AGENDA

A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FOUNDATION
will be held at the
Municipal Plaza B Room
114 W Commerce St., San Antonio, TX 78205
and virtually via ZOOM:
https://us02web.zoom.us/j/88070033634?pwd=SnRLdUR6MVhpNFp1TzlUUnhaZzhvQT09
DIAL-IN NUMBER: 1-346-248-7799 Meeting ID: 880 7003 3634 & PASSWORD: 396957
On Friday, August 15, 2025, beginning at 2:00 p.m. Or immediately following the adjournment of the San Antonio Housing Trust Public Facility Corporation 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 **June 13, 2025.**
3. **Public Comment** – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
4. A briefing and discussion on FY 2025 Annual Plan results and FY 2026 Annual Plan and Budget Priorities.
5. Briefing, discussion, and possible action regarding a resolution authorizing the award of Architectural and Engineering Services for 111 W. Travis building (Robert E. Lee Apartments) for community engagement and schematic design; and authorizing the Executive Director to negotiate and execute a contract; and amending the Foundation Capital Budget as necessary to complete this work.
6. Briefing, discussion, and possible action regarding a resolution authorizing the release of a Request for Proposals for the Robert E. Lee Development Partner and amending the Foundation Capital Budget to cover the cost of the solicitation.
7. 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 of 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 accommodation or interpretative services must be made 48 hours prior to this meeting. Please contact Lauren Cardona, for concerns or requests, at (210) 735-2772.

Posted on: August 11, 2025, at 4:00 PM

San Antonio Housing Trust Foundation
Agenda Item 2

This item includes the approval of minutes from the **June 13, 2025,** meeting.

SAN ANTONIO HOUSING TRUST FOUNDATION
2025 OFFICIAL MEETING MINUTES

DATE: June 13, 2025

TIME AND PLACE: The Foundation met in session at 3:51 p.m., via Zoom and in person at 100 W Houston St, San Antonio, TX 78205.

PRESENT: Antoinette Brumfield, Councilmember Teri Castillo, Councilmember Dr. Sukh Kaur, Councilmember Jalen McKee-Rodriguez, Marinella Murillo, Jane Paccione, Christina Martinez, and Councilmember Phyllis Viagran.

ABSENT: Eric Cooper, Rachell Hathaway, and Mark Carmona.

STAFF/VISITORS PRESENT:
Pedro Alanis- Executive Director San Antonio Housing Trust; Lauren Bejaran Cardona- San Antonio Housing Trust; Michelle Barnes- San Antonio Housing Trust; Tom Roth- Director of Development San Antonio Housing Trust; Seema Kairam- San Antonio Housing Trust; Frida Garcia- San Antonio Housing Trust; John Hernandez- San Antonio Housing Trust; Clarissa Rodriguez- Denton Navarro Rocha Bernal & Zech, P.C.; Summer Greathouse- Bracewell; Levi Stoneking- Bracewell; Tim Salas District 4; Justin Renteria- District 5; Dr. Adriana Rocha Garcia; Sabine Miramontes- 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 Michelle Barnes.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF MAY 16, 2025.
MINUTES COMMISSION ACTION:

Councilmember Viagran motioned, and Councilmember Castillo seconded to approve the May 16, 2025, minutes with the noted corrections.
Ayes: 8 Nays: 0 Abstained: 0

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 ACTION REGARDING A RESOLUTION AUTHORIZING THE RELEASE OF A REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES FOR THE ROBERT E LEE APARTMENTS; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS; AND

ADDRESSING RELATED MATTERS.

Pedro Alanis briefed the board on Item #4 for the Request for Qualifications (RFQ) for Robert E. Lee Architecture and Engineering.

MINUTES COMMISSION ACTION:
Councilmember Dr. Kaur motioned, and Councilmember Castillo seconded to approve Item #6.
Ayes: 8 Nays: 0 Abstained: 0

The motion passed.

5. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION RECOMMENDING BOARD OF DIRECTOR APPOINTMENTS FOR THE SAN ANTONIO HOUSING TRUST FOUNDATION, INC. TO THE CITY COUNCIL OF THE CITY OF SAN ANTONIO CONSISTENT WITH THE RESTATED BYLAWS.

