

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
ECONOMIC DEVELOPMENT DEPARTMENT**

**TO:** Mayor and City Council  
**FROM:** Ramiro A. Cavazos, Director, Economic Development Department  
**THROUGH:** Terry M. Brechtel, City Manager  
**COPIES:** J. Rolando Bono; Milo Nitschke; Andrew Cameron; Trey Jacobson; File  
**SUBJECT:** ORDINANCE APPROVING APPOINTMENTS TO THE EMPOWERMENT ZONE GOVERNANCE BOARD  
**DATE:** September 9, 2004

**SUMMARY AND RECOMMENDATIONS**

This Ordinance approves 16 two-year appointments beginning October 1, 2004 and ending September 30, 2006 to the Empowerment Zone Governance Board (EZGB) in 12 categories. Those nominated by the Economic and Human Development Committee include three Empowerment Zone residents; Nancy S. Bohman, Gloria Ramirez, and Wray C. Hood; one workforce development representative, Henry J. Rosales; one owner/manager of a small business, Janie Martinez-Gonzalez; one financial institution representative, Daniel A. Lopez; one small business lender representative, Janie Barrera; one education representative, Dr. Federico Zaragoza; and one zone community-based organization representative, Victor G. Azios. Nominated to represent the Empowerment Zone Developable Sites; one Brooks City-Base Developable Site representative, Virginia G. Cobarrubias; one Fredericksburg Road Corridor Developable site representative, Fred Andrew Simpson; one KellyUSA/Toyota Developable Site Representative, Bruce E. Miller. The Committee also nominated four other key stakeholder representatives; Ernest J. Gerlach, Priscilla J. Ingle, Sheila D. McNeil, and Humberto Ramos.

Staff recommends approval of this ordinance.

**BACKGROUND**

In January 2002, San Antonio was selected as one of eight cities nationally to receive designation as a Round III Urban Empowerment Zone from the U.S. Department of Housing and Urban Development (HUD). The Empowerment Zone program is designed to promote economic development in distressed areas by targeting federal tax incentives as catalysts for private investment by businesses that choose to locate within the Zone. Increased business development within the Zone facilitates job opportunities for EZ residents and improves access to goods and services, promoting long-term community revitalization.

The City Council approved the creation of and bylaws for the Empowerment Zone Governance board in April 2004 (Attachment A). City Council tasked the Economic and Human Development Committee to consider applicants for nomination to the Empowerment Zone Governance Board. In June 2004, the Economic and Human Development Committee met and nominated 15 of the

17 member board. Council action was postponed until such time that applications and nominations for the Fredericksburg Road Developable Site, and a large business representative could be obtained. On August 19, 2004 the Economic and Human Development Committee made final selections to forward to City Council.

### **POLICY ANALYSIS**

The City's application to HUD specified that the City would establish a Governance Board ("Board") to advise City Council and staff in the implementation of the San Antonio Empowerment Zone as required by HUD. The Board will assist in leveraging this incentive tool to achieve maximum economic benefits for zone residents and in support of the City's Strategic Plan for Enhanced Economic Development. This ordinance is a continuation of current City policy and relieves the City Council of acting as interim Governance Board.

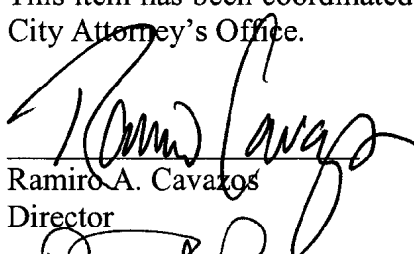
Attachment B lists all the applicants who were considered for positions on the board. The application process will remain open for a large business representative.

### **FISCAL IMPACT**

There is no fiscal implication from the approval of these nominations.

### **COORDINATION**

This item has been coordinated with the Department of Housing and Community Development, and the City Attorney's Office.

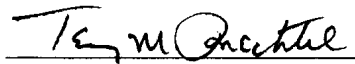


Ramiro A. Cavazos  
Director



J. Rolando Bono  
Deputy City Manager

Approved:



Terry M. Brechtel  
City Manager

**Attachment A**  
**CITY OF SAN ANTONIO EMPOWERMENT ZONE**  
**GOVERNANCE BOARD BYLAWS**

**Article I: Purpose, Powers, and Duties**

- 1.1 Purpose. The City of San Antonio Empowerment Zone Governance Board (the “Board”) shall assist and advise City Council and City staff in the implementation of the Strategic Plan for the City of San Antonio Empowerment Zone (the “Zone”).
- 1.2 Powers and Duties. The powers and duties of the Board include, but are not limited to, providing advice and assistance in the following:
- (1) the evaluation and ranking of projects eligible for Empowerment Zone Facility Bond financing;
  - (2) the prioritization and allocation of bonding capacity among eligible projects;
  - (3) the marketing of the Zone to existing and prospective business clients;
  - (4) the allocation and utilization of the allowable development acreage (2,000 acres) within the three developable sites consisting of Brooks City-Base, Fredericksburg Road Corridor and the KellyUSA/Toyota site;
  - (5) the development of strategies to utilize Zone business incentives, such as the New Markets Tax credits;
  - (6) the efficient utilization of available workforce programs to maximize job opportunities for Zone residents; and
  - (7) the provision of sufficient staff resources and funding within the City to effectively administer the Zone.

