

San Antonio Housing Trust Foundation
2023 OFFICIAL MEETING MINUTES

DATE: April 21, 2023

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 2:25 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

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

ABSENT: Marinella Murillo 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; Tom Roth- Director of Development; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust Foundation; John Hernandez- Senior Asset Manager San Antonio Housing Trust Foundation; Ruben Lizalde- D3; Edward Muniga- D4; Ileana Sandoval- D9; Summer Greathouse- Attorney Bracewell; Clarissa Rodriguez- Attorney DNRBZ; Allison Beaver- NHSD; Mirla Lopez- SEFLA Languages Interpreter

1. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order by President Adriana Rocha Garcia and the roll was called by Nicole Collazo.
2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF FEBRUARY 17, 2023.**

MINUTES COMMISSION ACTION:

Jordan Ghawi motioned, and Councilman John Courage seconded to approve the February 17, 2023, minutes, with the noted corrections.

AYES: 9

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. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TENANT EMERGENCY ASSISTANCE MATTERS PROGRAM.

Pete Alanis briefed the board on the SAHT Emergency Assistance Matters Program, that will provide rental assistance for below 60% AMI to tenants experiencing emergency hardships. The administration of the TEAM program will be implemented directly through the SAHT Foundation staff instead of the property management teams.

Rachell Hathaway asked Pete Alanis if the Asset Manager would be responsible for replenishing the funds for the TEAM program. Pete Alanis stated any revenue SAHT receives after 10% of the initial fund amount will go directly into the TEAM program fund.

MINUTES COMMISSION ACTION:

Councilwoman Phyllis Viagran motioned, and Councilwoman Teri Castillo seconded to approve The Tenant Emergency Assistance Matters Program, with the amendment to review the policies a year from the commence date of the program.

AYES: 9

NAYS:

ABSTAINED:

THE MOTION PASSED.

5. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION TO AUTHORIZE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A LEASE AGREEMENT FOR SAN ANTONIO HOUSING TRUST FOUNDATION OFFICE SPACE AT FOUNTAINHEAD TOWER AND OTHER RELATED MATTERS.

Pete Alanis briefed the board on the proposed lease agreement for The San Antonio Housing Trust Foundation office space at Fountainhead Tower.

Councilman John Courage asked if SAHT will be able to subsidize the rent for Fountainhead with the disposal of the current office space for SAHT. Pete Alanis stated SAHT plans on leaving the office at 2515 Blanco to a Non-Profit that works in the Affordable Housing field and rent out the office space for 1 dollar a year.

MINUTES COMMISSION ACTION:

Jordan Ghawi motioned and seconded to approve a resolution authorizing Executive Director to negotiate and execute a lease agreement for San Antonio Housing Trust Foundation office space at Fountainhead Tower and other related matters.

AYES: 9

NAYS:

ABSTAINED:

THE MOTION PASSED.

Commented [LB1]: Not seen or heard on recording who seconded

6. EXECUTIVE DIRECTOR'S REPORT

Pete Alanis briefed the board on the Executive Director's Report Quarter 2 revenues and expenditures for the SAHT Public Facility Corporation, Finance Corporation, and the Foundation.

NONE. NO ACTION TAKEN.

7. ADJOURNMENT

President Rocha Garcia adjourned the meeting. There being no further business, the meeting adjourned at 3:09 p.m.