Pedro Alanis briefed the board on Item #5, regarding Board of Director Appointments. SAHT Staff Recommends the Appointment of Dr. Adriana Rocha Garcia as Housing Expert for the San Antonio Housing Trust Foundation Board of Directors. This recommendation for appointment will be submitted for approval by the City of San Antonio City Council.

MINUTES COMMISSION ACTION:
Councilmember Dr. Kaur motioned, and Councilmember Castillo seconded to approve Item #5.
Ayes: 8 Nays: 0 Abstained: 0

The motion passed.

6. ADJOURNMENT
Vice President Jane Paccione adjourned the meeting. There being no further business, the meeting was adjourned at 4:02 p.m.

San Antonio Housing Trust Foundation
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 polí ca 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 Foundation
Agenda Item 4

A briefing on the Preliminary FY 2025 Annual Plan Results and FY 2026 Priorities.

FY 2025 Results

The San Antonio Housing Trust had a great year in continuing our work to create and preserve housing that is affordable, accessible, attainable, and sustainable. This year we made strides in placing nearly 1,600 homes in service across seven properties that completed construction this year.

Year 3 Results: New Construction - Placed in Service				
Project	30% AMI	31-80% AMI	MKT	Totals
Country Club Village	41	147	-	188
Los Arcos	49	275	-	324
Southton	25	92	122	239
Loma Vista	-	212	-	212
Sunstone Apts	21	178	-	199
Leon Creek	47	261	-	308
Valor Hill Apts	20	88	10	118
Total	**203**	**1,233**	**152**	**1,588**

**30% AMI units includes Project Based Voucher, HUD 202 Units, and/or 811 Units*

We also completed renovation and preserved affordability on 290 existing homes across three properties.

Year 3 Results: Preserved - Placed in Service			
Project	30% AMI*	31-80% AMI	Totals
Country Club Village	82	-	82
Oscar Eason	33	-	33
Preserve at the Port	17	158	175
Total	**132**	**158**	**290**

**30% AMI units includes Project Based Voucher, HUD 202 Units, and/or 811 Units*

To continue preserving land and buildings for future affordable housing needs near transit, the San Antonio Housing Trust acquired five new properties including strategic sites within Cattlemen Square, along the new Greenline & Silver lines, and acquired the Robert E. Lee Historic Building. This totaled 7.74 acres that will ensure future community and affordable housing needs.

This year, the San Antonio Housing Trust also provided considerable financial assistance to local housing efforts. In total, we provided close to $3.36 million in funding to local public and private housing nonprofits to further City of San Antonio SHIP goals. See the table below for impact:

Year 3 Results: Funding Assistance		
Awardee	**Type of Project**	**Award**
Culturingua	Community Land Trust	$150,000
Our Casas Resident Council	Infill Housing Development	239,340
SAMM Ministries	Permanent Supportive Housing	1,000,000
Bethel A&E	Mission Based Development T/A	25,500
Impact Guild: Goliad Rd	Mission Based Development T/A	50,000
Merced Housing: Eleanor Pl	MF Rehabilitation	90,000
Merced Housing: Kings Ct	MF Rehabilitation	213,000
Merced Housing: Elmhurst	MF Rehabilitation	440,000
OHSA: Dietrich Rd Apt	MF Rehabilitation	650,000
Prospera: Sutton Square Apt	MF Rehabilitation	500,000
Total		**$3,357,840**

This year we did not meet initial expectations in terms of closing new housing opportunities. We anticipated 1,907 units at the beginning of the year but only closed on 744 units. This was due to market forces and lack of available gap financing on 3 potential projects. Additionally, the closing of 648 units was pushed back into the fall of 2025 but are expected to close by December 2025. Here is the list of projects that moved forward in partnership with the San Antonio Housing Trust.

Year 3 Results: Closed Financing				
Project	**30% AMI**	**31-80% AMI**	**MKT**	**Total**
Creekbend Apartment Homes	16	296	-	312
Commons at Acequia	80	121	-	201
Valor Hill Apartments	20	88	10	118
Total	**116**	**505**	**10**	**744**

** 30% AMI Category includes Project Based Voucher, HUD 202 Units, and/or 811 Units*

Lastly, through these partnerships SAHT PFC issued $84.5 million in Tax Exempt Bonds which were necessary for our 4% Low Income Housing Tax Credit deal structures.

