

# HOUSING COMMISSION OFFICIAL MEETING MINUTES

WEDNESDAY, JANUARY 25, 2023, 11:30 AM  
100 W HOUSTON & VIDEO CONFERENCE

**Members Present:** Robert Abraham, Member  
Pedro Alanis, Member  
Kristin Davila, Member  
Shirley Gonzales, Chair  
Ed Hinojosa, Member  
Kammy Horne, Member  
Taneka Nikki Johnson, Member  
Amanda Lee Keammerer, Member

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**Members Absent:** Sarah Sanchez, Member

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**Staff Present:** Mark Carmona, *City Manager's Office*; Veronica Garcia, *Neighborhood & Housing Services*; Juan Valdez, *Mayor's Office*; Teresa Myers, *Mayor's Office*; Jameene Williams, *City Attorney's Office*; Ian Benavidez, *Neighborhood and Housing Services*; Veronica Gonzalez, *Neighborhood & Housing Services*; Sara Wamsley Estrada, *Neighborhood & Housing Services*; Allison Beaver, *Neighborhood & Housing Services*; James McKenzie, *Neighborhood & Housing Services*; Jessica Lozano, *Neighborhood & Housing Services*; Jacob Floyd, *Neighborhood & Housing Services*; Siboney Diaz-Sánchez, *Neighborhood & Housing Services*; Marivel Arauza, *Neighborhood & Housing Services*; Sharon Chan, *Neighborhood & Housing Services*

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- **Call to Order** - The meeting was called to order by Chair Shirley Gonzales at 11:36 AM.
- **Roll Call** – Allison Beaver, Senior Housing Policy Manager, called the roll. At the time when roll call was conducted, eight (8) members were present representing a quorum.
- **Public Comments** – Beaver announced there were zero (0) residents signed up to speak for public comment.

*Staff note: The Housing Commission deadline for submitted written comment is 24 hours before the meeting. The reason for this is because it takes 24 hours for comments received in a language other than English to be translated. Speakers can leave a voicemail to be played during the meeting up to three hours before the meeting. Speakers can sign up to speak live during the meeting virtually up to 3 hours before the meeting or to speak during the meeting in person up until the meeting starts. Speakers who call past the deadline are given the opportunity to submit a written comment to be included in the minutes but not read during the meeting, and to sign up in advance for the following meeting.*

**1. Item #1: Approval of the minutes from the San Antonio Housing Commission meeting on November 9, 2022, and November 16, 2022. (Video timestamp: 3:00)**

Commissioner Robert Abraham motioned to approve the minutes from the San Antonio Housing Commission meetings on November 9, 2022, and November 16, 2022. Commissioner Amanda Lee Keammerer seconded. Motion passed unanimously.

**2. Item #2: Briefing and possible action related to the Housing Commission 2022 Annual Report. (Video timestamp: 3:26)**

Gonzales requested Allison Beaver present. Beaver presented over the Housing Commission's 2022 Annual Report.

Gonzales inquired regarding the passing of the Housing Bond RFPs (request for proposal). Beaver noted that the RFPs were passed in November 2022 so would be included in the FY 2023 Annual Report. Gonzales asked for an updated timeline for the Affordable Housing Dashboard. Beaver stated the Dashboard would be updated quarterly.

Commissioner Pedro Alanis motioned to approve the Housing Commission Fiscal Year 2022 Annual Report. Commissioner Kammy Horne seconded. Motion passed unanimously.

**3. Item #3: Briefing and Update on the 2022-2027 Housing Bond. (Video timestamp: 11:04)**

Gonzales requested Veronica Garcia, Director, present. Garcia presented updates to the second funding round of the 2022 – 2027 Housing Bond.

Alanis inquired regarding Rental Housing Acquisition, Rehabilitation & Preservation, Slide 26, if the Evaluation Committee placed more weight and consideration on properties with extensive maintenance issues. Garcia stated items such as the property maintenance and owner's tenure would factor into the Development Experience and Property Improvements Timeline categories. Alanis clarified he recommended the Committee also consider the property condition and residents living at the property. He noted though residents may not seem like they are within the most vulnerable AMI (area median income) range, the AMI reported may not take into account housing vouchers. Ian Benavidez, Deputy Director, noted that the previous RFP evaluation did not include base property conditions, but staff worked to include the base conditions for the continuing RFPs. Garcia noted that income-based housing projects with housing vouchers were contextualized for the Committee during the first round of RFPs and would continue to be presented during evaluations.

