AGENDA

A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FOUNDATION
will be held at the
San Antonio Housing Trust
8200 IH-10 W, Suite 501, San Antonio, TX 78230
and virtually via ZOOM:
https://us02web.zoom.us/j/88070033634pwd=SnRLdUR6MVhpNFp1TzlUUnhaZzhvQT09
DIAL-IN NUMBER: 1-346-248-7799 Meeting ID: 880 7003 3634 PASSWORD: 396957
On Friday, January 26, 2024, beginning at 2:00 p.m.

NOTICE: *A quorum of the board of directors will be physically located at 8200 IH-10 W, Suite 501, San Antonio, TX 78230 at 2:00 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 November 27, 2023
3. Public Comment – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
4. Briefing and possible action to approve a Resolution by the Board of Directors of the San Antonio Housing Trust Foundation authorizing the Executive Director to negotiate a lease agreement with disAbility SA for the property located at 2515 Blanco Road in San Antonio, Texas.
5. Adjournment.

Executive Session. The San Antonio Housing Trust Foundation 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 of 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.

Posted on: January 18, 2024 3:30 PM

San Antonio Housing Trust Foundation
Agenda Item 2

This item includes the approval of minutes from the **November 27, 2023**, meeting.

SAN ANTONIO HOUSING TRUST FOUNDATION
2023 OFFICIAL MEETING MINUTES

DATE: November 27, 2023

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 12:30 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

PRESENT: Antoinette Brumfield, Councilmember Teri Castillo, Eric Cooper, Rachell Hathaway, Councilmember Jalen McKee-Rodriguez, Councilmember Dr. Adriana Rocha Garcia.

ABSENT: Councilmember Dr. Sukh Kaur, Councilmember Phyllis Viagran, Marinella Murillo, Mark Carmona, Jordan Ghawi, and Jane Paccione.

STAFF/VISITORS PRESENT:
Pedro Alanis- Executive Director San Antonio Housing Trust Foundation; Nicole Collazo- Director of Operations San Antonio Housing Trust Foundation; Susan Snowden- Financial Director San Antonio Housing Trust Foundation; Tom Roth- Director of Development San Antonio Housing Trust Foundation; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust Foundation; John Hernandez- Senior Asset Manager San Antonio Housing Trust Foundation; Lauren Bejaran- Senior Administrative Assistant San Antonio Housing Trust Foundation; Ruben Lizalde- D3; Edward Mungia- D4; Justin Renteria- D5; Mirla Lopez- SEFLA Languages Interpreter; Clarissa Rodriguez- Denton Navarro Rocha Bernal & Zech, P.C.; James Plummer- Bracewell; Summer Greathouse- Bracewell.

1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order by President Rocha Garcia and the roll was called by Lauren Bejaran

2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF OCTOBER 20, 2023.**

MINUTES COMMISSION ACTION:
Councilmember Jalen McKee-Rodriguez motioned, and Rachell Hathaway seconded to approve the October 20, 2023, minutes.
AYES: 6
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. **EXECUTIVE SESSION: THE SAN ANTONIO HOUSING TRUST FOUNDATION WILL CONVENE IN EXECUTIVE SESSION PURSUANT TO GOVERNMENT CODE SECTION 551.071 CONSULTATION WITH ATTORNEY AND 551.074, PERSONNEL TO RECEIVE ADVICE AND DISCUSS THE EMPLOYMENT AGREEMENT WITH EXECUTIVE**

DIRECTOR PEDRO ALANIS.

I. RECONVENE INTO OPEN SESSION AND TAKE ACTION ON ANY ISSUES AS DISCUSSED IN EXECUTIVE SESSION AS NEEDED.

President Rocha Garcia convened the San Antonio Housing Trust Foundation meeting into Executive Session at 12:33 p.m.

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), and 551.087 (economic development). ANY ITEM DISCUSSED IN THE EXECUTIVE SESSION MAY BE ACTED ON IN OPEN SESSION.

President Rocha Garcia reconvened the San Antonio Housing Trust Foundation meeting into Open Session at 1:16 p.m. No action was taken place during the Executive Session.

MINUTES COMMISSION ACTION:
Councilmember Jalen McKee-Rodriguez motioned, and Councilmember Teri Castillo seconded, to authorize and approve an Executive Director Employment Agreement for Executive Director Pedro Alanis.

AYES: 6
NAYS:
ABSTAINED:
THE MOTION PASSED.

5. ADJOURNMENT

President Rocha Garcia adjourned the meeting. There being no further business, the meeting was adjourned at 1:17 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.

