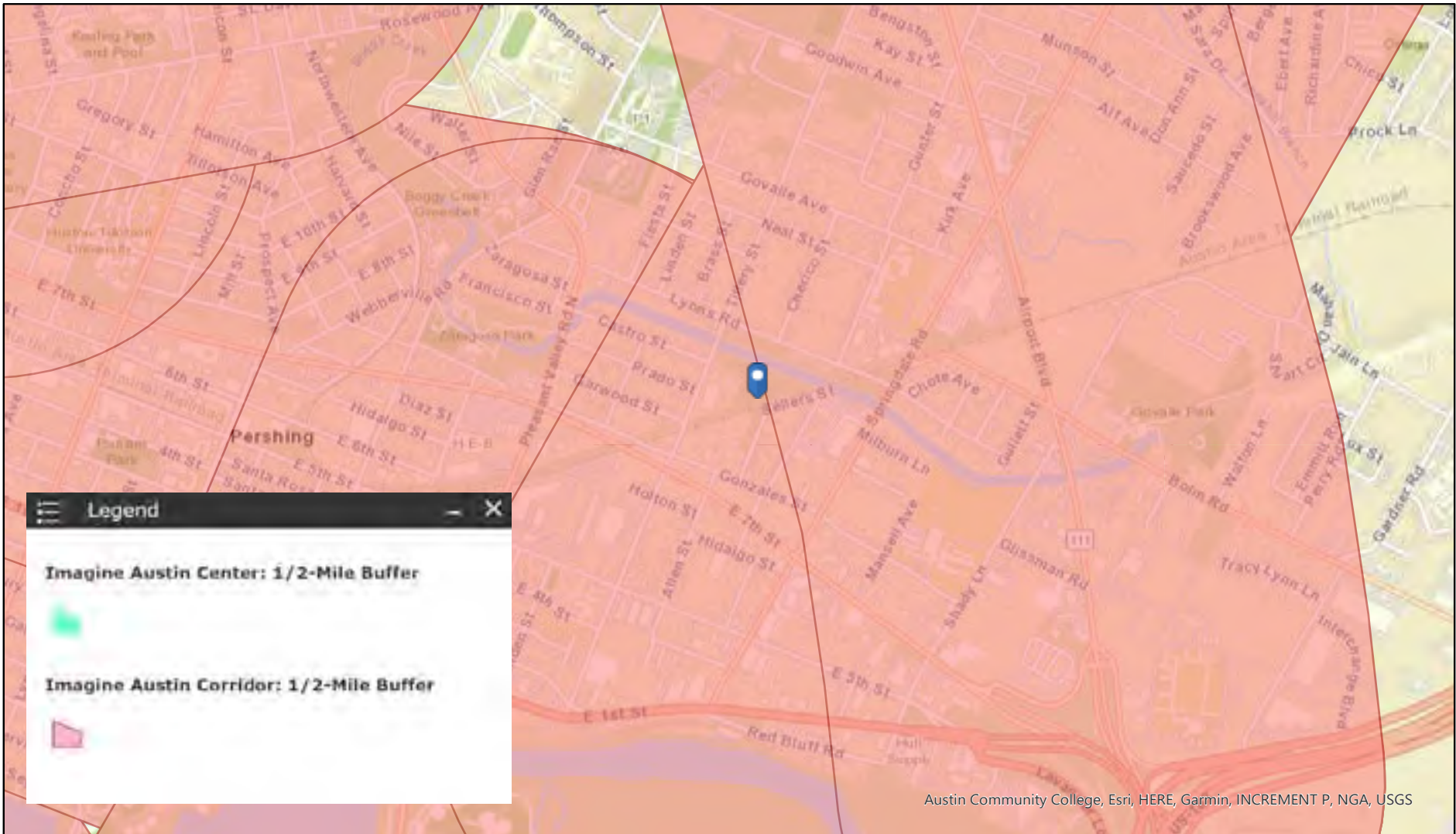


23 January 2023

# Imagine Austin Center

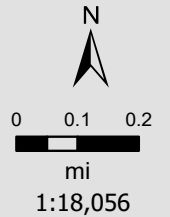


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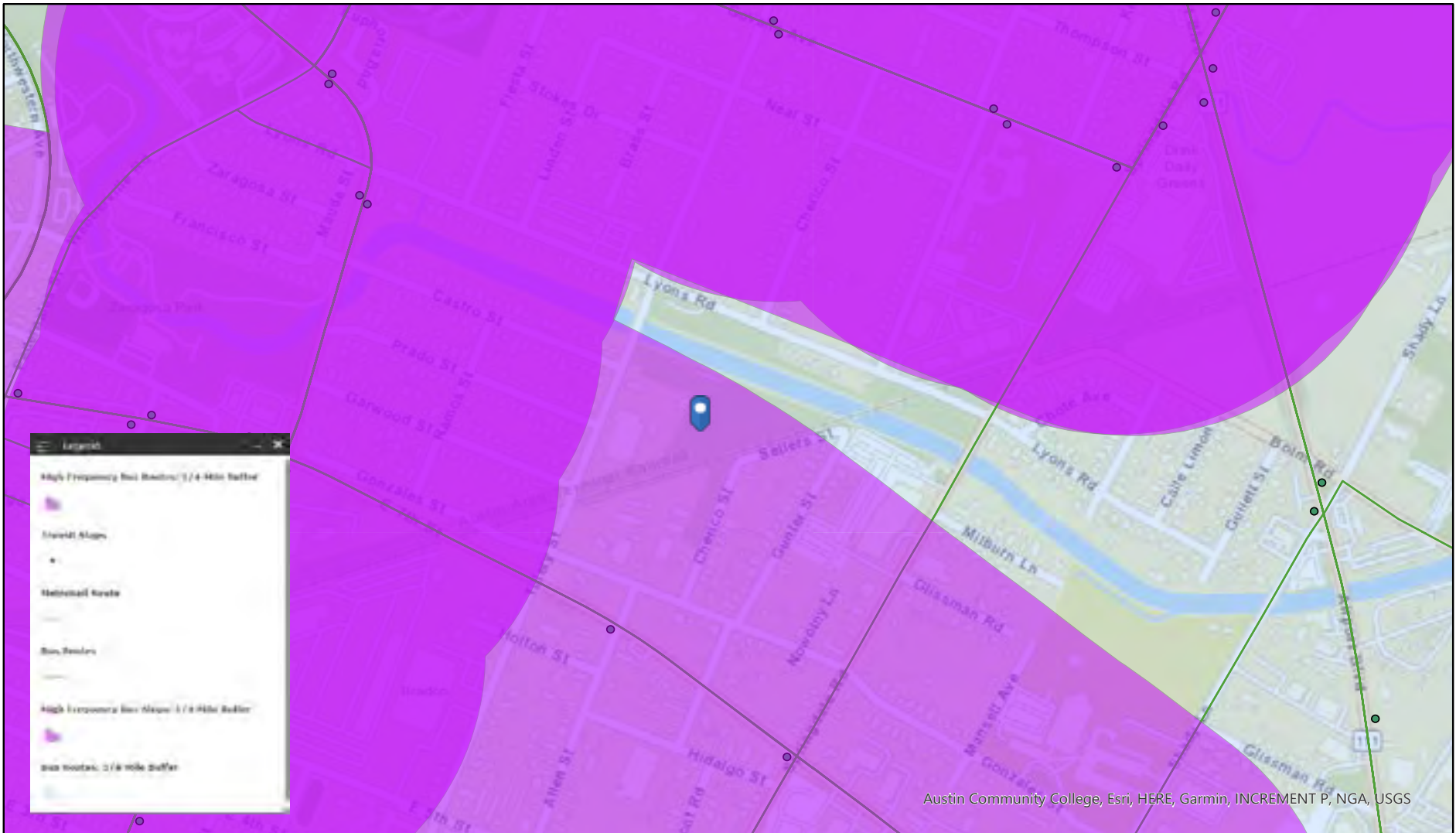


