



Board of Commissioners

Chairman
Ramiro Cavazos

Vice-Chair
Rebecca L. Galvan

Commissioner
Richard Gambitta

Commissioner
Noah Garcia

Commissioner
Yolanda Hotman

Commissioner
Stella Burciaga Molina

Commissioner
Lisa Tatum

San Antonio Housing Authority
Regular Board Meeting Agenda
818 S. Flores Street
San Antonio, TX 78204
Thursday, August 7, 2008, 1:00 p.m.

Please Note: Citizens wishing to speak on issues not related to items posted on the agenda should sign the Citizens to be Heard roster prior to 2:00 p.m. Citizens will be given three minutes to speak. The Citizens to be Heard segment for Regular Board Meetings of the San Antonio Housing Authority will be scheduled for no sooner than 2:00 p.m., but the Board reserves the right to delay the Citizens to be Heard portion of the meeting to accommodate other public business.

DISABILITY ACCESS STATEMENT

The meeting is wheelchair accessible. The accessible entrance is located at 818 S. Flores. Accessible parking spaces are also located at SAHA Main Office, 818 S. Flores. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting) by calling (210) 477-6288 V/TTY for assistance.

The Board of Commissioners will convene for a Regular Board Meeting in the Boardroom located within the San Antonio Housing Authority's Main Office on Thursday, August 7, 2008 at 1:00 p.m. for discussion and action on the following matters:

1. Meeting called to order
2. Pledge of allegiance
3. Minutes
 - [Minutes](#) of a Regular Board meeting held on July 10, 2008
 - [Minutes](#) of a Special Board meeting held on July 14, 2008
 - [Minutes](#) of a Special Board meeting held on July 21, 2008 (Operations/Human Resources committee meeting)
 - [Minutes](#) of a Special Board meeting held on July 29, 2008 (Finance Committee meeting)

INDIVIDUAL ITEMS FOR CONSIDERATION

Items 4-27

4. Consideration and approval regarding Resolution No. 4902, approving the 2007-2008 Section 8 Management Assessment Program (SEMAP) Certification. (Deborah Flach, Senior Vice President of Operations; Corina Wilson, Acting Director of Assisted Housing Programs).

[Memo Attachment Resolution](#)

5. Consideration and approval regarding Resolution No. 4905, for the Public Housing Management Assessment Subsystem (PHAS) management sub-indicator certification for fiscal year ending June 30, 2008. (Deborah Flach, Senior Vice President of Operations; Michael Bond, Director of Public Housing). Memos will be provided at the Board meeting. [Memo Attachment Resolution](#)
6. Consideration and approval regarding contract for the maintenance and repair of elevators at various SAHA and its affiliate properties to South Texas Elevator, LLC, (WBE) for a period of one (1) year, not to exceed \$137,140. (Deborah Flach, Senior Vice President of Operations; Michael Bond, Director of Public Housing). [Memo Bid Tabulation](#)
7. Consideration and approval regarding contract for the inspection, test, and repair of fire protection systems at Various SAHA and its affiliate properties to Simplex Grinnell for a period of one (1) year, not to exceed \$74,337. (Deborah Flach, Senior Vice President of Operations; Michael Bond, Director of Public Housing). [Memo Bid Tabulation](#)
8. Consideration and approval regarding contract for Wheatley Courts Utility Modifications to Cleanology (MBE) for a period of one (1) year, not to exceed \$2,917,000. (Deborah Flach, Senior Vice President of Operations; Ramiro Maldonado, Asset Manager). [Memo](#)
9. Consideration and approval regarding contract for Lincoln Heights utility modifications to Cleanology Service and Supply (MBE) for a period of one (1) year, not to exceed \$3,029,000. (Deborah Flach, Senior Vice President of Operations; Ramiro Maldonado, Asset Manager). [Memo](#)
10. Consideration and approval regarding contracts for building and associated repairs at various SAHA and its affiliate properties to: Arias Concrete (MBE), Faith Roofing and Remodeling (MBE), G G & G General Construction (MBE), H. Karp Co., Harper Painting and Construction, and Montemayor General Contractor, LLC (WBE) for a period of one (1) year, not to exceed \$5,850,000. (Deborah Flach, Senior Vice President of Operations; Ramiro Maldonado, Asset Manager). [Memo Attachment](#)
11. Consideration and approval regarding refinancing of Monterrey Park Apartments. (Ed Hinojosa, Senior Vice President of Administration; Diana Kolodziej-Fiedler, Director of Financing and Accounting). [Memo](#)
12. Consideration and approval regarding refinancing of the San Antonio Housing Authority central office building. (Ed Hinojosa, Senior Vice President of Administration; Diana Kolodziej-Fiedler, Director of Finance and Accounting). [Memo](#)
13. Consideration and approval on the nomination and election of the Secretary/Treasurer and Assistant Secretary/Treasurers and the Registered Agent of the San Antonio Housing Facility Corporation, San Antonio Housing Finance Corporation, and the Las Varas Public Facility Corporation. (Ed Hinojosa, Senior Vice President of Administration; Jim Plummer, Fulbright & Jaworski). [Memo](#)
14. Consideration and approval regarding Resolution No.4907, appointing Alfred Valenzuela, as contracting officer for the San Antonio Housing Authority. (Ed Hinojosa, Senior Vice President of Administration). [Resolution](#)

