

HOUSING COMMIS.SION OFFICIAL MEETING MINUTES

WEDNESDAY, AUGUST 24, 2022, 11:30 AM
100 W HOUSTON & VIDEO CONFERENCE

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

Members Absent: Sarah Sanchez, Member

Staff Present: Mark Carmona, *City Manager's Office*; Veronica Garcia, *Neighborhood & Housing Services Department*; Juan Valdez, *Mayor's Office*; Teresa Myers, *Mayor's Office*; Jameene Williams, *City Attorney's Office*; Veronica Gonzalez, *Neighborhood & Housing Services*; Sara Wamsley, *Neighborhood & Housing Services Department*; Mona Muro, *Neighborhood & Housing Services*; James McKenzie, *Neighborhood & Housing Services*; Jessica Lozano, *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 Pro-tem Pedro Alanis at 11:35 AM. Alanis noted Chair Gonzales should be joining virtually and would be assisting the meeting facilitation.
 - **Roll Call** – James McKenzie, Housing Policy Project Manager, called the roll. At the time when roll call was conducted, six (6) members were present representing a quorum.
 - **Public Comments** (*Video timestamp: 02:11*) - Sara Wamsley Estrada, Affordable Housing Administrator, announced there was one (1) resident signed up to speak for public comment.
 - 1) **Agenda Item #5:** Susan Richardson, District 1 resident, stated she agreed with Chair Gonzales to question the school rating inclusion for Bond RFP scoring as the State repelled the rating inclusion for low-income housing tax credit applications and the pandemic affected school testing in 2019-2020. She noted no school ratings were listed on Slide 24 and Slide 35 and 36 both included the term acquisition which was confusing. Richardson noted that the Displacement Impact Assessment (DIA) should also be used for rehabilitation and permanent supportive housing (PSH) as there would be potential for displacement. She noted a minimum score should also be applied to the

RFP scoring critique and more education should be done through the community on how proposals will be scored. She stated more points should be allotted to projects that follow HUD guidelines.

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 meetings on July 27, 2022. (Video timestamp: 05:25)

Commissioner Ed Hinojosa motioned to approve the Minutes from the San Antonio Housing Commission meetings on July 27, 2022. Commissioner Robert Abraham seconded. Motion passed unanimously.

2. Item #2: Director's Report. (Video timestamp: 06:02)

Veronica Garcia, Interim Director, overviewed the Housing Bond Request for Proposal launch, Commissioner trainings hosted by the Office of the City Clerk, Homeowner Rehabilitation applications, and upcoming City meetings.

Alanis requested a follow-up email with training reminders and who was up to date. Garcia stated staff would follow up.

Mark Carmona, Chief Housing Officer, noted the tremendous response to the Rehab application events and excellent promotional efforts by staff.

Commissioner Abraham inquired if there were additional efforts needed for the rehab events. Garcia noted that UTSA students had volunteered to help direct applicants at events and greatly appreciated any efforts Commissioners could also provide.

Commissioner Johnson noted when she promoted the rehab application, some individuals immediately commented they found they didn't qualify. Garcia noted the website listed qualification criteria including maximum AMI limits but noted people should still apply as NHSD may have a different program or non-profit that meets needs that the person did not initially consider.

Commissioner Keammerer entered the meeting at 11:49 AM.

3. Item #3: Briefing on the Housing Commission Subcommittees ongoing work. (Video timestamp: 17:30)

Johnson presented an update regarding the Renter' Solutions Subcommittee (RSS). She noted there were public comments requesting immediate assistance with landlord and maintenance issues. Commenters were upset that the RSS was not able to do anything directly. The RSS requested to have housing stability team members with resource information on-site during the meeting for residents and report monthly to the Commission regarding takeaways and progress of the RSS meetings.

Keammerer noted that photos included with the Commissioner biographies would help validate and facilitate conversations with the community.

Chair Gonzales entered the meeting (virtually) at 11:55 AM.

Johnson continued with updates regarding the Removing Barriers to Affordable Housing Development & Preservation Subcommittee (RBSC). She noted all but one of the proposed UDC amendments from the RBSC were approved by the Zoning Commission then the Planning Commission. Johnson stated the proposed tree amendment would be handled administratively. RBSC is working on finalizing the RBSC application for selection of new members.