23 January 2023

# Imagine Austin Corridor

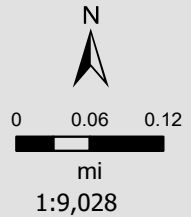


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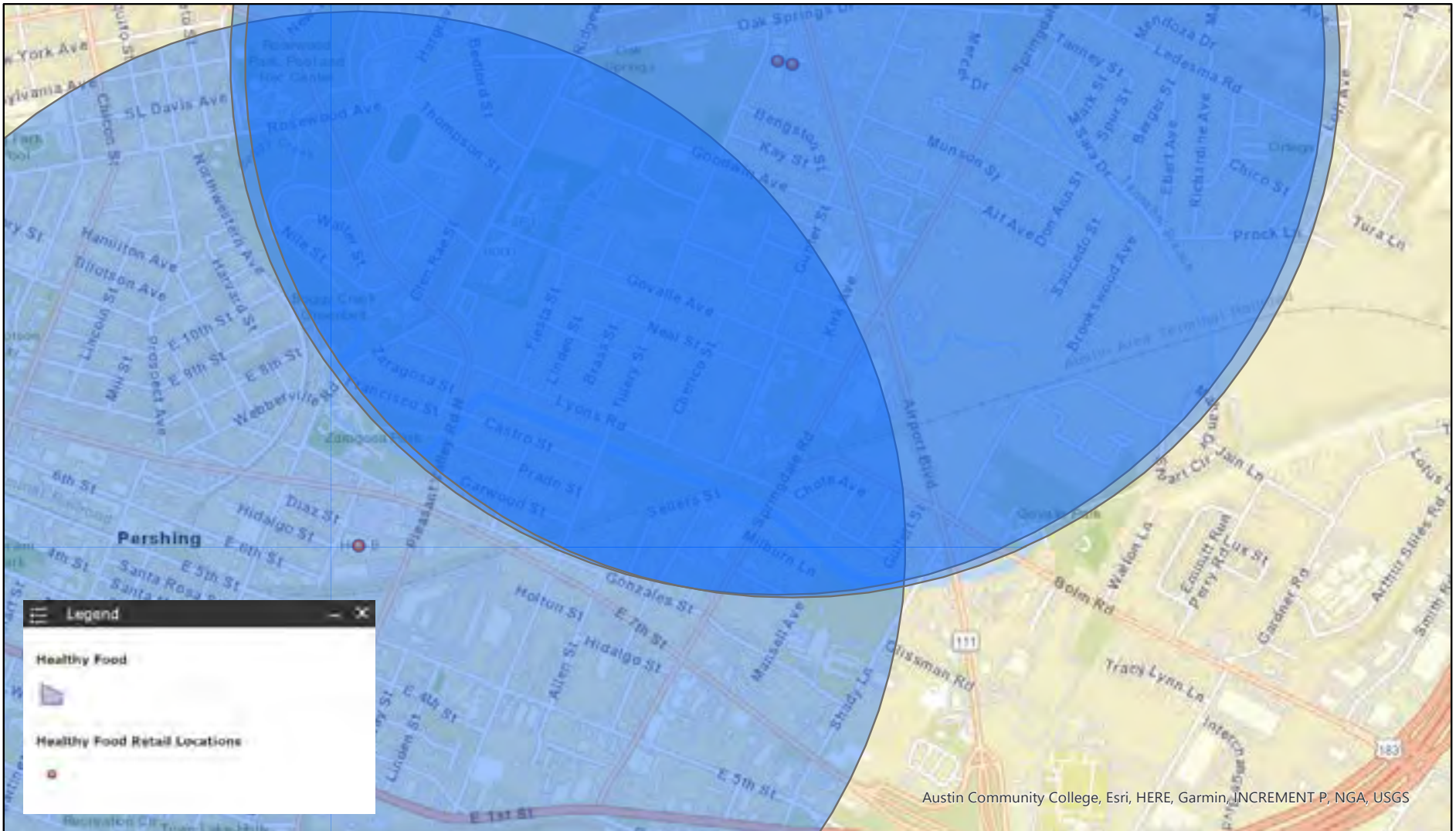


