

AGENDA

**A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FOUNDATION
will be held at Municipal Plaza B Room
114 W Commerce St., San Antonio, TX 78205
and virtually via ZOOM:**

<https://us02web.zoom.us/j/88078055538?pwd=dkM1UU9ZWGhjK3BpT292c25LdHNqZz09>

DIAL-IN NUMBER: 1-346-248-7799 MEETING ID: 880 7805 5538 PASSWORD: 492878

**On Friday, May 19, 2023, beginning at 3:00 p.m.
or immediately following the adjournment of the San Antonio Housing Trust PFC Board Meeting**

NOTICE: *A quorum of the board of directors will be physically located at 114 W Commerce St., San Antonio, TX 78205 at 3:00 p.m. One or more of the Directors may attend this meeting by video conference pursuant to the requirements set forth in the Texas Open Meetings Act. An electronic copy of the agenda packet may be accessed at the San Antonio Housing Trust website under the CALENDAR/Board Meeting date page prior to the meeting.*

NOTICE: *This meeting of the Board, being held for the reasons listed below, is authorized in accordance with the Texas Government Code, Sections 551.001 - 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of the Executive Director.*

1. Call to Order and Roll Call
2. Discussion and possible action to approve minutes of April 21, 2023
3. Public Comment – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
4. Consideration and possible action to approve a Resolution to provide an amount up to \$40,000 to sponsor the National Development Council's SEED Academy from available the FY 2023 Foundation Operating Budget.

Executive Session. The San Antonio Housing Trust reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development). *ANY ITEM DISCUSSED IN EXECUTIVE SESSION MAY BE ACTED ON IN OPEN SESSION*

Attendance by Other Elected or Appointed Officials: It is possible that members City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretative services must be made 48 hours prior to this meeting. Please contact Nicole Collazo, for concerns or requests, at (210) 735-2772 or FAX (210) 735-2112.

**San Antonio Housing Trust Foundation
Agenda Item 2**

This item includes the approval of minutes from the **April 21, 2023**, meeting.

San Antonio Housing Trust Foundation
2023 OFFICIAL MEETING MINUTES

DATE: April 21, 2023

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 2:25 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

PRESENT: Councilwoman Adriana Rocha, Mark Carmona, Councilman Jalen McKee-Rodriguez, Councilman John Courage, Jordan Ghawi, Rachell Hathaway, Antoinette Brumfield, Eric Cooper, Councilwoman Teri Castillo, Councilwoman Phyllis Viagran, Jane Paccione and Marinella Murillo.

ABSENT: None.

§Pedro Alanis- Executive Director San Antonio Housing Trust Foundation; Nicole Collazo- Director of Operations San Antonio Housing Trust Foundation; Tom Roth- Director of Development; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust Foundation; John Hernandez- Senior Asset Manager San Antonio Housing Trust Foundation; Ruben Lizalde- D3; Edward Muniga- D4; Ileana Sandoval- D9; Summer Greathouse- Attorney Bracewell; Clarissa Rodriguez- Attorney DNRBZ; Allison Beaver- NHSD; Mirla Lopez- SEFLA Languages Interpreter

- 1. CALL TO ORDER AND ROLL CALL:** The meeting was called to order by President Adriana Rocha Garcia and the roll was called by Nicole Collazo.
- 2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF FEBRUARY 17, 2023.**

MINUTES COMMISSION ACTION:

Jordan Ghawi motioned, and Councilman John Courage seconded to approve the February 17, 2023, minutes, with the noted corrections.

AYES: 9

NAYS:

ABSTAINED:

THE MOTION PASSED.

- 3. PUBLIC COMMENT – INTERESTED SPEAKERS WILL HAVE 3 MINUTES EACH TO ADDRESS THE BOARD ON AGENDA ITEMS OR HOUSING POLICY RELATED MATTERS.**
NONE.
NO ACTION TAKEN.

- 4. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TENANT EMERGENCY ASSISTANCE MATTERS PROGRAM.**

Pete Alanis briefed the board on the SAHT Emergency Assistance Matters Program, that will provide rental assistance for below 60% AMI to tenants experiencing emergency hardships. The administration

of the TEAM program will be implemented directly through the SAHT Foundation staff instead of the property management teams.

Rachell Hathaway asked Pete Alanis if the Asset Manager would be responsible for replenishing the funds for the TEAM program. Pete Alanis stated any revenue SAHT receives after 10% of the initial fund amount will go directly into the TEAM program fund.

