

**CITY OF SAN ANTONIO
OFFICE OF THE CITY CLERK
CITY COUNCIL AGENDA MEMORANDUM**

CONSENT AGENDA
ITEM NO. 54

TO: Mayor and City Council

FROM: Leticia M. Vacek, City Clerk *LTV*

SUBJECT: District Boards and Commissions Appointments

DATE: November 3, 2005

SUMMARY AND RECOMMENDATIONS

The following District Board appointments are submitted for the City Council meeting of November 3, 2005 for consideration:

- A) **BROOKS DEVELOPMENT AUTHORITY**
REAPPOINT: Alderus Stewart (District 2)
(category: Real Estate)

Term of office will expire November 3, 2007.

COORDINATION

This Ordinance has been coordinated with the Brooks Development Authority.

- B) **CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**
APPOINT: Frances J. Teran (District 4)
(category: Community Representative)

Term of office will expire November 3, 2007.

COORDINATION

This Ordinance has been coordinated with San Antonio Water System.


- C) **CITY COMMISSION ON VETERANS AFFAIRS**
APPOINT: Col. Edward M. Lavin (RET) (District 10)

Term of office will expire on May 31, 2007.

COORDINATION

This Ordinance has been coordinated with the Economic Development Department.

The applications on these respective candidates are attached for your reference.



Leticia M. Vacek
City Clerk

CITY OF SAN ANTONIO
OFFICE OF THE CITY COUNCIL
Interdepartmental Memorandum

TO: Mayor and Council Members


FROM: Councilwoman Sheila D. McNeil

COPIES TO: Leticia Vacek, City Clerk; Lisa A. Lopez, City Clerk's Office,
Gayle Mc Daniel, Assistant to City Council; File

SUBJECT: Brooks Development Authority Board

DATE: August 18, 2005

I would like to re-appoint Alderus Stewart to the Brooks Development Authority Board. Application is on file in the City Clerk's Office


Sheila D. McNeil
Councilwoman, District 2

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City of San Antonio
Application for Appointment



Board/Commission/Committee BROOKS DEVELOPMENT AUTHORITY (BDA)

*Note: Information subject to review

Name: MR. STEWART, ALDERUS JUAREZ
(Title) (Last) (First) (Middle)

Home Address: 42 8222-1007
(Home Phone No.)

Business Address: 5 PH: 662-8804 / FAX: 662-8965
(Business Phone and Fax)

Employer A. J. STEWART REAL ESTATE Occupation: INDEPENDENT REAL ESTATE BROKER

Are you or can you be qualified to vote in a City of San Antonio Election? ☒ Yes ☐ No

Are you a City of San Antonio resident? ☒ Yes ☐ No How Long? 42 YEARS

In which City Council District do you reside? 2 Length of residence: 42 YEARS

Have you ever represented any other private person, group or entity for compensation before the City Council or any department, commission, board or committee of the City within the last three years?
☐ Yes ☒ No

Do either you, your spouse or your employer have any financial interest, direct or indirect in any contract with the City (this includes serving as an Administrative Aide to a Council member), or do either you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?
☐ Yes ☒ No

Resolution No. 92-31-26 states - appointment to City Boards and Commissions include allowance for proper representation to reflect not only the ethnic makeup of the community, but also its gender makeup.

ETHNIC CODE: ☒ B

W = Non-Minority

H = Hispanic*

* = Note that Hispanic includes all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race.

B = African American

P = Asian or Pacific Islander

O = Other

I = American Indian/Alaska Native Aleutian

GENDER CODE: ☒ M

M = Male

F = Female

Do you have any litigation pending, either personally or professionally? If yes, please describe:

NO

Have you ever been convicted of a felony or a misdemeanor crime involving moral turpitude?

☐ Yes ☒ No

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Name: STEWART, ALDERUS J.

Page 2

BACKGROUND

Education: BS-(BIOLOGY), PRAIRIE VIEW A & M UNIV.; MS-(BIOLOGY), TRINITY UNIV.; AND MA-(PUBLIC ADMINISTRATION), UNIVERSITY OF OKLAHOMA.