The following table displays the San Antonio Housing Trust's Five-Year Goals along with key results from the first 3 years. The Housing Trust is 60% of the way through this five-year plan. We are ahead of schedule in all categories except for preserving rental units for those whose incomes are between 31-80% of the Area Median Income. This is an effort the staff will focus on over the next two years.

FY 2025 Annual Vitals					
Vital	**5-Year Goal**	**Year 1 Results**	**Year 2 Results**	**Year 3 Results**	**Totals or % Complete**
Total number of MF units preserved (placed in service)	**3,710**	**423**	**151**	**290**	**23%**
# of rental units preserved < 30% AMI (PSH, HAP, PBV, 202, 811)	313	124	33	132	92%
# of rental units preserved 31 - 80% AMI	3,398	299	88	158	16%
Total number of New Const MF units (placed in service)	**5,925**	**1,341**	**1,769**	**1,588**	**79%**
# of rental units added < 30% AMI (PSH, HAP, PBV, 202, 811)	600	172	247	203	100%
# of rental units added 31% - 80% AMI	5,325	1,050	1,388	1,233	69%
Number of Permanent Supportive Housing units approved	**300**	**80**	**200**	**0**	**93%**
# of land/property acquired	**N/A**	**0**	**3**	**5**	**8**
Amount of funding for Community Land Trust(s)	**N/A**	**$295,000**	**0**	**$150,000**	**$445,000**
Amount of grants or loan funds awarded	**N/A**	**0**	**$1,315,000**	**$3,357,840**	**$4.67M**
Amount of tax-exempt bonds issued	**N/A**	**$85.2M**	**$187.8M**	**$84.5M**	**$357.5M**

FY 2026 Annual Priorities & Budget

OPERATIONS

Foundation Operating Expenses	FY 2025 EOY Est.	FY 2026 Prelim	*Change*
Grants to Others	$385,333	$197,104	*($188,229)*
Insurance	54,428	56,335	*1,907*
Office & Administrative	128,680	91,500	*(37,180)*
Payroll	482,937	634,965	*152,028*
Professional Services	263,331	372,626	*109,295*
Sponsorships	28,992	0	*(28,992)*
Rent & Facilities	111,607	213,520	*201,913*
Total Foundation Op Ex	**1,455,312**	**1,566,050**	***$110,738***

Public Facility Corporation Operating Expenses	FY 2025 EOY Est.	FY 2026 Prelim	*Change*
Administrative Fees	$1,171,428	$1,460,031	*$288,603*
Grants/Loans to Others	2,228,500	75,000	*(2,153,500)*
Payroll Expenses	763,000	987,664	*224,664*
Professional Services & Other	177,791	318,200	*140,409*
Total PFC Op Ex	**$4,340,719**	**$2,840,895**	***($1,499,824)***

Finance Corporation Operating Expenses	FY 2025 EOY Est.	FY 2026 Prelim	*Change*
Administrative Fees	$29,460	$30,210	*750*
Grants/Loans to Others	940,650	0	*(940,650)*
Professional Services & Other	27,738	13,614	*(14,124)*
Total FC Op Ex	997,848	$43,824	***($954,024)***

<u>Procurement and Contract Management</u>

This past year, SAHT hired Civic Initiatives to increase our procurement policies, controls, and standards. This has made a significant improvement in our ability to manage a substantial increase in the workload while attracting high quality respondents. In FY 2026, we recommend

assessing our overall Contract Management needs. We will seek to have Civics Initiatives perform an assessment and make recommendations on improving our contractual management capacity to effectively monitor funding agreements, loan agreements, development agreements, vendor contracts, leases, etc.…

Legal Services

The number and types of activities including land acquisition, funding agreements, capital projects, vendor agreements, increased open record requests, and other associated legal actions is requiring an increase in legal budget capacity. We anticipate a 20% - 25% increase for FY 2026.

