

BOARD OF COMMISSIONERS



Operations and Choice Neighborhood
Committee Meeting
March 16, 2017



Creating Dynamic Communities Where People Thrive

BOARD OF COMMISSIONERS

Chairman Morris A. Stribling, DPM	Vice-Chairman Charles R. Muñoz	Commissioner Thomas F. Adkisson	Commissioner Francesca Caballero	Commissioner Charles Clack	Commissioner Marie R. McClure	Commissioner Jessica Weaver
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Operations and Choice Neighborhood Committee

Morris A. Stribling, DPM, Chair; Francesca Caballero, Member; Jessica Weaver, Member

President and CEO

David Nisivoccia

**San Antonio Housing Authority
Operations and Choice Neighborhood Committee or
**Special Board Meeting
2:00 p.m., Thursday, March 16, 2017**

The Board will convene for a Committee, or Special Board Meeting, at Pecan Hill Apartments, 1600 W. Lawndale Drive, San Antonio, TX, 78209, for discussion on the following matters:

1. Meeting called to order

The Board of Commissioners or its committee 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 or committee reserves the right to enter into closed meeting at any time during the course of the meeting.

CHOICE NEIGHBORHOOD

2. Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood (Timothy E. Alcott, Development Services and Neighborhood Revitalization Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization; Arrie Porter, Senior Manager of Choice Neighborhood Program; Adrian Lopez, Director of Community Development Initiatives)

OPERATIONS

3. Consideration and appropriate action regarding Resolution 5715, authorizing the award of a contract for roof repairs and replacement at Bella Claire Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$293,626.30 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
4. Consideration and appropriate action regarding Resolution 5714, authorizing the sale of approximately 1.66 acres of vacant land at Hedges Street and Rio Grande Street in San Antonio, Texas; the sale of such property to the highest bidder; and the execution of any and all documents necessary to consummate such transaction (Ed Hinojosa, Chief Financial Officer; Thomas Roth, Director of Asset Management)
5. Hold a Public Hearing, and consideration and appropriate action regarding Resolution 5716, authorizing the proposed 2017-2018 Moving to Work (MTW) Agency Plan, including revisions to the MTW Plan, the Public Housing Admissions and Continued Occupancy Policy (ACOP), the Housing Choice Voucher Administrative Plan (Admin Plan), the Capital Fund Program Plan (CFP), and the five-year Capital Improvement and Development Plan (Richard Milk, Director of Policy and Planning)

6. ***Closed Session:**

Real Estate/Consultation with Attorney

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).

- SAHA vs. Galaxy Builders litigation

7. 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 on any other item, whether it has an asterisk, when the Board determines there is a need and a closed meeting is permitted.

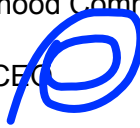
** Note: If a quorum of the Board of Commissioners attends the Committee Meeting, this meeting becomes a Special Meeting of the Board, but no Board action will be taken other than recommendations to the full Board, unless the full Board is present.

"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"Pursuant to § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

MEMORANDUM

To: Operations and Choice Neighborhood Committee

From: David Nisivoccia, President and CEO 

Presented by: Timothy E. Alcott, Development Services and Neighborhood Revitalization Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization; Arrie Porter, Senior Manager of Choice Neighborhood Program; Adrian Lopez, Director of Community Development Initiatives

RE: Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood

SUMMARY:

The following describes activities related to the three core components of the Choice Neighborhood Initiative: People, Housing and Neighborhood. The activities are associated with metrics submitted to the U.S. Department of Housing and Urban Development (HUD) on both a quarterly and annual basis.

SAFETY-BYRNE GRANT		
Objectives/Metrics	Accomplishments	FY 2017 Target
General	<p>The Byrne Criminal Justice Innovation (BCJI) Grant was extended to March 31, 2017, to allow current and future activities to continue.</p> <p>Staff is working with the Department of Justice (DOJ) to implement additional activities with BCJI funds before the new March 31, 2017, deadline.</p>	N/A
Community Engagement Patrols (CEP)	The CEP program continues to receive positive response from businesses, customers and residents in the targeted hot spots. As of Feb. 10, 2017, 106 patrol days have occurred for 738 positive "contacts" and 160 pedestrian stops. The patrols were funded to continue through February 2017.	N/A
Group Violence Intervention (GVI)	<p>The Group Violence Intervention Program began on Dec. 1, 2016. The program is administered by San Antonio Fighting Back and funded by the San Antonio Police Department (SAPD).</p> <p>GVI staff has started conducting "Custom Notification" home visits to individual gang members in and around the Choice Neighborhood Initiative (CNI) footprint to engage in services and deter from violence.</p>	N/A

Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>Two gang members linked to recent violence and two family members have been contacted. Additional home visits were conducted in February.</p> <p>GVI staff is working with SAPD to implement a Drug Market Intervention within the Choice Neighborhood targeting open-air drug market activity. This strategy was funded by the Byrne Grant, and was conducting operations in December to identify street-level narcotics sellers. Activities are ongoing in the CNI footprint.</p>	
Growing Gevers	<p>The Byrne Grant is awaiting Department of Justice (DOJ) approval to move forward on several activities, including providing Gardopia Gardens funds to start a small community garden on Hays/New Braunfels (just a few blocks from the main school corridor).</p>	N/A

PEOPLE

FAMILIES CASE-MANAGED

Objectives/Metrics	Accomplishments	FY 2017 Target
<p><u>Wheatley Households</u></p> <p>152 Wheatley households remain on housing assistance</p> <p>141 households are no longer receiving housing assistance. Exit reasons include evictions, abandonment, leaving after giving a 30-day notice to SAHA and death of head of household</p>	<p>126 households are receiving housing assistance and *case management</p> <p>26 households are receiving housing assistance but have not been responsive to case management</p> <p>8 households are not receiving housing assistance, but are being case managed</p>	<p>Urban Strategies will continue to reach out to all eligible families and offer case management services. All former Wheatley residents who are actively housed by the San Antonio Housing Authority receive monthly updates on activities of the Housing Authority and neighborhood news.</p> <p><u>Notes:</u> *Case Management-Households who have agreed to participate in capacity building activities. +Since April 2012 (grant submission), cumulatively, there have been 293 Wheatley households. In September 2013, when Urban Strategies came onboard, 243 remained on housing assistance either at Wheatley or in other SAHA programs. At time of relocation, 205 households remained at Wheatley and therefore received relocation assistance.</p>

Objectives/Metrics	Accomplishments	FY 2017 Target
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EMPLOYMENT