Abraham presented updates on the Public Engagement and Outreach Subcommittee (PEO). He highlighted Siboney Díaz-Sánchez, Community Engagement Administrator, would be their new staff lead and noted PEO's ask for a calendar of events to promote. He also noted PEO would now meet monthly instead of bi-monthly as the SHIP and Housing Bond were growing more active.

Alanis inquired the connection of PEO and influx of participation during the initial RSS meeting. Johnson noted the PEO was beneficial to the RSS's initial meeting turnout and would continue to discuss suggestions for engagement. She noted the Trauma Informed Care presentation may be beneficial for the PEO alongside the RSS.

Keammerer noted the RSS's FAQ could be updated following more meetings and could be promoted by Council and staff so everyone could be on the same page.

Keammerer inquired regarding updates to the dashboard. Wamsley Estrada stated the Dashboard is currently in a holding pattern due to a City website update and refresh. A mock version of the dashboard is available to show Dashboard and Annual Report Subcommittee (DAR) members.

4. Item #4: Briefing related to the Housing Base Affordable Housing Locator Tool

(Video timestamp: 40:10)

Meghan Cano from Rise Civic Consulting presented the Housing Base Affordable Housing Locator Tool and functions.

Keammerer inquired how the tool finds housing inventory. Cano stated Rise had constructed the database by compiling NHSD's housing stock information and augmented the data, including on-site amenities (ex. pantry, after school programs) and external community amenities (ex. grocery store, bus stop).

Abraham inquired how would an individual be able to use the Tool without internet access. Cano stated Rise is working with the City for automated communication structures to connect residents and noted typically case workers assist individuals with the tool once granted permission. She noted permissions can be revoked and accounts deleted if requested.

Horne asked how public transit incorporated as VIA now has micro-transit zones. Cano stated each listed property was visited by a data analyst to record if a bus stop was within one walking block of the property. She noted their next step was to collaborate with VIA to provide live routes and travel times.

Keammerer inquired if case workers and housing navigators would have different permissions on their client's profile. Cano stated other groups would have identical access as Housing Base can only be used to locate housing for their client, no additional client information could be accessed or changed. She stated there were four customer segments: individuals browsing Housing Base, clients and/or case workers actively searching for housing, property managers updating unit inventory, and the City managing Housing Base's data.

Mark Carmona, Chief Housing Officer, asked if Housing Base would be marketed to social workers and case managers. Cano stated they would be training City staff next week and performed beta tests with NHSD and DHS affiliated non-profits.

Horne inquired if individuals with limited internet skills could also test the functionality. Cano noted testing was top priority and would have testing in public spaces to intake feedback. She also stated property data points were also taken of the property management's flexibility to individuals with eviction records, criminal history, or broken leases, but noted that questions regarding the data was not asked of the client.

Keammerer inquired if Housing Base displayed if the property had a waiting list. Cano stated property management would be tasked to update available units.

Keammerer requested clarification on property management contact information through Housing Base. Cano stated properties had a single account and inquiries would be directed towards the leasing office not individual and, if calling, the phone number listed would be directed to the e

Johnson inquired the difference between Housing Base and an apartment locating search engine like Zillow. Cano stated though a unit may be deemed affordable on Zillow, Housing Base gives additional data on properties that can provide more support to a family's specific situation and needs. Housing Base is also built out to incorporate single family homes for rent and will do so in a phased approach. Johnson asked if properties would be given incentives to join the database. Wamsley Estrada stated the City would not provide incentives to join but would ask developments that had received incentives to join. Johnson inquired during the RFP process could awarded projects automatically be placed in the database. Jameene Williams, Assistant City Attorney, stated projects could not be automatically incorporated, but would be a part of contract negotiations.

Johnson inquired if an individual could recover their deleted account. Cano stated they could send a contact request form but noted the current timeframe for response is being developed with City staff.

Davila requested clarification on how staff would engage stakeholders. Cano stated that Rise and staff had been working with property managers and nonprofits to ensure their data matched what was available. Davila expressed she did not believe that Merced Texas had been included in discussions as some of their properties did not have City or housing tax

credit funding and wanted to ensure other nonprofit developers were included. Wamsley Estrada stated staff would follow up with Davila and the other non-profits.

5. Item #5: Briefing and continued discussion related to the Public Information Campaigns, innovation, and engagement.

Item #5 was tabled until the next regular meeting in the interest of time.

Closing-

There being no further discussion, the meeting was adjourned without contest at 1:24 PM.

Respectfully Submitted:

**Sharon Chan
Administrative Assistant II**