Office Expansion

SAHT Foundation leases 3,891 SF of office space at Fountainhead Tower. We currently have space for two additional positions within this existing lease. We were informed by the landlord that the adjacent suite will be available for lease in October. SAHT has a right of first refusal on that space if we choose. However, the space is approximately 2,600 SF and oversized for our short-term needs. There is a potential option to pick up between 500-750 SF of space that could be secured for the remainder of the existing lease period. This could allow us to accommodate 2-3 fresh staff members to accommodate future growth *beyond* FY 2026.

IT Server/Security Upgrades

This year our team has seen an increase in phishing attempts, increasing the cyber risk for our organization. Staff proposes hiring a qualified firm to provide and implement digital security updates to reduce our risk of this increasing cyber threat. Additionally, staff proposes developing an AI Policy to direct the future use of these technologies.

Explore Branding & Social Media Strategy

Staff is recommending repositioning the San Antonio Housing Trust brand along with the creation and improved effectiveness of our website and social media platforms. Staff proposes soliciting a qualified firm to provide and implement rebranding and digital communication strategy that meets the needs of an evolving digital and communication landscape.

Acquisition & Construction Management Position

With the addition of land and building assets as well as our continued plans to acquire 3-5 additional properties, staff propose creating a new full-time position that will assist in meeting our acquisition, facility management, & construction needs. This role will be cross-functional with our development and asset management team but will reside under the supervision of our Director of Asset Management.

Operational Support Position

The Operations Division is managed by our Director of Operations and a Sr. Administrative Assistant Position. The division is responsible for overseeing daily operational support activities associated with the Trust Entities, including human resources, vendor management, banking relationships, tracking of strategic goals, board liaison, insurance, IT support, staff training, staff development, and budget oversight. Over the past 6 years, as our staffing levels, activity, and

sophistication have grown, we have increased our capacity in the areas of Finance, Development, and Asset Management without increasing our capacity for operational support. With our portfolio expanding to fifty-six communities coming online SAHT must adequately provide office management support to ensure our mission continues in an efficient and effective manner. Staff proposes the creation of an Operations Coordinator position.

CAPITAL BUDGET

Capital Expenses	Corporation	FY 2025 EOY Est.	FY 2026 Prelim
111 W. Travis Building	Foundation	$3,894,039	$1,334,997
217 Warren St.	PFC	378,989	44,188
Buena Vista	PFC	608,951	36,529
421 Medina	PFC	1,708,523	41,076
811 W. Houston*	PFC	402,803	91,588
900-911 W. Houston*	PFC	4,235,279	761,041
Project DC *	PFC	60,000	900,000
Midcrown *	PFC	90,771	18,553
VIDA Master Plan	PFC	660,326	179,126
Judy at Vida Phase I	PFC	0	650,000
Judy at Vida Phase II	PFC	0	650,000
Total Cap Ex		**$12,039,681**	**$4,707,098**

** Supported partially by COSA funding. See below for details on these costs.*

111 W. Travis Building

The Robert E. Lee Apartments is targeted to be acquired on or about September 8, 2025. This accounts for approximately $3.5 million of the $3.89 million in capital funds to be expended in FY 2025. The remainder will be in the form of funding reserves.

In FY 2026 we anticipate predevelopment costs of $761k in preparation for a 9% LIHTC application and shall establish a repair contingency of $585k.

217 Warren St.

On June 20, 2025, SAHT PFC acquired the former T-Mobile Switching station site located at 217 Warren Street. The site was acquired due to in non-conformity with the neighborhood and its

redevelopment potential near the future VIA Green Rapid Transit line. By the end of FY 2025, the PFC will have spent $378,989 on acquisition and maintenance related costs.

In FY 2026 we anticipate predevelopment costs of approximately $44k primarily on loan servicing, maintenance, and site decommissioning activities.

1600 Buena Vista
On May 8, 2025, SAHT PFC acquired the former Charlie Mata Boxing Gym property which is composed of two historic homes in addition to two non-historic buildings. The site will be utilized for permanent or transitional housing for a needed population. By the end of FY 2025, the PFC will have spent $608,951 on acquisition, solicitation services, and maintenance related costs.

Preliminarily in FY 2026 we anticipate predevelopment costs of approximately $36k primarily on maintenance activities. However, this is anticipated to change in the final FY 2026 budget with the selection of a site design and community engagement team.

