

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: February 17, 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=m385b6bc05b084b9015751e63e56ad19f>

Join by meeting number

Meeting number (access code): 177 693 6575

Meeting password: wWkQBbmM474

Tap to join from a mobile device (attendees only)

[+1-415-655-0001](tel:+1-415-655-0001), [1776936575##](tel:+1-415-655-0001) US Toll

[+1-904-900-2303](tel:+1-904-900-2303), [1776936575##](tel:+1-904-900-2303) 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](#)

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>

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: February 17, 2021
TIME: 12:00 PM
PLACE: (No In Person Access to This Meeting)

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 Wednesday, February 17, 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 staff, please call or email Scott Price at scott.price@sanantonio.gov. 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, February 12, 2021** to the OUR SA Board liaison: Scott Price at 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 Monday, February 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, February 12, 2021 at 11:00 AM** to allow time to secure translation services.

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: February 17, 2021
TIME: 12:00 PM
PLACE: (No In-Person Access to This Meeting)

WebEx and Call-In

Meeting number (access code): 177 693 6575

Meeting password: wWkQBbmM474

Call-In Number: [+1-415-655-0001](tel:+14156550001)..1776936575## US Toll

AGENDA

- CALL TO ORDER
 - ROLL CALL
 - PUBLIC COMMENTS
1. APPROVAL OF MINUTES FROM **JANUARY 19, 2021**
 2. DISCUSSION REGARDING FINANCIAL REPORTS AND ACTIVITIES (**Gloria Alvarado, Department Fiscal Manager**)
 3. ACTION ITEMS:
 - a. Discussion and Possible Action regarding FY20 Audit Presentation by Leal & Carter (**Gloria Alvarado, Department Fiscal Manager**)
 - b. Discussion and Possible Action regarding the election of new Officers for OUR SA (**Doug Poneck (Escamilla & Poneck)**)
 - c. Discussion and Possible Action regarding the 2017 Neighborhood Improvements Bond Program and Properties (**Deborah Bell, Senior Real Estate Specialist, 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**

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)

WebEx and Call-In

Meeting number (access code): 177 421 6766

Meeting password: J5Zu2GhQWH4

Call In Number: 415-655-0001

MINUTES

- CALL TO ORDER
The WebEx meeting was called to order at 12:04 pm by Vice Chairman Wright
- ROLL CALL
 - a. Commissioner's in Attendance:
Ramiro Gonzales
Juan Garcia
Zar Haro
Susan Wright
Maria Nelson
 - b. Commissioner's Absent: David Rodriguez
 - c. Management and Staff Present:

Jaime Damron, NHSD Deborah Bell, NHSD Ian Benavidez NHSD Jameene Williams. CAO Bob Ramirez, Escamilla & Poneck	James Wilson, NHSD Gloria Alvarado, NHSD Scott Price, OUR SA/SAAH Doug Poneck, Escamilla & Poneck
--	--
 - d. Visitors
Natalie Griffin, Habitat for Humanity
Michael Taylor, Cross Timber Homes
John Cooley. Terramark Urban Homes
- PUBLIC COMMENTS: None for this Meeting

1. APPROVAL OF MINUTES FROM **SEPTEMBER 16, 2020** MEETING

Motion was made by Commissioner Haro Wright, seconded by Commissioner 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. Commissioner Nelson requested the item denoting the change and % change per line item summary be included in future financial statements.

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: Deborah Bell gave an updated PowerPoint presentation regarding all three current Bond Housing projects under construction. Commissioner Gonzales requested that additional information regarding the cost and gap per unit of each project be included so the Board would better understand the financial contributions made to each project;

Deborah Bell requested the Board go into closed session to discuss the proposed San Pedro Project.

THE BOARD WENT INTO CLOSED SESSION AT 12:27

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.

THE BOARD CAME OUT OF CLOSED SESSION AND BACK INTO OPEN SESSION AT 12:46

Motion was made by Commissioner Gonzales and seconded by Commissioner Garcia to approve the acquisition of 419 and 425 San Pedro for \$2,000,000 and to sell the property to the recommended developer for \$500,000 for the construction of 80 affordable units at 60% AMI or below.

In Favor: All

- b. Discussion and Possible Action regarding amending the Professional Service Agreement for Scott Price dated September 9, 2019 to include reimbursement of approved expenses. (**Jaime Lalley Damron, Bond Administrator**)

Discussion: Staff stated the genesis of this request came from the auditors when they questioned mileage and incidental payments to staff not identified in the Employment Agreement. Bob Ramirez, Attorney, offered amendment language and questioned the mileage payments. Commissioner Wright elected to manage the question and answer portion of this item. Commissioner Haro suggested a monthly amount to be offered for such payments. Numerous suggestions regarding monthly limits and allowable costs were discussed.

Motion was made by Commissioner Nelson and seconded by Commissioner Gonzales to approve payments for project related mileage and incidental expenses not to exceed \$350 per month including all with proper documentation and approvals by the Executive Director or her assigns.

In Favor: All

- **ADJOURNMENT**

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

In Favor: All

The Meeting was Adjourned at 1:00 pm

APPROVED:

ATTESTED:



Item: 3. a. Financial Audit FY20 Presentation

Summary (History):

All local governments, not-for-profit agencies and other organizations receiving government grants are required to have an annual audit. OUR SA/SAAH has not received any direct government grants in over four (4) years . Consequently, it is not a requirement of OUR SA/SAAH that a financial audit be performed on a yearly basis. Due to recent past history of OUR SA/SAAH it has been the recommendation of the Board and Legal Council that an audit be conducted to insure proper operation and fiscal management.

