

# ECONOMIC AND COMMUNITY DEVELOPMENT COUNCIL COMMITTEE MEETING MINUTES

THURSDAY, SEPTEMBER 14, 2011

9:00 AM

MUNICIPAL PLAZA ROOM B

**Members Present:** Councilmember Elisa Chan, *Chair, District 9*  
Councilmember Diego Bernal, *District 1*  
Councilmember Ray Lopez, *District 6*  
Councilmember Cris Medina, *District 7*

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**Members Absent:** None

**Staff Present:** Pat DiGiovanni, *Deputy City Manager*; A.J. Rodriguez, *Deputy City Manager*; Rene Dominguez, *International & Economic Development Director*; Ed Davis, *International & Economic Development Assistant Director*; Brian James, *Planning & Community Development Assistant Director*; Ellen Erenbaum, *Aviation Assistant Director*; Drew Mayer-Oakes, *Convention & Visitors Bureau*; Barbara Ankamah, *Economic Development Manager*; Adrian Perez, *Economic Development Manager*; Ray Rodriguez, *Assistant City Attorney*; Leslie Haby, *Assistant City Attorney*; Carri Wiggins, *Office of the City Clerk*; Brandon Smith, *Office of the City Clerk*

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**Also Present:** Dr. Brian Herman, *UTHSC*

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## Call to Order

Chairperson Chan called the meeting to order.

### 1. Citizens to be Heard

*There were no items addressed by Citizens.*

### 2. Action Items

#### a. Approval of Minutes of the May 26, 2011 Economic and Community Development Council Committee Meeting

Councilmember Lopez moved to approve the Minutes of the May 26, 2011 Economic and Community Development Council Committee Meeting. Councilmember Bernal seconded the motion. Motion carried unanimously.

#### b. Consideration of the applicant to the Airport Advisory Commission for the Alamo Area Council of Governments (AACOG) Representatives and Six (6) Applicants to the Goal Setting Committees

Presented by Leticia M. Vacek, City Clerk, TRMC/CMC

Leticia Vacek reported that Mr. Dean Danos was the recommended applicant for one (1) available slot to the Airport Advisory Commission for the Alamo Area Council of Governments (AACOG) Representative. She stated that Mr. Danos was not a San Antonio resident and his appointment would require a waiver.

Councilmember Lopez moved to recommend Mr. Dean Danos to the full Council for consideration. Councilmember Bernal seconded the motion. Motion carried unanimously.

Ms. Vacek presented the following Goal Setting Committee applicants: 1) Gloria Merrell; 2) Rob Rodriguez; 3) Paul Flynn; 4) Valerie Gonzalez; 5) Gwen Robinson; and 6) Manuel Villa. She stated that there were six applicants and six slots available for appointment.

Chairperson Chan spoke of the importance of the Goal Setting Committee and requested that Rene Dominguez provide an overview. Mr. Dominguez thanked the applicants for applying and stated that the Goal Setting Committee was broken into three categories and meet on a weekly basis. He noted that they review contracts over \$50,000 for the Small Business Economic Development Advocacy (SBEDA) Ordinance to determine the appropriate tools to be utilized. He added that the Small Business Office highly recommended all six applicants for appointment to the Goal Setting Committee.

Chairperson Chan reiterated the significance of the Goal Setting Committee and requested the applicants introduce themselves to the Committee.

**Gloria Merrell** stated that she had served as Chair of the Small Business Advocacy Committee, Small Business Owner and Business Consultant to businesses throughout the community. She spoke of the importance of the Committee and noted her interest in being reappointed.

**Rob Rodriguez** stated that he served on the Small Business Advocacy Committee. He and spoke of the importance of the Committee and noted that it provides for small businesses to grow. He added that he was a Health Care Provider and could be impartial while serving on the Committee.

**Paul Flynn** stated that he was a Commercial Real Estate Broker and spoke of the importance of investing in small businesses. He noted his interest in serving on the Committee to support small businesses.

**Gwen Robinson** stated that she was Executive Director of the Black Chamber of Commerce and had a background of 37 years in Banking. She noted her appreciation for the Committee because it allows her the opportunity to help the City meet its goals.

Mr. Dominguez cited the uniqueness of the SBEDA Ordinance and informed the Committee that San Antonio was the only city in the country that has a Goal Setting Committee comprised of citizen members.

Ms. Vacek stated that applicants Manuel Villa and Valerie Gonzalez were unable to attend and asked Mr. Dominguez if he would like to make a statement on their behalf. Mr. Dominguez stated that information on both applicants had been included in the agenda packet and that both applicants had been very engaged in the SBEDA Program efforts.

Councilmember Bernal moved to recommend the above-stated applicants to the full Council for consideration for appointment to the Goal Setting Committee.

**c. Discussion and possible action on a Request from the University of Texas Health Science Center for \$100,000 in Funding to Support Development of a Grant Application to the Cancer Prevention Research Institute of Texas**

Mr. Dominguez reported that Mayor Castro has asked the University of Texas Health Science Center (UTHSC) to lead a community effort to seek and obtain Cancer Prevention Research Institute of Texas (CPRIT) grant funds for San Antonio. He stated that UTHSC was taking the lead in responding to CPRIT's request for applications to help fund a Life Sciences Business Incubator. He noted that UTHSC was requesting \$100,000 from the City of San Antonio to assist with funding. He added that funding would be used to hire a project coordinator and necessary expertise to conduct analysis; develop the organizational structure; and undertake a national search for an Executive Director. He stated that the CPRIT would provide \$2 for every \$1 of local funds and that grants would be awarded for up to 5 years.