Los oradores interesados tendrán 3 minutos cada uno para dirigirse a la Junta sobre temas de la agenda o asuntos relacionados con la polí ca de vivienda; Se proporcionará un total de 15 minutos.

Para inscribirse en Comentario Público, llame al 210-735-2772 24 horas antes de esta reunión para incluir su nombre en la lista.

San Antonio Housing Trust Foundation
Agenda Item 4

Briefing and possible action to approve a Resolution by the Board of Directors of the San Antonio Housing Trust Foundation authorizing the Executive Director to negotiate a lease agreement with disAbility SA for the property located at 2515 Blanco Road in San Antonio, Texas.

Background

SAHT owns an office building located at 2515 Blanco Road, known as the McIlvaine Farmhouse (1891). The location served as SAHT's headquarters from 2001 to 2023. SAHT issued an RFP to provide office or programmatic related space for local non-profits whose purpose best aligns with our Mission and COSA's Strategic Housing Implementation Plan.

The RFP requested information on Non-Profit history and mission, details of operations at site, improvement plan and funding sources, and financial capabilities. SAHT received two responsive proposals from SA Youth and Disability SA.

The Evaluation Panel consisting of staff *(Pete Alanis, Nicole Collazo, and Jessica Kuehne)* evaluated the proposals based on the following point scale identified in the Board Approved RFP:

- *Organizational Capacity* (40 points)
- *Improvement and Preservation Plan* (25 points)
- *Financial Stability* (25 points)
- *Local Preference* (10 points)

disABILITY SA scored 91 points. SA Youth scored 81 points. The difference in scoring was primarily due to the disABILITY SA's proposed improvement plan and greater alignment of the organization with the City's Strategic Housing Implementation Plan.

Proposal Summary

disABILITY SA operates with a mission to educate, advance, and engage people with disabilities by building connections, exchanging information, creating opportunities, and strengthening our disability community in the Greater SA Area. They are engaged in key areas such as housing, transportation, healthcare, socialization, education, and employment.

disABILITY SA will seek to utilize cost savings from their existing office lease and storage expenses to and dedicate a portion to improving the property as well as increasing their staff. The plan would centralizing their physical needs, administrative needs, program facilitation, and storage spaces for more efficient and cost-effective services to the disability community. Along with expanding their programs, the site will allow for adequate parking to house their new Mobile Changing Unit which services large city-wide events.

A portion of the cost savings will go into improving and maintaining the McIlvaine property. They propose completing full accessibility upgrades to bathrooms, installing reception/storage cabinetry, inspection of foundation, install storage on the exterior within the first 6 months. They propose improving the foundation and accessibility ramp into rear entry, restriping/installing ADA parking spaces within 12 months. Within 15 months, they plan on installing a projection system into the conference room, installing an outdoor garden with accessible walkways, and outfit external doorways with automatic door openers. Within 18 months, adjust electrical outlets and light switch plates to accessible heights. They committed to consulting with Universal Design experts on additional opportunities to improve the site. Additionally, they will conduct regular maintenance to ensure preservation of the property.

Terms
In exchange for a $1/month year rent, the costs savings will be approximately $42,120 per year which will be split between the improvement plan and expanding programmatic services for the organization.

The Finance Committee met on January 9, 2024, and approved to recommend entering into a lease agreement with Disability SA.

Attachments:
Resolution
Disability SA Proposal

SAN ANTONIO HOUSING TRUST FOUNDATION, INC.

RESOLUTION NO F24-0119-04

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO HOUSING TRUST FOUNDATION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A LEASE AGREEMENT WITH DISABILITY SA FOR THE PROPERTY LOCATED AT 2515 BLANCO ROAD IN SAN ANTONIO, TEXAS.

RECITALS

WHEREAS, the San Antonio Housing Trust Foundation, Inc. (sometimes "SAHT") is the owner of the real property located at 2515 Blanco Road in San Antonio, Texas, and at which the SAHT used to house its corporate offices (the "Property"); and

WHEREAS, Disability SA is a local community organization which undertakes various programs and efforts in order to better the lives of the disability community in San Antonio, and which has expressed interest in leasing the Property; and

WHEREAS, the Board of Directors hereby finds that it is not only in the best interests of the San Antonio Housing Trust Foundation, Inc., but also beneficial to the community in general to negotiate a lease agreement with Disability SA for it to use the Property to house its operations and better enable it to serve the disability community;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF 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 of the San Antonio Housing Trust Foundation, Inc., hereby authorizes the Executive Director to negotiate a lease agreement for the Property with Disability SA, and provide the lease agreement at a future SAHT meeting for final consideration and approval.

