



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, Texas 78204  
**Thursday, December 4, 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, December 4, 2008 at 1:00 p.m. for discussion and action on the following matters:

1. Meeting called to order.  
The Board of Commissioners may hold a closed meeting pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters. The Board reserves the right to enter into closed meeting at any time during the course of the meeting.
2. Pledge of allegiance.
3. Minutes.
  - [Minutes](#) of a Regular Board meeting held on November 6, 2008.
  - [Minutes](#) of a Special Board meeting held on November 6, 2008 (Legal Advisory)

**INDIVIDUAL ITEMS FOR CONSIDERATION**  
**Items 4-30**

4. Consideration and approval regarding contract for “mystery shoppers” at various SAHA and its affiliated properties to Sinclair Customer Metrics, for a period of one (1) year, not to exceed an aggregate total of \$20,000. (Deborah Flach, Chief Operating Officer; Naomi Elliott, Director of Non Profit). [Memo](#) [Bid Tabulation](#) [Price Listing](#)

5. Consideration and approval regarding Resolution No. 4914, adopting the revised 2009 Payment Standard Schedule for the Section 8 Housing Choice Voucher Program. (Deborah Flach, Chief Operating Officer; Corina Wilson, Director of Assisted Housing Programs). [Memo](#) [Resolution](#)
6. Consideration and approval regarding VIA Metropolitan Transit Easement for Lincoln Heights Courts, Poplar at Hamilton Street and discussion regarding other coordination efforts with VIA Metropolitan Transit. (Deborah Flach, Chief Operating Officer; Ramiro Maldonado, Director of Facilities & Construction Services). [Memo](#) [Agreement](#)
7. Consideration and appropriate action regarding contract for electrical distribution services at Wheatley Courts to CPS Energy for a period of one year, not to exceed \$104,800.50 with possible extensions. (Deborah Flach, Chief Operating Officer; Ramiro Maldonado, Director of Facilities & Construction Services). [Memo](#) [CPS Letter](#)
8. Consideration and approval regarding Interlocal Fleet Agreement between the Housing Authority and its affiliates (SAHA) and the City of San Antonio for a period of one (1) year, not to exceed \$462,621 with possible extensions. (Ed Hinojosa, Chief Financial Officer; Patrick Bourcier, Director of Energy Initiatives). [Memo](#) [Supplementary Comments](#) [RFP Cost Information](#)
9. Consideration and approval regarding the revised Personnel Policies and Procedures manual for the San Antonio Housing Authority. (Ed Hinojosa, Chief Financial Officer; Melanie Villalobos, Vice President of Corporate and Employee Relations).  
[Memo](#) [Policies](#) [Personnel Procedure Handbook](#) [Redline Version](#)
10. Update regarding strategic planning. (Ed Hinojosa, Chief Financial Officer; Diana Kollodziej Fiedler, Director of Finance and Accounting). [Memo](#) [Agenda](#)
11. Consideration and approval regarding the pension plan changes. (Ed Hinojosa, Chief Financial Officer, Diana Kollodziej Fiedler). [Memo](#) [Resolution](#) [Pension Plan Comparison](#)
12. Consideration and approval on contracts for operational reviews of legal services, finance & budget, Mirasol, human resources and information technology: Feldman, Rogers, Morris & Grover L.L.P (legal services) for a period not to exceed one (1) year and not to exceed an aggregate total of \$115,000, Caballero & Castellanos, P.L. (MBE) (Finance & Budget) for a period not to exceed one (1) year and not to exceed an aggregate total of \$127,125, RNR Consulting (MBE) (Mirasol, Human Resources, Information Technology) for a period not to exceed one (1) year and not to exceed an aggregate total of \$33,663, \$19,236 and \$24,045 respectively. (Ed Hinojosa, Chief Financial Officer; Stacy Padgett, Director of Procurement). [Memo](#) [Audit Cost Sheet](#) [Consulting Services for Legal Tabulation](#) [Consulting Services for Human Resources](#) [Consulting Services for Information Technology](#) [Consulting Services for Mirasol](#)
13. Consideration and approval regarding the sale of and execution of related documents for the San Antonio Housing Facility Corporation's real property located in the 4800 block of Lord Road. (Ed Hinojosa, Chief Financial Officer; Deborah Flach, Chief Operating Officer).  
[Memo](#) [SAHA Resolution](#) [Facility Resolution](#)
14. Consideration and approval regarding Costa Mirabella 2009 Inducement. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo](#) [SAHA Resolution](#) [Finance Resolution](#) [Las Varas Resolution](#)

