



REGULAR BOARD MEETING
DECEMBER 2, 2021



BOARD OF COMMISSIONERS

Dr. Ana "Cha" Guzmán Chair	Olga Kauffman Vice Chair	Gilbert Casillas Commissioner	Dalia Contreras Commissioner	Loren D. Dantzler Commissioner	Gabriel Lopez Commissioner	Ignacio Perez Commissioner
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PRESIDENT & CEO

Ed Hinojosa, Jr.

SAN ANTONIO HOUSING AUTHORITY

***REGULAR BOARD MEETING**

Call In Phone Number: (346) 248-7799

Meeting ID: 93839434337# Passcode: 654170#

818 S. Flores St., San Antonio, TX 78204

1:00 p.m., Thursday, December 2, 2021

Four Commissioners must be physically present at this location, but up to three other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127.

MEETING CALLED TO ORDER

1. 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.

PUBLIC COMMENT

2. **Public Comment at approximately 1:00 p.m.** (may be heard after this time) Citizens are provided up to three minutes each to speak to any agenda items. Citizens wishing to speak to items posted on the agenda should personally request to be placed on the Public Comment roster prior to 12:45 p.m. at 818 S. Flores St., San Antonio, TX 78204 or register online and access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 p.m. A Spanish/English translator will be available to citizens needing translation.

Now is the time for public comments. The Board asks the public to address concerns related to SAHA matters and policy and not include statements that may be considered defamatory of any individual. The Board encourages members of the public to direct specific concerns or problems to SAHA staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the public comment portion of the agenda.

CITIZENS TO BE HEARD

3. **Citizens to be Heard at approximately 1:00 p.m.** (may be heard after this time) Citizens wishing to speak on issues not related to items posted on the agenda should personally request to be placed on the Citizens to be Heard roster prior to 12:45 p.m. or register online and access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 p.m. Citizens will be given up to three minutes to speak. Each citizen will be permitted to speak only once at any regular Board Meeting. A Spanish/English translator will be available to citizens needing translation.

Now is the time for Citizens to be Heard. The Board asks the public to address concerns related to SAHA matters and policy and not include statements that may be considered defamatory of any

individual. The Board encourages members of the public to direct specific concerns or problems to SAHA staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the Citizens to be Heard portion of the agenda.

MINUTES

4. Minutes

- Approval of the November 9, 2021, Special Board Meeting Minutes
- Approval of the November 18, 2021, Finance Committee Meeting Minutes
- Approval of the November 18, 2021, Operations and Real Estate Committee Meeting Minutes

CONSENT ITEMS

5. Consideration and approval regarding Resolution 6192, authorizing the amendments to the adopted 2021-2022 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, Five-Year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action Plan (Richard Milk, Planning Officer)
6. Consideration and approval regarding Resolution 6191, authorizing the award of a contract for legal services to Coats Rose, P.C., Clark Hill, Bracewell LLP, Langley & Banack, Inc., Hawkins Delafield & Wood LLP, Germer, PLLC, and Locke Lord LLP, for an annual cumulative amount not to exceed \$500,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Timothy E. Alcott, Chief Real Estate and Asset Management Officer)
7. Consideration and approval regarding Resolution 6188, authorizing the award of a contract for repair and resurfacing of Cross Creek Apartments parking lot to Holtz/Adams Construction & Consulting LLC for an amount not to exceed \$341,188.00 (George Ayala, Director of Procurement; Zachariah Woodard, Director of Public Housing)
8. Consideration and approval regarding Resolution 6189, approving the 2022 Small Area Fair Market Rent (SAFMR) Payment Standard Schedule (Brandee Perez, Chief Operating Officer)
9. Consideration and approval regarding Resolution 6190, approving the Payment Standard Schedule at 90% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program (Brandee Perez, Chief Operating Officer)

INDIVIDUAL ITEMS

10. Consideration and approval regarding Resolution 6187, authorizing the award of a contract for Legal Services Special Counsel for Board Matters to Escamilla & Poneck, LLP for an annual cumulative amount not to exceed \$125,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Timothy E. Alcott, Chief Real Estate and Asset Management Officer)
11. Consideration and approval regarding Resolution 6194, authorizing the award of a contract for the broadband installation and services portion of the wifi expansion project to get Wireless, Inc. DBA Dojo Networks for a period of three years for an annual cumulative amount not to exceed \$417,744.00 for year one and an annual cumulative amount not to exceed \$323,994.00 for year two and for year three (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)

DISCUSSION ITEMS

12. Discussion regarding resident concerns

13. President's Report

- Winter Holiday Closure
- Housing Power Hour: SAHA 101
- United Way Campaign
- "What Are You Most Thankful For?" Resident Campaign
- Joining Forces to Administer Vaccines
- Honoring SAHA's Bravest Employees
- Reverse Trunk or Treat at Highview
- Villa Tranchese Costume Contest
- Spooky Building Talent Foundation Community Job Fair
- Resident Celebrate Centennial Birthday
- Making An Impact Through Storytelling
- 2022 Board Calendar
- 2022 SAHA Holiday and Payroll Calendar

14. *Closed Session:

Personnel/Consultation with Attorney

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 legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney and consideration of employment contract for President and CEO

15. 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.

"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.

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
SPECIAL BOARD MEETING - HYBRID TELECONFERENCE
Call In Phone Number: (346) 248-7799
Meeting ID: 93839434337# Passcode: 654170#
818 S. Flores St., San Antonio, TX 78204
3:00 p.m., Tuesday, November 9, 2021

SCHEDULED: 3:00 p.m. - Hybrid Teleconference

COMMISSIONERS PRESENT:

Olga Kauffman, Vice Chair
Gilbert Casillas, Commissioner
Dalia Contreras, Commissioner
Gabriel Lopez, Commissioner
Ignacio Perez, Commissioner

COMMISSIONERS ABSENT:

Dr. Ana “Cha” Guzman, Chair
Loren D. Dantzler, Commissioner

COUNSEL: Valerie Carillo, Escamilla &
Poneck, LLP

STAFF:

Ed Hinojosa, Jr., President and CEO
Muriel Rhoder, Chief Administrative Officer
Brandee Perez, Chief Operating Officer
Tim Alcott, Chief Real Estate and Asset
Management Officer
Diana Kollodziej Fiedler, Chief Financial Officer
Richard Milk, Planning Officer
Michael Reyes, Public Affairs Officer
Jo Ana Alvarado, Director of Innovative
Technology
George Ayala, Director of Procurement
Kristi Baird, Director of Beacon Communities

Domingo Ibarra, Director of Security
Aiyana Longoria, Director of Internal Audit
and Interim Director of Human Resources
Hector Martinez, Director of Construction
Services and Sustainability
Lorraine Robles, Director of Development
Services and Neighborhood Revitalization
Tom Roth, Director of Asset Management
Joel Tabar, Director of Community
Development Initiatives
Zachariah Woodard, Director of Federal
Housing Programs

Item 1: Meeting called to order

Commissioner Kauffman called the meeting to order at 3:08 p.m.

PUBLIC COMMENT

Item 2: Public Comment - Citizens are provided three minutes each to speak to any agenda item. There were no citizens who spoke during the meeting.

CONSENT ITEMS

Item 3: Consideration and approval regarding Resolutions 6178 and 21RSPFC-11-18, approving the refinance of the existing mortgage debt on Refugio Place Apartments using the FHA 223(f) program; authorizing execution of all documentation necessary to carry out the transaction;

and other matters in connection therewith (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)

Consent

Motion: Commissioner Casillas moved to approve Resolutions 6178 and 21RSPFC-11-18. Commissioner Lopez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

Item 4: Consideration and approval regarding Resolutions 6184 and 21LVPFC-10-21, authorizing the Las Varas Public Facility Corporation to approve an inducement resolution for the Viento Apartments Project (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)

Consent

Item 5: Consideration and approval regarding Resolutions 6185 and 21LVPFC-10-22, authorizing reassignment of carryforward designation for the Old Pearsall Flats and Alazan Courts Apartments projects (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)

Consent

Item 6: Consideration and approval regarding Resolution 6180, authorizing the award of contracts for as needed environmental engineering and related services agency wide to AEHS, Inc. (DBE, ESBE, SBE, WBE, HUB), Atlas Technical Consultants, Inc., ENCON International, Inc. (HABE, VBE, HUB), ERC Environmental & Construction Services (SBE), Professional Services Industries, Inc. and Terracon Consultants, Inc. for an annual cumulative amount not to exceed \$1,200,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)

Consent

Item 7: Consideration and approval regarding Resolution 6182, authorizing the award of contracts as needed for professional engineering and related services agency wide to the following firms: ECS Southwest, Encotech Engineering Consultants (ABE, ESBE, MBE, SBE), KCI Technologies, Raba Kistner, Inc., Terracon Consultants, Inc., and Vickrey Associates, Inc. (DBE, SBE, WBE) for an annual cumulative amount not to exceed \$1,500,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)

Consent

Item 8: Consideration and approval regarding Resolution 6183, approving the Legacy at Alazan Anti-Displacement Transfer Policy for the Public Housing Program (Zachariah Woodard, Director of Federal Housing Programs)

Consent

Motion: Commissioner Lopez moved to approve Items 4 - 8. Commissioner Contreras seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

Vice Chair Kauffman then recessed the meeting for the Refugio Street Public Facility Corporation and Las Varas Public Facility Corporation meetings at 3:13 p.m.

The Board of Commissioners returned from recess and the meeting resumed at 3:18 p.m.

Item 9: Adjournment

Motion: Commissioner Contreras moved to adjourn the meeting. Commissioners Lopez and Casillas seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

With no objections, Vice Chair Kauffman adjourned the meeting at 3:18 p.m.

ATTEST:

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Date

Ed Hinojosa, Jr.
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
FINANCE COMMITTEE MEETING
HYBRID TELECONFERENCE
Call In Phone Number: (346) 248-7799
Meeting ID: 93839434337# Passcode: 654170#
818 S. Flores St., San Antonio, TX 78204
1:00 p.m., Thursday, November 18, 2021

SCHEDULED: 1:00 p.m. - Hybrid Teleconference

COMMISSIONERS PRESENT:

Dr. Ana “Cha” Guzman, Chair
Olga Kauffman, Vice Chair
Gilbert Casillas, Commissioner
Dalia Contreras, Commissioner
Gabriel Lopez, Commissioner

COMMISSIONERS ABSENT:

Loren D. Dantzler, Commissioner
Ignacio Perez, Commissioner

COUNSEL:

Valerie Carillo, Escamilla & Poneck, LLP

TRANSLATOR:

BCC Communications

STAFF:

Ed Hinojosa, Jr., President and CEO
Muriel Rhoder, Chief Administrative Officer
Brandee Perez, Chief Operating Officer
Tim Alcott, Chief Real Estate and Asset
Management Officer
Diana Kollodziej Fiedler, Chief Financial
Officer
Richard Milk, Planning Officer
Michael Reyes, Public Affairs Officer
Jo Ana Alvarado, Director of Innovative
Technology
George Ayala, Director of Procurement
Kristi Baird, Director of Beacon Communities

Domingo Ibarra, Director of Security
Aiyana Longoria, Director of Internal Audit and
Interim Director of Human Resources
Hector Martinez, Director of Construction
Services and Sustainability
Lorraine Robles, Director of Development
Services and Neighborhood Revitalization
Tom Roth, Director of Asset Management
Joel Tabar, Director of Community Development
Initiatives
Zachariah Woodard, Director of Federal Housing
Programs

Item 1: Meeting called to order

Vice Chair Kauffman called the meeting to order at 1:07 p.m.

PUBLIC COMMENT

Item 2: Public Comment - Citizens are provided three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

INDIVIDUAL ITEMS

Item 3: Update and discussion regarding the Quarterly Financial Report (Diana Kollodziej Fiedler, Chief Financial Officer)

Ms. Diana Kollodziej Fiedler, Chief Financial Officer, provided a presentation to the Board regarding the Quarterly Financial Report including:

Financial Performance Highlights

The Financial Performance Report has been modified to present two condensed statements of revenue and expenses to separate SAHA's core business activities of housing, management, and resident services ("Operations") from the Capital Fund and Real Estate Services lines of business ("Capital"). The results of operations for the three months ending September 30, 2021, reflect a Surplus Before Non-Cash Items of \$1.3 million for Operations (\$2.2 million above budget) and \$3.9 million for Capital (\$0.3 million below budget).

Total Operating Revenue for the Operations segment was approximately \$2.2 million below budget due primarily to an unfavorable variance of \$2.5 million in Housing Assistance Payment (HAP) Revenue, \$1.4 million in Tenant Revenue offset by favorable variances of \$1.1 million in Grants revenue and \$0.5 million in Miscellaneous Revenue. The \$2.5 million unfavorable variance in Section 8 HAP Revenue was offset by the favorable variance in Section 8 HAP Expense of \$2.4 million. Tenant Revenue was below budget by \$1.4 million due primarily to unfavorable variance of \$1.0 million in the Beacon portfolio and \$0.4 million in Public Housing. Grants revenue was above budget by \$1.1 million mainly due to a favorable variance of \$0.8 million in Section 8 administrative fees for the new Emergency Housing Voucher program (EHV). The \$0.5 million in Miscellaneous Revenue was related to lease payments for Alazan Lofts and insurance dividends.

Total Operating Expenses ended the period \$4.3 million below budget for Operations largely due to favorable variances of \$2.4 million in HAP Expense, \$1.1 million in Salaries and Benefits and \$1.0 million in Other Expenses offset by an unfavorable variance of \$.2 million in Ordinary Maintenance and Operations. Staffing vacancies and positions placed on hold have led to the majority of segments reporting favorably for Salaries and Benefits.

Total Operating Revenue for the Capital segment was approximately \$0.6 million below budget due primarily to an unfavorable variance of \$0.8 million in Miscellaneous Revenue, partially offset by a favorable variance of \$0.2 million in Grants revenue. The \$0.8 million unfavorable variance in Miscellaneous Revenue was caused by development fee revenue budgeted but not realized due to the construction timing of the Horizon Pointe, Pearsall Flats and St. John's Apartments projects. The \$0.2 million favorable variance in Grants revenue resulted primarily from the timing of Capital Fund grant expenditures.

The Comparative Balance Sheet reflects an overall increase in Total Net Position of \$5.5 million from September 30, 2020 to September 30, 2021. Total Assets increased by \$49.0 million due to the additions of \$42.9 million in Fixed Assets, \$5.2 million in Current Assets and \$0.8 million in Other Non-Current Assets. The \$5.2 million increase in Current Assets resulted largely from the proceeds of the new EPC loan of \$7.9 million of which \$2.8 million remains and \$2.5 million in Sunshine Plaza loan proceeds offset by payments for capital projects in both the Public Housing and Beacon sectors. The \$42.9 million upswing in Fixed Assets was due to the addition of buildings and land of \$53.7 million as well as an increase of \$9.0 million related to capital projects offset by the recording of depreciation. The increase in buildings was attributable to Beacon's purchase of the Costa Valencia property and the capitalization of construction projects in both the Beacon and Public Housing portfolios. The increase in land was caused by the Authority acquiring ownership interests in several properties for the Watson Road, Copernicus, Kitty Hawk,

Vista at Interpark, Josephine, and Vista at Everest projects. The increase of \$0.8 million in Other Non-Current Assets was due to the general partner investment in the Legacy at Alazan project.

Total Liabilities increased by \$42.3 million due mainly to an increase of \$24.5 million in deferred revenue which arose from the Facility Corporation entering into ground leases with the Watson Road, Copernicus, Kitty Hawk, Vista at Interpark, Josephine and Vista at Everest partnerships. Also included in this category is \$11.5 million of new debt consisting of the Sunshine Plaza loan of \$2.5 million and the Labor Street construction loan of \$9.0 million. Also contributing was the acquisition of the Costa Valencia property which added new debt of \$10.1 million. These increases were partially offset by scheduled debt payments.

