

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
NEIGHBORHOOD ACTION DEPARTMENT**

**TO:** Mayor and City Council

**FROM:** David D. Garza, Director, Neighborhood Action Department

**THROUGH:** J. Rolando Bono, Interim City Manager

**COPIES:** Jelynn LeBlanc Burley; Andrew Martin; Leticia M. Vacek; file

**SUBJECT:** Appointments to Tax Increment Reinvestment Zone Board Number Thirteen – Lackland Hills

**DATE:** October 7, 2004

**SUMMARY AND RECOMMENDATION**

This ordinance will appoint Donna A. Stewart, Gordon A. Woods, Ellen C. Moreno, Maria D. Reyes and Frank Moreno to the Board of Directors for Tax Increment Reinvestment Zone Number Thirteen (13), City of San Antonio, Texas, known as Lackland Hills. Pursuant to Ordinance Number 95055, passed and approved on December 13, 2001, City Council authorized the designation of the Lackland Hills reinvestment zone to support new housing development on an approximately 39-acre tract of land located just east of Palm Valley Drive and just south of Medina Base Road, near Loop 410 and Highway 90. Each year the board of directors of a reinvestment zone shall elect one of its members to serve as presiding officer for a term of one year.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

A Board of Directors has not been appointed by City Council for the Lackland Hills Project. The staff has been working with the developer, Gordon Woods, to bring this project back on track. Since the designation of this project, the developer was attempting to secure financing for the construction of public and private improvements. At one point, the developer was considering assigning and/or selling the rights of the Lackland Hills Joint Venture to another party. The developer received approval of the Master Development Plan on December 18, 2002 and applied for Plat approval on August 13, 2003. Staff met with the developer in March 2004 and he stated that he intended on developing the project as originally proposed. On July 28, 2004 the developer confirmed that he is in the final stages of selling the lots and that construction will be completed prior to the end of the year.

As soon as Board appointments are approved by the City Council, the Board will convene to consider the Final Project and Final Finance Plan and complete the TIRZ process by executing all the legal documents. It is necessary for the City Council to make initial appointments to fill these vacant board seats. This Reinvestment Zone was designated following the submission of a petition to the City by property owners in the proposed zone. Under State law existing at the time the Zone was created, and consistent with the number of appointments made by other taxing entities participating in this petitioned reinvestment zone,

the Board of Directors is composed of eleven (11) members. As a participating taxing entity, the City Council may appoint five members with two-year terms. The remaining members are appointed by other participating taxing entities as well as statute required positions (ie State Representative and State Senate Districts within the TIRZ). State law prescribes that to be eligible for appointment, a person must: “(1) be a qualified voter of the municipality; or (2) be at least 18 years of age and own real property in the zone or be an employee or agent of a person that owns real property in the zone.”

### **POLICY ANALYSIS**

Staff has been working with the City Clerk’s Office to implement the application process utilized for all City Boards and Commissions. This process is a new requirement for all TIRZ Boards. The City advertised for Applications for Appointment in April 2004 and five (5) applications were received. All applicants are consistent with statutory requirements and appointments will serve two-year term that will expire on October 17, 2006. The five applicants include:

#### **Applicant**

Gordon A. Woods  
Donna A. Stewart  
Ellen C. Moreno  
Frank Moreno  
Maria D. Reyes

#### **Representing**

Owner of real property in the Zone  
Developer representative  
Developer representative  
Developer representative  
Developer representative

### **FISCAL IMPACT**

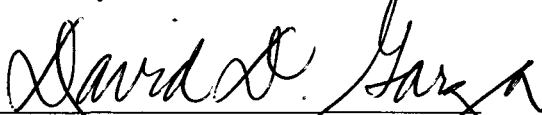
There is no fiscal impact associated with this item.

### **COORDINATION**

This item has been coordinated with the City Attorney’s Office and the City Clerk’s Office.

### **SUPPLEMENTAL COMMENTS**

The City’s financial disclosure forms will be required from each person appointed by the City.



David D. Garza, Director  
Neighborhood Action



Jelynn LeBlanc Burley  
Assistant City Manager



J. Rolando Bono  
Interim City Manager