MINUTES COMMISSION ACTION:

Councilwoman Phyllis Viagran motioned, and Councilwoman Teri Castillo seconded to approve The Tenant Emergency Assistance Matters Program, with the amendment to review the policies a year from the commence date of the program.

AYES: 9

NAYS:

ABSTAINED:

THE MOTION PASSED.

5. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION TO AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A LEASE AGREEMENT FOR SAN ANTONIO HOUSING TRUST FOUNDATION OFFICE SPACE AT FOUNTAINHEAD TOWER AND OTHER RELATED MATTERS.

Pete Alanis briefed the board on the proposed lease agreement for The San Antonio Housing Trust Foundation office space at Fountainhead Tower.

Councilman John Courage asked if SAHT will be able to subsidize the rent for Fountainhead with the disposal of the current office space for SAHT. Pete Alanis stated SAHT plans on leaving the office at 2515 Blanco to a Non-Profit that works in the Affordable Housing field and rent out the office space for 1 dollar a year.

MINUTES COMMISSION ACTION:

Jordan Ghawi motioned, and Councilwoman Viagran seconded to approve a resolution authorizing Executive Director to negotiate and execute a lease agreement for San Antonio Housing Trust Foundation office space at Fountainhead Tower and other related matters.

AYES: 9

NAYS:

ABSTAINED:

THE MOTION PASSED.

6. EXECUTIVE DIRECTOR'S REPORT

Pete Alanis briefed the board on the Executive Director's Report Quarter 2 revenues and expenditures for the SAHT Public Facility Corporation, Finance Corporation, and the Foundation.

NO ACTION TAKEN.

7. ADJOURNMENT

President Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 3:09 p.m.

**San Antonio Housing Trust Foundation
Agenda Item 3**

Public Comment

Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters; a total of 15 minutes will be provided. Instructions to sign up for Public Comment via Zoom video conference.

To sign up for Public Comment please call 210-735-2772 24 hours prior to this meeting to place your name on the list.

San Antonio Housing Trust Foundation
Agenda Item 4

Consideration and possible action to amend the FY 2023 Foundation Operating Budget in an amount up to \$40,000 for the sponsorship of the National Development Council's SEED Academy.

Background

The National Development Council (NDC) is seeking to bring to San Antonio the ***Supporting Empowered Emerging Developers (SEED) Academy*** to provide the skills and technical support necessary for BIPOC developers to complete projects in underserved communities that will provide much needed affordable housing.

The program will be held in San Antonio from November 27th thru December 15th of this year. The Program will have about 25 participants and will provide a focus on BIPOC women interested in development with up to 3 instructors from around the country participating.

NDC developed the SEED Academy to deliver a training program for BIPOC developers that meets their needs to build skills and capacity in all stages of the development process: from creating a concept to land acquisition to financing to construction to completion.

The SEED training curriculum and support network increases:

- Access to high quality real estate development training for minority developers
- Access to financing for minority developers who are willing to work in underserved communities.
- Access to a network of real estate professionals to encourage & sustain capacity building.
- Measurable results for participating developers and their communities.

The SEED Academies address the need for more targeted training for BIPOC developers so that they gain the professional skills to better tackle unmet needs in their communities. Furthermore, the technical assistance that we provide to Academy graduates helps them:

- 1) successfully access the capital necessary to develop their first project,
- 2) use their new network to identify additional projects and partnerships, &
- 3) successfully access additional capital to sustain & grow the revenues of their business.

NDC began providing capacity-building training specifically to emerging developers over ten years ago. During this period, we have provided training to close to 200 participants through thirteen (13) emerging developer academies under various names and with multiple partners. Training has been conducted for emerging developer cohorts in Detroit, Omaha, Tulsa, Seattle, Connecticut, and New York.

Impact of SEED Students

Sixty eight percent (68%) of surveyed respondents worked for nonprofits and 70% of these rated the training as “highly impactful” in making them effective and skilled in performing their jobs. The areas that provided the most benefit are:

- 1) understanding financial processes;
- 2) technical underwriting and project structuring;

- 3) broader housing, community and economic development planning;
- 4) meeting and collaborating with other development professionals; and,
- 5) identifying and combining different capital sources for their projects.

Local Partners

NDC is working with [*Prosper West San Antonio*](#) as the local partner to initiate the program.

