



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, March 5, 2009, 2:00 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 3:00 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 3:00 pm., 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, March 5, 2009 at 2:00 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 Special Board meeting held on December 11, 2008
- [Minutes](#) of a Special Board meeting held on January 27, 2009 (Finance)
- [Minutes](#) of a Special Board meeting held on January 29, 2009
- [Minutes](#) of a Regular Board meeting held on February 5, 2009
- [Minutes](#) of a Special Board meeting held on February 11, 2009

**CONSENT AGENDA - FINANCE**

**Items 4-6**

4. Consideration and approval regarding contract for financial and compliance audit services for SAHA and affiliated entities. (Ed Hinojosa, Chief Financial Officer; Diana Kollodziej Fiedler, Director of Finance and Accounting).

5. Consideration and approval regarding the independent audit policy. (Ed Hinojosa, Chief Financial Officer; Diana Kollodziej, Director of Finance and Accounting). [Memo](#)
6. Consideration and approval regarding the internal audit and compliance policy. (Ed Hinojosa, Chief Financial Officer; Alejandra Villarreal, Legal Compliance Process Improvement Officer; Enrique Olivares, Internal Audit Manager). [Memo](#) [Internal Audit and Compliance Policy](#)

**CONSENT AGENDA – OPERATIONS AND HUMAN RESOURCES**  
**Items 7-10**

7. Consideration and approval regarding contract to South Texas Elevator, Inc. not to exceed \$98,300.00 over a period of one (1) year, with possible extensions. (Deborah Flach, Chief Operating Officer; Ramiro Maldonado, Director of Facilities and Construction Services). [Memo](#)
8. Consideration and approval to extend the security services contract with Allied Barton Security Services LLC on a month-to-month basis with a 30-day termination, not to exceed \$17,939 per month. (Deborah Flach, Chief Operating Officer; Michael Bond, Director of Public Housing). [Memo](#)
9. Consideration and approval regarding Resolution No. 4914, approving the 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](#)
10. Consideration and approval regarding proposed revisions to Personnel Procedures. (Ed Hinojosa, Chief Financial Officer; Melanie Villalobos, Vice President for Corporate and Employee Relations; and Patricia Morrison, Sr. HR Manager). [Memo](#) [Tuition Reimbursement](#) [Drug Screen and Criminal Background Comparison](#) [Background Policy](#) [Substance Abuse Policy](#) [Personnel Handbook](#)

**INDIVIDUAL ITEMS FOR CONSIDERATION**  
**Items 11-25**

11. Consideration and approval regarding SAHA's annual audit report. (Ed Hinojosa, Chief Financial Officer; Diana Kollodziej Fiedler, Director of Finance and Accounting; Garza/Gonzalez & Associates). [Memo](#)
12. Update and discussion regarding VIA bus stop at Springview development. (Deborah Flach, Chief Operating Officer; Michael Bond, Director of Public Housing).
13. Update on Crossing Guards for Westway Apartments school zone area. (Deborah Flach, Chief Operating Officer; Michael Bond, Director of Public Housing).
14. \*Discussion and update regarding Artisan Park Townhomes and Durango Mid-Rise. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services).

15. \*Consideration and approval to negotiate and execute a contract for Property Management services for Durango Mid-Rise Apartments. (Deborah Flach, Chief Operating Officer; Brad McMurray, Director of Real Estate Services). Memo Bid Tabulation
16. \*Consideration and approval regarding Converse Ranch II deed approval. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).
17. \*Consideration and approval regarding Sutton Homes mixed finance transaction. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).
18. \*Consideration and approval regarding Mirabella transaction. (Deborah Flach, Chief Operating Officer; Jim Plummer, Fulbright & Jaworski).
19. \*Update on Mirasol Homes. (General Alfred A. Valenzuela, Interim President/CEO; Deborah Flach, Chief Operating Officer).
20. \*Consideration and appropriate action regarding selection of President/CEO. (Jackie L. Gorman-Johnson, Allen Austin Executive Search Consultants).
21. \*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 Litigation
    - Update on Durango
    - Update on Artisan Park Townhomes
    - Update on Converse Ranch II
    - Update on Sutton Homes
    - Update on Mirabella
  - 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 selection of the President/CEO.
22. Discussion of future board items.
23. President's Report—[State of the San Antonio Housing Authority](#).
24. **Citizens to be Heard at 3:00 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 3:00 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.

25. 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.