



Stantec Consulting Services Inc.  
1905 Aldrich Street Suite 300, Austin TX 78723-3544

August 15, 2018

The Honorable Steve Adler, Mayor  
City of Austin Council Members  
City of Austin, Texas  
301 West 2<sup>nd</sup> Street  
Austin, Texas 78701

Dear Mayor Adler and Council members,

On behalf of our client, Artesia Real Estate ("Artesia"), please accept this letter in regard to the Austin Suites rezoning application (C14-2018-0022) and the Austin Suites neighborhood plan amendment application (NPA-2018-0026.01). The information below will detail our discussions and agreements with the Georgian Acres Neighborhood Association ("GANA") and the North Lamar Georgian Acres Contact Team ("NLGACT") regarding private agreements and commitments made by Artesia.

Pursuant to tenant, neighborhood, and stakeholder input, Artesia has agreed to fulfill the following terms apart from and not conditioned upon City of Austin ordinance requirements:

1. Voluntary compliance to a modified version of the City of Austin Tenant Relocation Assistance Ordinance, including:
  - a. Providing tenants with a notification package no less than 90 days before property closure for renovation. Tenants that leave at any point following the Notice to Vacate and within the 90-day vacation period will receive the full compensation and assistance offered by Artesia.
  - b. Information regarding access to relocation and assistance service providers;
  - c. Right-of-first-refusal for existing subsidized tenants to return to the remodeled property;
  - d. Artesia, or its successors and assigns, will provide access to a total of 20 rental units for subsidized tenant placement once the building is converted to rental housing for a period of one year from the date of Certificate of Occupancy;
  - e. \$500 contribution to every current tenant on the 90-day notice for relocation or housing expenses; and
  - f. 3<sup>rd</sup> party delivery, accounting, and bookkeeping of the relocation contribution funds distribution.
2. Memorandum of Understanding with Ending Community Homelessness Coalition ("ECHO") to establish a partnership agreement to provide additional services to subsidized tenants, including:
  - a. Coordination of communication between ECHO, Artesia, and housing service providers;
  - b. ECHO will assist service providers in locating permanent housing options for households receiving services;

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- c. Artesia reimbursement for any costs incurred by Echo relating to services provided for tenant relocation into permanent housing, including application fees, security deposits, administrative fees, and moving expenses;
  - d. Artesia will provide a letter of reference demonstrating positive rental history;
  - e. Artesia will provide a payment of \$250 dollars to ECHO for each subsidized household to provide for basic household furnishings; and
  - f. Artesia will participate in a good-faith effort toward outreach to 3<sup>rd</sup> party property management companies for tenant placement.
3. Artesia will provide a one-time contribution of \$10,000 to the Austin Parks Foundation ("APF") for future improvements to the Georgian Acres Neighborhood Park, to be offered with no conditions and to be applied for any use at the agreement and discretion of APF and GANA.

Please feel free to contact me at any time with questions or if any additional information may be required.

Regards,

**Stantec Consulting Services Inc.**



**Stephen Rye**  
Urban Planner

Phone: 512-469-5368

CC: APF, GANA, NLPCT, ECHO, COA P&ZD, Artesia