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_____, 2024.

SIGNED:

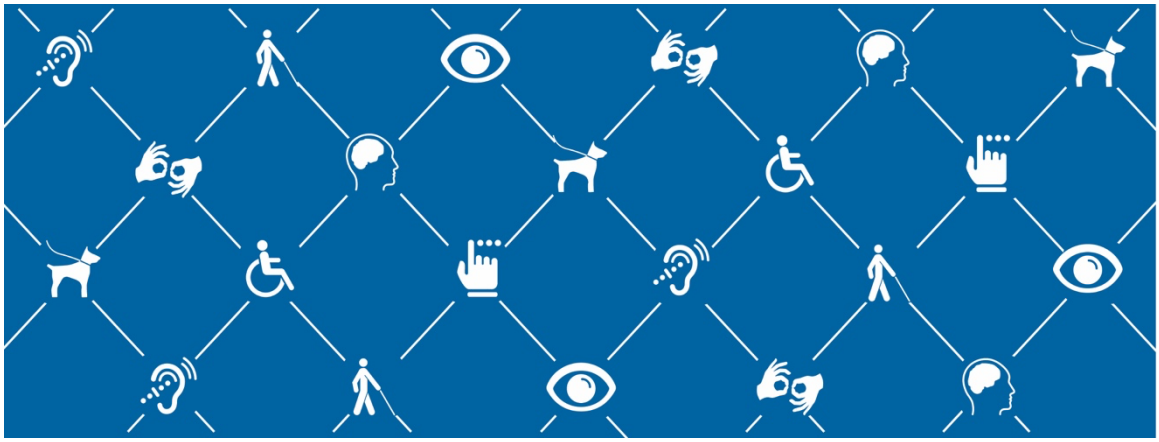
_____
Councilwoman Adriana Rocha Garcia
President

ATTEST:

_____
Jordan Ghawi
Secretary

PROPOSAL

LEASE OF THE MCILVAINE FARMHOUSE PROPERTY



SUBMITTED BY: disABILITYsa

TO: The San Antonio Housing Trust Foundation

NOVEMER 30, 2023

disabilitysa

educate • advance • engage

Table of CONTENTS

I. Letter of Intent 3

II. Organizational Hstory 4

III. Proposal Detail 7

IV. Improvement and Preservation Plan/Proposed Sources of Funding 10

V. Financial Capacity Documentation 14

VI. Reference Letters 63

VII. Board Resolution 70

ATTACHMENTS SECTION II. 72

ATTACHMENTS SECTION III. 86

disabilitysa
educate • advance • engage

November 29, 2023

San Antonio Housing Trust Foundation, Inc.
8200 IH-10 West, Suite 501
San Antonio, Texas 78230

RE: Statement of Interest for Lease of the McIlvaine Farmhouse Property at 2515 Blanco Road, San Antonio, Texas 78212

disABILITYsa is honored to submit the enclosed proposal in response to the San Antonio Housing Trust (SAHT) Foundation's Request for Proposal (RFP) regarding the leasing of the McIlvaine Farmhouse Property. As an organization that has diligently served the disability community in San Antonio for over 16 years, we are deeply committed to advancing the living conditions and opportunities for individuals with disabilities.

Initially established as a resource program under the umbrella of Mission Road Ministries and later operating as an independent 501(c)(3) organization since 2016, disABILITYsa has consistently strived to make a significant impact on the lives of those we serve. Over the past seven years, our efforts have spanned a wide spectrum, including community conversation forums, educational platforms, participation in collective impact initiatives, and active involvement in committees dedicated to municipal housing initiatives; working to ensure affordable, accessible, and attainable housing options are made available to all San Antonio residents.

disABILITYsa is excited to present this proposal envisioning the McIlvaine Property as a model for the implementation of best practices, tools, technologies, and equipment supporting the creation of spaces that are not only inclusive and affordable but sustainable, thus promoting the well-being and independence of individuals living with disabilities. This proposal aligns seamlessly with the shared objectives and goals in the area of housing, fostering a mutually beneficial partnership with the SAHT Foundation.

Furthermore, the opportunity for affordable rental space would significantly enhance our internal capacity, enabling us to implement programs that yield deeper systemic and long-term impacts on the community we serve.