In response to Chairperson Chan, Dr. Brian Herman provided an overview of the Incubator Program. He stated that the plan was to structure 3-4 Incubators across the State of Texas in Houston, Dallas, San Antonio, and a fourth to be determined based on oncology activity. Mr. Dominguez explained that the \$100,000 requested was funding for the grant application process and that additional funding opportunities would become available in the future.

In response to Councilmember Bernal, Dr. Herman explained that the proposed funds requested would be used to gather data for the necessary to prepare the grant application. Mr. Dominguez stated that the funds would also be used for a consultant to hire an Executive Director through a national search. He noted that the funds would be used as seed-money to ensure that the City has the best package available for submitting the application.

Councilmember Lopez moved to forward said item to the full Council for consideration. Councilmember Bernal seconded the motion. Motion carried unanimously.

**3. Presentations**

**a. Committee member appointment process**

Presented by Leticia M. Vacek, City Clerk, TRMC/CMC

Carri Wiggins provided an overview of the At-Large Board Appointment Process. She reported that the Office of the City Clerk posts an online announcement seeking applications to the At-Large Boards. She stated that announcements are posted when a vacancy occurs or approximately one month prior to the expiration of terms of office. She noted that aside from vacancies or expired terms, applications could be submitted anytime. She added that qualified applicants are identified by Department Staff and the City Attorney's Office and then assigned to the corresponding board. Subsequently, if more applications are received than positions available on a given board, applicants are invited for interviews at the corresponding City Council Committee Meeting. Recommendations are made by the City Council Committee and forwarded to the City Council for approval.

Chairperson Chan stated that she requested said presentation for clarification of the appointment process due to some misinterpretations in the past. She requested input from the Committee regarding the applicant interview process and when applicants should be interviewed by the Committee. She cited the following scenarios: a) Less than or same number of applicants for the positions available; and b) Applicants requiring a waiver of residency.

Councilmember Bernal expressed concern with an individual serving on a board that was not a resident of the city. Ms. Vacek explained that although most board appointments required city residency, there were some board appointments that do not.

It was the consensus of the Committee to interview all applicants for board appointment and re-appointment.

#### **4. Discussion Items**

##### **a. SAEDC FY2012 Budget and Update**

Chairperson Chan provided the following direction to the Committee to:

- ✦ Drive initiatives and programs in addition to considering staff presented items
- ✦ Prioritize Committee accomplishments and narrow the Committee's field of focus
- ✦ Confer with other Council Committees regarding related matters
- ✦ Create more opportunities to make the San Antonio Community wealthier
- ✦ Strengthen Downtown and ensuring all other areas are equally empowered
- ✦ Provide incentives aligned with the Committee focus and priorities

Ed Davis provided an overview of the San Antonio Economic Development Corporation (SAEDC) FY 2012 Proposed Budget. He reported that the SAEDC Board and the City Council had approved two investment projects: 1. InCube Labs; and 2. UT Health Science Center. He stated that the SAEDC Board approved a proposed FY 2012 Budget on June 29, 2011 that primarily included grant revenues and expenses for the InCube and UTHSC projects. Staff recommends presentation of the proposed SAEDC Budget for FY 2012 to the City Council on September 29, 2011

##### **b. Discussion by Council Committee on goals and objectives**

Pat DiGiovanni provided an overview of the Economic Development Committee Program Summary and Status Report. He detailed a matrix of the department programs and initiatives highlighting the program description, status and next steps.

Councilmember Lopez spoke of the measurement of becoming a wealthier city.

Councilmember Cris Medina spoke in support of being aligned with SA2020. He stated that he was pleased that the Committee will be strategic and focused on accomplishing goals.

Councilmember Bernal spoke of the Committee moving forward with matters that may not otherwise be addressed. Mr. DiGiovanni stated that staff works diligently on a many initiatives. He noted that they have their work program, mandates, and directives from Senior Leadership; and direction from the City Council; and direction from Council Committees. He spoke of bridging all of those aspects to bring value to the accomplished goals.

Mr. DiGiovanni informed the Committee that he would be the main point of contact to the Committee and that the Committee would meet on the fourth Thursday of the month at 9:00 a.m. He requested direction regarding the meeting time frame so that staff could appropriately schedule meeting agendas. Chairperson Chan recommended the hours of 9-11:00 a.m. (2 hours).

Chairperson Chan and Councilmember Lopez expressed concern with meeting on the fourth Thursday of the month. They both cited the fourth week (no City Council Meeting) as an opportunity to schedule travel and other opportunities not available during a scheduled City Council week. It was the consensus of the Committee to meet from 9-11:00 a.m. and to confer on rescheduling the Committee meeting from the fourth week of the month.

Chairperson Chan recessed the meeting into Executive Session at 10:45 a.m. She reconvened the meeting at 11:06 a.m. and announced that no action had been taken.

**c. Discussion by Council Committee on future program initiatives**

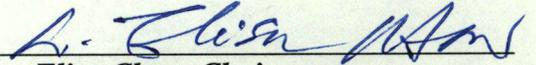
Said item was addressed in Item 4b.

**5. Consideration of items for future meetings:**

There were no items discussed.

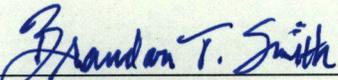
**6. Adjournment**

There being no further discussion, the meeting was adjourned at 11:06 a.m.



*Elisa Chan, Chairperson*

*Respectfully Submitted,*



*Brandon T. Smith  
Office of the City Clerk*