Objectives/Metrics	Accomplishments	FY 2017 Target
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<p><u>Baseline in September 2013</u> 55</p>	<p><u>2017 Quarter 1 HUD Metric Report</u></p>	<p>58 percent of the able-bodied population will be employed</p>
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<p>*Able-bodied Residents: 117 * Individuals between the ages of 19-65 years of age and not disabled.</p>	<p>72 (41 full-time and 31 part-time) Urban Strategies case management services is a direct cause of the employment retention and attainment for all 72 employed residents. 11 of the 72 employed residents are also in training. 26 Residents are in training Number of placed in jobs within 3 months completion of training: 2 31 able-bodied former Wheatley residents are unengaged.</p>	
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<p>Jobs Plus East (JPE)</p>	<p>Jobs Plus has provided outreach to more than 123 households through various community engagement activities. The program now has 117 adult members; 49 adult members who are currently working, and 21 of those gained employment through participation in Jobs Plus. As of January 2017, there are 41 members currently participating in general and career pathway training. There are currently 84 “dual-gen” households enrolled. Information about the program was presented at three Eastside Education Training Center (EETC) events in January: the EETC Open House, Promise Zone to Work and the Neighborhood Coffee event. A single mom of five children started GED preparation with Each One Teach One. She</p>	
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Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>is receiving child care through United Way/Eastside Promise Neighborhood.</p> <p>A Jobs Plus member with a desire to work in law enforcement has retained employment in a security position at Haven for Hope for 90 days. She completed Level III commissioned security officer handgun training.</p> <p>14 Jobs Plus families are receiving child care services paid through the partnership with United Way/Eastside Promise Neighborhood. This allows the parents in these households to attend work, adult basic education and/or vocational training.</p> <p>Interviews to fill the vacant Jobs Plus Program Manager position were conducted on Feb.14, 2017.</p>	
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URBAN STRATEGIES TRAINING METRICS

Objectives/Metrics	Accomplishments	FY 2017 Target
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<p>26: residents enrolled in job training</p>	<p>6: Adult High School Diploma Program 2: Bachelor’s Degree 1: Associate’s Degree 1: ESL 12: Workforce training 27: Residents have completed job training to date</p>	
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HEALTH

<p>Baseline of the number of residents without health insurance in September 2013</p> <p>99: residents fall within the Medicaid gap</p>	<p>The number of residents who have seen a doctor in the last 12 months has decreased to 54 due to better health management and access to resources through increased partnerships. Resident health services have been expanded through our partnership with University of the Incarnate Word (UIW) School of Nursing, School of Pharmacy and School of Optometry. The purpose of the partnership is to provide yearly medical exams or visits to healthcare providers for families with no medical home or health</p>	
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Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>insurance. Through the collaboration with UIW School of Nursing, 15 residents have enrolled in the Texas Healthy Woman Program and Carelink. Through the collaboration with Urban Strategies, UIW nursing students will now have a physical presence at Wheatley Community School once a week. Services provided will include health and nutrition education, exercise, child health, diabetes, hypertension and information on diagnosis and management of other chronic diseases. The services offered at the Community School will not only benefit the East Meadows community but all residents within the community.</p>	
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EDUCATION

The Urban Strategies Education Liaison continues to develop a network of service partners to support youth educational development, family engagement opportunities and assist with the building of career pathways. The network will be a resource to the East Meadows families and families located within the community.

The first of four Family Fun Days was held on Saturday, Feb. 4, 2017, with a Super Bowl-themed learning opportunity for parents and children alike. The event was attended by 40 residents who participated in fun-filled educational themed games and activities. Agencies in attendance included Family Services Association, Sutton Oaks Academy, DoSeum, KLRN, University of Texas at San Antonio and the University of the Incarnate Word. Each agency provided a reading or math game related to football which gave the parents and opportunity to learn about the available programming.

On Feb. 8, 2017, The University of Texas at San Antonio (UTSA) began the Roadrunners Readers Tutoring Program. Twenty first through sixth grade students struggling in reading will receive tutoring from UTSA education majors. Tutors will work with students to identify strengths and needs and develop highly engaging literacy experiences designed to support literacy growth and development. Each child attending the first day received a backpack filled with school supplies. Sessions will continue weekly through April 12, 2017.

Sutton Oaks Academy began the Music, Art and Culture programming on Feb. 8. Youth participating will have an opportunity to learn digital photography, stop motion animation and oral storytelling. The six-week workshop is offered in partnership with Spare Parts, Convergent Media Collective and the San Antonio Soundgarden. Workshops are held twice a week through March 23.

Upcoming events designed to promote March reading month activities include the celebration of Dr. Suess' birthday and Read Across America Day on March 2. Urban will conduct home visits to families and provide each family a book. Families will be encouraged to photograph selfies of themselves reading the book. Those families submitting selfies will have an opportunity to win a home library of age-appropriate books.

Objectives/Metrics	Accomplishments	FY 2017 Target
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Narrative: On the First Family Fun Day, a resident met and engaged with representatives of the Sutton Oaks Academy, Music, Arts and Culture program and was offered an employment opportunity.

HOUSING		
Objectives/ Metrics	Accomplishments	FY 2017 Target
Administrative	Choice HUD Budget Revision No. 8 will request that additional funds be spread in 1405 Community and Supportive Services (CSS). Community Development Initiatives (CDI) and Urban Strategies are working through the details and this revision is expected to be submitted to HUD within the next two weeks.	
Relocation	Of the 66 families originally returning to East Meadows, 55 have begun the process of completing applications for return. To date, eight former Wheatley residents are now living at the new development, 6 more applications have been approved and 9 more are pending.	
Demolition	Phase II - 2 ½ Blocks Demo Project is 100 percent complete.	
Replacement Housing	Phase I (208 Units) Sutton II (The Park at Sutton Oaks): The development is 95 percent occupied.	
Replacement Housing	Phase II Multi-Family Housing (215 Units) As of January 2017, the latest data available, the project is estimated to be at 85 percent complete. All Block A Buildings have received a Certificate of Occupancy (CoO). All Buildings have been turned over to MBS Property Management. All buildings, exteriors and parking lot are being punched out. Landscaping and site amenities are in progress. All Block B Buildings have received a Temporary Certificate of Occupancy (TCO). The Contractor continues the process of applying to CoSA for the purpose of converting Buildings No. 13, No. 16, No. 19	

Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>and No. 22 TCO's to Permanent Certificates of Occupancy. Buildings No. 13 through No. 16 were inspected and turned over to MBS Property Management on Feb. 23, 2017. All buildings, exteriors and the parking lot are under construction. Landscaping and site amenities are in progress.</p> <p>All Block C Buildings have received a TCO. The Contractor continues the process of relocating fire sprinkler piping at balconies and relocating sprinkler heads at fur-downs in corridors. The contractor is also applying to convert Buildings No. 26 and No. 29 TCO's to Permanent Certificates of Occupancy. All buildings, exteriors and parking lot are under construction. Landscaping and site amenities are in progress.</p> <p>All Block D Buildings have received TCO's. Buildings No. 37 and No. 38 are having exterior siding and masonry installed. The windows are being removed and waterproofed. The interiors are being finalized for Mechanical, Electrical and Plumbing (MEPs) in preparation for drywall installation. The Contractor continues the process of relocating fire sprinkler piping at balconies and relocating sprinkler heads at fur-downs in corridor and applying to convert Buildings No. 32 and No. 35 TCO to Permanent Certificate of Occupancy.</p>	
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<p>Replacement Housing</p>	<p>Phase III Senior Building (80 Units) HUD final approval was received September 28, 2016, and the project financing closed on September 30, 2016.</p> <p>Notice to Proceed was issued to Cadence McShane on September 30, 2016. Construction started in October 2016.</p> <p>The installation of underground plumbing pipes is completed. The concrete pour for the whole building slab is completed except 2 small strips. The framer completed layout marking and framing work started. The</p>	
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Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>overall project is at 17.41 percent. The project is currently on schedule.</p>	
<p>Replacement Housing</p>	<p>Phase IV Multi-Family Housing (119 Units)</p> <p>To-date, 21 percent of East Meadows II predevelopment budget has been expended.</p> <p>Conference calls are being held with MBS and SAHA to continue discussing the full application checklist. SAHA reviewed preliminary/design development floor plan at the February 2017 meeting.</p> <p>TDHCA 2017 9 percent tax credit Full Application schedule: Full Application forms were routed for Board Members and CEO execution. Consultant gathered all of the information required for the full application from the different entities. SAHA completed the full application by the March 1 delivery date deadline.</p>	
<p>Replacement Housing</p>	<p>Public Improvements Construction</p> <p>All sidewalks, curbs and ramps on Gabriel, Arthur and Hudson streets have been completed. 85 percent is completed on Lamar Street, 80 percent is completed on Mittman and Hays streets between Hudson and Mittman streets.</p> <p>Asphalt work is completed on Gabriel Street, between Gevers and Hudson streets, on Mittman Street, between Lamar and Gabriel streets, on Lamar Street, between Gevers and Hudson streets, on Hudson Street, between Gabriel and Hays streets, as well as on Gevers Street, between Gabriel and Lamar streets.</p> <p>Landscaping work is ongoing on Lamar, Mittman, Gabriel, Hudson and Gevers streets.</p> <p>Sewer and water main work completed. The construction team has successfully coordinated the public improvement</p>	

Objectives/Metrics	Accomplishments	FY 2017 Target
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	<p>construction with CoSA, SAWS and utility company representatives.</p> <p>The TDHCA deadline for buildings to be placed in service has been met.</p>	
Non- Replacement Housing	<p>Phase I Sutton II (The Park at Sutton Oaks) – 208 units were complete as of June 17, 2014. Of the 208 units, 159 non-replacement units were created. Of those 159 units, 46 are market rate units and 113 units are affordable. The property is currently 95 percent occupied.</p>	

NEIGHBORHOOD

Objectives/Metrics Strategies	Accomplishments	FY 2017 Target
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CRITICAL COMMUNITY IMPROVEMENTS (CCI)

Administrative– CCI Plan		Neighborhood Coffee was held on February 22, 2017. The next meeting is scheduled for March 29, 2017.
Infill - Vacant Lots	Staff has secured 8 properties and 3 Right of Entry forms (allow appraisals) in Target Area I. Phase II Target Area locations have been determined and environmental reports are underway. SAHA Staff and DHR Architects held a New Home Design Planning Meeting Saturday, February 11th. Approximately 25 community members reviewed and recommended materials and designs for upcoming new homes. The end product of this meeting is Design Guidelines to be used by builders when constructing new homes on now vacant, infill lots.	Reduce the number of vacant and abandoned properties in the Choice footprint and build 40 new homes.
Owner Occupied Rehab	Merced Housing Texas mailed packets to homeowners. Three homeowners have completed an application this month.	Rehabilitate 27 homes in Choice footprint
Business Facade Restoration	The application process for Choice Facade grants has resumed. The deadline for application submission was January 28, 2017. We are awaiting notice of five new awards and the selected entities will be	Award up to 12 grants for qualifying businesses (4 completed, 5 in review, 3 remaining)

Objectives/Metrics	Accomplishments	FY 2017 Target
	notified in March. Awards are granted on a quarterly basis so the three remaining grant awards will be selected at a future date.	
Urban Farm	An application for rezoning of the property was submitted to the City of San Antonio and received City Council approval on Feb. 9, 2017. The environmental assessment will now be completed and platting will be initiated. Community meetings to select crops began Wednesday, Feb. 15, 2017, and will continue through mid March.	Develop Urban Farm in the Footprint
Good Samaritan Veterans Outreach and Transitional Center	Center is 54 percent complete. Total completion is scheduled for June 2017.	Economic Opportunity
Neighborhood Beautification	Planting of neighborhood trees are anticipated to begin in March around the Washington Elementary school campus. Trees will be planted along the area where parents line up in the afternoons to pick up their children. 200 trees will be planted in the neighborhood surrounding the new development with the majority along the Gevers and Hays corridors and the remaining on the streets where both infill and owner occupied rehab work will take place in the Phase I area. Staff has met with COSA staff to determine plausibility of the City donating trees and majority of supplies. COSA staff believes this is doable, which allows more money for maintenance.	Public Service and Amenities
ENHANCE PUBLIC INFRASTRUCTURE		
Public Improvements (Streets/Sidewalks/ Curbs, Lighting)	Lighting plan has been developed for Choice Neighborhood and overlays infill target area and tree plan. Lighting installation will be completed before end of school year.	Infrastructure/Safety

REQUESTED ACTION:

None

FINANCIAL IMPACT:

None at this time

ATTACHMENTS:

None

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

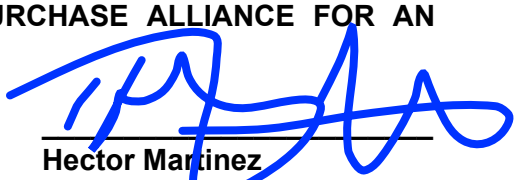
RESOLUTION 5715, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT BELLA CLAIRE APARTMENTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASE ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$293,626.30



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5715, authorizing the award of a contract for Roof Repair and Replacement at Bella Claire Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchase Alliance for an amount not to exceed \$293,626.30.

SUMMARY:

The Bella Claire Apartments, built in 1972, is a family community located in northeast San Antonio within the portfolio of Beacon Communities. This community consists of five, two-story buildings that are wood-framed, with a brick facade, and has a total of 67 one and two-bedroom units.

As a result of severe hail damage to the roofs of this apartment community, SAHA requires the services of a roofing contractor to provide comprehensive roof replacement. An insurance claim was filed with the HAI Group and proceeds have been disbursed to SAHA to help cover replacement costs incurred due to the hail damage.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Purchasing Co-operatives assign a lead agency for its solicitations to ensure competitive bid requirements for most state and local government agencies are followed; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies.