Enclosed with this cover letter, you will find the proposal requirements stipulated in the RFP. Should you have any inquiries or require additional information, please do not hesitate to reach out to me directly. Thank you for your time and thoughtful consideration of our proposal. Together, informed by the insights and needs of the communities we serve, we can advance our mutual objectives.

Serving together,

Melanie Cawthon

Melanie Cawthon, Executive Director
Phone: 210-704-7262 | E-mail: mcawthon@disabilitysa.org

disABILITYsa is a 501(c)(3) nonprofit, charitable organization formed to educate, advance, and engage individuals with disabilities by building connections, exchanging information, creating opportunities, and strengthening our disability community in the greater San Antonio area.

EIN: 81-4443195

Board of Directors

Jane Paccione, Chair
San Antonio Area Foundation

Sandy Liwang, Vice Chair
Alcoa Electronic & Electrical Solutions

Ryan Markmann, Secretary
Transitions Teacher, NISD

Marissa Gonzalez, Treasurer
The Fuentes Firm, P.C.

Claudia Diaz
United Healthcare, C&S

John Heard
Heard & Smith LLP

Albert Sawyer
X8, LLC

Leadership

Melanie Cawthon
Executive Director

Janice Perez
Comm & Outreach Director

disABILITYsa is proud to offer:

AccessAbilityfest
ability STRONG
FIESTA ESPECIAL

Proposal: Lease of the McIlvaine Farmhouse Property
at 2515 Blanco Road, San Antonio, Texas 78212
Submitted to the San Antonio Housing Trust
November 29, 2023

Organization: disABILITYsa
Phone: 210-704-7262
Contact: Melanie Cawthon, Executive Director
Email: mcawthon@disabilitysa.org

II. Organizational History

Originally established in 2007 as an online educational resource under Mission Road Ministries, disABILITYsa.org has been a hub for information and connection to a network of over 100 area disability community service providers and 6,000 unique visitors annually. Recognizing the need for the disability community to have a dedicated entity focused on making systemic changes through a comprehensive approach, disABILITYsa became an independent 501(c)(3) in 2016.

While well-known for our historic Fiesta Especial® (est. 2003 & adopted in 2012) and AccessAbility fest (est. 2007) programs, disABILITYsa deepened its role within the San Antonio disability community in the years since our 501(c)(3) founding, serving to bridge connections between individuals, service organizations, municipal leaders, and other critical community efforts brought to the forefront during COVID. In this work, we identified gaps in opportunities by which people with the disability-lived experience can actively participate and inform initiatives in order to have more equitable access to community experiences, information, and resources that enhance well-being and quality of life.

Today, disABILITYsa operates with a mission to educate, advance, and engage people with disabilities by building connections, exchanging information, creating opportunities, and strengthening our disability community in the greater San Antonio area. We do this to achieve a vision to make San Antonio the #1 community where people with disabilities want to live, learn, work, and play. **[ATTACHMENTS SECTION II.A.]**

One noteworthy aspect of our organization's growth is our expanding role as a convener and catalyst for advancing policies and practices that address critical considerations for the disability community. disABILITYsa is engaged in various key areas such as housing, transportation, healthcare, socialization, education, and employment; playing a pivotal role in influencing positive change. disABILITYsa serves on various local community committees where we actively contribute to informing and shaping policies and practices related to community housing, transportation, and healthcare programs. Through our participation at these planning tables, we advocate for the inclusion of considerations for people with disabilities, ultimately working towards enhancing the quality of life for all people living with disabilities in our region.

disABILITYsa's active involvement in community advancement work, particularly in the area of housing, holds the promise of fostering more equitable, accessible, and inclusive living opportunities for people with disabilities in San Antonio. Through advocacy, collaboration, and

raising awareness, we can drive positive change and make a significant impact on the lives of people with disabilities in our community. For further insights into our work and achievements in this space, please visit: https://www.disabilitysa.org/housing.html

Significantly, and in alignment with the purpose and mission of the San Antonio Housing Trust Foundation create and preserve housing that is affordable, accessible, attainable, and sustainable to San Antonio residents and the Strategic Housing Implementation Plan, we actively participate in the following committees, making valuable contributions to municipal housing initiatives:

- San Antonio's Strategic Housing Implementation Plan (SHIP)
    - Residents & Community Forum to inform strategies CHS1, CHS2, CHS7, HPP3, and most importantly HPRP4, which will go a long way toward providing people living with disabilities more equitable access to affordable housing options;
    - Public Engagement and Outreach Subcommittee of the Housing Commission to work with our networks to help ensure information about affordable housing programs and supports is available in accessible formats and reaching the disability communities in San Antonio; and
    - Removing Barriers to Affordable Housing Development Subcommittee (RBSC) of the Housing Commission where we have played an influential role in planning discussions by amplifying the needs of people with disabilities, bringing attention to the scarcity of accessible housing options and emphasizing that retrofitting a home for accessibility after it's built often leads to decreased affordability and increased displacement for older adults.

