

**SAN ANTONIO HOUSING TRUST**  
**FOUNDATION**

**2022 OFFICIAL MEETING MINUTES**

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**DATE: Friday, October 21, 2022**

**TIME AND PLACE:** The San Antonio Housing Trust Foundation met in session at 2:00 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

**PRESENT: Antoinette Brumfield, Councilwoman Teri Castillo, Eric Cooper, Councilman John Courage, Jordan Ghawi, Rachell Hathaway, Marinella Murillo, Jane Pacione, Councilwoman Adriana Rocha Garcia, and Councilwoman Phyllis Viagran.**

**ABSENT: Mark Carmona and Councilman Jalen McKee-Rodriguez**

**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- Senior Asset Manager; Lauren Bejaran- Sr. Administrative Assistant San Antonio Housing Trust Foundation INC.; Ruben Lizalde- D3; Edward Muniga- D4; Ileana Sandoval- D9; Steve Poppoon- LPDC; Clarissa Rodriguez- Attorney DNRBZ.

- 1. CALL TO ORDER AND ROLL CALL:** The meeting was called to order by President Adriana Rocha Garcia and the roll was called by Lauren Bejaran.
  
- 2. APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 16, 2022.**  
Jordan Ghawi motioned, and Councilwoman Phyllis Viagran seconded for approval of the September 16, 2022, minutes with the noted corrections.  
**AYES:10**  
**NAYS:**  
**ABSTAINED:**  
**THE MOTION PASSED.**
  
- 3. CITIZENS TO BE HEARD-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.**  
NONE.  
NO ACTION WAS TAKEN.
  
- 4. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION AUTHORIZING MORTGAGE FORGIVENESS FOR ONE SINGLE-FAMILY LOAN OWNED BY THE SAN ANTONIO HOUSING TRUST FOUNDATION, INC.**  
Nicole Collazo briefed to the board about The San Antonio Housing Trust Foundation seeking to forgive an SAHT 2<sup>nd</sup> Mortgage Client (Loan #1419FD1), based on housing instability caused from the COVID-19 Pandemic, high property taxes, and inflationary costs. The Director of Operations and Board Member Toni Brumfield completed an evaluation on the client's income of 40% AMI and concluded the client meets the criteria for loan relief.

**MINUTES COMMISSION ACTION:**

Rachell Hathaway motioned, and Antoinette Brumfield seconded for approval of a resolution authorizing mortgage forgiveness for one single-family loan owned by the San Antonio Housing Trust Foundation, INC.

**AYES: 10**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

**5. DISCUSSION AND POSSIBLE ACTION TO CONSIDER A RESOLUTION AMENDING THE FY 2023 OPERATING BUDGET AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SELECT, NEGOTIATE, AND EXECUTE AN OFFICE LEASE AGREEMENT FOR UP TO 5 YEARS.**

Pete Alanis briefed to the board on The San Antonio Housing Trust seeking to relocate to a possible office space due to the organization adding up to 4 additional employees in line with the 5-Year Strategic Plan. SAHT considered renovations to its current office at 2515 Blanco Rd., however, the renovation estimate is in the low six figures. The Finance and Audit Committee voted to move forward to the Foundation board a budget amendment authorizing up to \$35,000 in available Foundation funds to authorize the relocation of the San Antonio Housing Trust Foundation to a new office location selected by the Executive Director.

**MINUTES COMMISSION ACTION:**

Jane Paccione motioned, and Councilwoman Phyllis Viagran seconded for approval of a resolution amending the FY 2023 Operating Budget and authorize the Executive Director to select, negotiate, and execute an office lease agreement for up to 5 years.

**AYES: 10**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

**6. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION TO APPROVE THE SAN ANTONIO HOUSING TRUST 5-YEAR STRATEGIC PLAN.**

Pete Alanis briefed to the board on the Final Draft of the San Antonio Housing Trust 5-Year Strategic Plan.

**MINUTES COMMISSION ACTION:**

Councilwoman Phyllis Viagran, and Councilwoman Teri Castillo seconded for approval of a resolution to approve the San Antonio Housing Trust 5-Year Strategic Plan.

**AYES: 10**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

**7. DISCUSSION AND POSSIBLE ACTION TO CONSENT TO THE EXECUTIVE DIRECTOR SERVING ON THE ADVISORY BOARD FOR PRESTON HOLLOW COMMUNITY CAPITAL WHO HAS APPLIED TO BE CERTIFIED AS A NEW CDFI.**

Pete Alanis briefed to the board about Preston Hollow Community Capital (PHCC), a Texas based financial institution, applying to be a certified Community Development Financial Institution (CDFI) through the U.S. Treasury. Preston Hollow intends to focus their loan fund to positively impact low income Hispanic and Black underserved communities nationwide and have asked Pedro Alanis to serve as an Advisory Board Member on the PHCC CDFI Advisory Board. Pedro Alanis requires the full Foundation Board to provide consent to serve on the Preston Hollow CDFI Advisory Board.

**MINUTES COMMISSION ACTION:**

Councilman John Courage, and Jane Paccione seconded to consent to the Executive Director to serve on the CDFI Advisory Board for Preston Hollow Community Capital.

**AYES: 10**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

**8. ADJOURNMENT**

President Adriana Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 2:50 p.m.