Supplemental Information—Funding Environment

On July 29, 2021, the U.S. House Appropriations Committee approved the budget for HUD in House Resolution 4502, including some highlights below:

- \$3.4 billion for the Capital Fund. This is \$635 million more than FY 2021 enacted.
- \$4.9 billion for public housing formula grants. This is a \$83 million increase over FY 2021 enacted levels.
- \$24.9 billion for Housing Assistance Payment renewals for Housing Choice Vouchers. This is \$3.4 billion more than the FY 2021 enacted level.
- \$4.68 billion for the Community Development Block Grant Program. This is \$1.2 million more than FY 2021 enacted levels.

On October 28, 2021, President Biden announced a framework for the Build Back Better Act which includes a budget of \$1.75 billion, this includes \$150 billion for Housing, including some highlights below:

- \$65 billion in public housing investments
- \$24 billion for Housing Choice Vouchers
- \$1 billion for Project-Based Rental Assistance
- \$10 billion for HOME Investment Partnerships Program
- \$3 billion for the Community Development Block Grant Program
- \$15 billion for the National Housing Trust Fund

Item 4: Update and discussion regarding the Quarterly Internal Audit Update (Aiyana Longoria, Director of Internal Audit)

Ms. Aiyana Longoria, Director of Internal Audit, explained to the Board that Internal Audit provides independent and objective assurance, auditing, and consulting services to add value, improve internal controls, and strengthen the Agency's operations. The function helps the Housing Authority accomplish its objectives by using a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. In addition to its oversight activities, internal audit serves as a resource for identifying opportunities for best practices and efficiencies.

In accordance with the approved Internal Audit Charter, the Director of Internal Audit (i.e., the Chief Audit Executive), is required to communicate any significant deviation from the approved internal audit plan to the Audit Committee, the President and CEO, and the Legal and Compliance Officer, or equivalent, through periodic activity reports.

Ms. Longoria provided a presentation that included the required communication, as follows:

- Internal Audit Department Update
- Internal Audit Plan Status - FY 2021-2022 Quarter 2

- Summary and Status of Management Corrective Action Plans (related to Internal Audit reporting)

Item 5: Adjournment

Motion: Chair Guzman moved for adjournment. Commissioner Lopez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			

With no objections, Vice Chair Kauffman adjourned the meeting at 1:30 p.m.

ATTEST:

Ana M. “Cha” Guzman
Chair, Board of Commissioners

Date

Ed Hinojosa, Jr.
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
OPERATIONS AND REAL ESTATE COMMITTEE MEETING
HYBRID TELECONFERENCE
Call In Phone Number: (346) 248-7799
Meeting ID: 93839434337# Passcode: 654170#
818 S. Flores St., San Antonio, TX 78204
1:30 p.m., Thursday, November 18, 2021

SCHEDULED: 1:30 p.m. - Hybrid Teleconference

COMMISSIONERS PRESENT:

Dr. Ana “Cha” Guzman, Chair
Olga Kauffman, Vice Chair
Gilbert Casillas, Commissioner
Dalia Contreras, Commissioner
Gabriel Lopez, Commissioner

COMMISSIONERS ABSENT:

Loren D. Dantzler, Commissioner
Ignacio Perez, Commissioner

COUNSEL:

Valerie Carillo, Escamilla & Poneck, LLP

TRANSLATOR:

BCC Communications

STAFF:

Ed Hinojosa, Jr., President and CEO
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Tim Alcott, Chief Real Estate and Asset
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Kristi Baird, Director of Beacon Communities

Domingo Ibarra, Director of Security
Aiyana Longoria, Director of Internal Audit and
Interim Director of Human Resources
Hector Martinez, Director of Construction
Services and Sustainability
Lorraine Robles, Director of Development
Services and Neighborhood Revitalization
Tom Roth, Director of Asset Management
Joel Tabar, Director of Community Development
Initiatives
Zachariah Woodard, Director of Federal Housing
Programs

Item 1: Meeting called to order

Commissioner Lopez called the meeting to order at 1:32 p.m.

PUBLIC COMMENT

Item 2: Public Comment - Citizens are provided three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

PRESENTATION

Item 3: Public Perception and Resident Engagement (Michael Reyes, Public Affairs Officer)

Mr. Michael Reyes, Public Affairs Officer, provided a presentation to the Board regarding Public Perception and Resident engagement explaining the Public Perception Survey Results including: Demographics, Organizational Role, Organizational Breakdown, Experience, SAHA's Mission, Confidence Level, What would discourage you?, Communication, Initial Sentiment, Desired Emotion, SAHA Demonstrates Equity, SAHA Demonstrates Compassion, SAHA Demonstrates Excellence, Trauma-Informed Care Agency, SAHA's Trustworthiness, and Future Partnerships.

Com. Contreras took over as Chair of the meeting.

Item 4: SAHA Workforce Demographics (Aiyana Longoria, Interim Director of Human Resources)

Ms. Aiyana Longoria, Interim Director of Human Resources, presented SAHA Workforce Demographics to the Board including: Overview, Employee Demographics by Gender, Employee Demographics by Ethnicity, Employee Demographics by Aged (by generation), and Employee Demographics by Tenure.

PUBLIC HEARING**Item 5: Public Hearing regarding Resolution 6192, authorizing the amendments to the adopted 2021-2022 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, Five-Year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action Plan** (Richard Milk, Planning Officer)

Item 5 was tabled.

INDIVIDUAL ITEMS**Item 6: Housing Framework and Strategic Housing Implementation Plan** (City of San Antonio)

Ms. Sara Wamsley, Affordable Housing Administrator for City of San Antonio, provided a presentation to the Board regarding the Housing Framework and Strategic Housing Plan including: What is Ship?, SAHA & SHIP, Who drafted this plan?, the Mayor's Housing Policy Framework, the Mayor's Housing Policy Framework progress, Defining Affordability, Community Need, Households most at-risk by Area Median Income (AMI), SHIP Approach, What, who, and how, New Targets by AMI, New Targets: Production & Preservation, New Affordable Production & Preservation Targets, 10-Year Funding Plan and Strategies, Plans and Initiatives Referenced in the SHIP, Strategies, Who will help implement?, Public Input and Next Steps, and the Timeline.

Motion: Vice Chair Kauffman moved to approve Item 6. Chair Guzman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			

Gabriel Lopez, Commissioner			X	
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Item 7: Consideration and appropriate action regarding Resolution 6192, authorizing the amendments to the adopted 2021-2022 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, Five-Year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action Plan (Richard Milk, Planning Officer)

Mr. Richard Milk, Planning Officer, explained to the Board that 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 also describes SAHA's policies, programs, operations, strategies and flexibilities in meeting the local housing needs and goals.

The 2021-2022 MTW Plan was approved by HUD on October 26, 2021. The Agency is seeking amendments to an existing activity through an expedited review process.

I. Proposed Amendments to FY2021-2: Limiting increases in rents:

1. The Agency is proposing two changes to this activity:
 - a. increase the maximum rent increase from 3% to 5%
 - b. limit the number of rent increase requests by landlords to one per year

II. Revisions to Housing Choice Voucher (HCV) Administrative Plan Only

(6) Rental Increase Limit

- (a) In order to promote housing stability, SAHA is limiting rental increases to no more than 5% of the current rental amount and one rental increase per year.
 - (i) The proposed rental increase must still be determined reasonable in accordance with Section 8.3.B.
- (b) This activity will be sunsetted after 24 months, or sooner, if the national funding situation improves and the agency is able to meet MTW requirements of serving substantially the same number of households.

MTW AMENDMENT TIMELINE

- November 1: Draft MTW Plan posted for public comment
- November 18: Public Hearing scheduled during Operations and Real Estate Committee Meeting
- December 2: Consideration and approval by Board of Commissioners and submission to HUD
- December: Address HUD questions
- January 1: Initiate implementation of the MTW Plan

Chair Guzman requested SAHA staff to provide an annual report charting the increase in rental rates over the past five years and comparing them to market rate rental increases.

Commissioner Contreras requested SAHA staff to research the feasibility of producing a report documenting the impact of rental increases on tenant displacement.

Commissioner Contreras recessed the meeting at 2:36 p.m.

The Board returned to the meeting at 2:41 p.m.

Motion: Chair Guzman moved to approve Resolution 6192. Vice Chair Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

PUBLIC HEARING

Item 5: **Public Hearing regarding Resolution 6192, authorizing the amendments to the adopted 2021-2022 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, Five-Year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action Plan (Richard Milk, Planning Officer)**

Public Hearing- Citizens are provided three minutes each to speak to Resolution 6192. There were no citizens who spoke during the meeting.

INDIVIDUAL ITEMS

Item 8: **Consideration and appropriate action regarding Resolution 6187, authorizing the award of a contract for Legal Services Special Counsel for Board Matters for an annual cumulative amount not to exceed \$125,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Timothy E. Alcott, Chief Real Estate and Asset Management Officer)**

Ms. Valerie Carillo, Escamilla & Poneck, LLP, stepped out of the Board Room for the following discussion.

Mr. Timothy E. Alcott, Chief Real Estate and Asset Management Officer, explained that SAHA requires as-needed legal services for the Board of Commissioners of the San Antonio Housing Authority. The firm will provide services in areas to include, but not limited to: advising on legal matters and drafting documents as required; responding to open records and meeting issues; providing advice on governance and related issues; providing other legal services as requested

by SAHA; and attending all regular board and committee meetings as well as special meetings as required.

Mr. George Ayala, Director of Procurement, then noted that on August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 68 firms. A total of nine responses were received in response to this solicitation, of which one law firm expressed interest in providing services in the area of special counsel for Board matters. The Commissioners are asked to evaluate the proposal based on qualifications and experience, price, and strength of Section 3 and SWMBE Plan.

Motion: Commissioner Casillas moved to approve Resolution 6187 and accept Escamilla & Poneck, LLP, as Board Counsel. Vice Chair Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

The Resolution will be updated to reflect the awarded firm of Escamilla & Poneck, LLP. Valerie Carillo, Escamilla & Poneck, LLP, returned to the Board Room.

Item 9: **Consideration and appropriate action regarding Resolution 6191, authorizing the award of a contract for legal services to Coats Rose, P.C., Clark Hill, Bracewell LLP, Langley & Banack, Inc., Hawkins Delafield & Wood LLP, Germer, PLLC, and Locke Lord LLP, for an annual cumulative amount not to exceed \$500,000.00; for a period of one year with the option to renew up to four additional one-year terms** (George Ayala, Director of Procurement; Timothy E. Alcott, Chief Real Estate and Asset Management Officer)

Mr. Alcott expressed that SAHA requires legal service firms to augment the work of SAHA's in-house counsel by rendering legal advice on various legal matters, including, but not limited to, labor and employment, public and affordable development and acquisition, construction, real estate, asset management, federal, state, and municipal government law and regulations, and litigation services, which may include, but not be limited to, dispute resolution, litigation support services, and related legal advice.

Mr. Ayala then stated that on August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 68 firms. A total of nine responses were received in response to this solicitation: Coats Rose, P.C., Clark Hill PLC, Bracewell LLP, Langley & Banack, Inc., Escamilla & Poneck, LLP, Hawkins Delafield & Wood LLP, Germer, PLLC, Locke Lord LLP, and Fulton Strahan Law Group, PLLC of which eight law firms expressed interest in providing services in the areas of labor and employment, construction, real estate, and development, and public law matters.

All proposals were evaluated based on the following criteria: qualifications and experience, price and strength of the Section 3 and SWMBE plans. Based upon the above, we are recommending

contract awards to the seven highest-rated proposers. These firms are highly respected with the necessary expertise to assist SAHA in its operations.

Chair Guzman requested a report including funds that were allocated, but not fully spent as a result of positive non-expenditures.

Motion: Commissioner Casillas moved to approve Resolution 6191. Vice Chair Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

Item 10: Consideration and appropriate action regarding Resolution 6188, authorizing the award of a contract for repair and resurfacing of Cross Creek Apartments parking lot to Holtz/Adams Construction & Consulting LLC for an amount not to exceed \$341,188.00 (George Ayala, Director of Procurement; Zachariah Woodard, Director of Public Housing)

Mr. Zachariah Woodard, Director of Public Housing, noted that Cross Creek Apartments, built in 1977, is a family community located in northeast San Antonio, City Council District 2. The buildings are two-story structures with a brick and siding facade. The community consists of 66 units to include 5 one bedrooms, 28 two bedrooms, 28 three bedrooms, and 5 four bedrooms.

SAHA requires the services of a contractor to repair and resurface the parking lot at Cross Creek Apartments. Services will include milling the existing asphalt surface, cutting out any areas that have failed, correct issues with base materials, seal cracks, apply a seal coat then a tack coat, install a new course of asphalt of approximately two inches in thickness properly compacted for a durable and finished appearance, paint new stripes to indicate parking slots, and designate new dedicated handicapped parking slots with the appropriate markings and signage.

This project will be done in stages so as to reduce the inconvenience to the residents. The contractor shall also provide all necessary barricades that will restrict access to the work areas allowing for uninterrupted work in a given area. The estimated time for completion of this project is 120 days.

Mr. Ayala then explained that on September 17, 2021, SAHA issued an Invitation For Bids #2109-5176 for Repair and Resurfacing of Cross Creek Apartments Parking Lot that closed on October 6, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 81 contractors. A total of three bids were received in response to this solicitation: Addison Prim, LLC (DBE, ESBE, HABE, MBE, SBE, WBE), BR General Contractors, LLC, and Holtz/Adams Construction and Consulting (ESBE, SBE, VBE). One bid was deemed non responsive as the bidder did not include the Bid Bond as required in the solicitation. The remaining two bids were evaluated on the following criteria: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained within the solicitation document. Based on the above, we are recommending a

contract award to Holtz/Adams Construction and Consulting LLC. They are the lowest priced qualified bidder.

Motion: Chair Guzman moved to approve Resolution 6188. Vice Chair Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

Item 11: Consideration and appropriate action regarding Resolution 6194, authorizing the award of a contract for the broadband installation and services portion of the wifi expansion project to get Wireless, Inc. DBA Dojo Networks for a period of one year with the option to renew up to two additional one-year terms for an annual cumulative amount not to exceed \$417,744.00 for year one and an annual cumulative amount not to exceed \$323,994.00 for year two and for year three (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)

Ms. Jo Ana Alvarado, Director of Innovative Technology, explained that SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi to deliver Public Wireless (WiFi) access and connectivity to any device by saturating and distributing the signal with possible access from within the resident's home.

SAHA has awarded contracts for the WiFi equipment that is required to build the WiFi infrastructure and the cabling, mounting, and electrical portions of this project. SAHA requires both coax and fiber bandwidth installation to support the diverse Public Housing and Beacon Communities portfolios.

Mr. Ayala then confirmed that SAHA received Board approval on August 5, 2021 (Resolution 6158) to award contracts to two vendors for broadband (bandwidth) installation and services. This approval included 19 fiber properties awarded to one vendor and 10 fiber and 40 coax properties awarded to a second vendor. On October 22, 2021, we received notification from the vendor awarded the 10 fiber and 40 coax properties of their intent to withdraw their response to the RFP. Therefore, SAHA is requesting approval to re-award this portion of the project to the next highest rated proposer, Get Wireless, Inc. DBA Dojo Networks.