Professional: MEDICAL TECHNOLOGIST, ST. ANTHONY HOSPITAL, OKLAHOMA CITY; RESEARCH PHYSIOLOGIST, USAF SCH. AEROSPACE MEDICINE; SUPERVISORY PERSONNEL MANAGEMENT SPECIALIST, BROOKS AFB; PRESENTLY BROKER/OWNER A. J. STEWART REAL ESTATE.

Volunteer Experience/Community Service: BROOKS DEVELOPMENT AUTHORITY BOARD; SECOND BAPTIST CHURCH'S PERSONNEL AND REAL ESTATE INVESTMENT COMMITTEES; FORMER SOUTH SIDE CHAMBER LEADERSHIP STEERING COMMITTEE AND VARIOUS OTHER COMMUNITY GROUPS AND ORGANIZATIONS.

Areas of interest: TERRAIN APPRECIATION, READING, MUSIC AND AEROBIC EXERCISE.

Please specify membership on any other governmental Board/Commission/Committee.

NONE

Please provide a brief narrative outlining your reasons for seeking appointment to a board or commission. (Resume or additional information may be attached.)

I HAVE LONG BEEN INTERESTED IN SEEING THE SOUTHEAST QUADRANT DEVELOP AND PROSPER. SERVICE ON THE SUBJECT BOARD HAS AFFORDED ME THE OPPORTUNITY TO MAKE A SIGNIFICANT CONTRIBUTION TO THAT END.

I have read and understand the guidelines set out in Attachment I of this application. The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

Alderus J. Stewart
Signature

July 26, 2005
Date

PLEASE RETURN COMPLETED FORM TO CITY COUNCIL OFFICE FOR PROCESSING:

City Council Office
P.O. Box 839966
San Antonio, Texas 78283-3966
Fax No. City Council - (210) 207-7027; City Clerk's Office - (210) 207-6938

(Original copy will be on file in the City Clerk's Office for 12 months.)

**City of San Antonio
Office of the City Council
Interdepartmental Correspondence Sheet**

TO: Mayor and Councilmembers

FROM: Councilman Richard Perez, District 4

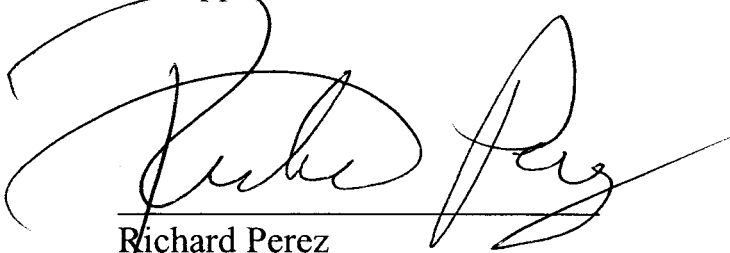
COPIES TO: J. Rolando Bono, City Manager; Leticia Vacek, City Clerk; Lisa A. Lopez, Sr. Administrative Assistant; Gayle McDaniel, Assistant to City Council; Assistants to the Mayor

SUBJECT: Nomination to the Capital Improvement Advisory Committee

DATE: October 17, 2005

I would like to nominate Frances Jimenez Teran to the Capital Improvement Advisory Committee

Her application is on file with the Office of the City Clerk.



Richard Perez
Councilman, District 4

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05 OCT 13 AM 10:12

Frances J. Teran
1231 Kendalia
San Antonio, Texas 78224
(210) 927-1715
(210) 859-5366 (cell)
fjteran@sbcglobal.net

October 10, 2005

City Clerk's Office
City Hall, 2nd Floor
P.O. Box 839966
San Antonio, Texas 78283-3966

To Whom It May Concern:

Enclosed please find my Application for Appointment to serve on the Capital Improvement Advisory Committee.

I am submitting this Application at the request of City Councilman Richard Perez, District 4.

Please let me know if additional information is requested.

