

AGENDA

**A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST
will be held at**

**Municipal Plaza B Room
114 W. Commerce St., San Antonio, TX 78205**

and virtually via ZOOM:

<https://us02web.zoom.us/j/89928792640?pwd=V1Z1Qk5IM21wNGVLVDdDZ2VqaVI4QT09>

DIAL-IN NUMBER: 1-346-248-7799 MEETING ID: 899 2879 2640 PASSWORD: 030212

on Friday, October 20, 2023, beginning at 2:00 p.m.

NOTICE: *A quorum of the board of directors will be physically located at 114 W Commerce St., San Antonio, TX 78205 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 August 18, 2023.
3. Public Comment – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
4. Discussion and possible action to approve a Resolution recommending Board of Trustees Appointments for the San Antonio Housing Trust to the City Council of the City of San Antonio consistent with the First Amended and Restated Declaration of the Trust.
5. Discussion and possible action for Election of Officers.
6. Adjournment

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), 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 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

accommodations or interpretative services must be made 48 hours prior to this meeting. Please contact Nicole Collazo, for concerns or requests, at (210) 735-2772 or FAX (210) 735-2112.

**San Antonio Housing Trust
Agenda Item 2**

This item includes the approval of minutes from the August 18, 2023 meeting.

SAN ANTONIO HOUSING TRUST
2023 OFFICIAL MEETING MINUTES

DATE: August 18, 2023

TIME AND PLACE: The San Antonio Housing Trust met in session at 2:04 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

PRESENT: Mark Carmona, Councilwoman Teri Castillo, Eric Cooper, Councilman John Courage, Jordan Ghawi, Councilman Jalen McKee-Rodriguez, Marinella Murillo, Jane Pacione, Councilwoman Adriana Rocha Garcia, and Councilwoman Phyllis Viagran.

ABSENT: Antoinette Brumfield and Rachell Hathaway

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 Muniga- D4; Justin Renteria- D5; Milee Ray-D9; Rosario Yanez- SEFLA Languages Interpreter; Ulysses Grajeda- Texas Rio Grande Legal Aid (TRLA).

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 NOVEMBER 18, 2022.**
Councilmember Teri Castillo motioned, and Councilmember Jalen McKee-Rodriguez seconded for approval of the November 18, 2022, minutes.
AYES: 9
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 TAKEN.

4. **BRIEFING ON THE SAN ANTONIO HOUSING TRUST FUND**

Bret Sekula from the City of San Antonio Finance Department briefed the board on the San Antonio Housing Trust Fund. The Trust fund had a balance of \$10,665,827 at the beginning of the 2022 Fiscal Year. Revenues for the Trust Fund included \$29,572 pooled investment interest, \$44,530 in non-pooled investments interest, \$233,533 from SAHT PFC contributions, \$233,533 in matched PFC contributions from the City of San Antonio, and \$105,985 in interest. The Corpus Reserve total is \$10,467,066, bringing an estimated ending balance on September 30, 2023, of \$11,312,981.

NO ACTION TAKEN.

5. ADJOURNMENT

Vice President Jane Paccione adjourned the meeting. There being no further business, the meeting adjourned at 2:10 p.m.

**San Antonio Housing Trust
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 política 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
Agenda Item 4

Discussion and possible action to approve the board appointments.

The SAHT Governance Committee is responsible for reviewing board member applications and submitting a letter of recommendation to the City's Council Governance Committee. All six "community board members" serve 4-year staggering terms. However, due to the initial staggering, three board members term expired on May 31, 2023.

Antoinette Brumfield 05/31/2023

Eric Cooper 05/31/2023

Jane Paccione 05/31/2023

The current SAHT board members are considered active as holdover until the City Council makes or renews the appointments. As of August 11, 2023, the City Clerk's office has received 4 applications:

1. Antoinette Brumfield
2. Eric Cooper
3. Jayeson Howell
4. Jane Paccione

On August 18, 2023, the SAHT Foundation board approved the reappointment of Antoinette Brumfield, Eric Cooper, and Jane Paccione. However, it is necessary that a resolution from each entity the Trust, PFC and FC board is required prior to full City Council approval.

Recommendation:

The Governance Committee recommends the reappointment of Antoinette Brumfield, Eric Cooper, and Jane Paccione to the Housing Trust Board of Trustees.

