

**AUDIT & ACCOUNTABILITY COUNCIL COMMITTEE  
MEETING MINUTES  
NOVEMBER 19, 2019 at 10:00 AM  
MUNICIPAL PLAZA BUILDING**

Committee Present:	Councilmember John Courage, <i>District 9, Chair</i> Councilmember Roberto C. Treviño, <i>District 1</i> Councilmember Adriana Rocha Garcia, <i>District 4</i> Citizen Member Priscilla Soto
Committee Absent:	Citizen Member Judy Treviño
Staff Present:	Kevin Barthold, <i>City Auditor</i> ; Ryder Billo, <i>Communications Director, District 9</i> ; Laura Cedillo, <i>Assistant City Attorney</i> , Lauron Fischer, <i>City Manager's Office</i> ; Tina J. Flores, <i>Interim Deputy City Clerk, Office of the City Clerk</i> ; Ben Gorzell, Jr., <i>Chief Financial Officer</i> ; Jennifer Guerrero, <i>Assistant City Attorney</i> ; Nastasha Leach, <i>City Auditor</i> ; Shuchi Nagpal, <i>Interim Assistant Director, Economic Development Department</i> ; Ray Rodriguez, <i>Assistant City Attorney</i> ; Andy Segovia, <i>City Attorney</i> ; Gabriel Treviño, <i>Audit Manager, City Auditor's Office</i> ; Leticia M. Vacek, <i>City Clerk, Office of the City Clerk</i> ; Buddy Vargas, <i>Audit Manager, City Auditor's Office</i> ; Jameene Williams, <i>Assistant City Attorney</i> ; Scott Zimmerer, <i>Assistant City Attorney</i>
Others Present:	Ellen Berky, <i>League of Independent Voters, District 1</i> ; Linda Curtis, <i>Volunteer Director, League of Independent Voters</i> ; Reinette King, <i>NE Business Alliance</i> ; Stan Mitchell, <i>Vista Ridge Resolution Coalition</i> ; Colleen Waring, <i>Affected Landowner (Milam County), Retired Deputy City Auditor (Austin, Tx)</i>

**CALL TO ORDER**

Chairman Courage called the meeting to order.

**1. Approval of the Minutes from the Audit & Accountability Committee Meeting on October 15, 2019**

Councilmember Trevino moved to approve the Minutes of the October 15, 2019 Audit and Accountability Council Committee Meeting. Councilmember Rocha Garcia seconded the motion. The motion carried unanimously by those present.

**PUBLIC COMMENT**

Stan Mitchell stated that the City Council had the power to regulate SAWS and stated it was the duty of City Council to do so. He distributed a handout.

Colleen Waring requested that the Audit & Accountability Committee endorse the Draft Vista Ridge Resolution proposed to City Council by the Vista Ridge Resolution Coalition. She outlined and recommended a risk assessment process to prioritize the recommended audit steps. She distributed a handout.

Ellen Berky stated the City could recoup damages from misrepresentations and errors made by SAWS and for the rebuilding of the entire rate structure through Errors and Omissions Insurance. She distributed a handout.

Reinette King requested a cost-effective audit of the Vista Ridge Project on behalf of the Vista Ridge Resolution Coalition. She distributed a handout.

## **CONSENT AGENDA**

### **Pre-Solicitation High Profile Items**

- 2. Texas Certified Lead Abatement Contractor Services** [Lori Houston, *Assistant City Manager*; Verónica R. Soto, *AICP, Director, Neighborhood & Housing Services Department*]
- 3. Terminal A Renovation Phase III, Front Door Modernization at San Antonio International Airport** [Carlos Contreras, *Assistant City Manager*; Razi Hosseini, *Interim Director, Transportation & Capital Improvements*]

### **Post-Solicitation High Profile Items**

- 4. Concealable Body Armor for the San Antonio Police Department** [María Villagómez, *Deputy City Manager*; William P. McManus, *Chief of Police*]

### **Final Internal Audit Reports**

- 5. Follow-Up Audit of ITSD - Hardware & Software Lifecycle Management Process**
- 6. Audit of TCI - Public Relations & Citizen Communication**

Councilmember Rocha Garcia moved to approve Items 2 - 6. Councilmember Trevino seconded the motion. The motion carried unanimously by those present.

## **ITEMS FOR INDIVIDUAL CONSIDERATION**

### **Pre-Solicitation High Profile Briefing**

Ms. Veronica Soto presented a pre-solicitation briefing on the S. San Pedro Affordable Housing Redevelopment Project. She outlined the solicitation type to be a Request for Proposal (RFP) to be released in December 2019 for the purpose of seeking a Developer to construct a Rental Housing Development at 419 and 425 San Pedro Avenue in accordance with the Council-adopted Urban Renewal Plan. Ms. Soto outlined the solicitation scoring utilized and provided the Evaluation Criteria. She stated that the estimated value of the land was \$2 million and the eligible reimbursements from the Housing Bond was \$2 million. She noted that the housing development was proposed to be completed in 3 years, with a minimum of 50 units to be built on the one-acre site. She stated that there was the potential for the construction of a mixed used development on the site as well.

Ms. Soto reviewed the project timeline and stated that the post-solicitation evaluation would be completed on February 21, 2020; thereafter it would be presented for City Council consideration on April 16, 2020, with a contract start date of May 16, 2020.

Chairman Courage asked if standard evaluation criteria was used, or if it was customized for this particular project. He asked how this evaluation criteria varied from other similar projects. Ms. Soto replied that the evaluation criteria was based on a standard. She noted that the local preference points and Veteran Owned Small Businesses points were not applied in previous projects.

Councilmember Rocha Garcia asked what would happen if an Evaluating Voting Member was not able to participate. Ms. Soto stated that they Evaluating Voting Members were selected from the Neighborhood Improvements Advisory Committee (NIAC), as NIAC is representative of the local district. She stated that the meetings were scheduled to ensure that a NIAC member was always present. She added that the NIAC Vice Chair would be contacted to find a replacement if a member was unable to attend. She noted that NIAC Voting Members were aware of how important the evaluation process was and always made themselves available. Mr. Gorzell further clarified that it was important to maintain a consistent, start-to-finish presence of Evaluating Voting Members and should an Evaluating Voting Member be unable to fully participate in the evaluation process, then that member would have to be replaced.

Citizen Member Soto asked if the \$4 million value included land and site readiness. Ms. Soto replied until final proposals were submitted, the \$4 million Estimated Value currently consisted of \$2 million in Land Value and \$2 million in eligible reimbursements.

Chairman Courage asked how many housing units would be developed. Ms. Soto replied that the RFP proposed a minimum of 50 units in the initial plan, but the site could accommodate up to 80 or 90 units once plans were finalized.

Chairman Courage asked what the percentage of affordable units would be. Ms. Soto stated the percentage would vary depending on the number of units with the most points awarded using an income averaging approach.

No action was required for Item 7.

### **Consideration of Items for Future Meetings**

Chairman Courage requested the Audit and Accountability Committee to consider the items presented. He stated that he would ask the City Auditor, the City Attorney and the Chief Financial Officer for their input in understanding the possibilities for crafting an audit. He added that with the permission of the Audit and Accountability Committee, he may take up some of the questions and information presented today directly to the SAWS CEO, to obtain their answers to further facilitate a possible audit.


### **Adjourn**

There being no further discussion, Chairman Courage adjourned the meeting at 11:00 am.

**ATTEST:**



**John Courage, Chairman**



---

**Tina J. Flores**  
**Interim Deputy City Clerk**  
**Office of the City Clerk**