Sincerely,



FRANCES J. TERAN

Enclosure

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City of San Antonio
Application for Appointment



Board/Commission/Committee Capital Improvement Advisory Committee

Name: Ms. TERAN FRANCES JIMENEZ
(Title) (Last) (First) (Middle)

Mailing Address: 8224

Preferred Phone and Fax: 8- (Phone) (Fax)

Employer DEER OAKS Behavioral Health Organization Occupation: Executive Director of Business Development

Are you or can you be qualified to vote in a City of San Antonio Election? ☒ Yes ☐ No

Are you a City of San Antonio resident? ☒ Yes ☐ No How Long? 55 years

In which City Council District do you reside? 4 Length of residence: 21 years

Have you ever represented any other private person, group or entity for compensation before the City Council or any department, commission, board or committee of the City within the last three years?

☒ Yes ☐ No

Previous employer: Mexican American Unity Council, Inc.
Do you, your spouse or your employer have any financial interest, directly or indirectly in any contract with the City (this includes serving as an Administrative Aide to a Council member)?

☐ Yes ☒ No

Do either you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?

☒ Yes ☐ No

EAP service to City Employees
Ordinance 100199 states - appointment to City Boards and Commissions include allowance for proper representation to reflect not only the ethnic makeup of the community, but also its gender makeup. As such, please complete the following optional information.

ETHNIC CODE:

☒ H

W = Non-Minority

H = Hispanic*

* = Note that Hispanic includes all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race.

B = African American

P = Asian or Pacific Islander

O = Other

I = American Indian/Alaska Native Aleutian

GENDER CODE:

☒ F

M = Male

F = Female

(Revised Feb., 2005)

Name: FRANCES J. TERAN

Page 2

Do you have any litigation pending or completed within the last 12 months, either personally or professionally, that would affect your ability to fulfill the functions of the board or commission, if selected? If yes, please describe:

No

Have you ever been convicted of violating any federal, state or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations.

No

BACKGROUND

Education: BA in Sociology from UTSA

Professional: National Development Council Housing Finance Professional Certification; Nation Development Council Economic Development Finance Professional Certification

Volunteer Experience/Community Service: League of Women Voters, Association of Charter Educators, Hispanic Womens Network of Texas

Areas of interest: Education, Housing + Economic Development.

Have you ever been hired for a position with the City? ☒ Yes ☐ No
If yes, list the department(s) and dates below.

Department: Dept. of Human Resources, Youth Services Project
From: _____ To: _____

Reason for leaving City employment: Accepted a position with Bexar Co.

Please specify membership on any other governmental Board/Commission/Committee.

N/A

(Revised Feb., 2005)

Name: Frances J. Teran

Page 3

List all Boards, Commissions, Corporations, Non-Profit Entities, Agencies, or other Entities of which you are a member and/or officer and/or employed by, and give the title and dates of any position which you have held in such organization.

Organization: Mexican American Unity Council, Inc.

Title: Immediate Past President Dates: April 1998 - Sept. 2005

Organization: _____

Title: _____ Dates: _____

Please provide a brief narrative outlining your reasons for seeking appointment to a board or commission. (Resume or additional information may be attached.)

Professional interest in affordable housing development
and inner-city re-development.

I have read and understand the guidelines set out in Attachment I of this application. The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

Francisco J. Vera
Signature

10/01/2005
Date

PLEASE RETURN COMPLETED FORM TO CITY CLERK'S OFFICE FOR PROCESSING:

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City Hall, 2nd Floor
P.O. Box 839966
San Antonio, Texas 78283-3966
Fax No. City Clerk's Office - (210) 207-6938

(Original copy will be on file in the City Clerk's Office for 12 months.)

Note: All information provided herein or pursuant hereto is considered public record upon receipt.

(Revised Feb., 2005)

FRANCES JIMENEZ TERAN

Home Address:

1231 Kendalia Street
San Antonio, Texas 78224
(210) 927-1715
(210) 859-5366
fjteran@sbcglobal.net

Work Address:

Deer Oaks Mental Health Associate
7272 Wurzbach, Suite 601
San Antonio, Texas 78240
(210) 615-3427
fteran@deeroaks.com

Summary of Qualifications

Over twenty years of diversified, responsible local, state and national public and non-profit management experience combined with academic credentials and a strong work ethic.