Dojo Networks, a division of Get Wireless, Inc., began as an Internet service provider (ISP) in 1996. They are headquartered in State College, Pennsylvania. This vendor is a provider of high-speed data services to include bulk internet and managed WiFi, bulk video/TV services, access control and security systems, and smartphone apps for smart apartment control. Their focus is on providing its services to multi-dwelling units to include student housing, low income housing, senior housing, condominiums, multi-family housing, and HomeOwner Associations (HOAs). They have worked with the New York City Housing Authority.

Staff requests the Resolution be amended to read: “Resolution 6194, authorizing the award of a contract for the broadband installation and services portion of the WiFi expansion project to get Wireless, Inc. DBA Dojo Networks for a period of three years for an annual cumulative amount not to exceed \$417,744.00 for year one and an annual cumulative amount not to exceed \$323,994.00 for year two and for year three.”

Motion: Chair Guzman moved to approve Resolution 6194 as amended. Commissioner Casillas seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

Item 12: Consideration and appropriate action regarding Resolution 6189, approving the 2022 Small Area Fair Market Rent (SAFMR) Payment Standard Schedule (Brandee Perez, Chief Operating Officer)

Ms. Brandee Perez, Chief Operating Officer, noted that on November 16, 2016, the U.S. Department of Housing and Urban Development (HUD) published the Small Area Fair Market Rents (SAFMR) Final Rule, which provides that designated Public Housing Agencies (PHAs) will use SAFMRs to determine Housing Choice Voucher (HCV) payment standards in lieu of using the annually published Metropolitan Fair Market Rents (MAFMR) schedule. Payment standard is defined as “the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)]. HUD permits the housing authority to establish a payment standard amount for each unit size at any level between 90% and 110%—referred to as the “basic range”—of the FMR for the unit size [24 CFR 982.503(b)(1)(i)].

On January 17, 2018, HUD issued PIH Notice 2018-01 which required implementation of SAFMRs by April 1, 2018. SAHA submitted a waiver to HUD through SAHA’s FY2018-19 Moving to Work (MTW) Annual Plan requesting a delay in implementation for July 1, 2018. Using the MTW waiver, SAHA implemented SAFMRs through a Phase-In approach with two tiers of payment standards in Phase I effective July 1, 2018. This MTW activity also allows SAHA to set the payment standard outside of the 90 to 110% range. SAHA updated its payment standard schedule to ten zip code groups for Phase II effective January 1, 2020.

The proposed 2022 SAFMR Payment Standard Schedule shows an increase in payment standards across all zip code groups and bedroom sizes. The increases vary by unit size from \$81.00 (Group 2, 1 BR) to \$479.00 (Group 9, 6BR). Staff believe that these increases are consistent with today’s current market trends and will expand housing opportunities for our families. With these increases, staff has estimated that a total of \$593,108.00 in additional Housing Assistance Payments will be paid out each month after full implementation.

The proposed payment standards for 2022 will be effective for all vouchers issued after January 1, 2022, and all recertifications with an effective date of March 1, 2022 or later.

Item 13: Consideration and appropriate action regarding Resolution 6190, approving the Payment Standard Schedule at 90% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program (Brandee Perez, Chief Operating Officer)

Ms. Perez expressed that in November 2016, the Small Area Fair Market Rent (SAFMR) Final Rule (Federal Register Notice FR-5855-F-03) mandated certain metropolitan areas, including the San Antonio-New Braunfels metro area, to use SAFMRs in the Housing Choice Voucher (HCV) program. The Final Rule provided an exception for project-based vouchers, allowing PHAs the option to apply SAFMRs to PBV developments. SAHA elected not to apply SAFMRs to PBV developments.

In August 2021, HUD published the 2022 FMRs. HUD allows housing authorities to establish the payment standard amounts at any level between 90% and 110% of the published FMR. The 2022 FMRs represent an across-the-board increase for the San Antonio-New Braunfels Metropolitan Statistical Area (MSA). Staff believe that these increases are consistent with today's current market trends and will expand the housing opportunities for our program participants.

The proposed payment standards for 2022 will be effective for all vouchers issued after January 1, 2022, and all recertifications with an effective date of March 1, 2022 or later.

Motion: Commissioner Casillas moved to approve Items 12-13. Chair Guzman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

Item 14: Consideration and appropriate action regarding Resolutions 6195 and 21FIN-11-18, authorizing approval of the sale of the Rosemont at University Park Apartments Project (F/K/A Rosemont at Pleasanton), defeasance and payment of the outstanding bonds issued by the San Antonio Housing Finance Corporation, the assignment and assumption of the regulatory agreement and subsequent termination thereof upon the termination of the qualified project period, and authorizing a consent and assumption agreement, a termination agreement and a defeasance agreement and other matters in connection therewith (Thomas Roth, Director of Asset Management)

Staff requested to table Resolution 6195 until a future date.

DISCUSSION ITEMS

Item 15: Discussion regarding SAHA recruitment and staffing update (Aiyana Longoria, Interim Director of Human Resources)

Ms. Longoria presented the SAHA recruitment and staffing update to the Board including: the Summary FY 20-21 and YTD FY 21-22, Department Activity - FY 21-22, Promotions / Interim / Working Out of Class, Temporary Status Employees, Total Full-Time Staff by Department, and Recruitment Actions 7/1/21 - 11/1/21.

Item 16: Update and discussion regarding the FY2021 MTW Report and FY2020 MTW Compliance Determination (Richard Milk, Planning Officer)

Mr. Milk discussed that the U.S. Department of Housing and Urban Development (HUD) requires Moving to Work (MTW) Public Housing Authorities (PHAs) to annually submit an MTW Report detailing progress on MTW activities and other items. SAHA submitted the latest MTW Report on September 30, 2021, to cover fiscal year 2021. In addition, SAHA received the final MTW Compliance Determination for the FY2020 MTW Baseline.

FY 2019-2020 Final HUD Compliance Determination

Per PIH-2013-02 *Baseline Methodology for Moving to Work Public Housing Agencies*, HUD coordinates with SAHA to complete final compliance determinations for the statutory requirement, Maintain Number of Households Served. On August 31, 2021, HUD notified SAHA that the Agency was fully Compliant at 101% of its baseline for FY 2019-2020. This final compliance determination was expected and is consistent with internal compliance analysis and tracking.

FY 2020-2021 Internal Compliance Analysis and Tracking

HUD uses the MTW Report, in addition to data in other HUD systems, to determine SAHA's statutory compliance with MTW requirements. The MTW Report indicates that SAHA anticipates compliance with those requirements. Below are internal compliance analysis and tracking figures pending HUD's final review and acceptance:

- Serve at least 75% Low Income Households
 - 98% of households served are below 50% AMI
- Maintain Number of Households Served
 - 17,971 Served (100% of 17,950 adjusted baseline)
- Maintain proportions of Households Served by Household Size
 - Change within 3%, for all household sizes

Outcomes by Statutory Objective

SAHA has implemented many activities under the three MTW Statutory Objectives. The following summary lists how many MTW activities are underway under each Objective, and also highlights cumulative outcomes across all MTW households and portfolios.

- Cost Efficiency: Six ongoing activities
 - From 2013-2021, SAHA estimates \$4.5 million in cost efficiencies, due to MTW Activities
- Housing Choice: Seven ongoing activities
 - From 2014-2021, 874 new units at 5 properties have been made possible, due to MTW Activities. Of those units, 88% are affordable to Low Income Households.
 - In 2021, 56% of new admissions and existing voucher holders moved to targeted SAFMR groups 4-10.
- Education, Employment, and Self-Sufficiency: Three ongoing activities and several MTW-funded initiatives
 - MTW Self-Sufficiency Activities are new pilots working with small populations.

MTW Activities

MTW Activities are efforts that require a regulatory waiver from HUD, secured through the MTW

Plan process. At the end of FY2021, SAHA closed four activities and managed sixteen MTW Activities.

MTW Initiatives: Overview

MTW Initiatives are efforts that use only the MTW single fund flexibility (no waiver required). The following table lists SAHA's use of MTW fund flexibility in FY2021:

Projects	Uses as of 6/30/2021
Community Development Initiatives	\$ 1,438,829.00
Public Housing Operating Loss	\$973,614.00
Capital Planning	\$359,742.00
Expansion of Public Housing WiFi	\$451,993.00
Development Activities:	
East Meadows Development	\$668,629.00
Legacy at Alazan	(\$52,510.00)
100 Labor Multi-Family Development	\$3,786,280.00
Rosemont at Highland Park	\$1,000,000.00
Costa Valencia	\$328,284.00
Total	\$ 8,954,861.00

Uses identified in this schedule are outside of the operating cost of the Section 8, Public Housing, and CFP programs, which comprise our MTW block grant.

Commissioner Casillas recommended researching partnership opportunities with SAC (San Antonio College) to provide housing assistance to students.

Item 17: Discussion regarding resident concerns

The Board did not discuss any resident concerns.

REPORTS

- Procurement Activity Report
- Quarterly Demographic Procurement Report
- FHP Quarterly Board Report [Jul - Sep]
- Proposed 2022 Board Calendar

RESOURCE

- Schedule of Units Under Development

Item 18: Adjournment

Motion: Commissioner Casillas moved for adjournment. Chair Guzman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner			X	

With no objection Commissioner Contreras adjourned the meeting at 4:12 p.m.

ATTEST:


Ana M. “Cha” Guzman
Chair, Board of Commissioners

Date

Ed Hinojosa, Jr.
President and CEO

Date

SAN ANTONIO HOUSING AUTHORITY**December 2, 2021****BOARD OF COMMISSIONERS
Regular Board Meeting****RESOLUTION 6192, AUTHORIZING AMENDMENTS TO THE ADOPTED 2021-2022 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, THE FIVE-YEAR CAPITAL IMPROVEMENT AND DEVELOPMENT PLAN, AND THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM ACTION PLAN**

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Ed Hinojosa, Jr.
President and CEO

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Richard Milk
Planning Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6192, authorizing the amendments to the adopted 2021-2022 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), the five-year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action 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 also describes SAHA's policies, programs, operations, strategies and flexibilities in meeting the local housing needs and goals.

The 2021-2022 MTW Plan was approved by HUD on October 26, 2021. The Agency is seeking an amendment to an existing activity through an expedited review process.

I. Proposed Amendments to FY2021-2: Limiting increases in rents:

1. The Agency is proposing two changes to this activity:
 - a. increase the maximum rent increase from 3% to 5%
 - b. limit the number of rent increase requests by landlords to one per year

II. Revisions to Housing Choice Voucher (HCV) Administrative Plan Only**(6) Rental Increase Limit**

- (a) In order to promote housing stability, SAHA is limiting rental increases to no more than 5% of the current rental amount and one rental increase per year.

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

- (i) The proposed rental increase must still be determined reasonable in accordance with Section 8.3.B.
- (b) This activity will be sunsetted after 24 months, or sooner, if the national funding situation improves and the agency is able to meet MTW requirements of serving substantially the same number of households.

MTW AMENDMENT TIMELINE

- November 1: Draft MTW Plan posted for public comment
- November 18: Public Hearing scheduled during Operations and Real Estate Committee Meeting
- December 2: Consideration and approval by Board of Commissioners and submission to HUD
- December: Address HUD questions
- January 1: Initiate implementation of the MTW Plan

FINANCIAL IMPACT:

Under SAHA's MTW Plan, Public Housing, 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.

STRATEGIC OUTCOME:

Supports all resident-focused strategic outcomes.

ATTACHMENTS:

Resolution 6192
Section III. Proposed MTW Activities
Presentation

**San Antonio Housing Authority
Resolution 6192**

RESOLUTION 6192, AUTHORIZING THE AMENDMENTS TO THE ADOPTED 2021-2022 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, FIVE-YEAR CAPITAL IMPROVEMENT AND DEVELOPMENT PLAN, AND THE FAMILY SELF-SUFFICIENCY (FSS) PROGRAM ACTION 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 amendments to the 2021-2022 Moving to Work (MTW) Agency Plan for fiscal year 2021-2022, including the revised MTW Plan, Public Housing Admissions and Continued Occupancy Policy (ACOP), the Housing Choice Voucher Administrative Plan (Admin Plan), the Capital Fund Program, and the Family Self-Sufficiency (FSS) Program Action plan; and

WHEREAS, the Board of Commissioners of the San Antonio Housing Authority also desires to authorize the submission of the amendments to the 2021-2022 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 San Antonio Housing Authority, hereby:

- 1) Approves Resolution 6192, authorizing the amendments to the adopted 2021-2022 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, five-year Capital Improvement and Development Plan, and the Family Self-Sufficiency (FSS) Program Action 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 2021-2022 MTW Plan to HUD.

Passed and approved the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO

Section III. Proposed MTW Activities

PROPOSED AMENDMENTS

The Agency is proposing amendments to one existing MTW activity.

FY2021-2: Limiting increases in rents

Background: The local rent market has seen unprecedented impacts from the ongoing pandemic. As a result, the Agency has reviewed this activity and determined that an increase from 3% to 5% will balance out the priority to protect clients from large rent increases with the need to support voucher holders in being competitive tenants in the rental market.

Proposed amendment: The Agency is proposing to amend the current activity to adjust the maximum rent increase from 3% to no more than 5%. In addition, the Agency is seeking to limit the number of rental increase requests to one per year.

A. ACTIVITY DESCRIPTION

i. Describe the proposed activity.

The Agency is proposing to use its MTW flexibility to limit voucher contract rent increases to no more than 3%, in order to prevent terminations or evictions, and maintain a constant and predictable tenant rent. The Agency arrived at 3% by conducting a historical rent increase analysis. This activity will be sunsetted after 24 months, or sooner, if the national funding situation improves, and the agency is able to meet MTW requirements of serving substantially the same number of households.

Activity Overview

Recent weeks have seen historic levels of unemployment claims in San Antonio and throughout the country. SAHA has seen a spike in reports of loss of income from residents. At the same time, landlords are seeking to increase rents. The agency is concerned this will negatively impact tenants as SAHA may cover part of the increase (up to the payment standard) but tenants more than likely will receive an increase in their rent portion.

ii. Describe how the proposed activity will achieve one or more of the three statutory objectives and the specific impacts on that statutory objective(s).

This activity is designed to increase housing choices for low-income families who might be experiencing a loss of income or other economic hardship, and are unable to pay additional rent.

iii. Provide the anticipated schedule for implementing the proposed activity.

This proposed activity would be ready for implementation July 1, 2020, pending HUD approval.

B. ACTIVITY METRICS INFORMATION

HUD Standard Metrics

HC #4: Displacement Prevention



Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity (number).	Expected households losing assistance/moving after implementation of the activity (number).
# of households losing assistance due to non-payment of rent	# of households who lost assistance due to non-payment of rent in FY2020 (12-month avg?)	# of households who lost assistance due to non-payment of rent in FY2021 (12-month avg?)
Avg variation in rent, lease over lease [goal: Maintain client's tenant rent constant]	Avg tenant rent in FY2020 (TBD)	Avg tenant rent in FY2021 (TBD)

C. COST IMPLICATIONS

i. State whether the proposed activity will result in any cost implications (positive and/or negative) for the MTW PHA.

The agency anticipates, based on a sampling of requests for rental increases submitted in March, a monthly savings of \$118,642 in HAP and \$64,844 in rent portions for tenants.

The agency anticipates, based on a sampling of requests for rental increases, a monthly increase of \$8 in HAP and \$9 in tenant portion per household account as a result of amending the maximum increase from 3% to 5%.