- Successfully Aging and Living in San Antonio (SALSA), San Antonio Area Foundation: as a member of this collective impact at the intersection of aging and disability, we work to help ensure there is accessible, affordable housing available in neighborhoods where people with disabilities and older adults can live as independently and inclusively as possible. We are working toward a more visitable community where all homes are built with a zero-barrier entry way, wider hallways and doorways, and include an accessible restroom on the ground floor.

As an extension of our role on these committees, disABILITYsa has partnered with these and other organizations to host panel discussions sharing the lived experience from the diverse perspective of the disability community. An important part of this work is ensuring that the voices of people living with a disability have a platform by which to inform and contribute to the shaping of these efforts in our community. We developed training and leadership programs in which the disability community learns methods and approaches and connects to opportunity whereby their lived experiences inform the shaping of inclusive and equitable policies and practices that impact their lives. We also connect the disability community to resources that support them when navigating their rights around housing.

Significantly, and in alignment with the purpose and mission of the San Antonio Housing Trust Foundation and Strategic Housing Implementation Plan, we are actively working to educate the next generation of architects and design professionals about the benefits of universal design standards and the need for more accessible housing and built environments in our community through a strategic partnership with educators at UTSA and current professionals in collaboration with the American Institute of Architects (AIA) San Antonio Chapter.

Beyond our contributions toward advancing equitable housing practices, we convene meetings, participate in committees, and implement education and access programs within areas of healthcare, transportation, socialization, and inclusion. disABILTIYsa's work in these areas align the San Antonio Housing Trust Foundation's purpose to support community development efforts that build and sustain neighborhoods, empower residents, and provide positive equitable outcomes.

Through our extensive initiatives, such as AccessAbility Fest, Fiesta Especial, Navigation Services, and the Mobile Changing Unit, we actively engage individuals with disabilities and provide a platform and opportunities to participate fully in the community. Our advocacy and education programs like the Conversation 360° and the Service & Leadership Program aim to address barriers to inclusion, independence, and quality of life, which are essential components of the SAHT's mission. Additionally, our upcoming Disability-Friendly Healthcare Environments Workshop will contribute to creating more accessible healthcare facilities, aligning with the SAHT's commitment to accessibility. [**ATTACHMENTS SECTION II.B.**]

disABILITYsa is deeply rooted in the San Antonio and Disability Communities as evidenced by the robust network of partnerships. [**ATTACHMENTS SECTION II.C.**] By working closely with various disability-focused organizations, service providers, and advocacy groups in the greater San Antonio area, we have established a strong foundation for collaborative efforts aimed at improving the lives of individuals with disabilities. This network allows us to bridge the gap between our mission to empower people with disabilities and the SAHT Foundation's goal of creating affordable, accessible, and sustainable housing. Together, we can ensure that housing initiatives consider the specific needs and challenges faced by people with disabilities, making progress towards the shared vision of a more inclusive and equitable San Antonio where everyone has the opportunity to live, learn, work, and play in an accessible and affordable environment. Our collective impact can address historic and systemic inequities, ensuring that individuals with disabilities are not left behind in the pursuit of quality housing choices for all residents.

disABILITYsa currently occupies a building owned by the Hartman Family Foundation which houses our current team of 4.25 FTE change makers off of IH10 between Vance Jackson and West Ave. We also utilize storage space at Parkway Storage for our Mobile Changing Station and Public Storage for additional program supplies and equipment. [**ATTACHMENTS SECTION II.D.**]

In partnership with the San Antonio Housing Trust Foundation, we aim to transform the McIlvaine Farmhouse Property into a model of sustainable and accessible design. By integrating the needs and feedback of the communities we serve, this endeavor will focus on adopting best practices and technologies that foster a space that everyone can enjoy and come to enhance quality of life and interconnectedness.

