AGENDA

A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FINANCE CORPORATION
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=V1Z1Qk5lM21wNGVLVDdDZ2VqaVl4QT09
DIAL-IN NUMBER: 1-346-248-7799 Meeting ID: 899 2879 2640 PASSWORD: 03012
On Friday, October 20, 2023, beginning at 2:00 p.m. or immediately following the adjournment of the San Antonio Housing Trust Public Facility board meeting.

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 September 29, 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 Director Appointments for the San Antonio Housing Trust Finance Corporation to the City Council of the City of San Antonio consistent with the restated Bylaws.
5. Discussion and possible action for Election of Officers.
6. Adjournment.

***Executive Session**

The San Antonio Housing Trust Public Facility Corporation 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*

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION BOARD MEMBERS:

Council Member Jalen McKee-Rodriguez (District 2), Council Member Phyllis Viagran (District 3), Council Member Dr. Adriana Rocha Garcia (District 4), Council Member Teri Castillo (District 5), Council Member John Courage (District 9), Jane Paccione, Jordan Ghawi

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.

Posted on October 13, 2023 5:10PM

San Antonio Housing Trust Finance Corporation
Agenda Item 2

This item includes the approval of minutes from the **September 29, 2023** meeting.

DATE: September 29, 2023

TIME AND PLACE: The Finance Corporation met in session at 3:08 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

PRESENT: Antoinette Brumfield, Mark Carmona, Councilwoman Teri Castillo, Councilman John Courage, Jordan Ghawi, Councilman Jalen McKee-Rodriguez, Marinella Murillo, Jane Paccione, Councilwoman Adriana Rocha Garcia.

ABSENT: Eric Cooper and Councilwoman Phyllis Viagran.

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; Mirla Lopez- SEFLA Languages Interpreter; Nikisha J. Baker- SAMMinistries; Jill Flynn- Cornerstone Housing Group; Alma Cobb- Realtex Development; Brad McMurray- Prospera Housing Community Services; Raymond Lucas- Prospera Housing Community Services; Jacque Woodring- Prospera Housing Community Services; Karla Desatnik- OCI Group.

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. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FOR JULY 28, 2023.**
   Councilman Jalen McKee-Rodriguez motioned, and Councilman John Courage seconded for approval of the July 28, 2023, minutes.
   AYES: 5
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

3. **CITIZENS TO BE HEARD**

   NONE. NO ACTION WAS TAKEN.

4. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SAN ANTONIO HOUSING TRUST FINANCE CORPORATION FY 2024 ANNUAL BUDGET AND TO AUTHORIZE THE EXPENDITURES CONTAINED THEREIN.**
   Pete Alanis briefed the board on the proposed final FY 2024 Annual Budget for the San

Antonio Housing Trust Finance Corporation. The FY 2024 preliminary FC budget was presented to the full FC board on August 18, 2023. There was no change to the budget from the previous meeting. The FC Finance & Audit Committee met on September 18, 2023, to consider the proposed FY 2024 FC Budget and voted to move this item forward to the PFC Board for consideration.

MINUTES COMMISSION ACTION:
Councilman Jalen McKee-Rodriguez motioned, and Jordan Ghawi to approve the San Antonio Housing Trust Finance Corporation FY 2024 Annual Budget and to authorize the expenditures contained therein.
AYES: 5
NAYS:
ABSTAINED:
THE MOTION PASSED.

Councilwoman Teri Castillo joins the FC Board Meeting at 3:10 p.m.

5. **BRIEFING, DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION CONCERNING THE APPLICATION OF THE ARBORS AT WEST AVENUE LP RELATING TO THE PROPOSED FINANCING OF UP TO $4,000,000 OF THE COSTS OF THE ACQUISITION, CONSTRUCTION, AND EQUIPPING OF THE ARBORS AT WEST AVENUE APARTMENTS AND OTHER MATTERS IN CONNECTION THEREWITH.**
Pete Alanis briefed the board on the proposed financing of up to $4,000,000 of the costs of the acquisition, construction, and equipping of the Arbors at West Avenue Apartments.