Commissioner Johnson inquired if the property's code violations could also be considered with the evaluation. Garcia stated the Development Services Department (DSD) is an advisory member and code violations could be included in the assessment. Gonzales inquired if the code violations of the project would be an advantage or disadvantage. Johnson noted the Seven Oaks situation and expressed that she felt if a project has attempted to maintain their property but needed funding assistance, they should be weighted more favorably than a property that has multiple violations with no prior attempts to rectify the situation. She indicated a balance should be struck in consideration of residents living in the substandard conditions. Gonzales noted in the case of Seven Oaks, new property owners came into the situation. Garcia stated that the committee is presented the project's background data to contextualize each proposal and how impactful the funding would be on the project. She noted all approved projects must uphold their quality and affordability within the contracted timeframe.

Commissioner Davila inquired regarding the Displacement Impact Assessment (DIA), Slide 28, and what feedback was given from the Committee and Council. Garcia stated the DIA was well received and assisted in presenting a portion of the project's background data. She noted the DIA continues to be tested through the RFP process for refinement, but several entities have expressed interest in adopting it for their own usage. Mark Carmona, Chief Housing Officer, expressed as one of the Committee members, the DIA succeeded in framing the environment of the project and highlighted how each project selected impacts the larger system scope of the city.

Johnson requested clarification regarding Slide 26 and the location priority category. Garcia stated location priority reviewed a project's vicinity to other developments, proximity to high equity areas and transportation. Johnson inquired how proximity to public transit routes was verified. Garcia stated a VIA representative would advise the Committee regarding routes that are currently present or in development and within walking distance to the project. Johnson inquired what percentage of the total points were dedicated to transportation. Garcia stated as the category encompasses several factors, the Committee member had discretion to weight the factors in the category. Johnson recommended that more weight be given to transit proximity as it encompasses the affordability of a unit to a resident. Commissioner Horne agreed and noted a situation in Scottsdale, where the city had cut a suburb's water supply. The situation would be comparable to cutting public transportation to an affordable housing resident. She noted VIA has limited funding and staff meaning that it should be considered akin to a limited resource and given greater weight in the RFP process. Carmona stated having the VIA advisory or Committee member to share the possibilities and limitations of VIA during the process would be beneficial to other members' education and consideration. Commissioner Keammerer recommended an updated presentation from VIA would be greatly beneficial to the Commission as well.

Keammerer inquired about the demographics and district representation of Committee members and when the Community Bond Representatives would be selected. Garcia stated that requests have been sent to the Representatives and a Committee distribution would be based on demographic and district. She noted advisory members were added based on their designation. Keammerer inquired where would the Committee information be publicly viewable. Garcia stated the information would be listed in the RFP document on Finance's Procurement website and would still be available in the Housing Commission presentations on the NHSD website. Keammerer recommended the Committee members be listed on the Housing Bond website for easier visibility.

Keammerer inquired regarding other creative programs, Slide 29, what would happen if funding ran out before the next bond and the structure of distribution of funds for the programs. Garcia stated new programs would be presented to the Commission and Council for approval. For established programs, such as Operation Rebuild, work would continue to be supported by Bond funding as the system has been set in place. Keammerer inquired if there was a tracker for Housing Bond projects and programs. Garcia stated a tracker was being developed. The tracker would be located on the Housing Bond website and information be compiled on the Commission's Annual Report.

Keammerer inquired what information or topics should Commissioners be keeping a look out for when advocating for funding. Carmona stated that a briefing packet describing the State's legislative agenda that impact housing, such as federal funding for the Inflation

Reduction Act and the Homeless Strategic Plan, and other the City programs may be helpful topics for Commissioners.

Gonzales inquired regarding Permanent Supportive Housing (PSH), Slide 23, and the coordination efforts. Benavidez stated due to their nature PSH are more difficult to coordinate as funding would be mainly City and County based. SARA (South Alamo Regional Alliance for the Homeless) would be the main coordinator of services provided and long-term funding efforts. Gonzales noted she was only familiar with one PSH development and asked if there were others. Benavidez noted the RFP closed recently and was unsure of the number of respondents but would be unable to disclose details at the current stage. He stated the Commission would be briefed over the evaluation before heading to Council. Gonzales inquired the consequences if one of the projects were unsuccessful in meeting criteria. Benavidez stated there would be a discussion, but the decision would be up to Council as with all high-profile RFPs. The RFP may be relaunched but if several attempts have been made, the funds may be reconsidered for reallocation.