23 January 2023

# High Frequency Transit

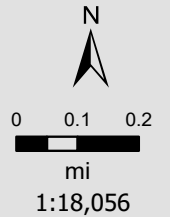


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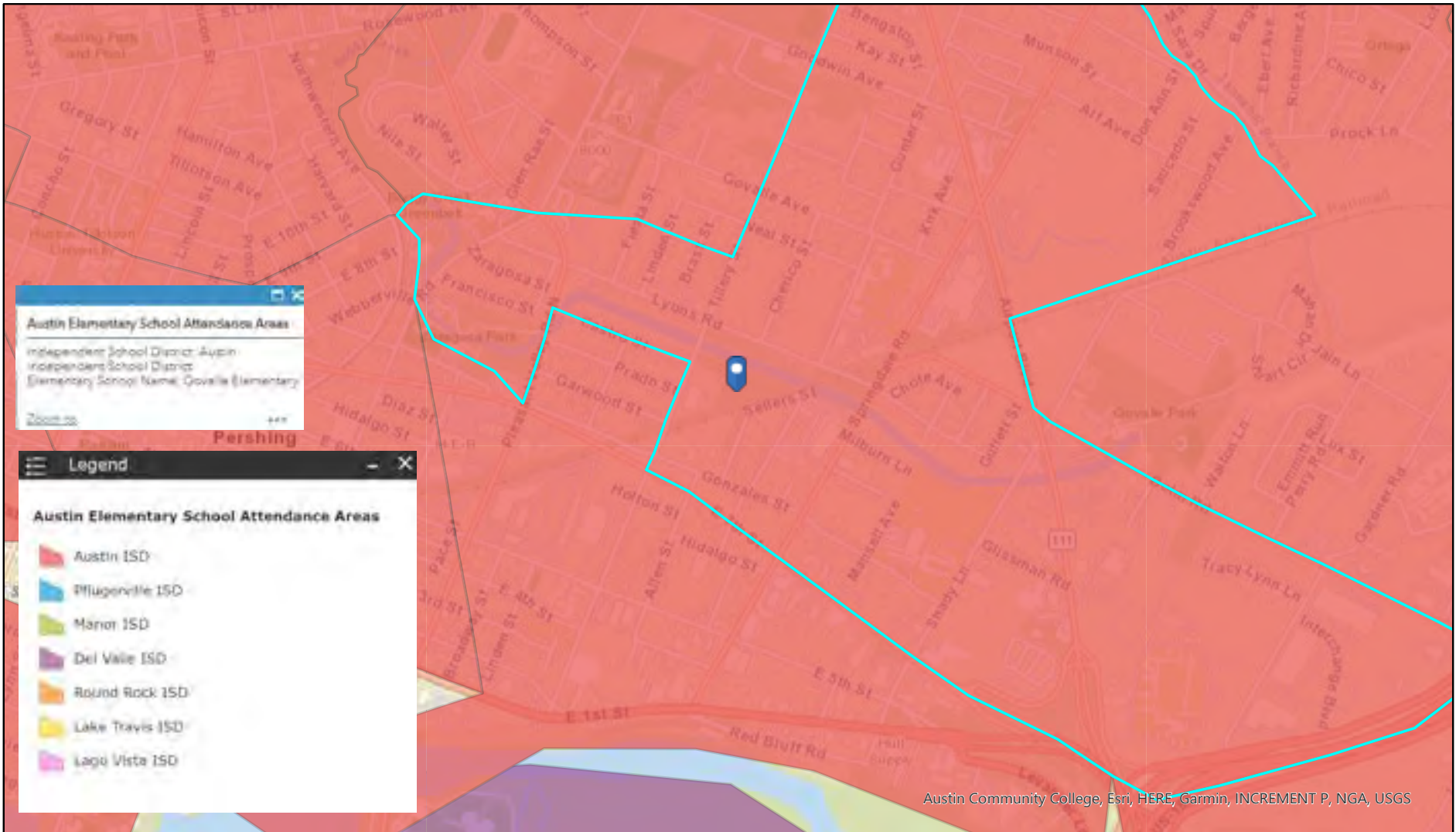
23 January 2023

