

# QUALITY OF LIFE COUNCIL COMMITTEE MEETING MINUTES

TUESDAY, JUNE 18, 2013

10:00 A.M.

MEDIA BRIEFING ROOM, CITY HALL

**Members Present:** Councilmember Ivy R. Taylor, Chair, *District 2*  
Councilmember Diego Bernal, *District 1*  
Councilmember D. Medina, *District 5*  
Councilmember W. Reed Williams, *District 8*

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**Members Absent:** None

**Staff Present:** Carlos Contreras, *Assistant City Manager*; David Ellison, *Assistant City Manager*; Gloria Hurtado, *Assistant City Manager*; Samuel Adams, *Assistant City Attorney*; Savita Rai, *Assistant City Attorney*; John Dugan, *Director, Department of Planning and Community Development*; Roderick Sanchez, *Director, Development Services and Code Enforcement*; Mike Shannon, *Assistant Director, Development Services and Code Enforcement*; Richard Keith, *Interim Assistant Director, Department of Human Services*; Tom Morgan, *Grants Administrator, Department of Planning and Community Development*; Denice Trevino, *Office of the City Clerk*

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**Also Present:** None

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## Call to order

Chairperson Taylor called the meeting to order.

### 1. Citizens To Be Heard

There were no items addressed by Citizens.

### 2. Approval of Minutes of the May 21, 2013 Quality of Life Council Committee Meeting

Councilmember Bernal moved to approve the Minutes of the May 21, 2013 Quality of Life Council Committee Meeting. Councilmember Williams seconded the motion. Motion carried unanimously by those present.

### 3. Briefing and Possible Action on FY 2014 CDBG, HOME, ESG, and HOPWA Annual Action Plan and Budget Strategy [Presented by John Dugan, Director, Planning; David Ellison, Assistant City Manager]

Tom Morgan presented the final recommendations to the Committee for the FY 2014 Action Plan and Budget. He indicated that on March 19, 2013 the Quality of Life Council Committee adopted a Funding Strategy for the Community Development Block Grant (CDBG), and the Home Investment Partnership Grant (HOME). He stated that the Strategy for CDBG was to pay

the City's debt obligation associated with the Section 108 Annual Loan Payment, continue the second year of the public service commitment, continue to provide match for the Green and Healthy Homes Initiative, reinstitute the Minor Home Repair Program, and make strategic reinvestments in five targeted neighborhoods. He noted that said investments would be catalytic projects and façade improvements. He stated that the HOME Investment Partnership Grant funding strategy provides funding for Multi-family Development Set-Aside, Community Housing Development Organization (CHDO) Single Family Housing New Construction, and CHDO Operating Expense Funds, to make strategic Reinvestments in targeted neighborhoods, and to provide Down Payment Assistance through the Home Ownership Incentive Program (HIP). He stated that the Strategic Plan seeks to be consistent with the Council-Adopted Strategic Plan for Community Development to provide more impactful and comprehensive services in a given community. He reviewed the criteria utilized for selection of the targeted areas which are Edgewood, University Park-West/Blueridge, Palm Heights, Harlandale, and Wheatley Area-North. He noted that the targeted areas were included in the Inner City Reinvestment/Infill Policy (ICRIP). He indicated that the estimated Budget for FY 2014 for the CDBG was \$12,090,427 which represents a 1.8% increase. He added that said Budget was decreased in anticipation of a decrease in Program Income.

Councilmember D. Medina entered the meeting at this time.