D. NEED/JUSTIFICATION FOR MTW FLEXIBILITY

Explanation <i>Explain why the cited authorization(s) is needed to engage in the proposed activity.</i>	Attachment C Authorization <i>Cite the authorization(s) detailed in Attachment C and/or D of the Standard MTW Agreement (or applicable successor section in future iterations of the MTW Agreement) that gives the MTW PHA flexibility to conduct the proposed activity.</i>
NEW REQUESTED WAIVERS	
Rent Policies: Allows the Agency to determine tenant rent and related policies.	Section D.2. HCV Rent Policies and Term Limits. a. The Agency is authorized to adopt and implement any reasonable policy to establish payment standards, rents or subsidy levels for tenant-based assistance that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations. The Agency is authorized to adopt and implement any reasonable policies to calculate the tenant portion of the rent that differ



	<p>from the currently mandated program requirements in the 1937 Act and its implementing regulations. This authorization waives certain provisions of Sections 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(10) and 8(o)(13)(H)-(I) of the 1937 Act and 24 C.F.R. 982.508, 982.503 and 982.518, as necessary to implement the Agency's Annual MTW Plan;</p> <p>b. The Agency is authorized to determine contract rents and increases and to determine the content of contract rental agreements that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations. This authorization waives certain provisions of Sections 8(o)(7) and 8(o)(13) of the 1937 Act and 24 C.F.R. 982.308, 982.451 and 983 Subpart E as necessary to implement the Agency's Annual MTW Plan</p>
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E. RENT REFORM INFORMATION

HUD defines "rent reform" as any change to how rent/tenant share is calculated for a household that would not be allowable absent the MTW activity. Any MTW activity that an MTW PHA enacts that alters the rent calculation (the amount a household contributes towards their housing costs) would be considered a type of rent reform. The following information must be provided for all rent reform activities. In addition, any MTW activity that seeks to adopt a term limit in the public housing program must include information on items (ii)-(iv).

Not considered a rent reform activity.



The Agency is proposing one new MTW activity.

FY2022-1: SAHA Partnerships Providing Basic Needs for Residents Through Income Exclusions

The Agency is proposing to use its MTW flexibility to support current long-term strategies for ensuring SAHA residents have access to basic needs such as sufficient food, water, and clothing in addition to safe, quality, affordable housing.

Background: San Antonio faced an unprecedented, historic and dangerous winter storm dropping temperatures to the single digits and leaving the city in blankets of snow that continues to affect millions throughout the state, including thousands of SAHA residents. From February 19th through the present day, the agency has received an outpouring of support from the community, elected officials, businesses and the greater San Antonio community with assistance. Community leaders delivered blankets, hot meals and water to SAHA residents. In total, more than 3,000 hot meals were delivered and more than 40,000 bottles of water were distributed to SAHA elderly residents, disabled residents and families.

While this outpouring has been truly amazing, the Agency recognizes that this support is needed on an ongoing basis and SAHA and its partners must work together to meet residents' needs. As the Agency continues to take immediate actions in response to the devastating impact of the ongoing pandemic and the recent winter storm, the Agency is also prioritizing long-term outcomes as part of its rolling five-year strategic plan. The Agency is seeking to expand partnerships to develop innovative solutions that meet the needs of those we serve and who are most vulnerable to the circumstances.

A. ACTIVITY DESCRIPTION

i. Describe the proposed activity.

This activity establishes an alternative policy that excludes contributions in the household's annual income calculation. Specifically, contributions received directly by the household from a SAHA partner or contributions distributed to a household on behalf of a SAHA partner will not be included in the households annual income for purposes of calculating rent.

Contributions covered by this policy include regular monetary and nonmonetary contributions or gifts provided by SAHA partners. Examples include: (i) regular payment of a family's bills (e.g., utilities, telephone, rent, credit cards, and car payments), (ii) cash or other liquid assets, and (iii) "in-kind" contributions such as groceries and clothing provided to a family on a regular basis.

Contributions not covered by this policy include any regular monetary and nonmonetary contributions or gifts from persons not residing in the household, including from organizations not officially partnered with SAHA.



ii. Describe how the proposed activity will achieve one or more of the three statutory objectives and the specific impacts on that statutory objective(s).

This activity is designed to meet the statutory objective of increasing housing choices. In addition, this activity is in alignment with the Agency's strategic outcome to pursue partnerships that result in SAHA residents having access to basic non-housing needs such as sufficient food, water, and clothing. By excluding these contributions from the annual income, SAHA clients will be able to receive additional local support and not have their housing assistance negatively impacted.

iii. Provide the anticipated schedule for implementing the proposed activity.

This activity is planned to be implemented on October 1, 2021 with one established partner.

B. ACTIVITY METRICS INFORMATION

HUD Standard Metrics

HC #7: Households Assisted by Services that Increase Housing Choice		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity (number). This number may be zero.	Expected number of households receiving these services after implementation of the activity (number).
Number of households receiving contributions from a SAHA partner	0 households receiving services	Estimated 1,500 served monthly or 18,000 served annually for food assistance (this may include one household being served multiple months)

CE #4: Increase in Resources Leveraged		
Unit of Measurement	Baseline	Benchmark
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (in dollars). This number may be zero.	Expected amount leveraged after implementation of the activity (in dollars).
Total amount leveraged from SAHA partners for SAHA clients across cash and non-cash contributions	0 resourced leveraged	Estimated \$700,000 leveraged annually for food assistance

Data Source: This will be tracked through the Agency's Case Management Software as well as through various data sharing agreements with partners.

*As the Agency enters in to new partnerships, the indicators will be updated accordingly

C. COST IMPLICATIONS

i. State whether the proposed activity will result in any cost implications (positive and/or negative) for the MTW PHA.

The Agency is not expecting to incur additional costs as a result of this activity. Because the new partnerships will yield new cash and non-cash contributions for SAHA residents, the cost



implication is the unrealized financial benefit of lower HAP expenses and higher PH rental revenue as a result of projected increases in household income. The Agency is committed to ensuring partner contributions do not increase household rent share. The Agency's current budgeting process does not include these projected decreases in HAP expenses and increases in PH rental revenue as a result of household increased income.

ii. If the proposed activity does result in cost implications, provide an estimate of the amount and discuss how the MTW PHA will manage the surplus or deficit anticipated.

Not Applicable.

D. NEED/JUSTIFICATION FOR MTW FLEXIBILITY

i. Cite the authorization(s) detailed in Attachment C and/or D of the Standard MTW Agreement (or applicable successor section in future iterations of the MTW Agreement) that gives the MTW PHA flexibility to conduct the proposed activity.

ii. Explain why the cited authorization(s) is needed to engage in the proposed activity.

Explanation <i>Explain why the cited authorization(s) is needed to engage in the proposed activity.</i>	Attachment C Authorization <i>Cite the authorization(s) detailed in Attachment C and/or D of the Standard MTW Agreement (or applicable successor section in future iterations of the MTW Agreement) that gives the MTW PHA flexibility to conduct the proposed activity.</i>
NEW REQUESTED WAIVERS	
<p>Exclusion of “regular contributions or gifts received from organizations”:</p> <p>24 CFR 5.609(c)(7) states annual income includes "Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling."</p> <p>The Agency is requesting waivers in order to exclude “regular contributions or gifts received from organizations”.</p> <p>Under this activity a household’s annual income for public housing and Housing Choice Vouchers will exclude monetary and non-monetary contributions that are received directly by the household from a SAHA partner or are received by SAHA and distributed to the household on behalf of the SAHA.</p>	<p>Attachment C, Section C.11 Rent Policies and Term Limits: The Agency is authorized to determine family payment, including the total tenant payment, the minimum rent, utility reimbursements and tenant rent. The Agency is authorized to adopt and implement any reasonable policies for setting rents in public housing including but not limited to establishing definitions of income and adjusted income, or earned income disallowance that differ from those in current statutes or regulations. The Agency is authorized to adopt and implement term limits for its public housing assistance. Such policies must include provisions for addressing hardship cases. This authorization waives certain provisions of Section 3(a)(2), 3(a)(3)(A) and Section 6(l) of the 1937 Act and 24 C.F.R. 5.603, 5.611, 5.628, 5.630, 5.632, 5.634 and 960.255 and 966 Subpart A as necessary to implement the Agency's Annual MTW Plan;</p> <p>Attachment C, Section D.2.b. Rent Policies and Term Limits The Agency is authorized to determine contract rents and increases and to determine the</p>



	<p>content of contract rental agreements that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations. This authorization waives certain provisions of Sections 8(o)(7) and 8(o)(13) of the 1937 Act and 24 C.F.R. 982.308, 982.451 and 983 Subpart E as necessary to implement the Agency's Annual MTW Plan;</p> <p>Attachment C, Section D.3.a. Eligibility of Participants: The Agency is authorized to determine income qualifications for participation in the rental assistance program that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations, as long as the requirements that i) at least 75 percent of those assisted under the demonstration are "very low-income" as defined in section 3(b)(2) of the 1937 Act, ii) substantially the same number of low-income persons are assisted under the demonstration as would be without the MTW authorizations contained herein, and iii) a comparable mix of families are assisted under the Agreement as would have been otherwise in Section I.C. of the MTW Agreement are met. This authorization waives certain provisions of Sections 16(b) and 8(o)(4) of the 1937 Act and 24 C.F.R. 5.603, 5.609, 5.611, 5.628, and 982.201 as necessary to implement the Agency's Annual MTW Plan;</p>
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E. RENT REFORM INFORMATION

HUD defines "rent reform" as any change to how rent/tenant share is calculated for a household that would not be allowable absent the MTW activity. Any MTW activity that an MTW PHA enacts that alters the rent calculation (the amount a household contributes towards their housing costs) would be considered a type of rent reform. The following information must be provided for all rent reform activities. In addition, any MTW activity that seeks to adopt a term limit in the public housing program must include information on items (ii)-(iv).

i.IMPACT ANALYSIS

The MTW PHA may provide an impact analysis for each component of the rent reform activity or a comprehensive impact analysis of the rent reform activity. To assess the impacts of the rent reform activity, the following steps are suggested:

(1) A description of how the proposed MTW activity will impact household rent/tenant share.

The activity will eliminate the increase in rent for clients as a result of excluding cash and non-cash contributions from SAHA partners.

(2) A description of how the MTW PHA will implement and track the rent reform activity and how that process will enable the identification of any unintended consequences/impacts.



This activity will be implemented for new admissions and current residents upon approval from HUD and the start of the FY2022. Tracking will take place in the Agency's case management software and in partnerships with SAHA partners through data sharing agreements. The Agency will also establish points of contact for SAHA and its partners to monitor unintended consequences and impacts.

(3) A numerical analysis detailing the intended/possible impacts of the rent reform activity (including changes to the amount of rent/tenant share, rent burden increases/decreases, households affected, etc.)

This rent reform removes the potential increase in household rent as a result of future contributions by SAHA partners.

(4) A plan for how the MTW PHA will weigh the consequences/benefits of the rent reform activity to determine whether it should be adjusted/ terminated/ reduced/ continued/ expanded.

The Agency will monitor the impacts of this activity through its annual evaluation process for the Agency Strategic Plan as well as other internal evaluations of this specific activity as identified.

ii. HARDSHIP CASE CRITERIA

The MTW PHA must establish a hardship policy that clearly defines the circumstances under which households may be exempted or provided temporary relief from the activity. The MTW PHA must describe how such households could access the hardship policy and the associated process.

The Agency does not anticipate the need for a specific hardship policy as a result of this activity. SAHA will follow standard hardship policies and procedures that are designed to allow the Agency flexibility to address unique, unforeseeable circumstances that may occur and to protect families in crisis.

iii. DESCRIPTION OF ANNUAL REEVALUATION

The MTW PHA must provide an overview as to how the activity will be reevaluated on an annual basis in the Annual MTW Report, mitigating negative impacts and unintended consequences.

The Agency has established internal review processes that will encompass reviewing key HUD metrics, SAHA operational metrics, and Partner outcome metrics to assess whether the activity is achieving its intended outcome and developing mid-course corrections as needed.

iv. TRANSITION PERIOD

The MTW PHA must develop a plan and timeline for transitioning households into the activity. If a rent reform activity, the MTW PHA should show how the impact analysis informed this transition period

The elimination of contributions from SAHA partners will be made effective as of July 1, 2021 upon HUD's approval. As SAHA enters into partnerships, tracking procedures will be set up as part of the data sharing agreement process.





AMENDMENTS TO THE MTW PLAN 2022

Regular Board Meeting
December 2, 2021

TODAY

2

Proposed Amendments to FY 2022 MTW Implementation Plans

- MTW Plan
- Admin Plan

MTW PLAN AMENDMENT TIMELINE

3

Expedited Timeline

- **October:** Consultation with HUD; Address HUD questions
- **November:** Public Hearing scheduled during Operations and Real Estate Committee Meeting
- **December:** Consideration and approval by Board of Commissioners and submission to HUD
- **December:** Address HUD questions
- **January 1:** Initiate implementation of the MTW Plan

PROPOSED AMENDMENT

4

- ➔ **No new waivers.**
- ➔ **Amendments respond to current market conditions and close a loophole in the policy.**
- ➔ **Activity is a temporary response to the current pandemic and funding environment. It has a planned sunset after 24 months.**

FY2021-2: Limiting increases in rents

- Increase the rental increase limit from 3% to 5%
- Limit the number of rental increase requests from landlords to 1 per year

ADMIN PLAN CHANGES

5

(6) Rental Increase Limit

- (a) In order to promote housing stability, SAHA is limiting rental increases to no more than ~~3%~~ 5% of the current rental amount and one rental increase per year.
 - (i) The proposed rental increase must still be determined reasonable in accordance with Section 8.3.B.
- (b) This activity will be sunsetted after 24 months, or sooner, if the national funding situation improves and the agency is able to meet MTW requirements of serving substantially the same number of households.

NEXT STEPS

6

NOVEMBER

- November 1: Comment Period Begins
- November 18: Public Hearing #1
Capture Public Comment
- November 30: Comment Period Ends

JANUARY

- Implementation of Amendments

DECEMBER

- December 2: Board Consideration of Amendments
- December 3: Submit Amendments to HUD

Comment Period: November 1 – November 30

Comments are due November 30, 2021, and may be emailed to **mtw@saha.org**, submitted through the online form, or physically delivered to: **Policy and Planning Department**, 818 S. Flores St., San Antonio, TX 78204. All documents can be found at **saha.org/public-notice**.

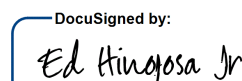
QUESTIONS?

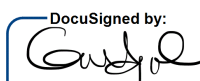
SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

BOARD OF COMMISSIONERS
Regular Board Meeting

RESOLUTION 6191, AUTHORIZING THE AWARD OF CONTRACTS FOR LEGAL SERVICES TO COATS ROSE, P.C., CLARK HILL PLC, BRACEWELL LLP, LANGLEY & BANACK, INC., HAWKINS DELAFIELD & WOOD LLP, GERMER, PLLC, AND LOCKE LORD LLP, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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Ed Hinojosa, Jr.
 President and CEO

DocuSigned by:

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George Ayala
 Director of Procurement

DocuSigned by:

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Timothy E. Alcott
 Chief Real Estate and Asset
 Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6191, authorizing the award of Contracts for Legal Services to Coats Rose, P.C., Clark Hill PLC, Bracewell LLP, Langley & Banack, Inc., Hawkins Delafield & Wood LLP, Germer, PLLC, and Locke Lord LLP, for an annual cumulative amount not to exceed \$500,000.00; For a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for legal services is not expected to exceed an annual cumulative amount of \$500,000.00 and will be funded through the approved operating budget, project proceeds, or available reserves.

SUMMARY:

SAHA requires legal service firms to augment the work of SAHA's in-house counsel by rendering legal advice on various legal matters, including, but not limited to, labor and employment, public and affordable development and acquisition, construction, real estate, asset management, federal, state, and municipal government law and regulations, and litigation services, which may include, but not be limited to, dispute resolution, litigation support services, and related legal advice.