# Healthy Food



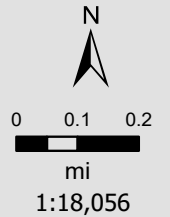
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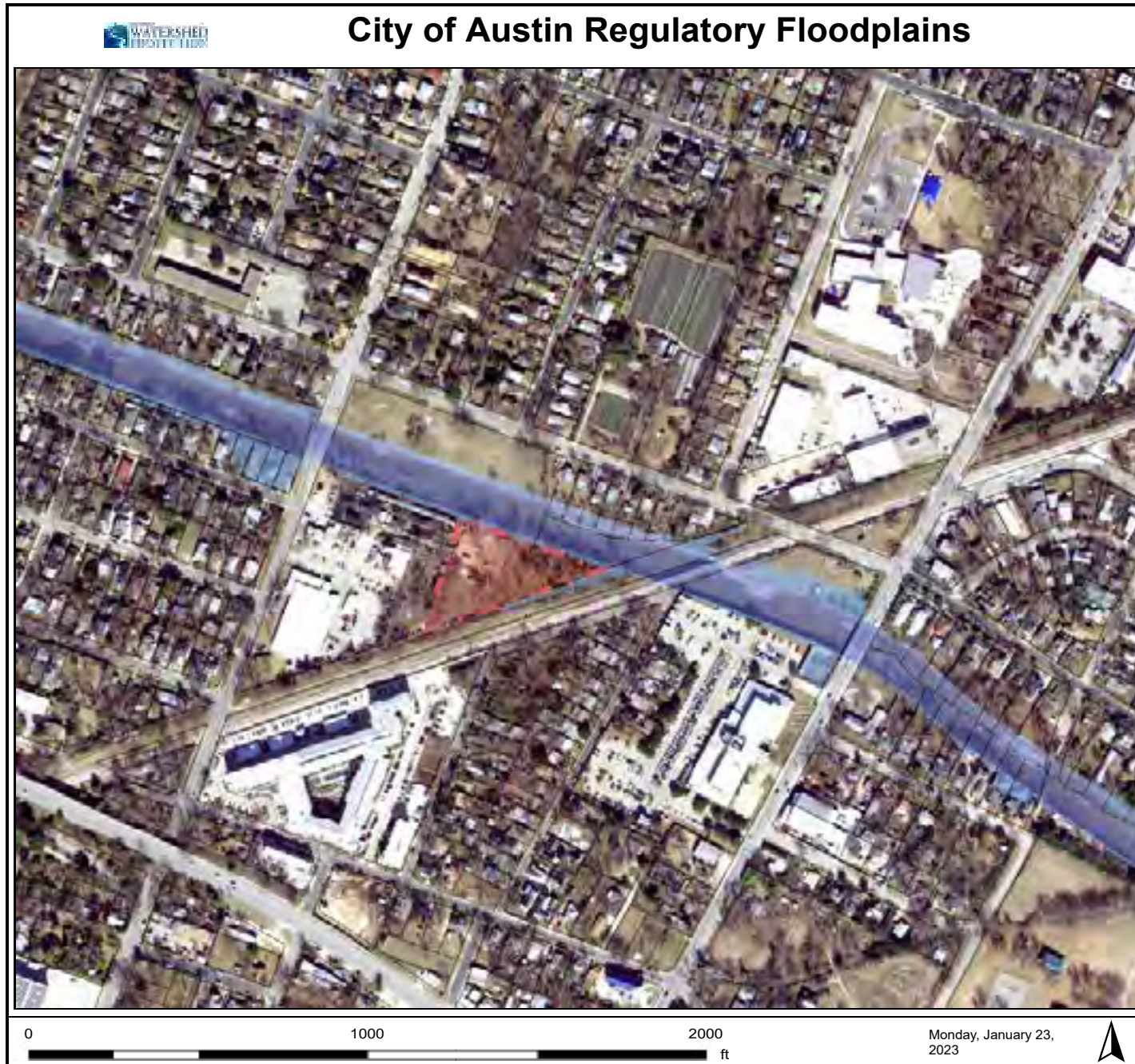


23 January 2023

# Elementary School



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**Legend**

FloodPro

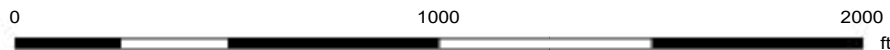
Fully Developed Floodplain

- COA Fully Developed 25-Year
- COA Fully Developed 100-Year

Aerial

- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3

The City of Austin Watershed Protection Department produced this product for informational purposes. It is not intended for or suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative locations of property boundaries. No warranty is made by the City of Austin regarding specific accuracy or completeness. Final determination of the floodplain status for a property must be based on a topographic survey by a Texas registered professional. For regulatory purposes, 100-Year floodplain elevations must be determined from an engineering model created in accordance with the Drainage Criteria Manual and approved by the City of Austin.