The FC Finance & Audit Committee met on September 18, 2023, to consider the proposed FY 2024 FC Budget and voted to move this item forward to the PFC Board for consideration.

MINUTES COMMISSION ACTION:
Councilwoman Phyllis Viagran motioned, and Jordan Ghawi to approve Item #5 for the Arbors at West Ave Apartments.
AYES: 6
NAYS:
ABSTAINED:
THE MOTION PASSED.

6. **ADJOURNMENT**
President Adriana Rocha Garcia adjourned the meeting. There being no further business, the meeting was adjourned at 3:13 p.m.

San Antonio Housing Trust Finance Corporation
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.

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 Finance Corporation
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 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 Finance Corporation Board.

Attachment:
Resolution

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION

RESOLUTION NO FC23-1020-04

A RESOLUTION RECOMMENDING SAN ANTONIO HOUSING TRUST FINANCE CORPORATION BOARD APPOINTMENTS TO THE SAN ANTONIO CITY COUNCIL FOR A FOUR-YEAR TERM CONSISTENT WITH THE RESTATED ARTICLES OF INCORPORATION AND BYLAWS

WHEREAS, the City of San Antonio Housing Trust Finance Corporation ("FC") was established by Ordinance No. 86465 passed on August 21, 1997 pursuant to the Texas Housing Finance Corporations Act, as amended, for the purpose of providing a means of financing the costs of affordable housing projects located within the San Antonio city limits and approved the SAHTFC's Articles of Incorporation and Bylaws; and

WHEREAS, pursuant to said bylaws and articles of incorporation and subject to 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 Finance Corporation, for the conduct of their meetings, the carrying out of their duties and powers; and

WHEREAS, the initial Board of Directors caused to be filed with the Texas Secretary of State Articles of Incorporation for the organization of the San Antonio Housing Trust Finance Corporation; and

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

WHEREAS, the Board of Trustees of the Finance Corporation approved the First Amended and Restated Declaration of Trust City of San Antonio Housing Finance Corporation outlining the new form of the Board of Directors; and

WHEREAS, under 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 Finance Corporation; and

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

WHEREAS, the Governance and Policy Committee of the Finance Corporation 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; and

WHEREAS, the Governance and Policy Committee and the Board of Directors of the Finance Corporation find it is in the best interest of it 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 FINANCE CORPORATION, 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 Finance Corporation ("FC") 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 October 2023.

SIGNED:

_____
Councilwoman Adriana Rocha Garica
President

ATTEST:

_____
Jordan Ghawi, Secretary

San Antonio Housing Trust Finance Corporation

Agenda Item 5

Discussion and possible action for the Election of Officers.

Summary:

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

- Elections are to be held as determined by the Board of Directors.
- Slate is presented at the board meeting.
- Nominations are accepted from the floor.
- Election by majority of Directors present is required.
- Any community members elected to officer positions (Directors) of the Finance Corporation will require City Council Action.

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 Directors may assign.

The Secretary will have the general powers and duties usually vested in such office of a Finance Corporation, including keeping all records, documents, and the corporation seal at the principal office of the Finance Corporation; 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 agent' keeping the minutes of the meetings.

The Treasurer will be responsible for all funds and securities of the Finance Corporation and will have the general powers and duties usually vested in such office of the Finance Corporation, including receiving and documenting all monies due and payable to the Finance Corporation; depositing all monies received in the name of the Finance Corporation in a depository designated by the Board; disbursing monies of the Finance Corporation 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 Finance Corporation; rendering a statement of the financial accounts of the Finance Corporation to the Board as requested; exhibiting the books of account in his/her custody to any Director upon request; and submitting a full financial report to the Board of Directors at a meeting during the next fiscal year.

Recommendation:

Staff recommends electing a President, Vice President, Treasurer, and Secretary.