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/88070033634?pwd=SnRLdUR6MVhpNFp1TzlUUnhaZzhvQT09
DIAL-IN NUMBER: 1-346-248-7799 Meeting ID: 880 7003 3634 & PASSWORD: 396957
On Friday April 18, 2025, beginning at 2:00 p.m. or immediately following the adjournment of the San Antonio Housing Trust Foundation 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 February 21, 2025.
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. Briefing, discussion, and possible action to approve a Resolution to award $500,000 from available Finance Corporation funds for Prospera Housing and Community Services for the rehabilitation of the Sutton Square Duplex.
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 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 Nicole Collazo, for concerns or requests, at (210) 735-2772.

Posted on: April 14, 2025, 5:00 PM

San Antonio Housing Trust Finance Corporation
Agenda Item 2

This item includes the approval of minutes from the **February 21, 2025,** meeting.

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION
2025 OFFICIAL MEETING MINUTES

DATE: February 21, 2025

TIME AND PLACE: The Finance Corporation met in session at 2:36 p.m., via Zoom and in person at 114 W Commerce St, San Antonio, TX 78205.

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

ABSENT: Mark Carmona, Rachell Hathaway, 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; Lauren Bejaran Cardona- 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; Jessica Kuehne- Director of Asset Management San Antonio Housing Trust; Clarissa Rodriguez- Denton Navarro Rocha Bernal & Zech, P.C.; Summer Greathouse- Bracewell; Joleen Garcia- District 2; Edward Mungia- District 4; Justin Renteria- District 5; Kristin Davila- Merced Housing Texas; Erika Hizel- Bexar Appraisal District; Jonathan Gary- Carleton Companies; Daniel Matian- GoodHomes Communities; James Jordan- San Antonio Resident; Mark O'Donnell- San Antonio Resident; Mason Brand- San Antonio Resident; Sabine Miramontes - SEFLA Languages Interpreter.

1. CALL TO ORDER AND ROLL CALL: The meeting was called to order by Treasurer Viagran and the roll was called by Lauren Bejaran Cardona.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES FOR JANUARY 17, 2025. Councilmember Dr. Kaur motioned, and Councilmember Castillo seconded for approval of January 17, 2025, minutes.

MINUTES COMMISSION ACTION:
AYES: 6
NAYS:
ABSTAINED:
THE MOTION PASSED.

3. CITIZENS TO BE HEARD

NONE. NO ACTION WAS TAKEN.

4. BRIEFING, DISCUSSION, AND POSSIBLE ACTION REGARDING AMENDING THE FY 2025 FINANCE CORPORATION BUDGET TO AWARD UP T O $940,000 OF AVAILABLE SAN ANTONIO HOUSING TRUST FINANCE CORPORATION FUNDS TO ADOPT THE ALLOCATIONS AND ADOPT RESOLUTIONS AS FOLLOWS:

a.) PROSPERA HOUSING AND COMMUNITY SERVICES FOR THE REHABILITATION OF THE SUTTON SQUARE DUPLEX IN THE AMOUNT OF $500,000.

b.) MERCED HOUSING TEXAS FOR THE REHABILITATION OF THE ELMHURST APARTMENTS IN THE AMOUNT OF $400,000.

Pedro Alanis briefed the board on Item #4 for the Merced Housing Elmhurst Apartments. Mr. Alanis stated that Item #4a for the Prospera Sutton Square Duplexes will be deferred to the March 21, 2025, SAHT Finance Corporation meeting for approval.

MINUTES COMMISSION ACTION:

Councilmember Dr. Kaur motioned, and Councilmember Castillo seconded, Item #4b for the rehabilitation of Merced Housing Texas Elmhurst Apartments.

AYES: 6
NAYS:
ABSTAINED:
THE MOTION PASSED.

5. ADJOURNMENT

Treasurer Viagran adjourned the meeting. There being no further business, the meeting was adjourned at 2:45 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 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.

Background

The terms for all council members, along with board members Jordan Ghawi, Marinella Murillo, and Rachell Hathaway, will expire on May 31, 2025. The expiring SAHT board members will remain active as of June 1, 2025, as "holdover" members until the City Council makes their appointments.

Following the approval of the amended bylaws in January 2025, there will be three open positions on the Public Facility Corporation Board.