Monday, January 23, 2023



## 5.C. Zoning Verification Letter

The Works III is currently zoned as SF-3-NP and CS-MU-CO-NP. Please see the attached City of Austin zoning property profile report for the larger CS-MU-CO-NP tract at 701 Tillery St.

A Rezoning and subsequent Neighborhood plan amendment applications were submitted on 1/27/2023. These applications reflect a change of the SF-3 tracts to match with the existing CS-MU-CO-NP zoning and conditional uses.

This site is the subject of an application for the City's Affordability Unlocked Program. Under the AU Program, a qualifying development is not required to comply with compatibility standards (except side setbacks per zoning district), maximum floor-to-area ratio, minimum site area requirements, or parking requirements other than accessible parking that would normally be required by code. Height bonuses are allocated based on the level of affordability.

Based upon the current Affordability Unlocked application, the proposed development is eligible to be certified as a Type 2 qualifying development. If certified under the AU Program, the site can be developed as multifamily housing with the bonuses described above.



Permitting and Development Center | 6310 Wilhelmina Delco Drive, Austin, TX 78752 | (512) 978-4000

# Property Profile Report

## General Information

Location: **701 TILLERY ST**  
 Parcel ID: **0204140101**  
 Grid: **ML21**

## Planning & Zoning

\*Right click [hyperlinks](#) to open in a new window.  
 Future Land Use (FLUM): **Single Family, Mixed Use, Water**  
 Regulating Plan: **No Regulating Plan**  
 Zoning: **CS-MU-CO-NP**  
 Zoning Cases: **None:**  
 Zoning Ordinances: **030327-11a**  
 Zoning Overlays: **Airport Overlay: CONTROLLED COMPATIBLE LAND USE AREA  
 ADU Approximate Area Reduced Parking  
 Residential Design Standards: LDC/25-2-Subchapter F  
 Selected Sign Ordinances**  
 Neighborhood Plan: **[GOVALLE](#)**  
 Infill Options: **Mixed Use Building Infill Option, Small Lot Amnesty Infill Option**  
 Neighborhood Restricted Parking Areas: **--**  
 Mobile Food Vendors: **--**  
 Historic Landmark: **--**  
 Urban Roadways: **Yes**

## Zoning Guide

The [Guide to Zoning](#) provides a quick explanation of the above Zoning codes, however, the [Development Assistance Center](#) provides general zoning assistance and can advise you on the type of development allowed on a property. Visit [Zoning](#) for the description of each Base Zoning District. For official verification of the zoning of a property, please order a [Zoning Verification Letter](#). General information on the [Neighborhood Planning Areas](#) is available from Neighborhood Planning.

## Environmental

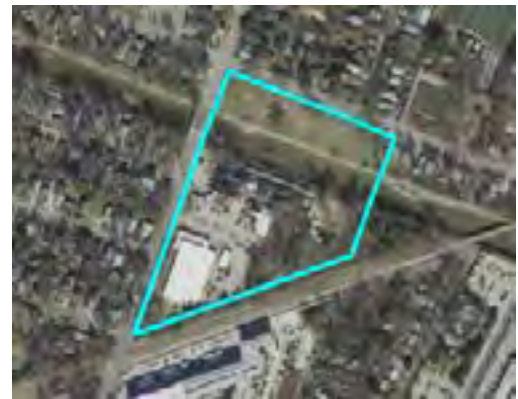
Fully Developed Floodplain: **City of Austin Fully Developed 100-Year Floodplain, City of Austin Fully Developed 25-Year Floodplain**  
 FEMA Floodplain: **.2 PCT ANNUAL CHANCE FLOOD HAZARD, .2 PCT ANNUAL CHANCE FLOOD HAZARD, AE**  
 Austin Watershed Regulation Areas: **URBAN**  
 Watershed Boundaries: **Boggy Creek**  
 Creek Buffers: **CWQZ**  
 Edwards Aquifer Recharge Zone: **No**  
 Edwards Aquifer Recharge Verification Zone: **No**  
 Erosion Hazard Zone Review Buffer: **Yes**

## Political Boundaries

Jurisdiction: **AUSTIN FULL PURPOSE**  
 Council District: **3**  
 County: **TRAVIS**  
 School District: **Austin ISD**  
 Community Registry: **Austin Independent School District, Austin Lost and Found Pets, Austin Neighborhoods Council, Del Valle Community Coalition, East Austin Conservancy, El Concilio Mexican-American Neighborhoods, Friends of Austin Neighborhoods, Govalle Neighborhood Association, Govalle/Johnston Terrace Neighborhood Plan Contact Team, Guadalupe Neighborhood Development Corporation, Homeless Neighborhood Association, Neighborhood Empowerment Foundation, Neighbors United for Progress, Preservation Austin, SELTexas, Sierra Club, Austin Regional Group**



Zoning Map



Imagery Map



Vicinity Map

The information on this report has been produced by the City of Austin as a working document and is not warranted for any other use. No warranty is made by the City regarding its accuracy or completeness.

Date created: 1/30/2023

## **5.D. Proof of Site Control**

## GROUND LEASE OPTION AGREEMENT

THIS GROUND LEASE PURCHASE OPTION AGREEMENT (this “Agreement”) is entered into as of this 5th\_ day of January, 2023 (the “Effective Date”) by and between 3423 TILLERY, LLC, a Texas limited liability company (“Grantor”) and THE WORKS III AT TILLERY, LLC, a Texas limited liability company (“Grantee”).

