

# Office of Urban Redevelopment – San Antonio (OUR SA)

Board of Commissioners  
Board Meeting

January 19, 2021

**MEETING OF THE BOARD OF COMMISSIONERS**  
**URBAN RENEWAL AGENCY OF THE CITY OF SAN ANTONIO**  
**(formerly d/b/a San Antonio Development Agency and**  
**presently d/b/a Office Of Urban Redevelopment – OUR SA)**

**DATE:** January 19, 2021  
**TIME:** 12:00 PM  
**PLACE:** (No In Person Access to This Meeting)

When it's time, join your Webex meeting here.

[Join meeting](#)

**More ways to join:**

**Join from the meeting link**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m0111624c41199d53f11acbe2e3bb6ac3>

**Join by meeting number**

Meeting number (access code): 177 270 0952

Meeting password: yrXpzvA9P24

**Tap to join from a mobile device (attendees only)**

[+1-415-655-0001,1772700952##](tel:+1-415-655-0001,1772700952##) US Toll

[+1-904-900-2303,1774216766##](tel:+1-904-900-2303,1774216766##) United States Toll (Jacksonville)

**Join by phone**

+1-415-655-0001 US Toll

+1-904-900-2303 United States Toll (Jacksonville)

[Global call-in numbers](#)

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**MEETING OF THE BOARD OF COMMISSIONERS**  
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Notice is hereby given pursuant to Texas Government Code Sections 551.125 and 551.045 that due to the threat of community spread of COVID-19, a Meeting of the Office Of Urban Redevelopment – San Antonio Board of will be held on Tuesday, January 19, 2021, beginning at 12:00 PM. In accordance with the waiver to certain provisions of the Texas Open Meetings Act issued by Governor Greg Abbott on March 16, 2020, and in the interest of avoiding large gatherings and promoting social distancing during this pandemic, all Board members will participate via WebEx teleconference and Call-In.

**Please Note:** Following the Mayor's Declaration of a Public Health Emergency, NHSD modified business practices. We are open for business. However, to limit the spread of COVID-19, the NHSD lobby is closed until further notice. We are working remotely during this time but will continue to be available via email or phone during regular business hours. Should you need to meet with me, please call or email me. For deliveries call 210-207-6357 to make arrangements. Our goal is to limit the disruption of services as much as possible. Thank you for your patience and understanding during this critical time.

**PUBLIC PARTICIPATION**

Members of the public may provide comment on any agenda item, consistent with procedural rules governing the Office of Urban Redevelopment – San Antonio (OUR SA) Board meetings and state law. Public comment may be provided as follows:

1. Submit written comments (up to 300 words maximum) via email by **3:00 PM on Friday, January 15, 2021** to the OUR SA Board liaison: Scott Price at [scott.price@sanantonio.gov](mailto:scott.price@sanantonio.gov)

These comments will be read at the beginning of the meeting as scheduled. Please include your full name, home or work address, and item number (if applicable).

2. Sign up to give your comments live during the meeting by leaving your name, telephone number, and item number on which you would like to speak on at **(210) 207-6357 by 3:00 PM on Friday, January 15, 2021**. City staff will contact you for discussion but cannot guarantee a specific time. Once you join the call, you will be given two (2) minutes to provide your comments.

\* Note: Comments may be submitted in Spanish. Written comments, voicemail messages and requests to make comments during the meeting live must be received by **Friday, January 15, 2021 at 11:00 AM** to allow time to secure translation services.

**MEETING OF THE BOARD OF COMMISSIONERS**  
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**DATE:** January 15, 2021  
**TIME:** 12:00 PM  
**PLACE:** (No In Person Access to This Meeting)

**WebEx and Call-In**

Meeting number (access code): 177 270 0952

Meeting password: yrXpzvA9P24

**Call In Number: 415-655-0001**

**AGENDA**

- CALL TO ORDER
  
  - ROLL CALL
  
  - PUBLIC COMMENTS
1. APPROVAL OF MINUTES FROM **SEPTEMBER 16, 2020**
  
  2. DISCUSSION REGARDING FINANCIAL REPORTS AND ACTIVITIES (**Gloria Alvarado, Department Fiscal Manager**)
  
  3. ACTION ITEMS:
    - a. Update and Discussion and Possible Action regarding the acquisition of 419 and 425 San Pedro Avenue and the selection of Developer as part of the 2017 Neighborhood Improvements Bond Program and Properties (**Deborah Bell, Sr. Real Estate Specialist, NHSD**)
  