Once the lead public agency has awarded a contract with the supplier, participating Public Agencies in need of similar products and services are able to make purchases through the U.S. Communities contract. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

On Sept. 22, 2014, Cobb County, Georgia (lead agency), entered into a contract through sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services for a period of three years commencing on Jan. 1, 2015, with an

option to renew up to two additional one year periods.

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and are positioned throughout the United States, Canada and the United Kingdom, providing public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering and general contracting firm. Their core competency is the construction, maintenance and retrofit of complex roofing and building envelope projects. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection and photovoltaic (energy generating). With the support and local service network of their sister company, The Garland Company, Inc., quality roofing solutions are provided for single and multi-property facilities. The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications, including but not limited to: single ply, modified bitumen, built-up roofing (BUR), low-slope standing seam metal, low-slope flat-seam metal, steep-slope standing seam metal, slate, concrete tile, asphalt shingle and clay tile.

This contractor has received no prior awards from SAHA. Its government projects include, but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville, Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugarland Police and Courts Buildings, Sugarland, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake, Ohio; and Fine Art Museum of San Francisco, San Francisco, California.

DBS, the general contractor for this project, obtained three bids for the roof repair and replacement at Bella Claire Apartments and is recommending contract award to their subcontractor Bravo Roofing. They provided the lowest price to complete the project.

Bravo Roofing was established in 1984 and is located in New Braunfels, Texas. They are a full-service roof company providing installation, replacement, and repairs to residential and commercial roof systems to include: metal roofs, composition/shingle, build-up roofs, modify bitumen, all types of rubber single ply system, and all historical restorations. Their staff is composed of estimators, consultants, licensed sheet metal fabricators and factory-approved, trained roof installers. Bravo Roofing's projects have included school (new and old) as well as historic restoration of many landmark structures.

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation surveys to end users and assist departments in the contract renewal or new

solicitation process.

FINANCIAL IMPACT:

The cost for the Roof Repair and Replacement at Bella Claire Apartments is not expected to exceed an amount of \$293,626.30 to include a base bid amount of \$266,933.00 plus a 10 percent contingency of \$26,693.30 that will only be used, if necessary. This project will be funded by insurance proceeds and operating funds.

ATTACHMENTS:

Resolution 5715

Company Profile

CFO Memo dated 11/17/2016

Picture of Bella Claire Apartments

Map of Bella Claire Apartments

**San Antonio Housing Authority
Resolution 5715**

RESOLUTION 5715, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT BELLA CLAIRE APARTMENTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASE ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$293,626.30

WHEREAS, The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes; and

WHEREAS, SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on Sept. 22, 2014, Cobb County, Georgia (lead agency) entered into a contract, for sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services; and

WHEREAS, Garland/DBS, Inc. is recommended for contract award; and

WHEREAS, the cost for the roof repair and replacement at Bella Claire Apartments is not expected to exceed an amount of \$293,626.30 to include a base bid amount of \$266,933.00 plus a 10 percent contingency of \$26,693.30 that will only be used, if necessary. This project will be funded by insurance proceeds and operating funds; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 5715, authorizing the award of a contract for Roof Repair and Replacement at Bella Claire Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchase Alliance for an amount not to exceed \$293,626.30.
- 2) Authorizes the President and CEO or designee to execute all necessary documents associated with this contract.

Passed and approved the 6th day of April 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Garland/DBS, Inc.
Garland/Design Build Solutions, Inc.
Company Profile

The Garland Company was founded in 1895 by Jacob B. Wise and has grown steadily since then. In 1985, Garland initiated employee ownership through an ESOP program. In 1994, Garland became the first commercial roofing company to be ISO 9002 Certified. In 2001, Design Build Solutions, Inc. (DBS) was formed as a wholly owned subsidiary to provide owners with an alternative construction delivery system. In 2003, Garland achieved ISO 9001-2000 certification and in 2004 became 100% employee owned.


In 2014, Garland/DBS was awarded a contract, effective January 1, 2015, for Roofing Supplies, Waterproofing and Related Products and Services by Cobb County, Georgia, the lead agency for the U.S. Communities Purchasing Cooperative. The contract was to provide "turnkey" solutions for various roofing needs. The solicitation was competitively bid and resulted in the award to Garland/DBS, Inc.

SAHA has not utilized Garland/DBS, Inc. under this US Communities contract; however, their roofing products have been used in a recent roof rehabilitation at the Fair Avenue Apartments.

Their project list include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugarland Police and Courts Buildings, Sugarland, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake Ohio; and Fine Art Museum of San Francisco, San Francisco, California.

MEMORANDUM

To: Operations and Choice Neighborhood Committee

From: David Nisivoccia, Interim President and CEO 

Presented by: Ed Hinojosa, Chief Financial Officer

RE: Update and discussion regarding Hail Damage

SUMMARY:

On April 12, 2016, the greater San Antonio area suffered a hailstorm of historic proportions. It is expected to be the costliest hailstorm in Texas history and in excess of \$2,000,000,000. This hail storm produced extraordinary damage over and above roofing and roof protrusions - windows, gutters, air conditioning units, fencing, interior water leaking, soffit/fascia, siding, gable ends and so on.

Staff reviewed the areas of the city that were impacted by the hail and proceeded to have its properties inspected for damage from both portfolios. Risk Management deployed adjusters for inspections at potentially impacted properties.

The overall approximate damages to date are \$11,515,536.42. The expected payout from insurance proceeds is approximately \$7,642,377. SAHA and its affiliates are required to carry specific deductibles for the peril of hail; SAHA and its affiliates are responsible for \$3,901,389 from operations and/or the Capital Fund Program (CFP).

Affordable Housing: Cottage Creek, Courtland Heights, Pecan Hill, Woodhill, Bella Claire, Converse Ranch I, Converse Ranch II, Castle Point, Towering Oaks and Villa de Valencia.

Overall approximate damages are \$7,828,860. The expected insurance proceeds are estimated at \$5,326,458 with SAHA's affiliates responsible for \$2,491,967 in deductibles.

Public Housing: Cross Creek (below deductible), Escondida, Francis Furey, Sahara Ramsey, Tarry Towne, Williamsburg, Pin Oak II, Charles Andrews, M.C. Beldon, L. C. Rutledge (below deductible), Lincoln Heights, and Madonna Apartments.

Overall approximate damages are \$3,686,677. The expected insurance proceeds are estimated at \$2,315,920 with SAHA responsible for \$1,409,422 in deductibles.

Staff will continue to work collectively to bring back package repair proposals for Board consideration beginning in early 2017.

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

\$3,901,389 represents the deductibles for the properties impacted and may be taken from operating budgets and/or CFP.