### WITNESSETH:

WHEREAS, Grantor is the fee owner of a tract of real property located on Tillery Road in Austin, Texas, legally described on Exhibit A attached hereto and made a part hereof (the “Overall Site”), which includes the tract depicted on Exhibit B which Grantor is granting Grantee an exclusive option as set forth below in this Agreement (the “Land”);

WHEREAS, Grantee intends to construct a 120-unit multifamily rental housing development (the “Development”) on the Land; and

WHEREAS, Grantee desires to obtain, and Grantor desires to grant to Grantee an exclusive option to lease the Land, subject to and upon the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the sum of the Option Price (as defined below) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee hereby agree as follows:

1. Grant of Option. Grantor hereby grants to Grantee an exclusive option (the “Option”) for Grantee to lease the Land from Grantor on the terms set forth herein. This Option shall be exercised only in accordance with the terms and conditions set forth herein. Except for a ground lease with Travis County Facilities Corporation (“Travis County PFC”) Grantor agrees to not enter into any agreements, conveyances, leases, purchase agreements, options, or other contractual or real estate interests in the Land whatsoever during the Option Term (as herein defined).

2. Option Consideration. Grantor and Grantee acknowledge and agree that the payment of One Hundred Dollars (\$100.00) (the “Option Price”) by Grantee to Grantor, together with the mutual promises and covenants made herein, provide valuable consideration for the Option granted herein. The Option Price shall not be refundable.

3. Term of Agreement and Option; Termination Provisions. The term of the Option (and this Agreement) (the “Option Term”) shall commence on the Effective Date and shall terminate on February 28, 2023 (the “Original Expiration Date”), unless extended as provided in the following sentence. Grantee may extend the Option Term until December 31, 2023 by depositing \$10,000 (the “Extension Deposit”) in escrow at a title company to be selected by Grantor, and the Extension Deposit shall be applied to the rent payable under the Ground Lease as defined in Article 5 below.

4. Manner of Exercising Option. Grantee may exercise this Option by delivering to Grantor, at any time during the Option Term, a written notice (the “Option Notice”) advising Grantor of Grantee’s election to exercise the Option. The Option Notice shall state that the

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Option is thereby exercised by Grantee. The leasing of the Land by Grantee shall occur on a date designated by Grantee in the Option Notice that is no more than one hundred eighty (180) days from the date of the exercise of the Option (the “Initial Lease Date”).

5. Ground Lease Provisions. The term of the Ground Lease shall be for a minimum of 55 years from the Initial Lease Date. The rent payable by Grantee as tenant under the Ground Lease shall be as set forth in the Ground Lease. The Ground Lease shall be in the standard form of ground lease generally used by Grantor with such modifications as approved by Grantor in its sole discretion.

6. Ground Lease-Related Costs. All costs related to this Ground Lease Option and the subleasing of the Land under the Ground Lease (but not including Grantor’s legal and other fees and costs) shall be paid by Grantee.

7. Assignment of Option. Neither party may assign its rights under this Agreement except with the prior written consent of the other party, which consent may be given or withheld in such party’s sole and absolute discretion; provided that Grantor may assign this Agreement to an affiliate of Grantor without the consent of the Grantee. Any assignment or attempted assignment in violation of this Section 7 shall be null and void and shall constitute a default by the assigning party.

8. Notices. Any notice pursuant hereto shall be given in writing by (a) personal delivery, (b) expedited delivery service with proof of delivery, (c) United States Mail, postage prepaid, registered or certified mail, return receipt requested, (d) facsimile transmission (provided that such facsimile transmission is confirmed by expedited delivery service or by mail in the manner previously described), or (e) email transmission (provided that such email transmission is confirmed by expedited delivery service or by mail in the manner previously described) sent to the intended addressee at the address set forth below, or to such other address in the continental United States or to the attention of such other person as the addressee shall have designated by written notice sent in accordance herewith, and shall be deemed to have been given either at the time of personal delivery, or, in the case of expedited delivery service or mail, as of the date of first attempted delivery at the address and in the manner provided herein, or, in the case of email or facsimile transmission, upon receipt. Unless changed in accordance with the preceding sentence, the addresses for notices given pursuant hereto shall be as follows:

If to Grantor: 3423 Tillery, LLC  
4811 East 7<sup>th</sup> Street  
Austin, Texas 78702  
Attn: Ben Barlin  
Email: benbarlin@3423holdings.com

With a copy to: Hornberger Fuller Garza & Cohen Inc.  
The Quarry Heights Building  
7373 Broadway, Suite 300  
San Antonio, Texas 78209  
Attn: Andrew S. Cohen, Esq.  
Phone: (210) 271-1715  
Email: acohen@hfgtx.com

With a copy to: Fritz Byrne, PLLC  
221 W. 6<sup>th</sup>, Suite 960  
Austin, TX 78701  
Attention: Dan Byrne  
Email: DByrne@fritzbyrne.law

If to Grantee: The Works III at Tillery, LLC  
3700 South First Street  
Austin, Texas 78704  
Attn: Susan McDowell  
Phone: (512) 735-2453  
Email: Susan.McDowell@lifeworksaustin.org

With a copy to: Coats Rose, P.C.  
Terrace 2  
2700 Via Fortuna, Suite 350  
Austin, Texas 78746  
Attn: Scott A. Marks  
Phone: (512) 684-3843  
Email: smarks@coatsrose.com

9. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Texas (without regard to principles of conflicts of laws).