    - b. Discussion and Possible Action regarding amending the Professional Service Agreement for Scott Price dated September 9, 2019 to include reimbursement of approved expenses. (**Ian Benavidez, Assistant Director, NHSD**)

**Closed Session (If Required)**

**The Board will convene, if it desires to do so, in closed meeting as authorized by Texas Government Code §551.071, et seq.:**

**Pursuant to Govt. Code §§551.071 & 551.072, deliberate the value, proposed conveyance of, and/or legal issues pertaining to real property.**

**The Board will reconvene in Open Session and take appropriate action on items discussed in closed meeting.**

- **ADJOURNMENT**

# Office of Urban Redevelopment – San Antonio (OUR SA)

## Approval of Minutes

January 19, 2021

**MEETING OF THE BOARD OF COMMISSIONERS**  
**URBAN RENEWAL AGENCY OF THE CITY OF SAN ANTONIO**  
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**presently d/b/a Office Of Urban Redevelopment – OUR SA)**

**DATE:** September 16, 2020  
**TIME:** 12:00 PM  
**PLACE:** (No In Person Access to This Meeting)

**WebEx and Call-In**

**Meeting Number:** 133 320 9047  
**Meeting Password:** MBhGbt2RP63  
  
**Call In Number:** 415-655-0001

**MINUTES**

- CALL TO ORDER  
**The WebEx meeting was called to order at 12:03 pm by Chairman Rodriguez**
- ROLL CALL
  - a. Director's in Attendance:  
Ramiro Gonzales  
Juan Garcia  
David Rodriguez  
Zar Haro  
Susan Wright  
Maria Nelson
  - b. Director's Absent: None
  - c. Management and Staff Present:

Vero R. Soto, Director NHSD	Doug Poneck, Escamilla & Poneck
Jaime Damron, NHSD	James Wilson, NHSD
Deborah Bell, NHSD	Gloria Alvarado, NHSD
Ian Benavidez NHSD	Scott Price, OUR SA/SAAH
Jameene Williams. CAO	
  - d. Visitors  
Mary Nielson  
Laura Garza
- PUBLIC COMMENTS – None at this time

1. APPROVAL OF MINUTES FROM **AUGUST 19, 2019** MEETING

**Motion was made by Director Wright, seconded by Director Gonzales to approve the meeting minutes as written.**

**In Favor: All**

2. DISCUSSION REGARDING FINANCIAL REPORTS AND ACTIVITIES (**Gloria Alvarado, Department Fiscal Manager**)

Discussion: Ms. Alvarado gave the combined financial report to the Board for information only – there was no action required at this time. Ms. Damron commented on the excellent job Ms. Alvarado has been doing regarding coordinating the latest audit requirements as well as keeping the combined financials organized and correct.

3. ACTION ITEMS:

- a. Discussion and Possible Action regarding the 2017 Neighborhood Improvements Bond Program and Properties (**Jaime Lalley Damron, Bond Administrator, NHSD and Edith Merla, NHSD**)

Discussion: Ms. Damron gave the Board a detailed update on the status of on-going 2017 Housing Bond projects. Her presentation included a slide illustrating the amount of funds spent and committed (\$13.5 million); and the amount of funds available for additional projects (\$6.5 million). She also stated the current projects constitute a total of 512 affordable rental units.

• ADJOURNMENT

**Motion was made by Commissioner Wright, seconded by Commissioner Gonzales to adjourn the OUR SA Board Meeting.**

**In Favor: All**

**The Meeting was Adjourned at 12:35**

APPROVED:

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ATTESTED:

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# **Office of Urban Redevelopment – San Antonio (OUR SA)**