An audit provides an objective examination of the financial statements in accordance with the United States Generally Accepted Auditing Standards/Governmental Accounting Standards Board and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Leal & Carter PC. (PSCO) was contracted in 2018 to audit OUR SA and SAAH as required. They will present the audit to the Board at the February 2021 Board meetings.

Issues: None at this time.

Recommendation: Accept the FY 2020 audit as presented.

Next Steps: Prepare for next years audit as required.



Item: 3. b. Election of New Officers (Commissioners)

Summary (History): The Urban Renewal Agency for the City of San Antonio was established by a City wide referendum in 1957. The By-Laws as amended in April 1995, October 2008, and September 2010 stipulates in Article II, Section 1. "The officers of the Agency shall be a Chairman, a Vice Chairman, Executive Director, Secretary and Assistant Secretary.

Chairman: The Chairman shall preside at all meetings of the Agency. Unless authorized by and Agency resolution, the Chairman shall sign all contracts, deeds and other instruments made by the Agency.

Vice Chairman: The Vice Chairman shall perform the duties of the Chairman in the absence of the Chairman.

Secretary: The Executive Secretary shall keep the records of the Agency to include votes, and proceedings.

Assistant Secretary: The Assistant Secretary shall perform the duties of the Executive Secretary in the their absence.

The term of office is for one year or when a successor is designated.

Executive Director: Veronica R. Soto, FAICP, Director NHSD

Issues: NONE

Recommendation: None at this time.

Next Steps: To elect new Commissioners for the Office of Urban Redevelopment.



Item: 3. c. 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
February 17, 2021

DRAFT

2017-2022

BOND

PROGRAM

City of San Antonio



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

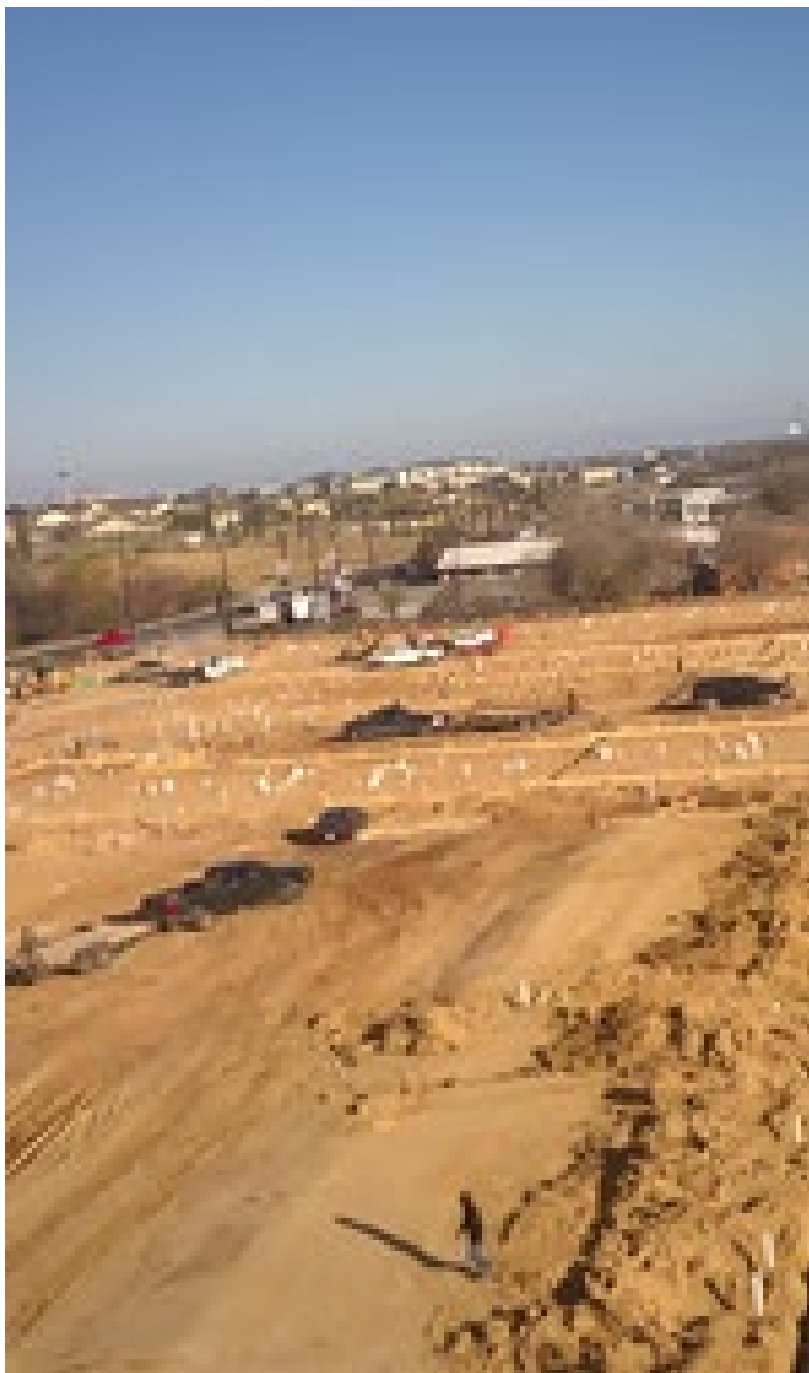


Southeast Service Center (Southeast)



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



CONTACT INFO

NEIGHBORHOOD IMPROVEMENTS BOND PROGRAM



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

Deborah Bell
Sr. Real Estate Specialist

Deborah.Bell@sanantonio.gov
www.sanantonio.gov/NHSD