10. Severability. Should any provision of this Agreement be or become invalid, void, illegal or unenforceable, it shall be considered separate and severable from this Agreement, and the remaining provisions shall remain in full force and effect and be binding upon the parties hereto as though such provisions had not been included.

11. Time of the Essence. Time is of the essence with respect to all obligations to be performed hereunder.



12. Entire Agreement. No oral statements or prior written material not specifically incorporated herein shall be of any force or effect. Each party agrees that in entering into and taking this Agreement, it relies solely upon the representations and agreements contained in this Agreement and no others. This Agreement, including the Exhibits attached hereto and made a part hereof, constitute the binding agreement of the parties and shall in no way be constituted, modified or supplemented, except by a written agreement executed by both Grantor and Grantee.

13. Further Assurances. The parties hereto covenant and agree that they will execute, deliver, and acknowledge from time to time at the request of the other, and without further consideration, all such further instruments of assignment and/or assumption as may be required in order to give effect to the transactions described herein.

14. Successors and Assigns. This Agreement is executed by, and shall be binding upon and inure to the benefit of, the parties hereto and each of their respective successors and assigns. None of the provisions of this Agreement shall be for the benefit of or enforceable by any other person.

15. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and together shall be deemed one in the same document.

16. Specific Performance. If Grantor fails to consummate the transaction contemplated under this Agreement for any reason, except Grantee's default, Grantee shall be entitled to enforce specific performance of this Agreement, without the necessity of tendering performance under this Agreement or proving that Grantee was ready, willing and able to consummate the transaction contemplated by this Agreement.

17. Environmental Review. Notwithstanding any other provision of this Option, Grantee shall have no obligation to lease the Land, and no transfer of leasehold title to the Grantee may occur, unless and until the Department has provided Grantee and/or Grantor with a written notification that: (A) It has completed a federally required environmental review and its request for release of federal funds has been approved and, subject to any other contingencies in this Option, (i) the lease may proceed, or (ii) the lease may proceed only if certain conditions to address issues in the environmental review shall be satisfied before or after the lease of the Land; or (B) It has determined that the lease of the Land is exempt from federal environmental review and a request for release of funds is not required.

18. Eminent Domain. Grantee does not have the power of eminent domain relating to the lease of the Land. Grantee may use federal funds from the U.S. Department of Housing and Urban Development (HUD) to complete the Lease contemplated hereby. HUD will not use eminent domain authority to condemn a leasehold interest in the Landlord. All parties entered this transaction voluntarily and Grantee has notified Grantor of what it believes the value of the leasehold interest in the Land to be in accordance with 49 CFR Part 24 Appendix A. If negotiations between both parties fail, Grantee will not take further action to acquire the Land.


*[Remainder of Page Intentionally Left Blank]*

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

GRANTOR:

3423 TILLERY, LLC,  
a Texas limited liability company

By: 3423 Holdings LLC,  
a Texas limited liability company,  
its Managing Member

By:   
Ben Barlin, Manager PETER PAKI

GRANTEE:

THE WORKS III AT TILLERY, LLC,  
a Texas limited liability company

By:  \_\_\_\_\_

Name: Susan McDowell

Title: Manager

## Exhibit A

### Legal Description of the Overall Site

11.84 acres of land out of Outlots Numbers Twenty-Eight (28) and Thirty-One (31), in Division "A", in the City of Austin, Travis County, Texas, being the tract of land conveyed by Tom Miller to W. Lambuth Cox, et al, by deed dated May 20, 1950, recorded in Book 1048, at Page 401, of the Travis County Deed Records, said tract being more particularly described by metes and bounds as follows:

BEGINNING at an iron stake at the Northwest corner of Outlot No 31, Division "A", which point is also the intersection of the South line of Lyons Road with the East line of Tillery Street,

THENCE S 66 deg 42 min E along the North line of said Outlot No 31 and the South line of Lyons Road, 675.03 feet to an iron stake at the Northeast corner of said Outlot No 31 for the Northeast corner of this tract,

THENCE S 22 deg 49 min W, along the East line of said Outlot No 31 and the West line of Siegmund Addition, 483.83 feet to an iron stake in the North line of the North right-of-way line of M K & T Railroad and H & T C Railroad, for the Southeast corner of this tract,

THENCE S 73 deg 22 min W, along the North right-of-way line of said railroads and crossing the division line between Outlots Nos 28 and 31, a total distance of 860.35 feet to an iron stake in the West line of Outlot No 28 and the East line of Tillery Street for the Southwest corner of this tract,