## **Financial Presentation**

January 19, 2021

Financial Statements by Program as of 11/30/2020							3D-1
	29700002 SAAH	29700004 SAAH - NSP	29700006 SAAH - RENEWSA	29700009 SAAH- Affordable Housing Program (303 Spofford / 7 SAHA Properties/Infill Program)	29700001 OurSA-SADA	29700007 OurSA-BOND	Combined FS as of 11/30/2020
<b>Balance Sheet</b>							
<b>Assets</b>							
Cash & Cash Equivalent	21,110	374,906	478,510	216,273	-	250,650	1,341,449
Investments	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-
Accrued interest receivable	-	-	-	-	-	-	-
Loans Receivable	-	-	193,638	-	-	-	193,638
Land inventory	137,580	-	48,191	640,109	13,920	-	839,800
Building & improvements inventory	-	-	394	42,198	-	73,398	115,989
Deffered Loans receivable, net of allowance		139,549					139,549
Allowance for uncollectible accounts		(139,549)					(139,549)
							-
Due from:							-
Other Funds	-	-	-				-
City of San Antonio							-
<b>TOTAL ASSETS</b>	158,690	374,906	720,733	898,579	13,920	324,048	2,490,876
<b>Liabilities</b>							
Accounts Payable	0	350	-	7,845	-	-	8,195
Due to:							
Other Funds	-	-	-				-
City of San Antonio	-	-	-				-
<b>TOTAL LIABILITIES</b>	0	350	-	7,845	-	-	8,195
<b>Fund Balances</b>							
Restricted		374,556	720,733	890,734	13,920	73,398	2,073,341
Unrestricted	158,690					250,650	409,340
<b>TOTAL FUND BALANCES</b>	158,690	374,556	720,733	890,734	13,920	324,048	2,482,681
<b>TOTAL LIABILITIES and FUND BALANCES</b>	158,690	374,906	720,733	898,579	13,920	324,048	2,490,876
<b>Statement of Revenues, Expenditures, and Changes in Fund Balances</b>	29700002	29700004	29700006	29700009	29700001	29700007	Combined FS as of 11/30/2020
	SAAH	SAAH - NSP	SAAH - RENEWSA	SAAH- Affordable Housing Program (303 Spofford / 7 SAHA	OurSA-SADA	OurSA-BOND	
<b>Revenues</b>							
sales of redeveloped real estate	-	-	13,677	269,500	-	-	283,177
PI reappropriated by Grantor		-					-
Program Income	-		-		-		-
Revenue Sharing						-	-
Contributions from CoSA	16,210		-	-	-		16,210
Capital Contributions from CoSA						-	-
Misc Revenue				100			100
Interest Income	(37)	(459)	(1,299)	(8)	-	(85)	(1,888)
<b>TOTAL REVENUES</b>	16,173	(459)	12,378	269,592	-	(85)	297,599
<b>Expenditures</b>							
PI returned to Grantor		-					-
Cost of sales or redeveloped real estate	-	-	-	35,449	-	-	35,449
Fees to professional contractors	1,667	-	1,667	-	1,667	-	5,000
Allowance for uncollectible accounts		-	-		-		-
Other contractual services and fees	17,954	-	713	61,151	-	-	79,819
<b>TOTAL EXPENDITURES</b>	19,621	-	2,380	96,601	1,667	-	120,269
<b>Other Financing Sources (Uses)</b>							
Transfers In	12,255			-	6,649	-	18,904
Transfers Out	(6,649)	(2,885)	(2,077)	(4,824)	(2,470)		(18,904)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	5,607	(2,885)	(2,077)	(4,824)	4,179	-	-
<b>Net change in fund balance</b>	2,159	(3,344)	7,921	168,168	2,513	(85)	177,331
Fund Balances, Beginning	156,531	377,900	712,812	722,567	11,407	324,133	2,305,350
<b>FUND BALANCES, ENDING</b>	158,690	374,556	720,733	890,734	13,920	324,048	2,482,681

# Office of Urban Redevelopment – San Antonio (OUR SA)

## Discussion and Action Items

January 19, 2021



### **Item: 3. a. 2017 Housing Bond Update**

#### **Summary**

The proposed \$20 million Neighborhood Improvements Bond will invest in San Antonio's neighborhoods by addressing distressed properties and facilitating the creation of housing that is affordable to residents such as working families, retirees, and veterans. The improvements would make sites ready for redevelopment as single family or multifamily housing. This could include land acquisition, demolition of dilapidated/unusable structures, street and sidewalk improvements, extension of utilities and remediation of hazards such as asbestos or lead-based paint. Once improved, properties would be sold to developers for construction of housing that is affordable.