ATTACHMENTS:

Hail Claims Report

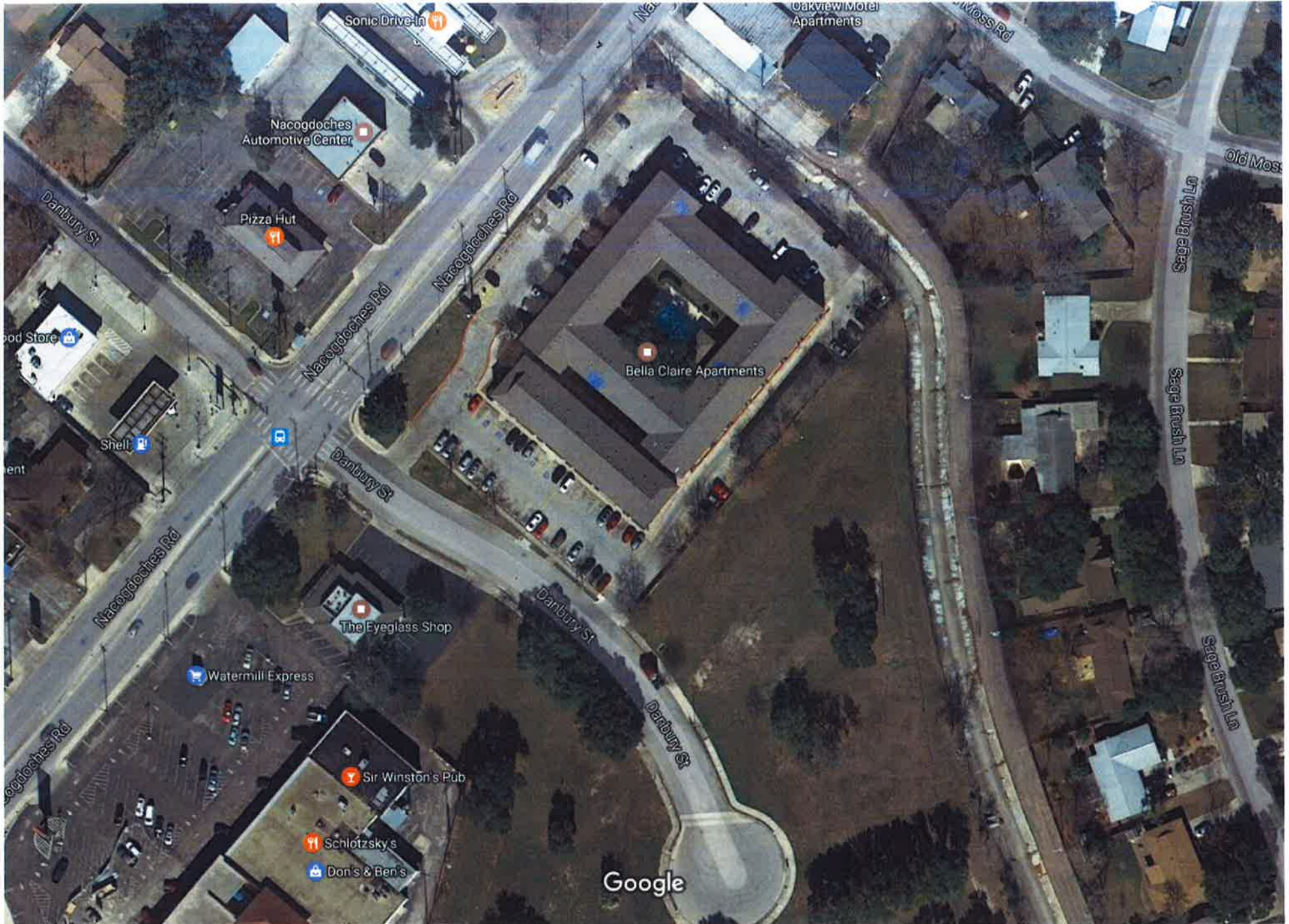
October 21, 2016

HAIL DAMAGE STATEMENT OF LOSS

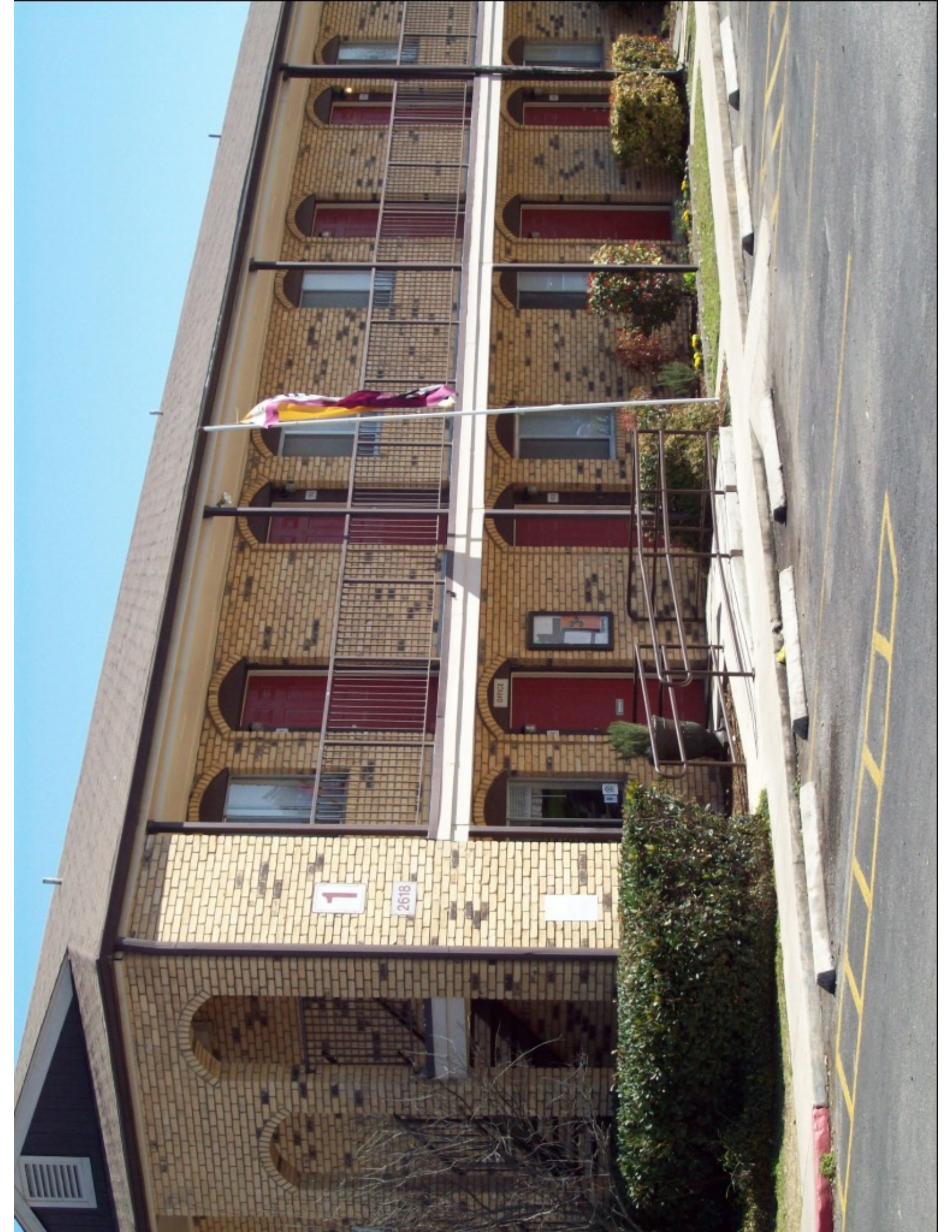
	Replacement Cost			Recoverable Depreciation	Actual Cash Value
AFFORDABLE HOUSING	GROSS LOSS	DEDUCTIBLE	NET LOSS	HOLDBACK	ACV
Cottage Creek/ Courtland Hts	\$2,157,247.90	-\$595,854.74	\$1,561,393.16	-\$272,279.90	\$1,289,113.26
Pecan Hill	\$162,881.58	-\$91,162.76	\$71,718.82	-\$19,974.91	\$51,743.91
Woodhill	\$3,327,583.47	-\$793,368.64	\$2,534,214.83	-\$438,587.36	\$2,095,627.47
Bella Claire	\$257,613.92	-\$102,059.96	\$155,553.96	-\$69,553.92	\$86,000.04
Converse Ranch I	\$442,327.85	-\$194,121.72	\$248,206.13	-\$104,165.21	\$144,040.92
Converse Ranch II	\$330,221.38	-\$156,000.00	\$174,221.38	-\$43,189.69	\$131,031.69
Castle Point & Towering Oaks	\$889,879.27	-\$391,352.07	\$488,092.09	-\$228,827.59	\$259,264.50
Villa de Valencia	\$261,104.47	-\$168,047.04	\$93,057.43	-\$37,016.44	\$56,040.99
	\$7,828,859.84	-\$2,491,966.93	\$5,326,457.80	-\$1,213,595.02	\$4,112,862.78