THENCE N 22 deg 14 min E, along the West line of Outlots Nos 28 and 31, and the East line of Tillery Street, 1036.80 feet to the place of beginning, containing 11.84 acres of land, more or less, as surveyed by Eugene J. Wilson, Licensed Land Surveyor, on February 4, 1949, together with all of the improvements located thereon, subject, however, to the easement granted to the City of Austin, August 26, 1946, by instrument recorded in Book 822, at Page 175, of the Travis County Deed Records, and LESS, HOWEVER, AND SAVE AND EXCEPT a strip of land containing 10,319 square feet of land, same being partly out of Outlot No 28 and partly out of Outlot No 31, in Division "A", of the Government Outlots adjoining the Original City of Austin, Travis County, Texas, according to the map or plat of said Government Outlots on file in the General Land Office of the State of Texas, and also being a portion of that certain tract of land conveyed to W. Lambuth Cox and Bird Kohn by warranty deed dated May 20, 1950, of record in Book 1048, at Page 401, of the Travis County Deed Records, which 10,319 square feet of land is the west ten (10) feet of said Cox and Kohn Tract and is more particularly described by metes and bounds as follows:

BEGINNING at an iron stake at the point of intersection of the East line of Tillery Street with the North line of Missouri, Kansas and Texas Railroad right-of-way,

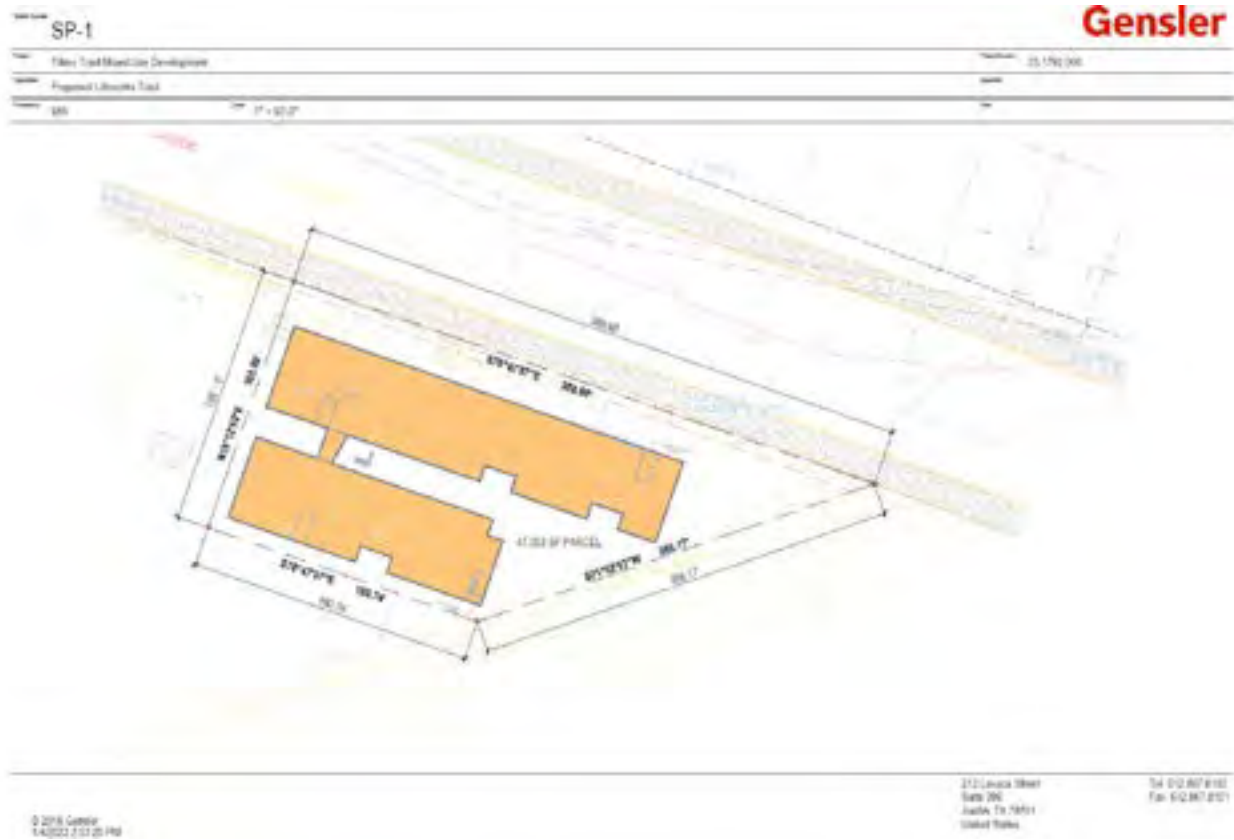
THENCE with the East line of Tillery Street, same being the West line of the Cox and Kohn tract of land, N 22 deg 14 min E 1036.84 feet to an iron stake at the northwest corner of said Cox and Kohn Tract on the South line of Lyons Road,

THENCE with the South line of Lyons Road, S 66 deg 42 min E, 10.00 feet to a point,

THENCE following a line 10.00 feet Easterly from and parallel to the West line of Cox and Kohn Tract, same being the East line of Tillery Street, S 22 deg 14 min W, 1026.92 feet to a point on the South line of the said Cox and Kohn Tract, same being the North line of the Missouri, Kansas and Texas Railroad right-of-way,

THENCE with the North line of said railroad right-of-way, S 73 deg 22 min W 12.84 feet to the point of beginning.

**Exhibit B**  
**Depiction of the Land**



## 5.E. Phase I ESA

A Phase 1 ESA for the site has been completed by Phase Engineering. Due to file size constraints the completed report document will be submitted to AHFC under a separate cover.

## 5.F. SHPO

The Works III will be new construction on a vacant site and therefore there will be no SHPO Consultation necessary.