Mr. Morgan stated that HOME Program funds were reduced by over 4.4% resulting from a decrease in Program Income and a cut in the Grant. He indicated that the Emergency Shelter Grant (ESG) Funds were reduced by 26% in entitlement and the Housing Opportunities For Persons With Aids (HOPWA) Budget was reduced by \$49,133. He stated that the total decrease for said Grants represents a 1.1% decrease in funds to the City of San Antonio (COSA) or \$18.365 million. He stated that CDBG was reduced by 4.4%. He listed the Programs and Activities through which low to moderate income residents receive assistance. He listed the Funding Category amounts for the CDBG funds as: Debt Service in the amount of \$4.7 million; Strategic Reinvestment in the amount of \$1.9 million; Public Service Activities in the amount of \$1.7 million; Housing Activities in the amount of \$1.1 million; and Administration in the amount of \$2.7 million. He listed the Funding Category amounts for the proposed HOME, ESG, and HOPWA Program Budgets. He indicated that the FY 2013 to FY 2014 year over year reduction in the ESG and HOPWA Program is 26.4% and 4.1% respectively. He noted that since FY 2012, 33 Housing and Urban Development (HUD) grant supported positions were reduced due to estimated grant reductions. As a result, sub-recipients were utilized to deliver Programs and this will continue in FY 2014 and CHDOs and other recipients would be sought to deliver programs.

Mr. Morgan indicated that the FY 2014 Action Plan authorizes 45 staff positions funded at 42.3 FTE. He noted that this is dependent on the ESG Program coordination in the City's FY 2014 Budget Process. He stated that a Request for Proposals (RFPs) for minor repairs was released on June 6, 2013. He noted that for single family new construction, an Ordinance must be adopted prior to the release of the RFP and said Ordinance would be brought before the full City Council on August 1, 2013. If approved; the RFP would be released on August 2, 2013. He indicated that the RFP for CHDO Operating Expenses would be released on August 2, 2013 and an RFP for Multifamily Development would be released in December 2013. He stated that staff recommends approval of the FY 2014 Action Plan and Budget administering programs funded through the City's four HUD grant programs including CDBG, HOME, ESG, and HOPWA Grants. He stated that staff recommends revising the City's Strategic Plan for Community Development to ensure consistency with the Annual Action Plan and the proposed place-base strategies.

Councilmember Bernal asked of existing financial gaps. Mr. Morgan replied that if a Corporation has a financing gap, the City examines said gap and compares it to the Affordable Housing Project. He added that financing gaps have a wide range and noted that rehabilitation projects have bigger gaps. Councilmember Bernal asked of the number of certified CHDOs. Mr. Morgan responded that there were eight certified CHDOs.

Councilmember Williams moved that the FY 2014 Action Plan and Budget, funded through the City's four HUD grant programs which include CDBG, HOME, ESG, and HOPWA Grants be brought before the full City Council for consideration. Councilmember Bernal seconded the motion. Motion carried unanimously by those present.

Item 5 was addressed at this time.

**5. Briefing and Possible Action on Absentee Property Owner Registration Ordinance**  
[Presented by Roderick Sanchez, Director, Development Services and Code Enforcement;  
David Ellison, Assistant City Manager]

Roderick Sanchez stated that the proposed Absentee Property Owner Registration Ordinance focuses on quicker compliance, proactivity, customer service and targeted enforcement. He reported that \$500,000 was budgeted for code enforcement which supported the hiring of two new supervisors and five Code Compliance Officers. He stated that the status of said Ordinance was presented to the Committee in March 2013. He noted that an Administrative Hearing Officer was created and the response time to address dangerous premises was decreased, from 30 to 10 days. He stated that an Absentee Property Owner is defined as a person or entity that owns property in San Antonio and resides outside of Bexar County, Texas. He noted that Absentee Property Owners are often hard to track down and send proper legal notice to due to inaccuracies in County Land Records. He added that other cities have a form of Absentee or Rental Property Owner Registration Ordinance to assist Code Enforcement and help maintain safety and quality of life of neighborhoods.

Mr. Sanchez stated that the Development Services Department worked with key stakeholders such as the San Antonio Board of Realtors, Real Estate Council, and San Antonio Apartment Association to develop the proposed Ordinance. He indicated that said stakeholders held five meetings in which problem owners, development of a simple and effective process, and development of a "cost-recovery" model fee structure were discussed. He stated that the proposed Ordinance would apply to One- and Two-Family dwellings and those with two code violations within a 12-month period would have to register with the City. He noted that owners must provide and maintain accurate contact information to the City and designate a local person/manager to manage their property who resides in Bexar County. He stated that said Ordinance requires that described Code Violators pay a \$50.00 registration fee and are required to register two years following the latest Code Violation. He noted that violation of said Ordinance is a Class C Misdemeanor and carries a maximum fine of \$500.00. He stated that staff recommends that the Absentee Property Owner Registration Ordinance be brought before the full City Council for consideration at the next available City Council meeting.