Career Objective

To continue expanding professional development in the management field by seeking increasingly challenging and responsible positions within the public/private sector.

Education

University of Texas, San Antonio, Texas
Bachelor of Arts 1983
(Sociology and Political Science)

Certifications

National Development Council, Covington, KY

Economic Development Finance Professional 1995

Housing Development Finance Professional 1996

Professional Experience

Deer Oaks, A Behavioral Health Organization, San Antonio, Texas
Executive Director of Business Development September 2005 to Present

Responsible for oversight of business development, expansion and retention for the corporation. Serves as member of the corporate management team.

The following provides a brief summary of current duties:

- Initiates and supervises the development of department goals and implementation strategies for EAP Programs-Employee Assistance Program and Elderly Assistance Program.
- Identifies potential business expansion opportunities in both the private and public sectors.

- Supervises staff in proposal development.
- Manages the distribution of staff assignments.
- Manages customer relations, including contract compliance.

Mexican American Unity Council, Inc., San Antonio, Texas

President & CEO

April 1998 to September 2005

Responsible for the overall administration and operation of all agency programs and projects. Oversees the development and implementation of new programs. Reports to an eleven member Board of Directors.

The following provides a brief summary of current duties:

- Develops and recommends policy to the Board of Directors.
- Serves as Administrator of La Escuela de las Americas Charter School.
- Oversees the administration of Palacio del Sol, 106 unit senior citizen apts.
- Oversees the administration of a \$2 million budget involving local, state and federal programs, foundation and corporate support.
- Manages the leasing and maintenance of all MAUC facilities including a 38,000 sq. ft. office complex located in the heart of historic westside San Antonio.
- Oversees the efforts of the Inner City Advocates, a coalition of organizations serving as an Advocacy group for major Hispanic issues.
- Oversees the operation of the Micro- Enterprise Marketing Center which, in partnership with Accion, Texas, assists Micro entrepreneurs in the development and implementation of marketing strategies.
- Oversees the operation of the Child and Family Mental Health component providing counseling services to low income families in Bexar County.
- Develops and implements affordable housing activities.
- Manages the development of awarded Low Income Tax Credit Projects.

National Council of La Raza, San Antonio, Texas

Texas Program Office Director

May 1994 to March 1998

Responsible for the establishment of the Texas Office in San Antonio and implementation of non-profit capacity building programs throughout the State. Serve as Project Coordinator for the USDA funded Rural Revolving Loan Fund Program and the HUD funded HOME TA Program. Also, responsible for the implementation of the Southwest Community Development Initiative. With primary funding from the Ford Foundation, the program is a major, multifaceted assistance effort targeting 15 to 20 Hispanic Community Development Organizations in the southwest United States.

The following provides a scope of work of typical duties.

- Administer all programs under the NCLR umbrella that affects Texas and the affiliate organizations with the State. To date the programs include:

the Southwest Community Development Initiative, Leadership Program, Strengthening and Emerging Organizations Support Program, the Americorp Program, Project Excel (Education Project to promote Math and Science), HOME TA, NCLR and NationsBank Initiative, Revolving Loan Fund Program and coordination of the Affiliate Network.

- Provide technical assistance and pass-through funding in support of capacity building efforts within the organization. This could include developing work plans/staffing plans, board training, and program/resources development.
- Conduct strategic planning and program assessment sessions for participating agencies.
- Develop economic development strategies, analyze development projects and provide assistance in packaging affordable housing, commercial and retail development proposals.
- Assist with communication and coordination of joint program efforts with involved intermediary organizations.
- Assist in the development of local, regional and state collaboratives related to economic and community development.
- Provide assessments, evaluations and reports for programs and projects undertaken by the Texas Office and the NCLR Office of Technical Assistance and Constituency Support.
- Coordinate organizational and program activities with other field offices, as well as, with other program components at NCLR headquarters in Washington, D.C.
- Supervise Texas Program Office staff.