The Board, to the extent of its capacity, shall comprehensively address the issues of economic development, cultural enhancement, social stability, and general increase in employment and the quality of life for residents of the Zone.

**Article II: Focus Areas of the Board**

- 2.1 Focus. The Board shall focus on the following areas of interest:
- (1) Core Area of the Zone
  - (2) Zone Developable Sites consisting of:
    - a. KellyUSA/Toyota Site

- b. Brooks City-Base
  - c. Fredericksburg Road Business Corridor
- (3) Promoting New Development, Investment and Employment Opportunities in the Zone
  - (4) Marketing Business Tax Credits
  - (5) Establishing Performance Measures
  - (6) Monitoring Developable Acreage within the Developable Sites (Limited to 2,000 acres)

### **Article III: Board Composition, Staffing, and Advisors**

- 3.1 Appointment and Composition of the Board. The Board shall be comprised of the following seventeen (17) individuals appointed by the City Council of the City of San Antonio:
- (a) Three (3) Residents Who Have Lived in the Zone for No Less Than One (1) Year
  - (b) One (1) Representative From Workforce Development
  - (c) One (1) Owner/Manager of a Small Business Located in the Zone for No Less Than One (1) Year, Employing Less Than 500 Individuals
  - (d) One (1) Owner/Manager of a Large Business Located in the Zone for No Less Than One (1) Year, Employing 500 or More Individuals
  - (e) One (1) Financial Institution Representative
  - (f) One (1) Small Business Lender Representative
  - (g) One (1) Brooks City-Base Developable Site Representative
  - (h) One (1) Fredericksburg Road Corridor Developable Site Representative
  - (i) One (1) KellyUSA/Toyota Developable Site Representative
  - (j) One (1) Education Community Representative
  - (k) One (1) Zone Community-Based Organization Representative
  - (l) Four (4) Other Key Zone Stakeholder Representative
- 3.2 Term. Each member of the Board shall serve for a term of two (2) years and may serve no longer than three (3) consecutive two-year terms. However, in accordance with the City of San Antonio Charter, Section 160, a Board member shall continue to hold office until his/her successor is appointed and qualified.

- 3.3 Removal. Board members may be removed from the Board at the discretion of City Council and without cause.
- 3.4 Requirements. Board members shall comply with the provisions of the City of San Antonio Ethics Code and shall also file a completed Financial Disclosure Report with the Clerk of the City of San Antonio, upon appointment to the Board and annually thereafter.
- 3.5 Compensation. Board members shall serve without compensation.
- 3.6 Board Staff. The Board shall be supported by staff from the Economic Development Department of the City of San Antonio.
- 3.7 Board Advisors. The Board shall be advised by the City of San Antonio Director of Finance and the City of San Antonio Director of Housing and Community Development.

#### **Article IV. Meetings of the Board**

- 4.1 Meetings. The Board may hold meetings at such time and place as the Board may deem necessary, but shall meet no less than once a year.
- 4.2 Notice. Notice shall be given to each Board member in person, by mail, email, or telephone, or other written correspondence at least seventy-two (72) hours prior to each meeting.
- 4.3 Open Meetings Act. All meetings and deliberations of the Board shall be called, convened, held, conducted, and notice shall be given to the public, in accordance with the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code.
- 4.4 Quorum. A majority of the entire membership of the Board shall constitute a quorum to conduct official business of the Board. The act of a majority of the Board present at a meeting in which a quorum is in attendance shall constitute the act of the Board.

#### **Article V. Officers**

- 5.1 Titles and Terms of Office.
  - (A) The officers of the Board, elected by majority vote of the Board members present at a meeting in which a quorum is in attendance, shall consist of a Chairman and a Vice-Chairman. Terms of office shall be for one (1) year, with the term of office expiring on December 31<sup>st</sup> of each year. Upon the expiration of each term, each officer shall have the right to be re-elected.
  - (B) All officers shall be subject to removal from office at any time by a vote of a majority of the Board.
- 5.2 Chairman. The Chairman shall preside over the meetings of the Board.