421 Medina
On April 23, 2025, SAHT PFC acquired the National Grocer property and the accompanying vacant land behind VIA's Scobey Building for the purpose of a future redevelopment in line with the Community Vision established through the Project DC effort. By the end of FY 2025, the PFC will have spent $1,708,523 on acquisition, loan services, and maintenance related costs.

In FY 2026 we anticipate predevelopment costs of approximately $41k primarily on loan servicing and maintenance activities.

811 W. Houston
On September 26, 2024 (FY 2024), this property was acquired from Alamo Community Group to ensure the site was preserved for future affordable housing needs in line with the Community Vision established through the Project DC effort. In FY 2024, the PFC spent $2,481,026 on acquisition related costs. The City of San Antonio funded $2,535,000 to support these efforts. By the end of FY 2025, the PFC will have spent $402k on demolition costs, prorate taxes received as a credit in the settlement statement, and loan interest payment.

In FY 2026 we anticipate predevelopment costs of approximately $91k primarily on loan servicing and land maintenance activities.

900-911 W. Houston
On July 16, 2025, SAHT PFC acquired several parcels adjacent to the Centro Plaza Transit Center including the former Avance Headquarters, Rich Book Building, and Piknik. The acquisition was to ensure the site was preserved for future community development needs in line with the Community Vision established through the Project DC effort. By the end of FY 2025, the PFC will have spent $4,235,279 on acquisition and predevelopment related costs. This was funded through a $5 million CDBG grant of which $4.3 million was made available for the purchase.

In FY 2026 we anticipate predevelopment costs of approximately $761k primarily on relocation, environmental, and design/engineering activities. We anticipate utilizing the small amount of lease income from the lone tenant to fund maintenance and utilities. The Avance Headquarters building will be used as a site for Project DC community meetings.

Project DC

SAHT has commenced a large-scale community vision, master plan, & Homeless Action Plan effort in the near westside in the area surrounding the Cattlemen's Square. To date we have executed MOUs with several public and nonprofit property owners to be included in this process. This effort is partially funded with $250,000 in Westside TIRZ funds. By the end of FY 2025, the PFC will have spent $60,000 on solicitation and early community engagement costs.

In FY 2026 we anticipate approximately $900k on activities associated with the Community Vision, Master Plan, & Homeless Action Plan.

Midcrown Master Plan

On September 3, 2024, SAHT PFC acquired 8.6 acres of property at the corner of Midcrown and Eisenhauer Rd for the purpose of redeveloping the site to meet affordable housing and community development needs in that community. This effort is funded with $2,916,000 in Inner City TIRZ funds. In FY 2024, the PFC spent $2,578,332 primarily on acquisition costs.

By the end of FY 2025, the PFC will have spent $90,771 on community engagement, site preparation, and maintenance related costs.

In FY 2026 we anticipate predevelopment costs of approximately $18k primarily on maintenance activities, however, we will not have a recommended increase until the community engagement process finalizing the site plan and identifies next steps.

VIDA Master Plan

On December 21, 2023, SAHT PFC purchased 20 acres of land along S. Zarzamora in Phase II of the larger 600-acre Vida Master Development. In FY 2024, the PFC spent $1,661,273 on acquisition, loan servicing, and overall site master planning related costs. By the end of FY 2025, the PFC will have spent $660,326 on completing the master planning work and loan servicing costs.

In FY 2026 we anticipate predevelopment costs of approximately $179,126 on loan servicing since the overall master plan effort was completed.

Judy at Vida Phase I & II

Staff are still preparing the final capital expenses for FY 2025, which will be primarily soft costs associated with solicitation of a developer. It should be noted that the agreement with Pennrose requires a maximum funding obligation of the PFC at $650,000 per phase of development. We are finalizing our plans with Pennrose for deployment of capital and should have clarity by the

September board meeting. However, preliminarily we should at most require $1.3 million in FY 2026 for these efforts if the decision is to move forward with both project this next year.

STRATEGIC PROGRAMMING

In the past two years, SAHT has provided $4.7 million to non-profits to support SHIP initiatives. However, in FY 2026 due to increasing capital needs (described below), staff is recommending we not issue any new *Notices of Funding Awards* for non-profits for the next fiscal year.