15. Consideration and approval regarding Resolution No. 4908, as registered Agent for the San Antonio Housing Authority. (Ed Hinojosa, Senior Vice President of Administration). [Resolution](#)
16. Consideration and approval regarding Resolution No. 4909, appointing Gen. Alfred A. Valenzuela as Secretary for the San Antonio Housing Authority. (Ed Hinojosa, Senior Vice President of Administration). [Resolution](#)
17. Consideration and appropriate action regarding protocol for communication and assignments from the Board of Commissioners. (Gen. Alfred Valenzuela, President & CEO).
18. *Consideration and approval regarding the Personnel Policies and Procedures and recommended amendments, including specifically: (a) jury duty compensation, (b) practices regarding requests for leave without pay, (c) probationary employment periods, and (d) policy or practices concerning potential re-employment of past employees. (Ed Hinojosa, Senior Vice President of Administration; Diana Gutierrez, Director of Human Resources).
19. *Consideration and approval regarding the expenditure of additional funds in incidental costs related to addressing concerns at the Mirasol Homes development as requested by Edward Pape. (Ed Hinojosa, Senior Vice President of Administration; Edward Pape, Mirasol Homes).
20. *Consideration and approval regarding the recruitment plan for the new President and CEO for the San Antonio Housing Authority. (Ed Hinojosa, Senior Vice President of Administration; Diana Gutierrez, Director of Human Resources).
21. *Consideration and approval regarding the expenditure of up to \$700,000.00 in additional equity for the Artisan Park Townhomes. (Deborah Flach, Senior Vice President of Operations; Brad McMurray, Assistant Director of Real Estate Services).
22. *Consideration and approval regarding the Artisan at San Pedro transaction. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright and Jaworski).
 - a. A public hearing regarding the Artisan at San Pedro transaction; a written resolution approving a loan to ARDC San Marcos, Ltd.; authorizing the Artisan at San Pedro transaction, including the issuance of tax exempt bonds by the San Antonio Housing Finance Corporation; execution of all documentation necessary to carry out the transaction; authorizing the sale of the land for the transaction to the Las Varas Public Facility Corporation and the lease of such land to ARDC San Marcos, Ltd.; authorizing the acquisition of the membership interest by the Las Varas Public Facility Corporation in ARDC San Marcos GP, LLC.; and authorizing Las Varas Public Facility Corporation to serve as the general contractor; and resolving other matters in connection therewith.
 - b. Resolution No. 08FIN-08-01, authorizing the San Antonio Housing Finance Corporation multifamily housing mortgage revenue bonds (Artisan at San Pedro Creek Apartments project) series 2008; and resolving other matters in connection therewith.

- c. Resolution No. 08LVPFC-08-01, authorizing the Artisan at San Pedro Creek transaction, including the execution of all documentation necessary to carry out the transaction; authorizing the purchase of the land for the transaction and the lease of such land to ARDC San Marcos, Ltd.; and authorizing the acquisition of the membership interest in ARDC San Marcos GP, LLC; and authorizing Las Varas Public Facility Corporation to serve as the general contractor; and resolving other matters in connection therewith.

23. *Consideration and approval regarding the Durango Midrise Apartments. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright & Jaworski).

- a. Resolution No. 4904, authorizing preliminary action and the sale of the land relating to the Durango Midrise Apartment Homes project; approving a term sheet; execution of all documentation necessary to initiate and carry out preliminary matters relating to the transaction; and resolving other matters in connection therewith.
- b. Resolution No. 08FIN-08-02, concerning the issuance of up to \$30,000,000 housing revenue bonds to finance a project for the benefit of Durango Midrise LP, to be a formed entity, its designee, an affiliate, a related person, or an entity of which any of the above will be a general partner or sole member (the “user”); authorizing the calling of a public hearing and the filing of an application for reservation with the Texas Bond review board for such financing; seeking the approval of the Texas attorney general; authorizing the reimbursement of funds expended by the user, and resolving other matters in connection therewith.
- c. Resolution No. 08LVPFC-08-02, authorizing the Corporation to take preliminary action to carry out the financing of the Durango Midrise Apartment Homes (the “project”), including creating limited liability companies and limited partnerships relating to the project, filing applications to obtain debt financing and tax credits for the project; approving a term sheet; and entering into negotiations to finance the project and to purchase the land on which the project will be located; and resolving other matters in connection therewith.

24. Discussion of future board items.

25. President’s report. [Key Financial Indicators](#)

26. *Closed Session:

Real Estate

Deliberate the management, purchase, exchange, lease, or value of certain real properties and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.072 (real property) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Update on Mirasol Homes
- Update on Artisan at San Pedro
- Update on Artisan Park Townhomes
- Update on Durango Midrise Apartments

Personnel

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against and officer or employee and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Texas Government Code 551.071 and 551.074 legal advice on personnel policy and procedures.
- Texas Government Code 551.071 and 551.074, legal advice on personnel regarding recruitment plan for the new President and CEO.
- Texas Government Code 551.071 and 551.074, legal advice and discussion regarding the duties and goals of the Interim President & CEO
- Texas Government Code 551.071 and 551.074 legal advice on protocol for communication and assignments from the Board of Commissioners.
- Texas Government Code 551.071 and 551.074 legal advice on personnel matters.

