AGENDA

A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FINANCE CORPORATION
will be held at the San Antonio Food Bank
5200 Enrique M Barrera Pkwy, San Antonio, TX 78227
and virtually via ZOOM:
https://us02web.zoom.us/j/82145006604?pwd=U2VVV0RpdnhwOFQ4NVVXWk8vcVU1QT09

DIAL-IN NUMBER: 1-346-248-7799 MEETING ID: 821 4500 6604 PASSWORD: 943650
On Monday, April 25, 2022, beginning at 5:30 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 5200 Enrique M Barrera Pkwy, San Antonio, TX 78227at 5:30 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 February 15, 2022, and March 23, 2022
3. Public Comment – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
4. Discussion and possible action to approve a resolution to authorize Executive Director to negotiate and execute professional services agreement for Commercial Real Estate Broker services with CBRE.
5. Adjournment

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 accommodations 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 Finance Corporation
Agenda Item 2

This item includes the approval of minutes from the **March 23, 2022**, meeting.

MINUTES

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION

OFFICIAL MEETING MINUTES

Date: Wednesday March 23, 2022

- The Finance Corporation met in session met in session at 6:14 p.m., via Zoom and in person at 5200 Enrique M. Barrera Pkwy, San Antonio, Texas 78227.

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

ABSENT: Marinella Murillo

Staff/Visitors Present:
Pedro Alanis- Executive Director San Antonio Housing Trust Foundation INC.; Nicole Collazo- Director of Operations San Antonio Housing Trust Foundation INC.; John Hernandez- Asset Manager San Antonio Housing Trust Foundation INC.; Lauren Bejaran- Sr. Administrative Assistant San Antonio Housing Trust Foundation INC.; Tim Salas- D4; Mario Obledo Jr.- San Antonio Food Bank; Jose Gonzalez II- Alamo Community Group; Scott Price- Terramark Urban Homes; Maria Lina- SEFLA Interpreter, Summer Greathouse- Attorney Bracewell, Clarissa M. Rodriguez- Attorney DNRBZ.

1. **CALL TO ORDER AND ROLL CALL**
   The meeting was called to order by Councilwoman Dr. Adriana Rocha Garcia and the roll was called by Nicole Collazo.

2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF FEBRUARY 15, 2022.**

3. **CITIZENS TO BE HEARD**
   NONE. NO ACTION WAS TAKEN.

4. **DISCUSSION AND POSSIBLE ACTION FOR APPOINTMENT AND ENGAGEMENT OF A BOND COUNSEL.**

   Pete Alanis briefed on this item during the previous PFC meeting in Executive Session regarding the discussion and possible action for appointment and engagement of a bond counsel.

   MINUTES COMMISSION ACTION:
   Councilman McKee-Rodriguez motioned, and Councilman John Courage seconded to authorize the Executive Director to negotiate a non-exclusive engagement letter with Bracewell to serve as Bond Counsel to the San Antonio Housing Trust Finance Corporation. Committee also recommends issuing another RFQ for additional capacity.

   AYES: 7
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

5. **DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION RATIFYING THE**

CREATION OF THE AD HOC SUSTAINABILITY AND UNIVERSAL DESIGN COMMITTEE.

Pete briefed on this item during the previous PFC meeting regarding the discussion and possible action to approve a resolution ratifying the creation of the Ad Hoc Sustainability and Universal Design Committee.

MINUTES COMMISSION ACTION:
Councilman McKee-Rodriguez motioned and seconded by Councilman Courage to approve a resolution ratifying the creation of the Ad Hoc Sustainability and Universal Design.
AYES: 7
NAYS:
ABSTAINED:
THE MOTION PASSED.

6. ADJOURNMENT

Councilwoman Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 6:20 p.m.

San Antonio Housing Trust Finance Corporation
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 Finance Corporation
Agenda Item 4

Discussion and possible action to approve a resolution to authorize Executive Director to negotiate and execute professional services agreement for Commercial Real Estate Broker services with CBRE.

Summary:
The San Antonio Housing Trust requested proposals from experienced qualified State of Texas licensed Commercial Real Estate Brokers to provide commercial real estate brokerage services to include provide advice regarding the real estate market, advise staff of diverse options or approaches to achieve our desired mission, represent the SAHT entities in selling, leasing, or purchase of property including, but not limited to, commercial multi-family property, tracts of vacant land, or underutilized commercial or industrial property.

SAHT received the following responsive proposals:

1. *Providence Commercial Real Estate Services, Inc.*
2. *CBRE Inc.*

On April 6, 2022, the evaluation team of our three SA Housing Trust Executive Team members and John Prather (City's Real Estate Administrator) met to discuss and score the proposals. While both responsive proposals were competitive, the evaluation team scored CBRE hire based on the following:

- CBRE's commission for acquisition/land w/o cooperating broker at $1M and under
- CBRE's acquisition approach/methodology
- CBRE's capacity for additional services & capabilities

The Finance and Audit Committee met on April 12, 2022.

Committee Recommendation:
Finance and Audit Committee recommends authorizing the Executive Director to execute a Professional services agreement for the purpose of an on call Commercial Brokerage services with CBRE, Inc.

Attachments:
Resolution

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION

RESOLUTION NO. FC22-0425-4

A RESOLUTION BY THE BOARD OF DIRECTORS AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR THE PURPOSE OF AN ON CALL COMMERCIAL BROKERAGE SERVICES WITH CBRE, INC; AND SETTING AN EFFECTIVE DATE

WHEREAS, the San Antonio Housing Trust Finance Corporation has determined that it is necessary to contract for commercial brokerage services to better serve the community for accomplishing affordable and sustainable housing; and

WHEREAS, the San Antonio Housing Trust Finance Corporation reviewed and evaluated several firms to provide services and determined that CBRE, Inc. is a highly qualified provider for commercial brokerage services based on competence and qualifications and is negotiating a fair and reasonable price which meets the qualifications for providing commercial brokerage services; and

WHEREAS, the Board of Directors hereby finds that it is in the best interest of the San Antonio Housing Trust Finance Corporation for the Executive Director to negotiate and to enter into a Professional Services Agreement by and between CBRE Inc. and the San Antonio Housing Trust Finance Corporation for the purposes of commercial brokerage services.

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

Section 1. The Board of Directors hereby agrees to enter into a Professional Services Agreement with CBRE.

Section 2. The Executive Director is hereby authorized to negotiate and execute the Professional Services Agreement, on behalf of the San Antonio Housing Trust Finance Corporaton and such other documents and instruments reasonably necessary to conclude the transaction.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Board of Directors hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. 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, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this_____ day of_____, 2022.

SIGNED:

Councilwoman Adriana Rocha Garcia
President

ATTEST:

Jordan Ghawi, Secretary