David Ellison noted that the proposed Ordinance is considered a best practice.

Councilmember Williams noted that the transparency of the Ordinance would provide improved compliance. He moved to forward said Ordinance to the full City Council at the next available

meeting. Councilmember Bernal seconded the motion. Motion carried unanimously by those present.

Item 4 was addressed at this time.

**4. Briefing and Possible Action on RENEWSA: Vacant, Neglected, and Underutilized Private Properties Initiative** [Presented by John Dugan, Director, Planning; David Ellison, Assistant City Manager]

John Dugan stated that RENEWSA is a new collaborative initiative for organizing and strategically deploying community development tools to create value from vacant, neglected, and underutilized properties in the commercial corridors of the City and neighborhoods in Inner City Reinvestment/Infill Policy (ICRIP) areas. He advised the Committee that RENEWSA is consistent with the goal of SA2020 to “transform San Antonio into a world-class city with world-class neighborhoods”. He indicated that said initiative would be administered by the Department of Planning and Community Development, Office of Historic Preservation, Center City Development Office, Development Services Department, other City departments, and outside partner agencies. He stated that the initial focus of RENEWSA would be to return distressed properties in the inner city and Inner City Reinvestment/Infill Policy (ICRIP) Areas with an emphasis on the five targeted neighborhoods of University Park/West Blue Ridge, Wheatley, Edgewood, Palm Heights, and Harlandale to productive use. He reviewed the boundaries of said targeted areas. He noted that the Committee approved an FY2014 Federal Entitlement Grants Strategy on March 19, 2013. He indicated that said Grants include CDBG and HOME. He stated that funds for the Green and Healthy Homes Initiative (GHHI) and façade improvement, catalytic project, single-family and multi-family development, owner-occupied rehabilitation, homebuyer incentive, and minor repair programs would be focused in said targeted areas.

Mr. Dugan specified that a combination of Federal Entitlement Grant Funds and Local Funds would be utilized to: 1) Expand property acquisition and disposition; 2) Focus proactive code enforcement recourses; 3) Provide homeowner incentives; 4) Support large-scale development; and 5) Acquire, clear, and hold property for non-housing uses. He noted that existing tools would be utilized to return distressed properties to productive use and reviewed each strategy in detail. He added that coordinated delivery of services would provide: 1) A framework that identifies transitional areas where a targeted intervention would have a positive effect on the local market; 2) An action plan that specifies how said tools should be utilized based on market conditions; and 3) A forum to ensure the aligning of resources by City departments and outside partner agencies. He reviewed the work program of the strategies listed. He indicated that \$5,809,315 in Federal Entitlement Grant Funds would be committed to this initiative and a funding request of \$2,760,219 would be submitted to support said initiative. He stated that in the next year, the Department of Planning and Community Development (DPCD) would utilize a market indexing study to identify transitional areas where a targeted intervention would have a positive effect on the local market, provide an action plan that specifies how said tools should be utilized based on market conditions, and create a forum to ensure that City Departments, outside agencies, and community partners are aligning resources. He indicated that a Request for Proposals (RFPs) would be issued for a Market Indexing Study in June 2013, a Budget request would be made to the City Manager’s Office in July 2013, and a consultant would be selected in August 2013.

Councilmember Bernal asked of the Receivership Program. Lori Houston replied that said Program would be used to assign an individual or non-profit organization to assume control and rehabilitate historic properties with a history of neglect.

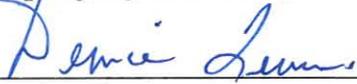
Chairperson Taylor suggested that a communication strategy be developed for the targeted areas.

No action was required on said item.

**6. Adjourn**

There being no further discussion, the meeting was adjourned at 11:15 a.m.

*Respectfully Submitted,*



*Denice Trevino*  
*Office of the City Clerk*



*Ivy R. Taylor, Chair*