Before Training

- Identify potential members of local steering committee
- Convene local steering committee to identify unique market needs
- Outreach to potential program participants
- Collect Applications
- Convene local steering committee to review and score applications
- Notify participants of selection
- Host orientation session outlining program and expectation
- Conduit between NDC and participants
- Identify panel participants

Training

- Identify and secure training site
- Provide refreshments for participants
- Facilitate panel discussions
- Provide logistical support to instructor
- Identify and secure site for Capstone Presentations
- Facilitate Capstone Presentations and Judging

After Training

- Refer participants to NDC for technical assistance as needed
- Identify topics for quarterly deep dives
- Facilitate deep dive sessions
- Maintain a list of program participants and project status

Fiscal Impact

To host the SEED Academy in San Antonio it requires \$150,000 in sponsorships. The City of San Antonio has committed to \$40,000. Frost Bank is considering a \$50,000 commitment. The Finance Committee recommended a funding level of \$40,000 to match the City of San Antonio's commitment level.

Recommendation

The positive equitable impacts for creating new development and educational opportunities Black Indigenous and People of Color (BIPOC) will provide benefits for decades to come. The Finance Committee recommends approving \$40,000 from funds available in the FY 2023 Foundation Operating Budget.

Attachment

Resolution

SAN ANTONIO HOUSING TRUST FOUNDATION, INC.

RESOLUTION F23-0519-4

A RESOLUTION APPROVING A BUDGET AMENDMENT FOR THE SAN ANTONIO HOUSING TRUST FOUNDATION FOR THE SPONSORSHIP OF THE NATIONAL DEVELOPMENT COUNCIL'S SEED ACADEMY FROM THE FY 2023 OPERATING BUDGET

WHEREAS, the National Development Council (NDC) is seeking to bring to San Antonio the *Supporting Empowered Emerging Developers (SEED) Academy* to provide the skills and technical support necessary for Black Indigenous and People of Color (BIPOC) developers to complete projects in underserved communities that will provide much needed affordable housing; and

WHEREAS, the program will be held in San Antonio from November 27th thru December 15th of this year with about 25 participants and will provide a focus on BIPOC women interested in development with up to 3 instructors from around the country participating; and

WHEREAS, NDC developed the SEED Academy to deliver a training program for BIPOC developers that meets their needs to build skills and capacity in all stages of the development process: from creating a concept to land acquisition to financing to construction to completion; and

WHEREAS, the SEED Academies address the need for more targeted training for BIPOC developers so that they gain the professional skills to better tackle unmet needs in their communities and is working with Prosper West San Antonio as the local partner to initiate the training program; and

WHEREAS, to host the SEED Academy, sponsorships are needed and the City of San Antonio has made a sponsorship commitment of \$40,000, and after reviewing the positive impact and the benefits of the SEED Academy for creating new development and educational opportunities for BIPOC, the Executive Director recommends a budget amendment to sponsor this training program to match the same amount as the City of San Antonio of \$40,000; and

WHEREAS, there are no increases or decreases in the budget, rather the recommendations are for adjustments to various budget categories as noted in Exhibit A from the FY 2023 Foundation Operating Budget; and

WHEREAS, the Finance Committee recommends approval of the recommended budget adjustment for Board consideration and approval; and

WHEREAS, the Housing Trust Board of Directors finds this budget adjustment in the public interest based on the realignment of the Housing Trust for office needs and for such stated purpose as warranted and necessary.

NOW THEREFORE, BE IT RESOLVED BY THE SAN ANTONIO HOUSING TRUST FOUNDATION, INC. THAT:

Section 1. The above Recitals are true and correct and are a material part of this Resolution and are incorporated herein for all purposes.

Section 2. The Board of Directors for the San Antonio Housing Trust Foundation, Inc. does hereby approve the budget amendment as recommended by the Executive Director for the Fiscal Year beginning October 1, 2022 and ending September 30, 2023, as indicated in Exhibit A for a sponsorship for the SEED Academy in the amount of \$40,000.

Section 3. If any section, subsection, clause, phrase or provision of this Article, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Article, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Section 4. This Resolution shall be cumulative of all provisions of the Housing Trust, except where the provisions of this Resolution are in direct conflict with the provisions of such Resolution, in which event the conflicting provisions of such Resolution are hereby repealed.

Section 5. That it is officially found, determined and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 6. This Resolution shall take effect immediately from and after its passage and the publication of the caption hereof, as provided by law.

PASSED and APPROVED this the ____ day of May 2023.

SIGNED:

Councilwoman Adriana Rocha Garcia
President

ATTEST:

Jordan Ghawi, Secretary