On August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 68 firms. A total of nine responses were received in response to this solicitation: Coats Rose, P.C., Clark Hill PLC, Bracewell LLP, Langley & Banack, Inc., Escamilla & Poneck, LLP, Hawkins Delafield & Wood LLP, Germer, PLLC, Locke Lord LLP, and Fulton Strahan Law Group, PLLC of which eight law firms expressed interest in providing services in the areas of labor and employment, construction, real estate, and development, and public law matters.

All proposals were evaluated based on the following criteria: qualifications and experience, price and strength of the Section 3 and SWMBE plans. Based upon the above, we are recommending contract awards to the seven highest-rated proposers. These firms are highly respected with the

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

necessary expertise to assist SAHA in its operations.

PRIOR AWARDS:

All firms being recommended for the contract award, except for one, are currently under contract with SAHA to provide this service and have performed satisfactorily under their awarded contracts.

Please note: Firms indicating a preference to provide Special Counsel for Board Matters are not eligible to provide service for other areas of expertise. One firm expressed interest in this area: Escamilla and Poneck, LLP.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Timothy E. Alcott, Chief Real Estate and Asset Management Officer, who will monitor the vendor's adherence to contract requirements and performance.

STRATEGIC OUTCOME:

Supports all strategic outcomes.

ATTACHMENTS:

Resolution 6191

Scoring Matrix

Advertisement List

**San Antonio Housing Authority
Resolution 6191**

RESOLUTION 6191, AUTHORIZING THE AWARD OF A CONTRACT FOR LEGAL SERVICES TO COATS ROSE, P.C., CLARK HILL, BRACEWELL LLP, LANGLEY & BANACK, INC., HAWKINS DELAFIELD & WOOD LLP, GERMER, PLLC, AND LOCKE LORD LLP, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021; and

WHEREAS, a total of nine responses were received in response to this solicitation, of which eight law firms expressed interest in providing legal services in the various areas other than special counsel for board matters; and

WHEREAS, staff is recommending a contract award to the following seven highest-rated firms: Coats Rose, P.C., Clark Hill, Bracewell LLP, Langley & Banack, Inc., Hawkins Delafield & Wood LLP, Germer, PLLC, and Locke Lord LLP; and

WHEREAS, the cost for legal services is not expected to exceed an annual cumulative amount of \$500,000.00 and will be funded through the approved operating budget or available reserves; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of San Antonio Housing Authority, hereby:

- 1) Approves Resolution 6191, authorizing the award of a contract for Legal Services to Coats Rose, P.C., Clark Hill, Bracewell LLP, Langley & Banack, Inc., Hawkins Delafield & Wood LLP, Germer, PLLC, and Locke Lord LLP, for an annual cumulative amount not to exceed \$500,000.00; for a period of one year with the option to renew up to four additional one-year terms.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with these contracts.

Passed and approved on the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO



San Antonio Housing Authority
RFQ# 2108-5136 - Legal Services
Scoring Summary

	Total	Respondent's Qualifications and Experience	Price proposal	S/W/MBE Utilization and Section 3 Plans
Firm	/ 100 pts	/ 75 pts	/ 20 pts	/ 5 pts
Coats Rose, P.C.	93.94	75	14.94	4
Clark Hill	90.42	75	12.42	3
Bracewell LLP	87.94	75	9.44	3.5
Langley & Banack, Inc.	83.5	60	20	3.5
Escamilla & Poneck, LLP *	83.5	60	20	3.5
Hawkins Delafield & Wood LLP	81.72	67.5	14.22	0
Germer, PLLC	79.86	60	16.86	3
Locke Lord LLP	79.08	67.5	9.077	2.5
Fulton Strahan Law Group, PLLC	67.03	45	19.03	3


* Firm has indicated a preference to provide Special Counsel for Board Matters

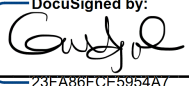
Advertisement List
Solicitation # 2108-5136
Solicitation Title: Legal Services

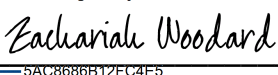
	Email Address or Domain Name	Date Invited
1	admin@sawomenschamber.org	Aug 26th 2021, 1:56 PM CDT
2	admin@vxmlaw.com	Aug 26th 2021, 9:59 AM CDT
3	al@southsa.org	Aug 26th 2021, 1:56 PM CDT
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6	aperez@splawpllc.com	Aug 26th 2021, 9:59 AM CDT
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66	swetsch@flash.net	Aug 26th 2021, 9:59 AM CDT
67	swhigham@mvalaw.com	Aug 26th 2021, 9:59 AM CDT
68	weltonlaw@gmail.com	Aug 26th 2021, 9:59 AM CDT

SAN ANTONIO HOUSING AUTHORITY**December 2, 2021****BOARD OF COMMISSIONERS
Regular Board Meeting****RESOLUTION 6188, AUTHORIZING THE AWARD OF A CONTRACT FOR REPAIR AND RESURFACING OF CROSS CREEK APARTMENTS PARKING LOT TO HOLTZ/ADAMS CONSTRUCTION & CONSULTING LLC (ESBE, SBE, VBE) FOR AN AMOUNT NOT TO EXCEED \$341,188.00**

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Ed Hinojosa, Jr.
President and CEO

DocuSigned by:

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George Ayala
Director of Procurement

DocuSigned by:

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Zachariah Woodard
Director of Public Housing

REQUESTED ACTION:

Consideration and approval regarding Resolution 6188, authorizing the award of a contract for repair and resurfacing of Cross Creek Apartments parking lot to Holtz/Adams Construction & Consulting LLC (ESBE, SBE, VBE) for an amount not to exceed \$341,188.00.

FINANCIAL IMPACT:

The current award recommendation for repair and resurfacing of Cross Creek Apartments parking lot is not expected to exceed an amount of \$341,188.00, to include a base bid of \$305,745.32, unit pricing in the amount of \$4,425.31, and a 10% contingency of \$31,017.06 to allow for unforeseen work that may be required to complete this project. This project will be funded using CFP grant funds or other available reserves.

SUMMARY:

Cross Creek Apartments, built in 1977, is a family community located in northeast San Antonio, City Council District 2. The buildings are two-story structures with a brick and siding facade. The community consists of 66 units to include 5 one bedrooms, 28 two bedrooms, 28 three bedrooms, and 5 four bedrooms.

SAHA requires the services of a contractor to repair and resurface the parking lot at Cross Creek Apartments. Services will include milling the existing asphalt surface, cutting out any areas that have failed, correct issues with base materials, seal cracks, apply a seal coat then a tack coat, install a new course of asphalt of approximately two inches in thickness properly compacted for a durable and finished appearance, paint new stripes to indicate parking slots, and designate new dedicated handicapped parking slots with the appropriate markings and signage.

This project will be done in stages so as to reduce the inconvenience to the residents. The contractor shall also provide all necessary barricades that will restrict access to the work areas allowing for uninterrupted work in a given area. The estimated time for completion of this project is 120 days.

On September 17, 2021, SAHA issued an Invitation For Bids #2109-5176 for Repair and Resurfacing of Cross Creek Apartments Parking Lot that closed on October 6, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 81 contractors. A total of three bids were received in response to this

SAN ANTONIO HOUSING AUTHORITY**December 2, 2021**

solicitation: Addison Prim, LLC (DBE, ESBE, HABE, MBE, SBE, WBE), BR General Contractors, LLC, and Holtz/Adams Construction and Consulting (ESBE, SBE, VBE). One bid was deemed non responsive as the bidder did not include the Bid Bond as required in the solicitation. The remaining two bids were evaluated on the following criteria: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained within the solicitation document. Based on the above, we are recommending a contract award to Holtz/Adams Construction and Consulting LLC. They are the lowest priced qualified bidder.

COMPANY PROFILE:

Holtz/Adams Construction and Consulting Services was established in 2017 and is headquartered in San Antonio, Texas. The co-owners of this company, with over 60 years collective experience in all aspects of residential and commercial construction, joined together to form Holtz/Adams. This contractor has been certified as a ESBE, SBE, VBE by the South Central Texas Regional Certification Agency. They service the San Antonio and surrounding areas providing services in the areas of residential construction, mixed-use construction, historic renovation, infrastructure development, commercial construction consulting, custom homes, new homes, whole home renovations, multi-family housing, housing developments, religious building construction, church renovations, industrial construction, street construction, parking lot construction, and commercial painting. Their client list includes the Archdiocese of San Antonio, Bartlett Cocke, CR Stone Construction, Palo Alto College, and UTSA.

PRIOR AWARDS:

This contractor has received a prior award from SAHA for Lila Cockrell Apartments Parking Lot Improvements. This project began on October 20, 2021.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Zachariah Woodard, Director of Public Housing, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will monitor compliance with the vendor's Section 3 and SWMBE good faith utilization plans.

STRATEGIC OUTCOME:

SAHA residents live in quality affordable housing.

ATTACHMENTS:

Resolution 6188
Bid Tabulation
Advertisement List

**San Antonio Housing Authority
Resolution 6188**

RESOLUTION 6188, AUTHORIZING THE AWARD OF A CONTRACT FOR REPAIR AND RESURFACING OF CROSS CREEK APARTMENTS PARKING LOT TO HOLTZ/ADAMS CONSTRUCTION & CONSULTING LLC (ESBE, SBE, VBE) FOR AN AMOUNT NOT TO EXCEED \$341,188.00

WHEREAS, on September 17, 2021, SAHA issued an Invitation For Bids # 2109-5176 for Repair and Resurfacing of Cross Creek Apartments Parking Lot that closed on October 6, 2021; and

WHEREAS, three proposals were received in response to the IFB. One bid was deemed non responsive as the contractor did not include the required Bid Bond; and

WHEREAS, staff are recommending a contract award to Holtz/Adams Construction and Consulting LLC. They are the lowest priced qualified bidder; and

WHEREAS, the current award recommendation for repair and resurfacing of Cross Creek Apartments parking lot is not expected to exceed an amount of \$341,188.00 to include a base bid of \$305,745.32, unit pricing in the amount of \$4,425.31 and a 10% contingency of \$31,017.06 to allow for unforeseen work that may be required to complete this project. This project will be funded using CFP grant funds or other available reserves; 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 San Antonio Housing Authority, hereby:

- 1) Approves Resolution 6188, authorizing the award of a contract for repair and resurfacing of Cross Creek Apartments parking lot to Holtz/Adams Construction & Consulting LLC (ESBE, SBE, VBE) for an amount not to exceed \$341,188.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO

San Antonio Housing Authority
IFB# 2109-5176 Repair and Resurfacing of Cross Creek Apartments Parking Lot
Bid Tabulation

			Addison Prime, LLC		BR General Contractors, LLC		Holtz/Adams Construction and Consulting, LLC	
#	Items	Quantity Required	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1								
#1-1	Mill Repair Resurface and Stipe as specified	1	\$110,781.00	\$110,781.00	\$480,600.00	\$480,600.00	\$305,745.32	\$305,745.32
2								
#2-1	Sign Post installed with concrete footing	1	\$100.00	\$100.00	\$35.00	\$35.00	\$250.73	\$250.73
#2-2	12" X 18" .080 Aluminum Speed Bump Sign	1	\$65.00	\$65.00	\$50.00	\$50.00	\$276.75	\$276.75
#2-3	12" X 18" .080 Aluminum Handicap Parking Sign	1	\$65.00	\$65.00	\$50.00	\$50.00	\$276.75	\$276.75
#2-4	12" X 18" .080 Aluminum No Parking Sign	1	\$65.00	\$65.00	\$50.00	\$50.00	\$276.75	\$276.75
#2-5	12" X 18" .080 Aluminum Do Not Block Dumpsters sign	1	\$65.00	\$65.00	\$50.00	\$50.00	\$276.75	\$276.75
#2-6	Asphalt Speed Bump min. 18 in. wide, domed with a 3 in. max center height by 20 ft wide painted with federal yellow traffic paint	1	\$475.00	\$475.00	\$45.00	\$45.00	\$1,980.00	\$1,980.00
#2-7	10 Foot X 10 in W X 2-¼ in H Yellow Plastic Speed Bump Traffic Safety Store item SBP10S or equal	1	\$600.00	\$600.00	\$95.00	\$95.00	\$505.00	\$505.00
#2-8	Concrete Car Stops 7' Long x 6" High x 8" Wide, painted with Federal Yellow traffic paint	1	\$200.00	\$200.00	\$55.00	\$55.00	\$85.00	\$85.00
#2-9	Plastic Car Stop 6' Long x 4" High x 8" Wide, yellow	1	\$200.00	\$200.00	\$95.00	\$95.00	\$105.08	\$105.08
#2-10	Paint Curb Red and mark as Fire Lane-priced per linear foot	1	\$15.00	\$15.00	\$1.65	\$1.65	\$5.00	\$5.00
#2-11	Demo damaged concrete-priced per cubic yard	1	\$300.00	\$300.00	\$350.00	\$350.00	\$126.31	\$126.31
#2-12	Concrete repair using 3500psi mix-priced per cubic yard	1	\$600.00	\$600.00	\$135.00	\$135.00	\$261.19	\$261.19
	Notes:		No Bid Bond					

Advertisement List
Solicitation # 2109-5176

Solicitation Title: Repair and Resurfacing of Cross Creek Apts Parking Lot

Associations /Vendors	Contact Name	Email	Notes
Associations Revised as of 8/26/2020			
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	
Alamo City Black Chamber Of Commerce	Bede Ramcharan	info@alamocitychamber.org	
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	
American Institute of Architects	Paula	paula@aia.org	
American Subcontractors Association	Jennifer Swinney	jennifer@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
Construct Connect		content@constructconnect.com	
CFMA		kimr@avacpa.com	
Construction Journal	Danielle Giammarino	DGiammarino@constructionjournal.com	
Fair Contracting Coalition		faircontractingcoalitioninfo@gmail.com	
Goodwill Industries	Steven Hussain Angelique de Oliveira	shussain@goodwill.sa.org adeoliveira@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Dave Petersen	dpetersen@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
Home Depot Pro Accounts	Darren Friesenhahn	Darren_Friesenhahn@homedepot.com	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	
NAWBO San Antonio	Madeline Slay	Madeline@masarchitecture.com	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	

Advertisement List
Solicitation # 2109-5176

Solicitation Title: Repair and Resurfacing of Cross Creek Apts Parking Lot

SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Brianna Dimas	briannad@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	thesamca@gmail.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
SmartApartmentData.com		constructionadmin@smartlocating.com	
South Central Regional Certification Agency	Charles Johnson	cjohnson@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org gabrielle@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers		jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Development Agency	Orestes Hubbard Jennifer Mort Jacqueline Jackson	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu Jacqueline.Jackson@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
Direct Solicits as of 06/09/21			
	HUBS on CMBL		
Ace Co	Betty Drennan	bettydrennan@acecosa.com,	
AJ Commercial Services, Inc.	Rafalita Avalos	ravalos@ajcommserv.com,	
Alamo 1	Joseph Salas	frontdesk@alamo1.com,	
All Pro General Construction,	Raul Scott Jorge Zapata	jorge@apgc.pro,	rejected
Empress Transport & Excavation	Rosa R Montoya	montoyarosar@yahoo.com,	
Fox Quality Concrete, LLC	Rey Lafuente	rey@foxqualityconcrete.com,	
Frank's Paving Company, Inc.	Ronnie Lopez	ronnie@frankspaving.com,	