III. Proposal Detail

The McIlvaine Model

disABILITYsa is excited to present a proposal whereby, together with the partnership of the San Antonio Housing Trust, the McIlvaine Property can serve as a model for implementing best practices, tools, technologies, and equipment that create spaces that are inclusive, affordable, and support the lives of people who live with disabilities and meet our mutual objectives and goals in the area of housing. Where possible, we plan to not only preserve the historic homestead but make enhancements that establish a welcoming environment for all of disABILITYsa's community members who use our facilities. Additionally, we aim to show visitors how adaptive practices can be affordably integrated into new and existing spaces. This approach will improve housing and employment options, enabling those with disabilities to have living and working spaces better tailored to their daily needs and allowing older adults to age in place more successfully.

The proposed improvement plan provides adaptive tools, furnishings, technologies, and approaches that address the beliefs carried in the Trust's 2023-2028 Strategic Plan:

- Housing is a human right.
- Housing should be affordable and attainable for persons at all income levels while providing for stable, autonomous, and dignified living.
- Housing should be designed to accommodate persons with all body types and abilities.
- Housing should limit the impact on our environment and be resilient to changing climate.

Throughout the years of occupancy of the McIlvaine Farmhouse, disABILITYsa will invest in the transformation of the Homestead to align as closely as possible with the guidelines outlined in the recently adopted SAHT Inclusive Housing Design Standards bringing San Antonio one more attribute for recognition and replication to advance the considerations, inclusion, and ultimately a sense of belonging for people living with disabilities.

The McIlvaine Farmhouse Supporting disABILITYsa's Mission Advancement

With the expansion of our programs and contributions to our work advancing policies and practices in San Antonio, disABILITYsa has entered into a period of strategic growth in internal capacity critical to our ability to successfully implement programs that have deeper systemic and long-term impact on the community we serve. Our current internal capacity efforts are focused in two areas: 1) increasing staff from 4.25 FTE to 7.25 FTE and 2) centralizing physical

administrative, program facilitation, and storage spaces for more efficient and cost-effective operations.

The McIlvaine Property would serve to meet our growth objectives by providing:

1) Adequate, affordable, office space as we increase staff to support existing and new programs;

disABILITYsa is currently at the crossroads of program growth and limited staff resources. Adequate, affordable office space would be a transformative solution, enabling us to efficiently accommodate our expanding team, centralize operations, and optimize our program delivery. With this vital infrastructure in place, we can enhance our impact, broaden our reach, and better fulfill our mission of empowering individuals with disabilities in the San Antonio community. This office space would serve as the hub for innovation, collaboration, and advocacy, enabling us to effectively address the evolving needs of our constituents, improve their quality of life, and advance our collective goal of creating a more inclusive and accessible society for all. Furthermore, by reducing our current rent expenses and investing 50% of those savings into building the team, we can ensure that more resources are allocated directly to our programs, enabling us to make an even greater difference in the lives of those we serve.

2) Meeting space for convening trainings, organizing volunteer activities, and producing program media materials; and

Access to the SAHT McIlvaine Farmhouse property would greatly enhance disABILITYsa's ability to provide meeting space for convening trainings, organizing volunteer activities, assist with service navigation, and producing program media materials. The property could serve as a central location for the organization's activities, providing a dedicated space for training sessions, volunteer meetings, and media production. The farmhouse's historical and picturesque setting could also create a welcoming and inclusive environment for individuals with disabilities in the San Antonio community. This would align with the organization's mission to promote independence and inclusion for people with disabilities.

3) Indoor and outdoor space to house program equipment and supplies and our inventory of large capacity resources such as our Mobile Changing Unit, a mobile fully accessible and autonomous restroom facility, and anticipated Mobile Sensory Friendly Unit.

The utilization of the McIlvaine Property would align perfectly with disABILITYsa's commitment to creating inclusive spaces and programming that benefit the entire San Antonio community. Quick access to supplies and equipment on-site would not only facilitate opportunities for individuals with disabilities but also promote community engagement and skill development. In addition, the opportunity for inclusive engagement in accessible gardening and landscape design is an exciting bonus! Having all our resources conveniently located in one property, as

opposed to scattered across multiple locations, would enhance operational efficiencies significantly. It would streamline our daily activities, improve collaboration among team members, and enable us to serve our community more effectively. Moreover, it would demonstrate a tangible commitment to creating accessible, inclusive, and welcoming environments that support the diverse needs of our constituents and contribute to the broader mission of fostering a society where everyone can participate fully and equally.

4) A central location and proximity to public transportation lines is a valuable asset to disABILITYsa enhancing our ability to connect with the disability community in San Antonio.