SAHT also has several existing projects currently in our pre-development pipeline while seeking new opportunities for rehabilitation and conversion. Staff recommend our development team continue to find avenues to finalize master planning, site concept design, community engagement efforts, and close financing on both SAHT led efforts and partnership opportunities.

The challenge for FY 2026 to close deals will be the reduced amount of gap financing available from public sources, as well as changing market conditions due to lower equity pricing, increased interest rates, and the absorption of new units coming online this next year.

In our evolving political environment SAHT needs to stay active in policy making/education at local, state, federal levels. There are opportunities to align policies taking shape at the federal level with our local needs including seeking effectiveness of opportunity zones.

The City of San Antonio has requested the SAHT assist with deploying land acquisition funding from the 2022 COSA Housing Bond during FY 2026. We anticipate prioritizing 3-5 strategic sites under the direction of the City of San Antonio and the PFC Board. Once properties are identified and under contract, City Council will require approval of bond funding. The Capital Budget will be modified once those projects and funding are identified.

Lastly, our team should continue efforts on working to bring forth housing solutions to meet the needs of vulnerable populations including youth, veterans, persons with disability, unhoused, and low-income families with children.

The following table displays the San Antonio Housing Trust's Five-Year Goals along with Year 4 targets.

Vital	5-Year Goal	Year 1 Results	Year 2 Results	Year 3 Results	Year 4 Target
Total number of MF units preserved (placed in service)	3,710	**423**	**151**	**290**	**124**
# of rental units preserved for households at or below 30% AMI (PSH, HAP, PBV, 202, 811)	313	**124**	**33**	**132**	**30**
# of rental units preserved for households between 31 and 80% AMI	3,398	**299**	**88**	**158**	**94**
Total number of MF units added (placed in service)	5,925	**1,341**	**1,769**	**1,588**	**2,104**
# of rental units added for households at or below 30% AMI (PSH, HAP, PBV, 202, 811)	600	**172**	**247**	**203**	**275**
# of rental units added for households between 31% and 80% AMI	5,325	**1,050**	**1,388**	**1,233**	**1,745**
Number of Permanent/Transitional Supportive Housing units approved	300	**80**	**200**	**0**	**20**
# of land parcels acquired	N/A	**0**	**3**	**5**	**3-5**
Amount of funding for Community Land Trust(s)	N/A	**$295,000**	**0**	**$150,000**	**0**
Amount of grants or loan funds awarded	N/A	**0**	**$1,315,000**	**$3,357,840**	**0**
Amount of tax-exempt bonds issued	N/A	**$85.2M**	**$187.8M**	**$84.5M**	**$110M**

Year 4 Estimates: Preserved – Placed in Service			
Project	30% AMI	31-80% AMI	Total
Eleanor Apartments	-	9	9
Kings Court	-	32	32
Dietrich Road	-	30	30
Elmhurst Apts	-	23	23
Sutton Square Duplexes	30	-	30
Total	**30**	**94**	**124**

** Includes Project Based Voucher, HUD 202 Units, 811 Units*

Year 4 Estimates: New Construction – Placed in Service				
Project	30% AMI	31-80% AMI	MKT	Total
Four 25 San Pedro	25	55	-	80
Palladium Crestway	30	241	-	271
S Hausman	26	59	84	169
Legacy Senior	18	162	-	180
Cedar Ridge	36	203	-	239
Sageland Flats	51	287	-	338
Palladium SA	44	244	-	288
Residences at Pearsall	24	214	-	238
Lofts at Creekview	30	271	-	301
Total	**275**	**1,745**	**84**	**2,104**

San Antonio Housing Trust Foundation
Agenda Item 5

Briefing, discussion, and action regarding a resolution authorizing the award of Architectural and Engineering Services for the 111 W Travis St. building (Robert E. Lee Apartments) schematic design and authorizing the Executive Director to negotiate and execute a contract.

Background

The San Antonio Housing Trust is anticipated to acquire the Robert E Lee Apartments; a historic multifamily apartment building located at 111 W Travis St. in downtown San Antonio. Once the acquisition is complete, SAHT intends to pursue the 2026 round of 9% Low Income Housing Tax Credits and State and Federal Historic Tax Credits to fund a comprehensive rehabilitation of the building. Given that the project would qualify under the 9% HTC "at-risk" set aside, we believe that we have a high chance of successfully financing the project.