Advertisement List
Solicitation # 2109-5176

Solicitation Title: Repair and Resurfacing of Cross Creek Apts Parking Lot

MLP Ventures Inc.	Liborio Perez	mlp@att.net,	
	Section 3 Bidders		
Jerdon Enterprise L.P.	Kathryn Tennell	kathryn@jerdonlp.com,	
Jarvis Moore Inc.	Jarvis Moore	jarvisdsd@gmail.com,	
TME Construction, L.L.C.	Ernesto Caro	tme1construction@gmail.com,	
Safe Co. Construction	Liz Janette Martinez	savecocorp@gmail.com,	
Geofill Material Technologies	Jack Karam	jpuente.geofill@outlook.com,	
TOGO Construction, LLC.	Dora Candia	info@togoconstructionllc.com,	
Cherokee Contracting	Jeffrey T. Mc Elroy	mmontgomery@cherokeeutilities.com,	
JAMCO Ventures, LLC.	Joe Muñiz	joe.muniz@jamcoventures.com,	
San Antonio Asphalt & Maintenance DBA Texas Asphalt & Maintenance	David Singh	TexasAsphalt@yahoo.com,	
Interstate Concrete & Steel Services	Florencio Robles	frobles@satx.rr.com,	
	Direct Solicits		
Abel's Paving & Construction,	Abel Garza Jr.	abelspaving@gmail.com,	
Ace Co	Betty Drennan	bettydrennan@acecosa.com,	
Acumen Enterprises, Inc.	Wayne Boyter	wayne@acumen-enterprises.com,	
Associated Construction Partners, Ltd.	Jillian R. Simpson	jill@acpartners.org,	
B.R. Services, Llc	Benjamin Brown	Bbrown@brsvc.com,	
Ballew Construction, Llc	A. Robert Ballew	ashleyrballew@yahoo.com,	
BCL&D Services	Paul McGregor	info@bclservicesllc.com,	
Bick's Construction, Inc.	MS. BICKEL	raeni12@gmail.com,	
Buckhorn Construction LLC	Marie Joyce Bishop	buckhornconstructionllc@gmail.com,	
Castle Enterprises, Llc	Linda S Castillo	linda.castleenterprises@gmail.com,	
Davila Paving, Llc	Jesse Davila	jesse@davilapaving.com,	
Frontier Paving & Construction, L.L.C.	Abraham Figueroa Jr	frontierpaving19@gmail.com,	
Gap Engineering Inc.	Mike Homma	mhomma@gap-eng.com,	
Geopolymer Concrete Solutions, Llc	Leon Hamilton	leonhamilton@icloud.com,	
GHR Concrete Inc	Paul Gonzales	katie@ghrconcrete.com,	
Hinds Paving	Desa Hinds	hindspaving@yahoo.com,	
Horizone Construction, 1 Ltd	Luis De Stefano	horizon.ada@gmail.com,	
International Eagle Enterpr	Corral Alfredo	EAGLEELPASO@YAHOO.COM,	
Jag Trucking Inc	Gilly Quiroz	jagtruckinginc@gmail.com,	
Janes Pavement Services, Inc.	Ella L. Janes	janesasphalt123@sbcglobal.net,	
Kocurek Land Improvement,	Amanda Kocurek	amanda@kliearthmovers.com,	
M2 Federal Inc.	Mike Scheiern	Mike.Scheiern@m2federal.com,	
Pate Jones Paving	Eddie Jones Jr.	patejonespaving@aol.com,	
Potere Construction Llc	Olga Sharon Douglas	sdouglas@potereconstruction.com,	

Advertisement List
Solicitation # 2109-5176

Solicitation Title: Repair and Resurfacing of Cross Creek Apts Parking Lot

R & R Paving, L.L.C.	Cynthia Gonzalez	rrpavingco@aol.com,	
Rapidhaul, L.L.C.	Marcos Ramirez	rapidhaul@yahoo.com,	
Rhyner Construction Services,	Stephanie Rhyner	Stephanie@RhynerInc.com,	
RM Walsdorf, Inc.	Kimberly Walsdorf	kim@rmwalsdorf.com,	
Sorrell Construction, Eqpmnt	Brookes Vandergriff	brookes@sorrelltx.com,	
Tamez-Pearson Construction	Noemi T Pearson	Tamezpearconstr@aol.com,	
Thompson Construction & Services Llc	Daniel J Thompson	Thompsonconserv@gmail.com,	
Total Commitment Construction	Pedro A Gutierrez	TOTALCOMMITMENTCONSTRUCTION@YAHOO.COM,	
Total Team Construction, Llc	Alejandro Yanez	ayanez@totalteamcons.com,	
Welch Excavation & Utility Co	Janis Lee Welch	welchexcavation@gmail.com,	
Tejas Premier	Andrew Wallace	Andrew@tejaspremierbc.com ,	
Double J Site Services	Martin Gonzalez	myinfo467@gmail.com,	
Express Road & Construction,	Kirt Tillman	kirt.tillman@gmail.com,	
Gallo Paving	David	david@gallopaving.com ,	
Yaba Group		fawarr@yahoo.com,	
All Brite Construction	Jan	jan@allbriteconstruction.com,	
Seyah Transportation LLC	B & J Transportation	h_jimmy@sbcglobal.net,	
Contractors Asphalt		info@contractorsasphalt.com,	
Pavecon		LLanglinais@pavecon.com,	
United Asphalt		Mario@1unitedasphalt.com,	
Proline Paving	M. Crawford	prolinepavement@aol.com,	
Alamo Asphalt Company		Alamoasphalt@sbcglobal.net,	
RDC Paving	Michael Medved	mike@rdcpaving.com,	
BK Paving Sealer Coating	James	jamesbkipaving@gmail.com,	
		bill@alltexpaving.com,	
All Tex Paving		sales@alltexpaving.com,	
Machado Paving & Sealcoating		machadopaving@yahoo.com,	
C & T Paving	Cody Acker	c.t.paving@hotmail.com,	
OSO Construction		service@osoconstructionsatx.com,	
Friesenhahn Paving		info@fpaving.com,	Not found
Spaw Glass	Jason & Justin	Jason.Hennesey@spawglass.com,	
Mission Asphalt	Web Site	justin.calvin@spawglass.com,	
		info@missionasphalt.com,	
Complete Maintenance Solutions	Web Site	wadelowman@cmstexas.com,	
		treylowman@cmstexas.com,	
Winco of South Texas	Donna Frodge	donna@wincotx.com,	
AJ Commercial Services	Rafalita Avalos	ravalos@ajcommserv.com,	
Elegant General Contractor	Amber	Amber@elegantgeneralcontractor.com,	Not found
Stalwart	Isiah Portillo	ip.stalwart@gmail.com,	
Successful Trucking & Paving	Martin Gonzalez	myinfo467@gmail.com,	
RDC Paving	Nahum Brown	nahum@rdcpaving.com,	Not found
Integrity Paving & Coatings	Holly S.	holly.s@integritypavingtexas.com,	
Holtz/Adams Construction	Elizabeth Spenser	betsy@holtzadamsconstruction.com,	

Advertisement List
Solicitation # 2109-5176
Solicitation Title: Repair and Resurfacing of Cross Creek Apts Parking Lot

Message for web site contacts:

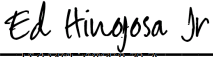
The San Antonio Housing Authority is requesting bids for the repair and resurfacing of the parking lot at the Lila Cockrell Apartments located at 3500 Pleasanton Road. Bid documents may be accessed through our E-Procurement portal on our website: <https://saha.bonfirehub.com/portal/?tab=openOpportunities>

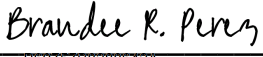
You will be required to register to download however; there is no charge to register.

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

BOARD OF COMMISSIONERS
Regular Board Meeting**RESOLUTION 6189, APPROVING THE 2022 SMALL AREA FAIR MARKET RENT PAYMENT STANDARD SCHEDULE**

DocuSigned by:

 D7D46F73613F4FA...
Ed Hinojosa, Jr.
SAHA President and CEO

DocuSigned by:

 B60757B8288642A...
Brandee Perez
Chief Operating Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6189, approving the 2022 Small Area Fair Market Rent (SAFMR) Payment Standard Schedule.

FINANCIAL IMPACT:

There is an estimated monthly impact on the current Annual Housing Assistance Payment Contract of \$593,108.00 or a 7.7% increase.

Table 1. Current and Proposed SAHA SAFMR Payment Standards Comparison

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2021 SAFMR Payment Standard Schedule (Current)							
Group 1	477	576	711	936	1134	1304	1474
Group 2	558	675	819	1062	1314	1511	1708
Group 3	594	711	873	1134	1404	1615	1825
Group 4	639	765	936	1233	1503	1728	1954
Group 5	729	873	1062	1377	1710	1967	2223
Group 6	756	909	1107	1440	1782	2049	2317
Group 7	783	936	1143	1503	1836	2111	2387
Group 8	846	1008	1233	1602	1980	2277	2574
Group 9	891	1071	1305	1692	2097	2412	2726
Group 10	972	1161	1431	1854	2295	2639	2984
2022 SAFMR Payment Standard Schedule (Proposed)							
Group 1	608	713	865	1112	1368	1573	1778
Group 2	642	756	917	1183	1460	1679	1898
Group 3	722	846	1026	1321	1625	1868	2112
Group 4	780	922	1117	1435	1772	2038	2303
Group 5	827	970	1180	1530	1900	2185	2470

SAN ANTONIO HOUSING AUTHORITY**December 2, 2021**

Group 6	884	1045	1264	1625	2005	2305	2606
Group 7	941	1112	1349	1739	2140	2461	2782
Group 8	988	1159	1406	1815	2233	2567	2902
Group 9	1088	1278	1554	2000	2466	2836	3205
Group 10	1159	1368	1658	2138	2632	3026	3421

SUMMARY:

On November 16, 2016, the U.S. Department of Housing and Urban Development (HUD) published the Small Area Fair Market Rents (SAFMR) Final Rule, which provides that designated Public Housing Agencies (PHAs) will use SAFMRs to determine Housing Choice Voucher (HCV) payment standards in lieu of using the annually published Metropolitan Fair Market Rents (MAFMR) schedule. Payment standard is defined as “the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)]. HUD permits the housing authority to establish a payment standard amount for each unit size at any level between 90% and 110%—referred to as the “basic range”—of the FMR for the unit size [24 CFR 982.503(b)(1)(i)].

On January 17, 2018, HUD issued PIH Notice 2018-01 which required implementation of SAFMRs by April 1, 2018. SAHA submitted a waiver to HUD through SAHA’s FY2018-19 Moving to Work (MTW) Annual Plan requesting a delay in implementation for July 1, 2018. Using the MTW waiver, SAHA implemented SAFMRs through a Phase-In approach with two tiers of payment standards in Phase I effective July 1, 2018. This MTW activity also allows SAHA to set the payment standard outside of the 90 to 110% range. SAHA updated its payment standard schedule to ten zip code groups for Phase II effective January 1, 2020.

The proposed 2022 SAFMR Payment Standard Schedule, included in the table above, shows an increase in payment standards across all zip code groups and bedroom sizes. The increases vary by unit size from \$81.00 (Group 2, 1 BR) to \$479.00 (Group 9, 6BR). Staff believe that these increases are consistent with today’s current market trends and will expand housing opportunities for our families. With these increases, staff has estimated that a total of \$593,108.00 in additional Housing Assistance Payments will be paid out each month after full implementation.

The proposed payment standards for 2022 will be effective for all vouchers issued after January 1, 2022, and all recertifications with an effective date of March 1, 2022 or later.

STRATEGIC OUTCOME:

SAHA residents have a sufficient supply of affordable housing options.

ATTACHMENTS:

Resolution 6189
Presentation

**San Antonio Housing Authority
Resolution 6189**

RESOLUTION 6189, APPROVING THE 2022 SMALL AREA FAIR MARKET RENT PAYMENT STANDARD SCHEDULE

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) annually establishes fair market rents (FMRs) for each area in the United States; and

WHEREAS, HUD requires SAHA to establish voucher payment standards for each unit size; and

WHEREAS, SAHA staff request authorization to establish the 2022 Small Area Fair Market (SAFMR) Payment Standard Schedule at the proposed amounts in order to ensure payment standards are compliant with federal regulations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of San Antonio Housing Authority, hereby approves:

Resolution 6189, approving the 2022 SAFMR Payment Standard Schedule to be effective for all vouchers issued after January 1, 2022, and later and recertifications effective March 1, 2022 and later.

Table 1. Proposed 2021 SAFMR Payment Standards

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
Group 1	608	713	865	1112	1368	1573	1778
Group 2	642	756	917	1183	1460	1679	1898
Group 3	722	846	1026	1321	1625	1868	2112
Group 4	780	922	1117	1435	1772	2038	2303
Group 5	827	970	1180	1530	1900	2185	2470
Group 6	884	1045	1264	1625	2005	2305	2606
Group 7	941	1112	1349	1739	2140	2461	2782
Group 8	988	1159	1406	1815	2233	2567	2902
Group 9	1088	1278	1554	2000	2466	2836	3205
Group 10	1159	1368	1658	2138	2632	3026	3421

Passed and approved the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO



2022 PROPOSED PAYMENT STANDARDS

December 2, 2021

2022 SMALL AREA FAIR MARKET RENT (SAFMR) PAYMENT STANDARDS

BACKGROUND

Payment Standards

3

- SAHA is an SAFMR-designated PHA, meaning required to use **Small Area Fair Market Rent (SAFMR)** to determine Housing Choice Voucher (HCV) payment standards
- **Payment Standard:** The maximum subsidy for a family assisted in the voucher program (before deducting the total tenant payment by the family)

BACKGROUND

SAFMR Policy

4

- Using MTW Activity FY 2019-01, SAHA implemented SAFMRs through a phase-in approach with **two tiers of payment standards** effective July 1, 2018
- SAHA updated its payment standard schedule to **10 zip code groups** for Phase II effective January 1, 2020
- The proposed 2022 Payment Standard Schedule will be effective for all **vouchers issued after January 1, 2022 and later** and **recertifications effective March 1, 2022 and later**

2022 SAFMR PAYMENT STANDARDS

5

	0 BR	1 BR	2 BR	3 BR	4 BR	5BR	6BR
Current Payment Standards							
Group 1	477	576	711	936	1134	1304	1474
Group 10	972	1161	1431	1854	2295	2639	2984
2022 Proposed Payment Standards							
Group 1	608	713	865	1112	1368	1573	1778
Group 10	1159	1368	1658	2138	2632	3026	3421

FINANCIAL IMPACT

6

- There is an estimated monthly impact on the current Annual Housing Assistance Payment Contract of **\$593,108.00** or a **7.7% increase**

PROPOSED 2022 PROJECT-BASED VOUCHER (PBV) PAYMENT STANDARDS

BACKGROUND

Project-Based Voucher MTW Exceptions

8

- In November 2016, the Small Area Fair Market Rent (SAFMR) Final Rule (Federal Register Notice FR-5855-F-03) mandated certain metropolitan areas, including the San Antonio-New Braunfels metro area, to use SAFMRs in the Housing Choice Voucher (HCV) program
- The Final Rule **provided an exception for project-based vouchers**, allowing PHAs the option to apply SAFMRs to PBV developments. **SAHA elected not to apply SAFMRs to PBV developments**

2022 PBV PAYMENT STANDARDS

9

	0 BR	1 BR	2 BR	3 BR	4 BR	5BR	6BR
Current Payment Standards							
YR 2021	685	821	1003	1301	1614	1856	2098
Proposed Payment Standards							
YR 2022	734	865	1049	1350	1664	1913	2164

FINANCIAL IMPACT

10

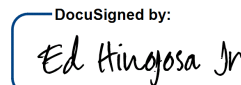
- There is an estimated impact on the current Annual Housing Assistance Payment Contract of **\$22,854.00 or a 9.9% increase**


QUESTIONS?

