



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 2

**Agenda Date:** April 25, 2024

**In Control:** Planning and Community Development Committee

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**DEPARTMENT:** Development Services Department

**DEPARTMENT HEAD:** Michael Shannon

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Briefing and possible action on the Proactive Apartment Inspection Program.

**SUMMARY:**

The approved ordinance established a program for addressing multi-family apartment complexes with five or more units with the City of San Antonio and for addressing property owners who are not maintaining their property to the minimum health and safety housing standards. Apartment complexes that have three or more program points within a contiguous six (month) period are required to register with the City, pay a fee, and are subject to proactive code enforcement inspections to ensure compliance with San Antonio Property Maintenance Code (SAPMC). Since the inception of the program through April 3, 2024, the Proactive Apartment Inspection Program team has conducted 22,419 inspections at 1,321 unique apartment complexes. The team has issued 7,189 notices of violation along with 1,137 administrative hearing officer (AHO) citations. A total of 27 properties have registered and three apartment complexes have “graduated” from the program. Currently, there are 24 apartment complexes registered in the Proactive Apartment

Inspection Program.

## **BACKGROUND INFORMATION:**

Two cases involving apartment complexes in the summer of 2022, where significant property maintenance violations negatively impacted the health and safety of residents, highlighted the need to review options to address proactive inspections at multi-family residential properties and possibly create a Proactive Apartment Inspection Program. Development Services Department (DSD) presented three options to begin addressing proactive inspections of apartment communities at the Planning and Community Development Committee (PCDC) on August 25, 2022, and were asked to further brief the Committee at the September meeting. On September 22, 2022, PCDC recommended DSD move forward with the creation of a stakeholder group to discuss and develop potential code changes and the creation of a Proactive Apartment Inspection Program. DSD provided an update to PCDC in December 2022 and recommended DSD provide a follow-up in February 2023. On February 23, 2023, PCDC recommended that the proposed draft ordinance based on the stakeholder group's suggestions be presented to the City Council for consideration and approval. On March 23, 2023, the proposed ordinance was passed and approved by City Council. The ordinance became effective April 2, 2023.

The Proactive Apartment Inspection Program team consists of one code enforcement supervisor and four code enforcement officers approved through the FY 2023 and FY 2024 budget process.

## **ISSUE:**

This item is for briefing purposes only

## **FISCAL IMPACT:**

**This item is for briefing purposes only**

## **ALTERNATIVES:**

This item is for briefing purposes only

## **RECOMMENDATION:**

Staff recommends the approved ordinance entitled "Proactive Apartment Inspection Program" continues as is, monitor and keep resources dedicated to the Proactive Apartment Inspection Team. No changes are recommended at this time.