Bexar County Local Development Corporation (BCLDC),
San Antonio, Texas
Executive Director

May 1990 to May 1994

Recruited by the Board of Directors of the Bexar County Local Development Corporation to assist in the reorganization, development and implementation of the Corporation's mission, goals/objectives, and programs.

The following provides a scope of work of completed activities.

- Administration: Responsible for the development and recommendation of all organizational policies and procedures related to operations, budgeting, personnel, program activities and reporting. Responsible for adherence to all appropriate local, state and federal rules and regulations.
- Professional Services Procurement: Responsible for system to solicit professional consultant services in a fair and competitive-manner consist with federal requirements. Authored all contract documents with terms and conditions for performance and compliance. Monitored and evaluated performance authorized payments.
- Program Development and Support: Developed and implemented all projects and programs related to economic development for south Bexar County. Activities included community meetings, organizing and developing local community groups, training to small businesses,

entrepreneurs and community residents, assistance to for-profit businesses locating and expanding within the targeted geographic area.

- Resource Development: Responsible for fundraising for operating support for the Corporation, as well as, funding for projects and programs. Duties included fundraising events, proposals and request for private foundation and corporate support, and grant applications for federal funding.
- Planning: Developed and implemented long-term organizational strategic plan, as well as, individual program work plans to facilitate progress and reporting.

County of Bexar, San Antonio, Texas
Department of Community Resources
Director ('84-'90)
Administrative Coordinator ('80-'84)
Coordinator/Evaluator ('76-'80)

1976-1990

The following provides a scope of work of completed assignments.

- Developed and implemented all of Bexar County's programs related to assistance for low to moderate-income persons. Programs included rental, nutrition, and utility assistance programs. Programs were provided through the development of activities sponsored by the state and federal government, budget exceeded \$1.2 million in direct aid annually.
- Assessed and supervised the renovation of all County-owned facilities for compliance with ADA.
- Obtained Urban County designation from the U.S. Department of Housing and Urban Development, thereby qualifying Bexar County to receive annual entitlements from HUD. Entitlements averaged \$2 million per year.
- Administered all aspects of Bexar County's Community Development Block Grant Program.
- Developed and implemented Bexar County's Public Comment policies and procedures.
- Developed, implemented and supervised the State Designated Enterprise Zone Program for Bexar County.
- Responsible for all compliance issues and reporting related to state and federal programs administered by the County.
- Supervised all staff and professional contractors related to the implementation of programs and projects under the jurisdiction of the Department of Community Resources.
- Developed procedures for coordination of department activities with other county departments: Purchasing, Personnel, Auditor's Office, District Attorney's Office, Tax Assessor, Public Works, Parks and Recreation, as well as, Commissioners Court, City of San Antonio, State of Texas and cities participating in the Urban County designation.

City of San Antonio
San Antonio, Texas
Staff Development Trainer

1973 to 1976

The following provides a scope of work of completed assignments.

- Created "tailor-made" training programs and conducted training for various departments with the City of San Antonio.
- Served as a member of the crisis intervention team to assist employees experiencing problems affecting their job performance.
- Developed programs and procedures to foster interdepartmental coordination in an effort to better serve the citizens of San Antonio.

Languages and Professional Development

- Bilingual-Spanish
- Texas A & M University
Texas Engineering Extension Service
Basic Industrial Development Course
- Georgia Institute of Technology
Professional Services Contracting Seminar
Managing Construction Projects Seminar
- Agricultural Extension Service
Bexar County
AgriFood Master
- Bexar County Dispute Mediation Center
Mediator

Memberships

- Texas Association of Community Development Corporation
- Association of Charter Educator
- League of Women Voters
- Hispanic Journalist Association
- Hispanic Women's Network of Texas
- Leadership San Antonio 30
- Metropolitan Museum of Art
- The McNay

References

Professional and personal references available upon request.