Having access to a central location and proximity to public transportation lines is a valuable asset for disABILITYsa in enhancing our ability to connect with the disability community in San Antonio. A central location would make the organization more accessible to individuals with disabilities, allowing for easier participation in programs and access to resources. Proximity to public transportation lines would further enhance this accessibility, as it would enable individuals who rely on public transit to easily reach disABILITYsa location. This would be particularly beneficial for individuals with disabilities who may face transportation barriers, as it would provide them with a reliable and accessible means of reaching the organization's services and programs.

Operational furnishings and technologies will include those designed to meet adaptive needs for those with all types of abilities; and an area for displaying resources and other programs provided by our network of service providers will be made available. The property would house our general administration operations conducted during office hours of 9am-5pm, Monday – Friday, and serve a meeting space for convening partners and community and providing training programs during hours in the evenings and on weekends.

Proposed Term Length for Operations

disABILITYsa proposes a rental agreement no less than five years with a request of rental rate of $1/year. The proposal provides the time frame to meet property improvement objectives, provide a rate of return that advances our organizational goals, and for impact return on contributed revenue investment by project funders.

After five years of residency, we propose an option for a yearly renewal with a continued commitment to provide improvements to and preservation of the property in lieu of rental amount.

IV. Improvement and Preservation Plan and Source of Funding:

The McIlvaine Improvement and Preservation Plan

Upon occupancy of the McIlvaine Property, we propose to conduct the following maintenance activities to support the preservation of the property and improvements to turn the McIlvaine Property into a model for inclusive, equitable, affordable, and sustainable housing [**ATTACHMENT III. A. THROUGH C.**]:

Within 3-6 months of occupancy:

- Complete full accessibility upgrades to bathroom facilities to include:
  - Reconfiguration of walls to create larger space;
  - Installation of door frames to comply with accessibility requirements;
  - Addition of a universal changing station; and
  - Addition of safety rails, grab bars, and accessible sink.
- Install reception/serving area and storage cabinets utilizing adaptive furnishings as replacement for kitchen counter space within the conference room.
- Conduct inspection of the foundation and secure quotes for improvement needs.
- Install gate and pathway between SAHT Lot and secondary parking lot area for increased parking capacity.
- Install storage building within the main parking lot for housing our portable adaptive equipment for ease of access for both disABILITYsa staff and others who utilize the resources and serve as a demonstration area for such resources and 2 additional storage buildings in other areas of the property or container on the back parking lot.

Within 6-12 months of occupancy:

- Conduct necessary improvements to preserve integrity of foundation.
- Make improvements of the existing accessibility ramp wrapping the side of the house to the front porch to ensure safe access to the building.
- Install additional accessibility ramp from the parking lot to the rear entrance of the house to reduce distance and increase points of safe ingress/egress in cases of emergencies.
- Install one designated accessible parking space with adequate space for use of a side ramp; restripe remaining parking spaces in the main lot to accessibility width standards.

Within 9-15 months of occupancy:

- Install projection system in conference room, including a retractable screen and mounted projector with remote control for ease of use by facilitators both with and without disabilities.
- Design and install an outdoor garden and patio area utilizing low-maintenance, low-cost, ecological, and adaptive gardening practices and fitted with accessible walkways, seating areas, and a ramp entrance from the parking area.
- Outfit external doorways with automatic door openers.

Within 1 year to 18 months of occupancy:

- Adjust electrical outlets and lightswitch plates to accessible heights.

- Referencing the adopted Inclusive Multi-Family Design Standards of the San Antonio Housing Trust, identify additional ways in which the property can be retrofitted to serve as a demonstration campus for adaptive, affordable, and equitable housing practices.
- Consult with Accessible and Universal Design experts to obtain greater insight on additional opportunities to model affordable accessibility renovations.

In addition to these improvements, disABILITYsa will conduct maintenance to ensure preservation of the property to include yard maintenance, regular wood floor cleanings and finishings from wear as needed, and any plumbing, electrical, or structural repairs due to accidents or misuse.

Sources of Funding

disABILITYsa's current office space is utilized at its maximum capacity for office spaces, a small lobby/meeting area, and some storage. We retain two additional storage facilities, one for program materials and portable resources, and another for parking our Mobile Changing Unit. In addition, we regularly rent venue space for convening workshops, training sessions, and production of program media. By centralizing these spaces into the McIlvaine property and through an agreement with the Housing Trust, potential savings of venue related expense total $42,120 a year, itemized as:

○ Office Rental	$33,000/year
○ Storage Facilities	$7,080/year
○ Meeting facilitation venue rentals	$1,680/year

We propose to allocate 50% of office rental and 100% of storage facility and venue rental expense offsets in the first year toward the identified structural improvements and associated labor fees **(see below Table 1.)**. The remaining balance of expenses in permanent property equipment, furnishings, and storage purchases will be met through capital campaign fundraising efforts. Finally, through our network of service providers, we anticipate an interest in providing in-kind services and goods - as participation in creating a model example of how we can together create spaces that are equitable, accessible, and sustainable for the communities we serve.