PUBLIC HOUSING					
Cross Creek	\$59,126.61	-\$93,982.98			
Escondida	\$67,614.08	-\$25,566.30	\$42,047.78	-\$9,768.47	\$32,279.31
Francis Furey	\$472,531.12	-\$99,617.76	\$372,913.36	-\$60,306.70	\$312,606.66
Sahara Ramsey	\$82,687.13	-\$20,792.96	\$61,894.17	-\$209.87	\$61,684.30
Tarry Towne	\$585,072.20	-\$110,992.04	\$474,080.16	-\$80,809.11	\$393,271.05
Williamsburg	\$51,825.61	-\$18,076.58	\$33,749.03	-\$5,659.51	\$28,089.52
Pin Oak II	\$105,539.51	-\$32,925.64	\$72,613.87	-\$12,826.91	\$59,786.96
Charles Andrews	\$201,862.20	-\$93,526.68	\$108,335.52	-\$29,293.26	\$79,042.26
M. C. Beldon	\$182,291.64	-\$64,854.02	\$117,437.62	-\$28,788.16	\$88,649.46
L. C. Rutledge	\$103,142.20	-\$106,951.02			
Lincoln Heights	\$1,489,405.76	-\$661,499.80	\$827,905.96	-\$322,870.36	\$505,035.60
Madonna Apartments	\$285,578.52	-\$80,636.29	\$204,942.23	-\$28,856.29	\$176,085.94
	\$3,686,676.58	-\$1,409,422.07	\$2,315,919.70	-\$579,388.64	\$1,736,531.06

Affordable Housing	\$7,828,859.84	\$2,491,966.93	\$5,326,457.80	\$1,213,595.02	\$4,112,862.78
Public Housing	\$3,686,676.58	\$1,409,422.07	\$2,315,919.70	\$579,388.64	\$1,736,531.06
	\$11,515,536.42	\$3,901,389.00	\$7,642,377.50	\$1,792,983.66	\$5,849,393.84



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OFFICE

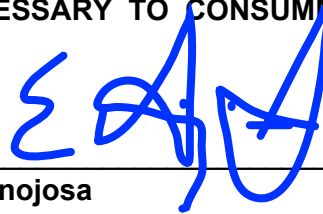
101

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5714, AUTHORIZING THE SALE OF APPROXIMATELY 1.66 ACRES OF VACANT LAND AT HEDGES STREET AND RIO GRANDE STREET IN SAN ANTONIO, TEXAS; THE SALE OF SUCH PROPERTY TO THE HIGHEST BIDDER; AND THE EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO CONSUMMATE SUCH TRANSACTION



David Nisivoccia
President and CEO



Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

Consideration and approval regarding resolution 5714, authorizing the sale of approximately 1.66 acres of vacant land at Hedges Street and Rio Grande Street in San Antonio, Texas; the sale of such property to the highest bidder; and the execution of any and all documents necessary to consummate such transaction.

SUMMARY:

The San Antonio Housing Authority developed a five-year asset management plan to evaluate capital investment in the Public Housing and Beacon portfolios. As part of this analysis, SAHA staff has identified real estate holdings that are not critical to its mission statement or implementation of its strategic plan.

The subject parcel was once part of a Public Housing development demolished to make way for the construction of single-family homes. A portion of the former development was redeveloped using Hope VI grant funds. The area was redeveloped with 119 single-family homes, which were sold to individuals that satisfied income eligibility requirements. The remaining 18.2 acres were not developed due to a lack of funding.

In 2014, SAHA sold 12.02 acres of the remaining parcel to the developer of the IDEA School. The sale price was \$850,000 or \$70,715 per acre. In December 2016, the remaining two parcels one with 3.13 acres and one with 2.52 acres (1.66 acres are owned by SAHA, the other .86 acres are owned by San Antonio Housing Facility Corporation), were listed for sale with Cano and Cano, a commercial broker under contract with SAHA. Staff is recommending approval of the sale of this non strategic asset at the current appraised value.

The construction of the IDEA School has had an overall positive impact on the neighborhood. However, the school at present has only one means of access on Hedges Street. During the start of school and at the end of day dismissal, there are significant traffic problems with vehicle traffic backing down Hedges Street, Rio Grande Street, and Martin Luther King Street. This situation impacts the ability of residents at Springview Apartments, a SAHA Public Housing property to enter and leave the property.

The City of San Antonio has requested meetings with SAHA and the IDEA School in an effort to develop a plan to address this potential safety issue. By purchasing the 2.52 acres of land, the school will be able to provide a secondary access point to the campus through Rio Grande Street. The City has supported this type of solution since it will address traffic safety concerns and eliminate the need and cost of constructing turning lanes and additional signage which will be less effective in solving the traffic problem.

FINANCIAL IMPACT:

The broker has presented a purchase contract from IDEA Schools for \$215,000, or \$85,317 per acre. The most recent appraisal commissioned by SAHA and performed by The Glen Company, valued the land at \$215,000 as of July 26, 2016. It is estimated the transaction will net approximately \$202,000 from the sale after payment of transaction related costs. The net sale proceeds will be allocated 66 percent to SAHA and 34 percent to the San Antonio Housing Facility Corporation based on their respective ownership interest. Proceeds will be utilized to support SAHA's strategic goal to preserve and improve existing affordable housing units in the SAHA and SAHFC portfolios.