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

BOARD OF COMMISSIONERS
Regular Board Meeting**RESOLUTION 6190, APPROVING THE PAYMENT STANDARD SCHEDULE AT 90% OF FAIR MARKET RENTS FOR THE PROJECT-BASED VOUCHER PROGRAM**

DocuSigned by:

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Ed Hinojosa, Jr.
 President and CEO

DocuSigned by:

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Brandee Perez
 Chief Operating Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6190, approving the Payment Standard Schedule at 90% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program.

FINANCIAL IMPACT:

There is an estimated impact on the current Annual Housing Assistance Payment Contract of \$22,854.00 or a 9.9% increase.

Table 1. SAHA Payment Standard and HUD Fair Market Rent Comparison

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2022 Payment Standard Schedule (Proposed)	734	865	1049	1350	1664	1913	2164
2022 HUD Fair Market Rents	815	961	1165	1500	1849	2126	2404
Percentage of FMR	90%	90%	90%	90%	90%	90%	90%
2021 Proposed Payment Standard Schedule (Current)	685	821	1003	1301	1614	1856	2098
2021 HUD Fair Market Rents	761	912	1114	1446	1793	2062	2331
Percentage of FMR	90%	90%	90%	90%	90%	90%	90%

SUMMARY:

The U.S. Department of Housing and Urban Development (HUD) publishes Fair Market Rents (FMRs) annually for each area of the United States and requires each housing authority to adopt a payment standard schedule for each FMR area in its jurisdiction. Payment standard is defined as “the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)]. HUD permits the housing authority to establish a payment standard amount for each unit size at any level between 90% and 110%—referred to as the “basic range”—of the FMR for the unit size [24 CFR 982.503(b)(1)(i)].

In November 2016, the Small Area Fair Market Rent (SAFMR) Final Rule (Federal Register Notice FR-5855-F-03) mandated certain metropolitan areas, including the San Antonio-New Braunfels metro area, to use SAFMRs in the Housing Choice Voucher (HCV) program. The Final Rule provided an exception for project-based vouchers, allowing PHAs the option to apply SAFMRs to PBV developments. SAHA elected not to apply SAFMRs to PBV developments.

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

In August 2021, HUD published the 2022 FMRs. HUD allows housing authorities to establish the payment standard amounts at any level between 90% and 110% of the published FMR. The 2022 FMRs represent an across-the-board increase for the San Antonio-New Braunfels Metropolitan Statistical Area (MSA). Staff believe that these increases are consistent with today's current market trends and will expand the housing opportunities for our program participants.

The proposed payment standards for 2022 will be effective for all vouchers issued after January 1, 2022, and all recertifications with an effective date of March 1, 2022 or later.

STRATEGIC OUTCOME:

SAHA residents have a sufficient supply of affordable housing options.

ATTACHMENTS:

Resolution 6190

**San Antonio Housing Authority
Resolution 6190**

RESOLUTION 6190, APPROVING THE PAYMENT STANDARD SCHEDULE AT 90% OF FAIR MARKET RENTS FOR THE PROJECT-BASED VOUCHER PROGRAM

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) annually establishes fair market rents (FMRs) for each area in the United States; and

WHEREAS, HUD requires the Public Housing Authority to establish voucher payment standards for each unit size; and

WHEREAS, SAHA staff request authorization to establish payment standards at 90% of the 2022 FMR schedule, in order to ensure the current payment standard schedule is compliant with federal regulations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of San Antonio Housing Authority, hereby approves:

Resolution 6190, approving the Payment Standard Schedule at 90% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program

Table 1. SAHA Payment Standard and HUD Fair Market Rent Comparison

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2022 Proposed Payment Standard Schedule	734	865	1049	1350	1664	1913	2164
2022 HUD Fair Market Rents	815	961	1165	1500	1849	2126	2404
Percentage of FMR	90%	90%	90%	90%	90%	90%	90%

Passed and approved on the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:


Ed Hinojosa, Jr.
President and CEO


SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

BOARD OF COMMISSIONERS
Regular Board Meeting

RESOLUTION 6187, AUTHORIZING THE AWARD OF A CONTRACT FOR LEGAL SERVICES SPECIAL COUNSEL FOR BOARD MATTERS TO ESCAMILLA & PONECK, LLP FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$125,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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Ed Hinojosa, Jr.
 President and CEO

DocuSigned by:

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George Ayala
 Director of Procurement

DocuSigned by:

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Timothy E. Alcott
 Chief Real Estate and
 Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6187, authorizing the award of a contract for Legal Services Special Counsel for Board Matters to Escamilla & Poneck, LLP for an annual cumulative amount not to exceed \$125,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for Legal Services for Special Counsel for Board Matters is not expected to exceed an annual cumulative amount of \$125,000.00, and will be funded through the approved operating budget or available reserves.

SUMMARY:

SAHA requires as-needed legal services for the Board of Commissioners of the San Antonio Housing Authority. The firm will provide services in areas to include, but not limited to: advising on legal matters and drafting documents as required; responding to open records and meeting issues; providing advice on governance and related issues; providing other legal services as requested by SAHA; and attending all regular board and committee meetings as well as special meetings as required.

On August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 68 firms. A total of nine responses were received in response to this solicitation, of which one law firm expressed interest in providing services in the area of special counsel for Board matters. The proposal will be provided to the Commissioners at the November 18, 2021 Operations and Real Estate Committee Meeting. The Commissioners will be asked to evaluate the proposal based on qualifications and experience, price, and strength of Section 3 and SWMBE Plan.

The Board is scheduled to announce their decision at the November 18, 2021, Operations and Real Estate Committee meeting. Final approval will be obtained at the December 2, 2021, Regular Board of Commissioners meeting.

SAN ANTONIO HOUSING AUTHORITY

December 2, 2021

CONTRACT OVERSIGHT:

Contract oversight will be provided by Timothy E. Alcott, Chief Real Estate and Asset Management Officer, who will monitor the vendor's adherence to contract requirements and performance.

STRATEGIC OUTCOME:

Supports all strategic outcomes.

ATTACHMENTS:

Resolution 6187

Scoring Matrix

Advertisement List

**San Antonio Housing Authority
Resolution 6187**

RESOLUTION 6187, AUTHORIZING THE AWARD OF A CONTRACT FOR LEGAL SERVICES SPECIAL COUNSEL FOR BOARD MATTERS TO ESCAMILLA & PONECK, LLP FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$125,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on August 25, 2021, SAHA issued a Request for Proposals #2108-5136 for Legal Services that closed on September 22, 2021; and

WHEREAS, a total of nine responses were received in response to this solicitation, of which one law firm expressed interest in providing services in the area of special counsel for Board matters; and

WHEREAS, the proposal has been provided to the Commissioners at the November 18, 2021, Operations and Real Estate Committee Meeting; and

WHEREAS, the cost for legal services for Special Counsel for Board Matters is not expected to exceed an annual cumulative amount of \$125,000.00 and will be funded through the approved operating budget or available reserves; 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 San Antonio Housing Authority, hereby:

- 1) Approves Resolution 6187, authorizing the award of a contract for Legal Services Special Counsel for Board Matters to Escamilla & Poneck, LLP for an annual cumulative amount not to exceed \$125,000.00; for a period of one year with the option to renew up to four additional one-year terms.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved on the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO



San Antonio Housing Authority
RFQ# 2108-5136 - Legal Services
Scoring Summary

	Total	Respondent's Qualifications and Experience	Price proposal	S/W/MBE Utilization and Section 3 Plans
Firm	/ 100 pts	/ 75 pts	/ 20 pts	/ 5 pts
Coats Rose, P.C.	93.94	75	14.94	4
Clark Hill	90.42	75	12.42	3
Bracewell LLP	87.94	75	9.44	3.5
Langley & Banack, Inc.	83.5	60	20	3.5
Escamilla & Poneck, LLP *	83.5	60	20	3.5
Hawkins Delafield & Wood LLP	81.72	67.5	14.22	0
Germer, PLLC	79.86	60	16.86	3
Locke Lord LLP	79.08	67.5	9.077	2.5
Fulton Strahan Law Group, PLLC	67.03	45	19.03	3

* Firm has indicated a preference to provide Special Counsel for Board Matters

Advertisement List
Solicitation # 2108-5136
Solicitation Title: Legal Services

	Email Address or Domain Name	Date Invited
1	admin@sawomenschamber.org	Aug 26th 2021, 1:56 PM CDT
2	admin@vxmlaw.com	Aug 26th 2021, 9:59 AM CDT
3	al@southsa.org	Aug 26th 2021, 1:56 PM CDT
4	amanda.buzanowski@ashurst.com	Aug 26th 2021, 9:59 AM CDT
5	aodom@bickerstaff.com	Aug 26th 2021, 9:59 AM CDT
6	aperez@splawpllc.com	Aug 26th 2021, 9:59 AM CDT
7	attorneysmallen@gmail.com	Aug 26th 2021, 9:59 AM CDT
8	BIDDINGLISTS@LGBS.COM	Aug 26th 2021, 9:59 AM CDT
9	bids@wbea-texas.org	Aug 26th 2021, 1:56 PM CDT
10	blackchamber@aol.com	Aug 26th 2021, 1:56 PM CDT
11	briannad@sahcc.org	Aug 26th 2021, 1:56 PM CDT
12	briewe@riewelaw.com	Aug 26th 2021, 9:59 AM CDT
13	camisha@simmonslegal.solutions	Aug 26th 2021, 9:59 AM CDT
14	cfuller@fullerlaw.org	Aug 26th 2021, 9:59 AM CDT
15	DDorsey@hawkins.com	Aug 26th 2021, 9:59 AM CDT
16	deon@warnerandassociates.com	Aug 26th 2021, 9:59 AM CDT
17	dmjamesjd@aol.com	Aug 26th 2021, 9:59 AM CDT
18	donna@dgdlawfirm.com	Aug 26th 2021, 9:59 AM CDT
19	dpetersen@sachamber.org	Aug 26th 2021, 1:56 PM CDT
20	droby@jsslaw.com	Aug 26th 2021, 9:59 AM CDT
21	ecallender@callender-law.com	Aug 26th 2021, 9:59 AM CDT
22	eflores@chalkerflores.com	Aug 26th 2021, 9:59 AM CDT
23	elva.adams@wellsfargo.com	Aug 26th 2021, 1:56 PM CDT
24	EMAIL@MEDINALAW.US	Aug 26th 2021, 9:59 AM CDT
25	framirez@ramirezassociates.com	Aug 26th 2021, 9:59 AM CDT
26	gabrielle@smsdc.org	Aug 26th 2021, 1:56 PM CDT
27	Glassman@BallardSpahr.com	Aug 26th 2021, 9:59 AM CDT
28	gpierce@gpiercelaw.com	Aug 26th 2021, 9:59 AM CDT
29	guyh@hbslawyers.com	Aug 26th 2021, 9:59 AM CDT
30	hollis@rutledge-associates.com	Aug 26th 2021, 9:59 AM CDT
31	info@alamocitychamber.org	Aug 26th 2021, 1:56 PM CDT
32	info@westsachamber.org	Aug 26th 2021, 1:56 PM CDT
33	isidore@yudellisidore.com	Aug 26th 2021, 9:59 AM CDT
34	Jacqueline.Jackson@utsa.edu	Aug 26th 2021, 1:56 PM CDT
35	JAMIE@FERRERFIRM.COM	Aug 26th 2021, 9:59 AM CDT
36	jean@daviskaufman.com	Aug 26th 2021, 9:59 AM CDT
37	jeff@agfirm.net	Aug 26th 2021, 9:59 AM CDT
38	jennifer.mort@utsa.edu	Aug 26th 2021, 1:56 PM CDT
39	jing.hao@gsaccc.org	Aug 26th 2021, 1:56 PM CDT
40	jking@kingsommer.com	Aug 26th 2021, 9:59 AM CDT
41	jls@jlsalazar.com	Aug 26th 2021, 9:59 AM CDT
42	jmcanelly@law-crg.com	Aug 26th 2021, 9:59 AM CDT


43	jmonty@montyramirezlaw.com	Aug 26th 2021, 9:59 AM CDT
44	joann.h2O@gmail.com	Aug 26th 2021, 9:59 AM CDT
45	julie@westsachamber.org	Aug 26th 2021, 1:56 PM CDT
46	katrinagrider@sbcglobal.net	Aug 26th 2021, 9:59 AM CDT
47	kwillis@thewillislawgroup.com	Aug 26th 2021, 9:59 AM CDT
48	leads@ywcass.com	Aug 26th 2021, 9:59 AM CDT
49	lynettefons@comcast.net	Aug 26th 2021, 9:59 AM CDT
50	mariyaf@sahcc.org	Aug 26th 2021, 1:56 PM CDT
51	mdrankoski@gardere.com	Aug 26th 2021, 9:59 AM CDT
52	meredya@rgrdlaw.com	Aug 26th 2021, 9:59 AM CDT
53	mrobles@gdhm.com	Aug 26th 2021, 9:59 AM CDT
54	nlynch@lynchlf.com	Aug 26th 2021, 9:59 AM CDT
55	orestes.hubbard@utsa.edu	Aug 26th 2021, 1:56 PM CDT
56	pangenend@aallawfirm.net	Aug 26th 2021, 9:59 AM CDT
57	ptac@utsa.edu	Aug 26th 2021, 1:56 PM CDT
58	robert@wnrlaw.com	Aug 26th 2021, 9:59 AM CDT
59	RSolomon@hawkins.com	Aug 26th 2021, 9:59 AM CDT
60	rstroud@thestroutfirm.com	Aug 26th 2021, 9:59 AM CDT
61	sesalch@cb-firm.com	Aug 26th 2021, 9:59 AM CDT
62	sharon@texasmunicipallawyers.com	Aug 26th 2021, 9:59 AM CDT
63	smsdc@smsdc.org	Aug 26th 2021, 1:56 PM CDT
64	supplier@inventiveiplaw.com	Aug 26th 2021, 9:59 AM CDT
65	swallace@nixonpeabody.com	Aug 26th 2021, 9:59 AM CDT
66	swetsch@flash.net	Aug 26th 2021, 9:59 AM CDT
67	swhigham@mvalaw.com	Aug 26th 2021, 9:59 AM CDT
68	weltonlaw@gmail.com	Aug 26th 2021, 9:59 AM CDT

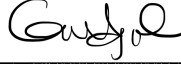
SAN ANTONIO HOUSING AUTHORITY

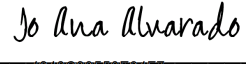
December 2, 2021

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6194, AUTHORIZING THE AWARD OF A CONTRACT FOR THE BROADBAND INSTALLATION AND SERVICES PORTION OF THE WIFI EXPANSION PROJECT TO GET WIRELESS, INC. DBA DOJO NETWORKS FOR A PERIOD OF THREE YEARS FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$417,744.00 FOR YEAR ONE AND AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$323,994.00 FOR YEAR TWO AND FOR YEAR THREE

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Ed Hinojosa, Jr.
 President and CEO

DocuSigned by:

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George Ayala
 Director of Procurement

DocuSigned by:

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Jo Ana Alvarado
 Director of Innovative
 Technology

REQUESTED ACTION:

Consideration and approval regarding Resolution 6194, authorizing the award of a contract for the broadband installation and services portion of the wifi expansion project to get Wireless, Inc. DBA Dojo Networks for a period of three years for an annual cumulative amount not to exceed \$417,744.00 for year one and an annual cumulative amount not to exceed \$323,994.00 for year two and for year three.