In subsequent years, 25% - 50% of current rental, facility, and venue rental cost savings ($10,500 - $21,000) will be allocated toward maintenance funds and additional identified improvements. The balance of these savings, $15,260 in the first year, and up to $31,300 in subsequent years, will support our internal staff capacity building goals.

Table 1. McIlvaine Farmhouse Property Proposed Budget and Proposed Funding Sources

Year 1 Improvement Expenses		Proposed Funding Sources		
Description	**Estimated Costs**	**DSA Investment**	**Contributed Revenue**	**In-kind Goods & Services**
Foundation				
Inspection	$750	$750		
Repair (*Estimate based on research*)	$20,000	$20,000		
Accessible Ingress/Egress				
Repair Existing Ramp Labor	$1,500			$1,500
Rear Ramp Buildout Labor	$2,500			$2,500
Rear Ramp Materials	$2,000		$2,000	
Accessible Parking Signs	$250		$250	
Parking Lot Restriping	$250		$250	
Automatic Door Openers Entrances	$1,500		$1,500	
Door Opener Installation Labor	$500			$500
Bathroom				
Buildout Labor	$2,000	$2,000		
Door Frames	$250		$250	
Universal Changing Station	$3,000		$3,000	
Safety Rails	$200		$200	
Accessible Sink	$650		$650	
Kitchen/Conference Room				
Buildout Labor	$2,000	$2,000		
All-in-one Kitchenette	$2,750		$2,750	
Storage Cabinets/Serving Counters	$8,000		$8,000	
Retractable Projection Screen	$1,250		$1,250	
Mounted Projector	$2,500		$2,500	
Relocate Wall Light Switches Labor	$750			$750
Outdoor Space				
Install Back Lot Gate and Path	$500	$500		
Back Lot Gate and Security Lock	$450		$450	
Storage Building Install Labor	$500			$500
Storage Buildings (3)	$5,000		$5,000	
Garden/Patio Design & Install Labor	$4,000			$4,000
Garden/Patio Materials	$3,000		$1,500	$1,500
Total	**$66,050**	**$25,250**	**$29,550**	**$11,250**

Revenues - Year 1			Proposed Funding Sources		
Description			**DSA Rent Offsets**	**Contributed Revenue**	**In-kind Goods & Services**
Rental Offsets	**$/month**	**1 Year**			
Office Rental	$2,750	$33,000	$16,500		
Storage Rental	$590	$7,080	$7,080		
Venue Rental	$140	$1,680	$1,680		
Foundation and Individual Contributions	**Award Period**	**Request Amount**			
Individuals	Q2	$4,550		$4,550	
Myra Stafford Pryor Charitable Trust	Q2	$7,500		$7,500	
Greehey Family Foundation	Q2	$5,000		$5,000	
Hartman Family Foundation	Q2	$7,500		$7,500	
Warm Springs Foundation	Q3	$5,000		$5,000	
In-Kind Services					
Landscape Design/Installer Labor	Q2	$4,000			$4,000
Rainbow Gardens Supplies	Q3	$1,500			$1,500
Ramp Installation Labor	Q2	$4,000			$4,000
Storage Building Install Labor	Q3	$500			$500
Door Opener Installation Labor	Q3	$500			$500
Relocate Wall Light Switches Labor	Q4	$750			$750
Total		**$81,310**	**$25,260**	**$29,550**	**$11,250**
Balance	**DSA Savings Balance**	**$15,260**	**$10**	**$0**	**$0**

Revenues - Year 2 through Year 5			Proposed Funding Sources For Maintenance or Improvements		
Description			**DSA Rent Offsets 25%**	**DSA Rent Offsets 50%**	**DSA Savings Balance**
Rental Offsets	**$/month**	**1 Year**			
Office Rental	$2,750	$33,000	$8,250	$16,500	
Storage Rental	$590	$7,080	$1,770	$3,540	
Venue Rental	$140	$1,680	$420	$840	
Total		**$41,760**	**$10,440**	**$20,880**	**$20,880 - $31,320**