ATTACHMENTS:

Resolution 5714
Hedges parcel map

**SAN ANTONIO HOUSING AUTHORITY
Resolution 5714**

RESOLUTION 5714, AUTHORIZING THE SALE OF APPROXIMATELY 1.66 ACRES OF VACANT LAND AT HEDGES STREET AND RIO GRANDE STREET IN SAN ANTONIO, TEXAS; THE SALE OF SUCH PROPERTY TO THE HIGHEST BIDDER; AND THE EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO CONSUMMATE SUCH TRANSACTION

WHEREAS, the Housing Authority of the City of San Antonio, has completed a review of its real estate portfolio and determined this asset is not critical to the implementation of SAHA's Strategic Plan; and

WHEREAS, the U.S. Department of Housing and Urban Development requires that a Board Resolution authorizing the sale of these units must be included in the Inventory Removal Application; and

WHEREAS, the property has been listed on MLS since December 2016. Several inquiries were received, but only one purchase order has been submitted. The offer is at the current appraised value of \$215,000; and

WHEREAS, net proceeds from the sale of this vacant land will be utilized to fund preservation activities to extend the useful life of existing public housing units in SAHA's portfolio.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 5714, authorizing the sale of approximately 1.66 acres of vacant land at Hedges Street and Rio Grande Street in San Antonio, Texas; the sale of such property to the highest bidder; and the execution of any and all documents necessary to consummate such transaction; and
- 2) Authorizes the President and CEO to execute all necessary documents associated with this transaction.

Passed and approved the 6th day of April 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

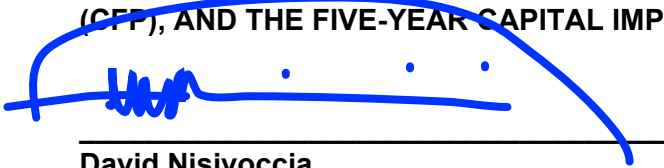
Attested and approved as to form:

David Nisivoccia
President and CEO



BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

HOLD A PUBLIC HEARING, AND CONSIDERATION AND APPROPRIATE ACTION REGARDING RESOLUTION 5716, AUTHORIZING THE PROPOSED 2017-2018 MOVING TO WORK (MTW) AGENCY PLAN, INCLUDING REVISIONS TO THE MTW PLAN, THE PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP), THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (ADMIN PLAN), THE CAPITAL FUND PROGRAM PLAN (CFP), AND THE FIVE-YEAR CAPITAL IMPROVEMENT AND DEVELOPMENT PLAN



David Nisivoccia
President and CEO



Richard Milk
Director of Policy and Planning

REQUESTED ACTION:

Hold a Public Hearing and consideration and appropriate action regarding Resolution 5716, authorizing the proposed 2017-2018 Moving to Work (MTW) Agency Plan, including revisions to the MTW Plan, the Public Housing Admissions and Continued Occupancy Policy (ACOP), the Housing Choice Voucher Administrative Plan (Admin Plan), the Capital Fund Program Plan (CFP), and the five-year Capital Improvement and Development Plan.

SUMMARY:

The U.S. Department of Housing and Urban Development (HUD) requires Public Housing Authorities (PHAs) to annually submit a five-year plan and an annual business plan, commonly referred to as the Agency Plan(s). Due to SAHA's designation as a Moving-to-Work (MTW) agency, the MTW Plan serves as SAHA's Agency Plan. The MTW Plan includes: the Public Housing Admissions and Continued Occupancy Plan (ACOP), the Housing Choice Voucher Administrative Plan (Admin Plan), and the Capital Fund Program Plan. The MTW Plan will also describe SAHA's policies, programs, operations, strategies and flexibilities in meeting the local housing needs and goals.

SAHA is on track to complete the 2017-2018 Agency Plan in time for April submission to HUD.

I. Revisions to Housing Choice Voucher (HCV) Administrative Plan

- 3.1.L Absences Due to Placement in Foster Care: If a child has been placed in foster care, the child will not be counted as a family member.
- 6.1.B Household Composition and Income: If a child has been placed in foster care, the child will not be counted as a family member.
- 6.3.D Applying Utility Allowances: The flat utility allowance for the family must be the lower of:
 - (1) The flat utility allowance amount for the voucher size; or
 - (2) The flat utility allowance amount for the unit size of the unit rented by the family.
- 8.1.B Additional Local Requirements:
 - (d) If no cooling system is provided, windows in the living room and bedroom must have a screen.

- 6(e) Hot water must be available at all times at a temperature between 95 degrees and 120 degrees fahrenheit.
 - 6(h) Bedrooms in basements, attics or converted garages are not allowed unless the owner provides SAHA documentation from a licensed professional such as a licensed general contractor, building official, engineer or city inspector verifying the room contains no safety hazards, or Bexar County CAD print-out with the number of bedrooms for the unit.
- 10.2.B Initial PHA Role: (b) For a participant family approved to move out of its jurisdiction under portability, SAHA will not conduct a reexamination of family income and composition.

II. Revisions to Public Housing Admissions and Continued Occupancy Policy (ACOP)

- 1. HUD mandated a No Smoking Policy, which will change SAHA's policy. Smoking will be banned within 25 feet of housing and office buildings instead of the current 20 feet.
- 2. SAHA Data Sharing Policy was added to the ACOP exhibits for public review. The Data Sharing Policy sets forth the policies regarding the sharing of information maintained by SAHA with third-parties. The Policy governs how and under what conditions data can be used and shared. The Policy establishes guidelines regarding data use disclosure, informed consent and third-party data request processing.

III. Capital Fund Program (CFP)

General description of all planned Capital Fund Expenditures during the plan year

Charles Andrews (1)	Substantial Renovation (Includes Hail Damage Roof Repairs/Replacement)	\$2,478,068
H.B Gonzalez (1)	Structural/Exterior-Interior Repairs	\$963,950
Westway Apartments (1)	Drainage/Sewer Repairs	\$2,749,975
Guadalupe Subd: 24 Gus Garcia (1)	Burn Unit - Reconstruction	\$164,333
Victoria Plaza (2)	Comprehensive Modernization	\$11,307,000
Cross Creek Apartments (2)	Hail Damage Roof Repairs/Replacement	\$59,126
Escondida Apartments (2)	Hail Damage Roof Repairs/Replacement	\$67,614
Francis Furey Apartments (2)	Hail Damage Roof Repairs/Replacement	\$472,531
Sahara Ramsey (2)	Hail Damage Roof Repairs/Replacement	\$82,687
Tarry Towne Apartments (2)	Hail Damage Roof	\$585,072