On June 13, 2025, the SAHTPFC board authorized a request for qualifications from qualified firms with proven expertise in architectural and engineering services, with an emphasis on affordable housing, historic preservation, and community-engaged design. The goal is to partner with a team that can effectively engage residents and community stakeholders to design a full-scale historic renovation of the Robert E Lee Apartments. The initial deliverable at this phase must meet the documentation requirements of the 9% Low Income Housing Tax Credit program application, as required by the Texas Department of Housing and Community Affairs (TDHCA).

Proposed Scope of Work:

1. Existing Conditions and Building Scan
2. Resident and Community Engagement
3. Schematic Design
4. Preliminary Cost Estimate

Evaluation

With the support of Civic Initiatives, SAHT's procurement consultant, the team scored the responsive proposals, met to discuss responses, and finalized scoring. The evaluation committee included:

- Pete Alanis (SAHT)
- Tom Roth (SAHT)
- Seema Kairam (SAHT)
- Jessica Kheune (SAHT)

The responses were reviewed based on the following criteria:

- Firm Background and Experience: 35 points
- Project Approach: 30 points
- Key Personnel, Project Examples: 20 points
- Certified SWMBE participation: 15 points

The five responses were given the combined scores as follows:

Vendor Name	Final Technical Score
Able City LLC	84.25
Alamo Architects	***92.50***
Allan Buick and Bers	21.00
Card and Company	64.75
DNA Workshop	82.50
GSM Architects	83.50
LPA Design Studios	63.25
RPGA Design Group	41.75
Vecino Design LLC	72.50

Following the preliminary evaluation, the evaluation committee completed interviews with the two top scoring vendors – Able City, LLC, and Alamo Architects. After interviews, scores were tallied, and the team of *Alamo Architects, Urban Alchemy Collaborative and Post Oak Preservation Solutions* were top scorers.

Firm's Background

Alamo Architects is a San Antonio based architectural firm that believes every project should be shaped by its physical, cultural, historical, and socioeconomic context. They bring over 20 years of experience in providing architectural services for projects involving Historic Tax Credits, LIHTC, HUD financing, and COSA Bond Requirements. Notable historic preservation projects where they have provided full architectural services include the Aurora Apartments renovation, Tower Life Building Residential Retrofit, and the Marie McGuire Apartments.

Urban Alchemy has over 45 years of combined experience in community engagement and redefining the urban planning process by putting community voices at the heart of decision-making. Their expertise in building trust and consensus adds depth and strength to the visioning and master planning process from day one. Special projects they have taken on include the Alazan Apache Redevelopment Plan, Workforce for the Future – Policy and Civic Lab, and the Eagle Pass Downtown Master Plan.

Post Oak Preservation Solutions approaches historic tax credit consulting with a deep understanding of and extensive experience with both the regulatory framework and the nuances of adaptive reuse projects, particularly those involving affordable housing. They have been brought on as historic preservation consultants on most of the historic reuse and rehabilitation projects that Alamo Architects have taken on.

Fiscal Impact
Responses included detailed cost summaries for their proposed activities in a separate sealed document from their technical response. Once the SAHTPFC board approves the awarding entity, their cost proposal will be negotiated to determine the final cost.

Should both parties fail to come to an agreement, the vendor will be dismissed, and the process will begin again with the second highest vendor. Final cost will be aligned with the Market Cost Assessment provided by Civic Initiatives.

There may be a future budget adjustment recommendation based on the Market Cost Assessment and the actual outcome of final negotiations.

Recommendation:
The Finance and Audit Committee recommended moving this item forward to the full board for consideration.

Attachment:
Resolution

San Antonio Housing Trust Foundation
Agenda Item 6

Briefing, discussion, and possible action regarding a resolution authorizing the release of a Request for Qualifications for the 111 W Travis St. building (Robert E. Lee Apartments) development partner and amending the Foundation Capital Budget to cover the cost of the solicitation.

