SAN ANTONIO HOUSING TRUST FOUNDATION
2024 OFFICIAL MEETING MINUTES

DATE: May 17, 2024

TIME AND PLACE: The San Antonio Housing Trust Foundation met in session at 2:05 p.m., via Zoom and in person at 114 W Commerce, San Antonio, TX 78205.

PRESENT: Antoinette Brumfield, Councilmember Teri Castillo, Eric Cooper, Jordan Ghawi, Rachell Hathaway, Councilmember Sukh Kaur, Marinella Murillo, Jane Paccione, Councilmember Adriana Rocha Garcia, and Councilmember Phyllis Viagran.

ABSENT: Mark Carmona and Councilmember Jalen McKee-Rodriguez.

STAFF/VISITORS PRESENT:
Pedro Alanis- Executive Director San Antonio Housing Trust; Nicole Collazo- Director of Operations San Antonio Housing Trust; Susan Snowden- Financial Director San Antonio Housing Trust; Lauren Bejaran- Senior Administrative Assistant San Antonio Housing Trust; Tom Roth- Director of Development San Antonio Housing Trust; Seema Kairam- Real Estate Development Manager of San Antonio Housing Trust; Frida Garcia- San Antonio Housing Trust; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust; John Hernandez- Senior Asset Manager; Clarissa Rodriguez- Denton Navarro Rocha Bernal & Zech, P.C.; Jim Plummer- Bracewell; Summer Greathouse- Bracewell; Levi Stoneking- Bracewell; Ryan Salts- District 1; Edward Mungia- District 4; Justin Renteria- District 5; Isaac Bernal- City of San Antonio; Erika Ragsdale- City of San Antonio; Melanie Cawthon- DisABILITYsa; Kevin DeAnda- Ortiz McKnight PLLC; Daniela Paz- Ascend NBS; Adriana Guajardo- OCI Group; Olivia Travieso- OCI Group; Analco Gonzalez- OCI Group; Hayley Lucario- OCI Group; Anita Fernandez- OCI Development; Jean Latsha- Pedcor Investments; Craig H. Lintner- Pedcor Investments; Matthew Fullenkamp- Pedcor Investments; Nathan Wayne- Pedcor Investments; Dominic Marinelli- United Spinal Association; Andre Green- SAHT Sustainability & Universal Design Committee Member; Michelle Marvelli- Citizen; Ivette Velasco- SEFLA Languages Interpreter.

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

2. **DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF MARCH 22, 2024.**
MINUTES COMMISSION ACTION:
Councilmember Castillo motioned, and Jordan Ghawi seconded to approve the March 22, 2024, minutes.
AYES: 10
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. **BRIEFING, DISCUSSION, AND POSSIBLE ACTION TO APPROVE A RESOLUTION APPROVING A BUDGET AMENDMENT FOR THE SAN ANTONIO HOUSING TRUST FOUNDATION FOR FISCAL YEAR 2024 TO ADDRESS OPERATING EXPENSE AMENDMENTS AND ADJUSTMENTS.**

   Executive Director Pete Alanis briefed the board on the proposed resolution approving a budget amendment for the SAHT Foundation for Fiscal Year 2024 to address operating expense amendments and adjustments.

   Jordan Ghawi asked Executive Director Pete Alanis why NHSD events were not apart of the Program Expense category on the Fiscal Year 2024 budget for the SAHT Foundation.

   Executive Director Pete Alanis that the expenses for NHSD events are covered by city funds that NHSD provides to the Foundation for vendors to be paid. SAHT does not use SAHT funds for these events.

   Councilmember Castillo asked Pete Alanis if the decrease to $25,000 for Travel and Training was due to funds not being used.

   Executive Director Pete Alanis stated SAHT Staff calculated that the proposed decrease in funds for the Travel and Training budget would be enough to cover costs for SAHT Staff and the SAHT Board of Directors.

   President Rocha Garcia joins the SAHT Foundation meeting at 2:17 p.m.

   MINUTES COMMISSION ACTION:
   Jordan Ghawi motioned, and Rachell Hathaway seconded to approve Item #4.
   AYES: 10
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

5. **BRIEFING, DISCUSSION, AND POSSIBLE ACTION TO APPROVE A RESOLUTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ASCEND NBS FOR GRANT WRITING SERVICES.**

   Executive Director Pete Alanis briefed the board on the proposed resolution approving a resolution for the Executive Director to negotiate and execute a professional services agreement with Ascend NBS for Grant Writing Services.

   MINUTES COMMISSION ACTION:
   Jordan Ghawi motioned, and Councilmember Castillo seconded to approve Item #5.
   AYES: 10
   NAYS:
   ABSTAINED:
   THE MOTION PASSED.

6. **ADJOURNMENT**

   President Rocha Garcia adjourned the meeting. There being no further business, the meeting was adjourned at 2:23 p.m.