Trust/Foundation	Class	PFC/FC	Class
Eric Cooper	Community	Eric Cooper	Community
Antoniette Brumfield	Housing Expert	Antoniette Brumfield	Housing Expert
Jane Paccione	Community	Jane Paccione	Community
Christina Martinez (SAISD)	Community	**VACANT** *(Jordan Ghawi)*	Community
VACANT *(Marinella Murillo)*	Housing Expert	**VACANT** *(Marinella Murillo)*	Housing Expert
VACANT *(Rachell Hathaway)*	Housing Expert	**VACANT** *(Rachell Hathaway)*	Housing Expert
Mark Carmona (Holdover until June 1st)	City Advisor	Mark Carmona (Holdover until June 1st)	City Advisor

() – Represents holdover status

As of March 31, 2025, the City Clerk's office has received six applications:

1. Maegan Czarnecki
2. Jordan Ghawi
3. Marinella Murillo
4. Christopher Roper
5. Guadalupe Sandoval
6. Robert Flores

The City Clerk will interview the applicants and review the recommendations during the upcoming meeting of the San Antonio City Council Governance Committee. Following this, the recommendations from the San Antonio City Council Governance Committee will be presented at a future City Council A Session.

Recommendation:

The SAHT Governance Committee met on April 11, 2025, and approved to move this item forward to the full board to make recommendations to the San Antonio City Council Governance Committee.

Attachment:

Resolution

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE SAN ANTONIO HOUSING TRUST FINANCE CORPORATION ("SAHTFC") TO RECOMMEND BOARD MEMBERS TO THE SAN ANTONIO CITY COUNCIL GOVERNANCE COMMITTEE.

WHEREAS, the terms for all council members, along with board members Jordan Ghawi, Marinella Murillo, and Rachell Hathaway, will expire on May 31, 2025; and the expiring SAHTFC board members will remain active as of June 1, 2025, as "holdover" members until the City Council makes their appointments; and

WHEREAS, as of March 31, 2025, the City Clerk's office has received six applications for the appointments for the positions; and

WHEREAS, the City Clerk will interview the applicants and review the recommendations during the upcoming meeting of the San Antonio City Council Governance Committee; and

WHEREAS, the SAHTFC Governance Committee met on April 11, 2025, and approved to move this item forward to the full board to make recommendations to the San Antonio City Council Governance Committee.

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 Board of the Directors of the San Antonio Housing Trust Finance Corporation ("SAHTFC") hereby approve the recommendation of _____, _____, and _____ as SAHT Finance Corporation Board members to the San Antonio City Council Governance Committee and directs its staff to take all other actions necessary to carry out the purpose and intent of this Resolution.

Section 3. If any section, subsection, clause, phrase or provision of this Resolution, 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 April 2025.

SIGNED:

_____
Councilwoman Dr. Adriana Rocha Garica
President

ATTEST:

_____
Jordan Ghawi, Secretary

San Antonio Housing Trust Finance Corporation

Agenda Item 5

Briefing, discussion, and possible action to approve a Resolution to award $500,000 from the amended Finance Corporation Budget for Prospera Housing and Community Services for the rehabilitation of the Sutton Square Duplex.

Background

On October 18, 2024, the Housing Trust Board of Trustees approved a Joint Notice of Funding Availability. This initiative aims to provide funding for technical assistance that supports our nonprofit and mission-driven organizations, while also optimizing our resources for the renovation or repair of existing public housing and small multi-family rental opportunities in partnership with non-profits. The RFA was released on November 6, 2024, with applications due on January 7, 2025. SAHT received a total of 10 applications totaling $2.57 million in funding requests.

Applicants were required to demonstrate housing outcomes that prioritize vulnerable populations, including neighborhoods at risk of displacement, individuals experiencing homelessness, at-risk or foster youth, housing for people with disabilities, and older adults. Additionally, applicants needed to provide evidence of rent and income restrictions for households earning at or below 60% of AMI or 120% AMI for homeownership, along with a minimum affordability period of 10 years.

The Finance Committee recommended awards totaling **$2,118,500** from the four SAHT entities including funding from the *Finance Corporation ($940,000) as follows:*

- Prospera: Sutton Square Duplex Rehabilitation - $500,000
- Merced: Elmhurst Apartments Rehabilitation - $440,000

Prospera: Sutton Square Duplexes

Prospera is seeking $500,000 to support renovations at Sutton Square Duplexes, located at 919 Sutton Drive. The community consists of thirty (30) project-based section 8 HAP units, serving households at or below 30% to 50% AMI. The total cost of repairs is $538,200 (including a 15% contractor fee) and will be completed on or before December 31, 2025. The revised proposed renovations will include installation of new energy efficient HVACs, furnaces, electrical panels and installation of efficient Water Sense fixtures such as toilets, faucets, and showerheads.

The additional SAHT loan will position the property to attain a 5-year extension on their HAP contract which will bring the property to the end of its LURA. The property will then reposition itself through an a 9% LIHTC “at-risk” set aside pool to make additional improvements and seek a 20-year HAP extension. SAHT will be able to re-negotiate the loan terms at that time to ensure the project is financially well positioned.

