

Westside Development Corporation
Executive Committee Meeting Agenda
2300 W. Commerce St., San Antonio, TX 78207
4:00 p.m., Wednesday, August 19, 2015

Board of Directors

Janie Barrera
(Financial Institution)

Joseph A. Carreon
(Resident)

Emilio Castro
(San Antonio ISD)

Dr. Jose Cervantes
(Edgewood ISD)

Theresa De La Haya
(University Hospital System)

Mark Hernandez
(Small Business)

Christopher Martinez
(Small Business)

Jason Mata
(Resident)

Dr. Thomas Mengler
(St. Mary's University)

Stephen O'Donnell
(Large Business)

Rod Radle
(Housing)

Donald Rattan
(Small Business)

Dan Yoxall
(Our Lady of the Lake
University)

Dr. Jesse Zapata
(UTSA – Downtown)

Ex-Officio

Roberto C. Treviño
City Councilmember
District 1

Shirley Gonzales
City Councilmember
District 5

Ray Lopez
City Councilmember
District 6

Cris Medina
City Councilmember
District 7

Staff

Leonard B. Rodriguez
President

Jocelyn A. Van Coney
Program Manager

Martin Herrera
Special Projects

Committee Members Present:

Janie Barrera

Chris Martinez

Steve O'Donnell

Mac Rattan

Jesse Zapata

Staff and Guests Present:

Leonard B. Rodriguez, President

Jocelyn A. Van Coney, Program Manager

Martin Herrera, Operations/Special Projects

Frank Garza, General Counsel

Citizens to be heard.

Discussion / Action Items

1. APPROVAL OF MINUTES FOR THE MEETING OF JUNE 17, 2015.

Dr. Zapata moved to approve the minutes without amendment. Mr. O'Donnell provided a second. Motion carried.

2. DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAN ANTONIO, EDGEWOOD INDEPENDENT SCHOOL DISTRICT, ALAMO COLLEGES AND THE WESTSIDE DEVELOPMENT CORPORATION FOR CAPITAL IMPROVEMENTS AT THE WESTSIDE EDUCATION AND TRAINING CENTER.

Mr. Garza briefed the committee on the current status of negotiations and proposed changes to the agreement since the last briefing; specifically, 1.) Compliance with the City of San Antonio (COSA) SBEDA requirements for the \$500,000 portion of COSA funding and, 2.) Identification of funds for the balance of Tier I improvements. It is anticipated that this will be the final version for the board to consider at the regular meeting of August 26. The committee then asked Mr. Garza about various aspects of the agreement.

Mr. Rattan moved to recommend approval of the memorandum of agreement to the Board of Directors. Mr. O'Donnell provided a second. Motion carried.

3. DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING A FUNDING AGREEMENT WITH THE CITY OF SAN ANTONIO FOR FISCAL YEAR 2016.

Mr. Rodriguez briefed the committee on the current status of the delegate agency funding agreement with the City of San Antonio. Funding for operations and projects in fiscal year 2016 is expected to remain at the current level. There are no proposed changes to the text of the agreement from previous years.

Mr. Rattan moved to recommend to the Board of Directors, 1.) Authorization for the Project Committee to finalize a Scope of Work for fiscal year 2016 and, 2.) Authorization for the President to execute the delegate agency funding agreement with the City of San Antonio for fiscal year 2016. Ms. Barrera provided a second. Motion carried.

4. DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING PROPOSALS RECEIVED TO PROVIDE AUDITING SERVICES TO THE WESTSIDE DEVELOPMENT CORPORATION FOR FISCAL YEARS 2015 THROUGH 2017.

Mr. Herrera briefed the committee on the process that was undertaken by the staff to solicit and score bids for auditing services. After review of the proposals, the Finance Committee recommended awarding the services to the CPA firm of Leal & Carter, PC. The Executive Committee then asked questions regarding the process and scoring.

Ms. Barrera moved to recommend to the Board of Directors the selection of the CPA firm of Leal & Carter, PC to perform auditing services for fiscal year ending September 30, 2015 with two one-year options to extend. Mr. Rattan provided a second. Motion carried.

5. *STAFF PRESENTATION OF THE DRAFT ORGANIZATIONAL BUDGET FOR FISCAL YEAR 2016.*

Mr. Rodriguez briefed the committee on the initial draft of the budget for fiscal year 2016. The Committee asked questions on various components of the budget and process for approval.

The Committee agreed to refer the draft to the Finance Committee for further development and submission to the Board for final consideration at the October regular meeting.

6. *DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING A BOARD AND COMMITTEE MEETING SCHEDULE FOR FISCAL YEAR 2016.*

The Committee reviewed the proposed meeting schedule for the Board and Committees. After making minor edits to dates and location, the committee referred the item to the Board for final consideration at the October regular meeting.

Adjourn.

Westside Development Corporation Executive Committee Members

Christopher Martinez, Chair
(Small Business)

Janie Barrera
(Financial Institution)

Joseph Carreon
(Resident)

Stephen O'Donnell
(Large Business)

Donald Rattan
(Small Business)

Dr. Jesse Zapata
(UTSA-DT)