The City Charter does not currently allow the City to use bonds specifically for housing construction. However, the Urban Renewal Agency for the City of San Antonio (OUR SA) can be the vehicle through which a bond program is implemented to acquire and prepare properties for housing development.

The MOU between the City and OUR SA for the 2017 Housing Bond was been approved by the OUR SA Board (June 11, 2018) and by the COSA City Council on June 14, 2018.

To date, the bond staff has vetted over 4000 parcels. Staff recommendations, together with management and stakeholders responses have reduced the properties to a first phase of 23 sites identified as viable for development. Of these 23, 7 sites are being recommended by staff to move forward to potential earnest money contracts.

These initial properties and others were presented by the Bond Administrator for review to the NIAC on July 17, 2018 and for review and approval by the OUR SA Board on July 18, 2018. Once these properties are approved, they are secured by an earnest money contract (EMC). An RFP is issued for development proposals. These project proposals are evaluated by a committee based on established criteria and the results and recommendations are presented to the Board for review and action.

These proposals and any new projects are presented to Board as either updates or requests for approval on an on-going basis.

**Issue:** None at this time

**Recommendation:** For the Board and Bond staff to work closely to review and approve all targeted properties.

**Next Steps:** Issue appropriate RFP's to developers for review, grading and selection for approval. Continue to work with developers of approved projects through design development, contract finalization and construction start-up.

# Neighborhood Improvements

PROGRAM UPDATE

OurSA Board Meeting  
January 19, 2021



# 2017 Neighborhood Improvements Bond Program



**\$20M Approved**



**Urban Renewal Agency**



**12 Improvement Areas**



**512 Units**



**\$13.5M Encumbered**



## Park at 38THIRTY

- 196 family-sized units
- All units  $\leq 60\%$  AMI
- Total Development Cost: \$37.7M
- Open by December 2021



## West End on Frio

- 24-unit multiplex
- $\frac{1}{2} \leq 80\%$  AMI
- Total Development Cost: \$4.5M
- Open by Mid 2021



## GreenLine North

- 292 family-sized units
- $\frac{2}{3} \leq 60\%$  &  $15\% \leq 30-50\%$  AMI
- Total Development Cost: \$51.4M
- Open by March 2022

# 701 S. Frio Street (Near West-Five Points)



## West End on Frio

- 24-unit multiplex | All 2 bedrooms
- ½ of the units at or below 80% AMI
- 40-year affordability covenant for Bond site
- 20-year affordability covenant on Phase II site
- \$20K payable to OUR SA from Terramark for site
- \$250K in eligible reimbursements (gap), \$50k City contingency
- Total Development Cost: \$4.5M



**WEST END**  
*On Frio*

YOU ARE INVITED TO THE OFFICIAL GROUND BREAKING OF  
**WEST END ON FRIO**  
*THE CITY'S FIRST NEIGHBORHOOD IMPROVEMENTS BOND PROJECT*

TUESDAY, FEBRUARY 25, 2020  
10AM-11AM  
711 S FRIO STREET 78207  
AMPLE STREET PARKING AVAILABLE ON EL PASO ST.

**LEARN MORE AND RSVP: [WESTENDONFRIO.EVENTBRITE.COM](https://www.eventbrite.com/e/west-end-on-frio-2020-02-25)**

 **TERRAMARK**  
URBAN HOMES

 **CITY OF SAN ANTONIO**  
NEIGHBORHOOD & HOUSING  
SERVICES DEPARTMENT

 **2017-2022**  
**BOND**  
PROGRAM

 **tsahc**  
TEXAS  
State Affordable Housing Corporation

 **OFFICE OF URBAN REDEVELOPMENT**  
THE URBAN REDEVELOPMENT AGENCY FOR THE CITY OF SAN ANTONIO



# S. Frio Street (Near West-Five Points)



## Project Timeline

- ✓ March 6 – Release RFP
- ✓ April 19– RFP Submittals Due
- ✓ April 30 – Scoring Committee Meeting
- ✓ May 14 – NIAC Briefing
- ✓ May 15 – OUR SA Approved
- ✓ June 13 – City Council Approved
- ✓ June 2020 – Design & Engineering Completed and Construction Started
- October 7, 2020 – Financing & Underwriting Complete/Property Transfer/Closing
  - Mid 2021 – Construction Complete