Legal

Legal advice regarding related to pending or contemplated litigation, settlement offers, or other matters involving legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney).

- Discussion on proposed merger/consolidation of SAHA/Bexar County Housing Authority.

27. **Citizens to be Heard at 2:00 p.m.** (may be heard after this time) Citizens wishing to speak on issues not related to items posted on the agenda should sign the Citizens to be Heard roster prior to 2:00 p.m. Citizens will be given three minutes to speak. Only one appearance per speaker will be permitted at any regular Board Meeting. If present, a speaker may cede time to another speaker, but no speaker may have the floor for more than nine (9) minutes.

Groups of citizens from the same organization are asked to share nine minutes to address the Board on certain items. Organizations must be represented by an officer or a Board member, and follow the same speaking rules as individuals. The Board thanks you for coming to the meeting.

28. Adjournment.

*Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting at any other item, whether it has an asterisk or not, when the Board determines there is a need, and a closed meeting is permitted under Chapter 551 of the Texas Government Code that permits the closed meeting.



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San Antonio Housing Facility Corporation
818 S. Flores Street
San Antonio, TX 78204
Thursday, August 7, 2008
1:00 p.m.

The San Antonio Housing Facility Corporation may convene in closed session pursuant to Texas Government Code §551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, an security matters.

DISABILITY ACCESS STATEMENT

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1. Meeting called to order.
2. Approval of the June 5, 2008 [minutes](#).
3. Consideration and approval on the nomination and election of the Secretary/Treasurer and Assistant Secretary/Treasurers and the Registered Agent for the San Antonio Housing Facility Corporation. (Ed Hinojosa, Senior Vice President of Administration). [Memo](#)
4. Adjournment.

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1. Meeting called to order.
2. Approval of the July 10, 2008 [minutes](#).
3. Consideration and approval on the nomination and election of the Secretary/Treasurer and Assistant Secretary/Treasurers and the Registered Agent of the San Antonio Housing Finance Corporation. (Ed Hinojosa, Senior Vice President of Administration). [Memo](#)
4. *Consideration and approval regarding Resolution No. 08FIN-08-01, authorizing the San Antonio Housing Finance Corporation multifamily housing mortgage revenue bonds (Artisan at San Pedro Creek Apartments project) series 2008; and resolving other matters in connection therewith.. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright & Jaworski).
5. *Consideration and approval regarding Resolution No. 08FIN-08-02, concerning the issuance of up to \$25,000,000 housing revenue bonds to finance a project for the benefit of Durango Midrise LP, to be a formed entity, its designee, an affiliate, a related person, or an entity of which any of the above will be a general partner or sole member (the “user”); authorizing the calling of a public hearing and the filing of an application for reservation with the Texas Bond review board for such financing; seeking the approval of the Texas attorney general; authorizing the reimbursement of funds expended by the user, and resolving other matters in connection therewith. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright & Jaworski).
6. Adjournment.

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Las Varas Public Facility Corporation
818 S. Flores Street
San Antonio, TX 78204
Thursday, August 7, 2008
1:00 p.m.

The Las Varas Public Facility Corporation may convene in closed session pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters.

DISABILITY ACCESS STATEMENT

The meeting is wheelchair accessible. The accessible entrance is located at 818 S. Flores. Accessible parking spaces are also located at SAHA Main Office, 818 S. Flores. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting) by calling (210) 477-6288 V/TTY for assistance.

1. Meeting called to order.
2. Approval of the minutes of the June 5, 2008 [minutes](#)
3. Consideration and approval on the nomination and election of the Secretary/Treasurer and Assistant Secretary/Treasurers and the Registered Agent for the Las Varas Public Facility Corporation. (Ed Hinojosa, Senior Vice President of Administration). [Memo](#)
4. *Consideration and approval regarding Resolution No. 08LVPFC-08-01, authorizing the Artisan at San Pedro Creek transaction, including the execution of all documentation necessary to carry out the transaction; authorizing the purchase of the land for the transaction and the lease of such land to ARDC San Marcos, Ltd.; and authorizing the acquisition of the membership interest in ARDC San Marcos GP, LLC; and authorizing Las Varas Public Facility Corporation to serve as the general contractor; and resolving other matters in connection therewith. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright & Jaworski).
5. *Consideration and approval regarding Resolution No. 08LVPFC-08-02, authorizing the Corporation to take preliminary action to carry out the financing of the Durango Midrise Apartment Homes (the "project"), including creating limited liability companies and limited partnerships relating to the project, filing applications to obtain debt financing and tax credits for the project; approving a term sheet; and entering into negotiations to finance the project and to purchase the land on which the project will be located; and resolving other matters in connection therewith. (Deborah Flach, Senior Vice President of Operations; Jim Plummer, Fulbright & Jaworski).
6. Adjournment

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