15. Consideration and approval regarding Resolution No. 08FIN-12-01, authorizing consent to the transfer of the Cape Cod Apartments related to the San Antonio Housing Finance Corporation variable rate demand multifamily housing revenue bonds (Cape Code Apartments Project), series 1990, and related matters. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo Finance Resolution Transfer Agreement](#)
16. Consideration and approval regarding Resolution No. 08FIN-12-02, authorizing consent to the transfer of the Eagle's Nest Apartments related to the San Antonio Housing Finance Corporation variable rate demand multifamily housing revenue bonds (Eagle's Nest Apartments Project) series 1990, and related matters. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo Finance Resolution](#)
17. Consideration and approval regarding Resolution No. 08FIN-12-03, authorizing consent to the sale and transfer of the Stratford Apartments related to the San Antonio Finance Corporation variable rate demand multifamily housing revenue bonds (Stratford Apartments Project), 1995 series A, and related matters. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo Finance Resolution Consent to Sale Agreement Transfer Agreement Ambassador to Aimco](#)
18. \*Consideration and approval regarding Converse Ranch Replacement Housing Factor. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).
19. \*Consideration and approval regarding Converse Ranch II/Frost Term Sheet. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).
20. \*Consideration and approval regarding San Juan Square Apartments. (Deborah Flach, Chief Financial Officer; Jim Plummer, Fulbright & Jaworski).
21. \*Consideration and approval regarding Monterrey Park Apartments transaction, including the issuance of a tax exempt note by the San Antonio Housing Facility Corporation; execution of all documentation necessary to carry out the transaction; and other matters in connection therewith. (Ed Hinojosa, Chief Financial Officer, Jim Plummer, Fulbright & Jaworski).
22. \*Consideration and approval regarding Resolutions No. 4919, 08FAC-12-02, 08LVPC-12-01, for negotiation with developers for 9% tax credit projects, the creation of limited liability companies and limited partnerships and the filing of applications for 9% of tax credit projects. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services).
23. \*Consideration and approval regarding Resolution No. 4917, authorizing the submission of a disposition application for the Sutton Homes site, the transfer of such property, and the execution of documents necessary to consummate such actions. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services).
24. \*Update on Consolidation Appropriations Act. (Ed Hinojosa, Chief Financial Officer; Deborah Flach, Chief Operating Officer).

25. \*Consideration and approval regarding the lease of the Tampico Warehouse. (Deborah Flach, Chief Operating Officer; Tim Alcott, Chief Legal Officer).
26. \*Update on President and CEO search and compensation. (Stacy Padgett, Director of Procurement; Jackie L. Gorman-Johnson, Allen Austin Executive Search Consultants; Stephen Werling, Werling & Associates).
27. \*Update on Mirasol Homes. (General Alfred A. Valenzuela, Interim President & CEO; Deborah Flach, Chief Operating Officer).

28. \*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 Consolidated Appropriations Act
- Update on Mirasol Homes
- Update on Tax Credits
- Update on Sutton Homes
- Update on 4839 Parmenter
- Update on Tampico Warehouse

**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 an 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)

- Update on the President/CEO search
- Update on personnel matters, including possible reassignment, disciplinary or dismissal actions.

29. Discussion of future board items.

30. President's Report—[Holiday Schedule](#).

31. **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.

32. 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, December 4, 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 November 6, 2008 [minutes](#).
3. Consideration and approval regarding San Juan Square Apartments. (Deborah Flach, Chief Financial Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo SAHA Resolution Facility Resolution Original Memo](#)
4. \*Consideration and approval regarding Resolutions No. 4919, 08FAC-12-02, 08LVPC-12-01, for negotiation with developers for 9% tax credit projects, the creation of limited liability companies and limited partnerships and the filing of applications for 9% of tax credit projects. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services).
5. Adjournment.

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[Memo Resolution Consent to Sale Agreement](#)
4. Consideration and approval regarding Costa Mirabella 2009 Inducement. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski). [Memo Resolution](#)
5. Consideration and approval regarding Resolution No. 08FIN-12-02, authorizing consent to the transfer of the Eagle's Nest Apartments related to the San Antonio Housing Finance Corporation variable rate demand multifamily housing revenue bonds (Eagle's Nest Apartments Project) series 1990, and related matters. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).  
[Memo Resolution](#)

6. Consideration and approval regarding Resolution No. 08FIN-12-03, authorizing consent to the sale and transfer of the Stratford Apartments related to the San Antonio Finance Corporation variable rate demand multifamily housing revenue bonds (Stratford Apartments Project), 1995 series A, and related matters. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).

[Memo Resolution Consent to Sale Agreement Transfer Agreement Ambassador to Aimco](#)

7. Adjournment.

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**Las Varas Public Facility Corporation**  
**818 S. Flores Street**  
**San Antonio, TX 78204**  
**Thursday, December 4, 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**

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1. Meeting called to order.
2. Approval of the [minutes](#) of the September 4, 2008 meeting.
3. Consideration and approval regarding Costa Mirabella 2009 Inducement. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski). [Memo](#) [Resolution](#)
4. \*Consideration and approval regarding Resolutions No. 4919, 08FAC-12-02, 08LVVFC-12-01, for negotiation with developers for 9% tax credit projects, the creation of limited liability companies and limited partnerships and the filing of applications for 9% of tax credit projects. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services).
5. Adjournment

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