FINANCIAL IMPACT:

The current award recommendation for the broadband installation and services portion of the WiFi Expansion Project is not expected to exceed an annual cumulative amount of \$417,744.00 for year one to include the cost for the equipment required for the installation and connectivity to the WiFi infrastructure and an annual cumulative amount of \$323,994.00 for year two and year three for delivery of bandwidth to meet the needs of Public Housing and Beacon Communities. The award recommendation for each year includes a 25% contingency that will only be used, if necessary. This project will be funded with operating reserves and MTW funds designated for the WiFi Expansion Project.

SUMMARY:

SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi to deliver Public Wireless (WiFi) access and connectivity to any device by saturating and distributing the signal with possible access from within the resident's home.

SAHA has awarded contracts for the WiFi equipment that is required to build the WiFi infrastructure and the cabling, mounting, and electrical portions of this project. SAHA requires both coax and fiber bandwidth installation to support the diverse Public Housing and Beacon Communities portfolios.

SAN ANTONIO HOUSING AUTHORITY**December 2, 2021**

SAHA received Board approval on August 5, 2021 (Resolution 6158) to award contracts to two vendors for broadband (bandwidth) installation and services. This approval included 19 fiber properties awarded to one vendor and 10 fiber and 40 coax properties awarded to a second vendor. On October 22, 2021, we received notification from the vendor awarded the 10 fiber and 40 coax properties of their intent to withdraw their response to the RFP. Therefore, SAHA is requesting approval to re-award this portion of the project to the next highest rated proposer, Get Wireless, Inc. DBA Dojo Networks.

Dojo Networks, a division of Get Wireless, Inc., began as an Internet service provider (ISP) in 1996. They are headquartered in State College, Pennsylvania. This vendor is a provider of high-speed data services to include bulk internet and managed WiFi, bulk video/TV services, access control and security systems, and smartphone apps for smart apartment control. Their focus is on providing its services to multi-dwelling units to include student housing, low income housing, senior housing, condominiums, multi-family housing, and HomeOwner Associations (HOAs). They have worked with the New York City Housing Authority.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Jo Ana Alvarado, Director of Innovative Technology, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to monitor compliance with the vendor's Section 3 and SWMBE subcontractor good faith utilization plans.

RESIDENT-FOCUSED OUTCOMES:

SAHA residents have access to affordable utilities.

ATTACHMENTS:

Resolution 6194
Scoring Matrix
Advertisement List

**San Antonio Housing Authority
Resolution 6194**

RESOLUTION 6194, AUTHORIZING THE AWARD OF A CONTRACT FOR THE BROADBAND INSTALLATION AND SERVICES PORTION OF THE WIFI EXPANSION PROJECT TO GET WIRELESS, INC. DBA DOJO NETWORKS FOR A PERIOD OF THREE YEARS FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$417,744.00 FOR YEAR ONE AND AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$323,994.00 FOR YEAR TWO AND FOR YEAR THREE

WHEREAS, SAHA received Board approval on August 5, 2021 (Resolution 6158) to award contracts to two vendors for broadband (bandwidth) installation and services. This approval included 19 fiber properties awarded to one vendor and 10 fiber and 40 coax properties awarded to a second vendor; and

WHEREAS, on October 22, 2021, we received notification from the vendor awarded the 10 fiber and 40 coax properties of their intent to withdraw their response to the RFP; and

WHEREAS, staff is requesting approval to re-award this portion of the project to the next highest rated proposer, Get Wireless, Inc. DBA Dojo Networks; and

WHEREAS, the current award recommendation for the broadband installation and services portion of the WiFi Expansion Project is not expected to exceed an annual cumulative amount of \$417,744.00 for year one to include the cost for the equipment required for the installation and connectivity to the WiFi infrastructure and an annual cumulative amount of \$323,994.00 for year two and year three for delivery of bandwidth to meet the needs of Public Housing and Beacon Communities. The award recommendation for each year includes a 25% contingency that will only be used, if necessary. This project will be funded with operating reserves and MTW funds designated for the WiFi Expansion Project; 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 San Antonio Housing Authority, hereby:

- 1) Approves Resolution 6194, authorizing the award of a contract for the broadband installation and services portion of the wifi expansion project to get Wireless, Inc. DBA Dojo Networks for a period of three years for an annual cumulative amount not to exceed \$417,744.00 for year one and an annual cumulative amount not to exceed \$323,994.00 for year two and for year three..
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved on the 2nd day of December 2021.

Ana M. "Cha" Guzman
Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.
President and CEO

Scoring Matrix

Broadband Installation & Services WiFi Expansion Project

2105-838-33-5130

Supplier	Total / 100 pts	Experience / 30 pts	Project / 35 pts	Price Proposal / 25 pts	Strength of the / 5 pts	Strength of the / 5 pts
Spectrum Enterprise	74.98	30	28	16.98	0	0
Grande Communications	81.00	28	28	25	0	0
Get Wireless, Inc	59.99	18	23.33	13.32	2.67	2.67

Advertisement List
Solicitation #2105-838-33-5130
Broadband Installation & Services WiFi Expansion Project

Associations /Vendors	Contact Name	Email	Notes
Direct Solicits as of 5/11/2021			
	HUBS on CMBL		
ARTCOM ASSOCIATES, INC.	Lori Ann Flores	accounting@artcomtx.com	210-684-8877
FIOSTA TECHNOLOGIES, LLC	Dave Cruz	bids@fiosta.com	210-816-3756
FIVE STAR TECH LTD. CO.	Katrina Greiner	kgreiner@fivestartechltd.com	210-468-0106
GLOBALSCOPE COMMUNICATIONS CORPORATION	Pres./Isabel Gonzaba	igonzaba@gscorp.com	210-321-3700
TERO TECHNOLOGIES, INC.	Robin Portenier	rlp@terousa.com	210-967-4900
	Section 3 Bidders		
		None	
	Direct Solicits		
AT&T		sc5467@att.com tm5462@att.com jh1394@att.com	
VIA Technologies	Manuel	manuelv@800viatech.com fmay@800viatech.com	
Spectrum Enterprises	Chad Scott	Chad.Scott@charter.com	
Grande Communications	Steven Davis	stephen.davis@mygrande.com	
Verizon Business Network Services,	Craig shinn	craig.shinn@verizon.com	
DoJo Networks		matthew.leff@dojonetworks.com	
Lumen		mark.strobel@lumen.com	
One 5 Solutions	Lou Martinez	lou@one5solutions.com	
Allot	Alain Amar	aamar@allot.com	
Consolidated Installation Support, LLC		joe@vetcis.com	210-387-0097
Barton Logistics	Austen Hardy	Austin.Hardy@bartonlogistics.com	
DoJo Networks		matthew.leff@dojonetworks.com	
Lakeway Security	Jesse	jesse@lakewaysecurity.com	
RX-Technology		sherik@rx-tech.com	



PRESIDENT'S REPORT

DECEMBER 2021

WINTER HOLIDAY CLOSURE

In observance of the winter holidays, all SAHA offices are closed on December 23, 2021, through January 2, 2022. Normal business hours will resume on Monday, January 3, 2022.

HOUSING POWER HOUR: SAHA 101

SAHA held a hybrid Housing Power Hour briefing on November 30 to provide a SAHA 101 overview to discuss how emerging financial resources are crucial to creating affordable housing options available for families making less than 30% of the area median income, supplement limited existing funding sources, counter funding challenges, and help SAHA move the needle to increase public housing assistance and affordable housing for the most vulnerable in the city.

UNITED WAY CAMPAIGN

The 2021 United Way Campaign has come to a close, and we watched the organization come together for the greater good of San Antonio. Collectively, we raised \$8,894.00 for nonprofit organizations who are helping some of the most vulnerable communities.

“WHAT ARE YOU MOST THANKFUL FOR?” RESIDENT CAMPAIGN

The Thanksgiving holiday is the perfect time to reflect on what matters most and to give thanks. To help spread holiday cheer with residents, SAHA invited residents to share what they were most thankful for and featured 88 submissions on social media during the week of the holiday.





JOINING FORCES TO ADMINISTER VACCINES

San Antonio Metro Health stopped by the Central Office to administer free COVID and flu vaccines to all staff on November 16. Metro Health representatives assisted staff wishing to receive a vaccine with paperwork and answered questions. Staff also received SAHA swag bags filled with giveaways.



HONORING SAHA'S BRAVEST EMPLOYEES

SAHA held a special Veterans Day Luncheon on November 10 to honor and commemorate all the brave men and women who have selflessly served our country. Veterans enjoyed a complimentary home-style barbecue meal, All-American trimmings, and dessert, while taking a walk down memory lane with veterans who shared photos from their active duty.





REVERSE TRUNK OR TREAT AT HIGHVIEW

Residents at Highview celebrated Halloween during a Reverse Trunk-or-Treat on October 20. Families were all smiles as SAHA staff and San Antonio for Growth on the Eastside (SAGE) and other partners delivered Halloween treats door-to-door.



VILLA TRANCHESE COSTUME CONTEST

A live band, food, and fun activities brought out the spookiest friends from Villa Tranchese during a Halloween Costume Contest on October 29. Witches, cats, clowns, and other characters were out and about on property in high spirits too.





SPOOKY BUILDING TALENT FOUNDATION COMMUNITY JOB FAIR

SAHA hosted a Community Job Fair with the Building Talent Foundation on October 27 to recruit SAHA residents for open construction and trade positions. Building Talent invited prospective employers to speak and engage with residents interested in pursuing trade careers. Hosted only a few days before Halloween, the Job Fair had a spooky twist with goodies for children who are in attendance with their family.



RESIDENT CELEBRATES CENTENNIAL BIRTHDAY

The love of nine children, 24 grandchildren, 33 great-grandchildren, and five great-great-grandchildren is the secret to 100 years of life for Araminta Paiz. Araminta made a wish on one candle symbolizing 100 years of memories, dreams, and accomplishments during her birthday celebration at O.P. Schnabel with close friends and family.





MAKING AN IMPACT THROUGH STORYTELLING

ConnectHomeSA AmeriCorps VISTA, Antoinette Lakey, does more for residents beyond bridging the digital divide. The superstar also spends her time sharing stories and dressing as fictional characters in handmade costumes with the San Antonio African American Community Archive & Museum (SAAACAM). With her background in storytelling, Lakey hopes to combine her two loves — digital literacy and storytelling.



SAHA BOARD OF COMMISSIONERS 2022 CALENDAR

The SAHA Board of Commissioners are scheduled to conduct 28 meetings in the proposed 2022 calendar, including monthly regular scheduled board meetings and Finance Committee and Operations and Real Estate Committee meetings.

SAHA 2022 HOLIDAY AND PAY CALENDAR

SAHA will observe a total of 13 paid holidays in 2022. Additions to the holiday calendar in 2022 are Juneteenth in June and Indigenous Peoples' Day in October.

SAHA will have a total of 26 pay periods in the 2022 Payroll Calendar following a bi-weekly schedule for employees.





2022 BOARD OF COMMISSIONERS CALENDAR

JAN

JAN. 19

- 1 PM
Operations and Real Estate Committee Meeting

FEB

FEB. 2

- 1 PM
Regular Board Meeting

FEB. 16

- 1 PM
Finance Committee Meeting
- 2 PM
Operations and Real Estate Committee Meeting

MARCH

MARCH 2

- 1 PM
Regular Board Meeting

MARCH 16

- 1 PM
Operations and Real Estate Committee Meeting

APRIL

APRIL 6

- 1 PM
Regular Board Meeting

APRIL 20

- 1 PM
Operations and Real Estate Committee Meeting

MAY

MAY 4

- 1 PM
Regular Board Meeting

MAY 18

- 1 PM
Finance Committee Meeting
- 2 PM
Operations and Real Estate Committee Meeting

JUNE

JUNE 1

- 1 PM
Regular Board Meeting

JULY

JULY 20

- 1 PM
Operations and Real Estate Committee Meeting

AUG

AUG. 3

- 1 PM
Regular Board Meeting

AUG. 17

- 1 PM
Finance Committee Meeting
- 2 PM
Operations and Real Estate Committee Meeting

SEPT

SEPT. 7

- 1 PM
Regular Board Meeting

SEPT. 21

- 1 PM
Operations and Real Estate Committee Meeting

OCT

OCT. 12

- 1 PM
Regular Board Meeting

OCT. 19

- 1 PM
Operations and Real Estate Committee Meeting

NOV

NOV. 2

- 1 PM
Regular Board Meeting

NOV. 16

- 1 PM
Finance Committee Meeting
- 2 PM
Operations and Real Estate Committee Meeting

DEC

DEC. 7

- 1 PM
Regular Board Meeting

■ SAHA BOARD OF COMMISSIONERS

Dr. Ana "Cha" Guzmán, Chair • Olga Kauffman, Vice Chair
Gilbert Casillas • Dalia Contreras • Loren D. Dantzler
Gabriel Lopez • Ignacio Perez

■ FINANCE COMMITTEE

Olga Kauffman, Chair

■ OPERATIONS AND REAL ESTATE COMMITTEE

Gabriel Lopez, Chair

SAN ANTONIO HOUSING AUTHORITY 2022 HOLIDAY AND PAY CALENDAR

Jan-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	P1	15
16	H	18	19	20	21	22
23	24	25	26	27	P2	29
30	31					

Feb-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	P3	12
13	14	15	16	17	18	19
20	H	22	23	24	P4	26
27	28					

Mar-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	P5	12
13	14	15	16	17	18	19
20	21	22	23	24	P6	26
27	28	29	30	31		

Apr-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	P7	H	9
10	11	12	13	14	15	16
17	18	19	20	21	P8	23
24	25	26	27	28	29	30

May-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	P9	7
8	9	10	11	12	13	14
15	16	17	18	19	P10	21
22	23	24	25	26	27	28
29	H	31				

Jun-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1	2	P11	4
5	6	7	8	9	10	11
12	13	14	15	16	P12	18
19	H	21	22	23	24	25
26	27	28	29	30		

Jul-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
					P13	2
3	H	5	6	7	8	9
10	11	12	13	14	P14	16
17	18	19	20	21	22	23
24	25	26	27	28	P15	30
31						

Aug-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	P16	13
14	15	16	17	18	19	20
21	22	23	24	25	P17	27
28	29	30	31			

Sep-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	H	6	7	8	P18	10
11	12	13	14	15	16	17
18	19	20	21	22	P19	24
25	26	27	28	29	30	

Oct-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	P20	8
9	H	11	12	13	14	15
16	17	18	19	20	P21	22
23	24	25	26	27	28	29
30	31					

Nov-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	P22	5
6	7	8	9	10	H	12
13	14	15	16	17	P23	19
20	21	22	23	H	H	26
27	28	29	30			

Dec-22						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	P24	3
4	5	6	7	8	9	10
11	12	13	14	15	P25	17
18	19	20	21	22	H	24
25	H	27	28	29	P26	31

- 1 January 17, 2022 - Martin Luther King Jr. Day (Mon)
- 2 February 21, 2022 - President's Day (Mon)
- 3 April 8, 2022 - Battle of the Flowers (Fri)
- 4 May 30, 2022 - Memorial Day (Mon)
- 5 June 20, 2022 - Juneteenth (Mon)
- 6 July 4, 2022 - Fourth of July (Mon)
- 7 September 5, 2022 - Labor Day (Mon)

- 8 October 10, 2022 - Indigenous Peoples' Day (Mon)
- 9 November 11, 2022 - Veterans Day (Fri)
- 10 November 24, 2022 - Thanksgiving (Thur)
- 11 November 25, 2022 - Day After Thanksgiving (Fri)
- 12 December 23, 2022 - Christmas Eve Day (Fri)
- 13 December 26, 2022 - Christmas Day (Mon)

Holiday Closure PTO: 12/27, 12/28, 12/29, and 12/30