

**SAN ANTONIO HOUSING TRUST FINANCE CORPORATION**  
**OFFICIAL MEETING MINUTES**

**Date: Friday, August 19, 2022**

The Finance Corporation met in session at 4:41 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

**PRESENT: Antoinette Brumfield, Councilwoman Teri Castillo, Eric Cooper, Jordan Ghawi, Marinella Murillo, Jane Pacione, and Councilwoman Phyllis Viagran.**

**ABSENT: Mark Carmona, Councilman John Courage, Councilwoman Adriana Rocha Garcia, 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.; Susan Snowden- Director of Finance 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; Norma Little- Leal & Carter, P.C.; Jason Arechiga- NRP Group; Mark Tolley- Mission Development Group; Steve Poppoon- LPDC, LTD; Nancy Poppoon- LPDC, LTD; Andrew Poppoon- LPDC, LTD; Jason Hauck- Morgan Group; Avis Chaisson- Palladium USA; Summer Greathouse- Attorney Bracewell; Cynthia Trevino- Attorney DNRBZ.

1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order by Vice President Jane Pacione and the roll was called by Lauren Bejaran.
2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FOR MAY 25, 2022.**  
Jordan Ghawi motioned, and Councilwoman Phyllis Viagran seconded for approval of the May 25, 2022, minutes with the noted corrections.

**AYES: 4**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

3. **CITIZENS TO BE HEARD**  
**NONE. NO ACTION WAS TAKEN.**
4. **PRESETATION AND POSSIBLE ACTION REGARDING THE SAN ANTONIO HOUSING TRUST FINANCE CORPORATION AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2021.**

Norma Little, SAHT's CPA from Leal & Carter PC, briefed to the board on the audit for the San Antonio Housing Trust Finance Corporation. Norma presented the Independent Auditor's Report stating that the balances were fairly stated by the SAHT FC. The Financial statements begin with statements of net position with assets listed at \$1,822,777 and liabilities at \$21,132. Operating Revenues are listed at \$917,430, which include revenues from bond issuer fees and application fees. Operating Expenses include the administrative fees owned to the Foundation and are listed at \$235,432. Operating Income is listed at \$681,998 which include a grant that was returned from the City of San Antonio and contributions to the city for risk mitigation

Councilwoman Phyllis Viagran thanked Norma Little for all the work she contributed to SAHT on the 3 audits for SAHTF, SAHTPFC, SAHTFC.

**MINUTES COMMISSION ACTION:**

Jordan Ghawi motioned, and Councilwoman Teri Castillo seconded to approve the San Antonio Housing Trust Finance Corporation Audit for fiscal year ending September 30, 2021, with the noted corrections.

**AYES: 4**

**NAYS:**

**ABSTAINED:**

**THE MOTION PASSED.**

**5. BRIEFING AND DISCUSSION ON THE FISCAL YEAR 2023 PRELIMINARY BUDGET.**

Pete Alanis briefed to the board about the fiscal year 2023 preliminary budget for the SAHT Finance Corporation. The FC is expected to earn \$716,000 in net revenues by the end of FY 2022 through Private Activity Bond Issuance Fees and Annual Bond Fees. For FY 2023, the FC is estimated to earn \$136,000 in revenues from 18 projects' annual fees. Operating Expenses for the FC in FY 2023 are an estimated \$45,530 in fees to the Foundation and compliance monitoring costs. At the start of FY 2023, the FC shall have \$1.79 million in unrestricted cash. Assuming no additional cash is expended, the Finance Corporation shall have \$1.88 million in unrestricted cash.

**NO ACTION TAKEN.**

**6. ADJOURNMENT**

Vice President Jane Paccione adjourned the meeting. There being no further business, the meeting adjourned at 4:47 p.m.