- 5.3 Vice-Chairman. The Vice-Chairman shall have such powers and duties as prescribed by the Board and will exercise the powers of the Chairman during that officer's absence.
- 5.4 Election. The Board, from among the members of the Board, shall elect a Chairman and Vice-Chairman by majority vote of the Board members present at a meeting in which a quorum is in attendance.
- 5.5 Resignations. Any member or officer may resign at any time. Such resignations shall be made in writing and will take effect at the time specified therein or, if no time is specified, at the time of its receipt by the Chairman or Vice-Chairman. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

#### **Article VI. Miscellaneous Provisions**

- 6.1 Principal Office. The principal office of the Board shall be:
- Economic Development Department  
City of San Antonio  
City Hall  
P.O. Box 839966  
San Antonio, TX 78283-3966
- 6.2 Effective Date. These Bylaws shall become effective upon their adoption by the Board.
- 6.3 Amendments to Bylaws. These Bylaws may be amended upon 10 days notice at any regular or special meeting of the Board. Amendments must receive a majority vote of the Board membership.

## Attachment B

### Empowerment Zone Governance Board Applicants and Nominees

- (a) Three (3) Residents Who Have Lived in the Zone for No Less Than One (1) Year
- **Ms. Nancy S. Bohman, Municipal Administration, Retired**
  - **Ms. Gloria Ramirez, Teacher, Edgewood ISD**
  - **Ms. Wray C. Hood, Teacher, Retired**
- (b) One (1) Representative From Workforce Development
- Mr. Allen D. Miller, Executive Director, Alamo Workforce Development
  - **Mr. Henry Rosales, President, Texas Workforce Advocates, Inc.**
  - Mr. Simon G. Salas, Chief Operations Officer, KGME, Inc.
- (c) One (1) Owner/Manager of a Small Business Located in the Zone for No Less Than One (1) Year, Employing Less Than 500
- Mr. Bernard G. Cohen, Merchant, Self Employed
  - Mr. Ramon Flores, Real Estate Consultant, Self Employed
  - Mr. Richard C. Flores, Air Conditioning Contractor, Self Employed
  - **Mrs. Janie Martinez-Gonzalez, Chief Executive Officer, Web Head Group**
- (d) One (1) Financial Institution Representative
- **Mr. Daniel A. Lopez, Senior Deputy Director, Fannie Mae Corporation**
- (e) One (1) Owner/Manager of a Large Business Located in the Zone for No Less Than One (1) Year, Employing 500 or More Individuals
- No applicants to date
- (f) One (1) Small Business Lender Representative
- **Ms. Janie Barrera, President, ACCION Texas**
  - Mrs. Jennifer M. Moriarty, President, Community Development Loan Fund
- (g) One (1) Brooks City-Base Developable Site Representative
- **Ms. Virginia G. Cobarrubias, Finance and Administration Manager, Brooks Development Authority**
- (h) One (1) Fredericksburg Road Corridor Developable Site Representative
- **Mr. Fred A. Simpson, Self Employed, Architecture & Design Firm**
  - Ms. Norma I. Clark, Self Employed, Clark School of Cosmetology

(i) One (1) KellyUSA/Toyota Developable Site Representative

- **Mr. Bruce E. Miller, Chief Executive Officer, Greater Kelly Development Authority**

(j) One (1) Education Community Representative

- **Dr. Federico Zaragoza, Vice Chancellor of Professional, Technical and Workforce Education ,Alamo Community College District**

(k) One (1) Zone Community-Based Organization Representative

- **Mr. Victor G. Azios, Senior Associate, Annie E. Casey Foundation**
- Mr. Roger T. Carrillo, Executive Director, Avenida Guadalupe Associate, Inc.
- Ms. Rebecca C. Cervantez, Executive Director, AVANCE San Antonio
- Ms. Barabara D. Hawkins, Executive Director, George Gervin Youth Center, Inc.

(l) Four (4) Other Key Zone Stakeholder Representatives

- Mr. Melvin L. Braziel, San Antonio Housing Authority, Consultant
- Ms. Betty M. Feldman, Architect & Managing Principle, A. Epstein & Sons International, Inc.
- **Mr. Ernest J. Gerlach, Director, UTSA Center for Economic Development**
- **Ms. Priscilla J. Ingle, Vice President Public Affairs, VIA Transit**
- **Ms. Sheila McNeil, District Office Manager, Representative Ruth Jones McClendon's Office**
- **Mr. Humberto Ramos, Community Relations Representative, San Antonio Waters System**
- Ms. Kimberly A. Arispe, Program Coordinator, Our Lady of the Lake University
- Ms. Mirasol A. Riojas, Adjunct Faculty, ACCD