

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION
OFFICIAL MEETING MINUTES

Date: Friday, May 6, 2022

- The Finance Corporation met in session at 2:40 p.m., via Zoom and in person at 100 W. Houston, San Antonio, Texas 78204.

PRESENT: Councilwoman Teri Castillo, Eric Cooper, Councilman John Courage, Rachell Hathaway, Councilman Jalen McKee-Rodriguez, Jane Pacione, Councilwoman Adriana Rocha Garcia, and Councilwoman Phyllis Viagran.

ABSENT: Antoinette Brumfield, Jordan Ghawi, Marinella Murillo, and Mark Carmona

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.; Ruben Lizalde- D3; Edward Muniga- D4; Ileana Sandoval- D9; 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 Lauren Bejaran.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FOR MARCH 23, 2022.

Councilwoman Phyllis Viagran motioned, and Jane Pacione seconded for approval of the March 23, 2022, minutes with the noted corrections.

AYES: 6

NAYS:

ABSTAINED:

THE MOTION PASSED.

3. CITIZENS TO BE HEARD

NONE. NO ACTION WAS TAKEN.

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 CRBE.

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. The San Antonio Housing Trust received the following responsive proposals from Providence Commercial Real Estate Services, Inc. and CBRE, Inc.

On April 6, 2022, the evaluation team of our three SA Housing Trust Executive Team members and the City of San Antonio's Real Estate Administrator, John Prather, met to discuss and score the proposals. While both responsive proposals were competitive, the evaluation team scored CBRE higher based on the following: CBRE's commission for acquisition/land w/o cooperating broker at

\$1M and under; CBRE’s acquisition approach/ methodology; and CBRE’s capacity for additional services & capabilities.

The Finance and Audit Committee met on April 12, 2022, to discuss CRBE’s Proposal. The 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.

MINUTES COMMISSION ACTION:

Councilwoman Phyllis Viagran, and Councilman John Courage seconded to approve and authorize Executive Director to execute a professional services agreement for Commercial Real Estate Broker services with CRBE.

AYES: 6

NAYS:

ABSTAINED:

THE MOTION PASSED.

5. ADJOURNMENT

Councilwoman Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 2:42 p.m.