# S. Frio Street (Near West-Five Points)

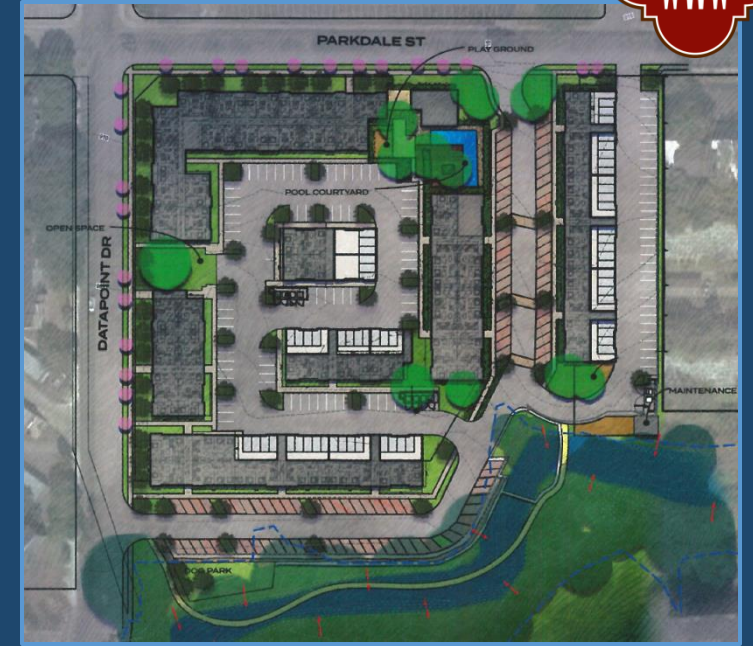


# 3830 Parkdale (Wurzbach)



## PARK at 38THIRTY

- 196 family-sized units
- All units at 60% HUD AMI | 40-year affordable covenant
- Resident services and amenities – community center, fitness center, youth programs, food pantry, financial literacy courses, 2 playscapes, pool, gym
- Purchased for \$2.9M, to be sold to Franklin for \$30K
- \$4.4M in eligible reimbursements (gap)
- Total Development Cost: \$34M



# 3830 Parkdale (Wurzbach)



## Project Timeline

- ✓ September 20 – Release RFP
- ✓ November 5 – RFP Submittals Due
- ✓ November 13 & 16 – Scoring Meeting & Interviews
- ✓ December 5 – OUR SA Approval
- ✓ December 11 – Audit Committee
- ✓ December 18 – NIAC Briefing
- ✓ January 17 – City Council Consideration
- ✓ February 15 – Closed on Property
- ✓ April 4 – City Council approved 4% Tax Credit Letter of No Objection
- ✓ June 20 – City Council rezoning approved
- ✓ August – November – Design & Construction Documents
- ✓ May 2020 – Financing & Underwriting Complete
- ✓ June 2020 – Property Transfer/Closing
- ✓ July 2020 – Construction Start
- December 2021 – Construction Complete

# 3830 Parkdale (Wurzbach)



# Southeast Service Center (Southeast)



## Greenline North

- 292 Units | All 2 & 3 bedrooms
  - ✓ 34 Units at 30% AMI
  - ✓ 9 Units at 40% AMI
  - ✓ 9 Units at 50% AMI
  - ✓ 141 Units at 60% AMI
  - ✓ 69 Units at 70% AMI
  - ✓ 30 Units at 80% AMI
- 40-year affordability covenant
- Community and fitness centers, youth programs, food pantry, financial literacy courses, playscape, pool, gym and civic park
- Property to be sold to Franklin Development for \$480K
- \$4.2M in eligible reimbursements (gap)
- Development Cost: \$51.4M