Attachment:

Resolution

SAN ANTONIO HOUSING TRUST

RESOLUTION NO T23-1020-04

A RESOLUTION RECOMMENDING SAN ANTONIO HOUSING TRUST BOARD APPOINTMENTS TO THE SAN ANTONIO CITY COUNCIL FOR A FOUR-YEAR TERM CONSISTENT WITH THE RESTATED BYLAWS

WHEREAS, the City of San Antonio Housing Trust was established by the City of San Antonio to provide affordable housing opportunities for low and moderate income families; and

WHEREAS, City Council approval, from time to time by majority vote, the Trustees may adopt such written rules, regulations, and procedures, and any amendments thereto, not inconsistent with the Trust, for the conduct of their meetings, the carrying out of their duties and powers; and

WHEREAS, the Trust Board of Directors determined to amend and restate the Bylaws of the Trust; and

WHEREAS, the Board of Trustees of the Trust approved the First Amended and Restated Declaration of Trust City of San Antonio Housing Trust and the First Amended and Restated Final Rules and Regulations for the Operation of the San Antonio Housing Trust outlining the new form of the Board of Directors; and

WHEREAS, under Section 4.02 of the new First Amended and Restated Bylaws (“Bylaws”), the term of office for Class I Board of Directors serving for an initial term of two (2) years is expiring and appointments must be made to fill such spots in accordance with the Bylaws for the positions of Community Directors; and

WHEREAS, the Bylaws indicate the Community Directors shall be nominated by the Governance and Policy Committee of the Trust; and

WHEREAS, the Bylaws indicate the Community Directors shall have specific experience; and

WHEREAS, the Governance and Policy Committee of the Trust met to evaluate the applicants for the Community Director positions and recommend to the full Board and to City Council the re-appointment of Eric Cooper, Jane Paccione, and Antoinette Brumfield meet the specific experience requirements and shall be re-appointed to fulfill a four (4) year term under the Bylaws section 4.03; and

WHEREAS, the Governance and Policy Committee and the Board of Directors of the Trust find it is in the best interest of the Trust and its overall goals of providing sustainable and affordable housing to recommend appointments of the recommended persons for confirmation by the City Council of the City of San Antonio.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO HOUSING TRUST, 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 Governance and Policy Committee and the Board of Directors for the San Antonio Housing Trust (“Trust”) recommend the following for re-appointment to the Board of Directors for a four-year term consistent with the Restated Bylaws of the Trust: Eric Cooper, Jane Paccione, and Antoinette Brumfield.

Section 3. If any section, subsection, clause, phrase or provision of this Article, or any application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void, or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Article, or any application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Section 4. That 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, as amended, Texas Government Code.

Section 5. This Resolution shall take effect immediately from and after its passage and the publication of the caption hereof, as provided by law.

PASSED and APPROVED this the ___ day of August 2023.

SIGNED:

Councilwoman Adriana Rocha Garica
President

ATTEST:

Jordan Ghawi, Secretary

**San Antonio Housing Trust
Agenda Item 5**

Discussion and possible action for the Election of Officers.

Summary:

The officers of the Trust consist of the President, a Vice President, a Secretary, a Treasurer, and any other officers that the Board may establish by most Trustees. Any person may hold any two or more offices of the Trust except the offices of President and Secretary.

- Elections are to be held as determined by the Board of Trustees.
- Slate is presented at the board meeting.
- Nominations are accepted from the floor.
- Election by the majority of Trustees present is required.

The President will preside at all meetings of the Board. The President will have other powers and duties not inconsistent with these Bylaws as may be assigned by the Board.

The Vice President will have the powers and duties of the President in its absence. A Vice President will act under the direction of the President and in his/her absence have the duties and powers of the President. A Vice President will have other duties and powers as the President, or the Board of Trustees may assign.

The Secretary will have the general powers and duties usually vested in such office of a Trust, including keeping all records, documents, and the corporation seal at the principal office of the Trust; affixing the corporate seal to any instrument requiring it and to attest the same by his or her signature when authorized by the Board of Directors of after the instrument has been signed by the President, a Vice President or other authorized officer or agent¹ keeping the minutes of the meetings.

The Managing Trustee shall hold the officer of Treasurer unless otherwise elected by the Board of Trustees and subject to City Council approval. The Treasurer will be responsible for all funds and securities of the Trust and will have the general powers and duties usually vested in such office of the Trust, including receiving and documenting all monies due and payable to the Trust; depositing all monies received in the name of the Trust in a depository designated by the Board; disbursing monies of the Trust under the direction or orders of the Board; entering regularly in the books kept by the Treasurer a complete and accurate account of all monies received and disbursed by the Trust; rendering a statement of the financial accounts of the Trust to the Board as requested; exhibiting the books of account in his/her custody to any Trustee upon request; and submitting a full financial report to the Board of Trustees at a meeting during the next fiscal year.

Recommendation:

Staff recommends electing a President, Vice President, and Secretary. Staff recommends the City of San Antonio Finance Director "Managing Trustee" remain in the office of Treasurer.