	Repairs/Replacement	
Williamsburg Apartments (2)	Hail Damage Roof Repairs/Replacement	\$51,825
Pin Oak II (2)	Hail Damage Roof Repairs/Replacement	\$105,539
Morris Beldon (2)	Hail Damage Roof Repairs/Replacement	\$182,291
L.C. Rutledge (2)	Hail Damage Roof Repairs/Replacement	\$103,142
Lincoln Heights (2)	Hail Damage Roof Repairs/Replacement	\$1,489,405
Madonna Apartments (2)	Hail Damage Roof Repairs/Replacement	\$285,578
Scattered Site: 9354 Valley Gate (2)	Water Damage Unit	\$100,000
Blanco Apartments	Basement-Structural Repairs	\$282,500
W.C. White Apartments	Basement-Structural Repairs	\$282,500
Villa Tranchese Apartments (2)	Fire Sprinkler System Design, Chiller System Replacement, Basement Structural Repairs, Fire Sprinkler System Upgrades	\$3,478,000
Fair Avenue Apartments	Fire Sprinkler System Design, Basement Structural Repairs, Fire Sprinkler System Upgrades	\$3,404,000

(1) Capital project is currently in progress. Expenditure may carryover to FY 18.

(2) Capital projects will include various funding sources: CFP Funds combined with MTW Funds, EPC, and/or Insurance Proceeds.

Timeline

- February: Draft MTW Plan posted for public comment
- March: Public Hearing scheduled during Operations and Choice Neighborhood Committee Meeting
- April: Consideration and appropriate action by Board of Commissioners and submission to HUD
- May-June: Address HUD questions
- July 1: Initiate implementation of the MTW Plan

FINANCIAL IMPACT:

Under SAHA's MTW Plan, Public Housing, Beacon Communities, Housing Choice Voucher Program and Capital Fund resources are all combined into a single fund with full-funding flexibility. All MTW initiatives will continue to be funded from this single fund.

ATTACHMENTS:

Resolution 5716

Presentation

**SAN ANTONIO HOUSING AUTHORITY
Resolution 5716**

HOLD A PUBLIC RESOLUTION 5716, AUTHORIZING THE PROPOSED 2017-2018 MOVING TO WORK (MTW) AGENCY PLAN, INCLUDING REVISIONS TO THE MTW PLAN, THE PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP), THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (ADMIN PLAN), CAPITAL FUND PROGRAM PLAN, AND FIVE-YEAR CAPITAL IMPROVEMENT AND DEVELOPMENT PLAN

WHEREAS, the Board of Commissioners of the San Antonio Housing Authority, a public instrumentality created pursuant to the laws of the State of Texas (“SAHA”) must approve the 2017-2018 Moving to Work (MTW) Agency Plan for fiscal year 2017-2018, including the revised MTW Plan, Public Housing Admissions and Continued Occupancy Policy (ACOP), the Housing Choice Voucher Administrative Plan (Admin Plan) and the Capital Fund Program; and

WHEREAS, the Board of Commissioners of the San Antonio Housing Authority also desires to authorize the submission of the 2017-2018 MTW Agency Plan to the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Board further desires to authorize the Chairman and the President and CEO to execute and submit to HUD such certifications and other documents that they deem necessary or advisable in connection with the submission of the MTW Agency Plan.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 5716, authorizing the proposed 2017-2018 Moving to Work (MTW) Agency Plan, including revisions to the MTW Plan, the Public Housing Admissions and Continued Occupancy Plan (ACOP), the Housing Choice Voucher Administrative Plan (ADMIN PLAN), Capital Fund Program Plan, and five-year Capital Improvement and Development Plan; and
- 2) Authorizes the Chair and President and CEO to execute and submit such certifications and other documents as necessary for the submission of the 2017-2018 MTW Plan to HUD.

Approved the 6th day of April 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO



SAHA | SAN ANTONIO
HOUSING AUTHORITY
Opportunity Lives Here

Draft 2018 MTW Plan

Operations and Choice Neighborhood Committee
March 16, 2017

Background

- Annual submission of Agency Plans to HUD
 - Moving to Work (MTW) Plan
 - Public Housing Admissions and Continued Occupancy Plan (ACOP)
 - Assisted Housing Programs Administrative Plan
 - Capital Fund Program (CFP) Plan
- Public Comment Period
 - February 14 – March 30, 2017
 - mtw@saha.org
 - Mail and in-person:
SAHA / Attn: Policy & Planning
818 S. Flores St.
San Antonio, TX 78204

MTW Timeline

- February
 - Draft MTW Plan posted for public comment
- February-March
 - Public input on recommended activities for all Agency Plans
- March
 - Public Hearing scheduled during Operations and Human Resources Committee Meeting
- April
 - Consideration by Board of Commissioners
 - Submission to HUD
- May-June
 - Address HUD questions
- July
 - Initiate Implementation of MTW Plan

Proposed New Activities

- No new activities proposed for FY2018

Assisted Housing Programs

FY 2016-17 Administrative Plan Revisions

- **3.1.L Absences Due to Placement in Foster Care:** If a child has been placed in foster care, the child will not be counted as a family member.
- **6.1.B Household Composition and Income:** If a child has been placed in foster care, the child will not be counted as a family member.
- **6.3.D Applying Utility Allowances:** The flat utility allowance for the family must be the lower of:
 - (1) The flat utility allowance amount for the voucher size; or
 - (2) The flat utility allowance amount for the unit size of the unit rented by the family.

Assisted Housing Programs

FY 2016-17 Administrative Plan Revisions

8.1.B Additional Local Requirements:

- (d) If no cooling system is provided, windows in the living room and bedroom must have a screen.
- (e) Hot water must be available at all times at a temperature between 95 degrees and 120 degrees fahrenheit.
- (h) Bedrooms in basements, attics or converted garages are not allowed unless the owner provides SAHA documentation from a licensed professional such as a licensed general contractor, building official, engineer or city inspector verifying the room contains no safety hazards, or Bexar County CAD print-out with the number of bedrooms for the unit.

10.2.B Initial PHA Role: (b) For a participant family approved to move out of its jurisdiction under portability, SAHA will not conduct a reexamination of family income and composition.

Public Housing Admissions and Continued Occupancy Policy (ACOP)

1. HUD mandated No Smoking Policy will change SAHA policy. Smoking will be banned within 25 feet of housing and office buildings instead of the current 20 feet.
2. SAHA Data Sharing Policy was added to the ACOP exhibits for public review. The Data Sharing Policy sets forth the policies regarding the sharing of information maintained by SAHA with third-parties. The Policy governs how and under what conditions data can be used and shared. The Policy establishes guidelines regarding data use disclosure, informed consent, and third-party data request processing.

Feedback

- <http://www.saha.org/index.php/about-saha/moving-to-work>
- mtw@saha.org
- Mail and in-person:
SAHA / Attn: Policy & Planning
818 S. Flores St.
San Antonio, TX 78204