Background
The Robert E Lee is a historic multifamily apartment building located at 111 W Travis St. in downtown San Antonio. The studio-, one- and two-bedroom-units serve low-income residents with a high number of Section 8 Voucher holders, individuals living with a disability and older adults. The San Antonio Housing Trust Foundation currently has the building under contract for purchase. We anticipate completing the due diligence phase by July 16th and completing the acquisition by September 8th.

The San Antonio Housing Trust intends to pursue the 2026 round of 9% Low Income Housing Tax Credits and State and Federal Historic Tax Credits to fund a comprehensive rehabilitation of the building. Given that the project would qualify under the 9% HTC "at-risk" set aside, we believe that we have a high chance of successfully financing the project.

The Housing Trust seeks qualified development team to develop, design, construct, finance and lease up a full-scale historic rehabilitation of the 111 W Travis Apartments.

Evaluation Criteria
- Firm Background and Experience: 35 points
- Project Narrative: 35 points
- Resumes of Key Personnel + Reference: 20 points
- Certified SWMBE participation: 10 points

Schedule of Events:
- Issue Date: August 18, 2025
- Pre-Submittal Conference: August 27, 2025
- Final Questions Accepted: September 10, 2025
- Proposals Due: September 23, 2025
- Finalist Interviews: September 29 – Oct 1, 2025
- Board Approval: October 17th, 2025

Fiscal Impact
Staff estimate the cost for the duration of the Civics Initiative procurement process is approximately 90 hours at $156.21 per hour for an estimate of $14,058.90 over a 4-month period. This will be part of the Foundation Capital Budget for 111 W. Travis, which is funded through a loan from the Public Facility Corporation.

Recommendation:
The Finance and Audit Committee recommended moving this item forward to the full board for consideration.

Attachment:
Resolution

SAN ANTONIO HOUSING TRUST FOUNDATION

RESOLUTION F25-0815-06

A RESOLUTION OF THE SAN ANTONIO HOUSING TRUST FOUNDATION APPROVING THE SUBMISSION OF A REQUEST FOR PROPOSALS TO ENGAGE A DEVELOPMENT PARTNER IN THE RENOVATION OF THE 111 W. TRAVIS (ROBERT E LEE) APARTMENTS IN DOWNTOWN SAN ANTONIO; AMENDING THE FOUNDATION CAPITAL BUDGET FOR THE COSTS OF SUCH SUBMISSION; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS; AND ADDRESSING RELATED MATTERS.

WHEREAS, the San Antonio Housing Trust Foundation (SAHT) was created to provide housing opportunities for low- and moderate-income households unable to afford decent, safe, and sanitary housing within the City of San Antonio; and to revitalize neighborhoods and downtown through appropriate housing activities; and

WHEREAS, the Robert E Lee Apartments building is a historic multifamily apartment building located at 111 W Travis St. in downtown San Antonio (the "111 W. Travis Apartments"), which serves low-income residents, individuals living with a disability, and older adults; and for which the San Antonio Housing Trust Foundation currently has the building under contract for purchase; and

WHEREAS, given that the SAHT intends to pursue the 2026 round of 9% Low Income Housing Tax Credits and State and Federal Historic Tax Credits in order to fund a comprehensive rehabilitation of the 111 W Travis Apartments, the SAHT requires the services of a qualified development team to develop, design, construct, finance and lease up a full-scale historic rehabilitation; and

WHEREAS, the SAHT Board of Directors finds that the submission of a request for proposals for a qualified development team to undertake such activities to rehabilitate the 111 W. Travis Apartments is fully aligned with the mission of the SAHT;

NOW THEREFORE, BE IT RESOLVED BY 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 Board of Directors for the San Antonio Housing Trust hereby authorizes the release of a request for proposals to identify and select a a qualified development team to develop, design, construct, finance and lease up a full-scale historic rehabilitation of the 111 W. Travis Apartments.

Section 3. The SAHT Board of Directors hereby authorizes the Executive Director to execute or oversee the provision and execution of any and all necessary documents related to the request for proposals as contemplated herein.

Section 4. The SAHT Board of Directors further authorizes the amendment of the Foundation Capital Budget by allotting from available Foundation funds, in order to carry out the submission of the RFP.

Section 5. 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 6. 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 7. 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, 2025.

SIGNED:

_____
Jane Paccione, Vice President

ATTEST:

_____
Jordan Ghawi, Secretary