**CITY OF SAN ANTONIO
OFFICE OF THE CITY COUNCIL
Interdepartmental Correspondence**

TO: Mayor and Council

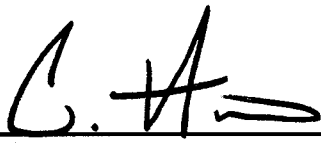
FROM: Chip Haass, Councilman, District 10

COPIES TO: J. Rolando Bono, City Manager; Leticia M. Vacek, City Clerk;
Lisa A. Lopez, Boards and Commissions Coordinator; File

SUBJECT: City Commission on Veterans Affairs

DATE: October 14, 2005

I wish to appoint Col. Edward M. Lavin (retired) to a term of office to the City Commission on Veterans Affairs. His application is on file with the Office of the City Clerk.



Chip Haass
Councilman, District 10

10/14/05

Date

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City of San Antonio
Application for Appointment



Board/Commission/Committee CITY COMMISSION ON VETERAN'S AFFAIRS

Name: (OL (RET)) LAVIN EDWARDS M.
(Title) (Last) (First) (Middle)

Mailing Address: 8 17

Preferred Phone and Fax: 5244
(Phone)

Employer SELF-ATTORNEY Occupation: ATTORNEY

Are you or can you be qualified to vote in a City of San Antonio Election? ☒ Yes ☐ No

Are you a City of San Antonio resident? ☒ Yes ☐ No How Long? 28+ YEARS

In which City Council District do you reside? 10 Length of residence: 19 YEARS

Have you ever represented any other private person, group or entity for compensation before the City Council or any department, commission, board or committee of the City within the last three years?
☐ Yes ☒ No

Do you, your spouse or your employer have any financial interest, directly or indirectly in any contract with the City (this includes serving as an Administrative Aide to a Council member)?
☐ Yes ☒ No

Do either you, your spouse or your employer have any financial interest, directly or indirectly, in the sale of the City of any land, materials, supplies or service?
☐ Yes ☒ No

Ordinance 100199 states - appointment to City Boards and Commissions include allowance for proper representation to reflect not only the ethnic makeup of the community, but also its gender makeup. As such, please complete the following optional information.

ETHNIC CODE: ☒ W

W = Non-Minority

H = Hispanic*

* = Note that Hispanic includes all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race.

B = African American

P = Asian or Pacific Islander

O = Other

I = American Indian/Alaska Native Aleutian

GENDER CODE: ☒ M

M = Male

F = Female

(Revised Feb., 2005)

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Name: LAVIN, EDWARD

Page 2

Do you have any litigation pending or completed within the last 12 months, either personally or professionally, that would affect your ability to fulfill the functions of the board or commission, if selected? If yes, please describe:

No

Have you ever been convicted of violating any federal, state or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations.

DWI 1ST OFFENSE DECEMBER 1996

BACKGROUND

Education: J.D. (LAW) DEGREE 1980 ST. MARY'S UNV. LAW SCHOOL
B.A. DEGREE 1974 ST. MARY'S UNV.

Professional: SOLO PRACTITIONER ATTORNEY 1983 TO PRESENT

Volunteer Experience/Community Service: PRO BONO LEGAL SERVICES

Areas of interest: _____

Have you ever been hired for a position with the City? Yes ☒ No
If yes, list the department(s) and dates below.

Department: _____

From: _____ To: _____

Reason for leaving City employment: _____

Please specify membership on any other governmental Board/Commission/Committee.

NONE

(Revised Feb., 2005)

Name: LAVIN, EDWARD

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List all Boards, Commissions, Corporations, Non-Profit Entities, Agencies, or other Entities of which you are a member and/or officer and/or employed by, and give the title and dates of any position which you have held in such organization.

Organization: SOUTHWEST AFFORDABLE HOUSING MGT. ASSN.
Title: DIRECTOR + GEN'L COUNSEL Dates: APPROX. 1990 TO DATE

Organization: SAN ANTONIO LEGAL SECTY ASSN.
Title: SPONSOR / MEMBER Dates: APPROX. 1993 TO DATE

Please provide a brief narrative outlining your reasons for seeking appointment to a board or commission. (Resume or additional information may be attached.)

INVITED BY COUNCIL MEMBER HAAS

I have read and understand the guidelines set out in Attachment I of this application. The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

Edward M. Lavin
Signature

10/13/05
Date

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(Revised Feb., 2005)