Gonzales inquired if progress had been made with the first round of funded projects. Garcia stated that one project had completed their closing documents, but none had broken ground. Gonzales requested clarification regarding the closing timeframe. Garcia stated projects had six to nine months to close but projects may ask for an extension depending on circumstances.

Gonzales agreed with Keammerer that updates from partner organizations with the Commission would be helpful to see in the upcoming months and recommended one to two partners brief the commission on their organization's updates.

**4. Item #4: Briefing on the Housing Commission Subcommittees ongoing work. (Video timestamp: 01:07:40)**

Gonzales requested Davila, Abraham, Horne, and Alanis to report on their subcommittees.

Davila stated the Renters' Solutions subcommittee (RSS) had been briefed by Texas Housers regarding renters' demographics that reported challenges in certain areas. RSS also had a discussion with attendees for feedback on the Housing One-Stop Shop (HOSS) which were listed in the RSS webpage. She also invited the public to the SHIP event on Saturday where her and Commissioner Johnson would facilitate a workshop to continue discussions on the HOSS. Davila stated the RSS is reviewing applications as a member determined in November was unable to fulfill their duties and another member resigned their duties. Finally, a subset of the RSS has been meeting regularly on the Proactive Inspections Program Taskforce (PIPT). Johnson stated PIPT had been meeting on average for three hours weekly for discussions as staff prepare for PCDC (Planning and Community Development Committee) updates to Council. She noted a great amount of progress over the short timeframe.

Abraham stated the Public Engagement and Outreach subcommittee (PEO) also had a member resignation and would be reviewing previous applications for a candidate. He highlighted that Divine Redeemer Presbyterian Church had received NHSD funding for rehab and \$1 million in federal funding to assist with building affordable homes. He connected the Church with Carmona for strategies and UTSA for clear title assistance. He invited Councilman Pelaez of District 8 to the SHIP event on Saturday and noted the next PEO meeting would be on February 6, 2023.

Horne stated the Dashboard and Annual Report subcommittee (DAR) had minimal updates other than reviewing and completing the Annual Report. The next meeting was tentatively set for April. Keammerer noted that Horne was elected Chair of the DAR.

Alanis stated the newly appointed Removing Barriers subcommittee (RBSC) have used their past two sessions to identify and set priorities for the year. As there was still more to be discussed, the conversation would continue into February's meeting.

**5. Item #5: Director's Report. (Video timestamp: 01:21:09)**

Gonzales requested Garcia present. Garcia presented updates regarding the SHIP event: Housing Affordability in SA: Resources + Community Connections; Property Tax Help Campaign (PTHC); Housing Assistance Program (HAP) update; and upcoming events.

Horne asked for clarification of the SHIP event, Slide 35, and Commissioner roles. Garcia stated staff would send a follow up for the event.

Johnson inquired regarding HAP, Slide 39, if there would be housing navigators to help residents with applications. Garcia stated staff are able to assist residents by phone and guide them through the application process. Johnson asked if residents are able to upload documents through the phone. Garcia confirmed that residents would be able to fill out the application and upload documents by phone.

Keammerer inquired about COVID related financial hardships for senior citizens. Garcia stated that residents would need to prove and/or attest that they incurred additional burdens related to COVID, whether they be continued medical costs or loss of employment. Veronica Gonzalez, Assistant Director, stated that the federal guidelines for the funds stipulate direct or indirect COVID related financial hardships. Johnson requested clarification on indirect hardships. Gonzalez noted an example of a resident's car breaking down during the pandemic had created an additional financial burden.

Gonzales noted she attended a summit regarding alternative housing models, such as land banking, and would like to have a panel to discuss additional methods.

**Closing-**

**There being no further discussion, the meeting was adjourned without contest at 1:09 PM.**

**Respectfully Submitted:**

*Sharon Chan*

**Sharon Chan  
Housing Policy Coordinator**