



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 3

**Agenda Date:** September 28, 2022

**In Control:** San Antonio Housing Commission Meeting

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**DEPARTMENT:** Neighborhood and Housing Services

**DEPARTMENT HEAD:** Veronica Garcia, Interim Director

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Briefing and possible action related to the Removing Barriers to Affordable Housing Development Subcommittee (RBSC) of the Housing Commission application and selection process.

**SUMMARY:**

The Housing Commissioners will receive a briefing on the timeline for application and selection process for the Removing Barriers to Affordable Housing Development & Preservation Subcommittee (RBSC).

**BACKGROUND INFORMATION:**

The work of the Removing Barriers to Affordable Housing Development Subcommittee (RBSC) began in 2019 to focus on reducing regulatory cost burden, removing barriers to ADU development, and other policies related to affordable housing.

The current iteration of RBSC is charged with recommending improvements to the Commission

on the Unified Development Code and other City process to facilitate more affordable housing development in San Antonio. Current appointments were made in October 2021 in support of the public process for consideration of relevant UDC amendments. The appointees were selected by the Housing Commission with insight from members of a previously existing, Mayor-appointed ad-hoc working group. The subcommittee currently consists of nine members: two Housing Commissioners and seven members with technical expertise as well as broad experiences that meet the needs of the subcommittee. The Housing Commission voted to have Commissioners Johnson and Alanis serve as the current Commissioner representatives on the RBSC. The appointments are effective until Council approves the UDC amendments, anticipated to happen on November 3rd, 2022.

For the coming selection process, the subcommittee will follow the same make up, consisting of nine members including two Commissioners. RBSC members will serve staggered terms with members serving a 2- or 3-year term to retain institutional knowledge. The selection process will be open to the public.

## **ISSUE:**

Members of the RBSC were appointed to serve on the subcommittee until adoption of the Unified Development Code (UDC) amendments. Timelines indicate the UDC amendments will go to Council for a vote and possible adoption on November 3rd at which point appointment terms expire.

To further The Housing Commission's work, the Commission is recruiting a maximum of 7 members. The Commission is seeking applicants with broad work experiences as well as content and technical expertise to fill these positions. The Commission is prioritizing knowledge, experience, or skill sets in at least one of the following categories:

- Community & neighborhood advocacy (with knowledge of the local affordable housing need)
- Architecture, especially for affordable housing
- Accessibility, visitability, and universal design
- Housing development finance (for affordable housing)
- Small infill development (for affordable housing)
- Civil engineering experience (working with public utilities)

The Commission will make available an application for the public to complete. Applications will be open for 21 days from October 3, 2022 – October 20, 2022. The application will be digitally accessible on SASpeakUp and electronically in PDF and Word format. A printed application is available upon request.

Following the application process, Chair Gonzales, Commissioner Alanis, and Commissioner Johnson will review the applications and make recommendations to the full Housing Commission. A timeline is as follows:

- 9/28: Housing Commission receives briefing on RBSC application and selection process
- 9/28: RBSC application opens
- 10/3: Public Engagement & Outreach Committee receives briefing and offers recommendations

for targeted distribution

- 10/20: RBSC application closes
- 10/21 - 11/2: Chair and RBSC Housing Commissioners review applications and identify selected applicants
- 11/16: Housing Commission receives briefing and votes to appoint RBSC members

**FISCAL IMPACT:**

There is no fiscal impact at this time.

**ALTERNATIVES:**

The Commission may make revisions to the application or timeline.

**RECOMMENDATION:**

Staff recommends the Housing Commission approve the proposed application and selection process for the RBSC.