# Southeast Service Center (Southeast)



## Project Timeline

- ✓ March 19 – Audit Committee Pre-Solicitation Briefing
- ✓ April 19 – RFP Release
- ✓ June 19 – RFP Submittals Due
- ✓ July 12 – RFP Scoring
- ✓ July 23 – Interviews
- ✓ August 13 – OUR SA Board Approval
  - NIAC – No Quorum
- ✓ August 30 – Audit Committee Post-Solicitation Briefing
- ✓ October 3 – City Council Approval
- ✓ December 2019 – City Council approved 4% Tax Credit Letter of No Objection
- ✓ May/June 2020 – Design & Construction Documents
- ✓ August 2020– Financing & Underwriting Complete & Property Transfer/Closing
  - September 2020 – Construction Start
    - March 2022 – Construction Complete



**Closed Session**

# Office of Urban Redevelopment – San Antonio (OUR SA)

Open Session Action  
(From Closed Session)

January 19, 2021



**Item: 3. b. Amending the PSA for Scott Price**

**Summary**

A Professional Services Agreement for Scott Price was approved by the Board on September 19, 2017. Under Section IV—Compensation To Contractor, no additional fees or expenses were included and approved to be paid to Contractor other than the compensation already specified in the executed Agreement.

Staff is requesting that certain expenses as described below be approved and reimbursed to contractor per invoice and/or appropriate and approved formats:

1. Mileage from the office to project sites for planning, construction and security purposes;
2. Other Pre-Approved costs associated with the administration, planning, construction and security of approved projects

**Issue:** None at this time

**Recommendation:** Staff is recommending approval of an amendment to the PSA for Scott Price

**Next Steps:** Issue appropriate RFP's to developers for review, grading and selection for approval. Continue to work with developers of approved projects through design development, contract finalization and construction start-up.

evaluate on a monthly or otherwise ongoing basis. In addition to the provisions of Article VII. Termination, the Agency shall have the right to terminate this Agreement, in whole or in part, should Contractor's work not be satisfactory to Executive Director or Administrator; however, the Agency shall have no obligation to terminate and may withhold payment for any unsatisfactory work, as stated herein, even should the Agency elect not to terminate.

#### **IV. COMPENSATION TO CONTRACTOR**

4.1 In consideration of Contractor's performance of all services, activities, duties and responsibilities set forth in this Agreement, and subject to section 3.4 of this Agreement, OUR SA agrees to pay Contractor an amount not to exceed \$8,000 per month which shall be paid in two separate installments of not more than \$4,000 each and payable on the fifteenth (15<sup>th</sup>) and last day of each month. In no event shall compensation to Contractor for performance of services under this Agreement exceed \$96,000 per year.

4.2 Contractor shall submit weekly time sheets to the Administrator reflecting actual time worked for that week no later than 5:00 o'clock p.m. on or before the fifteenth (15<sup>th</sup>) and last day of each month.

4.3 No additional fees or expenses of Contractor shall be charged by Contractor nor be payable by OUR SA. The parties hereby agree that all compensable expenses of Contractor have been provided for in the total payment to Contractor as specified in section 4.1 above. Total payments to Contractor cannot exceed that amount set forth in section 4.1 above without prior approval and agreement of all parties evidenced in writing and approved by the President or Presiding Officer of OUR SA, Executive Director, City Manager or his/her designee or City Council, as appropriate.

4.4 OUR SA shall not be obligated or liable under this Agreement to any party other than Contractor for the payment of any monies or the provision of any goods or services.

4.5 Since Contractor does not have, and will not be providing, insurance to cover the indemnification requirements contained in this contract, Contractor and City agree that City may withhold payment from Contractor's fee in the amount necessary, as determined solely by City, to cover any damages sustained by the City, for which Contractor is providing indemnification, as more particularly set forth in Section XI of this Agreement. Should such sum be insufficient to satisfy Contractor's obligations hereunder, City may use any other remedies available at law or in equity to satisfy such obligations.

#### **V. OWNERSHIP OF DOCUMENTS**

5.1 In accordance with Texas law, Contractor acknowledges and agrees that all local government records as defined in Chapter 201, Section 201.003 (8) of the Texas Local Government Code created or received in the transaction of official business or the creation or maintenance of which were paid for with public funds are declared to be public property and subject to the provisions of Chapter 201 of the Texas Local Government Code and Subchapter J,

# Office of Urban Redevelopment – San Antonio (OUR SA)

No Update Items

January 19, 2021

# Office of Urban Redevelopment – San Antonio (OUR SA)

## Adjournment

January 19, 2021