Fiscal Impact
The $500,000 will be structured as a 10-year-term interest-only loan for 10 years at 2% interest. This is in addition to an existing SAHT-related loan, which is active and current. Currently the Finance Corporation has sufficient cash to fund this loan.

Recommendation out of Committee:
On April 8 the Finance and Audit Committee recommended moving this item the full board for up to $500,000 loan per the terms described above.

Attachment:
Resolution

SAN ANTONIO HOUSING TRUST FINANCE CORPORATION

RESOLUTION NO. _____

A RESOLUTION OF THE SAN ANTONIO HOUSING TRUST FINANCE CORPORATION APPROVING A $500,000.00 INTEREST ONLY LOAN TO PROSPERA FOR NECESSARY IMPROVEMENTS REPAIRS AND UPGRADES TO THE SUTTON SQUARE DUPLEXES PROPERTY; AMENDING THE FY 2025 FINANCE CORPORATION BUDGET; AND ADDRESSING RELATED MATTERS.

WHEREAS, on November 6, 2024, the San Antonio Housing Trust Finance Corporation ("SAHT-FC") approved a Notice of Funding Availability; and

WHEREAS, the funding made available by this approval was intended to provide funding for technical assistance supporting nonprofit and mission-driven organizations, while also optimizing resources for the renovation or repair of existing public housing and small multi-family rental opportunities in partnership with nonprofit organizations; and

WHEREAS, Housing and Community Services, Inc. d/b/a Prospera Housing Community Services ("Prospera") is a 501c3 nonprofit organization that provides affordable housing opportunities for low-income individuals and families, as well as seniors and persons with special needs across South and Central Texas, with a mission to build and operate supportive housing and provide supportive services to residents to help prevent homelessness and strengthen communities; and

WHEREAS, Prospera, on behalf of TG 301, Inc. d/b/a Sutton Square Duplexes, applied for $500,000.00 to fund necessary improvements, repairs, and upgrades at the Sutton Square Duplexes, located at located at 919 Sutton Drive, San Antonio, Texas, which consists of thirty (30), 1 bedroom, 2 bedroom, and 3 bedroom apartment homes in fifteen (15) total buildings; and serves as affordable multi-family housing in support of Prospera's Section 8 Housing Assistance Payment Contract and the subject property for Prospera's future Low Income Housing Tax Credits request; and

WHEREAS, Prospera, on behalf of TG 301, Inc. d/b/a Sutton Square Duplexes, previously applied to SAHT under the November 6, 2024, Notice of Funding Availability, for traditional loan funding and determined that such funding would create significant financial strain on the cash flow of Sutton Square Duplexes such that Prospera amended their proposal to request the same SAHT loan funding as a deferred forgivable loan; and

WHEREAS, the SAHT-FC finds that a 10 year interest only loan at 2% simple interest to Prospera to enable it to undertake necessary improvement, repair, and upgrade of the Sutton Square Duplexes will expand the ability of the SAHT-FC to facilitate the development of affordable housing opportunities while serving vulnerable populations within the community;

NOW THEREFORE, BE IT RESOLVED BY 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 Board of Directors for the San Antonio Housing Trust Finance Corporation does hereby approve the application submitted by Prospera for an interest only loan in the amount of $500,000.00, at 2% simple interest per annum, 10-year term with the balance due at maturity, to fund necessary improvement, repair, and upgrade of the Sutton Square Duplexes; and as such, amending the FY 2025 Finance Corporation Budget.

Section 3. The necessary improvement, repair, and upgrade of the Sutton Square Duplexes shall include installation of new energy efficient HVACs, furnaces, electrical panels and installation of efficient Water Sense fixtures such as toilets, faucets, and showerheads. Prospera shall provide documentation acceptable to SAHT-FC confirming completion of the repairs to be completed on or before December 31, 2025, Prospera provides documents acceptable to SAHT-FC confirming completion of repairs.

Section 4. The SAHT-FC hereby authorizes the Assistant Secretary to execute or oversee the provision and execution of any and all necessary documents and forms related to the funding distribution as approved by this resolution, including but not limited to any third-party loan documents or documents for SAHT-FC sourced debt as necessary to ensure the project(s) remain financially viable over the long term.

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. This Resolution shall be cumulative of all provisions of the San Antonio Housing Trust Finance Corporation, except where the provisions of this Resolution are in direct conflict with the provisions of such Resolution, in which event the conflicting provisions of such Resolution are hereby repealed. This Resolution hereby repeals any prior Resolutions regarding the subject herein.

Section 7. 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 8. 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 April, 2025.

SIGNED:

_____
Councilwoman Adriana Rocha Garcia
President

ATTEST:

_____
Jordan Ghawi, Secretary